

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

TO: Chairman Martin E. Nohe and Members
Northern Virginia Transportation Authority

FROM: Monica Backmon, Executive Director

DATE: November 7, 2019

SUBJECT: Proposed Calendar Year 2020 Meeting Schedule

- 1. Purpose:** To seek Northern Virginia Transportation Authority (NVTA) approval of the proposed NVTA meeting schedule for Calendar Year (CY) 2020.
- 2. Background:** As the regions multi-modal transportation planning, programming and funding entity, it is vitally important to allow sufficient planning time for the Authority to conduct its business meetings.

Consistent with prior practice, the Executive Director proposes the Authority continue to meet on the second Thursday of each month at 7:00pm for CY2020 as indicated below with noted exceptions:

- **January 9, 2020 at 7:00pm (Listening Session for the kick-off to the update of TransAction)**
- February 13, 2020 at 7:00pm
- March 12, 2020 at 7:00pm
- **April 16, 2020 at 7:00pm (third Thursday of the month due to Spring Break and Passover).**
- May 14, 2020 at 7:00pm
- **June 11, 2020 at 7:00pm (*anticipated adoption of the Six Year Program update)**
- July 9, 2020 at 7:00pm
- **August - No Meeting, unless special circumstances require.**
- September 10, 2020 at 7:00pm
- October 8, 2020 at 7:00pm
- November 12, 2020 at 7:00pm
- **December 10, 2020 at 6:00pm (it is anticipated that the Northern Virginia Regional Commission will meet after the Authority meeting).**