

**Minutes of the
Natural Resource Commission
Meeting**

**July 13,
2022**

Business Meeting
Iowa Department of Natural Resources
State Forest Nursery, 2404 S Duff Ave, Ames, IA

For Office Use Only

Date Minutes Approved By NRC: 08/11/22

Director's Signature: _____
Kayla Lyon, Director

RECORD COPY

File Name: ADM 1-5.G

Natural Resource Commission Minutes

Sender's initials: KR

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MEETING MINUTES**Call to Order**

The meeting of the Natural Resource Commission was called to order by the NRC Vice Chair, Tom Prickett, on 07/13/22 at 9:00 am. This meeting is open to the public and is being recorded as outlined by IA Code (571-1.8).

Commissioner AttendancePresent

Marcus Branstad, Chair (electronically) [9:00a-10:25a]

Laura Foell [9:00a – 10:50a]

Uriah Hansen [9:00a – 10:50a]

Laura Hommel, Secretary [9:00a – 10:50a]

Tammi Kircher (electronically) [9:00a – 10:50a]

Tom Prickett, Vice Chair [9:00a – 10:50a]

Margo Underwood [9:00a – 10:50a]

Absent

None

Public Participation

Name	Address	Representing	Topic
Karla Larson	Palo Alto County		Wind turbines in Palo Alto county.
Wayne Knutsen	Palo Alto County		Wind turbines in Palo Alto county.

1. Approval of Agenda

Motion – Commissioner Foell

Commissioner Branstad requested to amend the agenda order to move the Director’s remarks and DA remarks to after the public land acquisition projects.

Motion to move as amended – Commissioner Hansen

Seconded – Commissioner Foell

Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

2. Approve Minutes of 06/09/22 Public Meeting

Motion – Commissioner Hommel

Seconded – Commissioner Underwood

Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

3. Director’s Remarks

No remarks. Director Lyon will provide comments at the joint NRC/EPC meeting.

4. Division Administrator’s Remarks

Pete Hildreth, Division Administrator, thanked the staff for hosting the meeting and tour today. He reported that Law Enforcement Bureau Chief Trace Kendig has resigned to take a position in the private sector. His last day will be 07/21/22 and an interim Chief will be announced soon. The DA and Director provided information regarding the outcome of this year’s July 4th Special Event request at Okoboji, roadside mowing, the status of Honey Creek Resort, and the DNR’s authority regarding wind turbines in Iowa.

5. Donations

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

Donation to:	Amount	Description	Donation Provided by:
Parks and Forestry	\$200.00	Funds to support Parks and Forestry in memory of Ralph Neiderhiser	Sandy Ruhs
General Fund	\$25.00	Donation to support the General Fund.	Sydney Howe
Fish and Wildlife Trust Fund	\$25.00	Funds to support the Fish and Wildlife Trust Fund in memory of Gary Thomas	Nancy Tate
Fish and Wildlife Trust Fund	\$50.00	Funds to support the Fish and Wildlife Trust Fund in memory of Gary D. Thomas	Arllys Thompson
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Fish and Wildlife Trust Fund	\$500.00	Funds to support the Fish and Wildlife Trust Fund in memory of Mark A. Coleman, who participated in prairie grass and timber reserve programs for land preservation, and was an avid outdoorsman who loved bow hunting, fishing camping, and anything to do with the outdoors.	Dorothy Coleman
Fish and Wildlife Trust Fund	\$14,611.83	Funds to support the Fish and Wildlife Trust Fund	RiverSource Life Ins Co re Doris Ann Flater Estate
Fish and Wildlife Trust Fund	\$30.00	Funds to support the Fish and Wildlife Trust Fund	Richard Kurtenbach
OHV Program	\$15,000.00	One Takeuchi Excavator TB135, Ser:13511586	Dale Witzenburg, IA Partners of NOHVCC
Fish and Wildlife Trust Fund	\$250.00	Funds to support the Fish and Wildlife Trust Fund in memory of Gary Thomas	Elayne Sexsmith
Fish and Wildlife Trust Fund	\$40.00	Funds to support the Fish and Wildlife Trust Fund in memory of Bill Neal.	Tamara Winn
Fish and Wildlife Trust Fund	\$25.00	Funds to support the Fish and Wildlife Trust Fund in memory of John Milder.	Marcia R. Jenn
Fish and Wildlife Trust Fund	\$50.00	Funds to support the Fish and Wildlife Trust Fund in memory of John Milder.	Patti Seydel
Fish and Wildlife Trust Fund	\$50.00	Funds to support the Fish and Wildlife Trust Fund in memory of John Milder.	Marty Milder
Fish and Wildlife Trust Fund	\$100.00	Funds to support the Fish and Wildlife Trust Fund in memory of John Milder.	Beverly Miller
Fish and Wildlife Trust Fund	\$10.00	Funds to support the Fish and Wildlife Trust Fund in memory of John Milder.	Robert Bassett
Fish and Wildlife Trust Fund	\$20.00	Funds to support the Fish and Wildlife Trust Fund in memory of John Milder.	Julie W. Adam
Fish and Wildlife Trust Fund	\$25.00	Funds to support the Fish and Wildlife Trust Fund in memory of John Milder.	R. C Bradley

Motion – Commissioner Underwood with gratitude

Seconded – Commissioner Hansen

Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

6. Contract with RA Outdoors, LLC dba Aspira

Commission approval is requested for a contract with, RA Outdoors, LLC dba Aspira of Dallas, TX.

Contract Terms

Amount: The amount paid to contractor will be determined by reservation transaction fees and the non-resident permit and marina manager fees collected, plus a one-time payment of \$1,583.40 for two Point of Sale terminals.

Dates: November 8, 2022 to November 9, 2027

Funding Source(s): This contract will be funded through the State Parks Conservation Fund and reservation transaction user fees pursuant to Iowa Code 461A.47 and Iowa Administrative Code 571.63.

Reservation Transaction Type	Amount
Internet Reservation	\$4.50
Internet Change	\$5.00
Internet Cancellation	\$6.00
Call Center Reservation	\$6.00
Call Center Change	\$6.50
Call Center Cancellation	\$7.00
Additional Features	Amount
Non-Resident Permit	\$3.00
Wet and Dry Vessel Storage and Dock Management Areas	\$5.00

Contract Purpose: Since 2006, DNR has provided a web-based centralized Parks reservation system for the public. The original DNR web-based system consisted of custom-built software and a call center operated by the DNR. Fifty percent of the campsites and nearly all of the cabins, lodges and open shelters were in the system. Issues with the original system included the inability to obtain information to ensure financial accountability, the inability to provide statistical and other reports from the system, the system's inability to handle changes to reservations with ease, and issues with double booking. This created the need to research and contract with professional company for this service.

From 2010-2022, the DNR contracted with Active Network, Inc, to provide, operate, and maintain a centralized reservation system for State Parks, Recreation Areas, and State Forest campgrounds. The reservation system accepted reservations for camping, cabins, day-use lodges, and shelter rentals either online through the internet or over the phone through the vendor operated call center. (In 2018, the contract was amended to update Active Network, LLC, name change to RA Outdoors LLC, dba Aspira.)

With the current contract term ending in 2022, the competitive bid process was completed to continue this service. The purpose of this contract is to provide, operate, and maintain a centralized reservation system for State Parks, Recreation Areas, and State Forest campgrounds. This will also include 100% of reservable park facilities (cabins, day-use lodges, and shelters) and 75% to 100% of reservable campsites. The reservation system will accept reservations for camping, cabins, day-use lodges, and shelter rentals either online through the internet or over the phone through the vendor operated call center. This contract will also provide for a non-resident permit point of sale at Lake Manawa and Waubonsie State Parks, damage deposit collection for facility rentals, and provide the marina manager feature to collect payments for dock management areas and wet/dry storage that will be available for customers to pay online.

Selection Process Summary: The Department solicited proposals from targeted small businesses and also published a Request for Proposals (RFP) on the Office of the Chief Information Officer website. Criteria reviewed for this work included Technical (online system, DNR and public access, maps), Reporting (audit reports, occupancy reports, financial and reconciling reports), Call Center (provide a call center operated by the vendor with minimum set hours), Operational (helpdesk, payment card industry compliance, follow DNR's current statutory and administrative rules), Performance Standards (data security, adding new inventory), and Processing Payments (pay fees associated with credit cards and banking lock box). Each proposal had to score at least 60%

of the 8,000 points available on the technical requirements in order to be a viable proposal. The remaining 2,000 points were applied to costs. This technology contract may be extended for a total of 10 years from the beginning date of the original contract by executing a signed amendment prior to the expiration of this contract.

Proposal Due Date: February 21, 2022

of Proposals Received: 2

Recommendation: RA Outdoors LLC, dba Aspira

Vendor	Vendor Location	Technical Score (8000 pts total)	Cost Proposal (2000 pts total)	Total Score
RA Outdoors, dba Aspira	Dallas, TX	6,625	1,695	8,320
US eDirect, INC	Roslyn Heights, NY	5,056	2,000	7,056

Motion – Commissioner Foell

Seconded – Commissioner Hansen

Discussion – Sherry Arntzen and Jessica Manken, State Parks, provided information on the fee change from the previous contract's \$4 per transaction with an additional lump sum payment to the vendor, to this contract which pays the vendor through the transaction fee, which only raised 50 cents, where other states's fees can be as high as \$10. This ten year contract is at a fixed rate, but there is an option to turn on other features if needed for an additional cost. They also discussed that the percent of online reservable sites vary by park due to their amenities and type of use.

Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

7. Contract Amendment-2 with Real Time Research, Inc.

Commission approval is requested for a service contract amendment with Real Time Research, Inc., of Bend, OR.

Amendment-2 Terms:

Amendment Amount: \$ 311,304

Amendment Dates: 7/13/2022 to 12/17/2025

Funding Source(s): Fish and Wildlife Trust Fund

Amendment Purpose: With the success of the initial development and use of the electronic fish survey data collection system, and addition of a creel survey module to allow electronic collection of creel survey data, this amendment will address the need to more effectively and efficiently collect, store and analyze fish data from the Mississippi River and lake vegetation survey data from Aquatic Invasive Species crews (not included in the original project). An interface to allow uploads of historical fish survey data from the Mississippi River teams will be built. Historical lake vegetation data will be imported into the system, and will be available in the data management web portal that currently exists for fish and creel survey data. Enhanced reporting and analytics functions for fish, creel and vegetation data will be built into the online data portal, a query and data export tool will be built for internal staff, and data download capabilities will be added for the public. This amendment will also continue the maintenance of the data collection devices and software, and hosting of the database and data management portal.

Original Contract Purpose: A two-year contract facilitated the creation of a web-based and offline-capable electronic data collection, migration, configuration, storage, and reporting system for DNR fisheries surveys. With Fisheries data being the backbone of the work done in Fisheries, its collection and use is vital to decision making. It is used to understand fish stocking needs, water quality and its effects on fish populations, and how fishing regulations are helping to managing the resource. The DNR currently undertakes approximately 200 fisheries surveys per year. Another aspect of data management is to make it available for public use. Anglers use it to know the size and numbers of fish in the lakes where they want to fish. It has also provided a mechanism for transparency and the public is able to see information from fish survey events (netting and shocking).

The new system allowed the Department to enhance workflow processes by eliminating redundancies, improve accuracy in data entry, reduce duplication of entering data onto paper then into a database, and allow the DNR to house data into one centralized system, removing the need for individualized databases. It also allowed for real-time statistics and improved analysis. Tasks included:

- Configure and customize a web-based data collection system, with staff input, that will be expandable, include mapping functions, and be easy-to-use for staff and the public.
- Create data summaries (databases, charts, graphs, histograms) meeting quality standards for web-based or print publications.
- House all data (e.g. fish length, weigh, age, water body) and metadata (e.g. weather, shoreline conditions) available in one place to allow for accurate analysis.
- Allow data collector the ability to record collection information while measuring or validating metadata.
- Provide portable devices to the collector that can withstand multiple environmental conditions where fish are present (weather, water).
- Migrate existing records into the system (current database, historic spreadsheets).
- Allow updates from the DNR Lake Management system used by the Lakes Restoration Program.
- Have the system available 24/7 except during designated IT maintenance and/or system enhancements.

Original Selection Process: The Department solicited proposals from targeted small businesses and also published a Request for Proposal (RFP) on the Department of Administrative Services website. Real Time Research, Inc., was chosen for their ability to complete the scope of work within the desired timeline, description and quality of previous and applicable work experience, and comprehensive data collection, storage and reporting plan, and meet or exceed the State's security requirements.

Contract History:

Original Contract Terms: Amount \$204,350; Timeframe: 11/15/2019 to 11/15/2021

Amendment- 1. Terms: Amount: \$105,000; Timeframe: 8/13/2021 to 1/31/2023; Purpose: Integrate Creel Survey Module, Maintenance and Support.

Motion – Commissioner Underwood

Seconded – Commissioner Prickett

Discussion – Jeff Kopaska, Fisheries Bureau, provided cost breakdowns, creel survey information, and how staff use data collected to determine fisheries management.

Decision – Approved by Unanimous Vote

CARRIED AS PRESENTED

8. Construction - Small Projects

The following Engineering managed 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
5/26/22	20-04-69-05 Parks	Viking Lake State Park	Montgomery	Lodge will receive ADA accessible restroom modifications, repair to existing glass in the exterior doors, and install new solar shades on all windows in the Great Room.	\$25,000	\$22,830.00 \$23,800.00
6/16/22	23-03-22-01	Pikes Peak State Park	Clayton	Furnish and install two fueling tanks complete with pumps and other accessories required.	\$20,000	\$23,500.00 \$32,142.00 \$36,924.00

INFORMATIONAL

***9. Construction Project: Shimek State Forest, Road Maintenance – Lee County**

The Department requests Commission approval of the following construction project:

Project Summary: Shimek State Forest encompasses more than 9,448 acres. Existing facilities include four campgrounds, 60 miles of trails, four small lakes, and hunting opportunities for deer, turkey, and small game.

The low water crossing, located in the middle of the 1.2-mile-long Coal Mine Hollow Road, has deteriorated and will be repaired by installing a blanket of tied articulated block. This project will also remove deposited sediment and vegetation from approximately 2.5 miles of roadway ditch, and replace a failed 18 inch diameter corrugated metal pipe culvert with a reinforced concrete pipe culvert.

Engineering Project #: 20-06-56-01

Cost Estimate: \$96,000.00

Operating Bureau: Parks

Funding Source: DOT Parks & Institutional Roads

Bid Letting Date: 6/16/2022

Construction Completion Date: 10/31/2022

Number of Bids Received: 1

Bidders

Cole Construction Co., Inc

Keosauqua, IA

\$94,240.00

Upon Engineering's review of bids, DNR recommends awarding the contract to Cole Construction Co., Inc.

CARRIED UNDER CONSENT

10. Public Land Acquisition Projects**10.1 Paint Creek, Allamakee County – Matthew & Julie Graesch and Marianne Olson**

The Natural Resource Commission's approval is requested to purchase an angler access conservation easement for the purpose of public fishing.

Seller: Matthew & Julie Graesch and Marianne Olson

Acreage: 11.92 acres

DNR Purchase Price: \$29,800

Property Description: This proposed permanent easement is located in southeast Allamakee County, about six miles southeast of Waukon and three miles northwest of Waterville. The entire easement area measures 11.92 total acres and consists of one segment of a fishing access corridor over and along Paint Creek for about 0.79 miles in total length, measuring about 11.82 acres, along with one, ingress-egress corridor, west from Paint Creek Drive. The easement width varies due to proximity to property boundaries, and the road which bends around the northerly portion of the single tax parcel, though is generally about 75 feet wide from the centerline of the creek. **Purpose:** Paint Creek is a diverse fishery with over 12 miles classified as coldwater stream habitat by the State of Iowa. It begins near Waukon in Allamakee County and flows easterly over 30 miles before emptying into the Mississippi River. The upper reaches of the river are generally considered too warm to support trout whereas the middle and lower reaches support a coldwater fish community that can be influenced by the Mississippi River. This would be the first public fishing access easement on Paint Creek, which would protect this section of the stream for future generations of Iowans to access publicly. This easement not only will allow public access for fishing, but also for DNR to access for fish stocking, fish sampling, riparian corridor improvements, and fish habitat improvements.

This property will continue to be owned in fee title by Matt & Julie Graesch and Marianne Olson. The permanent angler access conservation easement will be monitored by the Fisheries Bureau staff.

DNR Property Manager: Fisheries Bureau

Funding Source(s): Fish Restitution Fund

Incidental Costs: Incidental closing costs will be the responsibility of the Department.

Motion – Commissioner Underwood

Seconded – Commissioner Branstad

Roll Call Vote:

Commissioner Branstad – aye

Commissioner Foell - aye

Commissioner Hansen- aye

Commissioner Hommel – nay

Commissioner Kircher –aye

Commissioner Underwood – aye

Commissioner Prickett – aye

Decision – Approved (1 nay – Commissioner Hommel)

CARRIED AS PRESENTED

10.2 Heritage Valley Forest Legacy Area, Allamakee County – Iowa Natural Heritage Foundation

The Natural Resource Commission's approval is requested to acquire a permanent conservation easement on a tract of land located in northwestern Allamakee County.

Seller: Iowa Natural Heritage Foundation

Acreage: 981 acres

DNR Purchase Price: \$1,716,965

Appraised Value: \$2,641,484

Property Description: This conservation easement is provided for by a grant through the Forest Legacy Program (1990) of the USDA Forest Service. The grant pays up to 75% of the value of the easement rights conveyed, with the seller/grantor providing the remaining 25%. Nicholas Schmock, Licensed Appraiser of Eau Claire, Wisconsin, submitted the appraisal. Angela Kwasny, of the USDA Forest Service, Milwaukee, Wisconsin performed the appraisal review.

The Forest Legacy Program (FLP) is consistent with the goals of the Iowa State Forest Action Plan (2020). The purpose of this conservation easement is to protect environmentally important private forests which are threatened by conversion, and to provide for sustainable management of the working forest. The easement provides for land conservation of the forest land, forest resources, water quality protection, wildlife habitat, and oak savanna and prairies, all while maintaining the continuity of the forested area. The FLP allows up to 25% non-forest land within the easement footprint.

This property is located nine miles northwest of Waukon. The tract consists of forest-covered bluffs overlooking the Upper Iowa River. The topography within the easement area varies greatly, up to 400 feet of elevation change, providing outstanding scenic views from the bluffs as well as from the two county roads which provide access. The mature forest consists of predominately dense oak/hickory/walnut, including some open oak woodland and oak savanna. The Upper Iowa River flows for approximately 3-1/3 miles through the heart of the property and along the perimeter of the property. Remnant prairie and reconstructed prairie are also present on the property. There is an agriculture field of 52 acres planted to alfalfa that is included as part of the easement. There are no building improvements. Ellingson Bridge Drive and Red Bud Drive provide access to the property.

Purpose: Along with Iowa's State Forest Action Plan, this easement will also help meet Iowa's Wildlife Action Plan, as well as provide for continuous open-space views. To date, the following have been identified on the property: one state endangered fish (Banded Darter), three state endangered birds (Barn Owl, Northern Harrier, Red-shouldered Hawk), one state threatened fish (Black Redhorse), one state threatened bird (Henslow's Sparrow), one state threatened amphibian (Mudpuppy), three state threatened mussels (Butterfly, Creek Heelsplitter, Strange Floater), two state threatened plants (Slim-leaved Panic Grass, Jeweled Shooting Star), four State Species of Concern plants (Redroot, Great Plains Ladies' Tresses, Early Oak Sedge, Prairie Hummock Sedge), and 40 State of Iowa Species of Greatest Conservation Need. The required Baseline Documentation Report will be prepared by the Land and Waters Bureau and the Forestry Section. The required Multi-Resource Management Plan will be prepared by the Wildlife Bureau. The Forestry Section will be responsible for monitoring compliance with the terms of the easement.

DNR Property Manager: Forestry Section

Funding Source(s): USDA Forest Service – Forest Legacy Program Grant

Incidental Costs: All closing costs will be paid for by the USDA Forest Service grant.

Motion – Commissioner Hansen

Seconded – Commissioner Branstad

Discussion – Travis Baker, Land and Waters Bureau Chief, and Jeff Goerndt, State Forester, provided information on the purpose of the easement, no public access to the land similar to other private land easements with the sole intent of conserving and preserving the natural resource, the public's ability to recreate on the waterways through the easement, the landowner's role to the stewardship plan, and the US Forest Legacy Program's interest in contiguous parcels for resource protection.

Roll Call Vote:

Commissioner Foell - no

Commissioner Hansen- aye

Commissioner Hommel –no

Commissioner Kircher –aye

Commissioner Underwood –aye

Commissioner Branstad – not present for vote

Commissioner Prickett – aye

Decision – Approved (2 nays – Commissioners Foell and Hommel)

CARRIED AS PRESENTED

11. General Discussion

- **NRC Discussion of Administrative Law Judge Case(s):** Commissioner Prickett opened discussion for Commissioner input to determine if there needs to be an NRC review of the ALJ case. No Commissioner requests for review were made; no action will be taken on the case.
- **Commissioner Comments:** Commissioners shared general comments and natural resource related experiences. The next NRC meeting is scheduled for Thursday, August 11, 2022, in Des Moines, IA.

Adjournment

Motion to adjourn the meeting – Commissioner Underwood

Second – Commissioner Hansen

Decision - Approved by Unanimous Vote

With no further business to come before the Natural Resource Commission, Vice Chair Prickett adjourned the meeting on 07/13/22 at 10:50am

CARRIED – MEETING ADJOURNED

NRC / EPC Joint Informational Meeting – Presentation and Field Tour Schedule

Date: Wednesday, July 13, 2022

Approx. 12:30pm – 4:00pm: General Discussion, Presentations, State Forest Nursery Tour

Upcoming NRC Meeting Dates

- Thu, 08/11/22, 9:30am, Business Meeting (Polk County)
- Wed, 09/07/22, 12:00pm, Business Meeting (Scott County)
- Thu, 09/08/22, 9:00am, Field Tour (Scott County)
- Thu, 10/13/22, 9:30am, Business Meeting (Polk County)

VISITORS/ATTENDEES - SIGN IN SHEET

FOR NATURAL RESOURCE COMMISSION MEETING HELD ON

7/13/22

PLEASE PRINT

If you wish to speak before the NRC, also complete a Public Speaker Form.

NAME, CITY, STATE	GROUP REPRESENTING (if applicable)	TOPIC OF INTEREST
Megan Schlosky, Senate Caucus Staff	SLC	

**IOWA DEPARTMENT OF NATURAL RESOURCES
NATURAL RESOURCE COMMISSION**

NRC Business Meeting – Wednesday, July 13, 2022

Meeting Convenes at 9:00am

Meeting Location: State Forest Nursery, 2404 S Duff Ave, Ames, IA

To attend the teleconference meeting, join via

Video Link: <https://meet.google.com/sco-mbns-qva>

or

Telephone: call 442-242-3609 PIN: 883 789 392#

Public Participation begins at approximately 9:30 am

1.	Approval of Agenda Consent Agenda (<i>*within agenda indicates proposed consent agenda item</i>) *9. Construction – Large Project: Shimek State Forest, Road Maintenance – Lee County	Decision	Commission
2.	Approve Minutes of 06/09/22 NRC Public Meeting	Decision	Commission
3.	Director's Remarks	Information	Kayla Lyon
4.	Division Administrator's Remarks	Information	Pete Hildreth
5.	Donations	Decision	Pete Hildreth
6.	Contract with RA Outdoors, LLC, dba Aspira	Decision	Sherry Arntzen
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10.1	Paint Creek, Allamakee County – Matthew & Julie Graesch and Marianne Olson	Decision	Travis Baker
10.2	Heritage Valley Forest Legacy Area, Allamakee County – Iowa Natural Heritage Foundation	Decision	Travis Baker
11.	General Discussion <ul style="list-style-type: none"> NRC Discussion of Administrative Law Judge Case 		

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- Thu, 09/08/22, 9:00am, Field Tour (Scott County)
- Thu, 10/13/22, 9:30am, Business Meeting (Polk County)

For details on the NRC meeting schedule, visit:
<http://www.iowadnr.gov/InsideDNR/BoardsCommissions/NaturalResourceCommission.aspx>

Comments during the public participation period regarding proposed rules or notices of intended action are not included in the official comments for that rule package unless they are submitted as required in the Notice of Intended Action.

Any person attending the public meeting and has special requirements such as those related to mobility or hearing impairments should contact the DNR or ADA Coordinator at 515-725-8200, Relay Iowa TTY Service 800-735-7942, or Webmaster@dnr.iowa.gov, and advise of specific needs.

**Iowa Department of Natural Resources
Natural Resource Commission**

Decision Item

5. Donations

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Fish and Wildlife Trust Fund	\$250.00	Funds to support the Fish and Wildlife Trust Fund in memory of Gary Thomas	Elayne Sexsmith
Fish and Wildlife Trust Fund	\$40.00	Funds to support the Fish and Wildlife Trust Fund in memory of Bill Neal.	Tamara Winn
Fish and Wildlife Trust Fund	\$25.00	Funds to support the Fish and Wildlife Trust Fund in memory of John Milder.	Marcia R. Jenn
Fish and Wildlife Trust Fund	\$50.00	Funds to support the Fish and Wildlife Trust Fund in memory of John Milder.	Patti Seydel

Fish and Wildlife Trust Fund	\$50.00	Funds to support the Fish and Wildlife Trust Fund in memory of John Milder.	Marty Milder
Fish and Wildlife Trust Fund	\$100.00	Funds to support the Fish and Wildlife Trust Fund in memory of John Milder.	Beverly Miller
Fish and Wildlife Trust Fund	\$10.00	Funds to support the Fish and Wildlife Trust Fund in memory of John Milder.	Robert Bassett
Fish and Wildlife Trust Fund	\$20.00	Funds to support the Fish and Wildlife Trust Fund in memory of John Milder.	Julie W. Adam
Fish and Wildlife Trust Fund	\$25.00	Funds to support the Fish and Wildlife Trust Fund in memory of John Milder.	R. C Bradley

Pete Hildreth, Division Administrator
Conservation and Recreation Division
NRC Meeting Date: 07/13/22

**Iowa Department of Natural Resources
Natural Resource Commission**

Decision Item

6. Contract with RA Outdoors, LLC dba Aspira

Commission approval is requested for a contract with, RA Outdoors, LLC dba Aspira of Dallas, TX.

Contract Terms

Amount: The amount paid to contractor will be determined by reservation transaction fees and the non-resident permit and marina manager fees collected, plus a one-time payment of \$1,583.40 for two Point of Sale terminals.

Dates: November 8, 2022 to November 9, 2027

Funding Source(s): This contract will be funded through the State Parks Conservation Fund and reservation transaction user fees pursuant to Iowa Code 461A.47 and Iowa Administrative Code 571.63.

Reservation Transaction Type	Amount
Internet Reservation	\$4.50
Internet Change	\$5.00
Internet Cancellation	\$6.00
Call Center Reservation	\$6.00
Call Center Change	\$6.50
Call Center Cancellation	\$7.00
Additional Features	Amount
Non-Resident Permit	\$3.00
Wet and Dry Vessel Storage and Dock Management Areas	\$5.00

Contract Purpose: Since 2006, DNR has provided a web-based centralized Parks reservation system for the public. The original DNR web-based system consisted of custom-built software and a call center operated by the DNR. Fifty percent of the campsites and nearly all of the cabins, lodges and open shelters were in the system. Issues with the original system included the inability to obtain information to ensure financial accountability, the inability to provide statistical and other reports from the system, the system's inability to handle changes to reservations with ease, and issues with double booking. This created the need to research and contract with professional company for this service.

From 2010-2022, the DNR contracted with Active Network, Inc, to provide, operate, and maintain a centralized reservation system for State Parks, Recreation Areas, and State Forest campgrounds. The reservation system accepted reservations for camping, cabins, day-use lodges, and shelter rentals either online through the internet or over the phone through the vendor operated call center. (In 2018, the contract was amended to update Active Network, LLC, name change to RA Outdoors LLC, dba Aspira.)

With the current contract term ending in 2022, the competitive bid process was completed to continue this service. The purpose of this contract is to provide, operate, and maintain a centralized reservation system for State Parks, Recreation Areas, and State Forest campgrounds. This will also include 100% of reservable park facilities (cabins, day-use lodges, and shelters) and 75% to 100% of reservable campsites. The reservation system will accept reservations for camping, cabins, day-use lodges, and shelter rentals either online through the internet or over the phone through the vendor operated call center. This contract will also provide for a non-resident permit point of sale at Lake Manawa and Waubonsie State Parks, damage deposit collection for facility rentals, and provide the marina manager feature to collect payments for dock management areas and wet/dry storage that will be available for customers to pay online.

Selection Process Summary: The Department solicited proposals from targeted small businesses and also published a Request for Proposals (RFP) on the Office of the Chief Information Officer website. Criteria reviewed for this work included Technical (online system, DNR and public access, maps), Reporting (audit reports, occupancy reports, financial and reconciling reports), Call Center (provide a call center operated by the vendor with minimum set hours), Operational (helpdesk, payment card industry compliance, follow DNR's current statutory and administrative rules), Performance Standards (data security, adding new inventory), and Processing Payments (pay fees associated with credit cards and banking lock box). Each proposal had to score at least 60% of the 8,000 points available on the technical requirements in order to be a viable proposal. The remaining 2,000 points were applied to costs. This technology contract may be extended for a total of 10 years from the beginning date of the original contract by executing a signed amendment prior to the expiration of this contract.

Proposal Due Date: February 21, 2022

of Proposals Received: 2

Recommendation: RA Outdoors LLC, dba Aspira

Vendor	Vendor Location	Technical Score (8000 pts total)	Cost Proposal (2000 pts total)	Total Score
RA Outdoors, dba Aspira	Dallas, TX	6,625	1,695	8,320
US eDirect, INC	Roslyn Heights, NY	5,056	2,000	7,056

Sherry Arntzen, Parks, Forests and Preserves Bureau Chief
Conservation and Recreation Division
NRC Meeting Date: July 13, 2022

**Iowa Department of Natural Resources
Natural Resource Commission**

Decision Item

7. Contract Amendment-2 with Real Time Research, Inc.

Commission approval is requested for a service contract amendment with Real Time Research, Inc., of Bend, OR.

Amendment-2 Terms:

Amendment Amount: \$ 311,304

Amendment Dates: 7/13/2022 to 12/17/2025

Funding Source(s): Fish and Wildlife Trust Fund

Amendment Purpose: With the success of the initial development and use of the electronic fish survey data collection system, and addition of a creel survey module to allow electronic collection of creel survey data, this amendment will address the need to more effectively and efficiently collect, store and analyze fish data from the Mississippi River and lake vegetation survey data from Aquatic Invasive Species crews (not included in the original project). An interface to allow uploads of historical fish survey data from the Mississippi River teams will be built. Historical lake vegetation data will be imported into the system, and will be available in the data management web portal that currently exists for fish and creel survey data. Enhanced reporting and analytics functions for fish, creel and vegetation data will be built into the online data portal, a query and data export tool will be built for internal staff, and data download capabilities will be added for the public. This amendment will also continue the maintenance of the data collection devices and software, and hosting of the database and data management portal.

Original Contract Purpose: A two-year contract facilitated the creation of a web-based and offline-capable electronic data collection, migration, configuration, storage, and reporting system for DNR fisheries surveys. With Fisheries data being the backbone of the work done in Fisheries, its collection and use is vital to decision making. It is used to understand fish stocking needs, water quality and its effects on fish populations, and how fishing regulations are helping to managing the resource. The DNR currently undertakes approximately 200 fisheries surveys per year. Another aspect of data management is to make it available for public use. Anglers use it to know the size and numbers of fish in the lakes where they want to fish. It has also provided a mechanism for transparency and the public is able to see information from fish survey events (netting and shocking).

The new system allowed the Department to enhance workflow processes by eliminating redundancies, improve accuracy in data entry, reduce duplication of entering data onto paper then into a database, and allow the DNR to house data into one centralized system, removing the need for individualized databases. It also allowed for real-time statistics and improved analysis. Tasks included:

- Configure and customize a web-based data collection system, with staff input, that will be expandable, include mapping functions, and be easy-to-use for staff and the public.
- Create data summaries (databases, charts, graphs, histograms) meeting quality standards for web-based or print publications.
- House all data (e.g. fish length, weigh, age, water body) and metadata (e.g. weather, shoreline conditions) available in one place to allow for accurate analysis.
- Allow data collector the ability to record collection information while measuring or validating metadata.
- Provide portable devices to the collector that can withstand multiple environmental conditions where fish are present (weather, water).
- Migrate existing records into the system (current database, historic spreadsheets).
- Allow updates from the DNR Lake Management system used by the Lakes Restoration Program.
- Have the system available 24/7 except during designated IT maintenance and/or system enhancements.

Original Selection Process: The Department solicited proposals from targeted small businesses and also published a Request for Proposal (RFP) on the Department of Administrative Services website. Real Time Research, Inc., was chosen for their ability to complete the scope of work within the desired timeline, description and quality of previous and applicable work experience, and comprehensive data collection, storage and reporting plan, and meet or exceed the State's security requirements.

Contract History:

Original Contract Terms: Amount \$204,350; Timeframe: 11/15/2019 to 11/15/2021

Amendment- 1. Terms: Amount: \$105,000; Timeframe: 8/13/2021 to 1/31/2023; Purpose: Integrate Creel Survey Module, Maintenance and Support.

Joe Larscheid, Fisheries Bureau Chief
Conservation and Recreation Division
NRC Meeting Date: July 13, 2022

**Iowa Department of Natural Resources
Natural Resource Commission**

Information Item

8. Construction - Small Projects

The following Engineering managed 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
5/26/22	20-04-69-05 Parks	Viking Lake State Park	Montgomery	Lodge will receive ADA accessible restroom modifications, repair to existing glass in the exterior doors, and install new solar shades on all windows in the Great Room.	\$25,000	\$22,830.00 \$23,800.00
6/16/22	23-03-22-01	Pikes Peak State Park	Clayton	Furnish and install two fueling tanks complete with pumps and other accessories required.	\$20,000	\$23,500.00 \$32,142.00 \$36,924.00

Travis Baker, Land and Waters Bureau Chief
Conservation and Recreation Division
NRC Meeting Date: July 13, 2022

**Iowa Department of Natural Resources
Natural Resource Commission**

Decision Item (*indicates proposed consent)

***9. Construction Project: Shimek State Forest, Road Maintenance – Lee County**

The Department requests Commission approval of the following construction project:

Project Summary: Shimek State Forest encompasses more than 9,448 acres. Existing facilities include four campgrounds, 60 miles of trails, four small lakes, and hunting opportunities for deer, turkey, and small game.

The low water crossing, located in the middle of the 1.2-mile-long Coal Mine Hollow Road, has deteriorated and will be repaired by installing a blanket of tied articulated block. This project will also remove deposited sediment and vegetation from approximately 2.5 miles of roadway ditch, and replace a failed 18 inch diameter corrugated metal pipe culvert with a reinforced concrete pipe culvert.

Engineering Project #: 20-06-56-01

Cost Estimate: \$96,000.00

Operating Bureau: Parks

Funding Source: DOT Parks & Institutional Roads

Bid Letting Date: 6/16/2022

Construction Completion Date: 10/31/2022

Number of Bids Received: 1

Bidders

Cole Construction Co., Inc

Keosauqua, IA

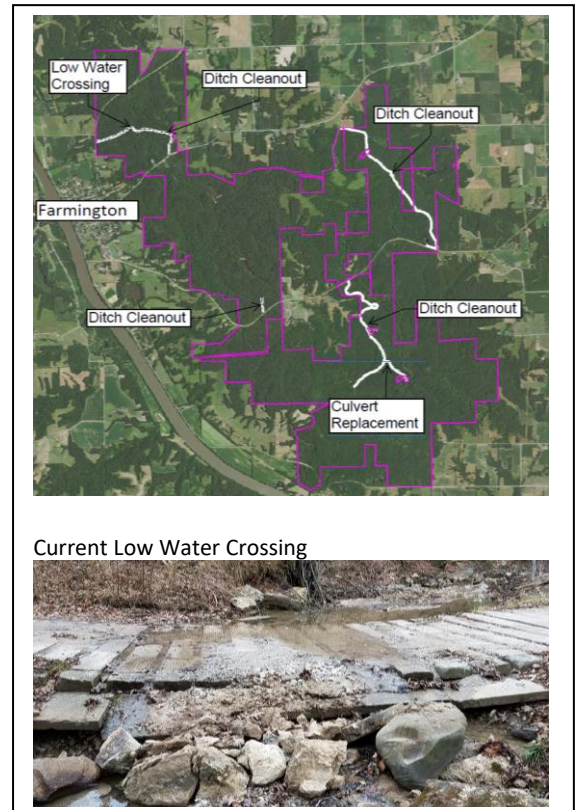
\$94,240.00

Upon Engineering's review of bids, DNR recommends awarding the contract to Cole Construction Co., Inc.

Travis Baker, Land & Waters Bureau Chief

Conservation and Recreation Division

NRC Meeting Date: 07/13/2022



**Iowa Department of Natural Resources
Natural Resource Commission**

Decision Item

10. Public Land Acquisition Projects

10.1 Paint Creek, Allamakee County – Matthew & Julie Graesch and Marianne Olson

The Natural Resource Commission's approval is requested to purchase an angler access conservation easement for the purpose of public fishing.

Seller: Matthew & Julie Graesch and Marianne Olson

Acreage: 11.92 acres

DNR Purchase Price: \$29,800

Property Description: This proposed permanent easement is located in southeast Allamakee County, about six miles southeast of Waukon and three miles northwest of Waterville. The entire easement area measures 11.92 total acres and consists of one segment of a fishing access corridor over and along Paint Creek for about 0.79 miles in total length, measuring about 11.82 acres, along with one, ingress-egress corridor, west from Paint Creek Drive. The easement width varies due to proximity to property boundaries, and the road which bends around the northerly portion of the single tax parcel, though is generally about 75 feet wide from the centerline of the creek.

Purpose: Paint Creek is a diverse fishery with over 12 miles classified as coldwater stream habitat by the State of Iowa. It begins near Waukon in Allamakee County and flows easterly over 30 miles before emptying into the Mississippi River. The upper reaches of the river are generally considered too warm to support trout whereas the middle and lower reaches support a coldwater fish community that can be influenced by the Mississippi River. This would be the first public fishing access easement on Paint Creek, which would protect this section of the stream for future generations of Iowans to access publicly. This easement not only will allow public access for fishing, but also for DNR to access for fish stocking, fish sampling, riparian corridor improvements, and fish habitat improvements.

This property will continue to be owned in fee title by Matt & Julie Graesch and Marianne Olson. The permanent angler access conservation easement will be monitored by the Fisheries Bureau staff.

DNR Property Manager: Fisheries Bureau

Funding Source(s): Fish Restitution Fund

Incidental Costs: Incidental closing costs will be the responsibility of the Department.

10.2 Heritage Valley Forest Legacy Area, Allamakee County – Iowa Natural Heritage Foundation

The Natural Resource Commission's approval is requested to acquire a permanent conservation easement on a tract of land located in northwestern Allamakee County.

Seller: Iowa Natural Heritage Foundation

Acreage: 981 acres

DNR Purchase Price: \$1,716,965

Appraised Value: \$2,641,484

Property Description: This conservation easement is provided for by a grant through the Forest Legacy Program (1990) of the USDA Forest Service. The grant pays up to 75% of the value of the easement rights conveyed, with the seller/grantor providing the remaining 25%. Nicholas Schmock, Licensed Appraiser of Eau Claire, Wisconsin, submitted the appraisal. Angela Kwasny, of the USDA Forest Service, Milwaukee, Wisconsin performed the appraisal review.

The Forest Legacy Program (FLP) is consistent with the goals of the Iowa State Forest Action Plan (2020). The purpose of this conservation easement is to protect environmentally important private forests which are threatened by conversion, and to provide for sustainable management of the working forest. The easement provides for land conservation of the forest land, forest resources, water quality protection, wildlife habitat, and oak savanna and prairies, all while maintaining the continuity of the forested area. The FLP allows up to 25% non-forest land within the easement footprint.

This property is located nine miles northwest of Waukon. The tract consists of forest-covered bluffs overlooking the Upper Iowa River. The topography within the easement area varies greatly, up to 400 feet of elevation change, providing outstanding scenic views from the bluffs as well as from the two county roads which provide access. The mature forest consists of predominately dense oak/hickory/walnut, including some open oak woodland and oak savanna. The Upper Iowa River flows for approximately 3-1/3 miles through the heart of the property and along the perimeter of the property. Remnant prairie and reconstructed prairie are also present on the property. There is an agriculture field of 52 acres planted to alfalfa that is included as part of the easement. There are no building improvements. Ellingson Bridge Drive and Red Bud Drive provide access to the property.

Purpose: Along with Iowa's State Forest Action Plan, this easement will also help meet Iowa's Wildlife Action Plan, as well as provide for continuous open-space views. To date, the following have been identified on the property: one state endangered fish (Banded Darter), three state endangered birds (Barn Owl, Northern Harrier, Red-shouldered Hawk), one state threatened fish (Black Redhorse), one state threatened bird (Henslow's Sparrow), one state threatened amphibian (Mudpuppy), three state threatened mussels (Butterfly, Creek Heelsplitter, Strange Floater), two state threatened plants (Slim-leaved Panic Grass, Jeweled Shooting Star), four State Species of Concern plants (Redroot, Great Plains Ladies' Tresses, Early Oak Sedge, Prairie Hummock Sedge), and 40 State of Iowa Species of Greatest Conservation Need. The required Baseline Documentation Report will be prepared by the Land and Waters Bureau and the Forestry Section. The required Multi-Resource Management Plan will be prepared by the Wildlife Bureau. The Forestry Section will be responsible for monitoring compliance with the terms of the easement.

DNR Property Manager: Forestry Section

Funding Source(s): USDA Forest Service – Forest Legacy Program Grant

Incidental Costs: All closing costs will be paid for by the USDA Forest Service grant.

Travis Baker, Land & Waters Bureau Chief
Conservation and Recreation Division
NRC Meeting Date: July 13, 2022