

★ Roll Call Number

Agenda Item Number

14

Date January 14, 2013

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 Through December 31, 2012 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				
GRIESS				
HENSLEY				
MAHAFFEY				
MEYER				
MOORE				
TOTAL				

MOTION CARRIED

APPROVED

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.

Mayor

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.

**Airport Authority Board
Attendance Report 2012
12 Meetings/year**

Name	Jan 3	Feb 7	Mar 6	Apr 3	May 1	June 5	July 3	Aug 14	Sept 11	Oct 9	Nov 13	Dec 11	Total Abs
Erickson, James													0
Feldmann, Mark													0
Hansell, Edgar				X							X		2
Levy, Kerty				X							X		2
Ward, Elizabeth							X					X	2

** Meeting dates will change to second Tuesday of Month beginning August 14. Board will continue to meet at 9:00 a.m.

- First Meeting for the Des Moines Airport Authority Board was November 1, 2011.

**Building & Fire Code Board of Appeals
Attendance Report 2012
12 Meetings/year**

Name	Jan 12	-	Mar 8	-	May 10	June 14	-	-	-	Nov 8	Dec 13	Total Absences
Caldwell, Bart												
Edgington, Gary												
Gassman, Chuck					x							1
Johnson, Jim			x									1
Kriens, Dave												
Layland, Chad			x									1
Linn, Marshall						x						1
Mendenhall, Martie			x		x							2
Oltrogge, Susan					x					x		1
Shivvers, Mel												
Thyberg, Jon												
Tinker, Randy												

X = Absent

S = Special Meeting

Notes:

Bart Caldwell added 1-25-2012.

**Citizen Odor Board
Attendance Report 2012
2 Meetings/year
April / October**

Name	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Absences
Dusty Isaacson													0
Judy Isaacson													0
Marilyn Fisher													0
Matt Grohe										x			1
Carolyn Mehl				x									1
Keith Mehl				x									1
Ida Miles				x						x			2
Charles Talarico				x									1

Scott Sargent has moved and no longer a member.

X = Absent

S = Special Meeting

Notes:

Civil Service Commission
 Attendance Report 2012
 24 Meetings Per Year
 January - December

Date:	Jan		Feb		Mar		Apr		May		June		July		Aug		Sept		Oct		Nov		Dec		Absence Total
	3	9	17	7	21	6	20	3	17	1	15	5	19	3	17	7	21	4	18	2	16	3	6	4	
Member Name	*	S			X	*						*			X	X	X	*	X	X		S			5
Brooks, John A.	*	S				*						*	X			X		*				X			2
Campos, Mary	*	S				*						*	X		X	X	X	*				S			6
Hall, Jeff	*	S	X	X	X	*	X	X	X	X	*	*						*	X			X			8
Quinn, Joseph	*	S				*					*	*	X			X		*				S	X	X	3
Carter-Lewis, Linda	*	S				*					*	*						*		X		S			2
Rounds, Peter	*	S				*					*	*	X	X	X	X		*			X	S	X	X	7
Munns, Diane	*	S	X	X	X	*	X	X	X	X	*	*						*				S			

X = Absent
 S = Special Meeting
 * = Meeting Cancelled

NOTES:

**Historic Preservation Commission
Attendance Report January – 2012
12 Meetings/year**

Name	01/18	02/15	03/21	04/18	05/16	06/20	07/18	08/15	09/19	10/17	11/28	12/19	Total Absences
Barry, Patricia		X	X									X	3
Bye, Breann				X									1
Estes, Elaine		X			X			X			X		4
Fenton, Scotney		X		X			X						3
Griffin, Robert						X	X	X			X		4
Holderness, Susan			X			X	X	X					4
Marchand, Denny							X		X		X		3
Shaw, Shirley			X	X	X								3
Sweet, David									X			X	2
Taenzer, York	X	X				X						X	4
Weidmaier, Teresa			X	X						X			3
Vacant Seat													

X = Absent
S = Special Meeting

Notes:

1. Breann Bye was appointed to the Commission on February 13, 2012.
2. David Sweet was appointed to the Commission on February 13, 2012.
3. Shirley Shaw resigned effective June 20, 2012

**Housing Appeals Board Meeting
Attendance Report 2012
12 Meetings/year**

Name	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Absences
Richard Bason										x			1
Jeffrey Gronstal													0
Victoria Daniels													0
Robert Gainer		x			x		x		x		x	x	6
Daniel Garrett				x	x						x		4
Stacie Mitchell										x			1

**No Meeting January nor March due to no Quorum
No Meeting in August due to Fair Prairie**

X = Absent
S = Special Meeting

Notes:

**Housing Services Board
Attendance Report 2012
12 Meetings/year**

Name	Jan 18	Feb 15	Mar 21	April 18	May 16	June 20	July 18	Aug 15	Sept 19	Oct 17	Nov 21	Dec 19	Total Absences
Beavers, Jodi***	X		X	X	X	X	X					"C"	6
Heuss, Lynn					X			X	X	X	X	"C"	5
Judkins, Ernestine		X					X	X			X	"C"	4
Simmons, Lynn		X				X						"C"	2
Bertogli, Mary		X	X	X				X				"C"	4
*Garcia, Michelle													0
Vines, Don												"C"	0
Warrington, John**	X	X	X										3
Affannato, Frank****				X	X								2
Henriquez, Deirdre	X	X	X				X					"C"	4
Elhour, Anwar		X		X	X		X		X		X	"C"	6
Avitt, Blair												"C"	0

X = Absent
S = Special Meeting
"C" = Cancelled

Notes:

- *Michelle Garcia resigned prior to the January 18, 2012 meeting.
- ** John Warrington – deceased after March 21, 2012 meeting.
- *** Jodi Beavers—resigned prior to the August 15, 2012 meeting.
- **** Frank Affannato—resigned NRB prior to August 15, 2012 meeting therefore not eligible for HSB.
- ***** Blair Avitt—appointed prior to November 5, 2012 meeting.

**HUMAN RIGHTS COMMISSION
Attendance Report 2012
12 Meetings/year**

Name	Jan 01/12	Feb 02/09	Mar 03/08	April 04/12	May 05/10	June *	July 07/12	Aug 08/09	Sept 09/13	Oct 10/11	Nov 11/8	Dec 12/13	Total Absences
Som Baccam												X	1
Michael Browser					X								1
Dr. Jim Bowman**	X	X*											2
Dr. David Drake							X						1
Gabriel Carnes													0
Peggy Dandy**										X			1
Chad Little**													0
Margo Jones									X			X	2
Christine Manbeck*								X	X			X	3

X = Absent
S = Special Meeting

Notes: June Meeting Cancelled.

- * Bowman resigned in February(Health Issues)
- ** Christine Manbeck appointed in April 12, 2012
- *** Peggy Dandy appointed in May 2012
- ****Chad Little resigned in July 2012(moved out of City of Des Moines)
- *****Gabriel Carnes appointed in November 2012

**Neighborhood Revitalization Board
Attendance Report January – December 2012
12 Meetings/year**

Name	Jan 4	Feb 1	Mar 7	April 4	May 2	June 6	July 11	Aug 1	Sept 4	Sept 5	Oct 3	Nov 7	Dec 5	Total Absences
Affannato, Frank				A	A		C	A						
Clark, Andy							C		Sp A		A			2
Cooper, Jeni			A		A	A	C							1
Cooper, Mark							C		Sp A					1
Cross, Russell		A		A	A	A	C		Sp A	A	A	A		8
Hielkema, Tim		A					C							1
Hogate, Nadine														
Howard, Lisa						A	C		Sp A	A		A		3
Kates, Alecia							C		Sp A					1
Lacina, Wendy							C							
Minahan, Jean							C							
Mundy, Laura					A		C		Sp A					2
Murphy, Sharon		A	A		A									
Newcomb, Natasha			A	A			C		Sp A					3
Owens, Frank	A			A		A	C		Sp A					4
Ramsey, Marge							C							
Westergaard, Neal							C		Sp A				A	2

A = Absent
S = Special Meeting
C= Canceled

Notes:

**Park and Recreation Board
Attendance Report 2012
12 Meetings/year**

Name	Jan 24	Feb 28	Mar 27	April 24	May 22	June 26	July 24	Aug 28	Sept 25	Oct 23	Nov 27	Dec 10	Total Absences
Cahill, Jon			X			X					X	X	4
Chen, Cyndi													0
*Facto, Vicki													0
Feltner, Paula		X				X					X	X	4
Galloway, Joseph													0
Gelb, Marian													0
George, Carol													0
Jensen, Suzette		X		X					X	X		X	5
Jongewaard, Joe **											X		1
Koenig-VandeHaar, Susan						X	X			X			3
*Krumrey, George							X						2
**Modersohn, Robert	X	X											2
Murphy, Dick*	X						X			X			3
Noland, Susan													0
Ogle, Loyd									X				1
**Passick, Dan													0
Scavo, Vincent						X				X			3
Thornton, F. Richard		X					X						2

X = Absent

S = Special Meeting

*Vicki Facto appointed - May 7, 2012

**Robert Modersohn resigned – May 7, 2012

*Dick Murphy, school board member, resigned November 9, 2012

** Joe Jongewaard, school board member appointed by school board, November 24, 2012

*George Krumrey resigned - August 29, 2012

**Dan Passick appointed - December 3, 2012

**Plan and Zoning Commission
Attendance Report 2012
24 meetings/year**

Date: Member Name	Jan		Feb		Mar		April		May		June		July		Aug		Sept		Oct		Nov		Dec		Absence Total
	5	19	2	16	1	15	5	19	3	17	7	21	5	19	2	16	6	20	4	18	1	15	6	20	
Corigliano, JoAnne			X																					C	1
Daniels, Shirley				X								X							X					C	2
Easley, Jacqueline				X							X								X					C	3
Fitzgerald, Tim			X																	X				C	3
Flaherty, Dann				X		X		X			X										X	X		C	4
Hilmes, John "Jack"			X		X	X																		C	3
Huston, Joel	X				X	X																		C	3
Irvine, Ted				X					X		X				X									C	4
Jones, Greg																								C	0
Page, William				X				X		X										X				C	4
Pardee, Christine		X						X															X	C	3
Simonson, Mike								X			X				X	X	X	X						C	5
Stevens, CJ				X																				C	1
Stogdill, Vicki											X				X									C	2
Vacancy																									

X = Absent
S = Special Meeting

Notes: Jan 5, Apr 5, Jul 5, No meeting
December 20, 2012 meeting cancelled due to weather
Joel Huston resigned effective immediately
Vicki Stogdill appointed 3/26/12

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.

**Power Engineers Board
Attendance Report January – December 2012
12 Meetings/year**

Name	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	Dec
Randy Brown		X					X			X		
Greg Downs											X	
Jim Hinkle	X	X				X					X	
Manford Meier		X										
Mike Minnick					X		X					
Josh Sullivan	X	X	X	X		X		X	X	X	X	X

X = Absent
S = Special Meeting

**Sister City Commission
Attendance Report January – December 2012
12 Meetings/year**

Name	01/10	02/14	03/13	04/10	05/08	06/12	07/10	08/14	09/11	10/9	11/13	12/11	Total Absences
Bair, David						*	X				X		2
Blake, Darlene		X	X	X		X	X	X				X	7
Brown, Carol			X				X	X	X	**			4
Chesnut, Don		X	X			X				X			4
Civitate, Patricia		X	X			X		X					4
McBroom, Soozie					X		X	X	X			X	5
Murphy, Sachiko			X				X						2
Nelson, Martha						X							1
Rogers, Will						*	X		X		X		3
Rosen, Matt													0
Sarcone, Jenelle			X	X		X		X		X			5
Spaine, Vidal							X	X					2

X = Absent
S = Special Meeting

Excessive absences will be addressed by Commission Chair.

Notes:

* David Bair and Will Rogers appointed June 25, 2012

** Carol Brown resigned from Commission effective September 24, 2012 due to relocation outside of Des Moines

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

Name	01/17	02/14	03/13	04/10	05/08 No Mtg	06/12	07/10	08/14	09/11 No Mtg	10/09	11/13	12/11 No Mtg	Total Absences
Sgt. Jack Beardsley		X				X		X		X			4
Jennifer Bohac													0
Gabriel Carnes*	X		X	X		X							4
Scott Galenbeck			X										1
Carl McPherson		X	X					X					3
John Morrissey													0
George Robinson	X												1
Carl Voss													0
Kevin Williamson	X	X						X					3
Jim Windsor													0

X = Absent
S = Special Meeting

Notes:

*Resigned

Urban Design Review Board
Attendance Report 2012
20+ meetings/year

Meeting Date	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Absences Reg./Special
Member Name	3 17	7 21	6 20	3 17	1 15	5 19	3 17	7 21	4 18	2 16	6 20	4 18	6
Todd, Aaron	C	C	C	C	C		C	X	C	X	C	X	X
Abler, David	A	A	A	A	A		A		A		A	X	4
Allen, Scott	N	N	N	N	N		N	X	N		N		2
Clark, Brian	C	C	C	C	C		C	X	C		C	X	4
Garner, Todd	E	E	E	E	E		E		E		E		1
Hearn, John	L	L	L	L	L		L		L	X	L	X	3
Mormann, Marlon	L	L	L	L	L		L	X	L		L	X	3
Wattier, Greg	E	E	E	E	E		E	X	E	X	E	X	5
Rypma, Tim	D	D	D	D	D		D		D	X	D	X	3
Vacant positions													
Citizen Rep.													
Landscape Architect													

X = Absent
S = Special Meeting

Notes:
 = Cancelled meetings:

**Board of Water Works Trustees
Attendance Report 2012
12 Meetings/Year**

Name	Jan 1/24	Feb 2/28	Mar 3/13 S	Mar 3/27	April 4/24	May 5/22	June 6/26	July 7/24	Aug 8/9 S	Aug 8/14 S	Aug 8/28	Sept 9/25	Oct 10/23	Nov 11/27	Dec 12/18	Total Absences
David Carlson										X						1
Leslie Gearhart		X														1
Graham Gillette					X											1
James Grant				X										X		2
Susan Huppert	X															1

X = Absent
S = Special Meeting

**Zoning Board of Adjustment
Attendance Report 2012
12 Meetings/year**

Name	Jan 25	Feb 22	Mar 28	April 25	May 23	June 27	July 25	Aug 22	Sept 26	Oct 24	Nov 28	Dec 19	Total Absences
Christensen, Jake								X	X				2
Clarke, Sr., Thomas (Vice Chair)		X						X					2
Gray, Bill (Chair)						X							1
Pins, Mel													0
Rosenberg, Brook				X					X	X			3
Smith, Cindy				X			X						2
Westergaard, Linda													0

X = Absent
S = Special Meeting

- Notes:
- Seat 6 Vacant as of January 1, 2012
 - Jake Christensen appointed by Council on April 23, 2012 to fill Seat 6