



West Falls Community Development Authority Meeting Agenda

August 19, 2021 ❖ 2 p.m.

Virtual Meeting Link: https://teams.microsoft.com/l/meetup-join/19%3ameeting_OTYxYTBhNTQtMmUwZC00NjI3LWE4ZWEtY2QwZjg3M2Y2NmMw%40thread.v2/0?context=%7b%22Tid%22%3a%2273ba5b04-4ace-4ae3-a6b2-65cbc403418b%22%2c%22Oid%22%3a%22017c4267-c313-4f71-8c50-c1dee2e5afca%22%7d

Or call in (audio only): +1 540-566-5466 (286 558 798#)

NOTICE: The meeting for which this agenda has been posted will be held pursuant to and in compliance with the Virginia Freedom of Information Act, Section 2.2-3708.2 and state and local legislation adopted to allow for continued government operation during the COVID-19 declared emergency. All participating members will be present at this meeting through electronic means. All members of the public may view this electronic meeting via the link advertised on the City's website calendar. Public comments may be submitted to city-attorney@fallschurchva.gov. All comments will be provided to the CDA members.

PLEASE NOTE: This meeting will be conducted using Microsoft Teams. Don't have the Teams app? You can still join a Teams meeting. **See the instructions attached to this meeting agenda.** Please email city-manager@fallschurchva.gov if you need assistance with installation. During the meeting, staff will likely not be available to assist with installation.

1. **Call to Order & Reading of Virtual Meeting Notice**
2. **Roll Call & Oaths of Office**
3. **Adoption of By-Laws** (MOTION: Move to adopt (CDA TR21-01))
4. **Election of Officers**
 - a) Chair [then takes over]
 - b) Vice Chair
 - c) Secretary
 - d) Treasurer
5. **Receipt of Public Comment**
6. **General schedule and upcoming actions**
7. **Reimbursement Resolution** (MOTION: Move to adopt (CDA TR21-02))
8. **Consideration of Electronic Participation Policy** (MOTION: Move to adopt (CDA TR21-03))
9. **Schedule next meeting**
10. **Other business**
11. **Adjourn**

Information Items:

[City Council Action: Creation of CDA](#) (Ord. 2033)

[City Council Action: Approved By-laws](#) (Res. 2021-27)

West Falls Community Development Authority Staff: Wyatt Shields 703-248-5004, city-manager@fallschurchva.gov

The City of Falls Church is committed to the letter and spirit of the Americans with Disabilities Act. To request a reasonable accommodation for any type of disability, call 703-248-5004 TTY711.

Instructions for joining a Microsoft Teams meeting:

[Click here to watch a video with instructions for joining a Teams meeting](#)

Join a Teams meeting on a phone or tablet

1. Click the meeting link provided.
2. **Download the Teams app for your device when prompted:**
 - Type in your name.
 - Choose the audio and video settings you want.
3. Select **Join now**.
4. Depending on meeting settings, you'll get in right away, or go to a lobby where someone in the meeting can admit you.

Join a Teams meeting on the web or through a web browser on a phone or tablet

Don't have the Teams app? You can still join a Teams meeting.

1. Click or copy and paste the meeting link provided.
2. You have two choices:
 - **Download the Windows app:** Download the Teams app.
 - **Join on the web instead:** Join a Teams meeting on the web.
3. Type in your name.
4. Choose the audio and video settings you want.
5. Select **Join now**.
6. Depending on meeting settings, you'll get in right away, or go to a lobby where someone in the meeting can admit you.