



**Roll Call Number**

**Agenda Item Number**

21

**Date January 25, 2016** .....

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

That the attendance reports of various City Boards and Commissions from January 1 through December 31, 2015 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				
MOORE				
WESTERGAARD				
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 2015  
January - June  
11 Meetings/year**

Name	Jan 21	Feb No Mtg	Mar 19	April No Quorum	May 21	June No Quorum	July 16 No Mtg	Aug 20 No Mtg.	Sept 17	Oct 15	Nov 17	Total Absences
Dennis, Brian	X											1
Dimery-Bragg, Penelope	X		X	X	X	X			X	X	X	8
Ford, Karin												
Green, Troy				X								1
Jeppesen, Bob	X		X	X	X	X			X	X	X	8
Jones, Dylan				X	X	X						3
Kreho, Jessica				X	X	X			X	X		5
Noblin, James												
Oberbroeckling, Steve										X		1
Smith, Kathleen												
Stieler, Nathan					X	X						2
Stanley, Mark	X		X	X		X			X	X	X	7
TenPas, John	X											1
Young, Michael									X			1

X = Absent

S = Special Meeting

Notes: Kathleen Smith joined the Board October 2015

**Airport Authority Board  
Attendance Report 2015  
January - December  
12 Meetings/year**

Name	Jan	Feb	Mar	April	May	Jun	Jun CS	July	Aug	Sept	Oct	Nov SM	Nov	Dec	Total Absences
	01/13	02/10	03/10	4/14	5/12	6/09	6/09	7/14	8/11	9/08	10/13	11/03	11/10	12/08	
Jake Christensen															0
James Erickson															0
Mark Feldmann												X			1
Edgar F. Hansell															0
Kerty Levy	X					X									2
Elizabeth Ward															0

X = Absent  
S = Special Meeting

Notes:

**Building & Fire Code Board of Appeals  
Attendance Report 2015**

Name	Jan 8	Feb 12	March 12	April 9	May 14	Dec 10	Dec 17	Total Absences
Caldwell, Bart							S	0
Gassman, Chuck	X	X	X				S	3
Johnson, Jim		X					S	1
Kriens, Dave		X					S	1
Layland, Chad	X	X	X	X	X		S	5
Linn, Marshall					X		S	1
Mendenhall, Martie		X					S	1
Oltrogge, Susan			X				X	2
Shivvers, Mel							S	0
Thyberg, Jon						X	S	1
Tinker, Randy			X			X	X	3
Don Stockton							S	0

X = Absent

S = Special Meeting

**Notes:**

Due to moving outside of the City, Chad Layland has not participated in board meetings. Due to difficulty finding qualified and willing City of Des Moines residents to fill his seat, he was reappointed on June 8, 2015 with a residency exemption.

**CITIZEN ODOR BOARD  
Attendance Report 2015  
January - December**

Name	Jan	Feb	Mar	April 1st	May	June	July	Aug	Sept	Oct 7th	Nov	Dec	Total Absences
Carolyn Mehl													
Keith Mehl													
Matt Grohe													
Marilyn Fisher				X									1
Judi Isaacson										X			1
Jordan Voss										X			1
Heather Ryan *													

\* Heather Ryan was appointed to the Citizen Odor Board on Oct. 12, 2015,

**Civil Service Commission  
Attendance Report 2015  
January - December  
24 Meetings/year**

Name	Jan		Feb		Mar		April		May		June		July		Aug		Sept		Oct		Nov		Dec		Total Absences
	01/06	01/20	02/03	02/17	03/03	03/17	04/07	04/21	05/05	05/19	06/02	06/16	07/07	07/21	08/04	08/18	09/01	09/15	10/06	10/20	11/03	11/17	12/01	12/15	
Campos, Mary							*								X	*					*		*		1
Carter-Lewis, Linda							*									*					*		*		0
Hall, Jeff	X	X	X		X	X	X	*			X		X		X	*		X	X	X	*	X	*	X	14
Henry, Joe			X	X				*					X			*				X	*	X	*		5
Munns, Diane				X				*		X	X	X		X		*		X	X	X	*		*	X	9
Quinn, Joseph		X	X	X		X		*			X		X			*	X	X	X		*	X	*	X	11
Rounds, Peter								*								*					*		*		0

X = Absent

S = Special Meeting

\* = Meeting Cancelled

Notes:

**Des Moines Civil and Human Rights Commission  
Attendance Report 2015  
January - December  
12 Meetings/year**

Name	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Absences
Michael Bowser						X							1
Francis Boggus												X	1
Kathy Collins Reilly										X		X	2
Peggy Dandy											X		1
Daniel Garza					X								1
Margo Jones		X	X										2
Christine Manbeck						X							1
Izaah Knox										X			1

X = Absent

S = Special Meeting

Notes:

Issah Knox appointed September 28, 2015



**Historic Preservation Commission  
Attendance Report January – December 2015  
12 Meetings/year**

Name	01/21	02/18	03/18	04/15	05/20	06/17	7/15	8/19	9/16	10/2 S	10/21	11/18	12/16	Total Absences
Barry, Patricia							X		X					2
Bye, Breann							X				X			2
Estes, Elaine	X		X		X			X		X	X			6
Fenton, Scotney					X				X					2
Griffin, Robert			X		X	X			X	X	X			6
Holderness, Susan	X	X			X	X	X	X	X	X				8
Marchand, Denny	X	X			X		X	X		X		X	X	8
Craig McCoy	X	X	X											3
Taenzer, York			X			X								2
Todd, Aaron	X		X							X	X			4
Weidmaier, Teresa				X			X		X		X		X	5
<i>Vacant Seat</i>														

X = Absent

S = Special Meeting

Notes:

- None.

**Housing Appeals Board Meeting  
Attendance Report 2015  
12 Meetings/year**

Name	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Absences
Victoria Daniels									X				1
Daniel Garrett			x			x			X				3
Jeff Gronstal		x				--	--	--	--	--	--	--	1
Stacie Mitchell													0
Sarah Oltrogge					x								1
Bob Raker	--	--	--	--									0
Sarah Moore	--	--	--	--	--	--	--	--					0

X = Absent

S = Special Meeting

Notes: No Meeting April, August, October & November

**Housing Services Board  
Attendance Report 2015  
January - December  
12 Meetings/year**

Name	Jan 01/21	Feb 02/18	Mar 03/18	April 04/15	May 05/20	June 06/17	July 7/15	Aug 8/19	Sept 9/16	Oct 10/21	Nov 11/18	Dec 12/16	Total Absences
Mr. Avitt	X	X									X	X	4
Ms. Bertogli		X	X							X			3
Mr. Ekstrom			X		X		X			X			4
Ms. Hansen													0
Ms. Henriquez	X			X	X	X	X	X				X	7
Ms. Ibson	X	X	X			X	X	X		X	X		8
Mr. Mitton		X			X			X		X	X	X	6
Ms. Newcomb								X			X		2
Mr. Vines								X					1

**Library Board of Trustees  
Attendance Report 2015  
12 Meetings/year**

Name	Jan 20	Feb 17	Mar 17	April 21	May 26	June 23	July 21	Aug 18	Sept 15	Oct 20	Nov 17	Dec 15	Total Absences
Fiihr, Jennifer	X		X			X							3
Graham, Wes			X					X					2
Osius, Isobel										X			1
Swihart, Harold									X				1
Thorsen, Jule						X							1

X = Absent  
S = Special Meeting

**Neighborhood Revitalization Board  
Attendance Report 2015  
January - June  
12 Meetings/year**

Name	Jan 01/07	Feb 02/04	Mar 03/04	April 04/01	May 05/06	June 06/03	July 07/01	Aug 08/05	Sept 09/02	Oct 10/07	Nov 11/04	Dec 12/02	Total Absences
BEN BRACKETT	NO MEETING HELD	X				X			X	X		X	5
MARK COOPER											X		1
RUSELL CROSS		X		X	X	X	X	X	X	X	X	X	10
LISA HOWARD				X						X			2
SETH JOHNSON		-	-	-	-	-	-	-	-				0
CAROLE JONES		X			X	X			X			X	5
TAMMY KEITER				X									1
KELLY KENNEDY		X			X								2
JEAN MINAHAN			X				X					-	2
LAURA MUNDY		X	X	X	X	X	X	X	X	X	X	X	11
NATASHA NEWCOMB			X		X					X			3
FRANK OWENS							X						1
MARGE RAMSEY													0
ETHAN STANDARD				X								X	2
STEVE VANOORT		X	X	X	X	X	X	X	X	X	X	X	11
TOM VLASSIS		-	-	-	-	-	-	-	-	-	-	X	1
NEAL WESTERGAARD										X			1

X = Absent

S = Special Meeting

**Notes:**

SETH JOHNSON WAS APPOINTED TO THE BOARD EFFECTIVE 10/2015.

JEAN MINAHAN RESIGNED FROM THE BOARD EFFECTIVE 12/2015.

ETHAN STANDARD WAS APPOINTED TO THE BOARD EFFECTIVE 2/2015.

TOM VLASSIS WAS APPOINTED TO THE BOARD EFFECTIVE 12/2015.

**Park and Recreation Board  
Attendance Report 2015  
January - December  
12 Meetings/year**

Name	Jan 27 (No quorum)	Feb 2 S	Feb 24	March 24	April 28	May 26	June 23	July 28	Aug 25	Sept 22	Oct 27	Nov 24	Dec No meeting	Total Absence
*Anderson, Heather														
Boggus, Kimberley*		X					X			X				3
Boesen, Connie							X			X				2
Cahill, Jon				X	X		X		X			X		5
Clubb, Jeff		X												1
Davis, George														0
Facto, Vicki											X	X		2
*Fanter, Cynde										X				1
Feltner, Paula		X	X											2
*Lepley, Chelsea														0
Woodard, Andrea				X				X						2
Noland, Susan														0
Ogle, Loyd			X		X									2
*Passick Dan		X	X	X		X		X	X	X				7
Pugh, Sam		X				X								2
Scavo, Vincent		X			X	X		X	X		X			6
*Thornton, Dick			X		X		X							3

X = Absent

S = Special Meeting

**Notes:**

\*Fanter, Cynde appointed 6/8/2015

\*Lepley, Chelsea appointed 6/30/2015

Thornton, Dick term expired 6/30/2015

\*Anderson, Heather appointed 11/9/2015

\*Passick, Dan resigned 10/26/2015

**Plan and Zoning Commission  
Attendance Report 2015  
24 meetings/year**

Date:	Jan	Feb			Mar	April			May	June	July	Aug			Sept	Oct	Nov	Dec	Absence			
Member Name	15	5	19	5	26	16	7	21	4	18	16	6	20	3	17	1	15	5	19	3	17	Total
Briles, Dory					X						X					X						3
Corigliano, JoAnne				X										X		X			X			4
Easley, Jacqueline								X	X	X												3
Fitzgerald, Tim		X											X									2
Freed, Jann	X		X	X						X		X										5
Hilmes, John “Jack”				X								X		X								3
Jones, Greg														X						X		2
Kamper, Sasha										X								X				2
Millard, Brian											X			X								2
Page, William				X		X									X		X					4
Rosenbloom, Jonathan			X				X				X				X		X					5
Simonson, Mike					X	X		X	X				X	X	X			X		X	X	10
Stephens, CJ	X											X			X			X		X		5
Stogdill, Vicki	X				X																	2
Wattier, Greg			X				X		X					X	X		X		X		X	8

X = Absent

S = Special Meeting

Notes: Jan 1, Apr 2 and July 2 No meeting

Sasha Kamper appointed March 9, 2015

Vicki Stogdill term expired July 1, 2015

Brian Millard appointed June 22, 2015

**Des Moines Power Engineers' Board**  
**Attendance Report January – December 2015**  
**12 Meetings/year**

Name	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	Dec	Total
Randy Brown			X	X	X				X				4
Greg Downs					X								1
Jim Hinkle						X				X			2
Manford Meier			X	X	X	X	X	X	X	X	X	X	10
Mike Minnick		x		X								X	3
Josh Sullivan	X		X		X	X	X	X	X	X	X		9

I  
X = Absent  
S = Special Meeting



**Sister Cities Commission  
Attendance Report January – December 2015  
12 Meetings/year**

Name	01/13	02/10	03/10	04/14	05/12	06/09	06/26 (S)	07/21	08/11	09/08	10/13	11/10	12/08	Total Absences
Bair, David				X	X				X					3
Becker, Tom	X	X	X	X	X	X	X	X	X	X	X	X		* 12
Blake, Darlene				EX	EX							X		1
Bowen, Kerry									*					0
Carman, Heather	X	X							X			X		4
Civitate, Patricia							X	X		X		X		4
Daly, Mark			X		X		X							3
Geiken, Kevin				X		X	X	X	X	X	X	X		8
Lewis, Doug										*				0
Nowadzky, Roger		X	X				X							3
Renda, Ginny		X												1
Reno, Sam						X	X	X						3
Spaine, Vidal	X						X		EX					2
Woods, Tim							X			X				2

X = Absent

EX = Excused Absence

S = Special Meeting

**Notes:**

- \* Becker – Representative for City of Cumming
- \* Bowen – Representative for City of Windsor Heights Appointed August 2015
- \* Lewis – Appointed September 2015

**Skywalk Committee  
Attendance Report 2015  
January - June  
12 Meetings/year**

Name	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Absences
Alexandra Briggs							X						1
Catherine Dietz-Kilen													0
Aaron Edwards													0
Nancy Goode													0
Amanda Nagle								X			X		2

X = Absent

S = Special Meeting

Notes:

New Commission as of July 2015

No Meeting in September, October, and December 2015

**Traffic Safety Committee  
Attendance Report 2015  
January - December  
12 Meetings/year**

Name	Jan 13	Feb 10	Mar NO MEETING	April 14	May 12	June NO MEETING	July 14	Aug NO MEETING	Sept 8	Oct 13	Nov NO MEETING	Dec NO MEETING	Total Absences
Merlin Davis		X		X	X		X		X	X			6
Scott Galenbeck				X	X		X						3
Chad Mason													0
Carl McPherson	X			X	X								3
George Robinson							X		X				2
Kevin Williamson													0
Jim Windsor		X							X				2

X = Absent

S = Special Meeting

**Urban Design Review Board  
Attendance Report 2015  
20+ meetings/year**

	Jan			Feb		Mar			April		May		June		July		Aug			Sept			Oct		Nov		Dec		Total Absences Reg/Special
Member Name	6	20	27	3	17	3	6	17	7	21	5	19	16	23	14	21	4	11	18	1	15	22	6	20	3	17	1	15	
Allen, Scott						X	S				X									X									3 / 1
Dietz-Kilen, Catherine							S				X	X		X	X								C			X			5 / 1
Gray, Seth									X					X				S	X				A	X		X		X	6 / 1
Hielkema, Tim																X							N						1 / 0
Heiman- Godar, Naura	X		X					X					X					S			X	X	C		X				7 / 0
MacRae, Colleen								X				X			X								E			X			4 / 0
Mormann, Marlon				X			S							X	Term Expired														
Nagle, Amanda																	X			X			L		X			X	4 / 0
Nagle, Carey	X						S						X	X			X	S	X				L						5 / 2
Peters, Laura				X				Resigned March 23, 2015																					
Reynolds, Dennis				X	X		S																E		X				3 / 1
Rypma, Tim		X		X					X			X				X		S		X	X	X	D	X					9 / 1

X = Absent  
S = Special Meeting

**Notes:**  
 = Cancelled meetings:

**Board of Water Works Trustees  
Attendance Report 2015  
January - December  
12 Meetings/year**

Name	Jan 1/8 <b>S</b>	Jan 1/27	Feb 2/24	Mar 3/10 <b>S</b>	Mar 3/24	April 4/28	May 5/26	June 6/23	July 7/28	Aug 8/25	Sept 9/22	Oct 10/27	Nov 11/24	Dec 12/15	Total Absences
Carlson, David				X						X					2
Gearhart, Leslie															0
Gillette, Graham									X						1
Huppert, Susan					X										1
Wallace, Marc															0

X = Absent  
S = Special Meeting

Notes:

**Zoning Board of Adjustment  
Attendance Report 2015  
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 18	Dec 16	Total Absences
Blake, Nathan				X					X				2
John Chiodo**													0
Christensen, Jake*													0
Dave Gaer					X								1
Mortice, Cherie				X			X				X		3
Pins, Mel (Chair)													0
Smith, Cindy									X				1
Westergaard, Linda (Vice Chair)		X											1

X = Absent  
S = Special Meeting

**Notes:**

\*Jake Christensen resigned from Board, effective June 25, 2015.

\*\*John Chiodo appointed to Board on July 13, 2015