



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

December 4, 2025

Kristi Onstot
Executive Council
L O C A L

Subject: Mower at Lake Anita State Park Damaged by Fire on June 10, 2025
Department of Natural Resources
Claim dated June 30, 2025
AOS Claim ID: 4085

In accordance with Executive Council policy, we have examined the invoices and supporting documentation for final payment related to the damages and have found the items to be in order as shown below:

Documented request		\$ <u>14,968.00</u>
Executive Council Allocation		\$ 14,980.30
Less:		
Previous payments	\$ 0.00	
This payment	<u>14,968.00</u>	
Total		\$ <u>14,968.00</u>
Remaining Executive Council allocation		\$ <u>12.30</u>

We recommend reimbursement be made in the amount of \$14,968.00. This represents full and final payment of the loss. The remaining allocation should be reverted to the State Treasury.

Sincerely,

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

Brian R. Brustkern, CPA
Deputy Auditor of State

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

October 31, 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 #	4085
Location	Lake Anita State Park
Event Date	June 10, 2025
Event Summary	Mower fire
Amount Requested	\$14,968.00
Request Details	1 st and final
DNR Accounting String	0147-542-R500-UK-0301

Copies of accounting documents paid by the DNR included in this request are attached.

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]

6200 Park Ave Ste 200, Des Moines IA 50321

- **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]

NOTICE TO VENDORS/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



400005085
PANORA AUTO PARTS
518 W MAIN BOX 429
PANORA
641-755-2266, IA 50216
00

Time: 11:45
Date: 08/07/2025
Page: 1/1

Invoice Number 550417
eInvoice# DM 00085550417

3063
SPRINGBROOK STATE PARK
2437 160TH ROAD
GUTHRIE CENTER, IA 50115

Anticipated Time:
Attention:
Tax Exemption:
PO#: 26CRDPBJPEAC-001
Terms: NET 10TH

Y Y
OCR
4000050855504174

Part Number	Line	Description	Quantity	Price	Net	Total
72926	TOR	6000 Series 60" 26.5HP EFI Kohler	1.00	0.00	14968.0000	14,968.00

Employee: 99 , Jeremy
Sales Rep: 0 , Salesman
Accounting Day: 6

Subtotal 14,968.00
TABLE 1 7.0000% 0.00

Customer Signature

ALL GOODS RETURNED MUST BE ACCOMPANIED BY THIS INVOICE

***** Thank You *****
NO RETURNS ON ELECTRICAL

Total 14,968.00
Charge Sale 14,968.00

CUSTOMER COPY



400005085
PANORA AUTO PARTS
518 W MAIN BOX 429
PANORA
541-755-2266, IA 50216
00

QUOTE

Date : 08/06/2025

Time : 13:30

Page : 1 / 1

Order # 284110

Quote For

3063
SPRINGBROOK STATE PARK
2437 160TH ROAD
GUTHRIE CENTER, IA 50115

Quote By

Quote By : 99, Jeremy
Sales Rep : 0, Salesman
Quote Date : 08/06/2025
Quote : 9530

Part Number	Line	Description	Quantity	Price	Net	Total	Taxable
72926	TOR	6000 Series 60" 26.5HP EFI Kohler	1.00	0.00	14968.0000	14,968.00	

**** Prices and Taxes Subject to Change Without Notice ****

Attention :

PO# :

Subtotal	14,968.00
Tax Estimated Using	
TABLE 1 7.0000%	0.00
Quote Total	14,968.00