

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

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

FROM: Monica Backmon, Chief Executive Officer

DATE: December 1, 2022

SUBJECT: Proposed Meeting Schedule for Calendar Year 2023

1. Purpose: To inform Northern Virginia Transportation Authority (NVTA) of the proposed NVTA meeting schedule for Calendar Year (CY) 2023.

2. Background: As the region's multimodal transportation planning, programming, and funding entity, it is vitally important to allow sufficient planning time for the Authority to conduct its monthly 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 CY2023 as indicated below with noted exceptions:

- January 12, 2023 at 7:00pm – Annual Organizational Meeting
- February 9, 2023 at 7:00pm
- March 9, 2023 at 7:00pm
- April 13, 2023 at 7:00pm
- May 11, 2023 at 7:00pm
- June 8, 2023 at 7:00pm – NVTA 20th and 10th Anniversary Celebration
- July 13, 2023 at 7:00pm
- **August - No meeting, unless special circumstances require.**
- September 14, 2023 at 7:00pm
- October 12, 2023 at 7:00pm
- November 9, 2023 at 7:00pm
- December 14, 2023 at **6:00pm**