

**Diana Lin**

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**Subject:** Creamer v. Gordon, Administrative Enforcement Matter #1412MU14 - Extension of time and Revised Hearing Notice

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**From:** tracey gordon [<mailto:reachingback@aol.com>]

**Sent:** Friday, March 13, 2015 9:22 AM

**To:** Elizabeth Downey

**Cc:** Maya Nayak; Michael Cooke

**Subject:** Re: Creamer v. Gordon, Administrative Enforcement Matter #1412MU14 - Extension of time and Revised Hearing Notice

Dear Ms. Downey:

Thank you for the approval of an continuance in my case, duly noted for my records

Tracey Gordon

-----Original Message-----

From: Elizabeth Downey <[Elizabeth.Downey@Phila.gov](mailto:Elizabeth.Downey@Phila.gov)>

To: Shane Creamer <[Shane.Creamer@phila.gov](mailto:Shane.Creamer@phila.gov)>; reachingback <[reachingback@aol.com](mailto:reachingback@aol.com)>

Cc: Michael Cooke <[Michael.Cooke@phila.gov](mailto:Michael.Cooke@phila.gov)>; Maya Nayak <[Maya.Nayak@phila.gov](mailto:Maya.Nayak@phila.gov)>

Sent: Thu, Mar 12, 2015 5:45 pm

Subject: FW: Creamer v. Gordon, Administrative Enforcement Matter #1412MU14 - Extension of time and Revised Hearing Notice

[Please disregard my email of moments ago; letter and revised Hearing Notice attached.](#)

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**From:** Elizabeth Downey

**Sent:** Thursday, March 12, 2015 5:44 PM

**To:** Shane Creamer; [reachingback@aol.com](mailto:reachingback@aol.com)

**Cc:** Maya Nayak; Michael Cooke

**Subject:** Creamer v. Gordon, Administrative Enforcement Matter #1412MU14 - Extension of time and Revised Hearing Notice

Dear Ms. Gordon and Mr. Creamer:

On behalf of Ms. Nayak, I am writing to let you know that Ms. Gordon's request for a continuance has been granted and Hearing Officer Glazer has rescheduled the hearing in this administrative enforcement proceeding to begin on June 2, 2015 at 9:30 a.m. The hearing will be held in conference room 18-009 at the Philadelphia Board of Ethics, 1515 Arch Street, 18th Floor, Philadelphia, PA 19102. I have attached a letter and a revised Hearing Notice in this matter that are being sent by certified mail to Ms. Gordon.

Sincerely,

Elizabeth W. Downey  
Associate General Counsel  
Philadelphia Board of Ethics  
[www.phila.gov/ethicsboard](http://www.phila.gov/ethicsboard)  
(215) 686-9450

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Associate General Counsel  
Philadelphia Board of Ethics  
[www.phila.gov/ethicsboard](http://www.phila.gov/ethicsboard)



# CITY OF PHILADELPHIA

BOARD OF ETHICS  
ONE PARKWAY BUILDING  
1515 Arch Street  
18<sup>TH</sup> Floor  
Philadelphia, PA 19102-1504  
(215) 686 – 9450  
FAX 686 – 9453

***Confidential***

March 12, 2015

**Via certified mail and email**

Tracey L. Gordon  
6543 Windsor Street  
Philadelphia, PA 19142  
reachingback@aol.com

**Re: Administrative Adjudication Matter #1412MU14**

Dear Ms. Gordon:

I write to inform you that Board Chair Michael Reed has granted an extension of time in response to your request for a continuance that you submitted yesterday. The hearing you have requested is now scheduled to begin on June 2, 2015. We are unable to reschedule the hearing earlier than this date because of other commitments. A revised Hearing Notice, which was also sent to you by email today, is enclosed and contains new deadlines for submission of pre-hearing filings.

Chair Reed cautions that further requests for extensions or continuances will not be granted. I note that on January 6, 2015, Board Hearing Officer Richard Glazer previously granted your request for a 30-day extension to file a written Response in this matter. The present extension delays the hearing by 64 days. This affords you considerable time both to obtain an attorney to represent you in this matter and for such attorney to prepare for the hearing. If you do not engage an attorney during this extended time period, you must be prepared to proceed with the hearing on June 2, 2015.

If you engage an attorney to represent you in this matter, you must let me know immediately so that I can then direct all communications to your attorney.

Sincerely,



Maya Nayak  
General Counsel

Enclosure

cc (via email): Shane Creamer, Executive Director  
Michael Cooke, Director of Enforcement

**BOARD OF ETHICS  
OF THE CITY OF PHILADELPHIA**

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<b>J. Shane Creamer, Jr.</b>	:
Executive Director	:
Philadelphia Board of Ethics	:
1515 Arch Street, 18th Floor	:
Philadelphia, PA 19102	:
	:
	<b>Matter No. 1412MU14</b>
v.	:
	:
	<b>Date of Revised Notice of Hearing:</b>
	March 12, 2015
	:
<b>Tracey Gordon</b>	:
6543 Windsor Street	:
Philadelphia, PA 19142	:
	:
	:
Respondent	:
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**REVISED NOTICE OF HEARING**

In response to Respondent Tracey Gordon's March 11, 2015 request for a continuance in this matter, which Board Chair Michael Reed granted, the Board's Hearing Officer Richard Glazer has rescheduled the hearing to take place on Tuesday, June 2, 2015, at 9:30 a.m. The hearing shall continue day-to-day as necessary, until completed.

The hearing will take place in the conference room at the Office of the Board of Ethics, Room No. 18-009, One Parkway Building, 1515 Arch Street, 18<sup>th</sup> Floor, Philadelphia, PA 19102.

Pursuant to Board of Ethics Regulation No. 2 and the November 19, 2014 Supplemental Procedures Memorandum, the deadline for parties to exchange witness lists and exhibits is Tuesday, May 12, 2015. The deadline for the parties to submit pre-hearing memoranda to the Board is Tuesday, May 19, 2015.

(215) 686-9450