MEMBERS OF COUNCIL

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HON. MIKE. NAIG SECRETARY OF AGRICULTURE SEAL SEAL STATE OF 10

## Executive Council of Jowa

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

July 10, 2023

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 today's date, approved Department of Administrative Services request for a supplemental emergency allocation in the amount of \$795.60. This brings to total allocation to \$7,378.60. On November 28, 2022, Vehicle #2361 was damaged by a deer. Request was to cover repair costs.

This represents full and final payment and this allocation will be closed.

EXECUTIVE COUNCIL OF IOWA

Victoria Newton

Victoria Newton Executive Secretary

cc: Adam Steen, Director, Department of Administrative Services

DAS Fleet Services, Risk

Joel Lunde, Department of Management

#### 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 Facsimile (515) 281-6518

May 30, 2023

Victoria Newton Executive Council L O C A L

Subject: Deer Damage to Vehicle #2361 on November 28, 2022

Department of Administrative Services

Claim dated December 2, 2022

AOS Claim ID: 2406

The Department's request included a supplemental allocation request of \$795.60 because additional damages were identified. We recommend Executive Council approval of the supplemental allocation of \$795.60, which increases the allocation to \$7,378.60. In accordance with Executive Council policy, we have examined the invoices and supporting documentation for final payment related to the loss. We have found the items to be in order as shown below:

| Documented request                         |             | \$ | 7,378.60 |
|--|-------------|----|----------|
| Executive Council allocation (Re           | evised)     | \$ | 7,378.60 |
| Less: Previous payments This payment Total | \$ 0.00<br> | -  | 7,378.60 |
| Remaining Executive Council al             | location    | \$ | 0.00     |

We recommend that reimbursement be made in the amount of \$7,378.60. This represents full and final payment on this allocation.

Sincerely,

Ernest H. Ruben, Jr., CPA Deputy Auditor of State





Date: April 18, 2023

To: Tammy Hollingsworth, Auditor of State

Victoria Newton, Treasurer of State

**Executive Council** 

From: Mariah Flowers, Fleet Manager

DAS Fleet Services

Department of Administrative Services

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

| Claim #             | 2406                                  |
|---------------------|---------------------------------------|
| Vehicle / Event     | #2361                                 |
| Event Date          | November 28, 2022                     |
| Summary             | Vehicle #2361 struck a deer. (248281) |
| Amount<br>Requested | \$7,378.60 - Final Invoice            |

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

Mariah Flowers, Fleet Manager

**DAS Fleet Services** 

Mariah.Flowers@iowa.gov

515-414-6582

#### Warrants

| Fiscal Year                                    | Warrant Number   | r Line Number | Line Amount       | Issued     | Redeemed    | Vendor Customer |  |  |  |
|--|------------------|---------------|-------------------|------------|-------------|-----------------|--|--|--|
| 2023   | 72438695         | 1             | \$7,378.60        | 04/10/2023 |             | 00003182752     |  |  |  |
| irst Prev Next                                 | Last             |               |                   |            |             | ,               |  |  |  |
| Search #                                       | De .             |               |                   |            |             |                 |  |  |  |
| Warrant Inform                                 |                  |               |                   |            |             |                 |  |  |  |
| Fiscal Yea                                     |                  |               | Amount: \$7       |            |             |                 |  |  |  |
| Varrant Numbe                                  | er: 72438695     | Vendor        | Customer: 00      | 0003182752 |             |                 |  |  |  |
| Line Number                                    | er: 1            | Las           | t Updated : 4/    | 10/23      |             |                 |  |  |  |
| Issue Informati                                | <u>on</u>        |               |                   |            | di santini  |                 |  |  |  |
|  | Issued: 04/10/2  | 2023          | Void              | d : [      |             |                 |  |  |  |
| Doc  | ument ID : RISKO | 0523097600    | Duplicate         |            |             |                 |  |  |  |
| ocument Line                                   |                  |               | Stop              | o: 🗌       |             |                 |  |  |  |
| Line   | Amount: \$7,378  | 3.60          |                   |            |             |                 |  |  |  |
|  | omments :        |               |                   |            |             |                 |  |  |  |
| Redeemed Info                                  | ormation         |               |                   |            |             |                 |  |  |  |
|  | deemed :         |               | Batch Num         | ber :      |             |                 |  |  |  |
| Redeeme  | ed Bank :        | S             | Sequence Number : |            |             |                 |  |  |  |
| Redeeme  | ed Fund :        |               | rquonoo mann      |            |             |                 |  |  |  |
| edeemed Dep                                    | artment :        |               |                   |            |             |                 |  |  |  |
| Fund Accountin                                 | ıa               |               |                   |            |             |                 |  |  |  |
| Fund:  |                  |               | Object :          | 2715       | Dept Object | et ·            |  |  |  |
| Sub Fund :                                     |                  |               | Sub Object :      | 2110       | Dept Revenu |                 |  |  |  |
| Department :                                   | 005              | c             | bject Class :     |            | Dept Nevenu |                 |  |  |  |
| Unit :   |                  |               | nue Source :      |            |             |                 |  |  |  |
| Sub Unit :                                     |                  |               | nue Source :      |            |             |                 |  |  |  |
| ppropriation :                                 |                  |               | ource Class :     |            |             |                 |  |  |  |
| -1 F   | 0000             |               | BSA :             |            |             |                 |  |  |  |
|  |                  |               | Sub BSA :         |            |             |                 |  |  |  |
|  |                  |               | July BOA .        |            |             |                 |  |  |  |
| Detail Accounting                              | <u>19</u> .      |               | • 10000000000     |            | 1           |                 |  |  |  |
| Location:                                      |                  | Report        | _                 |            | Major Prog  |                 |  |  |  |
|  |                  | Sub Report    |                   |            |             | gram :          |  |  |  |
|  | 2920             |               | ısk :             |            |             | hase:           |  |  |  |
| Activity:                                      |                  | Sub Ta        | ısk:              |            | Program Pe  | eriod :         |  |  |  |
| Activity :                                     |                  |               |                   |            |             |                 |  |  |  |
| Activity: Sub Activity: Function: ub Function: |                  | Task Ord      |                   |            |             |                 |  |  |  |

https://i3access.iowa.gov/webapp/FM\_ON/Advantage

CUSTOMER #: L3115

313471



\*INVOICE\*

STORM LAKE, IOWA

IOWA STATE LOTTERY 822 FLINDT DR

STORM LAKE, IA 50588 HOME:712-732-6662 CONT:712-732-6662

PAGE 1

1620 N. Lake Ave - Storm Lake, IA 50588 (712) 732-1310 www.holzhauermotors.com

| COLOR  | JS: 515-281-7702 CELL: COLOR YEAR MAKE/MODEL |           |  |                |                            | SERVICE ADVISOR:          |  |           |      |         |       |        |             |  |
|--|--|-----------|--|----------------|----------------------------|---------------------------|--|-----------|------|---------|-------|--------|-------------|--|
| COLOR  | JLOR YEAR MAKE/MODEL                         |           | VIN.                                     |                |                            | LICENSE                   |  | MILEAGE   |      | V / OUT | TAG   |        |             |  |
|  | 10   | DOD       | an ana                                   | ~~ .           |                            |                           |  |           |      |         | 12    |        |             |  |
| DEL :D'ATC   | 18   | DOL       | GE GRAND                                 | CAL            |                            |                           | GBG6JR177335   |           |      |         |       | 78192  |             |  |
| DEL. DATE  | PROD.  | DATE      | WARR, EXP.                               |                | PROMIS                     | ED                        | PO NO.   | RATE      |      | PAYMEN  | ř·    | INV.   | DATE        |  |
| 01JAN18 I  | , T  |           |  | ۱ , ,          | 7.00 10                    | . TX 3700                 |  |           |      |         |       |        |             |  |
| R.O. OPE   |  |           | READY                                    | <u> </u>       | 7:00 12<br>OPTIONS         |                           | :3.6 Liter   |           |      | CASH    |       | 27JAN2 | 23          |  |
| 71.01 01 2   |  | +-        | прар,                                    |                | OFTIONS                    | . FING                    | :3.6_Liter   |           |      |         |       |        |             |  |
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| F  | ENDER  | £ 10      | ARTS HOR                                 | JVI<br>JVI T P | וס מעם , כ                 | E HOM G                   | & PARTS, AIR   | DIICAL C  | Ò.   | BULBS,  |       |        |             |  |
| Ď  | ESONA  | TOP       | FDONT DO                                 | MD.            | יכת שבו                    | TO KNO                    | REPLACE PAR'   | DOCT 9    | ۲    |         |       |        |             |  |
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|  | P BOD  |           |  |                |                            |                           |  |           |      |         |       |        |             |  |
| DOKE   |  |           | CD                                       |                |                            |                           |  |           |      |         |       |        |             |  |
| -  | 862  |           | CB                                       |                |                            |                           |  |           |      | 1923.   |       | 1923.  |             |  |
|  |  |           | AA BRKT                                  |                |                            |                           |  | 65,5      |      |         | 50    | 65.    | 50          |  |
|  |  |           | A RETAINE                                | R              |                            |                           |  | 11.8      |      | 11.     | 85    | 11.    | 85          |  |
|  |  |           | AA COVER                                 |                |                            |                           |  | 36.7      | 5    | 36.     | 75    | 36.    | 7.5         |  |
|  |  |           | AA LGRILI                                |                |                            |                           |  | 172.0     | 0    | 172.    | 00    | 172.   |             |  |
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|  |  |           | A BRKT                                   |                |                            |                           |  |           |      | 19.     |       | 19.    |             |  |
|  |  |           | A BRKT                                   |                |                            |                           |  | 21.5      | 0    | 21.     | 5.0   | 21.    | 50          |  |
| 1  | 5026   | 976A      | D HORN                                   |                |                            |                           |  | 84.2      |      | 84.     |       | 84.    |             |  |
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| 1  | 6802   | 3328      | AA RADBRA                                | CE             |                            |                           |  |           |      | 63,     |       | 63.    |             |  |
| 1  | 4861   | 736A      | B DUCT                                   |                |                            |                           |  | 163.0     | 0    | 163.    | 00    | 163.   |             |  |
|  |  |           | D RESONAT                                | OR             |                            |                           |  | 112.0     | 0    | 112.    |       | 112.   |             |  |
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|  |  |           | AB APPLIC                                |                |                            |                           |  |           |      | 73.     |       | 73.    |             |  |
|  |  |           | A02PP BCC                                |                |                            |                           |  | 322.0     |      |         |       |        |             |  |
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|  |  |           | 147C INNE                                |                |                            |                           |  | 420.0     |      | 200     |       | 420,   |             |  |
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| MERCHANTABILITY  | AND FITNES                                   | S FOR A   | PARTICULAR PURP                          | DSE, A         | MPLIED WAI<br>ND NEITHER . | RANTIES OF<br>ASSUMES NOR | equal to 9.25% of the  | LABOR A   | -    |         |       |        |             |  |
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| CCESSORIES OR REI  | PAIRS ARE T                                  | HOSE WH   | ICH MAY BE OFFERE                        | D BY           | HE MANUFAC                 | TURER OR THE              | \$35.00, to the Repai  | GAS, OIL, | LUB  | E       |       |        |             |  |
| ABLE FOR PERFORM   | MANCE UND                                    | ER SUCH   | WARRANTIES, CUST                         | OMER           | SHALL NOT B                | E ENTITLED TO             | parts, not to exceed \$35.00, to the Repai Order for shop supplied used in connection with this repair.  | SUBLET A  | MOU  | NT      |       |        |             |  |
| AMAGES FOR LOS   | OF USE, I                                    | OSS OF    | TIME, LOSS OF PR                         | OFIT O         | R INCOME, O                | R ANY OTHER               | this repair.   | MISC. CH  | ARGE | S *     |       |        |             |  |
|  | vou ackr                                     | owledge   | that you were                            | nntifie        | d of and a                 | thorized the              |  | TOTAL CH  | ARG  | ES      |       |        |             |  |
| v signing below.   | 41   | vicac har |  | ic low         | ing and shap               | WOUL received             | 1  |           |      |         | 1     |        |             |  |
| By signing below,<br>Dealership to perfo   | rm the ser<br>inity to ins                   | pect) an  | v replaced narte a                       | C TRAIL        | nce and that               | The vehicle               | UNLESS OTHERWISE   | LESS INSU | JRAN | CE      |       |        |             |  |
| By signing below,<br>Dealership to perfo<br>for had the opportu<br>s being returned to | o you in ex                                  | change    | y replaced parts a<br>for your payment o | s reau         | ested by you               | . The vehicle             | UNLESS OTHERWISE INDICATED.  | SALES TA  |      | ICE     |       |        |             |  |
| By signing below,<br>Dealership to perfo<br>or had the opportu<br>s being returned to  | inity to ins                                 | change    | y replaced parts a<br>for your payment o | s requ         | ested by you<br>Amount Due | . The vehicle             | OMESS OTHERWISE  |           | X    | ICE     |       |        | <del></del> |  |

CUSTOMER #: L3115

313471

Toy hauer

\*INVOICE\*

IOWA STATE LOTTERY

822 FLINDT DR

STORM LAKE, IA 50588

HOME: 712-732-6662 CONT: 712-732-6662

PAGE 2

1620 N. Lake Ave - Storm Lake, IA 50588 (712) 732-1310 www.holzhauermotors.com

STORM LAKE, IOWA

| BUS: 515-2          |                       |         | CELL:      |          | SER    | VICE ADVISOR:           | 86270 B                                 | ILL EIMER        | S     |           |
|---------------------|-----------------------|---------|------------|----------|--------|-------------------------|---|------------------|-------|-----------|
| COLOR               | COLOR YEAR MAKE/MODEL |         |            |          |        | VIN                     | LICENSE                                 | MILEAGE IN / OUT |       | TAG       |
|                     | 18                    |         |            | CARAVAN  |        | GBG6JR177335            |   | 78192/           | 78192 | TB7335    |
| DEL. DATE           | PROD.                 | DATE    | WARR, EXP. | PROMIS   | ED .   | PO NO.                  | RATE                                    | PAYMENT          | INV.  | DATE      |
| 01JAN18 DI          |                       |         |            | 17:00 12 | JAN23  |                         |   | CASH             | 27JAN | 23        |
| R.O. OPEN           | IED                   |         | READY      | OPTIONS  | : ENG  | :3.6 Liter              |   |                  |       |           |
| 13:23 12JF          |                       |         | 57 27JAN2  |          |        | _                       |   |                  |       |           |
| LINE OPCOL          |                       |         | YPE HOURS  | }        |        |                         | LIST                                    | NET              | TO    | TAL       |
| MISC PAINT          | AND                   |         | ERIALS     |          |        |                         |   |                  |       | 19/3/2011 |
| ,                   | 1125                  | 1000000 | PBM        |          |        |                         |   | 127.10           | 127   | .10       |
| PARTS:<br>APPROVAL: |                       |         |            |          | OTHER: | 127.10<br>001 VEHICLE 2 | TOTAL L                                 |                  | 1338  | .10       |
|                     | *                     | ****    | ******     | *****    | *****  | ++++++++++              | ال الله الله الله الله الله الله الله ا | al A. a.         |       |           |

WARRANTY DISCLAIMER: ALL PARTS AND ACCESSORIES ARE SOLD AND ALL REPAIRS ARE PROVIDED BY THE DEALERSHIP AS-IS. THE DEALERSHIP HERBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS AND IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, AND NEITHER ASSUMES NOR AUTHORIZES ANY OTHER PERSON TO ASSUME FOR IT ANY LIABILITY IN CONNECTION WITH THE SALE OF PARTS OR PRODUCTS OR THE REPAIR. THE ONLY WARRANTIES ON PARTS AND ACCESSORIES OR REPAIRS ARE THOSE WHICH MAY BE OFFERED BY THE MANUFACTURER OR THE ADDRESS OF THE SALE OF THE ADDRESS OF THE MANUFACTURER OR DISTRIBUTOR SHALL SE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES. CUSTOMER SHALL NOT BE ENTITLED TO RECOVER FROM THE DEALERSHIP ANY CONSCOUENTIAL DAMAGES. DAMAGES TOR ROSS OF USE, LOSS OF TIME, LOSS OF PROFIT OR INCOME, OR ANY OTHER INCIDENTAL DAMAGES. DESCRIPTION TOTALS LABOR AMOUNT 3134.10 PARTS AMOUNT 4117.40 GAS, OIL, LUBE 0.00 SUBLET AMOUNT 0.00 MISC. CHARGES \* 127,10 By signing below, you acknowledge that you were notified of and authorized the Dealership to perform the services/repairs itemized in this invoice and that you received (or had the opportunity to inspect) any replaced parts as requested by you. The vehicle is being returned to you in exchange for your payment of the Amount Due. TOTAL CHARGES 7378.60 ALL PARTS ARE NEW **UNLESS OTHERWISE** LESS INSURANCE 0.00 INDICATED. SALES TAX 0.00 CUSTOMER SIGNATURE AUTHORIZED DEALERSHIP REPRESENTATIVE SIGNATURE PLEASE PAY THIS AMOUNT 7378.60





### 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 Facsimile (515) 281-6518

January 18, 2023

Victoria Newton Executive Council L O C A L

Subject: Deer Damage to Vehicle #2361 on November 28, 2022

Department of Administrative Services Claim dated December 2, 2022

AOS Claim ID: 2406

In accordance with Executive Council policy, we have examined the claim for 29C.20 funds for the above-mentioned damages. 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 \$6,583.00, subject to an <u>audit</u> of actual invoices.

Sincerely,

Ernest H. Ruben, Jr., CPA Deputy Auditor of State

cc: Adam Steen, Director, Department of Administrative Services Mariah Flowers, Fleet Services Manager, Department of Administrative Services Joel Lunde, Department of Management 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 Jowa

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

January 23, 2023

Mr. Kyle Harms Office of the Treasurer LOCAL

Dear Mr. Harms:

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 \$6,583.00, subject to audit of actual invoices. On November 28, 2022, Vehicle #2361 was damaged by a deer. Request was to cover repair costs.

**EXECUTIVE COUNCIL OF IOWA** 

iciona 1 fewton

Victoria Newton Executive Secretary

cc: Adam Steen, Director, Department of Administrative Services

DAS Fleet Services, Risk

Joel Lunde, Department of Management