

**MINUTES  
LANSING CITY BOARD OF ETHICS  
REGULAR MEETING  
May 13, 2025, 5:30 PM**

Reo Elections Office  
1221 Reo Rd Lansing

The meeting was called to order at 5:31 p.m.

**MEMBERS PRESENT:**

Jim DeLine, Chairperson  
Keith Kris, Vice-Chairperson – (arrived at 5:45pm)  
Jim Cavanagh  
John Folkers  
Charles Filice – (arrived at 5:37pm)  
R Cole Bouck  
Janielle Houston

**ABSENT:** Rachelle Franklin

**A QUORUM WAS PRESENT**

**OTHERS PRESENT:**

Brian P Jackson, City Clerk's Office  
Joe Abood, City Attorney's Office

**PUBLIC COMMENT:**

There was no public comment.

**APPROVAL OF AGENDA:**

**Moved** by Janielle Houston to approve the agenda as submitted.

**MOTION CARRIED**

**SECRETARY'S REPORT:**

Approval of Minutes

**Moved** by Jim Cavanagh to approve the Minutes of April 8, 2025.  
**MOTION CARRIED**

**NEW BUSINESS:**

Statements of Financial Interests with no items disclosed.

Scott	Bean	Mayor's Office	Communications Director
Sheryl	Boak	City Council	Office Manager
Jake	Brower	Mayor's Office	Chief Strategy Officer
Kimberly	Coleman	HRCS Department	Director
Elisha	Franco	Board of Water & Light	BWL Auditor
Michael	Hopson	HRCS Department	Culture/Accountability Officer
Frank	Lee	HRCS Advisory Board	Board Member
Glenn	Lopez	HRCS Advisory Board	Board Member
Delvata	Moses	HRCS Department	Deputy Director
Elizabeth	O'Leary	HR Department	Director
Dennis	Parker	HR Department	Chief Labor Negotiator
Renee	Richmond	City Council	Committee Admin. Asst.
Lucianna	Solis	Mayor's Office	Community Relations Liaison
Daniel	Spencer	HRCS Department	Contract Manager
Rawley	VanFossen	Economic Development & Planning	Director
Gregory	Venker	Law Department	City Attorney
Daphine	Whitfield	HRCS Department	Contract Manager
Versey	Williams	HRCS Advisory Board	Board Member
Thomas	Woods	HRCS Advisory Board	Board Member

**Moved** by R Cole Bouck to place all of the Statement of Financial Interests with no items disclosed listed above on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

Statement of Financial Interests Amy Crank, HRCS Department Contract Manager

**Moved** by R. Cole Bouck to place the Statement of Financial Interests on file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

Statement of Financial Interests Jeffery Brown, City Council Member

**Moved** by Jim Cavanagh to place the Statement of Financial Interests on

file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

Statement of Financial Interests Paul Dripchak, HRCS Advisory Board Member  
**Moved** by Jim Cavanagh to place the Statement of Financial Interests on file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

Statement of Financial Interests Jeremy Garza, City Council Member  
**Moved** by Janielle Houston to place the Statement of Financial Interests on file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

Statement of Financial Interests Sean Gehle, HRCS Advisory Board Member  
**Moved** by Keith Kris to place the Statement of Financial Interests on file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

Statement of Financial Interests Kimberly Gillespie, HRCS Department Contract Manager  
**Moved** by Keith Kris to place the Statement of Financial Interests on file having found no violation of the Ethics Ordinance at this time. The Board's written response will include a reminder of their ongoing duty to submit a new Statement of Financial Interest if any new and relevant information arises.

**MOTION CARRIED**

Statement of Financial Interests Melissa Horste, Advisory Board Member  
**Moved** by R. Cole Bouck to place the Statement of Financial Interests on file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

Statement of Financial Interests Adam Hussain, City Council Member  
**Moved** by Janielle Houston to place the Statement of Financial Interests on file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

Statement of Financial Interests Brian T. Jackson, City Council Member  
**Moved** by Janielle Houston to place the Statement of Financial Interests on file having found no violation of the Ethics Ordinance or other issues to

further debate or discuss at this time.

**MOTION CARRIED**

Statement of Financial Interests Ryan Kost, City Council Member

**Moved** by R. Cole Bouck to place the Statement of Financial Interests on file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

Statement of Financial Interests Christopher Mumby, Mayor's Office Chief of Staff/Deputy Mayor

**Moved** by Janielle Houston to place the Statement of Financial Interests on file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

Statement of Financial Interests Trini Pehlivanoglu, City Council Member

**Moved** by Keith Kris to place the Statement of Financial Interests on file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

Statement of Financial Interests Peter Spadafore, City Council Member

**Moved** by Jim Cavanagh to place the Statement of Financial Interests on file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

Statement of Financial Interests Chris Swope, City Clerk

**Moved** by Keith Kris to place the Statement of Financial Interests on file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

Statement of Financial Interests Crystal Thomas, Finance Department Director/Treasurer

**Moved** by Cole Bouck to place the Statement of Financial Interests on file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

Affidavit of Disclosure Erin Buitendorp, Economic Development and Planning

**Moved** by Jim Cavanagh to place the Affidavit of Disclosure on file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

Affidavit of Disclosure Aiden Godby, Police Department

**Moved** by Cole Bouck to place the Affidavit of Disclosure on file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

**MOTION CARRIED**

**CITY ATTORNEY'S REPORT:** None.

**CHAIR'S REPORT:** Chairperson DeLine requested "Public/Employee Awareness of the Board of Ethics" to be added to the June 10, 2025 agenda.

**TABLED ITEMS:** None.

**UNFINISHED BUSINESS:**

Rules of Procedure Review

**Moved** by Janielle Houston to accept the Rules of Procedure with approved amendments.

**MOTION CARRIED**

Deputy Clerk Jackson shared that the City Clerk's Office will send the approved Rules to the Office of the City Attorney for review for approval to form per the City Charter.

If approved, then the Rules shall be submitted to City Council. If they are not approved, the Rules shall be sent back to the Ethics Board for further consideration.

Ethics Manual Review

The Mayor's Office provided an updated cover letter to the Ethics Manual as requested.

Chairperson DeLine requested that the Ethics Manual Review remain on the June 10, 2025 Agenda for further discussion.

ADJOURNED 6:43 p.m.