



Wexford County

EXECUTIVE COMMITTEE

Gary Taylor, Chair

NOTICE OF MEETING

The Executive Committee of the Wexford County Board of Commissioners will hold a regular meeting on Tuesday, December 12, 2023, beginning at 4:00 p.m. in the Commissioners' Room, third floor of the Historic Courthouse, 437 E. Division St., Cadillac, Michigan.

TENTATIVE AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. ADDITIONS / DELETIONS TO THE AGENDA
- D. APPROVAL OF THE AGENDA
- E. APPROVAL OF THE NOVEMBER 14, 2023 REGUALR MEETING MINUTES..... 1
- F. PUBLIC COMMENTS
Designated for topics on the agenda only.
- G. AGENDA ITEMS
 - 1. Discussion on Current Litigation Matters
 - 2. Infrastructure Alternatives Inc. Monthly Report (*T. Lutke, November 2023*) 3
 - 3. Airport Community Multi-Center Pavilion Letter of Support..... 4
- H. CORRESPONDENCE
- I. ADMINISTRATOR'S COMMENTS
- J. PUBLIC COMMENTS
- K. COMMITTEE COMMENTS
- L. CHAIR COMMENTS
- M. ADJOURN

COUNTY OF WEXFORD
EXECUTIVE COMMITTEE MEETING
MEETING MINUTES
November 14, 2023

The regular meeting was called to order by Chair Gary Taylor at 4:00 p.m. in the Commissioners' Room, located on the third floor of the Historic Courthouse, 437 E. Division St. Cadillac, Michigan.

Members Present: Gary Taylor, Chair; Mike Musta, Brian Potter, and Julie Theobald

Members Absent: None

Also Present: Jami Bigger, Deputy County Administrator/HR Director; Megan Kujawa, Sr. Executive Administrative Assistant; Tom Lutke, IAI Project Manager; Kristi Nottingham, Treasurer; Joe Porterfield, County Administrator/Equalization Director; and Sheriff Trent Taylor

ADDITIONS OR DELETIONS TO THE AGENDA

ADDED: G.6. Group Worksite Benefit Plans Discussion

APPROVAL OF THE AGENDA

A motion was made by Comm. Musta and supported by Comm. Theobald to approve the agenda, as amended. A vote was called, all in favor. Motion passed, 4-0.

APPROVAL OF THE MINUTES

A motion was made by Comm. Theobald and supported by Comm. Musta to approve the October 10, 2023 Regular Meeting Minutes. A vote was called, all in favor. Motion passed, 4-0.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Discussion on Current Litigation Matters

Mr. Porterfield, County Administrator, informed the Committee that there were some minor updates on the tax foreclosure lawsuits but it is moving very slowly.

G.2. Infrastructure Alternatives Inc. Monthly Report

Tom Lutke, IAI Project Manager, reviewed his report with the committee. Mr. Lutke stated that he had some customers reach out to him and ask if the Cedar Creek water supply could become apart of the Michigan Homeowners Assistance Fund that helps those in need with assistance in paying their water bills.

G.3. Health Insurance for 2024

A motion was made by Comm. Potter and supported by Comm. Theobald to forward a recommendation to the full board to approve the renewal of the current health insurance plans with a 2.32% increase and to continue HSA contributions in the amount of \$1,250 for single policy and \$2,500 for a double or family policy for the 2024 plan year. A vote was called, all in favor. Motion passed, 4-0.

G.4. Sheriff's Office Part-Time Position

A motion was made by Comm. Theobald and supported by Comm. Musta to forward a recommendation to the full board to approve increasing the Sheriff's Office Employee Roster from 16.5 Deputies to 17, effective immediately. A vote was called, all in favor. Motion passed, 4-0.

G.5. Sponsorship of Cadet to the Police Academy

A motion was made by Comm. Musta and supported by Comm. Potter to forward a recommendation to the full board to approve sponsoring one cadet at the next police academy in January 2024. A vote was called, all in favor. Motion passed, 4-0.

G.6. Group Worksite Benefit Plans Discussion

A motion was made by Comm. Theobald and supported by Comm. Musta to forward a recommendation to the full board to allow voluntary payroll deductions to the Equitable Group Worksite Benefit plans.

Ms. Bigger, Deputy County Administrator, informed the Committee that the County received notice from Aflac that due to the lack of participation in the program Aflac would be canceling the group policy effective January 1, 2024. Employees are able to port over their existing coverage and continue with Aflac on their own.

Weadock and Associates was able to find comparable worksite plan options. If approved by the Board, Employees will be able to elect coverage with Equitable via payroll deductions. Weadock & Associates will have more coverage information at open enrollment employee meetings on November 29th.

A vote was called, all in favor. Motion passed, 4-0.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield stated that the budget will be going to the full board tomorrow. He listened to a MAC update on a few legislative concerns. The solar development did pass but would still need approval from the local units. Operation green light was a success, and the County Building was featured in the MAC newsletter. Mr. Porterfield also stated that there was work being done on tearing down the Octagon building when a tractor hit a underground transformer, he is waiting to hear back on the cost and when a new transformer will be able to be put in.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

None.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Theobald and supported by Comm. Musta to adjourn at 4:09 p.m. A vote was called, all in favor. Motion passed, 4-0.

Gary Taylor, Chair

Megan Kujawa, Recording Secretary



INFRASTRUCTURE
ALTERNATIVES, INC.

Monthly Operations & Maintenance Report

December 12, 2023

Report for Month: November 2023
Location: Wexford County
Facilities: Cedar Creek Water Plant & Distribution System
Operator in Charge: Ryan Longstreet, Certified Operator

Emergency Callouts/Customer Complaints

- ❑ No callouts or customer complaints this month.

Significant Events:

- ❑ 11/13 – Inspected Wellheads for loose bolts and damage. Everything was in working order.

Preventive Maintenance:

- ❑ IAI staff continues to regularly monitor chlorine residuals throughout the water system.

Facilities Data for the Month

Production at Well House	310,100 gallons
Metered Usage	173,155 gallons
Metered Flushing	221,930 gallons
Difference *(% Gain)	*84,985 gallons (27.41%)



December 20, 2023

Keith R. Newell
Airport Manager
Cadillac – Wexford County Airport
8040 34 Rd.
Cadillac, MI 49601

RE: Community Multi-Center Pavilion

Dear Mr. Newell,

The Wexford County Board of Commissioners fully supports the Airport Community Multi-Center Pavilion project at the Wexford County Airport.

The proposed facility would be a great addition to the County and be beneficial for local organizations. This would build a strong connection between the airport and the community.

The Cadillac – Wexford Airport is an asset to the community and the Board of Commissioners supports the airport manager and his team to complete this project and to see the utilization of resources.

Sincerely,

Gary Taylor
Chairman, Wexford County Board of Commissioners

Michigan Community Center Grant

AIRPORT COMMUNITY MULTI-CENTER PAVILION

GRANT BRIEFING PACKET

Wexford County Airport - KCAD
Cadillac, Michigan

Version 1.04

Last Updated: September 6, 2023



Preface

The Michigan Department of Labor and Economic Opportunity announced the availability of up to \$60 million in Community Center Grant program funds for Michigan municipalities and organizations to expand programming or work on capital projects.

Organizations can apply for a Capital Project Grant, a Program grant, or they can apply for both a Capital Project Grant and a Program Grant. The total request in all circumstances cannot exceed \$2,500,000.

Capital Project Grants

Projects could include but are not limited to: new construction, remodeling existing structures, purchasing land, purchasing equipment, purchasing and installing energy efficient heating and/or cooling equipment, installing renewable energy systems, weatherizing facility, replacing roof and windows, installing/updating recreation fields.

Program Grants

Project examples could include but are not limited to mentoring, STEM education, environmental justice activities, renewable energy information, disaster preparedness, outdoor education, before or after-school education, volunteer programs, youth volunteer efforts, career or workforce training, programming for women, recreational or athletic activities, senior activities, veteran support activities, food access, and wraparound services (health services, behavioral services, licensed childcare).

The Wexford County Airport is working on ways to integrate with other local entities such as the schools, the chamber of commerce, the visitors bureau, the county and city operations along with local organizations to deliver more value to the community. The Wexford County Airport Authority believes that the utilization of the Michigan Community Center Grant funds would enable a much greater level of integration.

This document is to serve as a guide to describe the way the Wexford County Airport would like to utilize those funds to achieve this goal.

If you have any comments/questions/concerns/updates, please contact the Airport Manager:

Keith R. Newell

Airport Manager

8040 E 34 Road

Cadillac, MI 49601

231.878.5178

Manager@WexfordCountyAirport.com

EGrAMS ID: KRNewell

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GRANT APPLICANT INFORMATION

This grant is being submitted by the Wexford County Airport Authority which does business under the name of The Wexford County Airport. It is located at 8040 E 34 Rd in Cadillac, MI 49601. The Airport Authority is a consortium of local governments. The Airport Authority Board is made up of four appointees from Wexford County and three appointees from the city of Cadillac.

DEMOGRAPHICS

The airport is within Wexford County and resides in the following districts.

County: Wexford
State House District: State House District 101
State Senate District: State Senate District 36
U.S. Congress District: US Congress District 4

ELIGIBILITY STATUS

The Wexford County Airport serves an eligible community according to guidance from the United States Department of the Treasury for the use of state and local fiscal recovery funds under the American Rescue Plan act of 2021, Public Law 117-2 to promote economic recovery.

The Wexford County Airport is a government entity impacted or disproportionately impacted by the COVID-19 pandemic. The airport has a demonstrated partnership with the community in which the community center will be located. The airport continues to search out and develop relationships with more community organizations.

Wexford County community has been negatively impacted as a result of COVID-19. Wexford County has 44% of its households below the ALICE threshold which was a challenge before COVID-19. With the advent of COVID, the community struggled even more with businesses closing and schools challenged to keep education continuing in a remote fashion.

The Wexford Community Multi-Center services will be provided at no cost and are open to the community in which they are located or serve.

The Wexford County Airport is compliant with state and federal regulatory bodies including the IRS, Michigan Department of Licensing and Regulatory Affairs (LARA), and Michigan Attorney General.

The Wexford County Airport has the financial stability and capacity to manage additional funds. The Wexford County Airport is asking for \$2,496,960 in the MI Community Center Grant.

WEXFORD COUNTY AIRPORT HISTORY

The airport started in 1928. It has evolved and been effectively managed now for 95 years. The Wexford County Airport Authority was formed in 1984. This is a joint government entity formed by Wexford County and the City of Cadillac. The airport has a history of meeting various needs of the community. Recently, businesses like Petco and Krist Oil have established a presence in Cadillac partly due to access to the area via air transportation. Medical services such as patient transport and organ transport takes place through the airport. Educational services through groups like the Civil Air Patrol utilize the airport. Discussions are

taking place to continue to find ways for integrating with the community through the Cadillac Area Chamber of Commerce and the Cadillac Area Visitors Bureau.

MISSION OF THE WEXFORD COUNTY AIRPORT

Wexford County Airport’s mission is to maximize the value provided to pilots, passengers, students, businesses and the people of the community through the use of the infrastructure and facilities at the airport.

The key to the airport’s mission is that it is not just about pilots. It is about the entire community of people. And it is not just about flying but rather the value that the aviation activity can bring to the community whether it be recreational, medical services, logistics, agricultural, business or whatever adds value to the people of the community. This includes all of the people, especially the young and those that may be at or below the poverty level. Currently, 22.6% of the population of Cadillac, Michigan falls below the poverty level. In Wexford County, there are 13,002 households of which 44% are below the ALICE threshold which is much higher than the Michigan average of 26%. That is why it is important for the airport to work on bringing value to all of the people of the community. Here are the communities we serve and the median household incomes.

Community	County/city/ Township	# of people	Median Income	Above / below	Beneficiaries
Cadillac	City	10,367	\$42,026	Below	Every Citizen
Cedar Creek Township	Township	1,804	\$57,344	Below	Every Citizen
Cherry Grove Township	Township	2,642	\$87,143	Above	Every Citizen
Clam Lake Township	Township	2,827	\$75,573	Above	Every Citizen
Colfax Township	Township	852	\$50,909	Below	Every Citizen
Greenwood Township	Township	598	\$74,167	Above	Every Citizen
Hanover Township	Township	1592	\$58,421	Below	Every Citizen
Haring charter Township	Township	358	\$74,733	Above	Every Citizen
Henderson Township	Township	167	\$70,227	Above	Every Citizen
Liberty Township	Township	880	\$53,558	Below	Every Citizen
Manton	City	1,324	\$41,039	Below	Every Citizen
Selma Township	Township	2,139	\$57,401	Below	Every Citizen
Slagle Township	Township	514	\$40,521	Below	Every Citizen
South Branch Township	Township	392	\$54,167	Below	Every Citizen
Wexford Township	Township	1,103	\$52,083	Below	Every Citizen
Wexford County	County	33,552	\$54,114	Below	Every Citizen

By building an Airport Community Multi-Center that would be used by the Wexford County Emergency Management Operations Team and the Fire chiefs and their crews of every township in the county, every citizen benefits by having a facility where more affordable and effective training can be conducted. This improves the safety of all of the citizens.

Through the Aviation Career Awareness programs, Wexford County Airport is working to enable every youth in the area, an understanding of well-paying careers in aviation whether it is in the sky or on the ground. There are aviation related careers that require a high school degree, a career training certificate and/or a

college degree. We try to point out the options early to the youth in an effort to set them on a path to gainful employment. The goal is to have every youth in the county exposed to all aviation type careers and jobs, raising their awareness level to paths to great careers.

To reach the airport's mission, it has certain objectives that, if met, should assist in delivering value. The first is to enhance the management of the airport. The enhanced management should provide a safer environment for users, tenants and the community. It should also create a more affordable airport business model by raising revenues and lowering expenses. The second goal is to increase the aviation usage of the airport. By doing so, we can deliver more value while making it more affordable. Third, we want to integrate into more aspects of the community which should enable the delivery of more value while raising the community's awareness of the value being delivered. And finally, create a better long-term vision and strategy for the airport. This vision should describe a pathway to delivering the maximum value to the community. The airport is focused on building value for education, workforce training, health and well-being, meeting spaces and the overall safety of the community in emergency and disaster situations.

HISTORY OF SUCCESSFUL GRANT FUND MANAGEMENT

Being an airport that is part of the National Plan of Integrated Airports (NPIAS), Wexford County must conform to a series of rules and regulations. For a number of years, the airport has utilized both entitlement and discretionary grant funds from both the federal and state Airport Improvement Program (AIP). The airport has always met the requirements and the proper management of the AIP funds. The airport has also followed through on all grant assurances that come with the grant funding.

PLAN FOR SUCCESSFUL PROGRAM DEVELOPMENT, LAUNCH, AND ADMINISTRATION

The airport will utilize the same management processes and procedures for this program as it does for any other federal and state grant program. The same engineering consulting firm will be utilized to ensure consistency with other airport programs. With the rigid framework in place that has been used by the Federal Aviation Administration (FAA) for decades with the focus on safety and affordability, the airport has the utmost confidence of a successful outcome.

PLAN TO ADVANCE DIVERSITY, EQUALITY, AND INCLUSION

The Wexford County Airport fully believes and acts in a manner in accordance with advancing diversity, equality and inclusion. Wexford County is not a very diverse area consisting of a population of 95.5% white, 0.8% black, 0.8% American Indian and 0.7% Asian. This is even more reason to insure that the airport works hard to advance diversity, equality and inclusion. Everything the airport does is for all of the people of the community. The airport cares not only about equality in race but also in gender, religion, wealth, and all forms of diversity. An example of this is in the promotion of careers in aviation by female students. It is important that all students are given an equal opportunity to the aviation careers of the future.

PARTNERSHIPS IN EDUCATIONAL OR WORKFORCE DEVELOPMENT PROGRAMS

The Civil Air Patrol currently conducts cadet meetings on Mondays after school in the basement of the Wexford County Airport. They would utilize the Airport Community Multi-Center for some of these meetings including larger meetings including other Cadet Programs from the Michigan Wing Cadet Program. The mission of the Civil Air Patrol Cadet Program is to "Transform youth into dynamic Americans and aerospace leaders". This organization is an early workforce development program for the U.S. Air Force. It is the intent of the airport to partner with the Wexford Missaukee Career Technical Center to develop more aviation workforce development programs for the youth of Wexford and Missaukee counties. The airport

worked with the Cadillac Area Public Schools applying to a MiSTEM Network Grant for the development of an aviation program in the high school. We were not awarded the grant but we plan on finding ways to develop an aviation program within the Cadillac schools.

PLAN FOR MONITORING GRANT ACTIVITIES AND DEALING WITH NON-COMPLIANCE

The airport manager will work with the project manager from the engineering consulting firm on a daily basis to oversee the project. Weekly project meetings will be held with the construction firm discussing each item on a checklist. Monthly review meetings will be held with the airport authority board. All of the same activities that take place during an AIP funded project will take place.

The same monitoring activities mentioned above will provide the oversight to prevent and detect non-compliance and enforce compliance with the rules and regulations.

PROJECT TEAM

A number of people will be involved throughout the project. Below is a list of key individuals that will have a direct involvement throughout the entire project from start to finish.

Name	Title	Project Role	Experience	Key
Keith Newell	Airport Manager	Project Coordination	Thirty plus years of sales, marketing, project management, financial management, and business strategy. Managed projects of \$46m in value. Developed and managed a business plan of \$4.8B annually. Developed a business strategy that produced a \$5b transaction.	Yes
John Stroo	Sr Project Manager	Engineering Consultant	Almost twenty-nine years with Prein & Newhof engineering consulting firm specializing in aviation applications of civil engineering.	Yes
Karl Holder	Airport Authority President	CEO		Yes
Ben Townsend	County Commissioner	Commission Liaison		Yes

USE AND COLLECTION OF DATA

Other than keeping contact information and working with the individual groups and organizations that will be utilizing the Airport Community Multi-Center, the airport does not plan on collecting any data other than usage data. It will be the responsibility of the individual groups and organizations to create, collect, store, manage and protect their data.

ACCESS TO THE AIRPORT COMMUNITY MULTI-CENTER

The public will have access to the Airport Community Multi-Center primarily through a vehicle or WexExpress. You can walk or ride a bike. The Center will be located within a half a mile from a Meijer or a mile from Walmart which is where a large percent of the population shops. In most cases, if a person can get to either of these retail stores, they can get to the proposed Airport Community Multi-Center.

HOW THIS FITS INTO THE LARGER EFFORT OF THE MICHIGAN POVERTY TASK FORCE

While this project on the surface is to build a building, it is really doing three things.

- Bringing the people of the community together.
- Increasing the safety of all of the citizens of the community.
- Motivating youth to pursue high-paying aviation careers.

All of these things impact the Michigan citizens that are below the ALICE level in Wexford County. From an economic standpoint, this will have a positive impact of the livelihoods of the youth of Wexford County. From a physical perspective, it will keep the people safer and help them should a disaster occur. From a social perspective, it will enable people to get more involved in the community.

All of these things have a positive impact of the people that fall into the poverty level.

TYPE OF STAKEHOLDER AND COMMUNITY INPUT

The fact that this grant application was put together over a long weekend demonstrates that this is not a new thought. There have been various discussions with many groups about how the airport can integrate more effectively with various aspects of the community with the intent to deliver more value to everyone. Many of these discussions occurred as we were preparing and executing the Wings & Wheels event where we focused on bringing many organizations from the aviation industry and creating a way for the youth of the community to meet with them to discuss aviation career opportunities. There have been many more discussions earlier in the year as we searched for ways to integrate with many groups and organizations within Wexford County. Here are a few of those organizations.

- Cadillac Area Chamber of Commerce
- Cadillac Area Public Schools
- Cadillac Area Visitors Bureau
- City of Cadillac
- Civil Air Patrol
- EAA Chapter #234
- EAA Chapter #1580
- Wexauke Amateur Radio Club
- Wexford County Airport Authority
- Wexford County Commissioners
- Wexford County Emergency Management Operations Center
- Wexford County Public Safety
- Wexford Missaukee Career Technical Center

All of these groups will be beneficiaries of the Airport Community Multi-Center Pavilion.

A WELCOMING PLACE THAT SUPPORTS DIFFERENT CULTURES AND DEMOGRAPHICS

Just as the airport today is a welcoming place to all in the community and all of the transient aircraft that arrive, the Community Multi-Center will be just as welcoming. The airport is actually two businesses. We are a landlord that provides housing for dozens of aircraft. We need to be sure we provide a safe and secure place for all of those aircraft through a well-maintained facility.

The second business we are in is the hospitality business. We must provide a safe and welcoming place for all of the transient aircraft that honor us with their visits. This means that we greet each one with a smile

and are attentive to their needs during their visit. As mentioned earlier, we need to attend to everyone equally. We accept the different cultures and the demographics they come from. This is true if they arrive from other place by air or they are members of the local community utilizing our facilities.

COMMUNITY PARTNERS

Organization	Contact Name	Type Partner	Ways	New/Exist
Cadillac Area Chamber of Commerce	Caitlyn Stark	Nonprofit	Networking	Existing
Cadillac Area Public Schools	Jennifer Brown	School	Education	New
Cadillac Area Visitors Bureau	Kathy Morin	Nonprofit	Networking	Existing
Civil Air Patrol	Ray Hill	Federal Agency	Youth Training	Existing
EAA Chapter #234	Bill Ross	Nonprofit	Aviation events	Existing
EAA Chapter #1580	Mark Eiteuner	Nonprofit	Aviation events	Existing
Wexaukee Amateur Radio Club	Lyn Cryderman	Volunteer Group	Emergency Svcs	New
Wexford County Airport Authority	Karl Holder	Local Government	Airport Ops	Existing
Wexford County Commissioners	Ben Townsend	Local Government	Funding & Support	Existing
Wexford Emergency Mgmt Ops	Randy Boike	Local Government	Training	New
Wexford County Public Safety	Adam Ottjepka	Local Government	Planning	New
Wexford Missaukee Career Tech Ctr	Tim Rigling	School	Training	New

IMPACT AND HARM ON THE COMMUNITY DUE TO COVID

Wexford County had 8,760 reported cases of COVID -19 which is 26.1% of the population resulting in 132 deaths which is 0.4% of the population. Due to home testing, it is hard to determine the actual number of cases that took place. Because of the pandemic, most businesses were closed down and schools shifted into a remote learning environment. As stated earlier, 44% of the Wexford County population falls below the ALICE line. That meant that these people that live paycheck to paycheck were hit extremely hard economically and socially by the pandemic. Being put in a remote learning environment took a toll on the students from a soft skills standpoint. Little discussions on topics like careers didn't take place like they were prior to the pandemic.

HOW THIS PROJECT HELPS ADDRESS THE HARM

The biggest harm that occurred during the pandemic was the isolation of all of the people of the community. Each individual has many different networks of people they belong to and interact with. It might be a group like a school, or a church, or a club, or just interactions with others during normal activities like shopping or recreational activities. All of those networks were broken for a significant amount of time. Each person was affected in their own way but the cause was the isolation from all of their different networks.

The Airport Community Multi-Center will bring people together in both a learning environment and social/recreational environment. It uses fun activities to help raise the awareness level of different type of careers. And it not just students but also other members of clubs, organizations and business in the community will have a place to gather in a safe environment. The openness of the building with the walls that open up to fresh air provide a healthier environment that is less susceptible to the transmission of viruses.

THE AIRPORT COMMUNITY MULTI-CENTER PAVILION CONCEPT

The airport has started looking at ways to integrate with various groups and organizations in the Wexford County area to deliver value to the community. There is one thing that is needed to enable this integration. All of the items listed below need a place to conduct their activities. The airport would like to build a public pavilion/business center that can be used for multiple activities. Here is a list of a few of those activities.

USES OF THE WEXFORD COUNTY AIRPORT COMMUNITY MULTI-CENTER

AVIATION EDUCATION

- Youth Aviation Career Awareness
- School Field Trips
- Summer Aviation Camps
- EAA Young Eagle Program
- Guest Speakers / Presentations

PUBLIC SAFETY / EMERGENCY MANAGEMENT

- Emergency Management – Alternate Incident Command Center
- Emergency Management – Aux Communication
- Emergency Management – Temporary Shelter
- Emergency Management – Drone Workforce Training & Practice
- Public Safety – Fire Chief Quarterly Meetings & Workforce Training
- Public Safety – Tactical Driving Workforce Training & Practice

COMMUNITY

- Veterans – Monthly Coffee Hours
- Citizen picnicking
- Movie nights
- Aviation Related Events
- Business meetings
- Club and group meetings

AVIATION EDUCATION

There is a tremendous opportunity for the youth of Wexford County and across northern Michigan for future careers in aviation. Unlike the southern half of Michigan, the Wexford County area does not have a large industrial base to expose youth to nearly as much industrial and STEM related fields because of this lack of concentration of research and manufacturing facilities. The youth of Wexford can significantly benefit from career awareness and education enabling them to equal access of high paying aviation jobs of the future.

The Need for Aviation Career Awareness, Exploration and Training

The aviation industry is like any other industry in that there is a broad spectrum of types of industry careers and a great variety of jobs supporting that activity. This creates career opportunities for every interested individual whether it be a career as a pilot, a mechanic, a technician, flight attendant, engineer, air traffic controller and so much more.

Every year, Boeing creates a 20 Year Outlook of newly needed pilots, technicians and cabin crew. The latest forecast is very eye-opening. Worldwide, over the next twenty years, there is a need for 649,000 pilots which equates to 32,450 new pilots per year, 6,350 of which are in North America. A record year for hiring pilots in the past in North America has been just over 5,000 pilots. The need for technicians is even higher at 690,000 worldwide new technicians, or 34,500 per year of which 6,250 are in North America. And for cabin crew, the numbers are 938,000 WW, 46,900 per year of which 8,850 in North America. These numbers don't include aviation engineering, air traffic control, airport management along with many other job positions. In total, there are great opportunities for the youth of today and we want to make sure that the youth of northern Michigan have an equal chance of pursuing these opportunities.

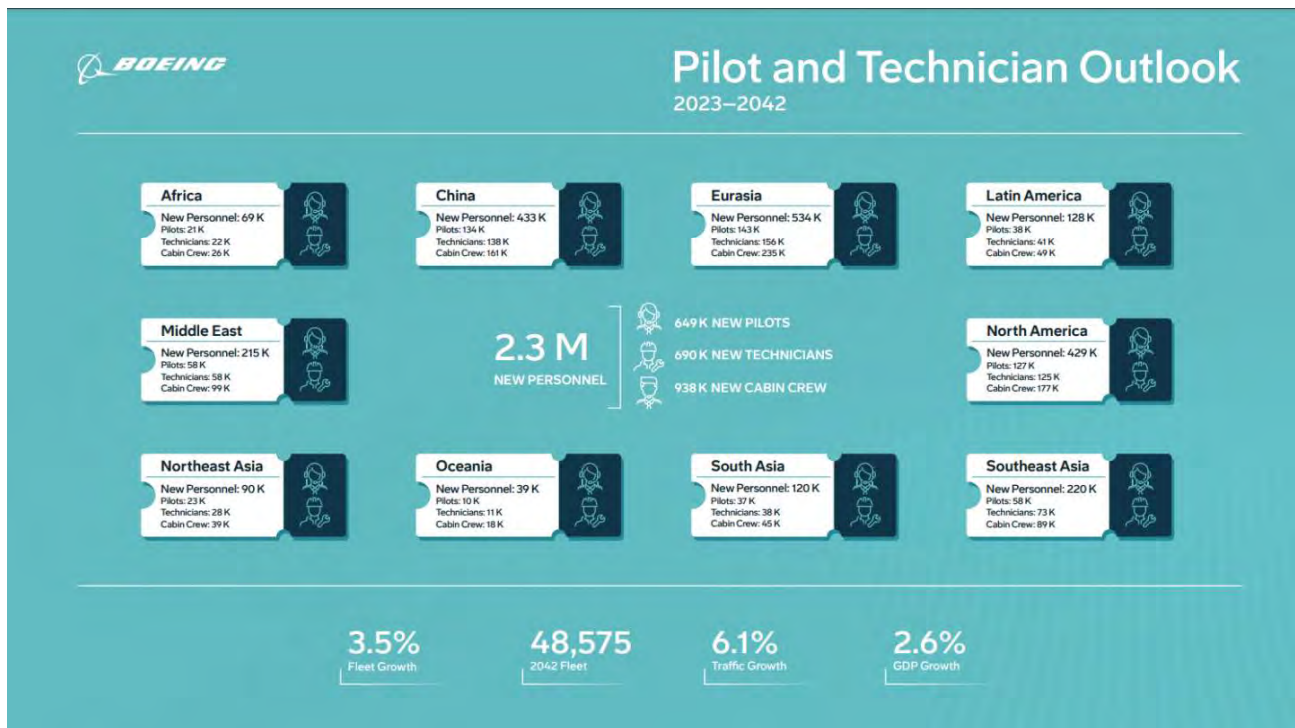


Figure 1: Chart from the Boeing 2023-2042 Pilot and Technician Outlook

Ways to Fill the Skilled Resource Needs – The Talent Pipeline Management Initiative

To match the number of skilled resources to the number of jobs, it requires a more proactive approach to ensure enough people end up qualified for the job openings. The U.S. Chamber of Commerce Foundation executed an initiative to better understand how to match skills to needs. This is the Talent Pipeline Management Initiative (TPM). The TPM Initiative is a demand-driven, employer-led approach to close the skills gap that builds pipelines of talent aligned to dynamic business needs. The approach includes:

- Prioritizes alignment between education and workforce systems.
- Creates shared value for students and workers, education and training providers and employers.
- Shifts employers into the driver's seat to proactively lead partnerships with talent providers.
- Equips business with the practical tools necessary to build an effective talent supply chain.
- Provides a systematic framework flexible enough to be pursued as its own initiative or to enhance the employer role in an existing initiative.

The figure below shows the various stages a person travels in pursuit of an aviation career.

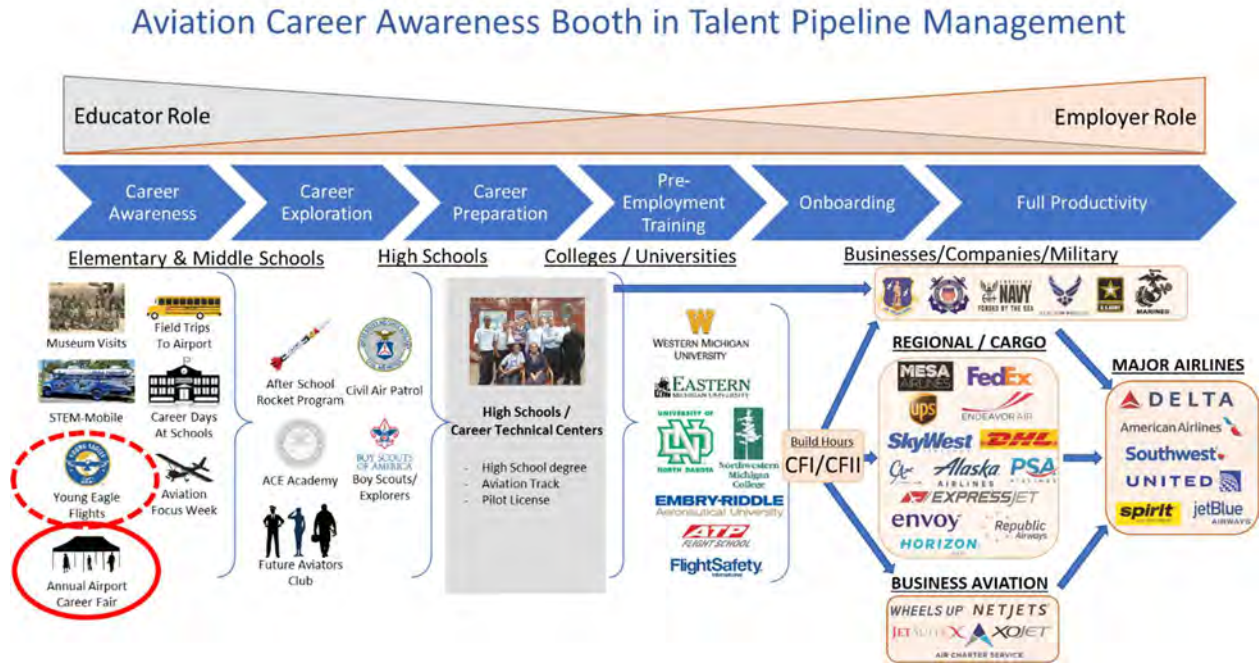


Figure 2: Based on the principles of the U.S. Chamber of Commerce Foundation Talent Pipeline Management Initiative

There are many interesting aspects to this chart. At the top, you will notice that there are two triangles. The one on the left is labeled Educator Role. It shows how education plays a big role in the career process and over time plays a less and less role. On the right, it shows the employer role. Obviously the employer plays a huge part of the overall career process at the end, when the person is employed. The interesting aspect of the TPM process is that the employer plays a small but important part at the beginning of the process to build awareness.

This is why we are looking for ways to get aviation industry organizations to avail themselves to students. We want to give various groups the opportunity to get in front of the youth and start building awareness of the different types of careers. You can see two red circles at the lower left that highlight the Annual Airport Career Fair and the Young Eagle flights, both activities at the Wexford County Airport.

From the chart you can see the various phases of the career path. Underneath those phases, you see a rough timing of when they occur along with a number of examples of activities and schools and employers. These are just a handful of the options available. Also, the timing can alter from this chart. A high school group might go on a field trip to the airport. Middle schoolers may be part of the Civil Air Patrol. When a specific activity takes place is not as important as ensuring a consistent flow of activities over the years.

Career Awareness

At this initial phase of the process, the objective is just to expose the youth to the variety of aviation careers and to build some excitement about those career options. There are students that enter college never

knowing many of the career options available to them. In the four short years of college, they try to figure out what it is they really want to do. By this time, a lot of money and time can be wasted and there may not be enough resources available for the employers. Exposing youth to the careers early is an important first step of starting a career path. This is our primary goal at Wings & Wheels held at Wexford County Airport.

Career Exploration

Career exploration provides youth with more of a hands-on experience. These types of activities typically continue over a period of time. The activity may be more concentrated over a shorter period of time such as a week long full days aviation camp. Or it may be a longer duration activity like the Scouting Explorer Program that meets a couple of hours a week over many months of even years. All of these activities allow the youth to gain direct experience and start connecting the dots.

Method for Delivering the Career Awareness

Our primary method of raising the awareness level of aviation careers is through providing aviation groups and organizations booth space and bringing the groups and the youth together. The challenge is the ability to provide an environment that is safe and free from the weather elements.

Youth Aviation Career Awareness

In 2023, the airport held its 3rd annual Wings & Wheels event. A new aspect was added to the various activities. This year, 21 groups and organizations hosted an aviation career booth raising the awareness level of aviation careers to the youth in the surrounding communities. While being the first year of this activity, it was extremely successful. Here is a list of the groups and organizations that participated in hosting career booths.

- *Cadillac Aircraft Services.....Airframe & Powerplant Mechanics
- Cadillac Area Modelers SocietyAviation Theory Awareness
- *Civil Air Patrol (C.A.P).....Search & Rescue
- EAA Chapters #234 / #1580.....Aviation Awareness
- Federal Aviation Administration (FAA).....Flight Standards District Office
- *Guardian Flight.....Medical Transport Aviation
- Kalitta Air LLC.....Logistics, Aircraft & Powerplant Mechanics
- Legacy Aviation Training Center.....Airframe & Powerplant Mechanics Training
- Michigan Air National Guard.....Military Aviation
- *Michigan State Police (MSP).....Law Enforcement Aviation
- Northwest Soaring Club.....Aviation Awareness
- *Northwestern Michigan College.....Aviation Training & Education
- Northwoods Aviation.....Airframe & Powerplant Mechanics
- U.S. Coast Guard Auxiliary, Traverse City 091-26-10.....Military Aviation
- *U.S. Customs & Border Protection.....National Security Aviation
- U.S. Naval Sea Cadets.....Military Aviation
- U.S. Navy.....Military Aviation
- *Western Michigan University (WMU).....Aviation Training & Education
- Wexaukee Amateur Radio Club.....Aviation Electronics & Communications
- *Wexford County Emergency Operations Center / 911.....Drone Operations
- Wexford Missaukee Career Tech Center.....Aviation Training & Education

Note: * indicates an aircraft is part of the career booth

There have been on-going discussions with other aviation groups to join the event in future years. Here is a list of a few of those organizations.

- American Airlines.....Commercial Air Transport
- CHI Aviation.....Construction Aviation
- Dauntless Air.....Fire Fighting Aviation
- Delta Airlines.....Commercial Air Transport
- Duncan Aviation Services.....Airframe & Powerplant Mechanics
- Michigan Department of Natural Resources (DNR).....Search & Observation Aviation
- North Flight Aero Med.....Medical Aviation
- Southwest Airlines.....Commercial Air Transport
- U.S. Forestry Services.....Search & Observation Aviation

The intent is to expose youth to a variety of aviation types along with the types of jobs within the variety of aviation types.



Figure 3: Chart depicting the various types of aviation and jobs within the variety of aviation

The 2023 event was a great success and has the ability to grow even better. The challenge is where to house the multiple aviation career booths that is in an area somewhat protected from the elements.

School Field Trips

The best way to convey an understanding of something is to actually show it. Field trips from surrounding schools can bring students to the airport and see first hand the inner workings of an airport and the aircraft that utilize the facility. Currently, field trips by kids as young as 6 years old from the Cadillac Area YMCA Day Camp have visited the airport. It helps to have a place for an opening presentation to discuss what they are going to see (and explain safety considerations) and then bring them back to summarize what they have seen, highlighting the many points of learning from the day. The field day is a great way to raise the awareness level of many things aviation related.

Summer Aviation Camps

Even at early ages, many youth start to gain a great interest in aviation from the efforts to raise their awareness level. The next step is to provide an opportunity to perform more exploration of aviation. There are some airports in Michigan that provide one to two week summer aviation camps. Wexford County Airport is uniquely situated in an area that is not served by other paved airports for 32 nautical miles. This

means that Wexford County Airport is the closest airport to people in a 200 square nautical mile area. There are a lot of youth in that area that are candidates for a summer aviation camp. These summer camps need an area that can be used as a classroom for part of the days and then the ability to go to areas of the airport to experience what they have just learned.

EAA Young Eagle Program

The Experimental Aircraft Association (EAA) is a 200,000 member strong community of passionate aviation enthusiasts that promotes and supports recreational flying. Their mission is to grow participation in aviation by promoting the “Spirit of Aviation”. Following their mission, the EAA developed a program called Young Eagles in 1992. The Young Eagles program sole mission is to introduce and inspire children in the world of aviation. This is accomplished by organizing volunteers to donate their time and the use of their plane to provide kids from 8 to 17 free rides in aircraft in a safe and structured manner. The EAA chapter in Traverse City has been providing Young Eagle Flights in Cadillac. The last event in Cadillac had 68 kids registered for free flights. With a new facility, we would like to resurrect the Cadillac EAA Chapter #678 and work with the Traverse City EAA chapter to grow the Young Eagles program in Cadillac.

Guest Speakers / Presentations

There are a number of people that hold presentations and training sessions. These speakers want to present at an airport. That way people can fly in from other surrounding airports to ensure that as many people as possible take advantage of the session. To accomplish this, you need two things; an airport and a place to house the meeting. A pavilion on airport property could provide a suitable location for these guest speakers to present.

PUBLIC SAFETY / EMERGENCY MANAGEMENT

Aviation is not the only demographic that could utilize a pavilion at the airport. Public safety and the emergency management team has a number of activities that they could execute at an area that has space and a facility that meets their needs.

Emergency Management – Alternate Incident Command Center

In today’s world, the role of emergency management is becoming more and more vital in the protection of the community. These emergencies can be in many forms. It could be weather related as seen with the increased frequency and intensity of thunderstorms, snow storms, and tornadoes. It could be fires as illustrated by the recent events in Canada, California, and Hawaii. It could be wide spread power and/or internet outages caused by many different possibilities. These emergency conditions can create a variety of needs. Sometimes an alternate Incident Command Center is required to properly respond to the situation.

Emergency Management – Aux Communications

Whatever the cause, all or most of the communications ability for the community could be down. This immediately impacts first responders’ ability to perform their duties. It is common that counties team up with the local amateur radio club to develop and implement a backup auxiliary communications network. These communication centers need to be able to be set up quickly and provide communications locally along with longer distant communications with state and federal agencies. Having the communications capability housed at a transportation hub like the airport can play a vital role in recovery services.

Emergency Management – Temporary Shelter

There are a number of situations where permanent housing for some people is jeopardized. This could be due to fire that damages or destroys a number of living establishments. Or it could be a weather related incident involving tornadoes or floods. As seen during the COVID pandemic, there may be times when medical facilities are overwhelmed and need a facility to house patients. Having a large space that can be used quickly as temporary housing would be a great asset to the community. Hopefully it would never be needed but knowing it is available as a plan to support the community provides peace of mind.

Emergency Management – Drone Practice and Training

The Emergency Management team in Wexford County has a significant investment in a drone that is used for multiple purposes. It is used for search and rescue operations looking for lost people. It assists in the fight against forest fires, getting arial views of the current situation guiding fire fighters and looking for hot spots. The drone can be used in active shooter situations keeping first responders safe while assessing the situation. The use of drones is being used both inside and outside. The use of the drone is as good as the ability of the pilot flying the aircraft. This is where practice makes perfect. One method of practice is maneuvering in an indoor obstacle course. A pavilion can provide a place where both the local Emergency Management team along with other resources like the Michigan State Police can come and practice.

Public Safety – Quarterly Fire Chief Meetings

Executing the activity of fighting fires is a science and takes a lot of coordination. The township and city fire chiefs meet quarterly to discuss techniques and new capabilities of the individual township fire departments. Once a year, it would be prudent to bring all of the fire departments from the city and townships together to practice as a larger coordinated team. This provides an opportunity for the various fire fighters to meet one another and learn the equipment capabilities of the other townships that may need to be called into service by one of their peer departments. Having a classroom near a large open area would enable effective joint training sessions.

Public Safety – Tactical Driving Training and Practice

Currently, the local public safety personnel go to Saginaw to receive their tactical driving training and practice. This means that the vehicles and personnel are an hour and a half away from Wexford County if anything were to require their presence back home. Having a local facility with a classroom next to a large piece of pavement would enable training locally more often than the remote training.

COMMUNITY

Many people think that an airport is all about the pilots and passengers. The truth is that the airport is there for the community and needs to continue to find new ways to deliver value to the people in the county and surrounding community.

Veterans – Monthly Coffee Hours

The veterans of the community deserve so much and yet they are not necessarily an easy group to keep informed. Bringing veterans together helps them as they can relate to all of the other veterans and enjoy the ability to network with them. Veterans tend to relate to airports as in many cases it is part of their military past. Many other counties in northern Michigan hold monthly coffee hours which are well received and well attended. It provides an opportunity to inform the veterans of any announcements that relate to them. Again, you need space to conduct this type of activity.

Citizen Picnicking

Having an open space that overlooks the runway is a great area for picnic grounds. Placing picnic tables in and around the community center structure provides that aeronautical atmosphere building a positive perception of the airport by the community.

Movie Nights

To attract general aviation pilots along with their passengers to visit airports, a number of airports in Michigan hold movie nights where pilots fly into the airport and the community drives in to the airport to watch a movie in a hangar. It is a great way to build the relationship between the people in local community and the aviation community.

Aviation Related Events

The Wings & Wheels event at the Wexford County Airport is an activity put together for the community of Cadillac, the people of Wexford County and all of northern Michigan. It is a great family event providing fun for all of those that attend from small children to senior citizens. This provides an opportunity to reach many of these attendees with something that brings much more value to many of these people. Being an airport, it only makes sense to provide something related to the aviation industry.

Business Meetings

There are times when business jets fly into the Wexford County Airport to conduct meetings with other business associates. There is no good place at the airport to conduct business meetings. Therefore, the people that fly in have to go to another site to hold the meetings. It would be nice to be able to provide a meeting place at the airport.

Club and Organization Meetings

There are many groups in the Cadillac area that hold regular meetings. These include groups like the Civil Air Patrol, Wexaukee Amateur Radio Club, Cadillac Area Modeler Society, Cadillac Area Chamber of Commerce, and Cadillac Area Visitors Bureau. Some of these are aviation related organizations. Many are not. The airport would provide a functional meeting place in a pavilion / community center.

Activities / Objectives / Responsible Staff

Activity	Responsible Staff	Expected outcome	Measurement
Youth Aviation Career Awareness Event	Airport Manager	Annual event will raise awareness of aviation careers. Youth actually will pursue those careers.	Utilize the TPM Initiative
School Field Trips	School Teacher	Ongoing field trips that build	Utilize the TPM Initiative
Summer Aviation Camps	Camp Staff	Summer aviation camps allowing kid to do a deeper exploration of aviation	Utilize the TPM Initiative
EAA young Eagles Program	EAA volunteers	Hundreds of kids from 8 to 17 receive free airplane rides	Utilize the TPM Initiative
Guest Speakers / Presentations	Airport Manager	multiple speaker events for aviation community and kids	Attendance
Develop and practice alternative incident command center	EMD Director	Create process and procedures to implement an Incident Command Center on a moment's notice	EMD Processes
Develop auxiliary communications capability for emergencies	EMD/Amateur Radio Group	Create process and procedures to implement auxiliary communications	EMD Processes
Prepare for the need of temporary housing	Red Cross	Procedure in place to house 160 people temporarily during emergencies	Red Cross measurements
Drone Training and Practice	EMD Director	Conduct drone training and practice sessions to improve skills	EMD criteria
Fire Chief Quarterly Meetings & Training	Public Service Director	Bring equipment from each city and township together for a practice/training session	A list of what worked / didn't work
Tactical driving and training	Public Service Director	Set up courses and obstacles for driving training	Public Safety measurement process
Veterans Coffee Hours	Veterans Services/Airport mgr	Monthly Veterans Coffee Hour sponsored by local businesses	Attendance
Citizens Picnicking	County Parks & Rec	Open area for picnicking when not in use	Manual
Movie Nights	Airport Manager	Conduct open area movie nights monthly during summer	Attendance
Aviation related events	EAA volunteers/airport mgr	Conduct periodic aviation events like Wings & Wheels	Attendance
Business Meetings	Chamber of Commerce	Conduct business meetings for community members	Frequency / Reviews
Club and Group Meetings	Clubs & Organizations	Conduct club meetings and events for organizations from the community	Frequency / Reviews

THE DESIGN CRITERIA OF THE WEXFORD COUNTY AIRPORT COMMUNITY MULTI-CENTER

Rather than constructing a building and then determining what the various uses will be, we started with defining the uses, as you just read. Based on those uses, we have conceptualized what the building needs to be. We want to make sure that it is as functional as possible for each of the uses. At the same, we want it to fit in with the architecture of a general aviation airport. With such a wide variety of uses, flexibility needed to be designed into the building.

The structure starts with a pavilion like structure. This structure provides openness to the surrounding airport. The building has a large (150' by 50') concrete floor. This provides an open space permitting a number of configurations of tables, chairs and booths to meet the needs of all of the uses. The concrete floor also provides the durability to handle years and years of foot traffic without showing much if any wear.

The building has a roof that provides protection from the elements including rain, snow, hail, and an over-abundance of sunshine. On the interior side, the ceiling would provide lighting so that the structure can be used in low light or no light situations. Lighting would utilize LED lights keeping the building as environmentally green as possible.

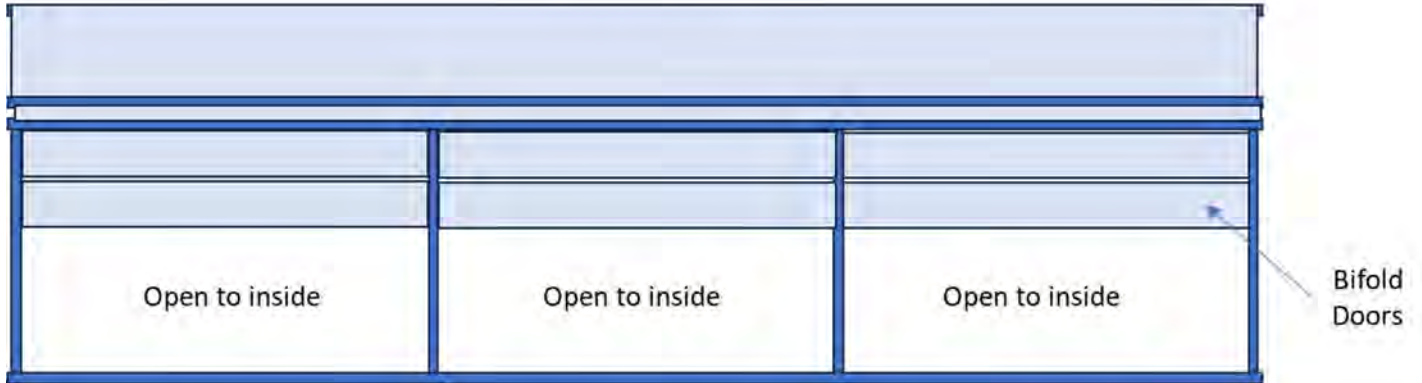
What makes this structure unique from other buildings are the walls are primarily bi-fold doors similar to a hangar door. This now enables the structure to be used as either an open pavilion or a closed inside meeting area. This is where the flexibility in the use of the building comes into play. In the prior list of uses, there were activities such as a protected picnic area that would utilize all of the walls opened. Then there are activities such as temporary housing or business meetings that would utilize a closed environment with all of the walls down. And then there are activities such as the booths that would have the front walls open and the back walls closed. This would provide a very flexible environment that can switch quickly from one configuration to another.

With the ability to have walls that are down, it now enables the building to be used as a four-season facility. To maximize the use of the structure, supplemental heating would be added to the overall facilities plan. All of the doors would be operated by the airport maintenance staff to ensure proper execution of doors opening and closing. The airport would keep a trailer that holds tables and chairs used in the facility. This provides easier configuration changes by backing the trailer directly into the building and then storage as well. By having the tables and chairs stored in a trailer, they can be used by other groups in the community such as the Cadillac Area Visitors Bureau or the Cadillac Area Chamber of Commerce.

CONCEPTUAL VIEWS OF THE COMMUNITY MULTI-CENTER

The figure below is to illustrate the functional concept of the building. Prior to the building of the structure, an architectural design would be selected that adheres to the basic flexible concept while integrating into the architectural theme of a general aviation airport. The structure would have three bifold doors on the front and three more on the back. This provides a number of configurations that could be implemented at any give time based on the needs of the use of the facility.

Front View



Side View

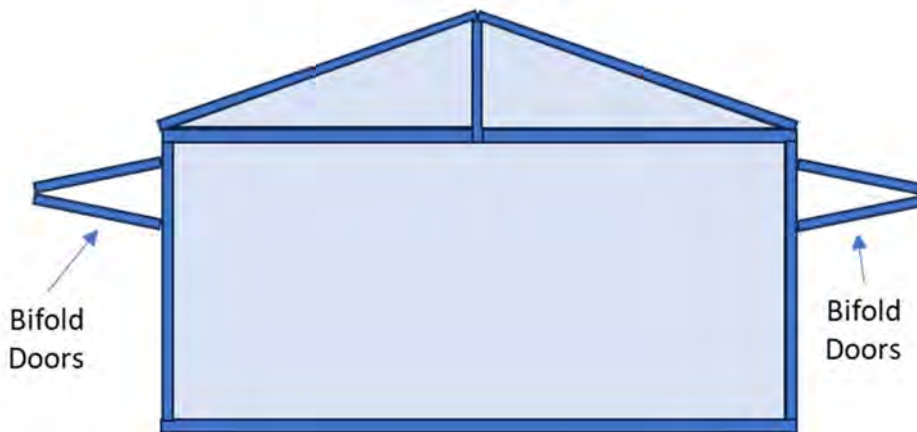
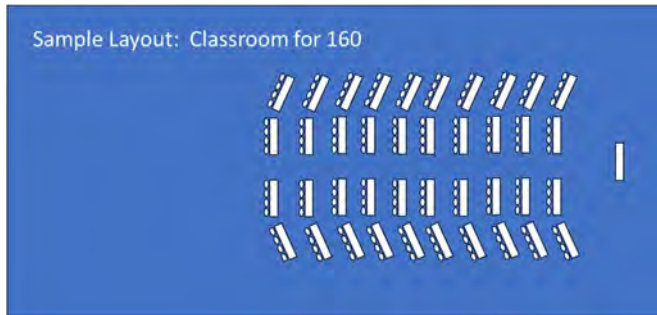


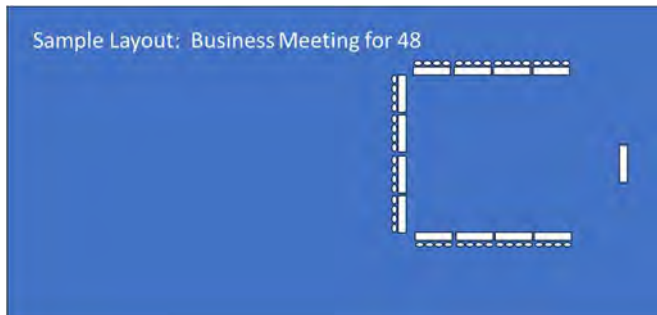
Figure 4: Front and side view of the Airport Community Multi-Center building illustrating the concept of the flexible configurations with the bifold doorwall concept.

It would be possible to put bifold doors on the end walls also. This would increase the need for a stronger support system built into the pavilion structure. It would also increase the cost of the structure by adding two additional doors. To keep it affordable, the two end walls have been selected to be solid walls. This would also help to accommodate a screen for presentation purposes on the inside of the structure. If needed, a bifold door could be added at a later date.

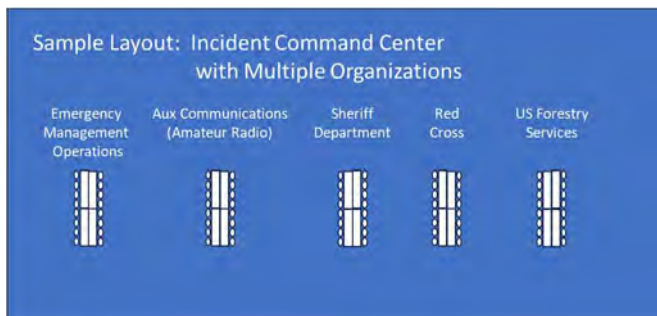
CONFIGURATION FLEXIBILITY OF THE COMMUNITY MULTI-CENTER



CLASSROOM - There are many times we would like to conduct classroom type training or have guest speakers come and present aviation related topics. Other groups and organizations in the area have the same need. These include groups like the Cadillac Area Visitors Bureau and the Cadillac Area Chamber of Commerce.



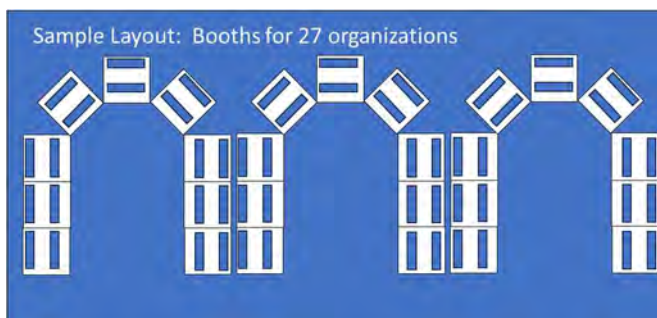
BUSINESS MEETINGS – There are many groups and organizations that have the need to conduct period business type meetings. These include the Civil Air Patrol, the Wexaukee Amateur Radio Club, the Cadillac Area Modelers Society, the Cadillac Area Chamber of Commerce along with many others.



INCIDENT COMMAND CENTER – Hopefully the need never arises but in today’s changing world, you can never be too prepared for an emergency that requires an alternate Incident Command Center to quickly and effectively respond. The Multi-Center Pavilion can readily house multiple organizations together providing a coordinated response.



TEMPORARY HOUSING – Recent history has shown how a tornado or out-of-control wildfire can leave hundreds of people out of a place to live. It is critical to be able to set up temporary housing in less than 2 hours for those displaced individuals and provide them a place until more permanent housing can be put in place.



BOOTH EVENTS – There are times when an event is held that has two dozen or more groups that would like to host a booth at the event. Having the pavilion adjacent to a ramp area provides an ideal location to conduct various activities. A perfect example is the Aviation Career Awareness events that start the kids on a path to a well-paying aviation career.

SITE LAYOUT FOR AIRPORT COMMUNITY MULTI-CENTER

The purpose of the Airport Community Multi-Center is to serve the community. The building will serve many aviation purposes. It is important to place it at the airport where it can serve the aviation community. At the same time, it serves the rest of the Wexford County community. Therefore, it is important to place the center on the outside of the fence to keep the airport aircraft movement areas as safe as possible.

The airport has many areas where the community center could be located. Three options have been defined below. The key is to have it integrated with the aircraft area in a safe manner and also provide enough parking for the people that will use it. As the project completes the due diligence of the design criteria for the building, more information can be uncovered that would define the best location.

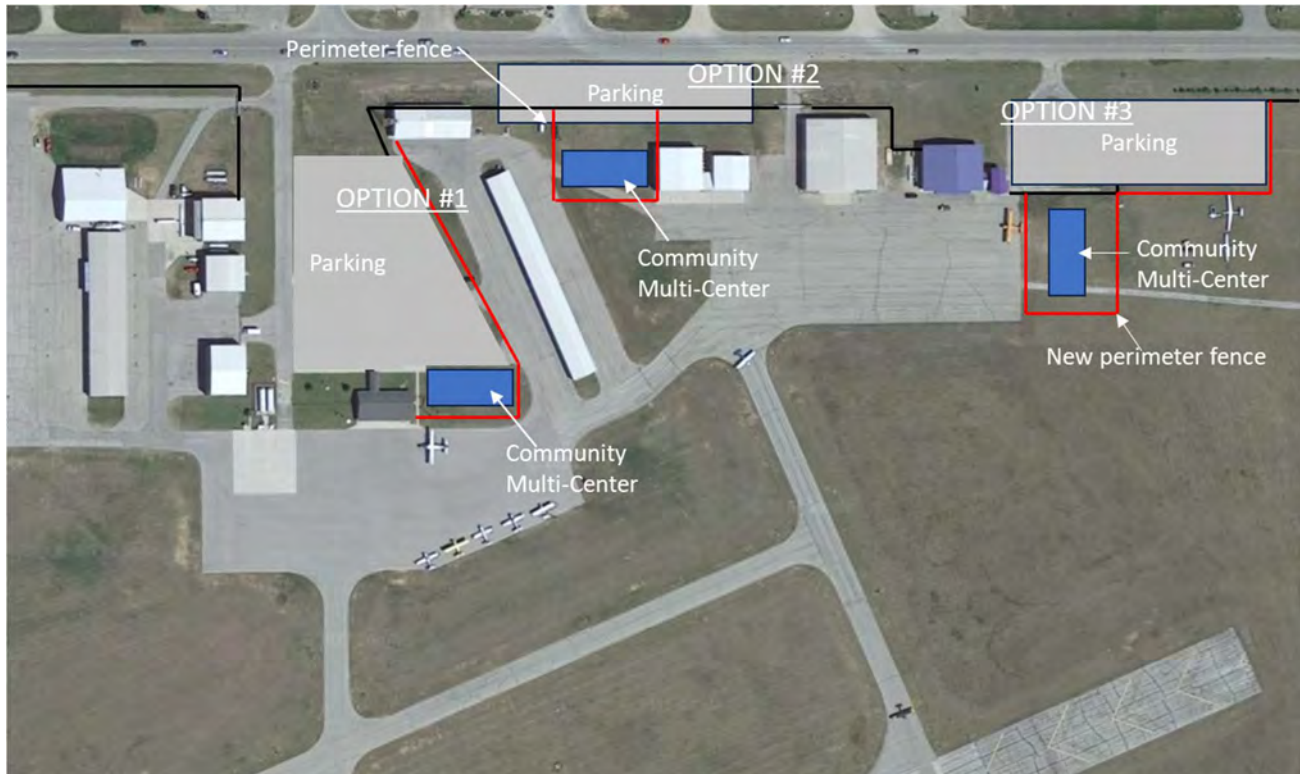


Figure 5: Multiple options for site location of the Community Multi-Center.

AIRPORT COMMUNITY MULTI-CENTER PAVILION FINANCIALS

The numbers in the following financial detail are the best estimate of what the total project costs will be at this point in time. If selected, we will enter the due diligence and design phase of the project which will enable a better understanding of more realistic numbers. The current numbers have been quickly reviewed by an architect, a consulting engineer and a few others.

Currently, there are no matching funds identified. We will be seeking more funds for items like a backup generator for the Incident Command Center purposes, business projection system and sound system. We learned about this grant on August 29th so we have not had time to research other sources of matching funds. We have no comparison at this time. If we did this in the traditional way, we would have to build multiple buildings that would be at least double the cost.

Wexford County Airport

Michigan Community Center Grant Application

AIRPORT COMMUNITY MULTI-CENTER PAVILION

Grant Financials Detail

	<u>Units</u>	<u>Unit Expense</u>	<u>Total Cost</u>
Acquisition of Property			
Land Acquisition	1	\$0.00	\$0.00
Total Acquisition Costs			\$0.00
Planning & Design Costs			
Airport Layout Plan Update	1	\$10,000.00	\$10,000.00
Section 163 / Airspace /	1	\$10,000.00	\$10,000.00
Project Consulting Project Plan	1	\$20,000.00	\$20,000.00
Design Criteria Due Diligence	1	\$5,000.00	\$5,000.00
Architectual Design	1	\$50,000.00	\$50,000.00
Permits	1	\$6,000.00	\$6,000.00
Site Survey	1	\$4,000.00	\$4,000.00
Total Planning & Design Costs			\$105,000.00
Construction & Materials Costs			
Site Preparation	1	\$8,000.00	\$8,000.00
Project Consulting & Management Cost	1	\$40,000.00	\$40,000.00
Foundation and Slab (150' by 50')	7500	\$12.00	\$90,000.00
Structure materials and labor (150' by 50')	1	\$1,600,000.00	\$1,600,000.00
Insulation	1	\$65,000.00	\$65,000.00
Bathrooms	2	\$55,000.00	\$110,000.00
Electrical	1	\$15,000.00	\$15,000.00
Plumbing	1	\$20,000.00	\$20,000.00
Heating system	3	\$15,000.00	\$45,000.00
Bi-fold doorwalls	6	\$60,000.00	\$360,000.00
Total Construction & Materials Costs			\$2,353,000.00
Interior Amenities			
Tables	70	\$228.00	\$15,960.00
Chairs	300	\$30.00	\$9,000.00
Trailer for Table/Chair Storage	1	\$12,000.00	\$12,000.00
AED Defibrillator	1	\$2,000.00	\$2,000.00
Total Ameneties Costs			\$38,960.00
TOTAL PROJECT COST			\$2,496,960.00

SUMMARY OF THE AIRPORT COMMUNITY MULTI-CENTER PAVILION

The Airport Community Multi-Center Pavilion provides the airport with the ability to drive more value to the Wexford County community. Through the use of a flexible configuration 7,500 sq ft pavilion / community center, the airport can help all of the people of the community in so many ways.

EDUCATION

Currently, the Wexford County Airport has programs that raise the awareness level of aviation careers for the youth of Wexford County. We are working to expand these efforts to draw kids from across the entire northern portion of the lower peninsula of Michigan along with more aviation industry involvement by the airlines and other aviation businesses.

The airport holds school field trips for the youth of the area. We want to also expand this to include schools from a 32 mile radius. The airport is working with the Cadillac Area Public Schools to seek MiSTEM Network Grant funds to develop an integrated aviation *program* for the Cadillac area schools.

There are ACE Summer Aviation Camps conducted at airports like Detroit City Airport and Jack Barstow Midland Airport that hold one to two week aviation camps for the youth in the area. With the proper facility, the Wexford County Airport would like to conduct similar types of aviation career exploration activities.

The Experimental Aircraft Association (EAA) has developed a program called the Young Eagles. Pilots volunteer their time and aircraft to take kids from the ages of 8 to 17 on free flights in an effort to build awareness of aviation and the possibilities it brings. Currently, the Wexford County Airport conducts these Young Eagle flights with the assistance of the EAA Chapter #234 from Traverse City. 68 kids were registered for the last event. We want to expand that, providing more youth the experience to help set a course on pursuing aviation careers.

There are a number of speakers available from groups like the FAA or other aviation industry groups and organizations. The Wexford County Airport would like to conduct more of these events but do not have the appropriate facilities to hold such meetings. This space could also be used by other organizations.

EMERGENCY MANAGEMENT / PUBLIC SERVICES

Some day, Wexford County may need to activate an alternative Incident Command Center. This facility could house groups from the Emergency Management Center, the Sheriff's department, the Red Cross and others to manage and coordinate their way through an emergency.

At any time, communication is key to responding to threats, emergencies and situations. Whether it be of natural causes or man-made incidents, all types of communications could fail. It is critical that an auxiliary communications method is designed, built, tested and be at the ready in case this were to occur. The Wexford County Emergency Management Operations team is starting discussions with local amateur radio club to develop and maintain this type of system. Having a location with backup power is critical to this type of operation.



When a disaster strikes and large numbers of people lose their permanent housing, there is a critical need to have a facility that can provide temporary shelter immediately. Time is of the essence and supplies and processes need to be in place ahead of time.

As technologies evolve more quickly, it is crucial that the people that are going to use that technology get training and practice with that new equipment. A perfect example is the high-tech drone used by the emergency management team and other first responders. The multi-center pavilion is a perfect place to provide that type of training and practice to the local team along with groups like the Michigan State Police.

The same can be said about the local fire departments from Cadillac and the townships of Wexford County. Roscommon County held a training day for their fire departments earlier this year which delivered many benefits from getting to know the other fire fighters to learning about the capabilities of the various departments' equipment. Currently the fire chiefs hold quarterly meetings which could be held in a location that can provide a better combination of meeting discussion and training.



The local public safety travel to Saginaw with the department's vehicles to go through tactical driving workforce training and practice. During this time, the personnel and the vehicles are an hour and a half away from the local community. If something were to happen during that time, response to situations could be severely impacted. Having the pavilion adjacent to the ramp area could serve the community by keeping the first responder resources locally.

COMMUNITY

As in any service provided by the local government, the airport's goal is to maximize the value delivered to all of the members of the community. Just to highlight a few that can be delivered through the Airport Community Multi-Center Pavilion, Veterans coffee hours can be held monthly, recognizing the veterans for their service and providing a communication channel to reach these individuals on a timely basis.

Citizens can take advantage of the pavilion and use it as a picnic area. They can enjoy movie nights along with the pilots that fly in. They can attend the various aviation events that will be able to take place at the airport. It will be a recreational place for people to come to, relax and enjoy.

BUSINESS / COMMUNITY ORGANIZATIONS MEETINGS SPACE

With the flexible configuration, the Airport Community Multi-Center can be a place where large or small groups can conduct meetings in an indoor environment. With all the doors down, the perfect meeting environment is created. This can include business meetings from people flying in from out of town. It can be local businesses holding company meetings and events. Or it can be local clubs and organizations that can hold private or public events.

FLEXIBILITY

The key to the success of the community center is the flexibility to be a completely open air venue to a completely closed type of facility to something in-between. It brings value to the community, it promotes the lower income people to greater heights, it enhances the safety and well-being of the community, it educates, it helps drive the economic engine. Its flexibility provides so much more for a community that can utilize it.



September 5, 2023

Michigan Department of Labor & Economic Opportunity
Lansing, Michigan

Re: Support of Wexford County Airport Community Multi-Center Pavilion

To Whom It May Concern:

I am writing on behalf of the Cadillac Area Visitors Bureau to express our support for the Wexford County Airport's application to the Community Center grant program. We believe that this project holds immense potential for not only enhancing our airport's facilities but also for benefiting the entire Wexford County community, as well as our nearby counties.

The proposed project will assist in transforming our local airport into a hub of activity, education, and engagement for both regional air travelers and residents. By offering a space that caters to the diverse needs and interests of our community, this project offers a multitude of opportunities related to workforce development, public safety, community development, and so much more.

We thank you for recognizing the importance of this project to support the Wexford County area.

Sincerely,

A handwritten signature in black ink, appearing to read "Kathy Morin", with a long, sweeping flourish extending to the right.

Kathy Morin
Executive Director



Michigan Department of Labor and Economic Opportunity
Community Center Grant Program

Subject: Strong Endorsement for the Airport Community Multi-Center Pavilion Grant Application

Dear Members of the Michigan Community Center Grant Committee,

I am writing on behalf of the Cadillac Area Chamber of Commerce to express our wholehearted support for the Wexford County Airport's application for a Capital Project Grant from the Michigan Department of Labor and Economic Opportunity. This grant, which aims to fund the construction of an Airport Community Multi-Center Pavilion, is an exciting endeavor that we believe will have a profound and lasting impact on our community.

As an organization committed to supporting initiatives that promote economic growth and workforce development in our area, the Chamber of Commerce believes that the Wexford County Airport's project aligns perfectly with the goals of both the business community and the Michigan Department of Labor and Economic Opportunity Community Center Grant Program.

The proposed Airport Community Multi-Center Pavilion represents far more than a building; it is a symbol of community integration, empowerment, and progress. It additionally represents the investment of talent pipeline management for our emerging leaders for our community.

The multifaceted nature of this pavilion, serving as a hub for aviation education, public safety and emergency management training, and community use, is truly commendable. By integrating with local schools, the Chamber of Commerce, the Visitors Bureau, county and city operations, and other local organizations, it will foster collaboration and innovation, offering a space where individuals from all walks of life can come together to learn, grow, and strengthen our community.

In conclusion, the Airport Community Multi-Center Pavilion is a multifaceted place that will benefit our community for generations to come.

Thank you for your attention to this important matter and for your commitment to fostering community development and prosperity.

Sincerely,

A handwritten signature in cursive script that reads "Caitlyn Stark".

Caitlyn Stark
President
Cadillac Area Chamber of Commerce

HEADQUARTERS MI-094
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
8360 E 30 Rd
Cadillac Mi. 49601

07 September 2023

Lt Col Raymond Hill, CAP
Cadillac Squadron
Civil Air Patrol

Keith Newell Manager
Wexford County Airport
8040 E. 34 Road
Cadillac , Mi. 49601

Dear Sir

The Cadillac Squadron of Civil Air Patrol fully supports the Community Center at Wexford County Airport.

The proposed facility would enhance our meeting area for our STEM program and our cadets in Aerospace and Emergency Services at our weekly meetings.

If you have any questions please contact me.

Sincerely

Raymond Hill, Lt. Col, CAP
Commander



5 September 2023

Experimental Aircraft Association (EAA), Chapter 1580
Houghton Lake Airport, Houghton Lake, MI

EAA Chapter 1580 supports the Michigan Community Center Grant Proposal for a Community Multi-Center Pavilion submitted by the Wexford County Airport.

The proposed facility will benefit all of the organizations presented within the proposal. The facility would benefit ours and nearby EAA chapters like the one in Traverse City. EAA Chapters could utilize the facility to host events such as flights for youth through the Young Eagles program. Young Eagles began over 30 years ago and provides flight experiences for kids ages 8-17 to help educate and stimulate their imaginations regarding the world of aviation.

EAA Chapter 1580 also hosts guest speakers or other aviation-related forums and educational programs which could potentially benefit the Wexford County region and the State of Michigan.

EAA Chapter 1580 fully supports this project.

Please contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark Eiteuner', is placed below the word 'Sincerely,'.

Mark Eiteuner
President, EAA Chapter 1580
Houghton Lake, MI
president@eaa1580.org



Keith R. Newell
Airport Manager
Cadillac Wexford County Airport
8040 34 Road
Cadillac, Michigan
49601

Experimental Aircraft Association
Chapter 234
2640 Aero Park Drive
Traverse City, Michigan
49686

Dear Keith,

EAA 234 is in full throated support of your grant opportunity. Our support is not only in words but deeds; we will be in Cadillac, yet again, on 16 September to fly Wexford County youth in our Young Eagles program.

Our support is unwavering; we have and will continue to hold Young Eagle rallies in Cadillac and will lend assistance in standing up EAA 678 especially with your youth program.

The Experimental Aircraft Association offers, through the Ray Foundation, grants to permit aspiring young aviator's full scholarships to earn their private pilot rating. This is an \$11,000 scholarship; we've had 3 of our youth take advantage of this marvelous opportunity; they are now Private Pilots and are on their way to a future in aviation.

We create pilots and will nurture the process in Cadillac.

We see the pavilion as a very strong and necessary step forward to assist those most in need and to create a strong, healthy airport community connection.

Very sincerely yours,

Bill Ross
President
EAA Chapter 234



September 5, 2023

Michigan Labor and Economic Opportunity
MI Community Center Grant

I would like to offer my support for the grant application being submitted by the Wexford County Airport Authority. The facility they are proposing would go a long way on many fronts. The airport is a logical place to have an alternative Incident Command Center. Our department could work with the local amateur radio group to prepare a site for auxiliary communications for our first responders. The center would also be a good site for various training sessions for our department along with the rest of public safety.

Please know that the Emergency Management Operations team is fully supportive of this project. Contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads 'Randy Boike'. The signature is written in a cursive, slightly slanted style.

Randy Boike
Director
Wexford County Emergency Management
971 Lincoln Street
Cadillac, MI 49601
EMD@wexfordcounty.org
(231) 306-2130



September 5, 2023

To whom it may concern:

I am writing in support of the Wexford County Airport's application to The Michigan Department of Labor and Economic Opportunity for a Community Center Grant. Through the leadership of the Wexford County Airport's manager, our club has observed first-hand how the airport serves our community beyond providing aviation services. We recently participated in an airport-sponsored event aimed at enhancing our community's efforts to provide exceptional educational opportunities for youth through Science, Technology, Engineering, and Mathematics (STEM). We were able to demonstrate to young people how amateur radio can help prepare them for careers that require knowledge and practical application in all aspects of STEM.

The proposed Wexford County Airport Community Multi-Center would enable our organization to do an even better job of providing STEM education to young people. It would also provide a venue for emergency preparedness training and simulation activities as amateur radio is a key provider of communications when conventional modes are disabled due to severe weather, equipment failure, or other catastrophic events.

In summary, we consider the Wexford County Airport a valuable asset to the community at large and specifically to our efforts to better serve the community. We have complete confidence in the airport manager and his team to make the best use of any resources available and look forward to being able to utilize the proposed Wexford County Airport Community Multi-Center.

Sincerely,

Lyn Cryderman, President
Wexauke Amateur Radio Club

**Dr. Ben Townsend, Wexford
County Commissioner, District 3**

I just want to be a blessing...

Wexford County Courthouse
Administration Office
437 E. Division St.
Cadillac, MI 49601

231-885-2368

BTownsend@wexfordcounty.org



September 6, 2023

RE: Michigan Community Center Grant

To whom it may concern

As a Wexford County Commissioner, I am pleased to offer this letter of support for the Grant Application being prepared by the Wexford County Airport to the Michigan Community Center Grant Program. The Wexford County Airport is an example of a strong collaborative model for creating efficiencies and consensus centered on reaching the rural areas within Wexford County, Michigan. The airport manager, Keith Newell, has worked tirelessly on bringing many of the area's aviation groups and school leaders together in assistance that focuses on collaboration/intra-governmental cooperation, and airport development including focused resources for the public, specifically school-aged children and veterans.

In being the long-time Wexford County liaison to the airport, I have seen over the years the board and manager work together for outreach in the community, especially in the area of future aviators in junior and senior high schools in the area. Our past three years, the Wings and Wheels events have had an average of 2500 people from the area attending to find out what the airport is doing for the greater county area. I have seen the board committed to pursue whatever it can to draw more of the public into the airport, and let folks know what an asset the airport is to the community.

I wish that you look favorably upon this grant application and support efforts to maintain and enhance collaboration at the local government/business/school level which facilitate and drive processes towards community outreach and involvement.

Respectfully,

A handwritten signature in cursive script, appearing to read "Ben Townsend".

Dr. Ben Townsend
Wexford County Commissioner,
Wexford County Airport—County Liaison



Wexford-Missaukee Intermediate School District

Helping Schools Help Students

September 6, 2023

Wexford-Missaukee Intermediate School District
9907 East 13th Street
Cadillac, MI 49601

RE: Letter of Support - Wexford County Airport Multi-Center Pavilion

The Wexford-Missaukee Intermediate School District (WMISD) is pleased to support the Wexford County Airport's application for an Airport Community Multi-Center Pavilion. As an educational institution working in the region, WMISD knows the challenges local employers face and students' needs as they navigate career options. This grant would allow the WMISD to expand its partnership with the Wexford County Airport in providing career awareness, exploration, training, and preparation to students in Wexford County and the surrounding area.

As the Assistant Superintendent of Career and Technical Education (CTE), I am challenged with providing CTE opportunities for all students kindergarten through 12th grade and those at the Career Technical Center. An Airport Community Multi-Center Pavilion would allow students of all grade levels to explore careers in aviation and the aviation industry.

This pavilion would allow space for field trips of all age students to learn about airport operations, career opportunities and increase awareness of their community. It would enable guest speakers and experts in the field to provide valuable education to students and community members. It will also expand educational and work-based learning opportunities for students who attend the Career Technical Center in several of our programs.

The WMISD appreciates this opportunity and looks forward to working with the Wexford County Airport to expand career development with the help of this grant.

Sincerely,

Timothy Rigling, Assistant Superintendent
Career and Technical Education
Wexford Missaukee Career Technical Center



September 6, 2023

Ms. Virginia Holmes
Executive Director
Michigan Labor and Economic Opportunity
105 W. Allegan Street
Lansing, MI 48933

Ms Virginia Holmes,

I, Karl Holder, certify that all statements on the MI Community Center Grant application from the Wexford County Airport Authority and the attachments hereto are true, complete, and accurate to the best of my knowledge. I understand that if funded, all funds must be obligated into third-party contract by Dec. 31, 2024. I understand that if funded, this project will need to be fully expended and completed by Oct. 31, 2026.

Please let me know if you have any questions.
Sincerely,

A handwritten signature in black ink that reads "Karl Holder".

Karl Holder
President
Wexford County Airport Authority
8040 E 34 Road
Cadillac, MI 49601
KJHolder2017@gmail.com
248.840.0264



DOCUMENTATION OF SITE-CONTROL FOR SPARK GRANT APPLICATIONS

This information is required to be considered for a Spark grant.

1. SITE DESCRIPTION: Describe the project site (all areas to be developed) below and attach a legal description:
 Wexford County Airport (specific site on airport still to be determined)

2. SITE CONTROL: Indicate the type of control the applicant has over the site. Site control must be finalized at the time of application; draft agreements will not be accepted. If there is more than one type of control or multiple leases or easements covering the project area, please provide a separate form for each lease or easement included in the project area.

TYPE OF CONTROL	PORTION OF SITE	DOCUMENTATION ATTACHED
Fee Simple Title <input checked="" type="checkbox"/> Current	<input checked="" type="checkbox"/> Entire Site <input type="checkbox"/> That portion of the site described below.	<input checked="" type="checkbox"/> Include copy of the deed (required for current ownership).
Less than Fee Simple Title <input type="checkbox"/> Current	<input type="checkbox"/> Entire Site <input type="checkbox"/> That portion of the site described below.	<input type="checkbox"/> Include copy of the documentation of other legal interest. <input type="checkbox"/> Permission letter from the government entity (e.g., road commission). <input type="checkbox"/> Other:
Lease <input type="checkbox"/> Current	<input type="checkbox"/> Entire Site <input type="checkbox"/> That portion of the site described below.	<input type="checkbox"/> Copy of current lease. <input type="checkbox"/> Other:
Easement	<input type="checkbox"/> Entire Site <input type="checkbox"/> That portion of the site described below.	<input type="checkbox"/> Copy of current easement. <input type="checkbox"/> Other:

3. LIMITATIONS, CONDITIONS OR ENCUMBRANCES:

a. For property owned or to be owned by the applicant, describe all easements or encumbrances.
 The Wexford County Airport is subject to grant assurances from previously Federally funded grants through the Airport Improvement Program (AIP).

b. For property to be controlled through other methods, describe any conditions or limitations in current leases, easements or use agreements, including restrictions on the applicant’s use of the site or the rights to be reserved by the landowner, that may in any way impact the applicant’s ability to complete the project in a timely manner and provide for public recreational use:
 None

No limitations, conditions or encumbrances.

4. CERTIFICATION: (The form must be signed by the applicant’s attorney or another local unit official capable of certifying the information provided).

I hereby certify that the information provided above and attached is accurate to the best of my knowledge. I understand that site control is an application eligibility requirement and an evaluation factor.

NAME (Printed/Typed) Keith Newell TITLE Airport Manager

SIGNATURE *Keith K. Newell* DATE 09/06/2023 Attorney’s Ph# _____

Quitclaim Deed - Michigan

THIS DEED made this ^{5th} day of *Sept* in the year One Thousand Nine Hundred and Eighty-nine (1989).

BETWEEN THE MICHIGAN CENTRAL RAILROAD COMPANY, a Michigan corporation, and THE PENN CENTRAL CORPORATION, a Pennsylvania corporation, both having offices at One East Fourth Street, Cincinnati, Ohio 45202 (hereinafter collectively referred to as the Grantor), and CITY OF CADILLAC, a municipal corporation of the State of Michigan, in the County of Wexford, and COUNTY OF WEXFORD, a political subdivision of the State of Michigan whose mailing address is 8040 East 34 Road, Cadillac, Michigan 49601 (hereinafter referred to as the Grantee);

WITNESSETH: That the said Grantor, for and in consideration of the sum of TWENTY NINE THOUSAND DOLLARS (\$29,000.00) - - - - - paid to the said Grantor by said Grantee, the receipt of which is hereby confessed and acknowledged, does by these presents remise, release and quitclaim unto the said CITY OF CADILLAC, as to an undivided one-half interest, and to the said COUNTY OF WEXFORD, as to an undivided one-half interest, as tenants in common, all the right, title and interest of the said Grantor of, in and to the premises described in Schedule "A" attached hereto and made a part hereof.

Case Number 87600

SCHEDULE "A"

ALL THAT PARCEL of land situate in the Township of Haring, County of Wexford, State of Michigan, being in the East Half of the Northwest Quarter of Section 28, Township 22 North, Range 9 West, being further described as Parcel No. 45 on boundary survey titled "Wexford County Airport Exhibit "A" Property Map", Job No. CEN2396-01, made by Granger Engineering, Inc., approved August 1, 1986 by John Coon - Airport Manager, revised August 16, 1989 as follows:

COMMENCING at the Northwest Corner of said Section 28; thence South 89°50'10" East, 1595.86 feet along the North line of said Section to the true point of beginning;

THENCE South 89°50'10" East, 201.25 feet along said North line, being within the limits of Boon Road;

THENCE South 06°12'50" East, 1740 feet, more or less, along a portion of the westerly sale line of land conveyed by Grantor herein to the Michigan Department of Transportation by deed dated February 13, 1984;

THENCE South 83°47'10" West, 200 feet, more or less, along aforesaid sale line;

THENCE North 06°12'50" West, 1762.4 feet along a portion of the easterly sale line of land conveyed by Grantor herein to City of Cadillac and County of Wexford by deed dated April 29, 1975 recorded in Liber 260, Page 185 of the Wexford County Register of Deeds Office, to the point of beginning.

THE INTENT of this deed is to convey a parcel of land described as excess parcel number MIL-000-797 that was excepted and reserved by said Grantor in the aforementioned conveyance to the Michigan Department of Transportation by deed dated February 13, 1984, and recorded in Liber 294, Pages 508 through 539, Wexford County Register of Deeds Office.

RESERVING unto Grantor permanent and perpetual easements in gross, freely alienable and assignable by the Grantor, for all existing wire and pipe facilities or occupations whether or not covered by license or agreement between Grantor and other parties, of record or not of record, that in any way encumber or affect the premises conveyed herein, and all rentals, fees and consideration resulting from such occupations, agreements and licenses and from the assignment or conveyance of such easements.

FURTHER RESERVING unto Grantor, its successors and assigns, all oil, gas, natural gas, casing-head gas, condensates, related hydrocarbons and all products produced therewith or therefrom in or under the premises conveyed herein, with the right to remove same by the use of the usual or proper and convenient methods, devices or appliances, but excluding the right to enter upon the surface of said land in any way.

SUBJECT, however to:

(1) the state of facts disclosed by the survey hereinabove mentioned; and

(2) rights of the public in that portion of the premises within the lines of Boon Road.

GRANTEE acknowledges and agrees that:

(1) Grantee will assume all obligations with respect to ownership, maintenance, repair, renewal or removal of the drainage structures, culverts and bridges located on, over or under the premises conveyed herein that may be imposed after the date of this Deed by any governmental agency having jurisdiction thereover; and

(2) should a claim adverse to the title hereby quitclaimed be asserted and/or proved, no recourse shall be had against the Grantor.

The words "Grantor" and "Grantee" used herein shall be construed as if they read "Grantors" and "Grantees", respectively, whenever the sense of this instrument so requires and whether singular or plural, such words shall be deemed to include in all cases the heirs or successors and assigns of the respective parties.

IN WITNESS WHEREOF, the said Grantor has caused this Deed to be executed the day and year first above written.

WITNESS:

THE MICHIGAN CENTRAL RAILROAD COMPANY

Jean A. Haas
Jean A. Haas

By: Hugh J. W. Brandt
HUGH J. W. BRANDT
Vice President

Lynn A. Wernke
Lynn A. Wernke

Attest: Pamela S. Meyers
PAMELA S. MEYERS
Assistant Secretary

THE PENN CENTRAL CORPORATION

Jean A. Haas
Jean A. Haas

By: Hugh J. W. Brandt
HUGH J. W. BRANDT
Director - Real Estate

Lynn A. Wernke
Lynn A. Wernke

Attest: Pamela S. Meyers
PAMELA S. MEYERS
Assistant Secretary

STATE OF OHIO :
: ss.
COUNTY OF HAMILTON :

ON THIS 5th day of September, 1989, before me, a Notary Public in and for the State of Ohio, appeared HUGH J.W. BRANDT, to me personally known, who, being by me duly sworn, did say that he is the Vice President of THE MICHIGAN CENTRAL RAILROAD COMPANY, and that the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors, and said HUGH J.W. BRANDT acknowledges the execution of the said instrument as the free act and deed of said corporation.

Lynn A. Wente
Notary Public
LYNN A. WENTE
Notary Public
Hamilton County, Ohio

STATE OF OHIO :
: ss.
COUNTY OF HAMILTON :

ON THIS 5th day of September, 1989, before me, a Notary Public in and for the State of Ohio, appeared HUGH J.W. BRANDT, to me personally known, who, being by me duly sworn, did say that he is the Director - Real Estate of THE PENN CENTRAL CORPORATION, and that the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors, and said HUGH J.W. BRANDT acknowledges the execution of the said instrument as the free act and deed of said corporation.

Lynn A. Wente
Notary Public

THIS INSTRUMENT PREPARED BY:
William A. Stockhoff
One East Fourth Street
Cincinnati, Ohio 45202

State of Michigan
County of Washtenaw
Recorded 25th day of Sept
19 89 A.D. # 244 M