

**DRAFT Minutes**  
**Landmark Community Development Authority**  
Organizational Meeting  
301 King St., Room 2400  
Alexandria, VA 22314  
Tuesday, December 14, 2021 5:30 p.m.

**Board Members**

Present:

Justin Wilson  
Canek Aguirre  
John Taylor Chapman  
Amy B. Jackson  
Redella S. Pepper

**City Staff:**

Mark B. Jinks, City Manager  
Joanna Anderson, City Attorney  
Emily Baker, Deputy City Manager  
Julian Gonsalves, Assistant City Manager for Public-Private Partnerships  
Kendel Taylor, Director of Finance  
Kevin Greenlief, Assistant Director - Revenue Division, Department of Finance

**Call to Order**

Justin Wilson called the meeting to order.

**1. Calling the Roll.**

All board members Wilson, Aguirre, Chapman, Jackson, and Pepper were present.

**2. Election of Officers.**

*Upon motion by Chapman, seconded by Jackson and carried unanimously by voice vote, the Authority elected Wilson as Chair and Pepper as Vice Chair.*

*Upon motion by Chapman, seconded by Pepper and carried unanimously by voice vote, the Authority appointed Julian Gonsalves as Secretary/Treasurer and Kendel Taylor as Assistant Secretary/Treasurer.*

**3. Approval of the ByLaws, Special Assessment, Memorandum of Understanding and RMA and Execution of MOU.**

*Upon motion by Pepper, seconded by Jackson and carried unanimously by voice vote, the Authority approved the resolution which included the form, and authorized the execution and delivery, of (a) the Memorandum of Understanding (MOU) and (b) the Rate and Method and Apportionment of Special Assessments; and approved the Special Assessments to be levied in accordance with the provisions of the Rate and Method and the Memorandum of Understanding.*

**4. Adjourn.**

*Upon motion by Pepper, seconded by Jackson and carried unanimously by voice vote, the Authority passed the motion to adjourn.*