

AVIATION BOARD BACKGROUND LETTER

Aviation Board Meeting Date: March 17, 2025

To: Chair Dickinson and Aviation Board Members
Cc: Mitch Reynolds, Mayor
From: Jeff Tripp, Airport Director
Subject: Air Service Consultant Update

Summary:

Crawford, Murphy & Tilly (CMT) has been selected as LSE's air service consultant. Airport staff has negotiated the Professional Services Agreement and initial task orders with CMT:

1. Prepare the Small Community Air Service Development (SCASD) grant application to include the proposed airline and route to be requested.
 - a. Part 1 – Identify Target Carrier(s), Route(s), and Incentive in support of SCASD Grant Application
 - b. Part 2 – Assemble the SCASD Grant Application
 - c. Part 3 – Assist in Securing Support Letters
2. Air Service Incentive Program and Rates & Fees Review and Updates
3. Complete an Analysis of Catchment Data

Requested Aviation Board Action:

"I motion to approve the Professional Service Agreement and Task Orders 1, 2, and 3 with Crawford, Murphy & Tilly."

Respectfully Submitted,



Jeffrey S. Tripp, A.A.E.
Airport Director

Attachment: CMT Professional Services Agreement
CMT Task Orders 1, 2, and 3