

CITY OF LANSING - BOARD OF ETHICS

REGULAR MEETING

July 9, 2024, 5:30 P.M.

Reo Elections Office

1221 Reo Rd Lansing

AGENDA

CALL TO ORDER

ROLL CALL

- | | |
|--|--|
| ☐ Janielle Houston, Chairperson | ☐ R Cole Bouck |
| ☐ Jim DeLine | ☐ Keith Kris |
| ☐ Jim Cavanagh | ☐ John Folkers |
| ☐ Rachelle Franklin | ☐ Louise Alderson |

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:

NEW BUSINESS

Election of Chairperson and Co-Chairperson

CITY ATTORNEY'S REPORT

CHAIR'S REPORT:

TABLED ITEMS:

UNFINISHED BUSINESS:

Statement of Financial Interests Luci Solis, Mayor's Office,

Statement of Financial Interests Daniel Spencer, HRCS Department

ADJOURNMENT

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

**MINUTES
LANSING CITY BOARD OF ETHICS
REGULAR MEETING
May 14, 2024 5:30 PM**

Meeting Room
Reo Elections Office
1221 Reo Rd Lansing

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

MEMBERS PRESENT:

Janielle Houston, Chairperson
John Folkers
Jim Cavanagh
Rachelle Franklin
R Cole Bouck
Keith Kris

ABSENT: Louise Alderson (excused)

A QUORUM WAS PRESENT

OTHERS PRESENT: Chris Swope, City Clerk
Zachary Lemaster, City Clerk's Staff
Keshava Demerath-Shanti, City Clerk's Intern
Amany Williams, Assistant City Attorney

PUBLIC COMMENT: None.

APPROVAL OF AGENDA:

Moved by Member Cavanagh to approve the agenda as submitted.

MOTION CARRIED UNANIMOUSLY.

SECRETARY'S REPORT:

Approval of Minutes

Moved by Member Folkers to approve the Minutes of April 09, 2024, with Corrections.

MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS:

Statements of Financial Interests with no items disclosed.

Moved by Member Kris to place Scott Bean, Kimberly Coleman, Ronald Embry, DeLisa Fountain, Elisha Franco, Sean Gehle, Andy Kilpatrick, Desiree Kirkland, Delvata Moses, Renee Richmond, Ellery Sosebee, Brian Sturdivant, LaVella Todd, Daphine Whitfield, Versey Williams, Thomas Woods, Toni Young'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 CARRIED UNANIMOUSLY.

Statement of Financial Interests Jeffrey Brown Chief Strategy Officer City Council Member.

Moved by Member Cavanagh to place Jeffrey Brown's Financial Interest on file, having found no violation of the Ethics Ordinance at this time. The Board's written response will include a reminder of their ongoing duty to submit a new Statement of Financial Interest if any new and relevant information arises.

Moved by Member Cavanagh to amend the previous motion to instead place Jeffrey Brown'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 CARRIED UNANIMOUSLY

Statement of Financial Interests Tamera Carter City Council Member

Moved by Member Cavanagh to place Tamera Carter'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 CARRIED UNANIMOUSLY

Statement of Financial Interests Amy Crank Human Relations and Community Services Department.

Moved by Member Kris to place Amy Crank's Statement of Financial Interest on file, having found no violation of the Ethics Ordinance at this time.

MOTION CARRIED UNANIMOUSLY

Statement of Financial Interest Paul Dripchak Human Relations and Community Services Advisory Board

Moved by Member Bouck to place Paul Dripchak'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 CARRIED UNANIMOUSLY

Statement of Financial Interests Shelbi Frayer

Moved by Member Kris to place Shelbi Frayer's Statement of Financial Interest on file, having found no violation of the Ethics Ordinance at this time.

MOTION CARRIED UNANIMOUSLY.

Statement of Financial Interests Jeremy Garza City Council Member

Moved by Member Bouck to place Jeremy 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 CARRIED UNANIMOUSLY.

Statement of Financial Interests Michael Hopson Human Relations and Community Services Department, DEI Officer

Moved by Member Kris to place Michael Hopson'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 CARRIED UNANIMOUSLY.

Statement of Financial Interests Melissa Horste Human Relations and Community Services Advisory Board

Moved by Member Bouck to place Melissa Horste'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 CARRIED UNANIMOUSLY.

Statement of Financial Interests Adam Hussain City Council Member

Moved by Member Bouck to place Alderson Adam 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 CARRIED UNANIMOUSLY.

Statement of Financial Interests Brian T. Jackson City Council Member

Moved by Member Cavanagh to place Brian 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 CARRIED UNANIMOUSLY.

Statement of Financial Interests Ryan Kost City Council Member

Moved by Member Kris to place Ryan Kost'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 CARRIED UNANIMOUSLY.

Statement of Financial Interests Christopher Mumby Information Services Director

Moved by Member Bouck to place Christopher Mumby'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 CARRIED UNANIMOUSLY.

Statement of Financial Interests Dennis Parker Chief Labor Negotiator

Moved by Member Cavanagh to place Dennis Parker'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 CARRIED UNANIMOUSLY.

Statement of Financial Interests Trini Pehlivanoglu City Council Member

Moved by Member Kris to place Trini Pehlivanoglu'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 CARRIED UNANIMOUSLY.

Statement of Financial Interests Andy Schor Mayor

Moved by Member Kris to place Andy Schor'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 CARRIED UNANIMOUSLY.

Statement of Financial Interests James Smiertka City Attorney "Emeritus"

Moved by Member Kris to place James Smiertka'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 CARRIED UNANIMOUSLY.

Statement of Financial Interests Lucianna Solis Mayor's Office,
Community Relations Liaison

Moved by Member Cavanagh to request Lucianna Solis make the requested and necessary changes to their Statement of Financial Interest and return it to the Board for reconsideration.

MOTION CARRIED UNANIMOUSLY.

Statement of Financial Interests Peter Spadafore City Council Member

Moved by Member Kris to place Peter 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 CARRIED UNANIMOUSLY.

Statement of Financial Interests Chris Swope City Clerk

Moved by Member Cavanagh to place Chris 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 CARRIED UNANIMOUSLY.

Statement of Financial Interests Rawley VanFossen Economic
Development & Planning Department Director

Moved by Member Cavanagh to place Rawley VanFossen'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 CARRIED UNANIMOUSLY.

CITY ATTORNEY'S REPORT:

Assistant City Attorney noted the Appointment of Gregory Venker as the new city attorney took place at the May 6th City Council meeting.

CHAIR'S REPORT: Chair Houston Thanked board members for attending.

TABLED ITEMS: None

UNFINISHED BUSINESS: None

ADJOURNED 6:08 p.m.

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CITY OF LANSING STATEMENT OF FINANCIAL INTERESTS

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

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

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

Reporting Individual to Complete – Basic Filing Information

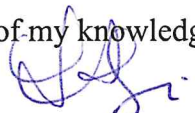
Name of Reporting Individual Lucanna Selis

Position with the City Commonly Relative Name of Supervisor Mark Lawrence

Principal Address of Reporting Individual 2011 Old Oakland Ave

Contact Numbers: 517-348-4999

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

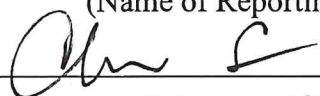
6/10/24
Date

STATE OF MICHIGAN)
)ss.
COUNTY OF Ingham)

JUN10'24 3PMCLERK

The foregoing instrument was acknowledged before me this 10th day of June,

2024 (year), by Lucanna Selis
(Name of Reporting Individual)

 (Notary Signature)

Chris Swop (Print Name) Notary

Public, Ingham County,

Acting in Ingham County,

My Commission Expires: ~~9/5/2024~~ 9/5/2025

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				

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

☐ YES ☐ NO

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

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Part II

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

Asset	Description
NONE	

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	

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Part IV

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

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

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

☐ YES ☐ NO

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

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Part V

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

Name	Address	Instrument of Ownership	Past 12 Months or Present
None to me or any family member with whom I am in communication.			

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Part VI

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

Address or Description of Real Estate	Nature of Right or Interest	Past 12 Months or Present
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 for me or any family member I am in communication with			

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Part VIII

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

Name of Person or Organization	Nature of Financial Interest	Title or Description of Position Held by Reporting Individual or Immediate Family	Past 12 Months or Present
None for me or my family member I am in communication with			

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

Part IX

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

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

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

Pg 1

CITY OF LANSING STATEMENT OF FINANCIAL INTERESTS

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

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

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

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

Name of Reporting Individual Daniel Spencer

Position with the City Contract Manager Name of Supervisor Toni Young

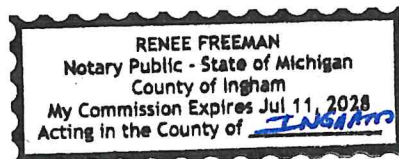
Principal Address of Reporting Individual 920 S Washington Ave 9L Lansing, MI 48910

Contact Numbers: 810-423-3648

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

6/28/24
Date



STATE OF MICHIGAN)
(ss.
COUNTY OF INGHAM)

The foregoing instrument was acknowledged before me this 28TH day of June, 2024 (year), by Daniel Spencer

(Name of Reporting Individual)

[Signature] (Notary Signature)

RENEE FREEMAN (Print Name) Notary

Public, INGHAM County,

Acting in INGHAM County,

My Commission Expires: 7.11-28

JUL 2'24 BANCLERK

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Report Terms

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

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

Part I

List each and every organization (other than the City) in which you are an 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
n/a				

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

☐ YES ☐ NO

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

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Part II

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

Asset	Description
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	

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Part IV

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

Name	Address of Principle Residence	Nature of Gift	Value of Gift	Past 12 Months or Present
n/a				

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

☐ YES ☐ NO

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

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Part V

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

Name	Address	Instrument of Ownership	Past 12 Months or Present
n/a			

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Part VI

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

Address or Description of Real Estate	Nature of Right or Interest	Past 12 Months or Present
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 (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
n/a			

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Part VIII

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

Name of Person or Organization	Nature of Financial Interest	Title or Description of Position Held by Reporting Individual or Immediate Family	Past 12 Months or Present
n/a			

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

Part IX

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

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

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