

**MINUTES OF THE MEETING OF THE MEMBERS
OF THE CAPITAL REGION AIRPORT COMMISSION**

November 26, 2024

I. CALL TO ORDER

Chairman James M. Holland called the regular monthly meeting of the Capital Region Airport Commission to order at 8:00 a.m. on November 26, 2024. The meeting was conducted in the Commission Boardroom in the Terminal Building. A quorum was present.

The following members were present: Commissioners Carroll, Cooper, Dibble, Fulton, Hazzard, Heston, Holland, Macfarlane, Miller, Nelson, Roundtree, Schneider, Trammell, and Ukrop. Present by invitation were Perry J. Miller, President and CEO; John B. Rutledge, Chief Operating Officer; Basil O. Dosunmu, Chief Financial Officer; Uday Nethula, Chief Human Resource Officer; Troy M. Bell, Director – Marketing and Air Service Development; Carol Gaddis, Director – IT and Innovation; Richard Greatti, Director – Finance; Aaron Haynes, Marketing Specialist; Aaron Keller, Director – Operations & Security; Russ Peaden, Director – Properties and Concessions; Charles Samuels, Equipment Operator – Utilities & Grounds; Anthony Tangorra, Director – Customer Experience; Nagesh Tummala, Director – Capital Development; Susan Joy Linn, Recording Secretary; and W. David Harless, legal counsel from Christian & Barton, LLP.

The invited guests were John Martin, President and CEO of RVA 757 Connect, and Jamie Bosket, President and CEO of the Virginia Museum of History & Culture.

At Chairman Holland’s request, Commissioner Cooper provided the invocation, and Chairman Holland led the Pledge of Allegiance to the flag of the United States.

II. SPEAKERS

A. John Martin, President and CEO of RVA 757 Connects

Dr. Perry Miller introduced Mr. Martin and shared his biography.

Mr. Martin reviewed RVA 757 Connect's mission and vision by reviewing the current economic picture of the area against its competitors, which is significantly below Gross Domestic Product (GDP).

RVA 757 Purpose: Improve the economic success of and quality of life in the Richmond area (RVA) and Hampton Roads region (757).

Mission: Identify, support, and advance significant opportunities, initiatives, and projects that will benefit our communities for generations to come.

Point of Interest: If something needs the assistance of the Commonwealth's General Assembly, the combination of votes from RVA (24) and Hampton Roads (28) equals 52 votes versus Northern Virginia's 42 votes.

Key RVA 757 Projects of Priority:

1. Advance key economic development initiatives such as Dominion Energy's Propelling renewable energy, Jefferson Lab – high-performance data lab, and Virginia Natural Gas – expanding pipeline capacity.
2. Support for the widening of Interstate 1-64.
3. Advance Multi-use Trails such as Eastern Shore Trail, Trail 757, and Fall Line
4. Advance Passenger Rail
5. Next Global Internet Hub for RVA and Hampton Road
 - Generating Local Resources
 - Being a Modern Day Region (Smart City)
 - Leveraging Artificial Intelligence (AI) – Unlocking Economic Value affecting all areas from food and beverage processing, pharmaceuticals, information technology, advanced manufacturing, business and shared services, and distribution and logistics.
 - Growing higher-paying jobs that increase RVS's productivity per worker (increases average wages and overall GDP)
 - Lifting Up Everyone: An example could be PCs for People in underserved communities, empowering them through technology to reach their full potential.

How can we help? Think and Act like an Anchor Institution

1. Be part of our pro-business voice
2. Be part of the discussion on what's next for the 757 Connect's 6th big project.
3. Help build an equitable digital society

Chairman Holland thanked Mr. Martin for his presentation.

B. Jamie Bosket, President and CEO of VA Museum of History & Culture

Dr. Perry Miller introduced Mr. Bosket and shared his biography.

Mr. Bosket reviewed the history of the museum and the upcoming 250th state collaboration initiative.

The goal is to make the 250th celebration better and more impactful, as it is more than just a celebration of a war but a change of ideas. The exhibit will allow us to see an American journey instead of a point in time and every American's connection to America in Virginia. The museum's exhibit will begin in March of 2025 due to Patrick Henry's speech "Give Me Liberty or Give Me Death" for a year, then be moved to Yorktown, VA, for a year.

The museum's request is to exhibit a smaller version of the museum's exhibit in the airport's atrium since the airport is the gateway to Virginia as America commemorates the 250th. Ten double-sided, free-standing exhibit panels will be created to condense the storyline with one interactive station and some object cases for display. It would be

installed by July 4, 2025, and run through July 4, 2026. The VMHC Commission will pay for the airport's installation at no cost to the airport and is the only airport installation in the state.

Dr. Perry Miller thanked Mr. Bosket for his presentation and stated there was an agenda item on today's agenda regarding this airport exhibit.

III. OPEN SESSION

A. CONSIDERATION OF AGENDA AMENDMENTS

At Chairman Holland's request, Commissioner Nelson moved to approve the agenda order placing the Closed Session after the Open Session. Commissioner Carroll seconded the motion, and the motion passed unanimously.

B. COMMISSION CHAIRMAN'S COMMENTS

Chairman Holland stated that Senator Mark Warner presented the Commission and staff with a check for \$2.25 million earlier this month. Chairman Holland expressed gratitude for the Senator's support in improving the airport.

C. APPROVAL OF October 29, 2024, MINUTES

At Chairman Holland's request, Commissioner Schneider moved to approve the October 29, 2024, minutes, and Commissioner Cooper seconded the motion.

The motion passed unanimously.

D. PRESIDENT'S REPORT

1. Employee Recognition

a. Charles Samuels – 20 Year Service Award

Mr. Rutledge presented Mr. Samuels with a 20-year service award, noting that Mr. Samuels began his career with the Commission on December 16, 2004, as an equipment operator. He has since advanced to the role of senior operator and occasionally serves as the tour bus driver. Mr. Rutledge personally expressed his gratitude for Mr. Samuels' dedicated service to the Commission.

Mr. Samuels expressed his thanks to the Commission, stating that it has been his pleasure and hopes to continue for another twenty years.

2. Aviation Activity Report

At Dr. Perry Miller's request, Mr. Bell gave the following report:

Passenger Traffic: For October 2024, Richmond International Airport (RIC) reports passenger traffic of 428,441, a 2.8 percent decrease compared to the record established last year. For the fiscal year-to-date (FY25), passenger traffic is 0.3 percent behind the same period a year ago.

Delta Air Lines was the month’s market leader with a 30.4 percent share of passengers, followed by American (29.8%), and United (11.5%). Passenger growth leaders during October include Breeze (+13.9%), American and its affiliates (+9.0%), and JetBlue (+6.0%).

Cargo: October’s total cargo increased 7.4 percent to 19.6 million pounds. Mail, as a separate component, increased more than 1.8 million pounds. Thus far in FY25, cargo is up 8.6 percent.

Operations: Airport operations increased 6.7 percent in October, with air taxi, general aviation, and military segments all reporting year-over-year growth. For FY25 year-to-date, operations are down 0.5 percent.

Additional Comments

- **Spirit Airlines** filed for chapter 11 bankruptcy, a process its CEO noted that it expected to complete in the first quarter of 2025, allowing it to “...emerge even better positioned to deliver the best value in the sky.” The airline currently offers services from Richmond to **Ft. Lauderdale** and **Orlando**. A year ago, **RIC-Las Vegas** was also part of the route mix, but Spirit recently dropped that route on short notice.
- November route inaugural: **Sarasota-Bradenton** (SRQ) on November 22nd (Breeze).
- Upcoming: **New Haven** (HVN) on February 6th (Breeze).
- During the first half of FY25, air carriers will offer **35 nonstop destinations** from RIC.
- Scheduled seat capacity and departures as of November 18, 2024, via Airline Data, Inc.:

Month	Seats	YOY Change	Departures	YOY Change
October 2024	518,366	-3.4%	4,556	+1.6%
November 2024	489,394	-2.1%	4,187	+2.0%
December 2024	495,081	+1.0%	4,259	+4.5%
January 2025	450,112	+2.0%	3,868	+6.8%
February 2025	409,474	-4.3%	3,590	+1.8%
March 2025	505,595	+2.2%	4,268	+6.8%

Mr. Bell also provided a RIC comparison to Norfolk International Airport as requested by a member of the Commission.

3. **Other**

Dr. Perry Miller updated the Commission on the following items:

- The 4th Annual P.O.W.E.R. Business Opportunity Event was held on Wednesday, November 13th.
 - We had over 300 registrations and more than 200 attendees, making this our largest event to date.
 - There were four panel discussions.
 - 25 exhibit booths were made available.
 - For the Commission's 11-week Power University, there were 14 students.
 - Out of the Power University group, there were three winners of *The Pitch* with the first place awarded a \$5K stipend, and two runners-up received nominal prizes.
 - Congratulations to Mr. Peaden and Ms. Akins for the tremendous coordination of this event.
- The Vice President of Enterprise Marketing Communications at Virginia Commonwealth University (VCU) presented Commissioner Grant Heston with the Higher Education Marketer of the Year Award from the American Marketing Association (AMA) and the AMA Foundation. VCU President Dr. Michael Rao remarked, "This is a prestigious national honor that highlights Grant's exceptional leadership, teamwork, and collaboration in effectively communicating VCU's unique story as one of the nation's leading research universities."

E. **COMMISSION STANDING COMMITTEE REPORTS**

1. **Finance and Audit Committee**

Finance Chairman Fulton stated that the committee met with the independent auditors and that the audit opinion was clean. Mr. Dosunmu was asked to review the particulars with the Commission as well as the monthly financials.

Mr. Dosunmu stated that the Management Letter Recommendations were:

1. Accrual Reporting: improve reviews of year-end activity, especially June-August, to ensure accurate recording of assets and liabilities
2. Excel Spreadsheets: Use proving tools and formula checks to ensure data accuracy.
3. Bank Reconciliations: Conduct monthly reconciliations and resolve discrepancies promptly.

4. Leases and Subscriptions: Ensure accurate data entry and enhance understanding of GASB87 and GASB 96 reporting requirements.

Management’s Response – Agrees with recommendations and will implement corrective actions.

Mr. Dosunmu also noted the print version of the Annual Comprehensive Financial Report (ACFR) provided to the Commission.

a. Monthly Financial Update October 31, 2024

Mr. Dosunmu reviewed the following:

Year-to-date operating revenue for the first four months of the Fiscal Year 2025 was \$23.5 million, approximately \$878 thousand, or 3.9% greater than budgeted due to increased enplanements with corresponding parking and concession revenue. However, it was \$673 thousand or 3.0% below the prior year,

Year-to-date operating expenses were about \$13.5 million, -\$2.7 million less than budgeted or -16.5%, primarily due to vacant positions. It is \$1.8 million or 15.9% above the prior year. The Commission budgeted 198 approved full-time positions and currently has 174 filled with 24 vacancies.

Overall, the year-to-date gross margin is 43% or about \$10.0 million of revenue to the bottom line. This is approximately \$6.5 million above budget or -\$1.2 million below the prior year.

The year-to-date interest income is \$2.5 million, with an average annual interest rate of 4.7%, about \$134,745 thousand above the prior year.

Enplanements for FY 2025 were 838,552 passengers or -1.4% below budget and about 0.44 % above the same time last year.

b. Award of Center Core Landscape Artwork

Mr. Peaden reviewed the following:

Staff recommends that the Capital Region Airport Commission (the “Commission”) adopt the following resolution:

WHEREAS, on May 16, 2024, the Commission issued Request for Proposals 24-2470 (the “RFP”) to Design and Produce an Art Intervention for the Center Core Landscape Project at the Richmond International Airport (the “Airport”), which RFP was published to the Commonwealth of

Virginia's eVA e-procurement site and posted on the Commission's website and bulletin board; and

WHEREAS, the RFP requested artists' proposals for the creation of an iconic, memorable outdoor artistic intervention that will be the centerpiece of the Airport's entrance plaza; and

WHEREAS, on or before the submission deadline, the Commission received a total of twelve (12) proposals; and

WHEREAS, the President and CEO of the Commission assembled an evaluation committee composed of qualified staff, local art professionals and consultants to evaluate and rank the proposals based on (i) overall proposed concept design; (ii) qualifications and experience; (iii) applicability of examples in providing similar services; (iv) ability to execute the project within the stated timeline; (v) understanding of the project; and (vi) cost to produce the project; and

WHEREAS, based upon its evaluation and ranking of the proposals received, the evaluation committee invited the three (3) highest ranking artists to provide oral and visual presentations of their proposals; and

WHEREAS, following the artists' presentations, the evaluation committee identified and entered into negotiations with the top two (2) highest ranking artists; and

WHEREAS, following such negotiations, the evaluation committee shared with the Commission conceptual renderings provided by the artists and made recommendation to the Commission to award an artwork commission agreement to Matthew Mazzotta in accordance with his proposal and the terms of the RFP; and

WHEREAS, the Commission finds the conceptual renderings provided by Mr. Mazzotta to be acceptable and in line with the RFP.

NOW, THEREFORE, BE IT RESOLVED BY THE CAPITAL REGION AIRPORT COMMISSION, pursuant to 1980 Acts of Assembly, Chapter 380 of the Code of Virginia, as amended, that the President and CEO of the Commission is authorized to (i) finalize and execute an artwork commission agreement with Matthew Mazzotta for the design and production of an art intervention for the Center Core Landscape Project consistent with his proposal, subject, however, to such

modifications as the President and CEO may deem necessary or appropriate, provided such modifications are in accordance with the terms of the RFP, and further subject to review by legal counsel; and (ii) take all actions and execute all other documents necessary and appropriate to give effect to the Commission's actions as described herein and to otherwise carry out the effect of this Resolution, subject to review by legal counsel.

At Chairman Holland's request, Commissioner Heston motioned to approve the Center Core Landscape Project. Commissioner Macfarlane seconded the motion, and the motion passed unanimously.

c. FAA On-Airport Land Lease

Mr. Peaden reviewed the following:

Staff recommends that the Capital Region Airport Commission (the "Commission") adopt the following resolution:

WHEREAS, the United States of America, acting through the Federal Aviation Administration (the "FAA") leases land at Richmond International Airport (the "Airport") for FAA's activities in support of the National Airspace System, including operation of an air traffic control tower, all pursuant to Contract No. DTFAEA-03-L-16121;

WHEREAS, the FAA wishes to renew its lease under a new Contract No. 69435Z-23-K-00125 (the "Lease") to provide the FAA a twenty (20) year term, commencing on October 1, 2023 and continuing through September 30, 2043; and

WHEREAS, the leasehold is granted to the FAA in consideration of the obligations assumed by the FAA in its establishment, operation and maintenance of the facilities upon the premises, and no monetary consideration shall be due pursuant to the Lease;

WHEREAS, Commission staff believes that it is in the interest of the Commission to renew the Lease in accordance with this Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CAPITAL REGION AIRPORT COMMISSION, in accordance with Chapter 380, Virginia Acts of Assembly of 1980, as amended, that the President and CEO is hereby authorized to execute the Lease in accordance with the terms described above, and to take all actions and execute all other documents necessary and appropriate to give effect to the actions contemplated by this Resolution, subject to review by legal counsel.

At Chairman Holland's request, Commissioner Schneider motioned to approve the FAA On-Airport Land Lease. Commissioner Heston seconded the motion, and the motion passed unanimously.

d. Authorization for Joint Endeavor with the Virginia Museum of History & Culture for the Exhibition Entitled *Give Me Liberty: Virginia & The Forging of a Nation*

Mr. Bell reviewed the following resolution:

WHEREAS, the Capital Region Airport Commission (the "Commission") was created by and pursuant to Chapter 537 of the Acts of Assembly of 1975, as amended, and continued by Chapter 380 of the Acts of Assembly of 1980, as amended, and is conferred thereunder all powers necessary or incident to the ownership and operation of its airport(s), to the end that the Commission may promote the welfare, convenience and prosperity of the inhabitants of the participating political subdivisions and this Commonwealth, and the increase of their commerce; and

WHEREAS, Richmond International Airport, which is owned and operated by the Commission, serves as a gateway for more than 4.7 million travelers a year; and

WHEREAS, historically the Commission has engaged in joint endeavors with museums in the Commonwealth to display works of art and other artifacts in the Airport terminal for the pleasure and education of the traveling public; and

WHEREAS, the Commission, as part of its commitment to enhancing the experience of the traveling public in a manner that reflects well on the region and the Commonwealth, wishes to provide educational and informational displays that commemorate the 250th anniversary of the Declaration of Independence; and

WHEREAS, the Virginia Museum of History & Culture ("VMHC") has offered at no expense to the Commission to display for the enjoyment of airport patrons from July 4, 2025, through July 31, 2026, a special exhibition commemorating the 250th anniversary of the Declaration of Independence, comprised of the following: (i) ten double-sided, free-standing, professionally designed stretched fabric panels; (ii) an interactive station (touch screen); and (iii) two museum cases which will hold a selection of museum-quality duplicates of special artifacts (collectively, the "Exhibition"); and

WHEREAS, the Exhibition will be entitled, *Give Me Liberty: Virginia & The Forging of A Nation*, and will present the story of the Nation's founding, highlight well-known and lesser-known individuals and

stories that collectively will help Airport patrons understand this consequential era, and provide a fresh, truthful, and inclusive look at this important story.

WHEREFORE, BE IT RESOLVED by the Capital Region Airport Commission, in accordance with Chapter 380, Virginia Acts of Assembly of 1980, as amended, that the President and CEO is authorized on behalf of the Commission to provide at no cost to the Virginia Museum of History & Culture such space and other arrangements as the President and CEO deems necessary to display the Exhibition within the Airport terminal, and to enter into such agreements or other arrangements with the Virginia Museum of History & Culture as are deemed necessary to facilitate the Exhibition, all subject to prior review by legal counsel.

At Chairman Holland’s request, Commissioner Hazzard motioned to approve the Joint Endeavor with the VMHC. Commissioner Carroll seconded the motion, and the motion passed unanimously.

2. Planning & Construction Committee

Commissioner Dibble stated that the Planning & Construction Committee did not meet this month; however, there was an item that needed approval.

a. Virginia Department of Transportation (VDOT) Agreement for Airport Drive Construction Improvements

Mr. Tummala reviewed the following:

Staff recommends that the Capital Region Airport Commission (the “Commission”) adopt the following resolution:

WHEREAS, the Commission desires to perform certain curb, gutter, and drainage improvements (the “Project”) to one of the bridges originally constructed with the Airport Drive widening project at the Richmond International Airport (the “Airport”); and

WHEREAS, Commission staff has requested reimbursement of a portion of the costs of the Project from the Virginia Department of Transportation (“VDOT”) under various grant programs for transportation-related projects; and

WHEREAS, funds have been allocated to finance the Project as reflected on Appendix A attached hereto; and

WHEREAS, VDOT requires each recipient of funds, by resolution, to provide assurance of its commitment to funding its share of Project costs; and

WHEREAS, Commission staff believes that it is in the interest of the Commission to undertake and fund its share of the costs of the Project in accordance with this Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CAPITAL REGION AIRPORT COMMISSION, in accordance with Chapter 380, Virginia Acts of Assembly of 1980, as amended, that the Commission commits to fund its share of Project costs under agreement with VDOT in accordance with the terms described above and the project financial document(s); and

BE IT FURTHER RESOLVED, that the President and CEO is hereby authorized to execute all agreements and/or addendums for the approved Project with VDOT, and to take all actions and execute all other documents necessary and appropriate to give effect to the actions contemplated by this Resolution, subject to review by legal counsel.

Appendix A - Locally Administered

Version: Original Prepared Date:

Project Details

UPC: 126403 State Project #: 9999-043-064 CFDA #: Locality UEI #:

Commission: Capital Region Airport Commis Address: 1 Richard E Byrd Terminal Drive, Suite A, Richmond International Airport, VA 23250

Work Description: Provide curb, gutter, and drainage improvements to one of the bridges originally constructed with the Airport Drive widening project at the Richmond International Airport. Project Location (Zip +4) 23250

Project Points of Contact

<p>Commission Project Manager</p> <p>Name: Nagesh Tummala</p> <p>Phone: 804.614.8204</p> <p>Email: NTummala@flyrichmond.com</p>	<p>VDOT Project Coordinator</p> <p>Name:</p> <p>Phone:</p> <p>Email:</p>
---	--

Project Estimates				
	Preliminary Engineering	Right of Way and Utilities	Construction	Total
Estimated Locality Project Expenses	\$201,367	\$0	\$2,148,633	\$2,350,000
Estimated VDOT Project Oversight				\$0
Estimated Total Project Costs	\$201,367	\$0	\$2,148,633	\$2,350,000

Project Financing					
Allocated Funds Type	Allocated Funds Amount	Local % Participation	Local Share Total	Max Reimbursement to Locality	Total Estimated Reimbursement to Locality
Demo Repurpose - Federal	\$161,094	0%	\$0	\$161,094	
Demo Repurpose - Soft Match	\$40,274	0%	\$0	\$40,274	
			\$0	\$0	
			\$0	\$0	
			\$0	\$0	
			\$0	\$0	
			\$0	\$0	
			\$0	\$0	
			\$0	\$0	
			\$0	\$0	
			\$0	\$0	
			\$0	\$0	
Funding Totals	\$201,368		\$0	\$201,368	

Note - The funds order is not indicative of the actual spend order of funds on the project
This Appendix A supersedes all previous versions signed by VDOT and the COMMISSION for the Project

Authorized Commission Official	Date	Authorized VDOT Official	Date
Printed Name of Commission Official		Printed Name of VDOT Official	
Title of Commission Official		Title of VDOT Official	

This attachment is certified and made an official attachment to this document by the Parties to this Agreement.

At Chairman Holland’s request, Commissioner Dibble motioned to approve the VDOT Airport Drive Construction Improvements Agreement. Commissioner Cooper seconded the motion, and the motion passed unanimously.

3. **Executive Committee**

a. **Resolution of Authority**

Mr. Harless reviewed the following resolution:

WHEREAS, the Commission’s Enabling Act, 1980 Acts of Assembly, Chapter 380, as amended (hereinafter “Enabling Act), in Section 8 authorizes the Commissioners of the Commission to appoint such committees as they may deem advisable and fix the duties and responsibilities of such committees;

WHEREAS, in Article VI of its Bylaws, as amended through July 26, 2022 (“Bylaws”), the Commission has created the Executive Committee as a standing committee of the Commission to conduct the affairs of that standing committee and whose actions shall be subject to the final authority of the Commission;

WHEREAS, Section 8 of the Enabling Act further authorizes the Commissioners to grant to the President and Chief Executive Officer (“CEO”) of the Commission such powers and duties as they may wish to delegate to the CEO, including powers and duties involving the exercise of discretion;

WHEREAS, in Article V of its Bylaws, the Commission has provided that the CEO shall have such other powers and perform such other duties as may be delegated to him or her by the Commission, including powers and duties involving the exercise of discretion.

WHEREAS, in Article III of the Bylaws, the Commission has provided that regular Commission meetings shall be held on the last Tuesday of each month other than December, and the Commission thereby has no scheduled meeting for December 2024.

WHEREAS, the Commission deems the necessity and importance of empowering the Executive Committee, and the CEO and President under the supervision of the Executive Committee, to act on behalf of the Commission as to any matters that may come before the Commission on or before the Commission’s next meeting.

NOW, THEREFORE, BE IT RESOLVED, pursuant to 1980 Acts of Assembly, Chapter 380, Section 8, the Commission authorizes the Executive Committee, and the CEO with the Executive Committee’s

supervision and approval, to consider and act on its behalf as to any matters that may affect the business of the Commission between the date of the adoption of this Resolution and the next meeting of the Commission; *provided, however*, that such actions by the Executive Committee and the CEO are subject to ratification and approval by the Commission at its next meeting or at such earlier special meeting of the Commission as may be called by the Chairman or Vice-Chairman as provided by the Bylaws.

At Chairman Holland's request, Commissioner Carroll motioned to approve the Resolution of Authority. Commissioner Fulton seconded the motion, and the motion passed unanimously.

IV. CLOSED SESSION

The Commission convened into a closed session at 9:09 a.m. Chairman Holland entertained a motion made by Commissioner Roundtree and seconded by Commissioner Schneider, to go into closed meeting pursuant to Virginia Code § 2.2-3712 (A), the chair will now entertain a motion to go into closed meeting to consider the following matters:

1. Discussion and consideration of the disposition or lease of publicly held real property for general aviation fixed base operations where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, as permitted by Virginia Code § 2.2-3711 (A)(3); and

2. Consultation with legal counsel retained by the Commission regarding specific legal matters pertaining to the disposition or lease of publicly held real property for general aviation fixed base operations, and that require the provision of legal advice by such counsel, all as permitted by Virginia Code § 2.2-3711 (A)(8); and

3. Consultation with legal counsel regarding reported ground water contamination within the Chickahominy River watershed, including areas adjacent to the Airport, where such matters require the provision of legal advice by such counsel, as permitted by Virginia Code § 2.2-3711 (A)(8).

The motion passed unanimously.

V. RE-OPENED SESSION

The Commission reconvened in an open session at 9:53 a.m. In the Chair's absence, Vice Chairman Macfarlane entertained a motion made by Commissioner Fulton and seconded by

Commissioner Schneider, pursuant to Virginia Code § 2.2-3712 (D) that (i) only public business matters lawfully exempted from open meeting requirements, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered by the Commission and that a statement to this effect will appear in the minutes of this meeting.

The motion passed unanimously.

VI. NEXT MEETINGS

The next **Capital Region Airport Commission** meeting will be held on Tuesday, January 28, 2025, at 8:00 a.m.


The **Finance & Audit Committee** meeting will be held on Tuesday, January 14, 2025, at 8:00 a.m.


The **Planning & Construction Committee** meeting will be held on Thursday, January 16, 2025, at 8:00 a.m., all in the Commission Boardroom in the Terminal Building.

VII. ADJOURNMENT

Vice Chairman Macfarlane adjourned the meeting at 9.54 a.m.

Approved by the Commission:


Recording Secretary

Charles S. Macfarlane Vice Chair
James M. Holland, Chairman

Date 1/28/25