

★ Roll Call Number

Agenda Item Number

17

Date February 9, 2015

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 from January 1, through December 31, 2014 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				
GATTO				
GRAY				
HENSLEY				
MAHAFFEY				
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.

ACCESS ADVISORY BOARD
Attendance Report 2014
11 Meetings/year

Name	NO MTG.	Feb 19	Mar 19	No mtg	May 21	June 18	July 16	Aug 20	Sep 17	Oct 15	Nov 17	No Mtg	Total Absences
Dennis, Brian													1
Dimery-Bragg, Penelope	X	X	X		X	X	X	X	X	X	X		10
Ford, Karin													
Green, Troy													
Jeppesen, Bob	X	X	X		X		X	X	X	X	X		9
Jones, Dylan													
Kreho, Jessica	X									X			2
McGee, Mary	X	X								X			3
Noblin, James													
Oberbroeckling, Steve	X		X		X	X	X	X	X	X	X		9
Stieler, Nathan													
Stanley, Mark	X		X					X	X	X	X		6
TenPas, John							X						1
Young, Michael									X				1
	NO						NO						
	Quorum						Quorum						

Notes:

Board Member Jessica Pruitt's last name changed to Kreho

Nathan Stieler joined the Board in September 2014.

Dylan Jones joined the Board in October 2014.

McGee resigned following meeting November 2014.

Board does not meet in December

**Airport Authority Board
Attendance Report 2014
12 Meetings/year**

Name	Jan 14	Feb 11	Mar 11	Apr 8	May 13	June 10	July 8	Aug 12	Sept 9	Oct 14	Nov 18	Dec 9	Total Absences
Erickson, James													0
Feldmann, Mark													0
Hansell, Edgar								X					1
Levy, Kerty				X	X								2
Ward, Elizabeth													0

X = Absent

S = Special Meeting

**Building & Fire Code Board of Appeals
Attendance Report 2014**

Name	Feb 13	April 10	May 8	Jul 10	Sep 11	Nov 13	Dec 11	Total Absences
Caldwell, Bart					X			1
Edgington, Gary					X			1
Gassman, Chuck		X		X				2
Johnson, Jim		X	X					2
Kriens, Dave			X					1
Layland, Chad	X							1
Linn, Marshall		X			X			2
Mendenhall, Martie			X	X				2
Oltrogge, Susan				X				1
Shivvers, Mel	X						X	2
Thyberg, Jon			X					1
Tinker, Randy		X		X	X			3
Don Stockton								

X = Absent

S = Special Meeting

Notes: Don Stockton added to Board 7-28-14.

**Civil Service Commission
Attendance Report 2014
January - December
24 Meetings/year**

Name	Jan		Feb		Mar		April		May		June		July		Aug		Sept		Oct		Nov		Dec		Total Absences
	01/07	01/21	02/04	02/18	03/04	03/18	04/01	04/15	05/06	05/20	06/04	06/17	07/01	07/15	08/05	08/19	09/02	09/16	10/07	10/21	11/04	11/18	12/02	12/16	
Campos, Mary	X		*		X				X								*			*					3
Carter-Lewis, Linda	X		*														X	*		*			X		3
Hall, Jeff	X	X	*	X				X	X						X	X		*	X	X	*			X	10
Henry, Joe			*	X	X								X				*			*	X				4
Munns, Diane			*	X	X	X	X		X			X		X		X	X	*	X		*	X	X		12
Quinn, Joseph			*			X		X									X	*		*			X		4
Rounds, Peter			*									X					*			*					1

X = Absent
S = Special Meeting
* = Meeting Cancelled

Notes:

**Des Moines Civil & Human Rights Commission
Attendance Report 2014
12 + meetings/year**

2014 Absences

		Jan	Jan	Feb	Mar	Mar	Apr	Apr	Apr	Apr	Apr	May	Jun	Jul	Aug	Aug	Sep	Oct	Oct	Nov	Dec		
		9	23	13	13	27	1	7	10	24	28	8	12	10	10	14	11	9	14	13	11		
		01/09	01/23	02/13	03/13	03/27	04/01	04/07	04/10	04/24	04/28	05/08	06/12	07/10	08/10	08/14	09/11	10/09	10/14	11/13	12/11		
		R	S	R	R	S	S	S	R	S	S	R	R	R	S	R	R	R	S	R	R	Total Absences	
Francis	Boggus																						1
Michael	Bowser	X																					
Gabriel	Carnes																						
Kathy	Collins Reilly					X					X										X		3
Peggy	Dandy										X		X	X									3
Daniel	Garza		X																				1
Margo	Jones					X	X				X					X						X	5
Christine	Manbeck														X							X	2
Nancy	Trotter		X																				1
Commissioners Present:		6	5	All	All	5	6	All	All	All	4	All	6	6	6	6	All	All	ALL	6	5	16	

Notes:
X = Absent
S = Special Meeting
R = Regular meeting dates are in BOLD

**Historic Preservation Commission
Attendance Report 2014
12 Meetings/year**

Name	01/15	02/19	03/19	04/16	05/21	06/18	07/16	08/11 S	08/20	09/17	10/15	11/19	12/17	Total Absences
Barry, Patricia													X	1
Bye, Breann					X		X			X	X	X		5
Estes, Elaine	X				X	X		X		X				5
Fenton, Scotney			X						X		X	X		4
Griffin, Robert		X			X	X		X	X		X	X		7
Holderness, Susan	X					X	X	X	X					5
Marchand, Denny	X	X	X				X		X					5
Craig McCoy														0
Sweet, David	X	X	X											3
Taenzer, York													X	1
Aaron Todd						X	X		X				X	4
Weidmaier, Teresa		X		X			X			X	X	X		6
<i>Vacant Seat</i>														

X = Absent

S = Special Meeting

Notes:

- David Sweet submitted his resignation on March 19, 2014.
- Aaron Todd was appointed on April 21, 2014 to fill the seat vacated by David Sweet.
- Craig McCoy was appointed on June 24, 2014.
- Robert Griffin was reappointed on June 24, 2014.

**Housing Appeals Board Meeting
Attendance Report 2014
12 Meetings/year**

Name	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Absences
Victoria Daniels				X		X							2
Daniel Garrett						X						X	2
Jeff Gronstal				X					X		X		3
Stacie Mitchell								X			X		2
Sarah Oltrogge		X											1

X = Absent
S = Special Meeting

Notes: No Meeting January, March, May & October.

**Housing Services Board
Attendance Report 2014
12 Meetings/year**

Name	Jan 15	Feb 19	Mar 15	April 16	May 21	June 18	July 16	Aug 20	Sept 17	Oct 15	Nov 19	Dec 17	Total Absences
Avitt, Blair		X				X	C						2
Bertogli, Mary				X		X	C				X		3
Eckstrom, Jason			X		X		C	X	X			X	5
Hansen, Kimberly**							C						0
Henriguez, Deirdre	X				X		C	X	X			X	5
Ibson, CeCe***			X			X	C				X		3
Mitton, John****				X			C					X	2
Morrison, Paul	X			X			C	X	X			X	5
Newcomb, Natasha						X	C						1
Simmons, Lynn*	X	X	X	X	X	X	C		X	X			8
Vines, Don													0

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

Please delete this section if it is not used

Notes:

*Lynn Simmons, Chair—resigned October 2014

**Kimberly Hansen—NRB assignment February 24, 2014

***CeCe Ibson—NRB assignment February 10, 2014

****John Mitten -- NRB assignment February 24, 2014

**Library Board of Trustees
Attendance Report 2014
January - December
12 Meetings/year**

Name	Jan 7S	Jan 21	Feb 18	Mar 18	April 15	May 20	June 17	July 15	Aug 19	Sept 16	Oct 21	Nov 18	Dec 16	Total Absences
Fiihr, Jennifer	XS	X		X							X			3
Graham, Wesley***												X		1
Grinstead, Jason			X					X		X			X	3
Hubbell, Ellen***						X			X	X				3
Thorsen, Jule														0

X = Absent
S = Special Meeting

Notes: ***Hubbell resigned from Board September 17, 2014
***Graham took seat September 8, 2014 (replaced Kevin Techau)

**Neighborhood Revitalization Board
Attendance Report 2014
January - June
12 Meetings/year**

Name	Jan	Feb 2/5	Mar 3/5	April 4/2	May	June 6/4	July 7/2	Aug 8/6	Sept 9/3	Oct 10/1	Nov	Dec 12/3	Total Absences
Ben Brackett													
Mark Cooper								X					1
Russell Cross		X	X	X		X	X	X				X	7
Tim Hielkema													0
Lisa Howard										X			1
Carole Jones													0
Tammy Keiter													0
Kelly Kennedy												X	1
Wendy Lacina		X					X						2
Jean Minahan			X							X			2
Laura Mundy							X	X	X	X		X	5
Natasha Newcomb													0
Frank Owens		X						X					2
Elizabeth Presutti		X					X		X			X	4
Marge Ramsey													0
Steve VanOort							X		X	X		X	4
Neal Westergaard								X					1

X = Absent

S = Special Meeting

Notes:

Tim Hielkeman – Resigned

Carole Jones – Appointed September 1, 2014

Tammy Keiter – Appointed August 1, 2014

Wendy Lacina – Removed from Board

**Odor Board
Attendance Report 2014
January - June
2 Meetings/year**

Name	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Absences
Marilyn Fisher				04/08						10/07			
Matt Grohe				04/08						X			1
Douglas Isaacson				X						10/07			1
Judi Isaacson				X						10/07			1
Carolyn Mehl				04/08						10/07			
Keith Mehl				04/08						10/07			
Ida Miles - Retired													
Jordan Voss – New Member as of 12/22													

**Park and Recreation Board
Attendance Report 2014
January - December
12 Meetings/year**

Name	Jan 28	Feb 25	Mar 25	April 22	May 27	June 24	July 22	Aug 26	Sept 23	Oct 28	Nov 25	Dec 19	Total Absences
Boggus, Kimberley*												X	1
Boesen, Connie								X	X				2
Cahill, Jon			X	X		X		X			X	X	6
Clubb, Jeff					X		X					X	3
Davis, George													0
Facto, Vicki													0
Feltner, Paula				X					X	X			3
Jansa, Andrea			X			X					X		3
Koenig-VandeHaar, Susan*					X	X							2
Noland, Susan													0
Ogle, Loyd	X												1
Passick Dan		X	X			X		X	X	X		X	7
Pugh, Sam													0
Rogers, Carolyn*													0
Scavo, Vincent	X			X							X		3
Simonson, Michael*			X	X	X				X	X			5
Thornton, Dick						X						X	2

X = Absent

S = Special Meeting

Notes:

*Rogers, Carolyn resigned 05/27

*Koenig-VandeHaar, Susan went off board 6/30

*Boggus, Kimberley appointed 8/11

*Pugh, Sam appointed 7/28

*Simonson, Michael resigned 10/31

**Plan and Zoning Commission
Attendance Report 2014
24 meetings/year**

Date:	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Absence
Member Name	16 6		6	3 17 1	15 5 19		17 7 21	4 18 2	16 6 20	4 18			Total
Briles, Dory	X X					X					X		4
Corigliano, JoAnne	X								X			X	3
Easley, Jacqueline	X X				X				X	X			5
Fitzgerald, Tim	X		X	X		X				X	X		6
Flaherty, Dann		X		X			X X		X				5
Freed, Jann	X		X		X	X							4
Hilmes, John "Jack"					X X					X			3
Irvine, Ted					X	X		X					4
Jones, Greg	X			X									2
Page, William	X			X	X			X					4
Pardee, Christine							X						1
Simonson, Mike												X	1
Stephens, CJ	X X									X X X			5
Stogdill, Vicki	X			X X	X		X X X X					X	9
Wattier, Greg		X				X				X	X		4

X = Absent
S = Special Meeting

Notes: Jan 2, Mar 20 and Jul 3 No meeting
January 16 meeting was postponed due to lack of quorum
February 20, 2014 was cancelled due to weather
Ted Irvine resigned effective Nov. 1, 2014
Mike Simonson reappointed Nov 1, 2014
Christine Pardee resigned effective November 1, 2014

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 2014
12 Meetings/year**

Name	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Absences
Randy Brown	x					x	x		x	x			5
Greg Downs					x		x	x	x				4
Jim Hinkle		x								x			2
Manford Meier		x				x							2
Mike Minnick					x					x			2
Josh Sullivan	x	x	x	x		x	x	x	x		x	x	10

X = Absent
S = Special Meeting

**Sister City Commission
Attendance Report January – December 2014
12 Meetings/year**

Name	01/14	02/11	03/11	04/08	05/13	06/10	07/08	08/12	09/09	10/14	11/18	12/09	Total Absences
Bair, David				X			X			X		X	4
Blake, Darlene													0
Carman, Heather		X		X		X			EX			X	4
Chesnut, Don	X			*									1
Civitate, Patricia		X	X					X	X		EX		4
Daly, Mark						*			X	X		X	3
Geiken, Kevin			*			X			X		X		3
Levine, Tracy	X	X			*								2
Nowadzky, Roger												X	1
Renda, Ginny		X								X			2
Reno, Sam					*			X		X			2
Rogers, Will			X	*									1
Spaine, Vidal					X		X						2
Stelling, Dwight			X		X	X	*						3
Woods, Tim				X	X								2

EX = Excused Absence

X = Absent

S = Special Meeting

Notes:

- * Chesnut vacated seat effective April 28, 2014
- * Daly appointed June 2014
- * Geiken appointed March 2014
- * Levine resigned effective May 2014

- * Reno appointed May 2014
- * Rogers resigned effective April 2014
- * Stelling resigned effective July 2014

**Traffic Safety Committee
Attendance Report 2014
January - June
12 Meetings/year**

Name	Jan No Meeting	Feb 11	Mar 11	April No Meeting	May 13	June 10	July 15	Aug No Meeting	Sept 9	Oct No Meeting	Nov 18	Dec 9	Total Absences
Merlin Davis		X	X									X	3
Scott Galenbeck			X				X					X	3
Chad Mason		X											1
Carl McPherson							X		X				2
George Robinson							X						1
Kevin Williamson													0
Jim Windsor							X					X	2

X = Absent
S = Special Meeting

**Urban Design Review Board
Attendance Report 2014
20+ meetings/year**

Member Name	Jan			Feb		Mar			April		May		June		July		Aug		Sept		Oct		Nov		Dec		Total Absences Reg/Special
	7	14	21	4	18	4	18	25	1	15	6	20	3	17	1	15	5	19	2	16	7	21	4	18	2	16	
Allen, Scott								S																			
Clark, Brian					X			S	X					X		X		X						X		X	
Dietz-Kilen, Catherine																								X			
Garner, Todd				X		X					X																
Hielkema, Tim																											
Hearn, John				X							X					X		X									
Heiman-Godar, Naura					X									X								X					
MacRae, Colleen				X												X								X			
Mormann, Marlon		S		X	X	X				X																	
Nagle, Carey																											
Peters, Laura																											
Reynolds, Dennis																											
Rypma, Tim		S			X					X						X								X	X	X	
Todd, Aaron		S		X	X	X		S	X	X																	

X = Absent
S = Special Meeting

Notes:
 = Cancelled meetings:

**Board of Water Works Trustees
Attendance Report 2014
January - December
12 Meetings/year**

Name	Jan 01/28	Feb 02/25	Mar 3/25	April 4/22	May 5/27	June 6/24	July 7/22	Aug 8/26	Sept 9/23	Oct 10/28	Nov 11/25	Dec 12/16	Total Absences
Carlson, David										X			1
Gearhart, Leslie									X				1
Gillette, Graham													0
Huppert, Susan		*											0
Wallace, Mark													0

*Participated via conference call

X = Absent

S = Special Meeting

**Zoning Board of Adjustment
Attendance Report 2014
12 Meetings/year**

Name	Jan 23	Feb 27	Mar 27	April 24	May 22	June 26	July 24	Aug 28	Sept 25	Oct 23	Nov 27	Dec 18	Total Absences
Blake, Nathan												X	1
Christensen, Jake					X						X		2
Dave Gaer													0
Mortice, Cherie	X	X	X	X	X	X				X			7
Pins, Mel (Chair)													0
Rosenberg, Brook	X		X										2
Smith, Cindy							X						1
Westergaard, Linda (Vice Chair)													0

X = Absent
S = Special Meeting

- Notes:
- Dave Gaer appointed to Seat 3 by Council on March 10, 2014.
 - Brook Rosenberg resigned from Seat 1 on June 9, 2014.
 - Nathan Blake appointed to Seat 1 on July 28, 2014.