

MINUTES
OF THE
NATURAL RESOURCE COMMISSION
MEETING

JULY 12, 2012

HELD AT:

IOWA DEPARTMENT OF NATURAL RESOURCES
HENRY WALLACE STATE OFFICE BUILDING
502 EAST 9TH STREET
DES MOINES, IA 50319

For Office Use Only

Date Minutes Approved By NRC: 8/9/12

Director's Signature: Chuck Gipp
Chuck Gipp
Director

RECORD COPY
File Name: ADM 1-1-1
NRC MINUTES

Sender's initials: DR

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MEETING MINUTES

CALL TO ORDER

The meeting of the Natural Resource Commission was called to order by the NRC Chair, Margo Underwood, on 07/12/12 at 9:30am.

COMMISSIONER ATTENDANCE

Present

- Conrad Clement
- Gregory Drees
- Richard (Kim) Francisco, Secretary
- Dr. Sally Prickett, Vice-Chair
- Janelle Rettig
- Dennis Schemmel
- Margo Underwood, Chair

Absent

None

PUBLIC PARTICIPATION

- Stuart Maas, Nebraska – waterfowl zone
- Wayne Nielson, Sargent Bluff – waterfowl zone
- Bill Smith, Sioux City – waterfowl zone
- Howard Messerer, Marshalltown – waterfowl zone (did not complete speaker card)

1. APPROVAL OF AGENDA

Motion – Commissioner Francisco moved to amend the agenda to remove item 10.3 from consent agenda and move the Commission’s General Discussion Waterfowl Advisory Committee discussion to after the Public Participation period.

Seconded – Commissioner Clement

Decision – Approved by Unanimous Vote

CARRIED AS AMENDED

2. APPROVE MINUTES OF 06/14/12 NRC PUBLIC MEETING

Motion – Commissioner Drees

Seconded – Commissioner Francisco

Decision – Approved; Commissioner Rettig abstained since not present at 06/14/12 meeting.

CARRIED AS PRESENTED

3. IOWA PARKS FOUNDATION, NRC REPRESENTATION

Joe Gunderson, President of the Iowa Parks Foundation, presented information about the Foundation and their vision. Mr. Gunderson expressed desire to have an NRC commissioner on their board.

Commissioner Underwood noted Director Gipp and Parks Bureau Chief, Kevin Szcodronski, are on the board. Mr. Gunderson discussed the Foudation’s relationship with State Park Friends’ Groups, such as their involvement with the Pine Lake tree restoration project. Commissioner Underwood stated she would entertain a motion to appoint an NRC member to the Iowa Parks Foundation board.

Motion – Commissioner Francisco moved to appoint an NRC commissioner to the Iowa Parks Foundation board and that the Chair request a volunteer to serve.

Seconded – Commissioner Drees

Decision – Approved by Unanimous Vote

Commissioner Underwood requested volunteers.

Discussion – Mr. Gunderson responded that meetings are usually held in Des Moines and the main board meets approximately four times a year and a technical committee could meet weekly depending on their goal. Chuck Corell informed that the Commissioner serving would be reimbursed for reasonable travel costs and if the travel would be for more than the four meetings, we would need to discuss.

Commissioner Prickett expressed interest in serving. Since this is an ex-officio position, Commissioner Prickett could appoint an alternate to attend meetings if needed.

Motion - Commissioner Rettig moved Commissioner Prickett be named as the ex-officio on the Iowa Parks Foundation board with other NRC Commissioners as alternates.

Seconded – Commissioner Clement

Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

4. DIRECTOR'S REMARKS

Deputy Director, Bruce Trautman, introduced himself and read the Department's mission statement. He shared with the Commissioner a document that summarizes some of the economic values tied to natural resources. He discussed that the Department's executive leaders have been holding meetings around the state at field offices and meeting with staff. He also noted he recently assisted the Governor with presenting the Environmental Excellence Awards.

5. HONEY CREEK RESORT STATE PARK UPDATE

Chuck Corell, CRD DA, presented information on budget, marketing, public relations.

Mr. Corell provided information that the bond payment will rise in FY13 and that discussions continue with the Governor's office regarding options to defease the bond. Commissioners Clement, Rettig, and Underwood commented on the State's role in this bond debt and that DNR needs to keep this in front of legislators and the Governor. Operationally, HCR is holding its own, but is not yet able to pay off the bond debt.

INFORMATIONAL

6. CONTRACT WITH LAKE IMPROVEMENTS COMMISSION (LIC) FOR DREDGING AT STORM LAKE

The Department requests Commission approval of a contract with the Lake Improvements Commission (LIC), Buena Vista County, Iowa. The LIC is a nonprofit corporation pursuant to Iowa Code Chapter 504 and the DNR recognizes the creation and governance of the LIC, as defined by the Articles of Agreement established under Joint Agreement #024020 filed with the Buena Vista County Recorder. The contract will begin on July 1, 2012, and terminate on June 30, 2014. The total amount of this contract shall not exceed \$1,200,000. DNR shall have the option to renew this contract as long as this contract and any extensions do not exceed a six-year period. This contract will be funded through the Lake Restoration Program as one of the significant public lakes prioritized for restoration. Lake Restoration Program guidelines recommend the Department give priority for funding to active lake projects so long as progress toward completion of the project remains consistent with the goals of the program. The LIC is in the final stages of a multi-year dredging project. The goal of the project is to increase lake mean water depth and improve the lake water quality. The parties propose to enter into this contract for the purpose of reimbursing the LIC for continued and planned lake dredging operations at Storm Lake (Buena Vista County). This Agreement is made pursuant to statutory authority granted to the parties pursuant to Iowa Code Chapter 28E (2009). The DNR and the LIC enter into this agreement pursuant to a program established under Iowa Code §456A.33B, LAKE RESTORATION PLAN AND REPORT, known as the State Lake Restoration Program.

Motion – Commissioner Francisco
 Seconded – Commissioner Rettig
 Discussion – George Antoniou noted he will discuss with Storm Lake representatives about opportunities to reduce sediment resuspension.
 Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

7. ENGINEERING CONSTRUCTION PROJECTS

The Department requests Commission approval of the following construction projects:

7.1 RICE LAKE STATE PARK, CCC SHELTER RESTORATION & CXT PIT VAULT

Project Summary: Trimming of original wood columns and removing rotten rafter tails to mitigate further damage. Columns will be placed on 6” tall concrete pedestals and rafter tails will be new to match existing wood work. Tuck-pointing masonry will be required around the chimney as well as replacement of the chimney cap and entire roof structure and roof. Installation of a new CXT pit-vault building will also be part of this contract.
Function of the Project: Rice Lake CCC Shelter is a structure which is an icon of Iowa State Parks. This structure was replicated by the CCC across the state of Iowa so that many Iowa State Parks have a similar structure within the park. Many citizens of Iowa associate this shelter design with Iowa State Parks. Restoration of this structure will include removal and replacement of the entire roof structure, including damaged purlins and decking. The project will require splicing old rafters with new log ends, lifting the structure and placing new foundation piers under the column, and jacking out and replacing the concrete slab. Tuck-pointing masonry and a new chimney cap will also be required in this restoration work as well as some minor stone work. A much needed pit-vault will also be included in this contract. **Construction Needed:** Most work will be done by hand, CXT building will be set in place by crane.

DNR Project Manager:	Ryan Richey, NCARB; Engineering Bureau
Designer:	Ryan Richey, NCARB; Engineering Bureau
DNR Inspector:	Don Labate, PE; Engineering Bureau
Operating Bureau:	Parks
Funding Source:	100% I-JOBS II FY13 Capital Link #269
Cost Estimate:	\$100,000
Plans Issue Date:	06/04/12
Bid Letting Date:	06/21/12
Plan Holders:	2
Number of Bids Received:	3

Bidders

Larson Contracting Central, LLC	Lake Mills, IA	\$79,651.00
MD Johnson Consulting Inc.	Kasota, MN	\$79,825.00
Holland Contracting Corp.	Forest City, IA	\$125,200.00

IDNR recommends awarding the bid to Larson Contracting Central, LLC

Motion – Commissioner Prickett
 Seconded – Commissioner Francisco
 Discussion – Ryan Richey, presenting engineer, responded that the facility is being restored to CCC standards except the roof, it will have LED lights with astronomical start, and the contractor will be taking the concrete and likely using it for road underlaying. Ryan made a note per commissioner requests to include, in future items, a photo of the facility and add green features; if none, state why.
 Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

7.2 BACKBONE STATE PARK, CCC CABIN RENOVATION

Project Summary: Iowa DNR has decided to renovate (8) CCC cabins located in Backbone State Park. The cabin structures are in excellent condition while the exterior and interior finishes (renovation 1997) are worn and in need of replacement. These cabins will be taken off the current insufficient foundations, placed on a continuous foundation wall and have a stained concrete floor. They will also be raised on their foundations to allow water to pass by without detrimental effects. All interior and exterior finishes shall be replaced as shown in the drawings. This project will utilize the CCC design to create the same look and feel of the original. **Function of the Project:** Increase functionality of the CCC cabins within the park and allow the cabins to be open year-round. **Construction Needed:** Selective demolition of current foundations and finishes, erection of new foundations, and application of new finishes and HVAC systems.

DNR Project Manager: Ryan Richey, NCARB; Engineering Bureau
Designer: Ryan Richey, NCARB; Engineering Bureau
DNR Inspector: Mel Pacovsky, PE; Engineering Bureau
Operating Bureau: Parks
Funding Source: 100% State Park 2012 Appropriation
 FY13 Capital Link #196
Cost Estimate: \$1,000,000.00
Plans Issue Date: 06/04/12
Bid Letting Date: 06/21/12
Plan Holders: 14
Number of Bids Received: 3

Bidders

Raber Construction, LLC	Fairbank, IA	\$783,891.00
Matt Construction Inc.	Sumner, IA	\$815,125.00
Tricon Construction	Dubuque, IA	\$1,148,000.00

IDNR recommends awarding the bid to Raber Construction, LLC.

Motion – Commissioner Schemmel
 Seconded – Commissioner Clement
 Discussion – Ryan Richey, presenting engineer, provided information on how the foundation will be raised and the green features will be in-floor heating, specific insulation, and certain materials will be reused. Ryan discussed reconstruction and demolition options.
 Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

7.3 LAKE WAPELLO STATE PARK, CCC PORTAL RECONSTRUCTION

Project Summary: Remove existing portal which is in a dilapidated state and replace it with a replica of the original design by the CCC, while reusing the original plaque stone. **Function of the Project:** This entrance portal was designed and built by the CCC in 1937. Built of local sandstone, the portals have begun to deteriorate beyond a salvageable state. However, the engraved limestone plaque is in excellent condition and will be reused in the construction of the new portal as well as the foundation (if possible), to preserve as much of the CCC structure as possible. **Construction Needed:** Hand-laid stone and masonry work.

DNR Project Manager: Ryan Richey, NCARB; Engineering Bureau
Designer: Ryan Richey, NCARB; Engineering Bureau
DNR Inspector: Jason Kruse, PE; Engineering Bureau
Operating Bureau: Parks
Funding Source: 100% State Park 2012 Appropriation
 FY13 Capital Link #210

Cost Estimate: \$50,000.00
Plans Issue Date: 06/04/12
Bid Letting Date: 06/21/12
Plan Holders: 4
Number of Bids Received: 1

Bidders

Hanson Construction, LLC Clear Lake, IA \$45,000.00

IDNR recommends awarding the bid to Hanson Construction, LLC

Motion – Commissioner Francisco
 Seconded – Commissioner Rettig
 Discussion - Ryan Richey, presenting engineer, provided information on the green features of reusing the foundation, not disturbing the ground around the portal, and using local stone.
 Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

7.4 KETTLESON-HOGSBACK WMA, GROVER’S LAKE RENOVATION PROJECT

Project Summary: The Grover’s Lake Renovation Project will consist of installation of a new box culvert and channel excavation to function as a water level control for the lake. The existing system is deteriorating and in need of replacement. It is not sized correctly, plugs very easily, and will not handle rain events when in drawdown. The new system will correct these issues, allow for more drawdown capability, and incorporate fish barriers to prevent carp movement. This project was designed by the Engineering Bureau with heavy involvement from the Wildlife Bureau. **Function of the Project:** Grover’s Lake is on the top end of a multiple shallow lake system which ultimately drains into Little Spirit Lake. Wildlife is working to enhance the entire watershed with a variety of improvements along the chain. Properly maintained systems with good vegetation and the ability to control the carp population will not only improve water quality in these systems but will also improve water quality in the Iowa Great Lakes. The structure being installed at Grover’s Lake will accomplish these goals while providing a system that can be managed for optimum water quality. **Construction Needed:** Work under the project includes removal of the existing water level control structure, excavation of a 1,350 ft inlet channel, installation of an 8’x10’ box culvert, and 800 ft of existing channel clean out below the new structure.

DNR Project Manager: Jeff Felts, PE; Engineering Bureau
Designer: Dave Rolfe, PE & Jeff Felts, PE; Engineering
DNR Inspector: Jeff Felts, PE; Engineering Bureau
Operating Bureau: Wildlife
Funding Source: Prairie Lake 6 NAWCA (\$75,000), capital link #11 and Duck Stamp Program (\$49,729), capital link #13
Cost Estimate: \$115,000.00
Plans Issue Date: 06/04/2012
Bid Letting Date: 06/21/2012
Plan Holders: 9
Number of Bids Received: 3

Bidders

Richards Construction Co., Inc. Sac City, IA \$124,728.50
 Redings Gravel & Excavating Algona, IA \$154,994.57
 Graves Constructing Co., Inc. Spencer, IA \$197,076.20

IDNR recommends awarding the Bid to Richards Construction Co., Inc.

Motion – Commissioner Rettig

Seconded – Commissioner Francisco
 Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

7.5 PLEASANT CREEK SRA, NEW TOILET INSTALLATION

Project Summary: This project will consist of the installation of a new flushing toilet facility in the Pleasant Creek State Recreation Area in Linn County, Iowa. A Contractor will purchase and install a pre-fabricated concrete toilet building at the existing East Shelter. The installation will include connection to the water system, sewer system, and electrical power. This project was designed and bid by the Engineering Bureau. **Function of the Project:** This project will provide sanitary restroom facilities to the East Shelter area of the Pleasant Creek SRA. Currently the East Shelter does not have restroom facilities. **Construction Needed:** Work under this project includes the installation of a pre-fabricated restroom facility including all water, sewer, and electrical hookups resulting in a modern restroom facility.

DNR Project Manager: Butch Doorenbos, PE; Engineering Bureau
Designer: Butch Doorenbos, PE; Engineering Bureau
DNR Inspector: Bruce Flippin, PE; Engineering Bureau
Operating Bureau: Parks
Funding Source: FY12 Special Appropriation (carry over project no capital link #)
Cost Estimate: \$85,000.00
Plans Issue Date: 06/13/12
Bid Letting Date: 06/28/12
Plan Holders: 9
Number of Bids Received: 2

Bidders

FL Krapfl Company Inc.	Dyersville, IA	\$95,000.00
Taylor Construction Inc	New Vienna, IA	\$120,601.00

IDNR recommends awarding the Bid to FL Krapfl Company Inc.

Motion – Commissioner Francisco
 Seconded – Commissioner Drees
 Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

8. ENGINEERING PROFESSIONAL SERVICES PROJECTS

The Department requests Commission approval of the following Professional Services:

8.1 BIG CREEK TRAILS CREW SHOP & OFFICE BUILDING (CIVIL ENGINEERING PROJ)

The Department has negotiated a Delivery Order under a Master Contract with WHKS Consultants (Civil) to assist Iowa DNR in preparing designs and analysis for a shop/office building at Big Creek State Park in Polk County, Iowa. This project consists of civil designs based on the scope set out by the Parks and Engineering Bureau. Ryan Richey will be designing the architectural designs in-house, while WHKS will be providing engineering consulting for this new shop/office building in Big Creek State Park. This will be a shop and office space to house equipment and vehicles and will be located between Big Creek and Saylorville. Compensation for the services provided under this Delivery Order will not exceed \$7,230.00. The funding source is 87% Executive Council & 13% Water Trail, capital link 107.

Prior WHKS Delivery Orders:

Boone Fisheries Project	\$7,850.00
Backbone CCC Cabins	\$9,190.00
	\$17,040.00

Cumulative WHKS Delivery Order Amount: \$24,270.00

IDNR recommends awarding the Delivery Order to WHKS Consultants.

Motion – Commissioner Rettig
Seconded – Commissioner Drees
Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

8.2 BIG CREEK TRAILS CREW SHOP AND OFFICE BUILDING (MECHANICAL, ELECTRICAL, PLUMBING ENGINEERING PROJ)

The Department has negotiated a Delivery Order under a Master Contract with KJWW Consultants (Mechanical, Electrical, Plumbing) to assist Iowa DNR in preparing designs and analysis for a shop/office building at Big Creek State Park in Polk County, Iowa. This project consists of MEP designs based on the scope set out by the Parks and Engineering Bureau. Ryan Richey will be designing the architectural designs in-house, while KJWW will be providing engineering consulting for this new shop/office building in Big Creek State Park. This will be a shop and office space to house equipment and vehicles. Compensation for the services provided under this Delivery Order will not exceed \$31,625.00. The funding source is 87% Executive Council & 13% Water Trail, capital link 107.

Prior KJWW Delivery Orders:

Desjardins Renewable Project \$79,032.00 (3.10.2011)
Kellerton Wildlife HQ \$28,632.00 (11.29.2011)
\$107,664.00

IDNR recommends awarding the Delivery Order to KJWW Consultants.

Motion – Commissioner Clement
Seconded – Commissioner Schemmel
Discussion – Ryan Richey, presenting engineer, provided information that the professional services contractors were chosen from the list of approved master contractors which may have specific expertise and can be selected due to previous work performance. Ryan responded to Commissioner request that he would explore cost comparisons with contractors who are qualified to provide services in multiple disciplines for future projects.
Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

8.3 BIG CREEK LAW ENFORCEMENT STORAGE/OFFICE (CIVIL ENGINEERING PROJ)

The Department has negotiated a Delivery Order under a Master Contract with WHKS Consultants (Civil) to assist Iowa DNR in preparing site designs and analysis for a storage/office building at the Big Creek Area in Polk County, Iowa. This project consists of civil designs based on the scope set out by the Law Enforcement and Engineering Bureau. Ryan Richey will be designing the architectural designs in-house, while WHKS will be providing civil engineering consulting for this new storage/office building near Olofson Shooting Range. This will be a storage and office space to house equipment and vehicles. Compensation for the services provided under this Delivery Order will not exceed \$9,860.00. The funding source is 33% (50% Marine & Fuel Tax & 50% Coast Guard, capital link 107) 33% ATV/Snowmobile Funds, and 34% F&W Trust Fund, capital link 6.

Prior WHKS Delivery Orders:

Boone Fisheries Project \$7,850.00

July 12, 2012

Backbone CCC Cabins

\$9,190.00
\$17,040.00

Cumulative WHKS Delivery Order Amount:

\$26,900.00

IDNR recommends awarding the Delivery Order to WHKS Consultants.

Motion – Commissioner Schemmel
Seconded – Commissioner Francisco
Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

8.4 BIG CREEK LAW ENFORCEMENT STORAGE/OFFICE (MECHANICAL, ELECTRICAL, PLUMBING ENGINEERING PROJ)

The Department has negotiated a Delivery Order under a Master Contract with KJWW Consultants (Mechanical, Electrical, Plumbing) to assist Iowa DNR in preparing designs and analysis for a storage/office building at the Big Creek Area in Polk County, Iowa. This project consists of MEP designs based on the scope set out by the Law Enforcement and Engineering Bureau. Ryan Richey will be designing the architectural designs in-house, while KJWW will be providing engineering consulting for this new storage/office building near Olofson Shooting Range. This will be a storage and office space to house equipment and vehicles. Compensation for the services provided under this Delivery Order will not exceed \$28,200.00. The funding source is 33% (50% Marine & Fuel Tax & 50% Coast Guard, capital link 107) 33% ATV/Snowmobile Funds, and 34% F&W Trust Fund, capital link 6.

Prior KJWW Delivery Orders:

Desjardins Renewable Project
Kellerton Wildlife HQ

\$79,032.00 (3.10.2011)
\$28,632.00 (11.29.2011)
\$107,664.00

IDNR recommends awarding the Delivery Order to KJWW Consultants.

Motion – Commissioner Francisco
Seconded – Commissioner Clement
Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

8.5 LAKE AHQUABI CONCESSION BUILDING

The Department has negotiated a Delivery Order under a Master Contract with KJWW Consultants (Mechanical, Electrical, Plumbing) to assist Iowa DNR in preparing designs and analysis for a concession building at Lake Ahquabi State Park in Warren County, Iowa. This project consists of MEP designs based on the scope set out by the Parks and Engineering Bureau. Ryan Richey will be designing the architectural designs in-house, while KJWW will be providing engineering consulting for this new concession building in Lake Ahquabi State Park. This will be a concession space to house rentable equipment and food stuffs. Compensation for the services provided under this Delivery Order will not exceed \$21,775.00. The funding source is 100% State Parks FY2013 Appropriation, capital link 248.

Prior KJWW Delivery Orders:

Desjardins Renewable Project
Kellerton Wildlife HQ

\$79,032.00 (3.10.2011)
\$28,632.00 (11.29.2011)
\$107,664.00

IDNR recommends awarding the Delivery Order to KJWW Consultants.

Motion – Commissioner Francisco
 Seconded – Commissioner Clement
 Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

9. SMALL CONSTRUCTION PROJECTS

The following projects have been let utilizing the Competitive Quotation process for projects \$100,000 or less:

Bid Date	Project No.	Location	County	Summary	Cost Estimate	Bids
5/31/2012	12-05-04-04	Honey Creek Resort	Appanoose	Activity center repairs.	\$20,000	\$18,400.00
5/30/2012	12-01-30-06	Claire Wilson Access	Dickinson	Repair existing infrastructure and add a new tile outlet.	\$18,000	\$20,381.21

INFORMATIONAL

10. LAND MANAGEMENT PROJECTS

***10.1 MISSISSIPPI RIVER – SCOTT COUNTY – CHAPTER 18 LEASE (1)**

The Natural Resource Commission is requested to approve, for submission to the Iowa Executive Council for final approval, renewal of a lease with Flint Hills Resources, L.P. for a portion of the riverbed of the Mississippi River. The lease area consists of 170 feet of river frontage by 100 feet of depth, located at River Mile 487.7 in Section 34, Township 78 North, Range 4 East, in Scott County. The site is used to facilitate barge loading and unloading and provides a mooring facility. The leased area is occupied by one 20' diameter cell, a 10' x 110' long walkway, and one sheet piling docking cell approximately 32" long by 27' wide. The site has been under lease since 1992. The proposed lease will be for a five year period. The annual fee is \$526.00 with a condition that the fee may be adjusted to comply with adopted administrative rule changes that affect lease fees. Staff recommends approving the lease.

CARRIED UNDER CONSENT AGENDA

***10.2 MISSISSIPPI RIVER – SCOTT COUNTY – CHAPTER 18 LEASE (2)**

The Natural Resource Commission is requested to approve, for submission to the Iowa Executive Council for final approval, renewal of a lease with Flint Hills Resources, L.P. for a portion of the riverbed of the Mississippi River. The lease area consists of 170 feet of river frontage by 100 feet of depth, located at River Mile 475.4 located in the NE ¼ of the NW Fractional ¼ of Section 24, Township 77N, Range 2 East, in Scott County. The site is used to facilitate barge loading and unloading and provides a mooring facility. The leased area is occupied by two 20' diameter docking cells and a 4' wide by 135' long connecting walkway. The site has been under lease since 1992. The proposed lease will be for a five year period. The annual fee is \$526.00 with a condition that the fee may be adjusted to comply with adopted administrative rule changes that affect lease fees. Staff recommends approving the lease.

CARRIED UNDER CONSENT AGENDA

10.3 LAKE OKOBOJI – DICKINSON COUNTY – CHAPTER 18 LEASE

The Natural Resource Commission is requested to approve, for submission to the Iowa Executive Council for final approval, renewal of a lease with Okoboji Yacht Club Sailing School, Inc. for an area along Lake Okoboji. The lease area consists of 100 feet of frontage, adjacent to Lots 47, 48, 49, 50, 51, and 52 in the Second Plat of South Manhattan Beach and Government Lots 1 and 2 in Section 23, Township 99 North, Range 77 West, in Dickinson County. The site is used for a boat ramp, crane facility, walkway, and access drive. The site has been under lease since 1982. The proposed lease will be for a five year period. The annual fee is \$600.00 with a condition that the fee may be adjusted to comply with adopted administrative rule changes that affect lease fees. Staff recommends approving the lease.

Motion – Commissioner Francisco
Seconded – Commissioner Prickett
Discussion – Commissioner Rettig discussed the value of Lake Okoboji lake front property, the low rental amount the DNR contracts out, and the need to find a way to get user fees in line with land values.
Decision – Approved (1 nay-Commissioner Rettig)

CARRIED AS PRESENTED

***10.4 MISSOURI RIVER – WOODBURY COUNTY – CHAPTER 18 LEASE**

The Natural Resource Commission is requested to approve, for submission to the Iowa Executive Council for final approval, renewal of a lease with Port Neal Corporation for a portion of the riverbed of the Missouri River. The lease area consists of 50 feet of river frontage by 100 feet of depth, located at River Mile 718.7 in Section 13, Township 87 North, Range 48 West, in Woodbury County. The site is occupied by a concrete intake structure for use in manufacturing nitrogenous fertilizer. The site has been under lease since 1982. The proposed lease will be for a five year period. The annual fee is \$300.00 with a condition that the fee may be adjusted to comply with adopted administrative rule changes that affect lease fees. Staff recommends approving the lease.

CARRIED UNDER CONSENT AGENDA

***10.5 MISSISSIPPI RIVER – SCOTT COUNTY – CHAPTER 18 LEASE**

The Natural Resource Commission is requested to approve, for submission to the Iowa Executive Council for final approval, the renewal of Chapter 18 Lease 70-R with Guardian Holdings L.L.C., an Illinois limited liability company, of Milan, Illinois. The lease are consists of a portion of the Mississippi River bed approximately 28 feet long with 58 feet of depth located at River Mile 487.0 in Section 27, Township 78 North, Range 4 East of the 5th P.M. Scott County, Iowa, just north of Bettendorf. This site has been under lease since 1987. A loading and unloading dock is present at the site. The proposed lease will be for a five year period. The annual fee is \$300.00 with a condition that the fee may be adjusted to comply with adopted administrative rule changes that affect lease fees. Staff recommends approving the lease.

CARRIED UNDER CONSENT AGENDA

***10.6 FIVE ISLAND LAKE – PALO ALTO COUNTY – CHAPTER 18 LEASE**

The Natural Resource Commission is requested to approve the Chapter 18 Lease with Mark and Brenda Keniston of Emmetsburg, Iowa. Mr. and Mrs. Keniston are purchasing the property from Rick and Carol Reed at Five Island Lake in Palo Alto County. The area has been under lease since 1993. The lease allows access to the property from a public access road to Five Island Lake, a portion of the garage and approach, retaining wall and landscaping. Additional stipulations to the standard lease are as follows:

1. The State of Iowa does not guarantee maintenance of the public access road during the entire year. The road is currently maintained on a seasonal basis. The lessee may remove snow from the access road to benefit access to their property.
2. The structures and landscaping shall be properly maintained.

3. No additional or changes shall be made to the existing structure, access lane, or landscaping. If the structure, access lane, or landscaping deteriorates beyond repair or is destroyed by natural causes, the structure, access lane, or landscaping may not be rebuilt or replaced on state land and the remnants will need to be removed.

4. The property owner may recreate, rebuild or replace the access lane, garage, approach, retaining wall and landscaping within their own property boundaries.

5. The Department may terminate the lease for violation of any of these conditions.

The term of the lease will be for five years. The annual fee is \$300.00 with a condition that the fee may be adjusted to comply with adopted administrative rule changes that affect lease fees. Staff recommends approving the lease.

CARRIED UNDER CONSENT AGENDA

10.7 PILLSBURY POINT –DICKINSON COUNTY – CHAPTER 18 LEASE (RUTE-HOLDERNESS)

The Natural Resource Commission is requested to approve, for submission to the Iowa Executive Council for final approval, a Chapter 18 Lease with Jon and Lois Rute AND Michael and Susan Holderness. These property owners share dock space #35. The Rute/Holderness lease will cover a 10’ x 16’ and 3.5’ x 4’ deck with railing. Additional stipulations to the standard lease are as follows:

1. The structures shall be properly maintained.

2. No additions or changes shall be made to the existing structures.

3. If the structure deteriorates beyond repair or is destroyed by natural causes, the structure may not be rebuilt or replaced and the remnants will need to be removed.

4. The Department is in the process of designing a Vegetation Management Plan to be implemented for the high bank area around Pillsbury Point. The purpose of this plan is to stabilize the bank to avoid future erosion and to protect West Lake Okoboji. State Parks, Forestry, Wildlife, and Fisheries Bureaus will be involved in the design of this plan. Once the plan is ready for implementation, there will be a meeting held between DNR staff and Pillsbury Point property owners to discuss.

The proposed lease will be for a five year period. The annual fee is \$300.00 with a condition that the fee may be adjusted to comply with adopted administrative rule changes that affect lease fees. Staff recommends approving the lease.

Motion – Commissioner Francisco moved to approve items 10.7, 10.8, 10.9, 10.10, 10.11, and 10.12.

Seconded – Commissioner Schemmel

Discussion – Commissioner Rettig expressed concern that the percentage qualifying disrepair is not in the lease’s language. Travis Baker discussed the Department’s attempt to address the issue of disrepair through the language and will review. Travis also reported the fee is based on the square foot scale, vegetation is being used for erosion control and water quality management in the area, and DMAs allow for docks and stairwells.

Decision – Approved (1 nay-Commissioner Rettig)

CARRIED AS PRESENTED

10.8 PILLSBURY POINT –DICKINSON COUNTY – CHAPTER 18 LEASE (QUINN)

The Natural Resource Commission is requested to approve, for submission to the Iowa Executive Council for final approval, a Chapter 18 Lease with Tim and Erin Quinn. The Quinn lease will cover a 14’ x 17’ deck with railing containing a 3’ x 5’ enclosed storage, 2 planters (5’ x 12’ and 16.5’ x 12’).

Additional stipulations to the standard lease are as follows:

1. The structures shall be properly maintained.

2. No additions or changes shall be made to the existing structures.

3. If the structure deteriorates beyond repair or is destroyed by natural causes, the structure may not be rebuilt or replaced and the remnants will need to be removed.

4. The Department is in the process of designing a Vegetation Management Plan to be implemented for the high bank area around Pillsbury Point. The purpose of this plan is to stabilize the bank to avoid future erosion and to protect West Lake Okoboji. State Parks, Forestry, Wildlife, and Fisheries Bureaus will be involved in the

design of this plan. Once the plan is ready for implementation, there will be a meeting held between DNR staff and Pillsbury Point property owners to discuss.

The proposed lease will be for a five year period. The annual fee is \$300.00 with a condition that the fee may be adjusted to comply with adopted administrative rule changes that affect lease fees. Staff recommends approving the lease.

Motion – Commissioner Francisco moved to approve items 10.7, 10.8, 10.9, 10.10, 10.11, and 10.12.

Seconded – Commissioner Schemmel

Decision – Approved (1 nay-Commissioner Rettig)

CARRIED AS PRESENTED

10.9 PILLSBURY POINT – DICKINSON COUNTY – CHAPTER 18 LEASE (DORSEY-HENRY)

The Natural Resource Commission is requested to approve, for submission to the Iowa Executive Council for final approval, a Chapter 18 Lease with Lenore Dorsey-Henry. The Dorsey-Henry lease will cover a 6' x 7' storage building. Additional stipulations to the standard lease are as follows:

1. The structures shall be properly maintained.
2. No additions or changes shall be made to the existing structures.
3. If the structure deteriorates beyond repair or is destroyed by natural causes, the structure may not be rebuilt or replaced and the remnants will need to be removed.
4. The Department is in the process of designing a Vegetation Management Plan to be implemented for the high bank area around Pillsbury Point. The purpose of this plan is to stabilize the bank to avoid future erosion and to protect West Lake Okoboji. State Parks, Forestry, Wildlife, and Fisheries Bureaus will be involved in the design of this plan. Once the plan is ready for implementation, there will be a meeting held between DNR staff and Pillsbury Point property owners to discuss.

The proposed lease will be for a five year period. The annual fee is \$300.00 with a condition that the fee may be adjusted to comply with adopted administrative rule changes that affect lease fees. Staff recommends approving the lease.

Motion – Commissioner Francisco moved to approve items 10.7, 10.8, 10.9, 10.10, 10.11, and 10.12.

Seconded – Commissioner Schemmel

Decision – Approved (1 nay-Commissioner Rettig)

CARRIED AS PRESENTED

10.10 PILLSBURY POINT – DICKINSON COUNTY – CHAPTER 18 LEASE (L&C TRUST)

The Natural Resource Commission is requested to approve, for submission to the Iowa Executive Council for final approval, a Chapter 18 Lease with L&C Trust – Karen Edwards, Linda Hattel and Joan Munch. The L&C Trust lease will cover a 4' x 5.5' storage building. Additional stipulations to the standard lease are as follows:

1. The structures shall be properly maintained.
2. No additions or changes shall be made to the existing structures.
3. If the structure deteriorates beyond repair or is destroyed by natural causes, the structure may not be rebuilt or replaced and the remnants will need to be removed.
4. The Department is in the process of designing a Vegetation Management Plan to be implemented for the high bank area around Pillsbury Point. The purpose of this plan is to stabilize the bank to avoid future erosion and to protect West Lake Okoboji. State Parks, Forestry, Wildlife, and Fisheries Bureaus will be involved in the design of this plan. Once the plan is ready for implementation, there will be a meeting held between DNR staff and Pillsbury Point property owners to discuss.

The proposed lease will be for a five year period. The annual fee is \$300.00 with a condition that the fee may be adjusted to comply with adopted administrative rule changes that affect lease fees. Staff recommends approving the lease.

Motion – Commissioner Francisco moved to approve items 10.7, 10.8, 10.9, 10.10, 10.11, and 10.12.
 Seconded – Commissioner Schemmel
 Decision – Approved (1 nay-Commissioner Rettig)

CARRIED AS PRESENTED

10.11 PILLSBURY POINT –DICKINSON COUNTY – CHAPTER 18 LEASE (GARMAN)

The Natural Resource Commission is requested to approve, for submission to the Iowa Executive Council for final approval, a Chapter 18 Lease with Darin and Gina Garman. The Garman lease will cover an 8’ diameter cement block planter around tree. Additional stipulations to the standard lease are as follows:

1. The structures shall be properly maintained.
2. No additions or changes shall be made to the existing structures.
3. If the structure deteriorates beyond repair or is destroyed by natural causes, the structure may not be rebuilt or replaced and the remnants will need to be removed.
4. The Department is in the process of designing a Vegetation Management Plan to be implemented for the high bank area around Pillsbury Point. The purpose of this plan is to stabilize the bank to avoid future erosion and to protect West Lake Okoboji. State Parks, Forestry, Wildlife, and Fisheries Bureaus will be involved in the design of this plan. Once the plan is ready for implementation, there will be a meeting held between DNR staff and Pillsbury Point property owners to discuss.

The proposed lease will be for a five year period. The annual fee is \$300.00 with a condition that the fee may be adjusted to comply with adopted administrative rule changes that affect lease fees. Staff recommends approving the lease.

Motion – Commissioner Francisco moved to approve items 10.7, 10.8, 10.9, 10.10, 10.11, and 10.12.
 Seconded – Commissioner Schemmel
 Decision – Approved (1 nay-Commissioner Rettig)

CARRIED AS PRESENTED

10.12 PILLSBURY POINT –DICKINSON COUNTY – CHAPTER 18 LEASE (KANELLIS)

The Natural Resource Commission is requested to approve, for submission to the Iowa Executive Council for final approval, a Chapter 18 Lease with Kanellis Family Limited Partnership. The Kanellis lease will cover a 6’ x 9’ deck with railing. Additional stipulations to the standard lease are as follows:

1. The structures shall be properly maintained.
2. No additions or changes shall be made to the existing structures.
3. If the structure deteriorates beyond repair or is destroyed by natural causes, the structure may not be rebuilt or replaced and the remnants will need to be removed.
4. The Department is in the process of designing a Vegetation Management Plan to be implemented for the high bank area around Pillsbury Point. The purpose of this plan is to stabilize the bank to avoid future erosion and to protect West Lake Okoboji. State Parks, Forestry, Wildlife, and Fisheries Bureaus will be involved in the design of this plan. Once the plan is ready for implementation, there will be a meeting held between DNR staff and Pillsbury Point property owners to discuss.

The proposed lease will be for a five year period. The annual fee is \$300.00 with a condition that the fee may be adjusted to comply with adopted administrative rule changes that affect lease fees. Staff recommends approving the lease.

Motion – Commissioner Francisco moved to approve items 10.7, 10.8, 10.9, 10.10, 10.11, and 10.12.
 Seconded – Commissioner Schemmel
 Decision – Approved (1 nay-Commissioner Rettig)

CARRIED AS PRESENTED

***10.13 FOGLE LAKE WMA –RINGGOLD COUNTY – CHAPTER 18 LEASE**

The Natural Resource Commission is requested to approve, for submission to the Iowa Executive Council for final approval, renewal of a lease with Excel Engineering for a portion of the dedicated public land at Fogle Lake Wildlife Management Area. The lease area consists of a parcel 50 feet in width by 800 feet in length both within the bed of Fogle Lake and across adjacent upland, located in Section 31, Township 70 North, Range 30 West, Ringgold County. The site serves as a cold water source for engine testing. It is used for an underwater and underground water withdrawal pipeline and submersible pump including an associated underground electric service line, and for return discharge of heated water back to Fogle Lake. The site has been under lease since 2004. The proposed lease will be for a five year period. The annual fee is \$1,000.00 with a condition that the fee may be adjusted to comply with adopted administrative rule changes that affect lease fees. Staff recommends approving the lease.

CARRIED UNDER CONSENT AGENDA

11. CONTRACT AMENDMENT WITH QCI FOR MICROSOFT DYNAMICS GREAT PLAINS DEVELOPMENT FOR CAPITAL ASSET TRACKING

The Department requests Commission approval of Amendment No. 1 to a Contract with QCI of Des Moines, Iowa, for implementation of a Capital Asset tracking system. This amendment will extend the contract with QCI for one year beginning July 1, 2012 and ending June 30, 2013. The contract shall be for an amount not to exceed \$70,800, which is an increase over the original contract amount of \$46,800. The Department shall have the option to renew this contract as long as any extensions do not exceed a six-year period. This contract will be funded through Indirect Costs. The Department’s system for tracking equipment, land, and infrastructure inventory is currently maintained in three different systems that have serious functional limitations. Audit requirements, such as depreciation, addition, and deletion tracking activity, are not readily available in our current system, thus making financial reporting at year end difficult and untimely. The Department’s Capital Assets are material to the States Comprehensive Annual Financial Statement, and our inability to provide the Department of Administrative Services with this information timely has been a concern for several years. This project will update the current systems and allow for accurate, efficient financial reporting and will minimize the Department’s risk of having material financial misstatement. The parties propose to enter into this Contract for the purpose of retaining the Contractor to implement the Great Plains system for tracking of the Department’s equipment, land, and infrastructure inventory. QCI was chosen using a competitive selection process. QCI was chosen for this project because of their extensive experience with accounting related software and previous experience with the implementation of the Great Plains system.

Motion – Commissioner Francisco
 Seconded – Commissioner Rettig
 Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

12. DONATIONS

The Natural Resource Commission is requested to approve the following donations:

Donation to:	Amount	Description	Donation Provided by:
Fairport Fish Management	\$225	15 used fishing reels	Alan Haas
Lacey-Keosauqua State Park	\$251	Funds toward the purchase of a Stihl blower	Rex Ornduff
Volga River Recreation Area	\$400	Rebuild hitching rails at the Albany campground	Rich and Sue Newhall

Fisheries Bureau	\$35,000	Funds toward the construction of a fishing pier at Pleasant Creek Lake	Dr. Jim and Carolyn Sheldon, Arizona Community Foundation
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Motion – Commissioner Clement
 Seconded – Commissioner Schemmel
 Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

13. DIVISION ADMINISTRATOR REMARKS

Chuck Corell provided information about Lake Delhi, FEMA’s reconsideration of funding the dam project, funding, and the Department’s role and recommendations being provided to the project.

Regarding the upland game survey legislation, Chuck responded that the legislation is dependent upon the receipt of outside sources funding, which are not anticipated. The Department is interested in the economic impact study but we do not have the funds for it; we are looking at our upland gamebird model and its recalibration. Chuck talked about the survival rate of pen raised birds and the problem of declining habitat.

Chuck reported the state fair will have presence from CRD and ESD and the normal license sales and popular outdoor presentations. It is unknown at this time what the specifics will be regarding promoting Honey Creek Resort at the fair. Commissioners provided suggestions. He will look into and update the Commissioners.

GENERAL DISCUSSION

- **Prairie Pothole Joint Venture (PPJV) Funding**

Chuck Corell provided a summary about the notification of the reallocation of the PPJV funding, and that he and others are discussing with the USFWS reasonings for the exclusion of Iowa in the allocation which will affect obligations and commitments. The Department is active in getting the Association of Fish and Wildlife Agencies involved. The NRC requested the Department draft a letter form them to send to Iowa’s Congressional Delegates and others informing them of the USFWS’s decision on funding and request their support and assistance in requesting a re-evaluation of the allocation change.

- **Waterfowl Advisory Committee**

Commissioner Underwood discussed the benefits of creating a Waterfowl Advisory Committee. The Commissioners discussed the types of groups and individuals that may be invited to be on the committee and how the process should begin. It was determined the creation of this committee may take more than one meeting. Commissioner Underwood requested Commissioners and staff begin putting thoughts together and she will collect them to discuss at the next meeting.

Commissioner Underwood requested an update from the Department on the strategic plan at August’s NRC meeting. She reminded Commissioners a tour is being planned in October for Monona County and discussed the next tour to be held in the Dubuque area the spring of 2013.

ADJOURNMENT

Motion to adjourn the meeting – Commissioner Clement
 Seconded – Commissioner Prickett
 Decision - Approved by Unanimous Vote
 With no further business to come before the Natural Resource Commission, Chair Underwood adjourned the meeting on 07/12/12 at 1:48pm.

CARRIED – MEETING ADJOURNED

UPCOMING NRC MEETING DATES

- August 9, 2012 – Henry Wallace State Office Building, Des Moines, 9:30am
- September 13, 2012 – Henry Wallace State Office Building, Des Moines, 9:30am
- October 10, 2012 – NRC Field Tour, Monona County (location/time tbd)
- October 11, 2012 – Monona County (location/time tbd)
- November 8, 2012 – Henry Wallace State Office Building, Des Moines, 9:30am
- December 13, 2012 – Henry Wallace State Office Building, Des Moines, 9:30am

