

## NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

**TO:** Chair Phyllis J. Randall and Members  
Northern Virginia Transportation Authority

**FROM:** Monica Backmon, Chief Executive Officer

**DATE:** January 6, 2022

**SUBJECT:** Adoption of Proposed Calendar Year 2022 Meeting Schedule

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- 1. Purpose:** To seek Northern Virginia Transportation Authority (NVTA) adoption of the proposed NVTA meeting schedule for Calendar Year (CY) 2022.
- 2. Suggested motion:** *I move Authority adoption of the Proposed Calendar Year 2022 Meeting Schedule.*
- 3. 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 Chief Executive Officer proposes the Authority continue to meet on the second Thursday of each month at 7:00pm for CY2022 as indicated below with noted exceptions:

- January 13, 2022 at 7:00pm
- February 10, 2022 at 7:00pm
- March 10, 2022 at 7:00pm
- **April 14, 2022 at 7:00pm – (Day is Holy Thursday, Alternate maybe 21<sup>st</sup>).**
- May 12, 2022 at 7:00pm
- June 9, 2022 at 7:00pm
- July 14, 2022 at 7:00pm
- **August - No Meeting, unless special circumstances require.**
- September 8, 2022 at 7:00pm
- October 13, 2022 at 7:00pm
- November 10, 2022 at 7:00pm
- December 8, 2022 at 7:00pm