



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

March 3, 2026

Kristi Onstot
Executive Council
L O C A L

Subject: Raccoon Damage to Vehicle #73 on November 20, 2025
Department of Administrative Services
Claim dated November 24, 2025
AOS Claim ID: 4201

The Department's request included a supplemental allocation request of \$595.71 because additional damages were identified. We recommend Executive Council approval of the supplemental allocation of \$595.71, which increases the allocation to \$3,211.83. In accordance with Executive Council policy, we have examined the invoices and supporting documentation for final payment related to this loss. We have found the items to be in order as shown below:

Documented request		\$	<u>3,211.83</u>
Executive Council allocation (Revised)		\$	3,211.83
Less:			
Previous payments	\$	0.00	
This payment		<u>3,211.83</u>	
Total			\$ <u>3,211.83</u>
Remaining Executive Council allocation		\$	<u>0.00</u>

We recommend that reimbursement be made in the amount of \$3,211.83. This represents full and final payment on this allocation.

Sincerely,

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

Brian R. Brustkern, CPA
Deputy Auditor of State

CC: Kyle Wear, Fleet Services CFO, Department of Administrative Services
Ryan Betts, Fleet Services Risk Program Manager, Department of Administrative Services



Department of
Administrative Services

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

MARK CAMPBELL, DIRECTOR

Date: January 15, 2026

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 #	4201
Vehicle / Event	#73 / Raccoon
Event Date	November 20, 2025
Summary	Vehicle 73 struck a raccoon (Claim 324104)
Amount Requested	\$3,211.83 TOTAL

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
515-281-8008

Filters

Bank Account

External Disbursement ID

Disbursement Type

Transaction Code

Check / EFT

External Issue Date

Record Date

Transaction Dept

Issue Date

Status

Transaction ID

Apply

Reset

Grid Actions

1 - 1 of 1 Records

View per Page - 20 50 100

Page 1 of 1



Bank Account

Check / EFT

Issue Date

Status

Record Date

Amount

Transaction Code

Transaction Dept

Transaction ID

Disbursement Type



0800

000001000527905

12/23/2025

Paid

12/23/2025

\$3,211.83

AD

005

ADC12232500000273191

Check



1019 Hwy 30 West P.O. Box 396 Carroll, IA 51401
 Phone: (712) 792-9234 Fax (712) 792-4434
 Toll Free: 1-800-792-9234
 service@wittrockmotors.com
 www.wittrockmotors.com

SO # 266248

SERVICE ORDER CUSTOMER COPY



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User 535 Page 2

Customer No 23323
 STATE OF IOWA
 301 E 7TH ST
 DES MOINES, IA 50319
 Home (712) 830-2762 Bus (515) 314-4132
 Cell (402) 953-7079 Today
 Email motorpool@iowa.gov
 Term Charge

Advisor	JOEL PIETIG	Promised	12/03/2025 5:30 PM	Tag#
Shop	BS	Opened	12/03/2025 9:42 AM	Location
Priority	10	Cashiered		PO #

License	Odom In	Odom Out	In Service Date	Stock No
196	50388	50388		
Year	Make	Model	Model Number	Color
2023	DODGE	DURANGO		
Vehicle ID No	Selling Dealer	Extended Warranty	Delivery Date	
1C4SDJFT4PC676223				
Engine		Fleet #		

Claim # APDSOIO324104-001

Lic = 73

Final Invoice

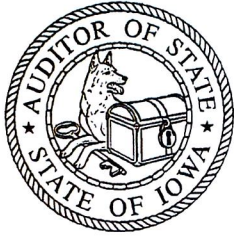
Labor	1,357.60
Parts	1,530.43
SALES TAX ON DEDUCTIBLE	0.00
Misc	323.80
Supplies	0.00
Sub-Total	3,211.83
Tax	0.00
Total Invoice	3,211.83

TERMS: STRICTLY CASH UNLESS ARRANGEMENTS ARE MADE. "I hereby authorize the repair work hereinafter to be done along with the necessary material and agree that you are not responsible for loss or damage to vehicle or articles left in the vehicle in case of fire, theft, or any other cause beyond your control or for any delays caused by unavailability of parts or delays in parts shipments by the supplier or transporter. I hereby grant you or your employees permission to operate the vehicle herein described on streets, highways, or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto."

DISCLAIMER OF WARRANTIES. Any warranties on the products sold hereby are those made by the manufacturer. The seller hereby expressly disclaims all warranties either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and the seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products. Any limitation contained herein does not apply where prohibited by law.

NO RETURN ON ELECTRICAL OR SAFETY ITEMS OR SPECIAL ORDERS.

X _____
 CUSTOMER SIGNATURE



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Rob Sand
Auditor of State

January 5, 2026

Kristi Onstot
Executive Council
L O C A L

Subject: Raccoon Damage to Vehicle #73 on November 20, 2025
Department of Administrative Services
Claim dated November 24, 2025
AOS Claim ID: 4201

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 \$2,616.12, 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: Kyle Wear, Fleet Services CFO, Department of Administrative Services
Ryan Betts, Fleet Services Risk Program Manager, Department of Administrative Services
Heather Hackbarth, Department of Management