



NEW YORK CITY
HOUSING DEVELOPMENT
CORPORATION

MEMORANDUM

To: The Chairperson & Members

From: Eric Enderlin, President *EE*

Re: Appointment of Louise Carroll as Senior Vice President & General Counsel

Date: September 19, 2018

I am pleased to recommend that the Members approve the appointment of Louise Carroll as Senior Vice President & General Counsel for the Corporation. Ms. Carroll brings to HDC a broad range of experience in not only law but affordable housing, public policy, government ethics and finance.

For the past twelve years, Ms. Carroll has worked at The New York City Department of Housing Preservation & Development, where she consistently took on new challenges and was promoted accordingly. Her positions at HPD included Associate General Counsel, Assistant Commissioner and, most recently, Associate Commissioner for Housing Incentives. Among Ms. Carroll's many accomplishments in that role, she has been a primary architect of change in how the City's tax programs can be leveraged to maximum effect in order to promote the production goals of this Administration's housing plan.

Prior to her tenure at HPD, Ms. Carroll previously served as an Associate Counsel at the New York City Conflicts of Interest Board and as a transactions attorney for the New York City Administration for Children's Services. Before commencing her distinguished career in public service, Ms. Carroll worked in the private sector as Chief Financial Officer of an international ship-owning and brokerage company.

Ms. Carroll graduated with a B.S. in Political Science and History from The University of Wales, obtained an M.B.A. from The University of Leicester in the United Kingdom, and her J.D. from Tulane Law School in New Orleans. Her resume is attached.

With your approval, Ms. Carroll's appointment would be effective as of October 29, 2018. The terms of her employment will be presented to the Members of the HDC Governance Committee.

MARIE LOUISE CARROLL

EXPERIENCE

New York City Department of Housing, Preservation and Development (HPD)

Associate Commissioner, Housing Incentives, February 2016 – Present

Senior Manager responsible for all aspects of Tax Incentives, Inclusionary Housing (IH) policy and implementation, and Compliance and Enforcement, including:

- Implementing tax exemption and abatement programs (*e.g.*, 421-a, 420-c; j-51, Article XI, and the Tax Credit Program) to further HPD's housing production goals;
- Participating in creating tax incentive rules and policy to promote housing production including but not limited to current initiatives to revamp J-51;
- Overseeing all aspects of the IH program (both voluntary and mandatory) including production, policy, rules, regulations, and implementation;
- Successfully creating, in 2017, a new Compliance and Enforcement unit that has brought over 2,000 tax lots into compliance with 421-a requirements; and
- Comprehensive management duties for a staff of over 40, including all employment-related matters.

Assistant Commissioner, IH, September 2014 – February 2016

Senior manager responsible for all aspects of IH policy and implementation, including:

- Built a team of project managers and directors charged with closing mixed-use publicly and privately financed real estate development projects with IH bonus;
- Streamlined the IH program to produce record numbers of affordable housing units (3,000+ units of housing in FY 2015, more than double the best year since the IH program's 1987 inception);
- Acted as Co-leader of Mandatory IH team that wrote the City's Mandatory IH program as certified by the City Planning Commission on September 21, 2016;
- Identified the need for, and spearheaded the successful development and implementation of, the HPD IH Map;
- Revamped the IH program's preservation component after a three-year dormancy; and
- Managed Cornerstone Partnership Grant study of third-party monitors for IH housing units.

Associate General Counsel for Inclusionary Housing, September 2006 – September 2014

Advise New York City on all aspects of IH and tax exemption programs (*e.g.*, 420-c and Article XI), including legislative drafting and transactional work:

- Drafted Section 23-90 (IH) including the New York City Zoning Resolution (July 29, 2009);
- Acted as lead drafter of IH Rules, 28 R.C.N.Y. ch. 41 (Jan. 22, 2011); and
- Represented New York City at major real estate transactions involving IH.

New York City Conflicts of Interest Board (Government Ethics)

Associate Counsel, Litigation – Enforcement Division, 2002 – 2006

Senior role in prosecuting violations of New York City ethics law:

- Investigated and assessed potential violations of City ethics laws; recommended actions to Board including litigation and/or no-action warning letters;
- Conducted litigation including drafting assorted legal memoranda, probable cause notices and petitions, bringing cases before Board and the N.Y.C. Office of Administrative Trials and Hearings, and negotiating settlements;
- Counseled elected officials and public servants on the City’s ethics rules; and
- Managed Division’s docket and supervised junior attorneys.

New York City Administration for Children’s Services (ACS)

Transactions Attorney, 1999 – 2002

Responsible for all aspects of contract drafting and negotiation on behalf of ACS:

- Drafted, negotiated and reviewed contracts, Requests for Proposals and Solicitations in multiple areas including consulting, real estate, and construction; and
- Advised ACS on all corporate and legislative issues affecting current or potential programs.

Friedrich A. Detjen (Cyprus) Ltd. (Limassol, Cyprus)

Chief Financial Officer, 1994 – 1995; Assistant Manager of Finance, 1993 – 1994

Senior executive in German ship-owning and brokerage company:

- Managed over \$300 million in investments; and
- Supervised and directed all financial accounting, including financial statements, and conducted venture capital feasibility studies.

EDUCATION

Tulane Law School

New Orleans, LA
J.D., May 1998
Admitted N.Y. S. 1999

University of Leicester

United Kingdom
M.B.A., 1993

University of Wales

United Kingdom
B.S., Pol. Sc. & History, 1992

SELECTED RECENT AWARDS AND ACTIVITIES

- *Panelist, American Planning Conference, (4/22/2018)*
- *Panelist, NYSAHFA Conference (5/16/2018)*
- *Speaker, New York City Bar Association Housing Committee (2/08/2018)*
- *Panelist, RELA Conference on Affordable Housing (10/11/2017)*
- *Recipient, Ibo Balton Community Planner Award, Citizens Housing Planning Council (5/13/2016)*

INTERESTS

- *Member, National Black MBA Association, Inc.*
- *Tennis*