

CITY OF LANSING - BOARD OF ETHICS

REGULAR MEETING

August 13, 2024, 5:30 P.M.

Reo Elections Office

1221 Reo Rd Lansing

AGENDA

CALL TO ORDER

ROLL CALL

- | | |
|---|--|
| ☐ Jim De Line, Chairperson | ☐ R Cole Bouck |
| ☐ Janielle Houston | ☐ 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: July 9, 2024

NEW BUSINESS

Robert Backus Statements of Financial Interests Police Chief

Regional Ethics Conference 2024

CITY ATTORNEY'S REPORT

CHAIR'S REPORT:

TABLED ITEMS:

UNFINISHED BUSINESS

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.

**DRAFT MINUTES
LANSING CITY BOARD OF ETHICS
REGULAR MEETING
July 9, 2024 5:30 PM**

Meeting Room
Reo Elections Office
1221 Reo Rd Lansing

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

MEMBERS PRESENT:

Janielle Houston, Chairperson
Jim De Line,
R Cole Bouck
Keith Kris
Rachelle Franklin

ABSENT: John Folkers- Excused
Jim Cavanagh - Excused
Louise Alderson - Excused

A QUORUM WAS PRESENT

OTHERS PRESENT: Brian P Jackson, City Clerk's Office
Matthew Staples, City Attorney's Office

PUBLIC COMMENT: None.

APPROVAL OF AGENDA:

Moved by Member Kris to approve the agenda with edits to move Daniel Spencer's Statement of Financial Interest to New Business.

MOTION CARRIED UNANIMOUSLY.

SECRETARY'S REPORT:

Approval of Minutes

Moved by Member Bouck to approve the Minutes of May 14, 2024 with correction to Council Member Jeffrey Brown's title.

MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS:

Election of Chairperson and Co-Chairperson

Moved by Member Kris to nominate Jim De Line for Chairperson.

MOTION CARRIED UNANIMOUSLY.

Moved by Member Houston to nominate Keith Kris for Vice-Chairperson.

MOTION CARRIED UNANIMOUSLY.

Statement of Financial Interests Daniel Spencer, HRCS Department

Moved by Vice-Chair Kris to place Daniel Spencer'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: None.

CHAIR'S REPORT:

Chair De Line thanks the Board for their vote of support.

TABLED ITEMS:

UNFINISHED BUSINESS:

Statement of Financial Interests Luci Solis, Mayor's Office

Moved by Vice-Chair Kris to place Luci Solis' 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.

ADJOURNED 5:49 p.m.

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 ROBERT BACKUS

Position with the City POLICE CHIEF Name of Supervisor MAYOR SCHOK

Principal Address of Reporting Individual [REDACTED]

Contact Numbers: [REDACTED]

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

[REDACTED]
Signature

8/2/24
Date

STATE OF MICHIGAN)
)ss.
COUNTY OF Ingham)

The foregoing instrument was acknowledged before me this 2 day of August,

2024(year), by Robert Backus
(Name of Reporting Individual)

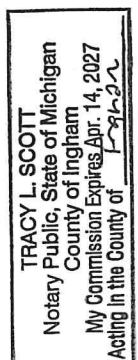
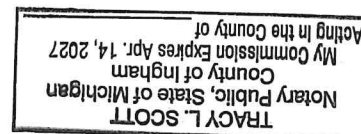
Tracy L Scott (Notary Signature)

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				

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.

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				

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.

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
DANIEL & MARY BACKUS	121 ISBELL	SELF	100%
DANIEL & MARY BACKUS	123 ISBELL	SELF	100%
DANIEL & MARY BACKUS	1718 S. WASHINGTON	SELF	100%

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
DANIEL & MARY BACKUS	SAME	BUILDING PERMIT	YES
DANIEL & MARY BACKUS	SAME	PLUMBING PERMIT	YES
DANIEL & MARY BACKUS	SAME	RENTAL CERTIFICATE	YES

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			

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.



BOARD OF ETHICS
DETROIT

THURSDAY,
SEPTEMBER 12TH

2024 Regional Ethics Conference



A one day conference on governmental ethics geared towards city, county, and state ethics boards.

**Butzel Family Center
7737 Kercheval
Detroit, MI 48214**

For more details, go to detroitethics.org or
send an email to ethics@detroitethics.org.





BOARD OF ETHICS DETROIT

2024 REGIONAL ETHICS CONFERENCE

Thursday, September 12, 2024

Continental Breakfast & Opening Remarks	8:30 AM
Concurrent Roundtables Option 1: Ethics Training Michael O'Connell, Detroit Board of Ethics Option 2: Writing Opinions and Decisions John Schapka, Macomb County Corporation Counsel Option 3: How to Increase Disclosures Dawn Widman, Detroit Board of Ethics	9:00 AM
Robert's Rules for Small Boards Registered Parliamentarian Maurice Henderson	10:00 AM
Lunch & Ethics Hot Topics Discussion Dawn Widman, Detroit Board of Ethics	11:30 AM
Mock Hearing Registered Parliamentarian Maurice Henderson	12:30 PM
Challenges and Strategies for Ethics Boards Panelists TBA Moderator: Christal Phillips, Detroit Board of Ethics	2:00 PM
Closing Remarks	3:00 PM

For more details, go to detroitethics.org or send an email to ethics@detroitethics.org