



Capital Region Airport Commission  
1 Richard E. Byrd Terminal Drive  
Richmond International Airport, VA 23250-2400  
Phone: 804-226.3000

James M. Holland, Chair – Chesterfield County  
Charles S. Macfarlane, Vice Chair – City of Richmond  
Susan P. Dibble, Secretary – Hanover County  
Tyrone E. Nelson, Treasurer – Henrico County  
Kevin P. Carroll – Chesterfield County  
Roscoe D. Cooper, III – Henrico County  
BK Fulton – City of Richmond

Wayne T. Hazzard – Hanover County  
Grant J. Heston – City of Richmond  
Stephanie A. Lynch – City of Richmond  
Mark S. Miller, Ph.D. – Chesterfield County  
Misty D. Roundtree – Henrico County  
Jessica L. Schneider – Chesterfield County  
Robert S. Ukrop – Henrico County

## **CAPITAL REGION AIRPORT COMMISSION**

### **AGENDA**

	<b><u>Pages</u></b>
<b>I. CALL TO ORDER</b>	
<b>A. Prayer – Commissioner Robert S. Ukrop – Henrico County</b>	
<b>B. Pledge of Allegiance</b>	
<b>II. OPEN MEETING AGENDA</b>	
<b>A. Consideration of Agenda Amendments (by request)</b>	
<b>B. Commission Chair’s Comments</b>	
<b>1. 2025-2026 Officer Nominating Committee Assignments</b>	
<b>C. Approval of March 25, 2025 Minutes</b>	<b>1-22</b>
<b>D. President’s Report</b>	
<b>1. Stephen D. Van Beek, Director and Head of North American Aviation with Steer Group</b>	
<b>2. Aviation Activity Report Update</b>	<b>23-26</b>
<b>3. Other</b>	
<b>E. Commission Standing Committee Reports:</b>	
<b>1. Finance and Audit Committee</b>	
<b>a. Monthly Financial Update March 31, 2025</b>	<b>27-41</b>
<b>2. Planning and Construction Committee</b>	
<b>a. Approval of Construction Management Procurement for Consolidated Security Screening Checkpoint Project (exhibit 1 included)</b>	<b>42-47</b>
<b>b. Approval of Design-Build Procurement for Parking Guidance System Implementation (exhibit 1 included)</b>	<b>48-51</b>
<b>III. CLOSED MEETING</b>	
<b>IV. NEXT MEETINGS</b>	
<b>A. Commission – the next regular meeting of the Commission will be held on Tuesday, May 27, 2025, at 8:00 a.m. in the Commission Boardroom, Terminal Building.</b>	
<b>B. Committees:</b>	
<b>1. Finance &amp; Audit Committee will be held on Tuesday, May 13, 2025, at 8:00 a.m. in the Commission Boardroom, Terminal Building.</b>	
<b>2. Planning and Construction Committee will be held on Thursday, May 15, 2025, at 8:00 a.m. in the Commission Boardroom, Terminal Building.</b>	
<b>V. ADJOURNMENT</b>	