

CITY OF LANSING - BOARD OF ETHICS

REGULAR MEETING

June 8, 2021, 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: May 11

NEW BUSINESS

1. Statements of Financial Interests with no items disclosed:

Ayala, Guadalupe
Stevenson, Matthew
Young, Toni

DEI Officer, Human Relations & Community Services
Analyst, Human Relations & Community Services
Contract Manager, Human Relations & Community Services

2. Statements of Financial Interests with items disclosed:

Dunbar, Kim
Freeman, Renee
Gillespie, Kimberly
McDonald, Joseph
Moses, Delvata

Grants Manager, Human Relations & Community Services
Department Coordinator, Human Relations & Community Services
Contract Admin Tech, Human Relations & Community Services
Housing Ombudsmen, Human Relations & Community Services
Commission Investigator, Human Relations & Community

Services

Urista, Katrina

Contract Manager, Human Relations & Community Services

3. Recommended Revisions to Financial Interest Forms from the Clerk's Office
4. Election of Chairperson and Vice-Chairperson.

CITY ATTORNEY'S REPORT

{Closed Session-via ZOOM meeting}

Pursuant to MCL 15.268(h) of the Open Meetings Act, I hereby move that the Board recess into closed session to consult with the City Attorney to consider material exempt from discussion or disclosure by state statute. Specifically, to discuss written legal opinions from the City Attorney provided under attorney-client privilege and attorney work-product, and which is also exempt from disclosure under the Freedom of Information Act pursuant to MCL 15.243(1)(g).

[Interim Update on Complaint 2021-002](#)

[Interim Update on Complaint 2021-003.](#)

{Reconvene}

CHAIRPERSON'S REPORT

ADJOURNMENT

MINUTES
LANSING CITY BOARD OF ETHICS
REGULAR MEETING
MAY 11, 2021, 5:30 P.M.

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

The meeting was called to order at 5:33 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 517 483 4131

MEMBERS PRESENT: Aini Abukar (remotely from Lansing, MI)
Connie Doyle (remotely from Lansing, MI)
R Cole Bouck, Vice-Chairperson (remotely from Lansing, MI)
Lori Adams Simon (remotely from Lansing, MI)
John Folkers, Chairperson (remotely from Lansing, MI)
Janielle Houston (remotely from Lansing, MI)

ABSENT: Keith Kris

A QUORUM WAS PRESENT

OTHERS PRESENT: Mary Bowen, City Attorney's Office
Brian P Jackson, City Clerk's Office

PUBLIC COMMENT:

There was no public comment

APPROVAL OF AGENDA:

Moved by Janielle Houston to approve the agenda as submitted.

Motion carried by the following roll call vote:

Yeas: Board Members Abukar, Doyle, Bouck, Simon, Folkers, Houston

Nays: None

SECRETARY'S REPORT:

Approval of Minutes

Approval of Minutes for March 9 and April 13

Moved by Cole Bouck Houston to approve the minutes as submitted.

Motion carried by the following roll call vote:

Yeas: Board Members Abukar, Doyle, Bouck, Simon, Folkers, Houston

Nays: None

New Business:

1. Statements of Financial Interests with no items disclosed:

Fountain, DeLisa	Director, Neighborhood & Citizen Engagement
Kaschinske, Brett	Director, Parks & Recreation
Kehler, Judy	Chief Strategy Officer
Kilpatrick, Andrew	Director, Public Service
Sanchez Gazella, Linda	Director, Human Resources

The Board reviewed the Statement of Financial Interests with no items disclosed and found no issues to further debate or discuss.

Moved by Connie Doyle to receive and place on file.

Motion carried by the following roll call vote:

Yeas: Board Members Abukar, Doyle, Bouck, Simon, Folkers, Houston

Nays: None

2. Statements of Financial Interests with items disclosed:

Betz, Brandon	Member, City Council
Boak, Sheryl	Office Manager, City Council
Brewer, Eric	Internal Auditor
Coleman, Kimberly	Director, Human Relations and Community Services
Dunbar, Kathie	Member, City Council
Frischman, Sharon	City Assessor
Garza, Jeremy	Member, City Council
Green, Daryl	Fire Chief
Griffin, Denise	BWL Corporate Secretary
Guerrant, Chad	Member, HRCS Board
Hussein, Adam	Member, City Council
Jackson, Brian P	Chief Deputy City Clerk
Jackson, Brian T	Member, City Council
Kirkland, Desiree	City Treasurer
Lawrence, Mark	Executive Assistant to Mayor
Lewis, Wesley	Internal Auditor, Board of Commissioners
Martin, Greg	Interim Fire Chief
McGrain, Brian	Director, Economic Development & Planning
Mumby, Christopher	Chief Information Officer
Peffley, Richard	General Manager, Board of Commissioners
Richmond, Renee	Committee Clerk
Schor, Andy	Mayor

Smiertka, Jim
Spadafore, Peter
Spitzley, Patricia
Tate, Nicholas
Widigan, Robert
Wood, Carol

City Attorney
Member, City Council
Member, City Council
Deputy Mayor
Director, Finance
Member, City Council

Moved by Cole Bouck to add City Clerk Chris Swope to the Agenda to review his Statement of Financial Interest

Motion carried by the following roll call vote:

Yeas: Board Members Abukar, Doyle, Bouck, Simon, Folkers, Houston

Nays: None

The Board reviewed the Statement of Financial Interests with no items disclosed and found no issues to further debate or discuss.

Moved by Lori Adams Simon to receive Statements of Interest with items disclosed and place on file.

Motion carried by the following roll call vote:

Yeas: Board Members Abukar, Doyle, Bouck, Simon, Folkers, Houston

Nays: None

CITY ATTORNEY'S REPORT: None

CHAIR'S REPORT:

Chairperson requested for a volunteer to join him as part of the Nominations Committee to put a slate together for the election of Chairperson and Vice-Chairperson at the June meeting.

Lori Adams Simon offered to join the Nominations Committee and the Chairperson accepted her offer.

TABLED ITEMS: None.

UNFINISHED BUSINESS: None

ADJOURNED 6:08 p.m.

CITY OF LANSING STATEMENT OF FINANCIAL INTEREST AND PERSONAL INTEREST

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 Guadalupe Ayala
Job Title DEI Officer Name of Supervisor Kim Coleman
Principal Address of Reporting Individual
[REDACTED]

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.

Guadalupe Ayala 05/26/2021
Signature Date

STATE OF MICHIGAN)
)ss.
COUNTY OF INGHAM)

The foregoing instrument was acknowledged before me this 26TH day of MAY,
2021 (year), by Renee Freeman (Notary Signature)
RENEE FREEMAN (Print Name)

Notary Public, INGHAM County, RENEE FREEMAN
Acting in INGHAM County, Notary Public - Michigan
My Commission Expires: 7-11-2021 Commission Expires Jul 11, 2021
Acting in the County of _____

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 officer, director, associate, partner, proprietor or employee, 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 or Present
N/A				
N/A				
N/A				
N/A				

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. Do not include any gain from the sale of your principal place of residence.

Asset	Description
N/A	
N/A	
N/A	
N/A	
N/A	

Part III

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

Unit of Government	Past or Present
N/A	
N/A	

Part IV

List each and every person, or organization from which you received in the past, 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 or Present
N/A				
N/A				
N/A				
N/A				

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 or present. Ownership interests in publicly held corporations need not be disclosed.

Name	Address	Instrument of Ownership	Past or Present
N/A			
N/A			
N/A			
N/A			

Part VI

Identify each and every parcel of real property, past 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 principle 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 or Present
N/A		
N/A		
N/A		
N/A		

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 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 or Present
N/A			
N/A			
N/A			
N/A			

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 or 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 or Present
N/A			
N/A			
N/A			
N/A			

Part IX

If you, your Immediate Family, or any organization you are required to disclose under Part I, had or have in the past 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

FINANCIAL INTEREST AND PERSONAL INTEREST

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 Matthew Stevenson

Job Title Analyst Name of Supervisor Kim Coleman

Principal Address of Reporting Individual [REDACTED]

Phone Numbers: Personal: [REDACTED]

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

5/22/21
Date

STATE OF MICHIGAN)

COUNTY OF Ingham)

The foregoing instrument was acknowledged before me this 22 day of May, 2021 (year), by Matthew Stevenson (Notary Signature)

[Signature]
Inna Murrel
Notary Public, Ingham County.
Acting in Ingham County.

My Commission Expires: 4/23/2027

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 officer, director, associate, partner, proprietor or employee, 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 or Present
N/A	N/A	N/A	N/A	N/A

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. Do not include any gain from the sale of your principal place of residence.

Asset	Description
N/A	N/A

Part III

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

Unit of Government	Past or Present
N/A	N/A

Part IV

List each and every person, or organization from which you received in the past, 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 or Present
N/A	N/A	N/A	N/A	N/A

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 or present. Ownership interests in publicly held corporations need not be disclosed.

Name	Address	Instrument of Ownership	Past or Present
N/A	N/A	N/A	N/A

Part VI

Identify each and every parcel of real property, past 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 principle 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 or Present
N/A	NA	N/A

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 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 or Present
N/A	N/A	N/A	N/A

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 or 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 or Present
N/A	N/A	N/A	N/A

Part IX

If you, your Immediate Family, or any organization you are required to disclose under Part I, had or have in the past 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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Reporting Individual to Complete – Basic Filing Information

Name of Reporting Individual Toni Young

Job Title Contract Manager Name of Supervisor Kim Coleman

Principal Address of Reporting Individual

Phone Numbers: Personal

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.

Toni A. Young
Signature

5/24/21
Date

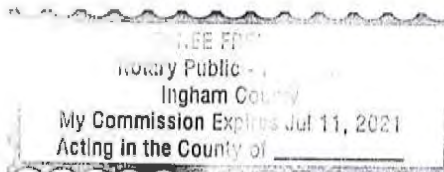
STATE OF MICHIGAN)
)ss.
COUNTY OF INGHAM)

The foregoing instrument was acknowledged before me this 24th day of May, 2021 (year), by Renee Freeman (Notary Signature)

RENEE FREEMAN (Print Name)

Notary Public, INGHAM County,
Acting in INGHAM County,

My Commission Expires: 7-11-2021



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Part I

List each and every organization (other than the City) in which you are an officer, director, associate, partner, proprietor or employee, 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 or Present
N/A				

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. Do not include any gain from the sale of your principal place of residence.

Asset	Description
N/A	

Part III

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

Unit of Government	Past or Present
N/A	

Part IV

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Part V

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Name	Address	Instrument of Ownership	Past or Present
N/A			

Part VI

Identify each and every parcel of real property, past 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 principle place of residence. Include real property both within and outside the city of Lansing.

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Part VII

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Part VIII

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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 or Present
N/A			

Part IX

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Reporting Individual to Complete – Basic Filing Information

Name of Reporting Individual Kim M. Dunbar

Job Title Grants Manager Name of Supervisor Katrina Urista

Principal Address of Reporting Individual

Phone Numbers: Personal:

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.

Kim Dunbar
Signature

5/18/2021
Date

STATE OF MICHIGAN)
)ss.
COUNTY OF INGHAM)

The foregoing instrument was acknowledged before me this 18th day of MAY,
2021 (year), by *Renee Freeman* (Notary Signature)

RENEE FREEMAN (Print Name)

Notary Public, INGHAM County,
Acting in INGHAM County,

My Commission Expires: 7-11-2024

RENEE FREEMAN
Notary Public - Michigan
Ingham County
My Commission Expires Jul 11, 2021
Acting in the County of _____

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Organization's Name	Address	Type of Organization	Your Function/Title	Past or Present
N/A				

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. Do not include any gain from the sale of your principal place of residence.

Asset	Description
N/A	

Part III

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

Unit of Government	Past or Present
State of Michigan	Past
Ingham County	Past



Part IV

List each and every person, or organization from which you received in the past, 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.

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Name	Address	Instrument of Ownership	Past or Present
N/A			

Part VI

Identify each and every parcel of real property, past 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 principle 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 or Present
N/A		

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 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 or Present
N/A			

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 or 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 or Present
N/A			

Part IX

If you, your Immediate Family, or any organization you are required to disclose under Part I, had or have in the past 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 INTEREST AND PERSONAL INTEREST

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

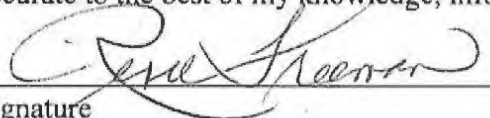
Name of Reporting Individual Renee Freeman

Job Title Department Coordinator Name of Supervisor Kimberly A. Coleman

Principal Address of Reporting Individual [REDACTED]

Phone Numbers: Personal [REDACTED]

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

May 27, 2021
Date

STATE OF MICHIGAN)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this 27 day of May 2021
2021 (year), by _____ (Notary Signature)

Brian P Jackson (Print Name)

BRIAN P. JACKSON Notary Public, State of Michigan County of Ingham My Commission Expires Jul. 28, 2027 Acting in the County of _____
--

Notary Public, Ingham County,
Acting in Ingham County,

My Commission Expires: July 28, 2027

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 officer, director, associate, partner, proprietor or employee, 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 or Present
NA				

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. Do not include any gain from the sale of your principal place of residence.

Asset	Description
NA	

Part III

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

Unit of Government	Past or Present
NA	

Part IV

List each and every person, or organization from which you received in the past, 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 or Present
NA				

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 or present. Ownership interests in publicly held corporations need not be disclosed.

Name	Address	Instrument of Ownership	Past or Present
NA			

Part VI

Identify each and every parcel of real property, past 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 principle 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 or Present
NA		

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 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 or Present
NA			

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 or 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 or Present
Lansing Old Newboys	Member/Board of Director	Board of Director	Present
Greater Lansing Area Club, NANBPWC, Inc.	Member/Executive Committee	Recording Secretary	Present

Part IX

If you, your Immediate Family, or any organization you are required to disclose under Part I, had or have in the past 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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Reporting Individual to Complete – Basic Filing Information

Name of Reporting Individual Kimberly Gillespie

Job Title Contract Admin Tech Name of Supervisor Kimberly Coleman

Principal Address of Reporting Individual

Phone Numbers: Personal:

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

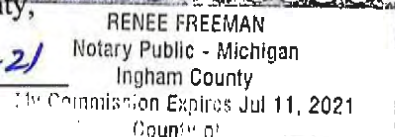
5/18/21
Date

STATE OF MICHIGAN)
)ss.
COUNTY OF INGHAM)

The foregoing instrument was acknowledged before me this 18th day of May, 2021 (year), by Renee Freeman (Notary Signature)
RENEE FREEMAN (Print Name)

Notary Public, INGHAM County,
Acting in INGHAM County,

My Commission Expires: 7-11-21



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.
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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 officer, director, associate, partner, proprietor or employee, 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 or Present
N/A				

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. Do not include any gain from the sale of your principal place of residence.

Asset	Description
N/A	

Part III

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

Unit of Government	Past or Present
Lansing Housing Commission	Past



Part IV

List each and every person, or organization from which you received in the past, 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 or Present
N/A				

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 or present. Ownership interests in publicly held corporations need not be disclosed.

Name	Address	Instrument of Ownership	Past or Present
N/A			

Part VI

Identify each and every parcel of real property, past 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 principle 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 or Present
N/A		

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 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 or Present
N/A			

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 or 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 or Present
N/A			

Part IX

N/A

If you, your Immediate Family, or any organization you are required to disclose under Part I, had or have in the past 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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Reporting Individual to Complete – Basic Filing Information

Name of Reporting Individual Joseph McDonald

Job Title Housing Ombudsman Name of Supervisor Kim Coleman

Principal Address of Reporting Individual

Phone Numbers: Personal:

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.

Joseph McDonald
Signature

5-24-21

Date

STATE OF MICHIGAN)
)ss.
COUNTY OF INGHAM)

The foregoing instrument was acknowledged before me this 24TH day of May, 2021 (year), by Renee Freeman (Notary Signature)

RENEE FREEMAN

(Print Name)

Notary Public, INGHAM

County

Acting in INGHAM

County

My Commission Expires: 7-11-2021

RENEE FREEMAN
Notary Public - Michigan
Ingham County
My Commission Expires Jul 11, 2021
Acting in the County of _____

Report Terms

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

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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 officer, director, associate, partner, proprietor or employee, 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 or Present
Self	900 Smith Ave Lansing, MI 48910	Rental	Landlord	Current
Self	615 S. Holmes St. Lansing, MI 48912	Rental	Landlord	Current



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. Do not include any gain from the sale of your principal place of residence.

Asset	Description

Part III

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

Unit of Government	Past or Present
State of Michigan	Past



Part IV

List each and every person, or organization from which you received in the past, 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 or Present

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 or present. Ownership interests in publicly held corporations need not be disclosed.

Name	Address	Instrument of Ownership	Past or Present

Part VI

Identify each and every parcel of real property, past 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 principle 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 or Present
900 Smith Ave, Lansing	Owner	Present
615 S. Holmes St, Lansing	Owner	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 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 or Present



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 or 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 or Present

Part IX

If you, your Immediate Family, or any organization you are required to disclose under Part I, had or have in the past 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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Reporting Individual to Complete – Basic Filing Information

Name of Reporting Individual Delvata Moses

Job Title Commission Investigator Name of Supervisor Director Kim Coleman

Principal Address of Reporting Individual

Phone Numbers: Personal

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.

Delvata Moses
Signature

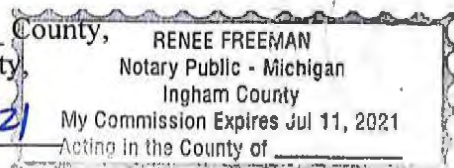
5-18-21
Date

STATE OF MICHIGAN)
)ss.
COUNTY OF INGHAM)

The foregoing instrument was acknowledged before me this 18th day of May, 2021 (year), by Renee Freeman (Notary Signature)
RENEE FREEMAN (Print Name)

Notary Public, INGHAM County,
Acting in INGHAM County,

My Commission Expires: 7-11-2021



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.
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Part I

List each and every organization (other than the City) in which you are an officer, director, associate, partner, proprietor or employee, 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 or Present
N/A -I am not affiliated with any organization that I derived income from				

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. Do not include any gain from the sale of your principal place of residence.

Asset	Description
N/A-I have not realized a gain from any capital asset in Lansing	

Part III

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

Unit of Government	Past or Present
City of Detroit	Past



Part IV

List each and every person, or organization from which you received in the past, 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 or Present
N/A - I have not received or been promised any gifts				

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 or present. Ownership interests in publicly held corporations need not be disclosed.

Name	Address	Instrument of Ownership	Past or Present
N/A-No financial interest in any organizations conducting business in Lansing			

Part VI

Identify each and every parcel of real property, past 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 principle 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 or Present
N/A - I do not possess any property interest in Lansing		

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 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 or Present
N/A - Neither me nor my immediate family has applied for the things listed in Part VII			

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 or 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 or Present
N/A-This does not apply to me nor my immediate family			

Part IX

If you, your Immediate Family, or any organization you are required to disclose under Part I, had or have in the past 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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Reporting Individual to Complete – Basic Filing Information

Name of Reporting Individual Katrina Urista
Job Title Contract Manager Name of Supervisor Kim Coleman
Principal Address of Reporting Individual [REDACTED]
Phone Numbers: Personal: [REDACTED]

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

5/24/2021
Date

STATE OF MICHIGAN)
)ss.
COUNTY OF INGHAM

The foregoing instrument was acknowledged before me this 24th day of May,
2021 (year), by [Signature] (Notary Signature)

RENEE FREEMAN
Notary Public, INGHAM County, INGHAM County
Acting in INGHAM County, My Commission Expires Jul 11, 2021
My Commission Expires: 7-11-2021

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

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Part I

List each and every organization (other than the City) in which you are an officer, director, associate, partner, proprietor or employee, 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 or Present
na				

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. Do not include any gain from the sale of your principal place of residence.

Asset	Description
na	

Part III

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

Unit of Government	Past or Present
na	

Part IV

List each and every person, or organization from which you received in the past, 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 or Present
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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 or present. Ownership interests in publicly held corporations need not be disclosed.

Name	Address	Instrument of Ownership	Past or Present
unaware of any			

Part VI

Identify each and every parcel of real property, past 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 principle 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 or Present
630 Cameo	purchasing	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 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 or Present
Unaware of any			



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 or 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 or Present
unaware of any			

Part IX

If you, your Immediate Family, or any organization you are required to disclose under Part I, had or have in the past 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 INTEREST AND PERSONAL INTEREST

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 _____

Job Title _____ Name of Supervisor _____

Principal Address of Reporting Individual _____

Phone Numbers: Personal: _____ Work: _____

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

Date

STATE OF MICHIGAN)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____,
_____(year), by _____(Notary Signature)
_____(Print Name)

Notary Public, _____ County,

Acting in _____ County,

My Commission Expires: _____

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 officer, director, associate, partner, proprietor or employee, 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 <u>12 Months</u> or Present

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

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 <u>12 Months</u> or 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 <u>12 Months</u> or Present

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 <u>12 Months</u> or Present

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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 principle 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 <u>12 Months</u> or 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 <u>12 Months</u> or Present

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 <u>12 Months</u> or Present

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.