



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

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

Grant J. Heston – City of Richmond
James M. Holland – Chesterfield County
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

August 26, 2025

Commission Boardroom, Terminal Building

Time: 8:00 A.M.

Pages

- I. CALL TO ORDER**
 - A. Prayer – Commissioner Robert (Bobby) S. Ukrop – Henrico County**
 - B. Pledge of Allegiance**
- II. CLOSED MEETING**
- III. OPEN MEETING AGENDA**
 - A. Consideration of Agenda Amendments (by request)**
 - B. Commission Chair’s Comments**
 - C. Approval of the following minutes**
 - 1. July 21, 2025, Day 1 of Commissioner’s Retreat** **1**
 - 2. July 25, 2025, Day 2 of Commissioner’s Retreat** **2**
 - 3. July 29, 2025, Minutes** **3-27**
 - D. President’s Report**
 - 1. Presentation from Lisa Sims, Chief Executive Officer of Venture Richmond**
 - 2. Employee Recognitions**
 - a. Stephen Farriss – 30 Years of Service**
 - b. Jeremy Niles – 20 Years of Service**
 - 3. Aviation Activity Report Update** **28-31**
 - 4. Other**
 - E. Commission Standing Committee Reports:**
 - 1. Finance and Audit Committee**
 - a. Monthly Financial Update July 31, 2025** **32-46**
 - 2. Planning and Construction Committee**



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Time: 8:00 A.M.

IV. NEXT MEETINGS

- A. Commission – the next regular meeting of the Commission will be held on Tuesday, September 30, 2025, at 8:00 a.m. in the Commission Boardroom, Terminal Building.**
- B. Committees:**
 - 1. Finance & Audit Committee will be held on Tuesday, September 16, 2025, at 8:00 a.m. in the Commission Boardroom, Terminal Building.**
 - 2. Planning and Construction Committee will be held on Thursday, September 18, 2025, at 8:00 a.m. in the Commission Boardroom, Terminal Building.**

V. ADJOURNMENT