



MEMBERS OF COUNCIL

HON. KIM REYNOLDS  
GOVERNOR

HON. PAUL D. PATE  
SECRETARY OF STATE

HON. ROB SAND  
AUDITOR OF STATE

HON. ROBY SMITH  
TREASURER OF STATE

HON. MIKE NAIG  
SECRETARY OF AGRICULTURE

## Executive Council of Iowa

CAPITOL BUILDING  
DES MOINES, IOWA 50319  
PHONE: 515 281-5368

May 5, 2025

Accounting Department  
Office of the Treasurer  
Lucas Building  
321 E 12<sup>th</sup> Street  
Des Moines, IA, 50319

The Executive Council, in a meeting held on this date, approved payment of the following cost item:

Department of Administrative Services .....\$2,236.50  
On September 19, 2024, Vehicle #346 was damaged by a raccoon. Request was to cover repair costs.

This represents full and final payment.

EXECUTIVE COUNCIL OF IOWA

*Kristi Onstot*

Kristi Onstot  
Executive Secretary

cc: Adam Steen, Director, Department of Administrative Services  
DAS Fleet Services, Risk  
Matt Bender, Department of Management  
Heather Hackbarth, Department of Management

AOS Claim # 3919  
TOS Job # 2782



OFFICE OF AUDITOR OF STATE  
STATE OF IOWA

Rob Sand  
Auditor of State

State Capitol Building  
Des Moines, Iowa 50319-0004  
Telephone (515) 281-5834

April 7, 2025

Kristi Onstot  
Executive Council  
L O C A L

Subject: Raccoon Damage to Vehicle #346 on September 19, 2024  
Department of Administrative Services  
Claim dated December 11, 2024  
AOS Claim ID: 3919

In accordance with Executive Council policy, we have examined the invoices and supporting documentation for final payment related to the loss and have found the items to be in order as shown below:

Documented request		\$ 2,236.50
Executive Council Allocation		\$ 2,236.50
Less:		
Previous payments	\$ 0.00	
This payment	<u>2,236.50</u>	
Total		\$ <u>2,236.50</u>
Remaining Executive Council allocation		\$ <u>0.00</u>

We recommend reimbursement be made in the amount of \$2,236.50. This represents full and final payment of the loss.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian R. Brustkern".

Brian R. Brustkern, CPA  
Deputy Auditor of State

CC: Adam Steen, Director, Department of Administrative Services  
Mariah Fucaloro, Fleet Services Manager, Department of Administrative Services



Department of  
Administrative Services

KIM REYNOLDS, GOVERNOR  
CHRIS COURNOYER, LT. GOVERNOR

ADAM STEEN, DIRECTOR

Date: February 7, 2025

To: Tammy Hollingsworth, Auditor of State  
Victoria Newton, Treasurer of State  
Executive Council

From: Ryan Betts, DAS Fleet Risk Manager  
DAS Fleet Services  
Department of Administrative Services

**Re: REIMBURSEMENT REQUEST - 29C20 Claim**

AOS Claim #	3919
Vehicle / Event	#346/Raccoon
Event Date	September 19, 2024
Summary	Vehicle 346 struck a raccoon. (290502)
Amount Requested	<b>\$2,236.50 Total</b>

The Department of Administrative Services, Central Procurement Fleet Services Enterprise, has paid all vendors to date. We are seeking an allocation for those funds under 29C20 Contingency Fund – Disaster Aid. Please deposit into the following account: **0665-005-5790-0657**. If you have any questions or need additional information, please do not hesitate to contact me.

Thank you,

Ryan Betts  
DAS Fleet Risk Manager  
[ryan.betts1@iowa.gov](mailto:ryan.betts1@iowa.gov)  
515-281-8008



## Warrants

Edit

Cancel

\* Required fields

## ▼ Warrant Information

## Fiscal Year

2025

## Vendor Customer

VS000002922

## Amount

\$2,236.50

## Line Number

1

## Warrant Number

86383341

## Last Updated

11/01/2024 07:16 PM

## ▼ Issue Information

## Issued

10/29/2024 12:00 AM

## Duplicate

No

## Line Amount

\$346.50

## Void

No

## Transaction Line Number

1

## Comments

## Transaction ID

RISK00525303001

## Stop

No

## ▼ Redeemed Information

## Redeemed

11/01/2024 12:00 AM

## Sequence Number

00007

## Batch Number

0992

## Redeemed Fund

0665

## Redeemed Bank

0022

## Redeemed Department

005

## ▼ COA

## Fund

0665

## Sub Fund

-

## Department

005

## Object Class

-

## Appropriation

0000

## Sub BSA

-

## Object

2715

## Sub Object

-

## Unit

5790

## Revenue Source

-

## Revenue Source Class

-

## Dept Object

-

## Dept Revenue

-

## Sub Unit

-

## Sub Revenue Source

-

## BSA

-

▶ Show More

**All Makes Collision Center**

524 23rd Ave  
Council Bluffs, IA 51501  
Phone (712) 256-3195

**Invoice****No: 2793**

Scheduled In Date: 10/24/2024  
Completed Date: 10/28/2024  
Service Rep: Kortnie Getzschman  
Page 1  
PO No:

**Name**

state of iowa

**Service Item**

20 Dodge Charger Police 4 DR Sedan  
Lic: Unit#  
VIN: 2C3CDXKT3LH124222 Color:  
Mileage In: Mileage Out:  
Paint Code : \_\_\_\_\_

**Insurance Information**

Claim No:  
Policy No:  
Date of Loss:  
Deductible: 0.0000

**Insurance Company**

Ext:

**Insured**

Claim# 290502

Ext:

**Adjuster**

Type	Description	Qty	Each	Amount	Sales Tax%	Sales Tax	Total
RL	Refinish Labor	5.5	100.00	550.00	7.00%	0.00	550.00
ML	Mechanical Labor	0.2	55.00	11.00	7.00%	0.00	11.00
BL	Body Labor	6.3	55.00	346.50	7.00%	0.00	346.50
NP	NonTaxable Part			1,329.00	0.00%	0.00	1,329.00
<b>ESTIMATE TOTALS</b>				<b>\$2,236.50</b>		<b>\$0.00</b>	<b>\$2,236.50</b>
Type	Description	Qty	Each	Amount	Sales Tax%	Sales Tax	Total
RL	Refinish Labor	5.5	100.00	550.00	7.00%	0.00	550.00
ML	Mechanical Labor	0.2	55.00	11.00	7.00%	0.00	11.00
BL	Body Labor	6.3	55.00	346.50	7.00%	0.00	346.50
NP	NonTaxable Part			1,329.00	0.00%	0.00	1,329.00
<b>INVOICE TOTALS</b>				<b>\$2,236.50</b>		<b>\$0.00</b>	<b>\$2,236.50</b>

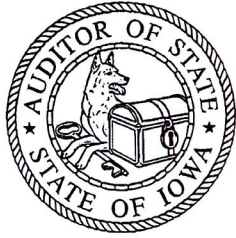
An express mechanic's lien is hereby acknowledged on the above vehicle to secure the amount of costs incurred by in collecting amounts owed for repairs on the above vehicle. I also hereby make, constitute and appoint you and/or your employees as my true lawful attorney for me and in my name, place, and stead to ask, demand, collect, sign for and receive all such sums of money which are or shall be due owing, payable and belonging to me, or detained from me, related to the vehicle herein described. This includes full power and authority to sign my name to all checks, drafts, and/or negotiable instruments related to or arising out of work done by you and/or your employees on the above mentioned vehicle.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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# OFFICE OF AUDITOR OF STATE

STATE OF IOWA

State Capitol Building  
Des Moines, Iowa 50319-0004

Telephone (515) 281-5834

Rob Sand  
Auditor of State

February 6, 2025

Kristi Onstot  
Executive Council  
LOCAL

Subject: Raccoon Damage to Vehicle #346 on September 19, 2024  
Department of Administrative Services  
Claim dated December 11, 2024  
AOS Claim ID: 3919

In accordance with Executive Council policy, we have examined the claim for 29C.20 funds for the above-mentioned damage. It is our conclusion that the above damage incurred by the Department of Administrative Services is covered by Chapter 29C.20 of the Code of Iowa. Therefore, we recommend an Executive Council allocation in the amount of \$2,236.50, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian R. Brustkern".

Brian R. Brustkern, CPA  
Deputy Auditor of State

CC: Adam Steen, Director, Department of Administrative Services  
Mariah Fucaloro, Fleet Services Manager, Department of Administrative Services  
Heather Hackbarth, Department of Management