



AGENDA
DES MOINES CITY COUNCIL
CITIZENS ADVISORY BOARD MEETING
City Council Chambers
Wednesday, October 29, 2025 - 6:00 PM

CITIZENS ADVISORY COMMITTEE

CHAIR: Deputy Mayor Harry Steinmetz
Mayor Traci Buxton
Councilmember Gene Achziger

CALL TO ORDER

AGENDA

- Item 1. APPROVAL OF MINUTES FROM THE SEPTEMBER 24, 2025 MEETING
[CitizenAdvisoryBoard_Minutes_09_24_2025](#)
- Item 2. CITY BUDGET
Staff Presentation by Finance Director Jeff Friend
- Item 3. STRATEGIC PLAN UPDATE
Update presented by Board Member Colleen Gants
- Item 4. SUBCOMMITTEE REPORTS

ADJOURNMENT

MINUTES

**DES MOINES CITY COUNCIL
CITIZENS ADVISORY BOARD MEETING
City Council Chambers
VIA ZOOM**

Wednesday, September 24, 2025 - 6:00 PM

CALL TO ORDER

Deputy Mayor Harry Steinmetz called the meeting to order at 6:02 p.m.

ROLL CALL

Council Present:

Deputy Mayor Harry Steinmetz; Mayor Traci Buxton; Councilmember Gene Achziger

Citizen Advisory Board Members Present:

Barton DeLacy; Alyson Chapin; Eddy Duggar; Jeff Crompe; Charlene Bacalzo; Mackenzie Meyers; Jim Lampariello; Bill Linscott; Randy Richards; Diane Hoyer; Corrine Anderson-Ketchmark; MaryEllen Laird; Victoria Andrews; Lisa Franz; Bettina Carey; Colleen Gants

Citizen Advisory Board Members Absent:

Mary Guiberson; Magdalena Herrera; Aileen Evans; Rick Laycock; Justin Pirtle; Susan White

Staff Present:

City Manager Katherine Caffrey; Staff Liaison/City Prosecutor Tara Vaughn; IT Operations Supervisor Chris Pauk; Deputy City Clerk Sara Lee

AGENDA

Item 1: STRATEGIC PLAN OVERVIEW
Staff Presentation by City Manager Katherine Caffrey

- Board discussed:
 - Difference between Comp Plan and a Strategic Plan
 - Budget goals
 - 1-2 members needed to act as liaisons for community engagement and outreach

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- Implementation of plan
- Evaluation of implementation plan
- Subcommittees are advisory

- Colleen Gants volunteered to be a liaison
- Barton DeLacy volunteered to be a liaison

Item 2: APPROVAL OF MINUTES FROM THE JULY 30TH, 2025 MEETING

Direction/Action

Motion: made by Jeff Crompe to approve the September 24th, 2025 meeting minutes; seconded by Colleen Gant.

Motion passed 16-0.

Item 3: SUBCOMMITTEE REPORTS

- Senior Services Committee - Reported by Barton DeLacy
 - Identified Adriana, Wesley, and Judson Park as the 3 communities to meet with for out reach.
 - Discuss what the community needs are with the 3 communities.
 - Making council presentations available as means of communications with the community.
- Arts Commission - Reported by Jeff Crompe
 - Meetings held in August, September, and another in October with anticipation to meet every month.
 - Okberfest held at Marina.
 - Bands selected for 2026 Concert Series.
 - Art repair for some of the sculptures around Des Moines.
 - Plans for Backstage Alley Jazz and Blues Festival in 2026.
 - Discussed potential Digital Film Festival for teens.
 - Squid-A-Rama discussed with Highline College in November, held at Beach Front Park.
 - Argosy Christmas Ship possibilities for 2026.
 - Shredding Event held at the Senior Activity Center on October 15, 2025 between 10 a.m. to 2 p.m.
 - Working on have a list of events occurring in the City of Des Moines on the Arts Commission website.
- Human Services Committee - Reported by Corrine Anderson-Ketchmark and Victoria Andrews
 - Meeting held on August.
 - Sent out PowerPoint regarding plans and grants and waiting on report.
 - Meeting in October to discuss work plan.

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- Wesley's Fall Fest located on the 2nd floor terrace, Will be selling crafted and baked goods.
 - October 31st 10 a.m.-3 p.m.
 - November 1st from 10 a.m.-1 p.m.

ADJOURNMENT

Direction/Action

Motion: made by Charlene Bacalzo to adjourn the meeting; seconded by Bettina Carey.

Motion Passed 16-0.

Meeting adjourned at 7:12 p.m.