

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

June 2, 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 a supplemental emergency allocation in the amount of \$3,585.25, subject to an audit of actual invoices. On April 18, 2025, Vehicle #1852 was damaged by hail. 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 # 4038
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

May 27, 2025

Kristi Onstot
Executive Council
L O C A L

Subject: Hail Damages to Vehicle #1852 on April 18, 2025
Department of Administrative Services
Claim dated April 22, 2025
AOS Claim ID: 4038

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 \$3,585.25, 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: April 22, 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	#1852 / Hail
Event Date	April 18, 2025
Summary	Vehicle 1852 - sustained hail damage (Claim # 304991)
Amount Requested	\$3,585.25 - Estimate
Supporting Documentation	29C20 Email Notification, Accident Report, & Repair Estimate *Note: Original notification had vehicle 1334 listed, which is incorrect. Vehicle number is 1852 as noted above.

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>

29C20 Notification - Vehicle 1334

1 message

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

Fri, Apr 18, 2025 at 12:32 PM

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

Please accept this email as initial 24 hr notification for AON, vehicle 1334 sustained hail damage on 4/18/2025. 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

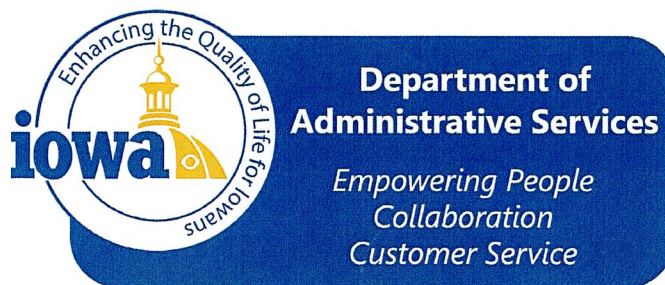
das.risk@iowa.gov<https://das.iowa.gov>Department of
Administrative Services

Should be
Veh # 1852

C-307

Lynn Koch - Waverly
'23 Silverado

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.



Department of Administrative Services
DAS Fleet Services- Risk Management
109 SE 13th St
Des Moines, IA 50319

Vehicle Accident Report Form

- Render aid or assistance to the injured ([per Iowa Code 321.26](#) 2).
- The State of Iowa is self-insured. Refer to the insurance card and accident report procedures online or in your glove box packet. If the accident involves another party, exchange information with the driver or property owner. Do not admit fault or attempt to settle your claim.
- Call local law enforcement, if a fatality, injury or property damage has occurred, and obtain a police report. On the Capitol complex, call Iowa State Patrol, Post 16 at 515-281-5608.
- Within the first 24 hours, report accident or damage to DAS Fleet Services (515-281-3162 or DAS.Risk@iowa.gov) , your agency fleet contact, and supervisor. Damage caused by an act of nature or unavoidable cause MUST be reported to DAS Fleet Services within 24 hours of the incident to qualify for contingent fund use ([per Iowa Code 29C.2](#) 0).
- For an estimate, locate the nearest contracted auto body repair shop in the Contracted Service Providers map. A contracted auto body shop within 30 miles should be used if available.
- If towing is necessary, contact DAS Fleet Services (515-281-3162) for assistance. After hours, call National Automobile Club (NAC) FleetRescue* (866-329-3471) or local law enforcement.
- Within 72 hours, print and submit a completed Accident Report Form, including a cost estimate from the auto body shop to DAS.Risk@iowa.gov .
- Any accident in the State of Iowa that causes death, personal injury, or total property damage of \$1,500 or more must be reported on an Iowa Accident Report Form UNLESS the accident is investigated by a law enforcement agency and a report is filed. Failure to return an accident report form within 72 hours may result in suspension of driving privileges.

Vehicle Accident Report

Time and location of accident

Accident Date (Mo/Day/Year) 4-18-2025	Time 04:30 am	No. of Vehicles 1
County Bremer	State Iowa	

Vehicle 1 (State vehicle)

Driver's Name Lynn Koch		Work Street Address 1401 Hickory Hills Dr. Waverly, IA 50677	
Driver's License No./State 562AT9672 Iowa		City, State, Zip Waverly, IA 50677	
Date of Birth 08/22/1977	Department Iowa DNR	Work Phone 319 240 5034	Home Phone 785-219-3388
License Plate No. C-307	VIN 3GCUDAED8PG237784	Year, Make, Model 2023 Chevrolet Silverado Z71 1500	
Estimate (\$) of Damage \$3,000		Description of Damage Hail damage from storm	

Vehicle 2 (other vehicle) if more than two vehicles-use additional forms

Driver's Name	Street Address

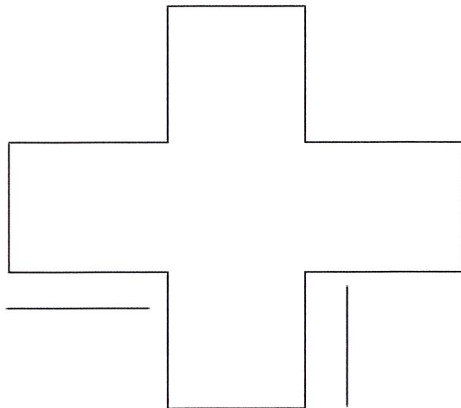
● 515-281-3162

● Email: das.risk@iowa.gov

Driver's License No./State		City, State, Zip	
Date of Birth	Work Phone	Home Phone	License Plate No.
Description of Damage			

Property Damage other than vehicle (fence, utility pole, etc)	
Owner's Name, Address and Phone	Description of Property Damaged
Injured Persons (attach additional sheets if necessary)	
Vehicle No. 1/ Name and Address	Describe Injuries
Vehicle No. 2/ Name and Address	Describe Injuries
Witness	
Name	Address/Phone
Name	Address/Phone

Accident Diagram
<p>Complete diagram below, include a description of what happened. Use the outline below to sketch the scene of your accident, writing in street or highway names or numbers. Use number 1 to indicate the State vehicle.</p> <p>Hail damage</p>



Accident Information Exchange Sheet

Other Vehicle information

Driver's Name

Street Address

Driver Phone

Driver's License No./State

Vehicle Plate No.

Vehicle year, make, model

VIN

Insurance Company Name

Policy No.

Agent name

Agent phone

Owner's Name/Address (if different)

Submit this information along with the accident report to DAS Fleet Service within 72 hours of the accident.

● 515-281-3162

● Email: das.risk@iowa.gov

Complete the next section, tear at the dotted line and give to the other party involved.

State Vehicle Insurance Information	
Driver's Name	Lynn Koch
Driver's License No./State	562AT9672
Vehicle Plate No.	C-307
Vehicle year, make, model	2023 Chevrolet Silverado Z71 1500
VIN	3GCUDAED8PG237784
<p>The State of Iowa is self-insured. If you have any questions regarding an accident, please contact DAS Fleet Services at 515-281-3162 of DAS.Risk@iowa.gov</p>	



WITHAM COLLISION CENTER

Workfile ID: 631447b9
Federal ID: 42-1060951

FORD-CHEVROLET-VW-KIA
2033 LAPORTE RD, WATERLOO, IA 50702
Phone: (319) 234-4200

Preliminary Estimate

Customer: DNR c-307

Written By: Angela Williams

Insured: DNR c-307
Type of Loss:
Point of Impact:

Policy #:
Date of Loss:

Claim #:
Days to Repair: 0

Owner:
DNR c-307
(319) 240-5034 Cell

Inspection Location:
WITHAM COLLISION CENTER
2033 LAPORTE RD
WATERLOO, IA 50702
Repair Facility
(319) 234-4200 Business

Insurance Company:

VEHICLE

2023 CHEV Silverado 1500 Work Truck Crew Cab 147" WB 4WD 4D SHORT 8-5.3L Gasoline Direct Injection

VIN: 3GCUDAED8PG237784
License:
State: IA

Interior Color:
Exterior Color:
Production Date:

Mileage In:
Mileage Out:
Condition:

Vehicle Out:
Job #:

TRANSMISSION

Automatic Transmission
Overdrive
4 Wheel Drive

POWER

Power Steering
Power Brakes
Power Windows
Power Locks

DECOR

Dual Mirrors

Tinted Glass

CONVENIENCE

Air Conditioning
Tilt Wheel
Keyless Entry
Message Center
Telescopic Wheel
Backup Camera

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
Lane Departure Warning

WHEELS

Styled Steel Wheels

PAINT

Clear Coat Paint

TRUCK

Rear Step Bumper

Get live updates at www.carwise.com/e/54A6FJ

Preliminary Estimate

Customer: DNR c-307

2023 CHEV Silverado 1500 Work Truck Crew Cab 147" WB 4WD 4D SHORT 8-5.3L Gasoline Direct Injection

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1	#	post scan		1		1.0 M	
2	FRONT LAMPS						
3	*	R&I RT Headlamp assy				0.5	
4	*	R&I LT Headlamp assy				0.5	
5	HOOD						
6		R&I R&I hood assy				0.6	
7	*	PDR Hood (ALU) +25% Note: PDR 75 quarter, 6 half		1	781.25 T		
8	FENDER						
9	*	PDR RT Fender w/o ZR2 +25% Note: PDR 1 half		1	156.25 T		
10		R&I RT Fender liner Redesign w/o ZR2				0.5	
11	*	PDR LT Fender w/o ZR2 +25% Note: PDR 1 half		1	156.25 T		
12		R&I LT Fender liner Redesign w/o ZR2				0.5	
13	CAB						
14		R&I R&I headliner				3.1	
15	*	PDR Roof panel w/Onstar +25% Note: PDR 10 quarter, 25 half		1	750.00 T		
16	#	add oversized		1	200.00		
17	FRONT DOOR						
18	*	PDR LT Door shell Redesign w/o High Country (ALU) +25% Note: PDR 2 half		1	156.25 T		
19	*	R&I LT Belt molding black				0.3	
20		R&I LT R&I trim panel				0.4	
21	REAR DOOR						
22	*	PDR LT Door shell (ALU) +25% Note: PDR 1 quarter, 1 half		1	281.25 T		
23	*	R&I LT Belt molding black				0.3	
24		R&I LT R&I trim panel				0.4	
25	PICK UP BOX						
26	*	PDR RT Outer panel w/o ZR2 +25% Note: PDR 2 half		1	156.25 T		
27	*	PDR LT Outer panel w/o ZR2 +25% Note: PDR 1 quarter, 4 half		1	281.25 T		
28	MISCELLANEOUS OPERATIONS						
29	#	Hazardous waste removal		1	4.00 T		
SUBTOTALS					2,922.75	8.1	0.0

Preliminary Estimate

Customer: DNR c-307

2023 CHEV Silverado 1500 Work Truck Crew Cab 147" WB 4WD 4D SHORT 8-5.3L Gasoline Direct Injection

ESTIMATE TOTALS

Category	Basis			Rate	Cost \$
Parts					200.00
Body Labor	7.1 hrs	@		\$ 75.00 /hr	532.50
Mechanical Labor	1.0 hrs	@		\$ 130.00 /hr	130.00
Miscellaneous					4.00
PDR					2,718.75
Subtotal					3,585.25
Grand Total					3,585.25
Deductible					0.00
CUSTOMER PAY					0.00
INSURANCE PAY					3,585.25

MyPriceLink Estimate ID / Quote ID:

1342593223045947392 /

AUTHORIZED AND ACCEPTED: YOU ARE HEREBY AUTHORIZED TO MAKE THE ABOVE REPAIRS. I UNDERSTAND THAT PAYMENT IN FULL WILL BE DUE UPON RELEASE OF VEHICLE, INCLUDING ADDITIONAL SUPPLEMENTAL DAMAGE CHARGES, AND HEREBY GRANT YOU AND/YOUR EMPLOYEES, PERMISSION TO OPERATE THE CAR, TRUCK, OR 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 THE ABOVE CAR, TRUCK, OR VEHICLE TO SECURE THE AMOUNT OF REPAIRS THERETO. YOU WILL NOT BE HELD RESPONSIBLE FOR LOSS OR DAMAGE TO THE VEHICLE OR ARTICLES LEFT IN VEHICLE IN CASE OF FIRE, THEFT, ACCIDENT, OR ANY OTHER CAUSE BEYOND YOUR CONTROL.

AUTHORIZED BY:_____ DATE_____

THIS ESTIMATE HAS BEEN PREPARED BASED ON THE USE OF AFTERMARKET CRASH PARTS SUPPLIED BY A SOURCE OTHER THAN THE MANUFACTURER OF YOUR VEHICLE. ANY WARRANTIES APPLICABLE TO THE REPLACEMENT PARTS ARE PROVIDED BY THE MANUFACTURER OR DISTRIBUTOR OF THESE PARTS RATHER THAN THE MANUFACTURER OV YOUR VEHICLE.

Customer: DNR c-307

2023 CHEV Silverado 1500 Work Truck Crew Cab 147" WB 4WD 4D SHORT 8-5.3L Gasoline Direct Injection

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide DR1GH19, CCC Data Date 04/01/2025, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (*) or Double Asterisk (**) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2024 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

SYMBOLS FOLLOWING PART PRICE:

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

SYMBOLS FOLLOWING LABOR:

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

OTHER SYMBOLS AND ABBREVIATIONS:

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. CFC=Carbon Fiber. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. STS=Stainless Steel. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Intelligent Solutions Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

Image Report					
Owner:	DNR c-307	Insurance:		Estimator:	Angela Williams
RO Number:		Claim Number:		Vehicle Out:	
Year:	2023	Color:		License Plate:	
Make:	CHEV	Body Style:	4D SHORT	State:	IA
Model:	Silverado 1500 Wo...	Engine:	8-5.3L Gasoline ...	VIN:	3GCUAED8PG237784
				Production Date:	
				Mileage In:	
				Condition:	



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:

Image Report

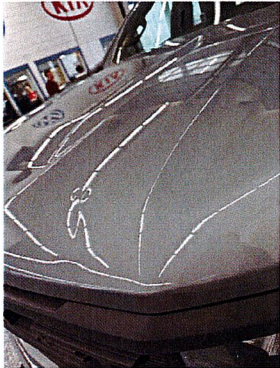
Owner:	DNR c-307	Insurance:		Estimator:	Angela Williams	Vehicle Out:
RO Number:		Claim Number:				
Year:	2023	Color:		License Plate:		Production Date:
Make:	CHEV	Body Style:	4D SHORT	State:	IA	Mileage In:
Model:	Silverado 1500 Wo...	Engine:	8-5.3L Gasoline ...	VIN:	3GCUDAED8PG237784	Condition:



4/18/2025
Comments:



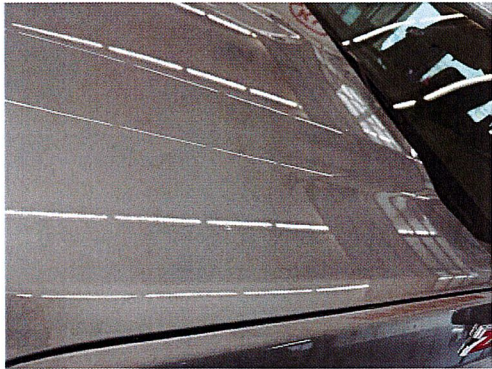
4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:



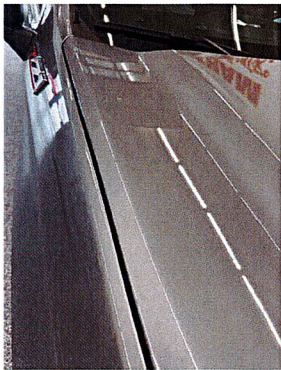
4/18/2025
Comments:



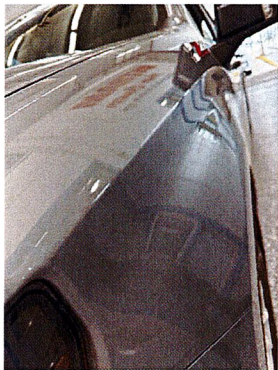
4/18/2025
Comments:

Image Report

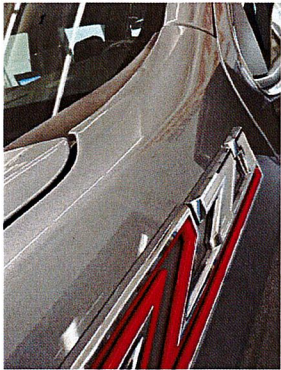
Owner:	DNR c-307	Insurance:		Estimator:	Angela Williams	Vehicle Out:
RO Number:		Claim Number:				
Year:	2023	Color:		License Plate:		Production Date:
Make:	CHEV	Body Style:	4D SHORT	State:	IA	Mileage In:
Model:	Silverado 1500 Wo...	Engine:	8-5.3L Gasoline ...	VIN:	3GCUDAED8PG237784	Condition:



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:

Image Report

Owner:	DNR c-307	Insurance:		Estimator:	Angela Williams	Vehicle Out:
RO Number:		Claim Number:				
Year:	2023	Color:		License Plate:		Production Date:
Make:	CHEV	Body Style:	4D SHORT	State:	IA	Mileage In:
Model:	Silverado 1500 Wo...	Engine:	8-5.3L Gasoline ...	VIN:	3GCUDAED8PG237784	Condition:



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:



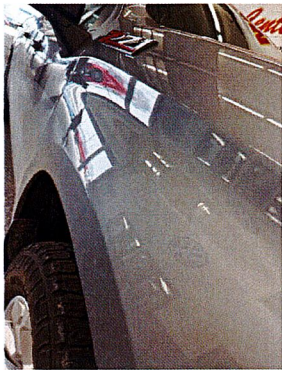
4/18/2025
Comments:



4/18/2025
Comments:

Image Report

Owner:	DNR c-307	Insurance:		Estimator:	Angela Williams	Vehicle Out:
RO Number:		Claim Number:				
Year:	2023	Color:		License Plate:		Production Date:
Make:	CHEV	Body Style:	4D SHORT	State:	IA	Mileage In:
Model:	Silverado 1500 Wo...	Engine:	8-5.3L Gasoline ...	VIN:	3GCUDAED8PG237784	Condition:



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:



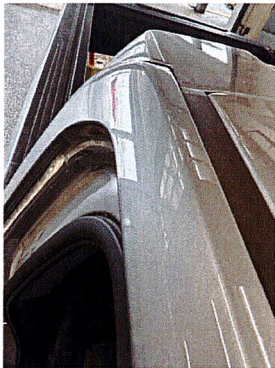
4/18/2025
Comments:

Image Report

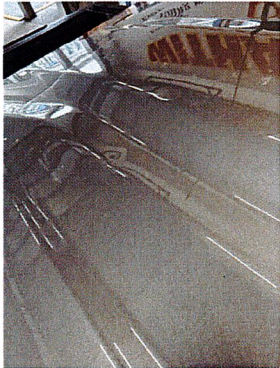
Owner:	DNR c-307	Insurance:		Estimator:	Angela Williams	Vehicle Out:
RO Number:		Claim Number:				
Year:	2023	Color:		License Plate:		Production Date:
Make:	CHEV	Body Style:	4D SHORT	State:	IA	Mileage In:
Model:	Silverado 1500 Wo...	Engine:	8-5.3L Gasoline ...	VIN:	3GCUDAED8PG237784	Condition:



4/18/2025
Comments:



4/18/2025
Comments:



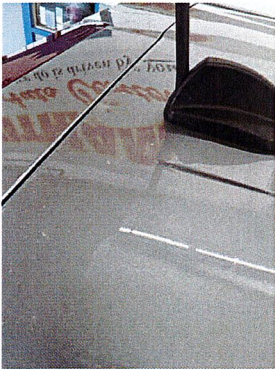
4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:

Image Report

Owner:	DNR c-307	Insurance:		Estimator:	Angela Williams	Vehicle Out:
RO Number:		Claim Number:				
Year:	2023	Color:		License Plate:		Production Date:
Make:	CHEV	Body Style:	4D SHORT	State:	IA	Mileage In:
Model:	Silverado 1500 Wo...	Engine:	8-5.3L Gasoline ...	VIN:	3GCUDAED8PG237784	Condition:



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:



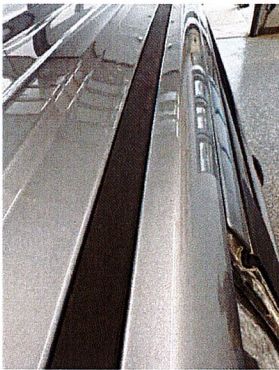
4/18/2025
Comments:



4/18/2025
Comments:

Image Report

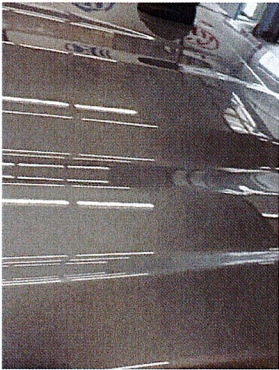
Owner:	DNR c-307	Insurance:		Estimator:	Angela Williams	Vehicle Out:
RO Number:		Claim Number:				
Year:	2023	Color:		License Plate:		Production Date:
Make:	CHEV	Body Style:	4D SHORT	State:	IA	Mileage In:
Model:	Silverado 1500 Wo...	Engine:	8-5.3L Gasoline ...	VIN:	3GCUDAED8PG237784	Condition:



4/18/2025
Comments:



4/18/2025
Comments:



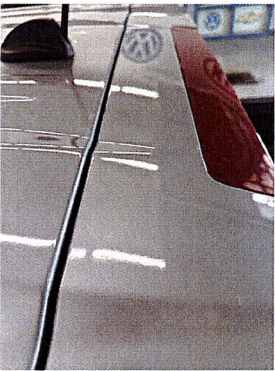
4/18/2025
Comments:



4/18/2025
Comments:



4/18/2025
Comments:

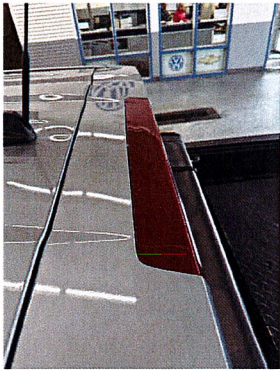


4/18/2025
Comments:

WITHAM COLLISION CENTER
2033 LAPORTE RD, WATERLOO, IA 50702
Phone: (319) 234-4200

Image Report

Owner:	DNR c-307	Insurance:		Estimator:	Angela Williams	Vehicle Out:
RO Number:		Claim Number:				
Year:	2023	Color:		License Plate:		Production Date:
Make:	CHEV	Body Style:	4D SHORT	State:	IA	Mileage In:
Model:	Silverado 1500 Wo...	Engine:	8-5.3L Gasoline ...	VIN:	3GCUDAED8PG237784	Condition:



4/18/2025
Comments: