

## Minutes Des Moines City Council Municipal Facilities Committee – 04/28/2022

### Council Members

**Mayor Matt Mahoney**  
**Jeremy Nutting**  
**Harry Steinmetz**

### City Staff

**Michael Matthias, City Manager**  
**Dan Brewer, Chief Operations Officer**  
**Susan Cezar, Chief Strategic Officer**  
**Beth Anne Wroe, Finance Director**  
**Andrew Merges, Public Works Director**  
**Scott Wilkins, Harbormaster**  
**Katy Bevegni, Assistant Harbormaster**  
**Tim George, Attorney**  
**Matt Hutchins, Assistant Attorney**  
**Nicole Nordholm, PRSS Director**  
**Scott Romano, CIP Manager**  
**Taria Keane, Deputy City Clerk**  
**Jodi Grager, Admin Asst II**

**Guests: Councilmembers JC Harris and Gene Achziger**

Meeting called to order: 4:00 pm on April 28, 2022 via Zoom

### **Agenda**

1. Selection of Chair/Vice Chair
2. Approval of 12.02.2021 Minutes
3. 2022 Municipal Facilities Committee Work Plan

### **Meeting:**

1. Deputy City Clerk Taria Keane called the meeting to order at 4:00 p.m. She requested nominations for Committee Chair. Councilmember Jeremy Nutting was nominated and accepted the position. Chair Nutting asked for nominations for Vice Chair. Councilmember Harry Steinmetz was nominated and accepted the position.
2. The 12.02.2021 Municipal Facilities Minutes were approved as submitted.
3. CSO Susan Cezar reviewed the 2022 Municipal Facilities Committee Work Plan. It was mentioned that this is a multi-department effort. The timeline may shift as necessary. The committee was queried regarding receiving updates by email if a committee meeting is canceled. It was agreed that email updates would suffice, or another suggestion was possibly bringing an item to a full council presentation as time allows. City Attorney Tim George indicated that a new telecommunication lease will likely be added to the Work Plan. Standardized contracts for facility use agreements and telecommunications were discussed. The City's telecommunications code has

been updated, but the agreements contract is not often used and therefore requires staff attention.

The Committee requested the CIP Draft be sent out via email to committee members.

The meeting was adjourned at 4:11 p.m.

Minutes submitted by: Jodi Grager, Public Works Admin Asst