



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

**October 28, 2025      Commission Boardroom, Terminal Building      Time: 8:00 A.M.**

Pages

- I. CALL TO ORDER**
  - A. Prayer – Commissioner Grant J. Heston – City of Richmond**
  - 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 September 30, 2025, Minutes** 1-9
  - D. President’s Report**
    - 1. Adisa Muse & Elizabeth Rafferty, Directors Government Affairs with Hunton Andrews Kurth LLP – State Lobbyist**
    - 2. Juan Pittman, Principal, Co-Managing Partner with Frasca & Associates LLC – Financial Advisor Introduction**
    - 3. Aviation Activity Report Update** 10-13
    - 4. Strategic Plan Update/Commission Vote**
    - 5. Other**
  - E. Commission Standing Committee Reports:**
    - 1. Finance and Audit Committee**
      - a. Monthly Financial Update August 31, 2025** 14-28
    - 2. Planning and Construction Committee**



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

**October 28, 2025**

**Commission Boardroom, Terminal Building**

**Time: 8:00 A.M.**

**IV. NEXT MEETINGS**

- A. Commission – the next regular meeting of the Commission will be held on Tuesday, November 25, 2025, at 8:00 a.m. in the Commission Boardroom, Terminal Building.**
- B. Committees:**
  - 1. Executive Committee will be held on Tuesday, January 27, 2025, at 9:30 a.m. following the Commission Meeting.**
  - 2. Finance & Audit Committee will be held on Wednesday, November 12, 2025, at 8:00 a.m. in the Commission Boardroom, Terminal Building.**
  - 3. Planning and Construction Committee will be held on Thursday, November 13, 2025, at 8:00 a.m. in the Commission Boardroom, Terminal Building.**

**V. ADJOURNMENT**