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HON. KIM REYNOLDS
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HON. ROB SAND
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TREASURER OF STATE

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SECRETARY OF AGRICULTURE



Executive Council of Iowa

CAPITOL BUILDING
DES MOINES, IOWA 50319
PHONE: 515 281-5368

April 7, 2025

Accounting Department
Office of the Treasurer
Lucas Building
321 E 12th Street
Des Moines, IA, 50319

The Executive Council, in a meeting held on this date, approved the Department of Natural Resources' request for a supplemental emergency allocation in the amount of \$2,522.00, which brings the total allocation to \$14,670.00. On July 12, 2024, flooding damaged Odessa Wildlife Management area in Louisa County. Request was to cover repair costs.

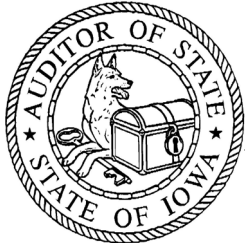
This represents full and final payment and this allocation will be closed.

EXECUTIVE COUNCIL OF IOWA

Kristi Onstot
Executive Secretary

cc: Kayla Lyon, Director, Department of Natural Resources
Sherry Arntzen, Bureau Chief, Parks, Forests and Preserves Bureau, Department of Natural Resources
Kara Bryant, Budget and Finance, Department of Natural Resources
Matt Bender, Department of Management
Heather Hackbarth, Department of Management

AOS Claim # 3874
TOS Job # _____



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

Rob Sand
Auditor of State

State Capitol Building
Des Moines, Iowa 50319-0004
Telephone (515) 281-5834

March 4, 2025

Kristi Onstot
Executive Council
L O C A L

Subject: Flooding Damages at Odessa Wildlife Management Area in Louisa County
on July 12, 2024
Department of Natural Resources
Claim dated October 7, 2024
AOS Claim ID: 3874

The Department's request included a supplemental allocation request of \$2,522.00 because additional damages were identified. We recommend Executive Council approval of the supplemental allocation of \$2,522.00, which increases the allocation to \$14,670.00. In accordance with Executive Council policy, we have examined the invoices and supporting documentation for final payment related to this loss. We have found the items to be in order as shown below:

Documented request		\$ 14,670.00
Executive Council allocation (Revised)		\$ 14,670.00
Less:		
Previous payments	\$ 0.00	
This payment	14,670.00	
Total		\$ 14,670.00
Remaining Executive Council allocation		\$ 0.00

We recommend that reimbursement be made in the amount of \$14,670.00. This represents full and final payment on this allocation.

Sincerely,

A handwritten signature in dark ink, appearing to read "Brian R. Brustkern".

Brian R. Brustkern, CPA
Deputy Auditor of State

cc: Kayla Lyon, Director, Department of Natural Resources
Monica Thelen, Wildlife Bureau, Department of Natural Resources
Kara Bryant, Budget and Finance, Department of Natural Resources

February 5, 2025

To: Tammy Hollingsworth, Auditor of State
Kristi Onstot, Treasurer of State
Executive Council

From: Kara Bryant, Federal Aid Coordinator
Department of Natural Resources

Re: Reimbursement Request – 29C.20 Claim

AOS Claim #	3874
Location	Odessa Wildlife Management Area
Event Date	July 12, 2024
Event Summary	Flood Damage
Amount Requested	\$14,670.00
Request Details	1 st and final
DNR Accounting String	0233-542-0092-2F-0301

Copies of accounting documents paid by the DNR included in this request are attached. Actual costs were higher than estimated therefore we are requesting an additional \$2,522.00.

If you have questions or need additional information, please do not hesitate to contact me.

Thank you,

Kara Bryant, Federal Aid Coordinator
Department of Natural Resources
kara.bryant@dnr.iowa.gov
515-587-7409

[illegible]

River Construction Company
13015 105th. St.
Wapello, IA 52653 US
563-260-0351
Riverconstruction@hotmail.com

Invoice

BILL TO

DNR
9726 County Rd. X61
Wapello, IA 52653

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
2893	12/01/2024	\$14,670.00	12/31/2024	Net 30	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	1 Dozer	Remove sandbags	1	1,500.00	1,500.00
	1 Dozer	Place sand 33cy	33	110.00	3,630.00
	1 Dozer	Bedding stone 10 cy	10	110.00	1,100.00
	1 Dozer	Rip rap 36 cy	36	140.00	5,040.00
	1 Dozer	Clay	1	600.00	600.00
	1 Dozer	Wave wash on river side of levee 20 cy rip rap	20	140.00	2,800.00

BALANCE DUE

\$14,670.00

★ Odessa levee repairs

Travis
Russell

Digitally signed
by Travis Russell
Date: 2024.12.20
08:44:57 -06'00'

CC # 0598-542-6900-2F-2486 → \$14,670.00

12.24.2024 ksb
claim ID 3874

6200 Park Ave Ste 200, Des Moines IA 50321

- 6200 Park Ave Ste 200, Des Moines IA 50335
- **The PO document is required for all inventory items \$5,000 or more and ALL items that must be licensed (i.e.: trailers, boats).** If purchasing an inventory item, the received by section at the bottom of the form, must be completed in its entirety for asset tracking. The received by date must match any delivery documentation provided and signed by the vendor. Prior to purchase, DOM Notification is required for purchases over \$25,000 and DOM Approval is required for purchases of \$100,000 or more, regardless of the funding source.
 - **When suggested by DNR Procurement, the PO document may be used, in lieu of a contract, for Public Improvement or Service projects under \$15,000 that are not routine or are limited in scope.** In such situations, all required supervisory approvals per the DNR Signature Policy, and the Contractor Registration Number for the selected Contractor, must be noted on the PO (this will be a C followed by 6 digits, i.e.: C123456).
 - **A completed DNR PO, must be submitted, with all required signatures, in addition to the following, for payment:** Original vendor/contractor invoice and quote/DNR Bid Quotation Form (when required or suggested), DOM Notification (over \$25K) or DOM Approval Form (over \$100K), packing slips, signed vendor delivery acknowledgement and Equipment Inventory Change Form (required for equipment purchases & trade-ins), email approval to trade in equipment (when required) and any other back up documentation to substantiate the receipt of the good or service.

[illegible]

WARRANTS/CONTRACTORS: A signature **MUST** be documented on the DNR PO, acknowledging the state of Iowa Terms and Conditions, prior to purchase. The Contractor shall warrant any service or public improvement work, for a period of one year from the date of project completion, and work shall remain free from all defects in workmanship and material. The Contractor shall also maintain in full force and effect, with insurance companies licensed by the State of Iowa, at the Contractor's expense, insurance covering its work during the entire project duration.

Keep a copy of all purchasing documentation submitted to DNR Budget & Finance
For questions - please contact procurement@dnr.iowa.gov