

CITY OF LANSING - BOARD OF ETHICS

REGULAR MEETING

November 10, 2020, 5:30 P.M.

Due to public safety concerns resulting from the COVID-19 Pandemic, this meeting will be conducted via Zoom Conferencing by clicking here at <https://us02web.zoom.us/j/5174834131>

The Zoom Code is 517 483 4131

CALL TO ORDER

ROLL CALL

- | | |
|---------------------------------------|---|
| ☐ Keith Kris | ☐ R Cole Bouck, Vice-Chairperson |
| ☐ Connie Doyle | ☐ John Folkers, Chairperson |
| | ☐ Janielle Houston |
| ☐ Aini Abukar | ☐ Lori Adams Simon |

A Quorum is: ☐ Present

☐ Not Present

☐ Others Present:

PUBLIC COMMENT (TIME LIMIT OF 5 MINUTES PER SPEAKER)

The public may comment for up to five minutes. Those wishing to make public comments will need to raise their hands or submit written comments to city.clerk@lansingmi.gov by the end of the public comment period:¹

To Raise Your Hand:

On the phone: Dial *9

On a mac: Option Y

Windows: Alt Y

APPROVAL OF AGENDA ☐ As Submitted ☐ With Changes Noted

SECRETARY'S REPORT ☐ Approval of Minutes: Sept 8, 2020

NEW BUSINESS Jack Midgley Resignation

Affidavit of Disclosure

Angie Qawwee, Information Technology

Revisions to the Statements of Financial Interests

CITY ATTORNEY'S REPORT

CHAIRPERSON'S REPORT

ADJOURNMENT

DRAFT MINUTES
LANSING CITY BOARD OF ETHICS
REGULAR MEETING
September 8, 2020, 5:30 P.M.

<https://us02web.zoom.us/j/5174834131>
The Zoom Code is 517 483 4131

The meeting was called to order at 5:30 p.m. Due to public safety concerns resulting from the COVID-19 Pandemic, this meeting will be conducted via Zoom Conferencing by clicking Zoom Code is 774 314 9495

MEMBERS PRESENT: Aini Abukar
Rev. John Folkers, Chairperson
Connie Doyle
Janielle Houston
Lori Adams Simon
Keith Kris
R Cole Bouck, Vice-Chairperson

ABSENT: Jack Midgley

A QUORUM WAS PRESENT

OTHERS PRESENT: Mary Bowen, City Attorney
Chris Swope, City Clerk
Brian P Jackson, Deputy City Clerk

PUBLIC COMMENT: There was no public comment

APPROVAL OF AGENDA: **Moved** by Keith Kris to approve the agenda as submitted.

MOTION CARRIED

SECRETARY'S REPORT: Approval of Minutes **Moved** by Janielle Houston to approve the Minutes of July 14, 2020

MOTION CARRIED

New Business:

1. Elections for a term to Expire of June 30, 2021

Keith Kris motion to unanimous ballot.

Keith Kris motion to unanimous ballot.

ADJOURNED 5:53 P.M.

September 19, 2020

To: Chris Swope, Lansing City Clerk
Jeremy Garza, Second Ward Councilman

Gentlemen,

It is with some regret, but for personal reasons, that I tender my resignation as the second ward representative to the City of Lansing Board of Ethics. I have enjoyed my almost eight years on the Board and hope my membership has in some way been beneficial to the Board.

I am grateful that the Council gave me the opportunity to serve the city and to have the opportunity to meet and work with so many fine people.

Respectfully,
Jack Midgley



CITY OF LANSING
AFFIDAVIT OF DISCLOSURE

TO: CITY CLERK

DATE: October 15, 2020

I, Angie Qawwee

Name (please print)

make the following disclosure under oath:

PLEASE CHECK THE BOX AND FILL IN THE APPROPRIATE BLANKS FOR EACH OF THE FOLLOWING ITEMS

Yes No

1. ☒ I am an ☐ elected or ☐ appointed ☐ officer or ☐ employee of the City of Lansing holding the position of Office Specialist in the Information Technology Department.
- ☐ ☒ I am an immediate family member related to an elected or appointed officer or employee of the City of Lansing named _____, holding the position of _____ in the _____ Department
- ☐ ☒ I am a Business Associate of an elected or appointed officer or employee of the City of Lansing named _____ holding the position of _____ in the _____ Department.
2. ☐ ☒ I may derive income or benefit directly or indirectly from the bidding of, negotiation of, solicitation of or entry into a contract with the City or from any City action detailed below. (Charter 5-505.1)
- ☐ ☒ I may have a conflict between a personal interest and the public interest, the nature of which is disclosed below. (Charter 5-505.2) [Chapter 290.04(I) of the Code of Ordinances]
- ☐ ☒ I may have a financial interest in a matter proposed to be acted upon by the City of Lansing as described below. [Chapter 290.04(I) of the Code of Ordinances]
- ☐ ☒ I make this disclosure because of a possible appearance that I may be in violation of or in conflict with the City of Lansing Ethics Ordinance as provided for in the Code of Ordinances and in the City Charter.
3. My City of Lansing position is:
☒ Full-time ☐ Part-time (less than 25 hours/wk) ☐ Unpaid
4. Name of the activity/business in question: Part-Time Bookkeeping position
5. Do you have ownership or interest in the activity/business? Yes x No _____

6. Does this activity/business conduct business with the City of Lansing? Yes ☒ No ☐
If yes, please explain: The position is offered thru Loaves and Fishes

7. Does the activity/business depend on you being an employee of the City of Lansing?
Yes ☐ No ☒
If yes, please explain: N/A

8. Who are the clients/customers of the activity/business?
Women and families of domestic abuse

9. Does this activity/business require your using equipment/facilities of the City of Lansing?
Yes ☐ No ☒
If yes, please explain: N/A

10. Does the activity/business use any advertisements or circulars that reference your employment with the City of Lansing? Yes ☐ No ☒
If yes, please attach copies.

11. Explain what you will be doing in the activity/business:

Facilitate the billing process through Quickbooks as well as completing monthly grant reporting/spending.

12. Explain why you believe a conflict may/may not exist with this activity/business:

I do not believe there is a conflict of interest but wanted to make sure due to currently being a City of Lansing employee that there are no issues with this position. It is being offered as part-time in the evenings for supplemental income for my family.

13. Is there any additional information that you believe would assist the Board of Ethics in its review of your business or personal activities for potential conflicts of interest? Yes ☐ No ☒
If so, please describe:

N/A

In providing this additional information, the Board of Ethics asks that you give special attention to the Conflicts of Interest section of the Charter found at 5-505.1 – 5-505.3. A copy is enclosed for your convenience.

I hereby certify that this disclosure is complete and accurate to the best of my knowledge, information and belief. The foregoing Affidavit of Disclosure was executed on this 5th day of November, 2020.

[Signature]

Signature of Filer

State of Michigan, County of Eaton

Subscribed and sworn to before me this 5th day of November [Signature] Notary Public or Deputy Clerk

Ingham County, Michigan

My Commission Expires: March 23, 2022

HANNAH L. HOLOWAY
Notary Public, Ingham County, MI
Acting in the County of Eaton
My Commission Expires: 03/23/2022