



June 16, 2026

BY EMAIL

New York City Conflicts of Interest Board
2 Lafayette Street, Suite 1010
New York, New York 10007
Attention: Ethan Carrier, General Counsel, carrier@coib.nyc.gov

Re: Not-for-profit corporation board designation of New York City Economic Development Corporation ("NYCEDC") employee pursuant to Board Rule §1-13(e)

Dear Conflicts of Interest Board:

In accordance with Board Rule §1-13(e)(1)(iv), I write to notify you that Jeanny Pak, Interim President of New York City Economic Development Corporation has designated Lizette Chaparro, Vice President of NYCEDC, to serve as the designee of Mark Levine, NYC Comptroller, on the Board of Directors of the New York City Historic Properties Fund, Inc. ("NYCHP Fund"), a New York Not-for-Profit corporation organized and operated exclusively for charitable, educational, religious, scientific, or other purposes described in Section 501(c)(3) of the Internal Revenue Code, and exempt from federal income taxation thereunder and to utilize NYCEDC time, resources, and equipment in the performance of such work.

Lizette Chaparro is a Vice President in NYCEDC's Neighborhood Strategies department and she will not be compensated for her activities at the NYCHP Fund, but will use reasonable and incidental NYCEDC time and resources to fulfill this service.

Ms. Chaparro's service on the NYCHP Fund's Board of Directors as Comptroller Levine's designee furthers NYCEDC's mission by promoting economic development in New York City by coordinating financial incentives and private investment, preserving the City's tax base, and undertaking projects that support economic development in the City. Specifically, this employee's role in performing work for the NYCHP Fund will allow the NYCHP Fund to finance the restoration of historic buildings including cooperatives, not-for-profit organizations, commercial buildings, religious properties and private residential structures throughout New York City.

If you have any questions regarding this designation, please do not hesitate to contact me at rlapalme@edc.nyc.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert LaPalme", written in a cursive style.

Robert LaPalme
Assistant General Counsel

cc: Christopher Hammer, Deputy General Counsel, hammer@coib.nyc.gov



To: New York City Conflicts of Interest Board

From: Jeanny Pak, Interim President

Re: Designation of Lizette Chaparro to Perform Work on Behalf of New York City Historic Properties Fund, Inc.

Date: June 15, 2026

In accordance with Section 1-13(e) of Title 53 of the Rules of the City of New York, I hereby designate Lizette Chaparro, Vice President, New York City Economic Development Corporation ("NYCEDC"), to perform work on behalf of the New York City Historic Properties Fund, Inc., a New York Not-for-Profit corporation organized and operated exclusively for charitable, educational, religious, scientific, or other purposes described in Section 501(c)(3) of the Internal Revenue Code, and exempt from federal income taxation thereunder (the "NYCHP Fund"), formed on behalf of the New York Landmarks Conservancy, Inc., a New York Not-for-Profit corporation (the "NYLC"), on an uncompensated basis as the designee of Mark Levine, NYC Comptroller, to serve on the Board of Directors of the NYCLP Fund and to use reasonable and incidental time and City resources while working at New York City Economic Development Corporation ("NYCEDC") in connection with such work. The Board of Directors of the NYCLP Fund meets twice a year for approximately two hours each meeting and such meetings occur during regular work hours.

As set forth below, there is a demonstrated nexus between this employee's job, their work for the NYCHP Fund, and the mission of NYCEDC to promote economic development in New York City by reducing unemployment, increasing and maintaining job opportunities, attracting and retaining industry and business, strengthening the City's economic growth and business prosperity, improving key transportation and maritime assets, coordinating financial incentives and private investment, preserving the City's tax base, and undertaking projects that support economic development in the City.

Pursuant to COIB Rule 1-13(e), a public servant may be designated to perform work on behalf of a not-for-profit corporation, association, or other such entity that operates on a not-for-profit basis, including serving as a board member or other position with fiduciary responsibilities, provided that:

1. There is a demonstrated nexus between the proposed work, the public servant's City job, and the mission of the public servant's agency;
2. Such work furthers the agency's mission and is not undertaken primarily for the benefit or interests of the non-profit;

3. The designated public servant takes no part in the entity's business dealings with the City at the entity or at his or her agency, except that Council members may sponsor and vote on discretionary funding; and

4. Within 30 days the written designation is disclosed to the Conflicts of Interest Board.

Here, there is a demonstrated nexus between the mission of NYCEDC, this employee's work for NYCEDC, and the work of the NYCHP Fund. Ms. Chaparro is a Vice President in NYCEDC's Neighborhood Strategies division, which leads planning and development projects that preserve and revitalize neighborhoods, including upgrading infrastructure, repurposing public sites, and strengthening commercial districts. In her role at NYCEDC, Ms. Chaparro coordinates with City agencies and communities to shape redevelopment strategies that balance growth with neighborhood stability and long-term resilience. This employee's role in performing work for the NYCHP Fund will be consistent with the NYCEDC's mission and her role at NYCEDC and it will further the purposes and interests of NYCEDC and the City coordinating financial incentives and private investment, preserving the City's tax base, and undertaking projects that support economic development in the City. Specifically, this employee's role in performing work for the NYCHP Fund will allow the NYCHP Fund to finance the restoration of historic buildings including cooperatives, not-for-profit organizations, commercial buildings, religious properties and private residential structures throughout New York City.

The NYCHP Fund has no business dealings before NYCEDC. If any business dealings between NYCEDC and the NYCHP Fund should arise as part of this employee's work in connection with the NYCHP Fund, this employee will recuse themselves from any such dealings and seek guidance from the Conflicts of Interest Board.

Based on information presented to me, I have determined that there is a demonstrated nexus between the mission of NYCEDC; the job of Lizette Chaparro at NYCEDC as Vice President of the Neighborhood Strategies Department, and that such work and activities would further the mission of NYCEDC and is not undertaken primarily for the benefit or interests of the NYCLP Fund.

Sincerely,



Jeanny Pak
Interim President

Cc: Robert LaPalme, Assistant General Counsel