

## CHAPTER 131

## STATE CAR DISPATCHER

H. F. 327

AN ACT to transfer to and vest in the governor the authority to assign all motor vehicle units owned by the state of Iowa, to the state officers and employees, and state departments, commissions, bureaus, and offices; to create the positions of state car dispatcher and assistants to carry out the provisions of this act; to provide for periodical inspection of all state-owned motor vehicles and for keeping a record of their mileage and costs; to provide for making rules for their purchase and operation; to grant allowances to state officers and employees for the use of their own personal motor vehicles operated on state business, and to provide a penalty for violations thereof, and related matters.

*Be It Enacted by the General Assembly of the State of Iowa:*

1 SECTION 1. Upon the taking effect of this act, the authority to as-  
2 sign all state-owned motor vehicles to state officers and employees, or  
3 to state offices, departments, bureaus, and commissions, shall be trans-  
4 ferred and vested in the governor. Until an assignment of such ve-  
5 hicles is made by the governor, each of these state motor vehicles shall  
6 continue to be operated by the state officer, department, bureau, or  
7 commission which now uses them.

1 SEC. 2. The upkeep and maintenance of said motor vehicles shall  
2 be paid out of the budgets of the state office departments, bureaus and  
3 commissions to which they may be assigned.

1 SEC. 3. In order to carry out the powers vested in him by this act,  
2 the governor shall appoint a state car dispatcher and such other em-  
3 ployees as may be necessary and which are provided for in the biennial  
4 state appropriation act, to carry out the provisions of this act. The  
5 secretary of the executive council may be appointed by the governor  
6 as the state car dispatcher, without additional compensation. Subject  
7 to the approval of the governor, the said state car dispatcher shall  
8 have the following duties;

9 (a) He shall assign to a state officer or employee or to a state office,  
10 department, bureau, or commission, one or more motor vehicles which  
11 may be required by said officer or department, after said officer or de-  
12 partment has shown the necessity for such transportation. The state  
13 car dispatcher shall have the power to assign said motor vehicle either  
14 for part-time or full-time. He shall have the right to revoke said as-  
15 signment at any time.

16 (b) The state car dispatcher may cause all state-owned motor ve-  
17 hicles to be inspected periodically. Whenever such inspection reveals  
18 that repairs have been improperly made on said motor vehicle or that  
19 the operator of same is not giving it the proper care, he shall report  
20 such fact to the head of the department to which such motor vehicle  
21 has been assigned, together with recommendation for improvement.

22 (c) The state car dispatcher may install a system of keeping a  
23 record of the total and per mile cost of each motor vehicle, which shall  
24 be substantially as follows: In each motor vehicle, shall be placed two  
25 record books containing numbered sheets. In one such book shall be  
26 entered the purchases of gasoline, lubricating oil and grease, giving  
27 the quantity and price paid. In the other book, shall be entered the  
28 cost and nature of repairs and new parts. One copy of each such order

29 shall be sent to the state car dispatcher at such times as he may desig-  
30 nate. Each operator of a state-owned motor vehicle shall make a  
31 quarterly report to the state car dispatcher, in such manner as he may  
32 prescribe, as to the number of miles traveled during the past three  
33 months by said motor vehicle. He shall cause these costs and mile-  
34 ages to be entered quarterly in a cost history card for each state-  
35 owned motor vehicle and said costs shall be reduced to a cost-per-mile  
36 for each such motor vehicle. It shall be his duty to call to the atten-  
37 tion of the head of the department to which such motor vehicle has  
38 been assigned, any evidence of mishandling of the motor vehicle as  
39 revealed by the cost history card, periodical inspections, and other in-  
40 formation obtained by the state car dispatcher.

41 (d) The state car dispatcher shall purchase all new motor vehicles  
42 for all branches of the state government, and the cost of the same shall  
43 be paid out of the budgets of the department, bureau, commission, or  
44 state office to which they may be assigned. Before purchasing any  
45 motor vehicle he shall make requests for public bids by advertise-  
46 ment and he shall purchase the vehicles from the lowest responsible  
47 bidder for the type and make of car designated. No passenger motor  
48 vehicle except ambulances, buses or trucks shall be purchased for an  
49 amount in excess of the sum of one thousand dollars (\$1000.00) retail  
50 delivered price.

51 (e) In the event that it shall be deemed necessary for a state of-  
52 ficer or employee to use his own motor vehicle on state business, the  
53 state car dispatcher may authorize such use and allowance for same.  
54 This shall not apply to single emergency trips when it may be neces-  
55 sary for state officers and employees to take a bus.

56 (f) The state car dispatcher may authorize the establishment of  
57 motor pools consisting of a number of state-owned cars under his sup-  
58 ervision and which he may cause to be stored in a public or private  
59 garage. In the event that such pool is established by the state car dis-  
60 patcher, any state officer or employee shall not use state-owned cars  
61 except when he shall find it necessary to use a state-owned motor  
62 vehicle to make a trip outside of the city of Des Moines on state busi-  
63 ness, and he shall notify the state car dispatcher of such intention, if  
64 possible, within a reasonable length of time before the said trip is to  
65 be made. The said state car dispatcher may assign one of the motor  
66 vehicles from the motor pool to said state officer or employee for such  
67 trip. If two or more state officers or employees are required to make  
68 a trip to the same destination and return to Des Moines at the same  
69 time, the state car dispatcher may assign one car to these state officers  
70 or employees to make such trip.

71 Upon request of the governor, the state comptroller is authorized to  
72 set up a revolving fund of one thousand dollars (\$1,000) against which  
73 he may charge the expenditures for the motor vehicles in said motor  
74 pool. The state car dispatcher shall cause to be charged to the budgets  
75 of the different departments the expense of said trips, and the payment  
76 of same shall be credited to the motor pool revolving fund.

77 (g) The state car dispatcher shall cause to be marked on every  
78 state-owned motor vehicle a sign in a conspicuous place which indi-  
79 cates its ownership by the state except cars necessary for use in police  
80 work. All state-owned motor vehicles shall display registration plates  
81 bearing the word "official" except cars assigned for use in police work

82 for which ordinary plates may be used when necessary but only upon  
83 order of the state car dispatcher who shall keep an accurate record  
84 of the registration plates used on all state cars.

85 (h) The state car dispatcher shall have the authority to make such  
86 other rules regarding the operation of state-owned motor vehicles,  
87 with the approval of the governor, as may be necessary to carry out  
88 the purpose of this act.

1 SEC. 4. If any state officer or employee violates any of the provisions  
2 of this act, the state car dispatcher shall have the authority to with-  
3 draw the assignment of any state-owned motor vehicle or revoke the  
4 allowance for the use of his privately owned motor vehicle, to any such  
5 state officer or employee. An appeal from such order by the state car  
6 dispatcher may be taken to the governor whose decision shall be final.

1 SEC. 5. No state officer or employee shall use any state-owned car  
2 for his own personal private use, nor shall he be compensated for  
3 driving his own motor vehicle except if such is done on state busi-  
4 ness and in such case he shall not receive more than four cents (4¢)  
5 per mile.

1 SEC. 6. Any state officer or employee found guilty of using any  
2 state-owned motor vehicle for his own private business or pleasure  
3 shall, upon conviction, be fined not to exceed one hundred dollars  
4 (\$100.00) or imprisoned not to exceed thirty (30) days in the county  
5 jail.

1 SEC. 7. All acts and parts of acts in conflict herewith are hereby  
2 repealed.

1 SEC. 8. This act being deemed of immediate importance shall be in  
2 full force and effect from and after its publication in the Waterloo  
3 Daily Courier, a newspaper published at Waterloo, Iowa, and in the  
4 Clarksville Star, a newspaper published at Clarksville, Iowa.

Approved May 10, 1939.

I hereby certify that the foregoing act was published in the Waterloo Daily Courier,  
May 16, 1939, and the Clarksville Star, May 18, 1939.

EARL G. MILLER, *Secretary of State.*

## CHAPTER 132

### SCHOOL BUSES

H. F. 256

AN ACT to amend section three hundred ninety-nine (399), chapter one hundred thirty-four (134), acts of the Forty-seventh General Assembly, and to repeal section three hundred ninety-eight (398) of said chapter and to enact a substitute therefor, all relating to construction and equipment of school buses.

*Be It Enacted by the General Assembly of the State of Iowa:*

1 SECTION 1. Paragraph three (3), section three hundred ninety-  
2 nine (399), chapter one hundred thirty-four (134), Acts of the Forty-  
3 seventh General Assembly, is hereby amended by striking from line