



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

September 3, 2024

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.....\$4,357.50  
On May 24, 2024, Vehicle #204 was damaged by hail. Request was to cover repair costs.

This represents full and final payment, \$58.00 will be reverted and this allocation closed.

EXECUTIVE COUNCIL OF IOWA

Victoria Newton  
Acting 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 # 3791  
TOS Job # 2639



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

August 16, 2024

Kristi Onstot  
Executive Council  
L O C A L

Subject: Hail Damage to Vehicle #204 on May 24, 2024  
Department of Administrative Services  
Claim dated June 6, 2024  
AOS Claim ID: 3791

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

Documented request		\$	<u>4,357.50</u>
Executive Council Allocation		\$	4,415.50
Less:			
Previous payments	\$	0.00	
This payment		<u>4,357.50</u>	
Total			\$ <u>4,357.50</u>
Remaining Executive Council allocation		\$	<u>58.00</u>

We recommend reimbursement be made in the amount of \$4,357.50. This represents full and final payment of the loss. The remaining allocation should be reverted to the State Treasury.

Sincerely,

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



Date: July 18, 2024

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

From: Karl Bubser, Fleet Administrator  
DAS Fleet Services  
Department of Administrative Services

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

AOS Claim #	3791
Vehicle / Event	#204/Weather
Event Date	May 24, 2024
Summary	Vehicle 204 sustained hail damage. (282358)
Amount Requested	<b>\$4,357.50 - 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,

Karl Bubser, Fleet Administrator  
DAS Fleet Services  
karl.bubser@iowa.gov  
515-281-3162

# Warrants

Edit

Cancel

\* Required fields

## Warrant Information

<b>Fiscal Year</b> 2024	<b>Amount</b> \$4,357.50	<b>Warrant Number</b> 73147817
<b>Vendor Customer</b> 00003082281	<b>Line Number</b> 1	<b>Last Updated</b> 07/12/2024 08:26 PM

## Issue Information

<b>Issued</b> 07/12/2024 12:00 AM	<b>Void</b> No	<b>Transaction ID</b> RISK00525193004
<b>Duplicate</b> No	<b>Transaction Line Number</b> 1	<b>Stop</b> No
<b>Line Amount</b> \$338.00	<b>Comments</b>	

## Redeemed Information

<b>Redeemed</b> -	<b>Batch Number</b> -	<b>Redeemed Bank</b> -
<b>Sequence Number</b> -	<b>Redeemed Fund</b> -	<b>Redeemed Department</b> -

## COA

<b>Fund</b> 0665	<b>Object</b> 2715	<b>Dept Object</b> -
<b>Sub Fund</b> -	<b>Sub Object</b> -	<b>Dept Revenue</b> -
<b>Department</b> 005	<b>Unit</b> 5790	<b>Sub Unit</b> -
<b>Object Class</b> -	<b>Revenue Source</b> -	<b>Sub Revenue Source</b> -
<b>Appropriation</b> 0000	<b>Revenue Source Class</b> -	<b>BSA</b> -
<b>Sub BSA</b> -		

Show More

# Warrants

EditCancel

\* Required fields

## Warrant Information

<b>Fiscal Year</b> 2024	<b>Amount</b> \$4,357.50	<b>Warrant Number</b> 73147817
<b>Vendor Customer</b> 00003082281	<b>Line Number</b> 2	<b>Last Updated</b> 07/12/2024 08:26 PM

## Issue Information

<b>Issued</b> 07/12/2024 12:00 AM	<b>Void</b> No	<b>Transaction ID</b> RISK00525193004
<b>Duplicate</b> No	<b>Transaction Line Number</b> 2	<b>Stop</b> No
<b>Line Amount</b> \$4,019.50	<b>Comments</b>	

## Redeemed Information

<b>Redeemed</b> -	<b>Batch Number</b> -	<b>Redeemed Bank</b> -
<b>Sequence Number</b> -	<b>Redeemed Fund</b> -	<b>Redeemed Department</b> -

## COA

<b>Fund</b> 0665	<b>Object</b> 2715	<b>Dept Object</b> -
<b>Sub Fund</b> -	<b>Sub Object</b> -	<b>Dept Revenue</b> -
<b>Department</b> 005	<b>Unit</b> 5790	<b>Sub Unit</b> -
<b>Object Class</b> -	<b>Revenue Source</b> -	<b>Sub Revenue Source</b> -
<b>Appropriation</b> 0000	<b>Revenue Source Class</b> -	<b>BSA</b> -
<b>Sub BSA</b> -		

Show More

204  
282358

Printed Date: 6/19/2024 10:16:51 AM

**KEN BORTH AUTOBODY**  
**301 11TH ST SW**  
**PO BOX 1053**  
**SPENCER, IA 51301**  
**(712) 262-7076**

**INVOICE**  
**RO# 41204**

Est: Dale Kabrick

State Of Iowa	20 Dodge Charger Color: Type: PC 4 Door Sedan VIN: 2C3CDXKT9LH127514 Prod Date: Plate: 204 Odometer: Engine:	*Unknown Insurance* Adjustor: Phone: Claim #: Deductible: 0 Loss Type: Unknown
Home:		
Work:		
Cell:		

P = Who Pays? (I = Insurance, C = Customer)

Qty	Type	Description	Part #	Amount	Sup #	Labor	Op	Labor Units	Paint Units	P
1	Sublet	Hood Panel (Alum) Line Markup %25.0 51-75 Quarter - Add For Aluminum		650.00		Body				
	Parts Existing	Hood Insulator				Body	R&I	0.3		
1	Sublet	R Fender Panel 1-5 Quarter		150.00		Body				
1	Sublet	L Fender Panel 6-15 Quarter		225.00		Body				
1	Sublet	L Frt Door Repair Panel (HSS) 6-15 Quarter A		225.00		Body				
1	Parts New	L Frt Upr Door Adhesive Moulding	57010505AM	149.00		Body	Rep	0.3		
1	Sublet	L Rear Door Repair Panel (HSS) 6-15 Quarter B		225.00		Body				
1	Parts New	L Rear Upr Door Adhesive Moulding	57010507AN	183.00		Body	Rep	0.3		
1	Sublet	Roof Panel 31-50 Quarter		600.00		Body				
	Parts Existing	Roof Headliner				Body	R&I	3.4		
1	Sublet	R Quarter Outer Panel 1-5 Quarter A		150.00		Body				
1	Sublet	L Quarter Outer Panel 16-30 Quarter		300.00		Body				
	Parts Existing	Luggage Trim Panel				Body	R&I	0.3		
1	Sublet	Luggage Lid Panel 31-50 Quarter A		500.00		Body				
	Parts Existing	R Rear Combination Lamp				Body	R&I	0.3		
	Parts Existing	L Rear Combination Lamp				Body	R&I	0.3		
1	Sublet	LH Roof Rail Line Markup %25.0 A 16-03 Quarter - Add For Double Panel Adjustment		400.00   262.50		Body				

Sublet	3,425.00
Labor	338.00
Parts	332.00
<b>SubTotal</b>	<b>4,357.50</b>
Taxes	0.00

Grand Total	4,357.50
-------------	----------

Due from Insurance		Due from Customer	
SubTotal	4,357.50	SubTotal	0.00
Tax	0.00	Tax	0.00
	-----		-----
Total	4,357.50	Total	0.00
		<b>Total Amount</b>	<b>4,357.50</b>



Date: June 6, 2024

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

From: Karl Bubser, Fleet Administrator  
DAS Fleet Services  
Department of Administrative Services

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

Vehicle / Event	#204/Weather
Event Date	May 24, 2024
Summary	Vehicle 204 sustained hail damage. (282358)
Amount Requested	\$4,415.50 - Estimate
Supporting Documentation	29C20 Email Notification, Accident Report, Repair Estimate(s), Photos

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

Thank you,

Karl Bubser, Fleet Administrator  
DAS Fleet Services  
Karl.Bubser@iowa.gov  
515-281-3162





AOS - 3791

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

---

**Fwd: #204 Vehicle Damage**

1 message

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

Tue, May 28, 2024 at 8:18 AM

To: TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>, Tammy Hollingsworth <Tammy.Hollingsworth@aos.iowa.gov>

Please accept this email as initial 24 hr notification for AON. I will forward all information as soon as it is received.

**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.**

Thank you,

**DAS Risk**

Central Procurement and Fleet Services Enterprise

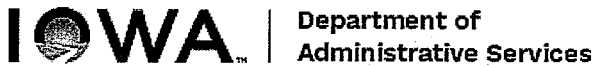
Iowa Department of Administrative Services

109 SE 13<sup>th</sup> St, Des Moines, IA 50319

515-281-3162 office

[das.risk@iowa.gov](mailto:das.risk@iowa.gov)

<https://das.iowa.gov>



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

From: **Hesse Chase** <hesse@dps.state.ia.us>

Date: Sat, May 25, 2024 at 8:14 PM

Subject: #204 Vehicle Damage

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

Cc: Williams Matthew <mwilliam@dps.state.ia.us>, Kurtz Vincent <kurtz@dps.state.ia.us>

Good afternoon,

Trp. Achterhoff's #204 squad car sustained hail damage in the early morning hours on 5-24-24 while parked at his residence. Trp. Achterhoff will be securing a repair estimate early next week after the holiday weekend. We will forward this information as soon as we have it.

Respectfully,

Chase

**Sergeant Chase Hesse ★499★**

**Assistant District Commander**

**Department of Public Safety  
Iowa State Patrol District #6**

**503 W 44<sup>th</sup> Street  
Spencer, Iowa 51301  
Office: (712) 262-1424**

**Cell: (515) 204-5684**

Email: [hesse@dps.state.ia.us](mailto:hesse@dps.state.ia.us)

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

<https://dpscareers.com/>



\*NOTICE\* This email message (including any file attachments transmitted with it) is for the sole use of the intended recipient(s) and may contain confidential and legally privileged information. Any unauthorized use or disclosure of this email by an unintended recipient is prohibited. If you have received this e-mail in error please notify the sender by return e-mail and destroy all copies of the original message. No representation is made that this email or any attachments are free of viruses. Virus scanning is recommended and is the responsibility of the recipient.

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

From: Achterhoff Ethan <[achterho@dps.state.ia.us](mailto:achterho@dps.state.ia.us)>

To: Hesse Chase <[hesse@dps.state.ia.us](mailto:hesse@dps.state.ia.us)>

Cc:

Bcc:

Date: Sun, 26 May 2024 01:03:02 +0000

Subject: Vehicle Damage Memo

Post 6 Supervision,

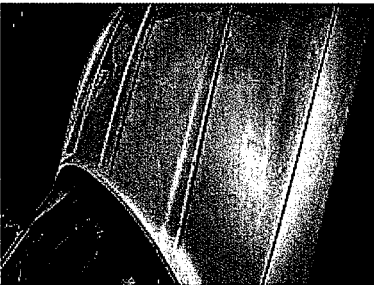
During the severe thunderstorms in the early hours of the 24th my patrol vehicle incurred some hail damage. I was out of town yesterday and it was difficult to see the damage in low light but there is definitely noticeable damage on the hood. I have attached pictures as well, and my vehicle mileage is 104785.

Respectfully,

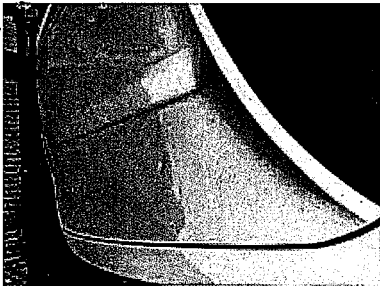
Trooper Achterhoff

---

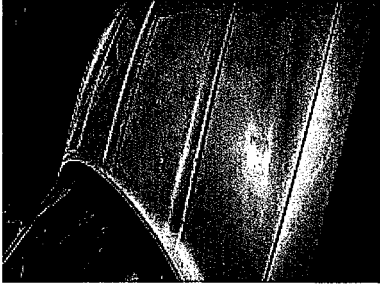
5 attachments



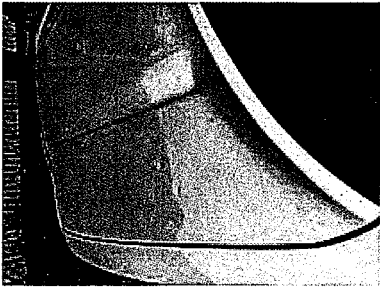
**hail damage 1.jpg**  
2444K




**hail damage 2.jpg**  
1595K



**hail damage 1.jpg**  
2444K



**hail damage 2.jpg**  
1595K

 **Vehicle Damage Memo.eml**  
5534K

## 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 #: 2024014056**

Date: <small>(Month/Day/Year)</small>	05-24-24	Time: <small>(Time plus a.m./p.m.)</small>	0500 a.m.
Vehicle Plate #:	204	Vehicle Mileage:	104,705
Vehicle Description: <small>(Yr/Make/Model/ &amp; Vin#)</small>	2020 Dodge Charger VIN# 2C3CDXKT9LH127514		
Assigned To:	Ethan Achterhoff	Badge #	204
Driven By:	Parked	Badge #	
Driver's Lic #:	419AF9457	Damage:	\$4,415.50
Vehicle Towed: <small>(Yes / No)</small>	No	Towed By:	Not Towed
Towed To:	Not Towed	Towing Cost:	\$
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)	Yes
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)	Yes		

**OTHER INFORMATION:**

Witnesses:	NONE
Accident Location: (Street/Hwy)	2305 240 <sup>th</sup> St. Milford, IA 51351
County:	Dickinson County
Weather/Road Conditions:	Wind/Hail/Thunderstorm
<p>Narrative: During the severe thunderstorms in the early hours of the 24th my patrol vehicle incurred some hail damage. I was out of town yesterday and it was difficult to see the damage in low light but there is definitely noticeable damage on the hood. I have attached pictures as well, and my vehicle mileage is 104785.</p> <p>Respectfully, Trooper Achterhoff</p>	
Property Damage other than Vehicles:	NONE
Cost:	\$
Citations Issued To: (List Charge(s) and Statute Code(s))	NONE

Investigating Officer:	Sgt. Chase Hesse #499
------------------------	-----------------------

**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		

**KEN BORTH AUTO BODY**  
 301 11th St SW, Spencer, IA 51301  
 Office: (712) 262-7076  
 Fax: (712) 262-7777  
 dalekabrick@live.com  
 Tax ID: 471534086

Estimate ID  
 18744934  
 Original

Owner  
 State Of Iowa

Appraiser  
 Dale Kabrick  
 dalekabrick@live.com

Classification  
 None

Loss Type                      Deductible  
 Unknown                      Unknown

**2020 Dodge Charger Police Fleet 4 Door Sedan 5.7L 8 Cyl Gas Injected 5 Speed Auto Trans AWD**

License                      VIN                      Drivable                      Mitchell Service Code  
 204                      2C3CDXKT9LH127514                      Unknown                      911667

Options

Air Conditioning	All Wheel Drive	AM-FM Stereo	Anti-Lock Brake Sys. (ABS)	Automatic Headlights
Auxiliary Input	Bluetooth Wireless Connectivity	Cloth Seat	Cruise Control	Daytime Running Lights
Driver-Front Air Bag	Dual A/C	Electric Defogger	Electronic Parking Aid	Electronic Stability Control
First Row Bucket Seat	Keyless Entry System	Leather Steering Wheel	Left-Curtain Air Bag	MP3 Player
Passenger-Front Air Bag	Power Door Locks	Power Driver Seat	Power Remote Mirror	Power Steering
Power Windows	Rear Bench Seat	Rearview Camera	Remote Decklid Or Tailgate Release	Second Row Side Airbag With Head Protection
Side Airbags	Smart Key System	Steering Wheel Mounted Audio Control	Tilt Steering Wheel	Tire Pressure Monitoring System
Traction Control/Electronic	Trip Computer			

**State Of Iowa | 2020 Dodge Charger Police Fleet**

Parts Profile                      Parts Profile Version  
 N/A                      N/A

Line #	Description	LABOR				PART				
		Operation	Type	Total Units	CEG	Type	Number	Qty	Total Price	Tax
<b>Hood</b>										
1	100559 Hood Panel (Alum)	Paintless Repair	Body	0.0*	1.6	Sublet			\$650.00*	
2	900510 Line Markup 25.0%								\$162.50	
3	900501 51-75 Quarter - Add For Aluminum									
4	102478 Hood Insulator	Remove / Install	Body	0.3r	0.3	Existing				
<b>Front Fender</b>										
5	101042 R Fender Panel	Paintless Repair	Body	0.0*#	1.3	Sublet			\$150.00*	

Line #	Description	LABOR				PART				Tax
		Operation	Type	Total Units	CEG	Type	Number	Qty	Total Price	
6	900501 1-5 Quarter									
7	101043 L Fender Panel	Paintless Repair	Body	0.0*#	1.3	Sublet			\$225.00*	
8	900501 6-15 Quarter									
<b>Front Door</b>										
9	101427 L Frt Door Repair Panel (HSS)	Paintless Repair	Body	0.0*#	7.0	Sublet			\$225.00*	
10	900501 6-15 Quarter									
11	101468 L Frt Upr Door Adhesive Moulding	Remove / Replace	Body	0.2	0.2	New	57010505AM	1	\$149.00	
<b>Rear Door</b>										
12	100733 L Rear Door Repair Panel (HSS)	Paintless Repair	Body	0.0*#	7.4	Sublet			\$225.00*	
13	900501 6-15 Quarter									
14	100740 L Rear Upr Door Adhesive Moulding	Remove / Replace	Body	0.2	0.2	New	57010507AN	1	\$183.00	
<b>Roof</b>										
15	101694 Roof Panel	Paintless Repair	Body	0.0*	19.0	Sublet			\$600.00*	
16	900501 31-50 Quarter									
17	101699 Roof Headliner	Remove / Install	Body	4.4#	4.4	Existing				
<b>Quarter Panel</b>										
18	100290 R Quarter Outer Panel	Paintless Repair	Body	0.0*#	17.2	Sublet			\$150.00*	
19	900501 1-5 Quarter									
20	100291 L Quarter Outer Panel	Paintless Repair	Body	0.0*#	17.7	Sublet			\$300.00*	
21	900501 16-30 Quarter									
<b>Luggage Lid</b>										
22	101797 Luggage Trim Panel	Remove / Install	Body	0.3	0.3	Existing				
23	103148 Luggage Lid Panel	Paintless Repair	Body	0.0*	1.8	Sublet			\$500.00*	
24	900501 31-50 Quarter									
<b>Rear Lamps</b>										
25	100462 R Rear Combination Lamp	Remove / Install	Body	0.6#	0.6	Existing				
26	100463 L Rear Combination Lamp	Remove / Install	Body	0.6#	0.6	Existing				
<b>Special / Manual Entry</b>										
27	900500 LH Roof Rail	Paintless Repair	Body*	0.0*	0.0	Sublet			\$400.00*	
28	900510 Line Markup 25.0%								\$100.00	
29	900501 16-03 Quarter - Add For Double Panel									

\* Judgment Item  
T Included in Two Tone Calculation  
# Labor Note Applies  
d Discontinued by Manufacturer

C Included in Clear Coat Calculation  
A Included in Clear Coat and Two Tone Calculation  
r CEG R&R Time Used for this Labor Operation  
[ ] Verify the part number and price before ordering



## Estimate Totals

Labor	Units	Rate	Sublet Add'l Amount	Totals
Body Labor	6.6	\$60.00	\$3,425.00	\$3,821.00
<b>Total Labor</b>	<b>6.6</b>		<b>\$3,425.00</b>	<b>\$3,821.00</b>
				Taxable \$0.00
				Tax 0.0000% \$0.00
				Non-Taxable \$3,821.00
				Pre-Tax Discount 0.00% \$0.00
				<b>Labor Total \$3,821.00</b>
Parts			Amount	
Taxable Parts			\$0.00	\$0.00
				Parts Adjustments \$262.50
				Tax 0.0000% \$0.00
				Non-Taxable \$332.00
				Pre-Tax Discount 0.00% \$0.00
				<b>Parts Total \$594.50</b>
Costs			Amount	
Paint Materials			\$0.00	\$0.00
Shop Materials			\$0.00	\$0.00
Other Additional Costs			\$0.00	\$0.00
				Taxable \$0.00
				Tax 0.0000% \$0.00
				Non-Taxable \$0.00
				Pre-Tax Discount 0.00% \$0.00
				<b>Costs Total \$0.00</b>
Gross Totals			Amount	
<b>Gross Total</b>			<b>\$4,415.50</b>	<b>\$4,415.50</b>
				Taxable \$0.00
				Tax \$0.00
				Non-Taxable \$4,415.50
				Pre-Tax Discount 0.00% \$0.00
				<b>Gross Total \$4,415.50</b>
Adjustments			Amount	
<b>Total Customer Responsibility</b>				<b>\$0.00</b>
				<b>Net Estimate Total \$4,415.50</b>

### Estimate Event Log

Job Created	6/4/2024 05:09 PM
Estimate Started	6/4/2024 05:35 PM
Estimate Printed	6/6/2024 12:38 PM
Estimate Committed	Estimate Not Committed
Estimate Retrieval ID	1001609071