

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

July 10, 2023

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 \$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

AOS Claim # 2406
TOS Job # 2365



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			\$	<u>7,378.60</u>
Executive Council allocation (Revised)			\$	7,378.60
Less:				
Previous payments	\$	0.00		
This payment		<u>7,378.60</u>		
Total			\$	<u>7,378.60</u>
Remaining Executive Council allocation			\$	<u>0.00</u>

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

cc: Adam Steen, Director, Department of Administrative Services
Mariah Flowers, Fleet Services Manager, Department of Administrative Services



Governor Kim Reynolds
Lt. Governor Adam Gregg
Adam Steen, Director

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 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

[Menu](#)

	Fiscal Year	Warrant Number	Line Number	Line Amount	Issued	Redeemed	Vendor Customer
✓	2023	72438695	1	\$7,378.60	04/10/2023		00003182752

First Prev Next Last

Search

▼Warrant Information
 Fiscal Year : 2023 Amount : \$7,378.60
 Warrant Number : 72438695 Vendor Customer : 00003182752
 Line Number : 1 Last Updated : 4/10/23

▼Issue Information
 Issued : 04/10/2023 Void :
 Document ID : RISK00523097600 Duplicate :
 Document Line Number : 1 Stop :
 Line Amount : \$7,378.60
 Comments :

▼Redeemed Information
 Redeemed : Batch Number :
 Redeemed Bank : Sequence Number :
 Redeemed Fund :
 Redeemed Department :

▼Fund Accounting
 Fund : 0665 Object : 2715 Dept Object :
 Sub Fund : Sub Object : Dept Revenue :
 Department : 005 Object Class :
 Unit : 5790 Revenue Source :
 Sub Unit : Sub Revenue Source :
 Appropriation : 0000 Revenue Source Class :
 BSA :
 Sub BSA :

▼Detail Accounting
 Location : Reporting : Major Program :
 Sub Location : Sub Reporting : Program :
 Activity : 2920 Task : Phase :
 Sub Activity : Sub Task : Program Period :
 Function : Task Order :
 Sub Function :

[Top](#)

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
BUS: 515-281-7702 CELL:

PAGE 1

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

SERVICE ADVISOR: 86270 BILL EIMERS

Table with vehicle details: COLOR, YEAR, MAKE/MODEL, VIN, LICENSE, MILEAGE IN./OUT, TAG, DEL. DATE, PROD. DATE, WARR. EXP., PROMISED, PO NO., RATE, PAYMENT, INV. DATE, R.O. OPENED, READY, OPTIONS.

Table with repair details: LINE, OPCODE, TECH, TYPE, HOURS, LIST, NET, TOTAL. Includes items like DAMAGED FRONT BUMPER & PARTS, FENDER & PARTS, etc.

B REFINISH: REFINISH AS PER ESTIMATE

BSREF REFINISH

86260 CBP

1211.00 1211.00

Table with warranty disclaimer, shop supply costs, and signature lines. Includes text: WARRANTY DISCLAIMER: ALL PARTS AND ACCESSORIES ARE SOLD AND ALL REPAIRS ARE PROVIDED BY THE DEALERSHIP AS-IS...

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
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PAGE 2

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

SERVICE ADVISOR: 86270 BILL EIMERS

Table with columns: COLOR, YEAR, MAKE/MODEL, VIN, LICENSE, MILEAGE IN / OUT, TAG, DEL. DATE, PROD. DATE, WARR. EXP., PROMISED, PO NO., RATE, PAYMENT, INV. DATE. Includes vehicle details for a Dodge Grand Caravan.

Table with columns: LINE, OPCODE, TECH, TYPE, HOURS, LIST, NET, TOTAL. Includes a line for 'MISC PAINT AND MATERIALS'.

PARTS: 0.00 LABOR: 1211.00 OTHER: 127.10 TOTAL LINE B: 1338.10
APPROVAL: \$7,378.60 CLAIM: APDSOI0248281-001 VEHICLE 2361

Table with columns: WARRANTY DISCLAIMER, SHOP SUPPLY COSTS, DESCRIPTION, TOTALS. Includes a signature line for the customer and dealership representative.

24828]



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 audit of actual invoices.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ernest H. Ruben, Jr.".

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

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SECRETARY OF AGRICULTURE



Executive Council of Iowa

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

Victoria Newton
Executive Secretary

cc: Adam Steen, Director, Department of Administrative Services
DAS Fleet Services, Risk
Joel Lunde, Department of Management

AOS Claim # 2406
TOS Job # _____