

**CITY OF LANSING - BOARD OF ETHICS**

**REGULAR MEETING**

**Jan 13, 2026, 5:30 P.M.**

**Lansing Elections Office (LEO)**

**701 W Jolly Rd Lansing**

**AGENDA**

**CALL TO ORDER**

**ROLL CALL**

- Jim DeLine, Chairperson
- Rachelle Franklin, Vice Chairperson
- Luna Brown
- R Cole Bouck
- Jim Cavanagh
- Charles Filice
- Janielle Houston
- Keith Kris

A Quorum is:  Present  Not Present

Others Present:

**PUBLIC COMMENT (TIME LIMIT OF 5 MINUTES PER SPEAKER)**

**APPROVAL OF AGENDA**  As Submitted  With Changes Noted

**SECRETARY'S REPORT**  Approval of Minutes: Dec 9, 2025

[Annual Requirement to watch Ethics Training Video](#) for Boards

**NEW BUSINESS**

Deya Nevarez Martinez	Statement of Financial Interests	City Council
Clara Martinez	Statement of Financial Interests	City Council
Carrie Edwards-Clemons	Statement of Financial Interests	Interim Fire Chief

**CITY ATTORNEY'S REPORT**

**CHAIR'S REPORT**

**TABLED ITEMS**

**UNFINISHED BUSINESS**

Continued Review of [Ethics Ordinance Chapter 290](#)

**ADJOURNMENT**

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TTY 711). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation request.

**DRAFT MINUTES  
LANSING CITY BOARD OF ETHICS  
REGULAR MEETING  
December 9 2025, 5:30 PM**

Meeting Room  
Lansing Elections Office  
701 W Jolly Rd Lansing

The meeting was called to order at 5:30 p.m.

**MEMBERS PRESENT:**

Jim DeLine  
R Cole Bouck  
Jim Cavanagh  
Rachelle Franklin  
Janielle Houston

**ABSENT:** Charles Filice  
Luna Brown  
Keith Kris

**A QUORUM WAS PRESENT**

**OTHERS PRESENT:**

Chris Swope, City Clerk  
Brian Jackson, City Clerk's Office  
Patrick Abood, City Attorney's Office

**PUBLIC COMMENT:**

There was no public comment.

**APPROVAL OF AGENDA WITH A CHANGE**

**Moved** by Janielle Houston to approve the agenda

**MOTION CARRIED**

**SECRETARY'S REPORT:**

Approval of Minutes

**Moved** by Jim Cavanagh to approve the Minutes of November 12, 2025,

as submitted.

### **MOTION CARRIED**

The annual requirement to review the Ethics Training Video is shared every December per past practice. The Board will notify the Clerk's Office when they have reviewed the video, and it will be captured in the minutes when all members have notified the Board Secretary.

Chief Deputy Clerk Jackson shared that the updated Ethics Manual is online and in the Board of Ethics member's packet.

### **NEW BUSINESS:**

Statements of Financial Interests, Christopher R. Wright, Treasurer

**Moved** by Cole Bouck to place Christopher Wright's Statements of Financial Interests on file, having found no violation of the Ethics Ordinance at this time.

### **MOTION CARRIED**

As required by the Ethics Ordinance, Clerk Swope notified the Board of Ethics that Council Member Carter recused herself from two votes:

- Approval of Resolution 2025-069, Orders to Make Safe or Demolish to the owners of 1300 West Maple Street on March 10, 2025
- Approval of Resolution 2025-107, Orders to Make Safe or Demolish to the owners of 108 S. Martin Luther King Jr. Blvd. on April 21, 2025
- 

Per the City Attorney's Office, Council Member Carter was not required to recuse herself in either situation.

Clerk Swope notified the Board of Ethics that the new 5<sup>th</sup> Ward will be created in 2028, and over time the Board will be eventually comprised of 3 members appointed by the Mayor and 5 members who represent a Ward and approved by City Council as stated in the new Charter which goes into effect on January 1, 2026.

### **CITY ATTORNEY'S REPORT:**

None.

**CHAIR'S REPORT:**

None.

**TABLED ITEMS:**

None.

**UNFINISHED BUSINESS:**

Ethics Ordinance Review

Chairperson DeLine requested that the Ethics Ordinance review remain on the next agenda for discussion and request that Board Members share any recommendations at the next meeting.

Move to adjourned by Jim Cavanagh

**MOTION CARRIED**

**ADJOURNED:** 5:58 p.m.

# CITY OF LANSING STATEMENT OF FINANCIAL INTERESTS

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The full text of the Financial Interests section 290.08 of the Ethics Ordinance and the Conflict-of-Interest section 5-505 of the City Charter are attached to this disclosure to assist in the full completion of this form. For additional guidance, please contact the Office of the City Attorney.

-----  
Reporting Individual to Complete – Basic Filing Information

Name of Reporting Individual Deyanira Nevarez Martinez

Position with the City Councilmember Name of Supervisor Voter

Principal Address of Reporting Individual 1820 Shubel Ave. Lansing, MI 48910

Contact Numbers: (949)836-1402 Email: deyanira.n.martinez@gmail.com

I, make the foregoing disclosure parts I-IX under oath and assert the statements are true and accurate to the best of my knowledge, information, and belief.

[Signature]  
Signature

12/10/2026  
Date

STATE OF MICHIGAN )  
  )ss.  
COUNTY OF Ingham )

The foregoing instrument was acknowledged before me this 10<sup>th</sup> day of December,

2025 (year), by Deyanira Nevarez Martinez  
(Name of Reporting Individual)

[Signature] (Notary Signature)

Chris Swore (Print Name) Notary

Public, Ingham County,

Acting in Ingham County,

My Commission Expires: 9/5/2031

Report Terms

For purpose of your disclosures in this form, the following words have the defined meaning:

1. "Benefit" includes the receipt, directly or indirectly, of any payment, gift, grant, pass through to another, forbearance, service, good, real property, personal property, or any other right, title or interest of value.
2. "Organization," includes for profit and nonprofit corporation, partnership, association, club, limited liability company, any group acting as a unit, or any other legal entity.
3. "Past" means the preceding calendar year (past 12 months) from the time this disclosure is filed.
4. "Present" means at the time this disclosure is filed.
5. "City" means City of Lansing
6. "Immediate Family" means a child of an individual, a spouse of an individual, or an individual claimed by that individual or individual's spouse as a dependent under the Internal Revenue Code, or the parents, parents-in-law, brothers, sisters, sisters-in-law, brothers-in-law, stepparents, stepbrothers or stepsisters of an individual.

Part I

List each and every organization (other than the City) in which you are an employee, officer, director, associate, partner, or proprietor, or served in any advisory capacity and from which any income in excess of \$2500 was derived during the preceding calendar year (past 12 months).

Organization's Name	Address	Type of Organization	Your Function/Title	Past 12 Months or Present
Michigan State University	552 W. Circle Dr., East Lansing, MI 48823	Higher Education	Assistant Professor	Present
Lansing School District Board of Education	519 W. Kalamazoo St, Lansing, MI 48933	Education	Trustee	Present

Do any of the organizations listed above receive any funding or have any contracts with the City of Lansing?

YES  NO

If yes, then please review Part IX for additional details on documentation required for submission.

Part II

List any capital asset located within the city of Lansing, including the address or legal description of real estate, from which you realized a capital gain of \$5,000 or more in the past (12 months). Do not include any gain from the sale of your principal place of residence.

Asset	Description
None	

Part III

List each and every past (12 months) and present unit of government, other than the City, for which you are or have been employed.

Unit of Government	Past 12 Months or Present
Michigan State University	Present
Lansing School District	Present

Part IV

List each and every person, or organization from which you received in the past (12 months), or that has presently promised you, one or more gifts or honoraria having an aggregate value in excess of \$500. This does not include gifts from relatives, nor a campaign contribution or expenditure required to be recorded or reported under the Michigan Campaign Finance Act.

Name	Address of Principle Residence	Nature of Gift	Value of Gift	Past 12 Months or Present
None				

Do any of the organizations listed above receive any funding or have any contracts with the City of Lansing?

YES  NO

If yes, please provide additional information on the nature of the Financial Interest.

Part V

List each and every name of and instrument of ownership in any organization conducting business within the city of Lansing in which you, or a member of your Immediate Family had or have a financial interest in the past (12 months) or present. Ownership interests in publicly held corporations need not be disclosed.

Name	Address	Instrument of Ownership	Past 12 Months or Present
None			

Part VI

Identify each and every parcel of real property, past (12 months) or present, and describe your right, title or interest, or your financial interest in the parcel if the city of Lansing may also possess a real property interest or maintain public utility improvements in the parcel. Include all forms of your direct ownership or indirect ownership such as partnerships or trusts of which the corpus consists primarily of real estate. Do not include your principal place of residence. Include real property both within and outside the city of Lansing.

Address or Description of Real Estate	Nature of Right or Interest	Past 12 Months or Present
None		

Part VII

List each and every person or organization that has applied to the City for a license, franchise, or permit, or requested annexation, zoning or rezoning of real property, past (12 months) or present, if you, or a member of your Immediate Family has a financial interest in such a person or organization. Include the nature of the City action requested.

Name of Contracting Person or Organization	Names of Applicable Immediate Family Member(s)	Nature of Interest	Past 12 Months or Present
None			

Part VIII

List each and every person or organization doing independent contracting business with the City in which you, or a member of your immediate family, had (within the past 12 months) or currently have a financial interest or personal interest. Include the title and description of any position held by you, or the member of your Immediate Family, in the organization.

Name of Person or Organization	Nature of Financial Interest	Title or Description of Position Held by Reporting Individual or Immediate Family	Past 12 Months or Present
None			

If yes, please provide additional information on the nature of the Financial Interest.

Part IX

If you, your Immediate Family, or any organization you are required to disclose under Part I, had or have in the past (12 months) or present, a contract, agreement, arrangement or participate in a program with the City that directly or indirectly benefits you, your Immediate Family, or the organization you must provide:

- A written statement containing a detailed description and explanation of the contract, agreement, arrangement or program and the nature of involvement and participation therein by you, your Immediate Family or the organization and describe all the beneficiaries thereof.
- Provide separate written statements for each contract agreement, arrangement and program and include a full and complete statement of the program, performance, beneficiaries, compensation, duties and obligations therein.

Please note that this disclosure is intended to include contracts, agreements, and arrangements that are formal or informal, written or oral, and direct or indirect.

# CITY OF LANSING STATEMENT OF FINANCIAL INTERESTS

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Reporting Individual to Complete – Basic Filing Information

Name of Reporting Individual Clara Martinez

Position with the City City Council Name of Supervisor Voters

Principal Address of Reporting Individual 108 S Hosmer St Apt 22 Lansing MI 48912

Contact Numbers: 517-410-9119 Email: claritalviamartinez@gmail.com

I, make the foregoing disclosure parts I-IX under oath and assert the statements are true and accurate to the best of my knowledge, information, and belief.

[Signature]  
Signature

12-10-25  
Date

STATE OF MICHIGAN )  
                                  )ss.  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this 10<sup>th</sup> day of December,  
2025 (year), by Clara Martinez  
(Name of Reporting Individual)

[Signature] (Notary Signature)

Chris Swaff (Print Name) Notary

Public, Lapeer County,

Acting in Lapeer County,

My Commission Expires: 9/5/21

Part VIII

List each and every person or organization doing independent contracting business with the City in which you, or a member of your immediate family, had (within the past 12 months) or currently have a financial interest or personal interest. Include the title and description of any position held by you, or the member of your Immediate Family, in the organization.

Name of Person or Organization	Nature of Financial Interest	Title or Description of Position Held by Reporting Individual or Immediate Family	Past 12 Months or Present
<i>None</i>			

If yes, please provide additional information on the nature of the Financial Interest.

Part IX

If you, your Immediate Family, or any organization you are required to disclose under Part I, had or have in the past (12 months) or present, a contract, agreement, arrangement or participate in a program with the City that directly or indirectly benefits you, your Immediate Family, or the organization you must provide:

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3. "Past" means the preceding calendar year (past 12 months) from the time this disclosure is filed.
4. "Present" means at the time this disclosure is filed.
5. "City" means City of Lansing
6. "Immediate Family" means a child of an individual, a spouse of an individual, or an individual claimed by that individual or individual's spouse as a dependent under the Internal Revenue Code, or the parents, parents-in-law, brothers, sisters, sisters-in-law, brothers-in-law, stepparents, stepbrothers or stepsisters of an individual.

Part I

List each and every organization (other than the City) in which you are an employee, officer, director, associate, partner, or proprietor, or served in any advisory capacity and from which any income in excess of \$2500 was derived during the preceding calendar year (past 12 months).

Organization's Name	Address	Type of Organization	Your Function/Title	Past 12 Months or Present
Lansing School District	519 W Kalamazoo	School	Teacher	Present

Do any of the organizations listed above receive any funding or have any contracts with the City of Lansing?

YES  NO

If yes, then please review Part IX for additional details on documentation required for submission.

Part II

List any capital asset located within the city of Lansing, including the address or legal description of real estate, from which you realized a capital gain of \$5,000 or more in the past (12 months). Do not include any gain from the sale of your principal place of residence.

Asset	Description
None	

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Unit of Government	Past 12 Months or Present
Lansing School District	Present

Part IV

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YES  NO

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Name	Address	Instrument of Ownership	Past 12 Months or Present
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Reporting Individual to Complete – Basic Filing Information

Name of Reporting Individual Deyanira Nevarez Martinez

Position with the City Councilmember Name of Supervisor Voter

Principal Address of Reporting Individual 1820 Shubel Ave. Lansing, MI 48910

Contact Numbers: (949)836-1402 Email: deyanira.n.martinez@gmail.com

I, make the foregoing disclosure parts I-IX under oath and assert the statements are true and accurate to the best of my knowledge, information, and belief.

[Signature]  
Signature

12/10/2026  
Date

STATE OF MICHIGAN )  
                                  )ss.  
COUNTY OF Lapeer )

The foregoing instrument was acknowledged before me this 10<sup>th</sup> day of December, 2025 (year), by Deyanira Nevarez Martinez (Name of Reporting Individual)

[Signature] (Notary Signature)  
Chris Swift (Print Name) Notary

Public, Lapeer County,  
Acting in Lapeer County,  
My Commission Expires: 9/5/2031

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Asset	Description
None	

Part III

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Unit of Government	Past 12 Months or Present
Michigan State University	Present +
Lansing School District	Present +

Part IV

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Name	Address	Instrument of Ownership	Past 12 Months or Present
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Pg 6

Part VI

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Address or Description of Real Estate	Nature of Right or Interest	Past 12 Months or Present
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Part VII

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Name of Person or Organization	Nature of Financial Interest	Title or Description of Position Held by Reporting Individual or Immediate Family	Past 12 Months or Present
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-----  
Reporting Individual to Complete – Basic Filing Information

Name of Reporting Individual Carrie Edwards-Clemens

Position with the City Interim Fire Chief Name of Supervisor Andy Schor

Principal Address of Reporting Individual 803 Motkvidea Dr # 21 Lansing 48917

Contact Numbers: 810 893-1167 517-355-1968 Email: Carrie.Edwards-Clemens@LansingMI.GOV

I, make the foregoing disclosure parts I-IX under oath and assert the statements are true and accurate to the best of my knowledge, information, and belief.

[Signature]  
Signature

12-15-2025  
Date DEC15'25 9ANCLERK

STATE OF MICHIGAN )  
)ss.  
COUNTY OF Ingham )

The foregoing instrument was acknowledged before me this 15<sup>th</sup> day of December, 2025 (year), by Carrie Edwards Clemens (Name of Reporting Individual)

[Signature] (Notary Signature)  
Chris Samps (Print Name) Notary

Public, Ingham County,  
Acting in Ingham County,  
My Commission Expires: 9/5/2031

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Pg 6

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Part VIII

List each and every person or organization doing independent contracting business with the City in which you, or a member of your immediate family, had (within the past 12 months) or currently have a financial interest or personal interest. Include the title and description of any position held by you, or the member of your Immediate Family, in the organization.

Name of Person or Organization	Nature of Financial Interest	Title or Description of Position Held by Reporting Individual or Immediate Family	Past 12 Months or Present
<i>None</i>			

If yes, please provide additional information on the nature of the Financial Interest.

Part IX

If you, your Immediate Family, or any organization you are required to disclose under Part I, had or have in the past (12 months) or present, a contract, agreement, arrangement or participate in a program with the City that directly or indirectly benefits you, your Immediate Family, or the organization you must provide:

- A written statement containing a detailed description and explanation of the contract, agreement, arrangement or program and the nature of involvement and participation therein by you, your Immediate Family or the organization and describe all the beneficiaries thereof.
- Provide separate written statements for each contract agreement, arrangement and program and include a full and complete statement of the program, performance, beneficiaries, compensation, duties and obligations therein.

Please note that this disclosure is intended to include contracts, agreements, and arrangements that are formal or informal, written or oral, and direct or indirect.

