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New York City Conflicts of Interest Board
2 Lafayette Street
New York, NY 10007

Re: Consulting arrangement with Andrew Lipkin

Honorable Members of the Board:

This letter serves to notify the Conflicts of Interest Board that in accordance with COIB Rule 1-07(d) the New York City Law Department is planning to retain Andrew Lipkin as a consultant. Mr. Lipkin retired from City service on August 12, 2022 after 16 years with this agency. As Senior Tax Counsel, he led the Income and Excise Unit of the Tax and Bankruptcy Litigation Division for the past six years. In addition to representing the City in tax matters before the City Tax Tribunal and various State and Federal courts, this unit's principal responsibilities include providing tax counsel to the Law Department, FISA-OPA, the Office of Labor Relations, and the Department of Finance, as well as any other City agency seeking tax guidance.

Mr. Lipkin is being retained as a consultant for the purpose of continuing and completing work left unfinished at the time of his departure, which includes critical tax counsel in connection with the City's five pension plans, and various other complex Federal, State and City tax matters. Retaining Mr. Lipkin is necessary because he possesses invaluable subject-matter expertise and institutional knowledge not otherwise available among other employees to immediately assume his role in connection with these issues.

Additionally, with Mr. Lipkin's retirement, this unit will have lost two senior attorneys within the last 11 months leaving two far more junior attorneys. Mr. Lipkin will also continue training these attorneys and will consult regarding pending litigation matters, many of which he has had substantial involvement.

Mr. Lipkin is being retained for a period of six months, which is no longer than reasonably necessary to continue and complete the work and training described above. If it is determined that Mr. Lipkin's services are still needed at the conclusion of that six month period, we will consider renewing this arrangement for an additional six-month period.

Mr. Lipkin will be compensated at a rate comparable to his prior compensation.

Very truly yours,

Muriel Goode-Trufant
Managing Attorney