

CITY OF LANSING - BOARD OF ETHICS

REGULAR MEETING

August 11, 2026, 5:30 P.M.

Lansing Elections Office (LEO)

701 W Jolly Rd Lansing

AGENDA

CALL TO ORDER

ROLL CALL

☐ Jim Cavanagh, Chairperson

☐ Rachelle Franklin,

☐ Jim Deline

☐ R Cole Bouck

☐ Luna Brown, Vice Chairperson

☐ Charles Filice

☐ Ryan Wier

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: July 14, 2026

NEW BUSINESS

CITY ATTORNEY'S REPORT

CHAIR'S REPORT

TABLED ITEMS

UNFINISHED BUSINESS

Richard Peffley Statement of Financial Interests BWL General Manager

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

Proposed Edits to the Statement of Financial Interests Form

ADJOURNMENT

Persons with disabilities who need accommodation to fully participate in this meeting can complete a request form available online at <https://www.lansingmi.gov/1369/Request-for-Reasonable-Accommodations> or call the City Clerk's Office at (517) 483-4133 (TTY 711). Advance 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
July 14, 2026, 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:

Luna Brown, Vice Chairperson
Jim DeLine,
R Cole Bouck,
Jim Cavanagh
Ryan Wier
Charles Filice
Rachel Franklin

ABSENT: None

A QUORUM WAS PRESENT

OTHERS PRESENT:

Brian P Jackson, City Clerk's Office
Daniel DuChene, Assistant City Attorney

Election of Chairperson (Term of Office July 1, 2026 – June 30, 2027)

Election of Chairperson and Vice Chairperson

Moved by Charles Filice to elect Jim Cavanagh as Chairperson for a term to end on June 30, 2027

MOTION CARRIED

PUBLIC COMMENT:

There was no public comment

APPROVAL OF AGENDA:

Moved by Charles Filice to approve the agenda with the correction to Luna

Brown name, and the addition of Richard Peffley Statement of Financial Interests to Unfinished Business which was deleted in error.

MOTION CARRIED

SECRETARY'S REPORT:

Approval of Minutes

Moved by Luna Brown to approve the Minutes of June 9, 2026, as submitted.

MOTION CARRIED

As required by the Ethics Ordinance, the Secretary reported that Council Member Ryan Kost recused himself at the June 8th Council Meeting for Resolution 2026-166 which was a claim appeal made by his cousin.

Board of Water and Light Board of Commissioners notified the Board of Ethics that they have completed their annual training of the Ethics Ordinance and Open Meetings Act.

NEW BUSINESS: None

CITY ATTORNEY'S REPORT:

Daniel DuChene introduced himself as our new representative from the Office of the City Attorney.

CHAIR'S REPORT: None.

TABLED ITEMS: None.

UNFINISHED BUSINESS:

Sean Gehle Statement of Financial Interests

Moved by Ryan Weir to place Sean Gehle's 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

Richard Peffley Statement of Financial Interest

Richard Peffley has provided an updated Statement of Financial Interest

for the Board, but the Board of Ethics Secretary did not have the Statement available for review. The item will remain on the agenda to be reviewed at the next meeting.

MOTION CARRIED

Continued Review of Ethics Ordinance Chapter 290

A new draft of the Ethics Ordinance was provided by the City Attorney's Office.

The addition of the chart to document consanguinity was appreciated by the Board, and request the ordinance change be made to use fourth degree. (290.02)

The Board clarified that they desire that a cumulative of gifts that value \$500 would be the maximum allowed in a 12 month period. (290.04) (c)

Discussion continue with Board members expressing strong interest in standardizing the reporting windows for the last 12 months vs last calendar year. (290.04) (d)

The Board requested for the City Clerk's Office to provide any recommendation on the change in annual submission deadlines for Statement of Financial Interests. (290.08) (b) (i)

The Board pressed the Office of City Attorney to review and revise gender identification as much as possible than the current draft like at 290.04 (old d)

Proposed Edits to the Statement of Financial Interests Form

No discussion on edits were made, but will stay on the agenda until the ordinance process review is completed..

ADJOURNMENT

Moved by Jim DeLine to adjourn

MOTION CARRIED

ADJOURNED 6:40 p.m.

City of Lansing - Board of Ethics

May 19, 2026

Richard Peffley
BWL General Manager
Dick.peffley@lbwl.com

Dear Dick,

Thank you for submitting a Statement of Financial Interest. At its regular meeting held on May 12, 2026, the Board of Ethics made the following request:

“clarify the nature of ownership for the items disclosed under Part V and Part VI in their Statement of Financial Disclosure and return it to the Board for reconsideration.”

To assist in completing the request, I have attached your current submission.

Your submission of this information is appreciated..

If you have any questions regarding this determination, please feel free to contact me. My office number is (517) 483-4135.

Sincerely,



Brian P Jackson,
Lansing Chief Deputy City Clerk

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CITY OF LANSING STATEMENT OF FINANCIAL INTERESTS

This statement must be completed by you and filed with the Lansing City Clerk no later than **May 1 of each year.**

Each and every part of this form must be completed. If you have no information to report, you must note that in that part of the form. If you feel a part is not applicable, you must state your reasoning. Forms with missing or incomplete information will be returned for completion.

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 RICHARD R PEEFLEY

Position with the City BWL GM Name of Supervisor BWL COMMISSIONERS

Principal Address of Reporting Individual 1201 S WASHINGTON LANS 48910

Contact Numbers: 517 702-6312 Email: DICK.PEEFLEY@LBWL.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.

Richard R Peefley
Signature

6-15-26
Date

JUN15'26 9AMCLERK

STATE OF MICHIGAN)
)ss.
COUNTY OF Ingham)

The foregoing instrument was acknowledged before me this 15 day of JUNE,
2026 (year), by Richard Peefley

(Name of Reporting Individual)

Brian P Jackson (Notary Signature)

Brian P Jackson (Print Name) Notary

Public, Ingham County,

Acting in Ingham County,

My Commission Expires: July 28 2026

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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
See Part III				

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.

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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	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
Lansing Board of Water & Light	Present

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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	None	None	None	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.

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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
OLIVER BUILDING	4215 N GRAND RIVER	50% STOCK HOLDER	PAST 12 MONTHS

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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
2141 AURELIUS Rd HOLT	50% STOCK HOLDER	PRESENT

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			

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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
None	None	None	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.

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CITY OF LANSING STATEMENT OF FINANCIAL INTERESTS

This statement must be completed by you and filed with the Lansing City Clerk no later than **May 1 of each year.**

Each and every part of this form must be completed. If you have no information to report, you must note that in that part of the form. If you feel a part is not applicable, you must state your reasoning. Forms with missing or incomplete information will be returned for completion.

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 Richard R. Peffley

Position with the City BWL General Manager Name of Supervisor BWL Board of Commissioners

Principal Address of Reporting Individual 1201 S. Washington Ave. Lansing, MI 48910

Contact Numbers: 517-702-6312 Email: dick.peffley@lbwl.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.

Richard R. Peffley
Signature

4/22/2026

Date

STATE OF MICHIGAN)

)ss.

COUNTY OF Clinton)

The foregoing instrument was acknowledged before me this 22nd day of April,

2026 (year), by Richard R. Peffley
(Name of Reporting Individual)

Smiljana Williams

(Notary Signature)

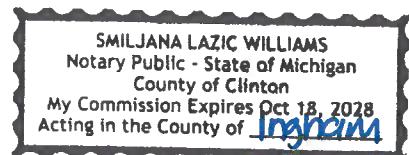
Smiljana Williams

(Print Name) Notary

Public, Clinton County,

Acting in Ingham County,

My Commission Expires: 10/10/2028



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.
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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
See Part III				

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.

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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	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
Lansing Board of Water & Light	Present

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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
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☐ YES ☒ NO

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

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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
Oliver Building	4215 N. Grand River	Member	Past 12 months

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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
2141 N. Aurelius Rd. Holt, MI	Member	Present

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	None	None	None

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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
None	None	None	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.

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Chris Swope

Lansing City Clerk

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August 11, 2026

MEMO

To: Lansing City Council President Peter Spadafore
From: Lansing Board of Ethics
RE: Proposed Revisions to Ethics Ordinance

The Ethics Ordinance (Chapter 260) has not been updated since 1996. Therefore, the Lansing Board of Ethics has reviewed the Ordinance and have made the following proposed updates to provide clarity and inclusiveness of language.

1) Definition of Extended Family on who is able to give a gift without violation of the Ethics Ordinance

The ordinance now includes a definition of extended family which states that, "Extended Family means the aunt, uncle, grandparent, grandchild, or first cousins of an individual" by updating the definition of Consanguinity to fourth degree and adding a chart to make it more understandable.

2) Gender Inclusivity

Many of the "he" and "she" pronouns throughout the ordinance have been changed to "they" pronouns in an effort to be more inclusive.

3) Clarified that Limit on gifts is within a specified period

The Board clarified that they desire that a cumulative of gifts that value \$500 would be the maximum allowed in a 12-month period and that the reporting window be standardized as much as possible throughout the Ordinance.

We appreciate the assistance of the City Attorney's Office who have reviewed the attached as approved to form.