

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 12th Street
Des Moines, IA, 50319

The Executive Council, in a meeting held on today's date, approved Department of Administrative Services request for an emergency allocation in the amount of \$4,041.50, subject to an audit of actual invoices. On February 23, 2025, Vehicle #241 was damaged by a deer. Request was to cover repair costs.

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 # 3990
TOS Job # _____



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 23, 2025

Kristi Onstot
Executive Council
L O C A L

Subject: Deer Damage to Vehicle #241 on February 23, 2025
Department of Administrative Services
Claim dated February 26, 2025
AOS Claim ID: 3990

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 \$4,041.50, 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



Department of
Administrative Services

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

ADAM STEEN, DIRECTOR

Date: February 26, 2025

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

Re: ALLOCATION REQUEST - 29C20 Claim for Executive Council Consideration

Vehicle / Event	#241 / Animal
Event Date	February 23, 2025
Summary	Vehicle 241 - struck a deer (Claim # 301030)
Amount Requested	\$4,041.50 - Estimate
Supporting Documentation	29C20 Email Notification, Accident Report, & Repair Estimate

If you have any questions or are in need of additional information, please do not hesitate to contact me.

Thank you,

Ryan Betts
DAS Fleet Risk Manager
ryan.betts1@iowa.gov
515-281-8008



Risk, DAS <das.risk@iowa.gov>

RE: Trooper Keech #241 vehicle damage sustained after string a deer

1 message

Tammy Hollingsworth <Tammy.Hollingsworth@aos.iowa.gov>

Tue, Feb 25, 2025 at 3:21 PM

To: "Risk, DAS" <das.risk@iowa.gov>, TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>

Notification of 29C.20 Damages Received – AOS Claim #3990

From: ryan.betts1@iowa.gov <ryan.betts1@iowa.gov> **On Behalf Of** Risk, DAS**Sent:** Monday, February 24, 2025 10:09 AM**To:** Tammy Hollingsworth <Tammy.Hollingsworth@AOS.IOWA.GOV>; TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>**Subject:** Fwd: Trooper Keech #241 vehicle damage sustained after string a deer

CAUTION: This email originated from outside of AOS. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please accept this email as initial 24 hr notification for AON, vehicle 241 struck a deer on 2/23/2025. I will forward all information as soon as it is received.

DAS Risk

Central Procurement and Fleet Services Enterprise

Iowa Department of Administrative Services

510 E 12th St, Des Moines, IA 50319

515-281-3162 office

das.risk@iowa.gov<https://das.iowa.gov>**Department of
Administrative Services**

All accidents must be reported via email or phone to Fleet Services within 24 hours. All accident reports and estimates are due within 72 hours of an accident. Agencies have 60 days to complete repairs to vehicles once approval is given.

----- Forwarded message -----

From: **Zenor Ryan** <rzenor@dps.state.ia.us>

Date: Mon, Feb 24, 2025 at 10:03 AM

Subject: Trooper Keech #241 vehicle damage sustained after string a deer

To: DAS Risk <das.risk@iowa.gov>, vehicledamage <vehicledamage@dps.state.ia.us>

Cc: Everett Ryan <everett@dps.state.ia.us>

All,

Trooper Keech struck a deer last night while working with her patrol car sustaining functional damage. She plans on getting quotes today for repairs. I will have further hopefully today with quotes and further information.

Thank you,

Sergeant Ryan Zenor ★259★

Police Service Dog Unit

Iowa State Patrol | District 21- Special Operations

Iowa Department of Public Safety

215 E. 7th Street Rm. #44, Des Moines, IA 50319

Office: 515-281-4063

Mobile: 515-208-3817

rzenor@dps.state.ia.us

<https://dps.iowa.gov/>

<https://dpscareers.com/>



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[Auditor.Iowa.Gov](https://auditor.iowa.gov)

State Vehicle Damage Report

Attach this completed form to an email along with the items identified below and send to: **DPS – Vehicle Damage; DAS – Risk**

- One Repair Estimate from Approved State Bid Shop
- DOT MARS Report (if reportable)
- Memo from the Driver of the State Vehicle
- 3-4 photos of the vehicle damage

*****Sworn Officers only: Complete a Line of Duty Form #432037 and send to DOT if 10-50 was reportable!!!**

STATE VEHICLE: (Mark if Act of Nature ☐) CASE #: 2025004872

Date: <small>(Month/Day/Year)</small>	2-23-25	Time: <small>(Time plus a.m./p.m.)</small>	7:55 P.M.
Vehicle Plate #:	241	Vehicle Mileage:	111,500
Vehicle Description: <small>(Yr/Make/Model/ & Vin#)</small>	2021 Chevrolet Tahoe VIN# 1GBSKLEDXMR272559		
Assigned To:	Heather Keech	Badge #	241
Driven By:	Trooper Keech	Badge #	241
Driver's Lic #:	435AF4790	Damage:	\$
Vehicle Towed: <small>(Yes / No)</small>	No	Towed By:	n/a
Towed To:	Driven away	Towing Cost:	\$0
Seat Belt: <small>(Yes / No)</small>	Yes	Type of Vehicle: <small>(Marked/Semi /Unmarked)</small>	Marked
Injured/Injuries:	None		
Occupants: <small>(Other than driver)</small>	None		

VEHICLE #2:

DL #:		State:	
Vehicle Lic. #		State:	
Driver's Name:			
Driver's Address:			
Owner's Name:			
Owner's Address:			
Owner's Phone:			

Insurance Info: (Carrier/Policy #/Phone)			
Veh Description: (Yr/Make/Model & Vin#)			
Damage:	\$	Seat Belt: (Yes / No)	No
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)			

OTHER INFORMATION:

Witnesses:			
Accident Location: (Street/Hwy)	US 18 W. 185mm		
County:	Cerro Gordo		
Weather/Road Conditions:	Clear/normal		
Narrative: Trooper Keech was working a night shift when a deer entered the roadway striking her in the side of her patrol car.			
Property Damage other than Vehicles:			
Cost:	\$		
Citations Issued To: (List Charge(s) and Statute Code(s))			

Investigating Officer:	Trooper Williamson #381
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VEHICLE #3: (If needed) (For more vehicles, please make extra copies of this portion)

DL #:		State:	
Vehicle Lic. #		State:	
Driver's Name:			
Driver's Address:			
Owner's Name:			
Owner's Address:			

Owner's Phone:			
Insurance Info: (Carrier/Policy #/Phone)			
Veh Description: (Yr/Make/Model & Vin#)			
Damage:	\$	Seat Belt: (Yes / No)	Yes
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)	Yes		



NORTH IOWA COLLISION CENTER INC.

Serving your car, light & heavy duty truck, heavy
equipment & RV repair needs.

11201 265TH ST, CLEAR LAKE, IA 50428

Phone: (641) 421-8555

FAX: (641) 421-8558

Workfile ID: 26ba1a67
Federal ID: 87-2591068
State ID: 1-17-020011
Resale Number: 1-17-020011
Federal EPA: IAR000007856

Preliminary Estimate

RO Number: 26862

Written By: Scott Larson

Insured: Iowa State Patrol
Type of Loss:
Point of Impact: 08 Left Qtr Post (Left Side)

Policy #:
Date of Loss:
Claim #:
Days to Repair: 0

Owner:
Iowa State Patrol
4425 S Washington
Mason City, IA 50401
(111) 111-1111 Cell

Inspection Location:
NORTH IOWA COLLISION CENTER INC.
11201 265TH ST
CLEAR LAKE, IA 50428
Repair Facility
(641) 421-8555 Business

Insurance Company:

VEHICLE

2021 CHEV Tahoe Commercial 4WD (Fleet) 4D UTV 8-5.3L Gasoline Direct Injection Satin Steel Metallic

VIN: 1GBSKLEDXMR272559 Interior Color: Jet Black Mileage In: Vehicle Out:
License: Exterior Color: Satin Steel Metallic Mileage Out:
State: Production Date: 2/2021 Condition: Job #:

TRANSMISSION

Automatic Transmission
Overdrive
4 Wheel Drive

POWER

Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors
Heated Mirrors
Power Driver Seat
Power Passenger Seat

DECOR

Dual Mirrors
Privacy Glass

Console/Storage

CONVENIENCE

Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Rear Defogger
Keyless Entry
Alarm
Message Center
Steering Wheel Touch Controls
Rear Window Wiper
Telescopic Wheel
Climate Control
Dual Air Condition
Backup Camera

Parking Sensors

Remote Starter

RADIO

AM Radio
FM Radio
Stereo
Search/Seek
Auxiliary Audio Connection

SAFETY

Drivers Side Air Bag
Passenger Air Bag
Anti-Lock Brakes (4)
4 Wheel Disc Brakes
Traction Control
Stability Control
Front Side Impact Air Bags

Head/Curtain Air Bags

Hands Free Device
Xenon or L.E.D. Headlamps
Positraction
Lane Departure Warning

SEATS

Cloth Seats

WHEELS

20" Or Larger Wheels

PAINT

Clear Coat Paint
Metallic Paint

TRUCK

Trailer Hitch
Trailer Package
Running Boards/Side Steps

Get live updates at www.carwise.com/e/52bcvQ

Preliminary Estimate

RO Number: 26862

2021 CHEV Tahoe Commercial 4WD (Fleet) 4D UTV 8-5.3L Gasoline Direct Injection Satin Steel Metallic

Line		Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1	#		Rental Formula 41.2 / 4 = 10		1			
2	#							
3	PILLARS, ROCKER & FLOOR							
4	*	R&I	LT Step bar assy black				0.7	
5	FRONT DOOR							
6	*	Rpr	LT Outer panel				4.5	
7	**	Repl	A/M Mask for Primer Application		1	5.00	0.2	
8	**	Repl	A/M Feather edge prime and block		1	15.00	1.0	
9		R&I	LT Upper molding chrome				0.2	
10		Repl	LT Upper molding rivet	19352194	2	21.90		
11		Repl	LT Belt molding chrome	84844387	1	59.65	0.3	
			Note: PARTS: Part cannot be reused/reinstalled. Time is after mirror is removed.					
12		R&I	LT Front applique				0.2	
13		R&I	LT Rear applique				0.2	
14		R&I	LT R&I mirror				0.4	
15		R&I	LT Run w'strip				0.2	
16		R&I	LT Handle, outside w/o chrome				0.4	
17		R&I	LT Window molding				0.2	
18		R&I	LT Water shield				0.2	
19		R&I	LT R&I trim panel				0.4	
20	#	R&I	Decal "Iowa State Patrol"				0.3	
21	#	Repl	Decal "Iowa State Patrol"		1		0.3	
22	REAR DOOR							
23	*	Rpr	LT Outer panel				5.5	
24	**	Repl	A/M Mask for Primer Application		1	5.00	0.2	
25	**	Repl	A/M Feather edge prime and block		1	15.00	1.0	
26		R&I	LT Front w'strip				0.1	
27		R&I	LT Rear w'strip				0.1	
28	*	R&I	LT Handle, outside w/o chrome				0.4	
29		Repl	LT Belt molding chrome	85590192	1	22.47	0.3	
			Note: PARTS: Part cannot be reused/reinstalled.					
30		R&I	LT Water shield				0.2	
31		R&I	LT R&I trim panel				0.4	
32	#	R&I	Decal " Police Service Dog"				0.3	
			Note: Remove and clean up of adhesive					
33	**	Repl	A/M Decal "Police Service Dog"		1		0.3	
34	QUARTER PANEL							
35	*	Rpr	LT Quarter panel				3.5	2.7
36			Add for Clear Coat					1.1
37	**	Repl	A/M Mask for Primer Application		1	5.00	0.2	
38	**	Repl	A/M Feather edge prime and		1	15.00	0.5	

RO Number: 26862

2021 CHEV Tahoe Commercial 4WD (Fleet) 4D UTV 8-5.3L Gasoline Direct Injection Satin Steel Metallic

			block				
39		R&I	LT Wheelhouse liner			0.3	
40		R&I	Fuel door			0.3	
41	*	R&I	Fuel pocket gas w/o lock cntrl			<u>0.4</u>	
42		R&I	LT Front molding chrome			0.2	
43		R&I	LT Rear molding			0.4	
44		R&I	LT Qtr glass GM, w/o glass breakage sensor w/o privacy tint			2.0	
45	#	Repl	Urethane / Glass Kit	1	25.00		
46	#	R&I	Decal "American Flag"			0.2	
47	#	Repl	Decal "American Flag"	1		0.2	
48	REAR LAMPS						
49		R&I	LT Tail lamp			0.4	
50	REAR BUMPER						
51			O/H bumper assy			3.2	
52	* <>	Rpr	Bumper cover			<u>0.5</u>	3.0
53			Overlap Major Non-Adj. Panel				-0.2
54			Add for Clear Coat				0.6
55		Repl	LT Guide bracket	84856698	1	33.53	0.1
56		Repl	LT Guide bracket rivet	19352194	4	43.80	
57	VEHICLE DIAGNOSTICS						
58	*	Subl	Pre-repair scan	1	<u>118.65</u>	m	
59	#	Rpr	Pre Repair Scan Labor			1.0	M
60	*	Subl	Post-repair scan	1	<u>141.50</u>	m	
61	#	Rpr	Post Repair Scan Labor			1.0	M
62	MISCELLANEOUS OPERATIONS						
63	**	Repl	A/M Cover car/bag	1	<u>10.00</u>	0.2	
64	**	Repl	A/M Corrosion Protection	1	10.00	0.2	
65	**	Repl	A/M Cavity wax	1	20.00	0.2	
66	#	Refrn	Tint Color				0.5
SUBTOTALS					566.50	33.5	7.7

ESTIMATE TOTALS

Category	Basis		Rate	Cost \$
Parts				566.50
Body Labor	31.5 hrs	@	\$ 75.00 /hr	2,362.50
Paint Labor	7.7 hrs	@	\$ 125.00 /hr	962.50
Mechanical Labor	2.0 hrs	@	\$ 75.00 /hr	150.00
Subtotal				4,041.50
Grand Total				4,041.50

MyPriceLink Estimate ID / Quote ID:

1323393533108822016 / 143496420