

**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
7.	Contract Amendment-2 with Real Time Research, Inc.	Decision	Joe Larscheid
8.	Construction – Small Projects	Information	Travis Baker
*9.	Construction – Large Project: Shimek State Forest, Road Maintenance – Lee County	Decision	Travis Baker
10.	Public Land Acquisition Projects		
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"> <li>● NRC Discussion of Administrative Law Judge Case</li> </ul>		

**NRC / EPC Joint Informational Meeting**  
 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, Field Tour (Scott County)
- 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](mailto:Webmaster@dnr.iowa.gov), and advise of specific needs.



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

**Decision Item**

**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	Arlys Thompson
Fish and Wildlife Trust Fund	\$25.00	Funds to support the Fish and Wildlife Trust Fund in memory of Gary Thomas	Greg Boyd
Fish and Wildlife Trust Fund	\$25.00	Funds to support the Fish and Wildlife Trust Fund in memory of Gary Thomas	Sam Luckel
Fish and Wildlife Trust Fund	\$50.00	Funds to support the Fish and Wildlife Trust Fund in memory of Gary Thomas	Ron and JoAnn LeFever
Parks and Forestry	\$100.00	Funds to support Parks and Forestry in memory of Jeff Corlett	Susan Sall
Fish and Wildlife Trust Fund	\$25.00	Funds to support the Fish and Wildlife Trust Fund in memory of Gary D. Thomas	Jennifer Britton
General Fund	\$25.00	Donation to support the General Fund.	Susan Reese
Fish and Wildlife Trust Fund	\$25.00	Funds to support the Fish and Wildlife Trust Fund in memory of Gary D. Thomas	LaVonne Kahler
Fish and Wildlife Trust Fund	\$25.00	Funds to support the Fish and Wildlife Trust Fund in memory of Chad Lekwa	Dianne Abels
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

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**

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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.

<b>Reservation Transaction Type</b>	<b>Amount</b>
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
<b>Additional Features</b>	<b>Amount</b>
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.**

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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:

<b>Bid Date</b>	<b>Project No.</b>	<b>Location</b>	<b>County</b>	<b>Summary</b>	<b>Cost Estimate</b>	<b>Bids</b>
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	<b>\$22,830.00</b> \$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	<b>\$23,500.00</b> \$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

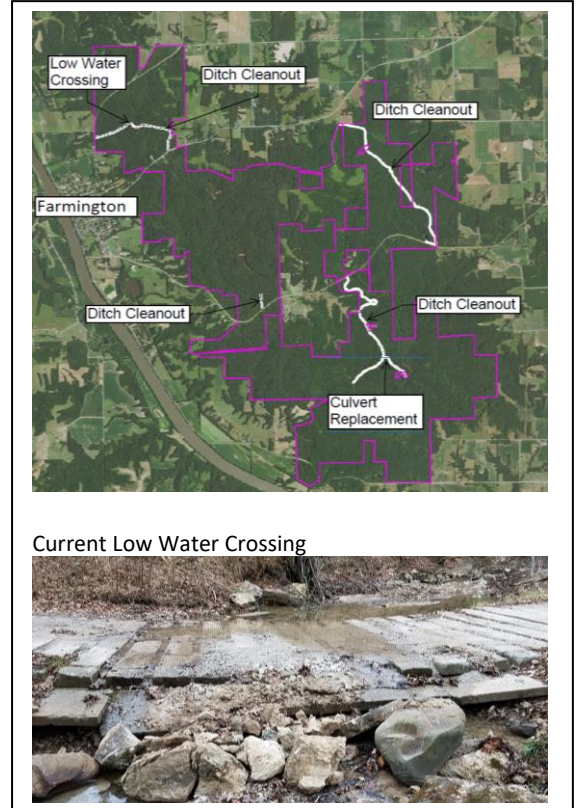
**Operating Bureau:** Parks

**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**

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**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