



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
LeQuan M. Hylton, Ph.D. – 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

REVISED AGENDA

November 25, 2025

Commission Boardroom, Terminal Building

Time: 8:00 A.M.

Pages

- I. CALL TO ORDER**
 - A. Prayer – Commissioner Wayne T. Hazzard – Hanover 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 October 28, 2025 Minutes** **1-14**
 - D. President’s Report**
 - 1. Richard Leidl, P.C. – Washington D.C. Counsel Presentation**
 - 2. Employee Recognitions**
 - a. Londell Fields – 20 Years of Service**
 - b. Kenneth Tyler – 25 Years of Service**
 - c. Troy Bell – 25 Years of Service**
 - 3. Aviation Activity Report Update** **15-18**
 - 4. Other**
 - E. Commission Standing Committee Reports:**
 - 1. Finance and Audit Committee**
 - a. Monthly Financial Update October 31, 2025** **19-33**
 - b. Lease Amendment Enterprise Leasing Co. of Norfolk/Richmond, LLC** **34-35**
 - c. Amendment to Neutral Hosts Distributed Antenna System Concession & Lease Agreement with ATC DAS LLC** **36-37**
 - 2. Planning and Construction Committee**
 - a. Award Contract for Airport Master Plan** **38-39**
 - b. Capital Projects Update**
 - c. Conceptual Model for Consolidated Security Screening Checkpoint presentation by Architectural Design Consultants, Gresham Smith.**



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3. Executive Committee

- | | |
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| a. Resolution of Authority | 40 |
| b. Designation of Voting Director to the Board of Capital Region Airport
Commission Foundation | 41 |

IV. NEXT MEETINGS

- A. Commission – the next regular meeting of the Commission will be held on Tuesday, January 27, 2026, at 8:00 a.m. in the Commission Boardroom, Terminal Building.**
- B. Committees:**
- 1. Executive Committee will be held on Tuesday, January 27, 2026, at 9:30 a.m. following the Commission meeting.**
 - 2. Finance & Audit Committee will be held on Tuesday, January 13, 2026, at 8:00 a.m. in the Commission Boardroom, Terminal Building.**
 - 3. Planning and Construction Committee will be held on Thursday, February 12, 2026, at 8:00 a.m. in the Commission Boardroom, Terminal Building.**

V. ADJOURNMENT