

★ Roll Call Number

Agenda Item Number

20

Date January 24, 2011

BE IT RESOLVED, by the City Council of the City of Des Moines, Iowa:

That the attendance reports of the various City Boards and Commissions January 1 through December 31, 2010 are hereby received and filed.

(Attendance Reports are attached)

Moved by _____ to receive and file, and express our appreciation to all, especially those with perfect attendance .

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
COLEMAN				
HENSLEY				
GRIESS				
MAHAFFEY				
MEYER				
MOORE				
TOTAL				
MOTION CARRIED			APPROVED	
_____ Mayor				

CERTIFICATE

I, DIANE RAUH, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

_____ City Clerk

Sec. 2-1050. - Meeting and attendance requirements.

(a)

Except as otherwise specifically provided, each administrative or advisory board, committee, commission or agency of the city shall establish a schedule of regular meetings of its membership, shall establish a procedure for calling such special meetings as are necessary to the performance of its assigned functions, and shall keep a record of attendance of its members at regular and special meetings. Each member of an administrative or advisory board, committee, commission or agency is expected to attend all regularly scheduled meetings. The number of absences by any member shall not exceed 25 percent of the number of regularly scheduled meetings in a calendar year, provided if 25 percent is a number less than four, no member shall miss more than four of the regularly scheduled meetings in a calendar year, without regard to the reasons for the absences. The cancellation of a regularly scheduled meeting shall not affect the number of allowed absences.

(b)

Each administrative or advisory board, committee, commission or agency shall transmit to the city council a written report containing the name of each member who has not met the attendance requirements of this section within two weeks of the meeting at which any member fails to meet the requirements for attendance established by this section. The report of the administrative or advisory board, committee, commission or agency may recommend removal or retention of any member and state reasons for removal or retention of the member. Failure to meet the attendance requirements of this section is grounds for removal of a member of any administrative board, committee, commission or agency. The first and each subsequent failure to meet the attendance requirements of this section shall be reported to the city council. The city council shall act upon each report received to either retain or remove any member of an administrative or advisory board who has not met the attendance requirements of this section. The attendance requirements of this section shall not apply to the city council, civil service commission, board of library trustees, skywalk committee, landmark review board or the zoning board of adjustment. The attendance requirements of this section shall also not apply to alternate members appointed or approved by the city council to serve at any meeting in the absence of a regular member.

(c)

Each administrative or advisory board, commission, committee or agency shall keep minutes of its proceedings, showing the vote of each member on each question or, if absent and failing to vote, indicating that fact and shall keep written records of its other official actions which shall within 30 days after each meeting be filed with the city clerk. The city clerk shall make such minutes available to each member of the city council upon request.

(d)

Prior to January 15 of each year, the chair of each administrative or advisory board, committee and agency shall prepare and distribute to the members of such board, committee or agency a report identifying the members who served on that board, committee or agency in the preceding calendar year, the number of regularly scheduled and special meetings held in the preceding year during the term of each member's appointment, and the number of such meetings attended by each member. Each member shall be informed that the member may submit a letter of explanation regarding absences to the chair or the city clerk before January 31. The chair shall file the report and any letters of explanation received by the chair with the city clerk by February 1.

ACCESS ADVISORY BOARD
Attendance Report 2010
11 Meetings/year

Name	NO MTG	Feb 17	Mar 17	April 21	May 19	June 16	July 21	Aug 18	Sept 15	Oct 20	Nov 17	No Mtg	Total Absences
Bell, Michael											X		1
Dennis, Brian						X					X		2
Dimery-Bragg, Penelope		X			X	X					X		4
Green, Troy	-	-	-	-	-								0
Lettow, Jay													0
Jeppesen, Bob							X				X		2
McGee, Mary													0
Noblin, James													0
Oberbroeckling, Steve							X		X				2
Sacco, Michelle													0
Stanley, Mark													0
Welch, T. Anthony					X								1
Young, Michael *		X	X	X	-	-	-	-	-	-	-		N/A
	ICE							No		All			
	Storm							Bsinn		Here			

X = Absent
S = Special Meeting

Please delete this section if it is not used
Notes: * Michael Young resigned, effective May 5, 2010

Board does not meet in December

**Building & Fire Code Board of Appeals
Attendance Report 2010
12 Meetings/year**

Name	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Absences
Debolt, Dale		-	-			-	-	-			-	-	0
Edgington, Gary		-	-	X		-	-	-			-	-	1
Gassman, Chuck		-	-			-	-	-		X	-	-	1
Layland, Chad	X	-	-	X		-	-	-	X	X	-	-	4
Linn, Marshall	X	-	-			-	-	-		X	-	-	2
Mendenhall, Martie		-	-			-	-	-		X	-	-	1
Miller, Dave	X	-	-	X		-	-	-			-	-	2
Shivvers, Mel		-	-			-	-	-			-	-	0
Oltrogge, Susan		-	-		X	-	-	-	X		-	-	2
Puck, Don		-	-			-	-	-		X	-	-	1
Thyberg, Jon		-	-			-	-	-			-	-	0
Tinker, Randy		-	-		X	-	-	-			-	-	1
Ward, Marc	X	-	-	X	X	-	-	-	X	X	-	-	5

X = Absent

S = Special Meeting

Notes:

Gary Caldbeck was replaced by Chuck Gassman on July 26, 2010. 5 meetings were held in 2010. No meetings were held the months of February, March, June, July, August, November, or December.

**Historic Preservation Commission
Attendance Report January – June 2010
12 Meetings/year**

Name	01/20	02/09	03/17	04/21	05/19	06/16	06/24	07/29	08/18	09/15	10/20	11/17	12/15	Total Absences
Estes, Elaine					X		S			X				2
Fenton, Scotney														0
Holderness, Susan			X				X	X						3
Marchand, Denny														0
Shaw, Shirley														0
Taenzer, York														0
Weidmaier, Teresa		X		X					X					3
Vacant Seat														
Vacant Seat														
Vacant Seat														

X = Absent

S = Special Meeting

Notes:

1. The January 20th meeting was cancelled due to bad weather.
2. A special meeting was held on June 24th to accommodate the condensed schedule of the move of the East Grand Avenue filling station building from the East Village to the Sherman Hill Historic District.
3. The November 17th meeting was cancelled as the Commission had no items to consider.
4. The December 15th meeting was cancelled as the Commission had no items to consider.

**Housing Appeals Board
Attendance Report 2010
12 Meetings/year**

Name	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Absences
Andrew Tice													0
Daniel D Garrett									x				1
Jeffrey Gronstal										x			1
Mack Morgan	x								x				2
Richard Bason	X	x	X			x	x						3
Robert Gainer													2
Victoria L Daniels											X	X	2

X = Absent
S = Special Meeting

**Music Commission
Attendance Report 2010
12 Meetings/year**

Name	Jan +	Feb +	Mar	April	May	June +	July	Aug	Sept +	Oct	Nov +	Dec	Total Absences
Tom Zmolek													0
Ryan Smith				X									1
Brandon Findlay								X					1
Wade Bassford			X				X			X			3
Gus Ramirez												X	1
Matthew McIver							#	X		X			2
Serena James			*										0

X = Absent
 S = Special Meeting
 +=Meeting cancelled due to lack of quorum
 *=James resigned from commission
 #=McIver appointed to commission

**Neighborhood Revitalization Board
Attendance Report 2010
12 Meetings/year**

Name	Jan 6	Feb 3	Mar 3	April 7	May 5	June 2	July 7	Aug 4	Sept 8	Oct 6	Nov 3	Dec 1	Total Absences
Affannato, Frank	Ⓞ					X							1
Bruere, Steve <small>(Start Date: 4/18/09)</small>	Ⓞ	X	X			X		X	X				3
Gross, Justin	Ⓞ	X		X		X	X	X					5
Hielkema, Tim	Ⓞ												0
Hogate, Nadine	Ⓞ											X	1
Minahan, Jean	Ⓞ	X											1
Mundy, Laura <small>(Start Date: 4/18/09)</small>	Ⓞ						X				X		2
Murphy, Sharon	Ⓞ	X	X										2
Owens, Frank	Ⓞ			X			X			X			3
Rowen, John	Ⓞ									X			1
Westergaard, Neal	Ⓞ												0

X = Absent
S = Special Meeting
Ⓞ = Canceled

Notes:

**Park and Recreation Board
Attendance Report 2010
12 Meetings/year**

Name	Jan 27	Feb 23	Mar 23	April 27	May 25	June 22	July 27	Aug 24	Sept 28	Nov. 1	Nov 23	Dec. 28	Total Absences
Cahill, Jon				X						X		X	3
Chen, Cyndi	X			X						X		X	4
Feltner, Paula					X			X	X				3
Galloway, Joseph										X			0
Gelb, Marian											X		1
George, Carol													0
Jensen, Suzette		X	X		X		X	X	X				6
Koenig-VanderHaar, Susan			X		X		X					X	4
Krumrey, George						X							1
Modersohn, Robert		X											1
Murphy, Dick						X				X			2
Noland, Susan													0
Ogle, Loyd								X					1
Scavo, Vincent			X	X		X							3
Thornton, F. Richard			X			X							2

X = Absent
S = Special Meeting

**Plan and Zoning Commission
Attendance Report 2010
24 meetings/year**

Date: Member Name	Jan		Feb		Mar		April		May		June		July		August		Sept		Oct		Nov		Dec		Absence Total
	--	21	4	18	4	18	1	15	6	20	3	17	1	15	5	19	2	16	7	21	4	18	2	16	
Leisha Barcus		X					X										X						X		6
JoAnne Corigliano				X															X						2
Shirley Daniels		X																X				X			3
Jacqueline Easley		X				X																			3
Dann Flaherty															X							X			3
John "Jack" Hilmes																									
Joel Huston											X														3
Ted Irvine		X								X														X	5
Jeffrey Johannsen													X	X											4
Greg Jones														X								X			3
Jim Martin							X											X							3
Brian Millard																		X							3
William Page																									
Mike Simonson										X								X				X			7
Kent Sovern																	X						X		3
Vacancy																									

X = Absent
S = Special Meeting

Notes: Jan 7 and Mar 18-- No meeting
Joel Huston appointed effective February 22, 2010
John Hilmes appointed effective July 1, 2010 to begin September 2

Pursuant to Chapter 2, Article VI, Sec. 2-1050 of the City Code for the City of Des Moines, "The number of absences by any member shall not exceed 25 percent of the number of regularly scheduled meetings in a calendar year". Failure to meet the attendance requirements of this section is grounds for removal of the member. The maximum number of absences in a calendar year is 5 based on there being 20 regularly scheduled meetings for P&Z.

**Des Moines Power Engineers' Board
Attendance Report 2010
12 Meetings/year**

Name	Jan 2010	Feb 2010	Mar 2010	April 2010	May 2010	June 2010	July 2010	Aug 2010	Sept 2010	Oct 2010	Nov 2010	Dec 2010	Total Absences
Rick Behanish		X		X	X	X	X	X	X	X	X	X	10
Randy Brown									X				1
Greg Downs		X			X	X							3
James Hinkle							X						2
Manford Meier		X											1
Mike Minnick	X		X							X		X	4
Josh Sullivan	X	X	X	X	X	X	X	X			X		9

X = Absent
S = Special Meeting

**Public Housing Board
Attendance Report 2010
12 Meetings/year**

Name	Jan 20	Feb 17	Mar 17	April 21	May 19	June 16	July 21	Aug 18	Sept 15	Oct 20	Nov 17	Dec 15	Total Absences
Beavers, Jodi			X							X			2
Fallon, Lynn					X								1
Harlan, Mary									X				1
*Jones, Carole								X					1
*Steidl, Cynthia	X												1
Judkins, Ernestine													0

X = Absent
S = Special Meeting

Please delete this section if it is not used

Notes: *Cynthia Steidl resigned from the Board at the March 17, 2010 meeting.
*Carole Jones resigned from the Board on 10/29/10.

**Greater Des Moines Sister City Commission
Attendance Report 2010
12 Meetings/year**

Name	Jan 12	Feb 9	Mar 9	April 13	May 11	June 8	July 13	Aug 10	Sept 14	Oct 12	Nov 9	Dec 14	Total Absences
Blake, Darlene			X										1
Brown, Carol			X	X	X					X			4
Chesnut, Don				X			X						2
Civitante, Patricia			X	E			X	X				X	4
*Cui, Shuxin	X	X	X		X	X	X	*					6
*Davis, George (Toby)	X	X	X	X	X	X	X	X	X	X	X	X	12
Jones, Joseph			*			X			X				2
McBroom, Soozie	X				X			X			X		4
Murphy, Sachiko	X		X							X			3
*Nahas, Cynthia	X	X	X	X	X	X	X	X	X	X	X	X	12
Nelson, Martha	X									X	X		2
Pardee, Christine		*		X							X		2
*Piedras, Alex		X	X	X	X	X	X	X	X	X	X	X	11
Rosen, Matt													0
*Ruan, Janis	X	X	X	X	X	X	X	X	X	X	X	X	12
Sarcone, Jenelle	X	X	X	E	X			X	X				6
Spaine, Vidal							X	X					2

X = Absent
S = Special Meeting
E = Excused

Excessive absences are being addressed by Commission Chair.

- Notes:
- * Pardee appointed February 2010
 - * Jones appointed March 2010
 - E Civitate/Sarcone – April 2010 Catanzaro Chefs' Visit
 - * Cui resigned effective August 2010
 - * George Davis, III, Cynthia Nahas, Alex Piedras, and Janis Ruan resigned effective January 10, 2011

**Traffic Safety Committee
Attendance Report 2010
12 Meetings/year**

Name	01/12	02/09 No Meeting	03/09	04/13	05/11	06/08	07/13 No Meeting	08/10 No Meeting	09/14	10/12	11/09 No Meeting	12/14	Total Absences
Sgt. Jack Beardsley	X								X	X			3
Gabriel Carnes**										X			1
Mary Conlow										X			1
Gary Fox													0
Scott Galenbeck			X		X					X			3
Carl McPherson	X					X			X	X			4
John Morrissey												X	1
George Robinson				X								X	2
Bob Saf*	X		X	X									3
Carl Voss													0
Kevin Williamson										X			1

X = Absent
S = Special Meeting

*Bob Saf resigned from the Traffic Safety Committee as of the May 2010 meeting.
**Gabriel Carnes was appointed to the Traffic Safety Committee as of the October 2010 meeting.

**Urban Design Review Board
Attendance Report 2010
12+ Meetings/year**

Name	Jan	Feb	Mar	April	May		June	July	Aug		Sept	Oct		Nov	Dec	Total Absences
	5	2	16	6	4	18	8	20	17	31	21	5	19	16	14	
Abler, David	X			X	X	X					X	X				6
Allen, Scott					X						X					2
Clark, Brian			X		X				X				X	X		5
Gamer, Todd	X			X	X				X						X	5
Hearn, John																0
Naylor, Emily (resigned in May)				X												1
Morgan, Jeffrey (resigned in August)				X												1
Wattier, Greg												X				1
Rypma, Tim		X		X	X				X		X					5
Marlon Mormann (new member in August)									X			X				2
Aaron Todd (new member in September)															X	1

X = Absent
S = Special Meeting

Notes:

**Youth Advisory Board
Attendance Report January – December 2010
12 Meetings/year**

Name	01/19	02/02	03/02	04/05	05/13	06/18	09/07	10/05	11/02	12/07	Total Absences
Barry, Katie						X	-	-	-	-	1
Caligiuri, Kylie	-	-	-	-	-	-	X	X			1
Chen, Cyndi				X	X	X	X	X	X	X	7
Fudge, Jackie									-	-	0
Hennig, Ashley	-	-	-	X	X	X	-	-	-	-	3
Henry, Chris					X		-	-	-	-	1
Hill, Kristel	-	-	-				X	X	-	-	2
Khadka, Nabin		X		X		X				X	4
Ligas, Karen	-	-	-	-	-			X			1
McWeeny, Jim			X		X	X					3
Miller, Dwight		X	X	X		X	-	-	-	-	4
Mitchell, Terry	X				X	X				X	4
Rittgers, Tim			X		X	-	-	-	-	-	2
Robinson, DaShawn		X	X	X	X	X	-	-	-	-	4
Rosenberg-Cortes, Stefanie	-	-	-	-	-	-	X	X	X		3
Sheaff, Bridget				X			-	-	-	-	1
Verploeg, Aida				X		X		X			3
Verploeg, Cece	-	-	-	-	-	-					0

X = Absent
S = Special Meeting
- = Not assigned as a member

Notes:

Zoning Board of Adjustment
 Attendance Report 2010
 12 Meetings per Year

Name	Jan 27	Feb 24	Mar 24	April 28	May 26	June 23	July 28	Aug 25	Sept 22	Oct 27	Nov 17	Dec 15	Total Absences
Clarke, Sr., Thomas (Vice Chair)			X					X					2
Clayton, Jeffry													0
Flaten, LeaAnn	X	X	X		X	X	X			X	X	X	9
Gray, Bill (Chair)						X							1
Pins, Mel										X			1
Brook Rosenberg					X								1
Westergaard, Linda													0

X = Absent