

CITY OF LANSING - BOARD OF ETHICS

REGULAR MEETING

June 14, 2022 5:30 P.M.

CONFERENCE ROOM

2500 SOUTH WASHINGTON

AGENDA

CALL TO ORDER

ROLL CALL

- | | |
|---|---|
| ☐ R Cole Bouck, Chairperson | ☐ Keith Kris |
| ☐ Janielle Houston, Vice-Chairperson | ☐ Lori Adams Simon |
| ☐ Brendon Basiga | ☐ John Folkers |

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:

Constance Doyle Resignation

NEW BUSINESS

Statements of Financial and Personal Interest:

- | | |
|---------------------------------------|----------------------------|
| 1. Statements with No Items to Review | |
| Kilpatrick, Andrew | Director of Public Service |
| Lee, Frank | CEO, Self |
| Sturdivant, Brian | Fire Chief |
| 2. Frayer, Shelbi | Chief Strategy Officer |
| 3. LaVella, Todd | Corporate Secretary |
| 4. Macciocca, Frank | Director, Internal Audit |
| 5. Sanches Gazella, Linda | Human Resource Director |
| 6. Spitzley, Patricia | Member, City Council |

UNFINISHED BUSINESS

- | | |
|--|--------------------|
| 1. Statement of Financial Interest, Charla Burnett | Board Member, HRCS |
|--|--------------------|

- | | |
|--|---------------------------|
| 2. Statement of Financial Interest, Ronald Embry | Board Member, HRCS |
| 3. Statement of Financial Interest, Sharon Frischman | City Assessor |
| 4. Statement of Financial Interest, Brian McGrain | Director, ED&P |
| 5. Statement of Financial Interest, Christopher Mumby | Chief Information Officer |
| 6. Statement of Financial Interest, Joseph McDonald
(Pending) | Housing Ombudsman, HRCS |

CITY ATTORNEY’S REPORT:

CHAIR’S REPORT:

TABLED ITEMS:

ADJOURNMENT

MINUTES
LANSING CITY BOARD OF ETHICS
REGULAR MEETING
MAY 10, 2022, 5:30 PM

Training Room
South Washington Office Complex
2500 S. Washington

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

MEMBERS PRESENT: Brendon Basiga
R Cole Bouck, Chairperson
Connie Doyle
Janielle Houston, Vice-Chairperson
Keith Kris

ABSENT: John Folkers
Lori Adams Simon

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 Keith Kris to approve the agenda as submitted.

MOTION CARRIED

SECRETARY'S REPORT:

Approval of Minutes

MOVED by Brandon Basiga to approve the Minutes of April 12, 2022.

MOTION CARRIED

NEW BUSINESS:

1. Statements of Financial Interests **with No Items Disclosed:**
 - Ayala, Guadalupe Diversity, Equity & Inclusion Officer
 - Boak, Sheryl Office Manager, City Council

- Brewer, Eric Internal Auditor
- Duling, Nicole Contract Admin Tech, Human Relations & Community Services
- Dunbar, Kim Contract Manager, Human Relations & Community Services
- Fountain, DeLisa Director, Neighborhood & Citizen Engagement
- Gillespie, Kimberly Contract Manager, Human Relations & Community Services
- Jackson, Brian P Chief Deputy City Clerk
- Kirkland, Desiree City Treasurer
- Moses, Delvata Police Commission Investigator, Human Relations & Community Services
- Richmond, Renee City Council Committee Clerk
- Sosebee, Ellery Police Chief
- Stevenson, Matthew Contractor
- Walker, Willard Department Consultant, Human Relations & Community Services
- Williams, Versey Board Member, Human Relations & Community Services
- Young, Toni Contract Manager, Human Relations & Community Services

The Board reviewed the Statements of Financial Interest with no items disclosed and found no violation of the Ethics or other issues to further debate or discuss. No further action is required.

MOVED by Keith Kris to place the statements on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION APPROVED.

2. Statements of Financial Interests **with Items Disclosed:**

- Bean, Daniel Scott Communications Director

MOVED by Keith Kris to place *D. Scott Bean's* Statement of Financial Interest on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION APPROVED.

- Burnett, Charla Board Member/Advisor, Human Relations & Community Services

The Board requested further information on any organization listed in Part I that may receive HRCS grants, since C. Burnett is a HRCS Board member.

MOVED by Brendon Basiga to request that *C. Burnett* make the requested and necessary changes to their Statement of Financial Interest and return it to the Board for reconsideration.

MOTION APPROVED.

- Coleman, Kimberly Director, Human Relations & Community Services

MOVED by Janielle Houston to place *K. Coleman's* Statement of Financial Interest on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION APPROVED.

- Embry, Ronald Board Member, Human Relations & Community Services

The Board stated that Part II of R. Embry's statement of financial interest had an incomplete title and requested clarification if the listed asset had capital gains.

MOVED by Brendon Basiga to request that *R. Embry* make the requested and necessary changes to their Statement of Financial Interest and return it to the Board for reconsideration.

MOTION APPROVED.

- Freeman, Renee Department Coordinator, Human Relations & Community Services

MOVED by Janielle Houston to place *R. Freeman's* Statement of Financial Interest on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION APPROVED.

- Frischman, Sharon City Assessor

The Board would like more information in Part I where Frischman's for profit LLC does any work with the city, or in the city.

MOVED by Keith Kris to request that *S. Frischman* make the requested and necessary changes to their Statement of Financial Interest and return it to the Board for reconsideration.

MOTION APPROVED.

- Garza, Jeremy Member, City Council

MOVED by Janielle Houston to place *J. Garza's* Statement of Financial Interest on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION APPROVED.

- Hetke, Veronica Scheduling Coordinator, Mayor

MOVED by Keith Kris to place *V. Hetke's* Statement of Financial Interest on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION APPROVED.

- Hussain, Adam Member, City Council

MOVED by Keith Kris to place *A. Hussain's* Statement of Financial Interest on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION APPROVED.

- Jackson, Brian T Member, City Council

MOVED by Janielle Houston to place *B.T. Jackson's* Statement of Financial Interest on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION APPROVED.

- Kaschinske, Brett Director, Parks & Recreation

MOVED by Brendon Basiga to place *B. Kaschinske* Statement of Financial Interest on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION APPROVED.

- McDonald, Joseph Housing Ombudsman, Human Relations & Community Services

The Board would like clarification on the procedures in place to avoid a conflict of interest by McDonald's department

- McGrain, Brian Director, Economic Development & Planning

The Board would like clarification on the procedures in place to avoid a conflict of interest by McGrain's department and a list of addresses or description of properties owned by CJM Properties LLC. in Part II.

MOVED by Keith Kris to request that *B. McGrain* make the requested and necessary changes to their Statement of Financial Interest and return it to the Board for reconsideration.

- Mumby, Christopher Chief Information Officer

The Board would like more information in Part I of statement of financial interest to see if Frayer Consulting Services has any contracts with the city.

MOVED by Brendon Basiga to request that *C. Mumby* make the requested and necessary changes to their Statement of Financial Interest and return it to the Board for reconsideration.

MOTION APPROVED.

- Peffley, Richard General Manager, Lansing Board of Water & Light Commissioners

MOVED by Brendon Basiga to place *R. Peffley's* Statement of Financial Interest on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION APPROVED.

- Smiertka, James City Attorney

The Board stated that Part III of J. Smiertka's statement of financial interest had an incomplete table and requested a complete form to be rescanned.

MOVED by Janielle Houston to request that *J. Smiertka* make the requested and necessary changes to their Statement of Financial Interest and return it to the Board for reconsideration.

MOTION APPROVED.

- Spadafore, Peter Member, City Council

MOVED by Keith Kris to place *P. Spadafore's* Statement of Financial Interest on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION APPROVED.

- Swope, Chris City Clerk

MOVED by Brendon Basiga to place *C. Swope's* Statement of Financial Interest on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION APPROVED.

- Washington, Josephine Board Member, Human Relations & Community Services

MOVED by Keith Kris to place *J. Washington's* Statement of Financial Interest on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION APPROVED.

- Williams, Dale HMIS Analyst, Human Relations & Community Services

MOVED by Brendon Basiga to place *D. William's* Statement of Financial Interest on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION APPROVED.

- Wood, Carol Member, City Council

MOVED by Keith Kris to place *C. Wood's* Statement of Financial Interest on file, having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

MOTION APPROVED.

3. Affidavit of Disclosure Dykens, Darren Sergeant, Lansing Police Department

MOVED by Brandon Basiga to place affidavit on file and finds no violation of the Ethics Ordinance at this time.

MOTION APPROVED.

CITY ATTORNEY'S REPORT: None.

CHAIR'S REPORT: None.

TABLED ITEMS: None.

UNFINISHED BUSINESS: None

ADJOURNED 5:55 p.m.

Jackson, Brian

From: Constance Doyle <constancedoyle@icloud.com>
Sent: Friday, June 10, 2022 10:56 AM
To: Jackson, Brian
Subject: RE: [EXTERNAL] Meeting

Yes I'm going to resign. Still need it in writing Cd

Constance Doyle 6/10/2022

Sent from my iPhone

> On Jun 10, 2022, at 10:46 AM, Jackson, Brian <Brian.Jackson@lansingmi.gov> wrote:

>

> Yes, we do.

>

> Have you made a final decision about staying on the board?

>

> Brian P. Jackson, MiPMC

> pronouns: He/Him/His

> Chief Deputy City Clerk

> Lansing City Clerk's Office

>

> Chris Swope, MMC/MiPMC

> Lansing City Clerk

> City Hall/Main Office | 124 W. Michigan Ave. | 9th Floor | Lansing MI

> 48933 Elections Unit/Marijuana Licensing | 2500 S. Washington Ave. |

> Rear Entrance | Lansing MI 48910

> Main: (517) 483-4131 | Fax: (517) 377-0068

> Direct(517)483-4135 | Mobile: (517)614-6061

> brian.jackson@lansingmi.gov

> Website | Facebook | Twitter |

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 Andrew K Kilpatrick
 Job Title Director of Public Service Name of Supervisor Jane Bais DiSessa
 Principal Address of Reporting Individual 2202 Northampton Way, Lansing 48912
 Phone Numbers: Personal: 517.371.1903 Work: 517.483.4248

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.

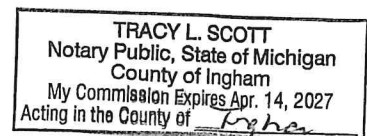

 Signature

4/25/22
 Date

STATE OF MICHIGAN)
)ss.
 COUNTY OF Ingham)

The foregoing instrument was acknowledged before me this 25 day of April,
2022 (year), by Tracy L Scott (Notary Signature)
Tracy L. Scott (Print Name)

Notary Public, Ingham County,
 Acting in Ingham County,
 My Commission Expires: 4-14-27



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 12 Months or Present
None				

Part II

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

Asset	Description
None	

Part III

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

Unit of Government	Past 12 Months or Present
None	

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				

]

Part V

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

Name	Address	Instrument of Ownership	Past 12 Months or Present
None			

Part VI

Identify each and every parcel of real property, past (12 months) or present, and describe your right, title or interest, or your financial interest in the parcel if the city of Lansing may also possess a real property interest or maintain public utility improvements in the parcel. Include all forms of your direct ownership or indirect ownership such as partnerships or trusts of which the corpus consists primarily of real estate. Do not include your 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 12 Months or Present
None		

Part VII

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

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

Part VIII

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

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

Part IX

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

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

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

CITY OF LANSING STATEMENT OF FINANCIAL 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.**

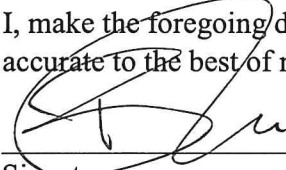
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----- Reporting Individual to Complete – Basic Filing Information

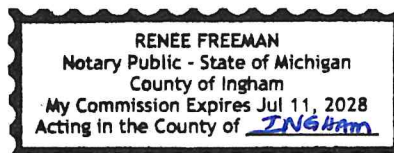
Name of Reporting Individual FRANK D. LEE
 Job Title CEO Name of Supervisor SELF
 Principal Address of Reporting Individual 5814 BARREN DR. LANSING 48911
 Phone Numbers: Personal: 215-629-6510 Work: SAME

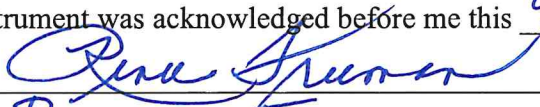
I, make the foregoing disclosure parts I-IX under oath and assert the statements are true and accurate to the best of my knowledge, information and belief.


Signature

6/9/2022
Date

STATE OF MICHIGAN)
)ss.
 COUNTY OF INGHAM)



The foregoing instrument was acknowledged before me this 9TH day of June,
2022 (year), by  (Notary Signature)
RENEE FREEMAN (Print Name)

Notary Public, INGHAM County,

Acting in INGHAM County,

My Commission Expires July 11, 2023

S:\Clerk_Staff\Board of Ethics\Statements of Financial Interests\Statement of Financial Interests Form.Current 06 08 2021

Approved to form by the Board of Ethics on 6/8/2021

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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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 12 Months or Present
NONE				

Part II

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

Asset	Description
NONE	

Part III

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

Unit of Government	Past 12 Months or Present
NONE	

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				

]

Part V

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

Name	Address	Instrument of Ownership	Past 12 Months or Present
NONE			

Part VI

Identify each and every parcel of real property, past (12 months) or present, and describe your right, title or interest, or your financial interest in the parcel if the city of Lansing may also possess a real property interest or maintain public utility improvements in the parcel. Include all forms of your direct ownership or indirect ownership such as partnerships or trusts of which the corpus consists primarily of real estate. Do not include your 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 12 Months or Present
NONE		

Part VII

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

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

Part VIII

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

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

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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Reporting Individual to Complete – Basic Filing Information

Name of Reporting Individual BRIAN STROIVANT
Job Title FIRE CHIEF Name of Supervisor MAYOR ANDY SCHOR
Principal Address of Reporting Individual 1901 HILLSDALE AVE LANSING
Phone Numbers: Personal: 269-223-0149 Work: 517-256-6023

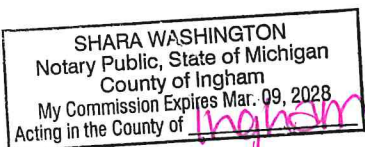
I, make the foregoing disclosure parts I-IX under oath and assert the statements are true and accurate to the best of my knowledge, information and belief.

Brian Stroivant
Signature

5/11/22
Date

STATE OF MICHIGAN)
)ss.
COUNTY OF Ingham)

The foregoing instrument was acknowledged before me this 16 day of May,
2022 (year), by Shara Washington (Notary Signature)
Shara Washington (Print Name)



Notary Public, Ingham County,

Acting in Ingham County,

My Commission Expires: March 9, 2028

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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 12 Months or Present
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Unit of Government	Past 12 Months or Present
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]

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Name of Contracting Person or Organization	Names of Applicable Immediate Family Member(s)	Nature of Interest	Past 12 Months 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 (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
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 (12 months) or present, a contract, agreement, arrangement or participate in a program with the City that directly or indirectly benefits you, your Immediate Family, or the organization you must provide:

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

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

CITY OF LANSING STATEMENT OF FINANCIAL 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.**

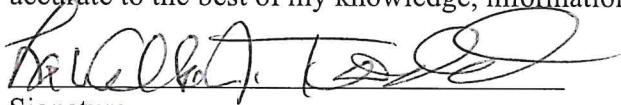
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The full text of the Financial Interests section 290.08 of the Ethics Ordinance and the Conflict of Interest section 5-505 of the City Charter are attached to this disclosure to assist in the full completion of this form. For additional guidance, please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

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

Name of Reporting Individual LaVella J. Todd
 Job Title Corporate Secretary Name of Supervisor Lansing Board of Water & Light Board of Commissioners
 Principal Address of Reporting Individual 5930 Caleta Drive, Lansing, MI 48911
 Phone Numbers: Personal: (517) 862-7310 Work: (517) 702-6080

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

5/18/22
 Date

STATE OF MICHIGAN)
)ss.
 COUNTY OF Ingham)

The foregoing instrument was acknowledged before me this 28th day of May, 2022 (year), by Jennifer Ann Smith-Zande (Notary Signature)

Jennifer Ann Smith-Zande (Print Name)

Notary Public, Ingham County,

Acting in Ingham County,

My Commission Expires: 10/19/2025

JENNIFER ANN SMITH-ZANDE
NOTARY PUBLIC-STATE OF MICHIGAN
COUNTY OF INGHAM
 My Commission Expires October 19, 2025
 Acting in the County of Ingham

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Approved to form by the Board of Ethics on 6/8/2021

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.
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 12 Months or Present
Ingham County	5303 S. Cedar Street Lansing, MI 48911	Public Health Care	Executive Assistant, Ingham Community Health Centers	Past 12 Months

Part II

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

Asset	Description
None	

Part III

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

Unit of Government	Past 12 Months or Present
None	

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				

]

Part V

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

Name	Address	Instrument of Ownership	Past 12 Months or Present
None			

Part VI

Identify each and every parcel of real property, past (12 months) or present, and describe your right, title or interest, or your financial interest in the parcel if the city of Lansing may also possess a real property interest or maintain public utility improvements in the parcel. Include all forms of your direct ownership or indirect ownership such as partnerships or trusts of which the corpus consists primarily of real estate. Do not include your 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 12 Months or Present
None		

Part VII

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

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

Part VIII

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

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

Part IX

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

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Reporting Individual to Complete – Basic Filing Information

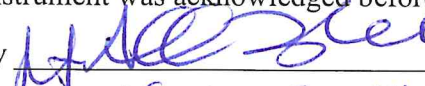
Name of Reporting Individual Frank Macciocca
 Job Title Director, Internal Audit Name of Supervisor Lansing BWL Board of Commissioners
 Principal Address of Reporting Individual 1201 S. Washington Street, Lansing, MI
 Phone Numbers: Personal: 610-662-8074 Work: 517-702-6615

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

5-18-2022
 Date

STATE OF MICHIGAN)
)ss.
 COUNTY OF Ingham)

The foregoing instrument was acknowledged before me this 18th day of May, 2022,
 _____ (year), by  (Notary Signature)

Jennifer Ann Smith-Zandee (Print Name)

Notary Public, Ingham County,

Acting in Ingham County,

My Commission Expires: 10/19/2025

JENNIFER ANN SMITH-ZANDEE
NOTARY PUBLIC-STATE OF MICHIGAN
COUNTY OF INGHAM
 My Commission Expires October 19, 2025
 Acting in the County of Ingham

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Approved to form by the Board of Ethics on 6/8/2021

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.
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 12 Months or Present
Nikolaus & Hohenadel, LLP	212 North Queen Street Lancaster, PA 17603	Law Firm	Associate	Past 12 Months

Part II

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

Asset	Description
NONE	

Part III

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

Unit of Government	Past 12 Months or Present
NONE	

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				

Part V

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

Name	Address	Instrument of Ownership	Past 12 Months or Present
NONE			

Part VI

Identify each and every parcel of real property, past (12 months) or present, and describe your right, title or interest, or your financial interest in the parcel if the city of Lansing may also possess a real property interest or maintain public utility improvements in the parcel. Include all forms of your direct ownership or indirect ownership such as partnerships or trusts of which the corpus consists primarily of real estate. Do not include your 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 12 Months or Present
NONE		

Part VII

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

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

Part VIII

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

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

Part IX

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Reporting Individual to Complete – Basic Filing Information

Name of Reporting Individual Linda Sanchez Gazella
Job Title Human Resource Director Name of Supervisor Andy Schor
Principal Address of Reporting Individual 3913 Sierra Heights, Holt, MI 48842
Phone Numbers: Personal: 517-763-3503 Work: 517-483-4010

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.

Linda Sanchez Gazella
Signature

4.25.22
Date

STATE OF MICHIGAN)
)ss.
COUNTY OF Ingham)

The foregoing instrument was acknowledged before me this 25 day of April,
2022 (year), by Brian P Jackson (Notary Signature)
Brian P Jackson (Print Name)

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.
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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 12 Months or Present
Sanchez Bookkeeping & Tax Service	3913 Sierra Height Holt, MI 48842	Tax	Owner	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
N/A	N/A

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
N/A	

Part IV

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N/A	N/A			
S	S			

]

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N/A			
S			

Part VI

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Address or Description of Real Estate	Nature of Right or Interest	Past 12 Months or Present
N/A		

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Name of Contracting Person or Organization	Names of Applicable Immediate Family Member(s)	Nature of Interest	Past 12 Months or Present
N/A			

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Name of Person or Organization	Nature of Financial Interest	Title or Description of Position Held by Reporting Individual or Immediate Family	Past 12 Months or Present
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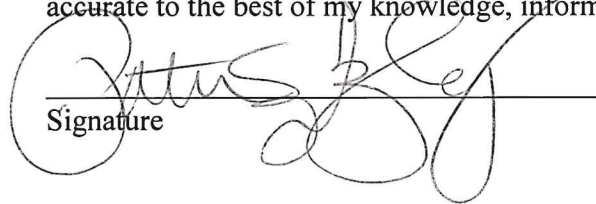
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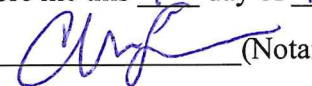
Name of Reporting Individual Patricia Spitzley
 Job Title Lansing City Council Name of Supervisor Not elected position
 Principal Address of Reporting Individual 2622 Victor Ave
 Phone Numbers: Personal: 517 763-7773 Work: 517 388-3246

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

5-9-2022
 Date

STATE OF MICHIGAN)
)ss.
 COUNTY OF Ingham)

The foregoing instrument was acknowledged before me this 9th day of May,
2022 (year), by Patricia Spitzley  (Notary Signature)

Chris Suijs (Print Name)

Notary Public, Ingham County,

Acting in Ingham County,

My Commission Expires: 9/5/2025

Report Terms

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Organization's Name	Address	Type of Organization	Your Function/Title	Past 12 Months or Present
ALICE				
RALPH TRUST	500 Woodward Suite 200 Detroit	Qual Qualified Environmental Trust	Govt. Affairs	Present past 12 months

Part II

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

Asset	Description
None	

Part III

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

Unit of Government	Past 12 Months or Present
None	

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
Lugnut tickets		tickets	?	present
Lugnut tickets		tickets	?	Past

]

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
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None		

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

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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.

Sefa, Suela

From: Charla Burnett <charlaburnett89@gmail.com>
Sent: Tuesday, May 31, 2022 11:14 AM
To: Jackson, Brian
Cc: Freeman, Renee; Swope, Chris; Washington, Shara
Subject: RE: [EXTERNAL] Burnett - Request for more info on Statement of Financial Interests PT I

Hello Counselor Jackson and Swope,

I hope this email finds you well. I appreciate your thorough review of our City's ethics and enforcement of our conflict of interest policy. It's extremely important. To date, none of the organizations listed in Part I have received funding from the City of Lansing. Prior to confirming my appointment, our program manager for the Umoja House, Andrew Dembowski, applied for the HRCS Grant. Even though I had not been told whether I was to be appointed, I filled out a Conflict of Interest form and submitted it with the application. When I inquired about the conflict of interest, I was told by Director Coleman not to review the Umoja House application when assessing the HRCS Grant applications and that there was precedent for such procedure. As a result, I did not provide an assessment for the Umoja House or speak with the commission about my affiliation.

Please let me know if you have any other questions or concerns.

Kind Regards,
Charla Burnett, PhD

On Thu, May 26, 2022 at 10:26 AM Jackson, Brian <Brian.Jackson@lansingmi.gov> wrote:

Board Member Burnett,

Thank you for submitting a Statement of Financial Interest Form. At its regular meeting held on March 10, 2022, the Board of Ethics made the following decision:

The Board requested further information based on your response to Part I. (See attached). The Board wanted to know if any listed organization receive HRCS grants.

Also, the letter we sent was returned in the mail. We have received an updated address of 328 Regent Street. Is this correct?

If this is your residential address, it does not match your voter registration. We encourage you to update your voter registration, which can be done at Michigan.gov/vote, or complete a new voter registration form.

We would appreciate your response by **Thursday, June 9th** so that it can be reviewed at their next meeting.

If you have any questions, please feel free to contact me.

Brian P. Jackson, MiPMC

pronouns: He/Him/His

Chief Deputy City Clerk

Lansing City Clerk's Office

Chris Swope, MMC/MiPMC

Lansing City Clerk

City Hall/Main Office | 124 W. Michigan Ave. | 9th Floor | Lansing MI 48933

Elections Unit/Marijuana Licensing | 2500 S. Washington Ave. | Rear Entrance | Lansing MI 48910

Main: (517) 483-4131 | Fax: (517) 377-0068

Direct(517)483-4135 | Mobile: (517)614-6061

brian.jackson@lansingmi.gov

[Website](#) | [Facebook](#) | [Twitter](#) |

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Sefa, Suela

From: Ronald Embry <rtembry@hotmail.com>
Sent: Thursday, May 26, 2022 1:47 PM
To: Jackson, Brian
Subject: RE: [EXTERNAL] Embry - Request for more info on Statement PT II

It should be none.

Ronald T. Embry

Sent from [Mail](#) for Windows

From: [Jackson, Brian](#)
Sent: Thursday, May 26, 2022 12:10 PM
To: rtembry@hotmail.com
Subject: RE: Embry - Request for more info on Statement PT II

Ron, Just to make sure that your response is clear, the PT II Section response should be " NONE"

Is that correct?

Brian P. Jackson, MiPMC
pronouns: He/Him/His
Chief Deputy City Clerk
Lansing City Clerk's Office

Chris Swope, MMC/MiPMC
Lansing City Clerk

City Hall/Main Office | 124 W. Michigan Ave. | 9th Floor | Lansing MI 48933
Elections Unit/Marijuana Licensing | 2500 S. Washington Ave. | Rear Entrance | Lansing MI 48910
Main: (517) 483-4131 | Fax: (517) 377-0068
Direct(517)483-4135 | Mobile: (517)614-6061
brian.jackson@lansingmi.gov
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From: Ronald Embry <rtembry@hotmail.com>
Sent: Thursday, May 26, 2022 12:06 PM

To: Jackson, Brian <Brian.Jackson@lansingmi.gov>

Subject: RE: [EXTERNAL] Embry - Request for more info on Statement PT II

Hello Brian,

That was a mistake, I still own this property.

Ronald T. Embry

Sent from [Mail](#) for Windows

From: [Jackson, Brian](#)

Sent: Thursday, May 26, 2022 10:01 AM

To: rtembry@hotmail.com

Cc: [Freeman, Renee](#)

Subject: Embry - Request for more info on Statement PT II

Board Member Embry,

Thank you for submitting a Statement of Financial Interest Form. At its regular meeting held on March 10, 2022, the Board of Ethics made the following decision:

The Board requested further information based on your response to Part II. (See attached).

They requested clarification if the listed asset had a capital gain of \$60,000 or was it the total sale of the 1030 Greenwood Avenue property.

We would appreciate your response by **Thursday, June 9th** so that it can be reviewed at their next meeting.

If you have any questions, please feel free to contact me.

Brian P. Jackson, MiPMC

pronouns: He/Him/His

Chief Deputy City Clerk

Lansing City Clerk's Office

Chris Swope, MMC/MiPMC

Lansing City Clerk

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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 Shelbi Frayer
 Job Title CSO Name of Supervisor Mayor
 Principal Address of Reporting Individual 124 W Mich Ave, Lansing 48933
 Phone Numbers: Personal: 5178813410 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.

Shelbi Frayer
 Signature

5/9/22
 Date

STATE OF MICHIGAN)
)ss.
 COUNTY OF Ingham)

The foregoing instrument was acknowledged before me this 9th day of May,
2022 (year), by Shelbi Frayer [Signature] (Notary Signature)
Christy Surgen (Print Name)
 Notary Public, Ingham County,
 Acting in Ingham County,
 My Commission Expires: 9/5/2025

S:\Clerk_Staff\Board of Ethics\Statements of Financial Interests\Statement of Financial Interests Form.Current 06 08 2021

Approved to form by the Board of Ethics on 6/8/2021

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.
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 12 Months or Present
Frayer Consulting Services, LLC	3505 W. Clark Rd. Dewitt, MI 48820	LLC	Owner	Past 12 months & 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
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
City of Flint	Feb-Aug 2021

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				

]

Part V

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

Name	Address	Instrument of Ownership	Past 12 Months or Present
None			

Part VI

Identify each and every parcel of real property, past (12 months) or present, and describe your right, title or interest, or your financial interest in the parcel if the city of Lansing may also possess a real property interest or maintain public utility improvements in the parcel. Include all forms of your direct ownership or indirect ownership such as partnerships or trusts of which the corpus consists primarily of real estate. Do not include your 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 12 Months or Present
None		

Part VII

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

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

Part VIII

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

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

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.

Sefa, Suela

From: Frayer, Shelbi
Sent: Friday, May 27, 2022 8:18 AM
To: Jackson, Brian
Cc: Swope, Chris; Washington, Shara; Bowen, Mary; Sefa, Suela
Subject: RE: Frayer- Request for more info on Statement of Financial Interests PT I

Good Morning,

No, Frayer Consulting Services does NOT do any work with the City of Lansing.

Please let me know if you need something more formal for the Board.

Thank you seeking clarification,

Shelbi Frayer

Chief Strategy Officer

City of Lansing – Office of Mayor Andy Schor

124 W. Michigan Ave. | Lansing, MI 48933

O: [517-483-4458](tel:517-483-4458) | E: Shelbi.Frayer@lansingmi.gov

[Website](#) | [Facebook](#) | [Twitter](#) | [Instagram](#)



Andy Schor, Mayor

From: Jackson, Brian <Brian.Jackson@lansingmi.gov>
Sent: Thursday, May 26, 2022 10:44 AM
To: Frayer, Shelbi <Shelbi.Frayer@lansingmi.gov>
Cc: Swope, Chris <Chris.Swope@lansingmi.gov>; Washington, Shara <Shara.Washington@lansingmi.gov>; Bowen, Mary <Mary.Bowen@lansingmi.gov>; Sefa, Suela <Suela.Sefa@lansingmi.gov>
Subject: Frayer- Request for more info on Statement of Financial Interests PT I

Chief Strategy Officer Frayer,

Thank you for submitting a Statement of Financial Interest Form.

Per the attached application, The Board request further information base on your response to Part I. (See attached).

They requested clarification if the listed Frayer Consulting Services does any work with the City of Lansing.

If you have any questions, please feel free to contact me.

Brian P. Jackson, MiPMC

pronouns: He/Him/His
Chief Deputy City Clerk
Lansing City Clerk's Office

Chris Swope, MMC/MiPMC
Lansing City Clerk

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Sefa, Suela

From: Jackson, Brian
Sent: Wednesday, June 1, 2022 12:49 PM
To: Frischman, Sharon
Cc: Bowen, Mary; Swope, Chris
Subject: RE: Frischman - Request for more info on Statement of Financial Interests PT I

Categories: important

Sharon, thank you for the response. I will forward it to the Board.

If the Board or Mary Bowen from the City Attorney needs anything else, we will let you know.

Brian P. Jackson, MiPMC
pronouns: He/Him/His
Chief Deputy City Clerk
Lansing City Clerk's Office

Chris Swope, MMC/MiPMC
Lansing City Clerk

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From: Frischman, Sharon <Sharon.Frischman@lansingmi.gov>
Sent: Wednesday, June 1, 2022 12:44 PM
To: Jackson, Brian <Brian.Jackson@lansingmi.gov>
Cc: Swope, Chris <Chris.Swope@lansingmi.gov>; Washington, Shara <Shara.Washington@lansingmi.gov>
Subject: RE: Frischman - Request for more info on Statement of Financial Interests PT I

Hi Brian, the answer is no, Frischman Appraisal does not perform any work for the city or in the city.

Sharon

From: Jackson, Brian <Brian.Jackson@lansingmi.gov>
Sent: Thursday, May 26, 2022 10:31 AM

To: Frischman, Sharon <Sharon.Frischman@lansingmi.gov>

Cc: Swope, Chris <Chris.Swope@lansingmi.gov>; Washington, Shara <Shara.Washington@lansingmi.gov>

Subject: Frischman - Request for more info on Statement of Financial Interests PT I

Sharon,

Thank you for submitting a Statement of Financial Interest Form. At its regular meeting held on March 10, 2022, the Board of Ethics made the following decision:

The Board requested further information based on your response to Part I. (See attached).

They requested clarification if the listed Frischman Appraisal & Consulting LLC does any work with the City of Lansing, or in the City.

We would appreciate your response by **Thursday, June 9th** so that it can be reviewed at their next meeting.

If you have any questions, please feel free to contact me.

Brian P. Jackson, MiPMC

pronouns: He/Him/His

Chief Deputy City Clerk

Lansing City Clerk's Office

Chris Swope, MMC/MiPMC

Lansing City Clerk

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brian.jackson@lansingmi.gov

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Sefa, Suela

From: McGrain, Brian
Sent: Thursday, May 26, 2022 11:00 AM
To: Jackson, Brian
Cc: Swope, Chris; Washington, Shara; Bowen, Mary; Sefa, Suela
Subject: RE: McGrain - Request for more info on Statement of Financial Interests PT II & Conflict Interest Procedures

Brian,

The two properties owned by the LLC – 307 N. Magnolia and 325 N. Magnolia – were listed in Part VI of the application.

During the time of my ownership of the LLC and my tenure at the City, my business partner was tasked with handling interactions with the City on our behalf.

These properties were sold in mid-2021 and the business has been closed.

-Brian

From: Jackson, Brian <Brian.Jackson@lansingmi.gov>
Sent: Thursday, May 26, 2022 10:37 AM
To: McGrain, Brian <Brian.McGrain@lansingmi.gov>
Cc: Swope, Chris <Chris.Swope@lansingmi.gov>; Washington, Shara <Shara.Washington@lansingmi.gov>; Bowen, Mary <Mary.Bowen@lansingmi.gov>; Sefa, Suela <Suela.Sefa@lansingmi.gov>
Subject: McGrain - Request for more info on Statement of Financial Interests PT II & Conflict Interest Procedures

Brian,

Thank you for submitting a Statement of Financial Interest Form. At its regular meeting held on March 10, 2022, the Board of Ethics made the following decision:

Per the attached application, the Part II section needs a list of addresses, or a description of properties owned by CJM Properties LLC.

In addition, the Board requested clarification on the procedures in place to avoid a conflict of interest by your department involving your properties or tenants which fall under the purview of your position as the Director of the Department of Economic Development and Planning.

If you have any questions, please feel free to contact me.

Brian P. Jackson, MiPMC
pronouns: He/Him/His
Chief Deputy City Clerk
Lansing City Clerk's Office

Chris Swope, MMC/MiPMC
Lansing City Clerk

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brian.jackson@lansingmi.gov

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Sefa, Suela

From: Mumby, Christopher
Sent: Thursday, June 2, 2022 3:22 PM
To: Jackson, Brian
Cc: Swope, Chris; Washington, Shara; Bowen, Mary; Sefa, Suela
Subject: RE: Mumby - Request for more info on Statement of Financial Interests PT II & Conflict Interest Procedures

Thank you for the email requesting clarification. Frayer Consulting Services (FCS) is not doing any work with the City of Lansing.

If you have any additional questions please feel free to reach out to me.

Christopher Mumby

Chief Information Officer

Information Technology Department

201 N. Grand Ave. | Lansing, MI 48933

O: 517-483-4242 | C: 517-525-5136 | E: christopher.mumby@lansingmi.gov

[Website](#) | [Facebook](#) | [Twitter](#) | [Instagram](#)



Andy Schor, Mayor

From: Jackson, Brian <Brian.Jackson@lansingmi.gov>
Sent: Thursday, May 26, 2022 10:39 AM
To: Mumby, Christopher <Christopher.Mumby@lansingmi.gov>
Cc: Swope, Chris <Chris.Swope@lansingmi.gov>; Washington, Shara <Shara.Washington@lansingmi.gov>; Bowen, Mary <Mary.Bowen@lansingmi.gov>; Sefa, Suela <Suela.Sefa@lansingmi.gov>
Subject: Mumby - Request for more info on Statement of Financial Interests PT II & Conflict Interest Procedures

Director Mumby,

Thank you for submitting a Statement of Financial Interest Form. At its regular meeting held on March 10, 2022, the Board of Ethics made the following decision:

The Board requested further information based on your response to Part I. (See attached).

They requested clarification if the listed Frayer Consulting Services does any work with the City of Lansing.

We would appreciate your response by **Thursday, June 9th** so that it can be reviewed at their next meeting.

If you have any questions, please feel free to contact me.

Brian P. Jackson, MiPMC

pronouns: He/Him/His

Chief Deputy City Clerk

Lansing City Clerk's Office

Chris Swope, MMC/MiPMC

Lansing City Clerk

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