



**CITY OF HOLLISTER
AIRPORT ADVISORY COMMISSION MEETING AGENDA
REGULAR MEETING**

Wednesday, August 13, 2025, 6:00 p.m.

City Council Chamber, City Hall

375 Fifth Street, Hollister, CA 95023

Gary Hurst, Commissioner, City Wide
Vacant, Commissioner, District 1
Renee Wells, Commissioner, District 2
John Hughes, Commissioner, District 3
Eric Martin, Commissioner, District 4

NOTICE TO PUBLIC

Persons who wish to address the Airport Advisory Commission are asked to complete a speaker card and give it to the Meeting Clerk before addressing the Commission. Those who wish to address the Airport Advisory Commission on an agenda item will be heard when the presiding officer calls for comments from the audience. City related items not on the agenda will be heard under the Public Input section of the agenda. Following recognition, persons desiring to speak are requested to advance to the podium and state their name and address. After hearing audience comments, the public portion of the meeting will be closed, and the matter brought to the Airport Advisory Commission for discussion.

Materials related to an item on this agenda submitted to the Airport Advisory Commission after distribution of the agenda packet are available for public inspection in the City Clerk's Office at City Hall, 375 Fifth Street, Hollister, CA 95023, Monday through Friday, 8:30 a.m. to noon, 1:00 p.m. to 4:30 p.m. (City Hall is closed between 12:00 and 1:00 p.m.)

Requests to make presentations to the Airport Advisory Commission should be submitted to the Airport Director at least ten days before the Airport Advisory Commission meeting. It is customary for City staff members to review such matters before the formal presentation so that the Airport Advisory Commission may have the benefit of all available data. PowerPoint presentations must be presented to the Airport Director by noon on the day of the Airport Advisory Commission meeting.

The public may watch the meeting via live stream at:

City of Hollister Website

<https://pub-hollister.escribemeetings.com/>

Community Media Access Partnership (CMAP):

<https://www.youtube.com/@CMAPTVGovHollister>

City of Hollister YouTube Channel:

<https://www.youtube.com/@cityofhollistercalifornia1489>

Public Participation:

The public may attend meetings.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (831) 636-4300. Notification of 48 hours prior to the meeting will enable the City to attempt to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II].

Materials related to an item on this agenda submitted to the Airport Advisory Commission after distribution of the agenda packet are available for public inspection in the City Clerk's Office at City Hall, 375 Fifth Street, Hollister, CA 95023, Monday through Friday, 8:30 a.m. to noon, 1:00 p.m. to 4:30 p.m. (City Hall is closed between 12:00 and 1:00 p.m.)

Notice to anyone attending any public meeting: The meeting may be broadcast live on Cable Channel 17 and/or recorded or photographed. Recent Airport Advisory Commission meetings may also be viewed at www.CMAP.com and periodically on Cable Channel 17.

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **Introduction to New Commissioner - Eric Watt**

5. **PUBLIC INPUT**

This is the time for anyone in the audience to speak on any item not on the agenda and within the subject matter jurisdiction of the Commission. Speaker cards are available in the lobby and are to be completed and given to staff before speaking. When staff calls your name, please come to the podium, state your name and city for the record, and speak to the Commission. Each speaker will be limited to three (3) minutes with a maximum of 30 minutes per subject. Please note that state law prohibits the Commission from discussing or taking action on any item not on the agenda.

6. **CONSENT**

All items listed under the consent agenda will be enacted by one motion authorizing actions indicated for those items so designated. There will be no separate discussion of these items unless requested by a member of the commission, a staff member, or a member of the public. There will be one public comment period for all items on the consent agenda.

None.

7. **COMMISSION BUSINESS**

7.1 **RECEIVE A PRESENTATION ON THE RATES AND FEES STUDY FOR THE HOLLISTER MUNICIPAL AIRPORT**

RECOMMENDED ACTION:

Receive a presentation on the Rates and Fees Study for the Hollister Municipal Airport, take public comment, discuss and questions/answers.

7.2 **REVIEW THE PROPOSED USE WITH ALEF AERONAUTICS INC. FOR CONDUCTING TESTING OPERATIONS OF THEIR FLYING CAR AT THE HOLLISTER MUNICIPAL AIRPORT**

RECOMMENDED ACTION:

Receive a presentation from Alef Aeronautics Inc. to review the proposed use, take public comment for feedback and input, discuss, consider modification to the CONOPS document and consider making a recommendation for the Airport to present an Airport Use Agreement for City Council consideration and approval

7.3 **REVIEW THE PROPOSED USE AND ADDITIONAL AREA FOR GROUND LEASE FOR WISK AERO LLC.**

RECOMMENDED ACTION:

Review the proposed use and additional area for ground lease for Wisk Aero LLC. and consider making a recommendation to present an Amendment to the Ground Lease for City Council consideration and approval.

7.4 **ADOPT AMENDMENTS TO THE AIRPORT ADVISORY COMMISSION BYLAWS**

RECOMMENDED ACTION:

Consider amendments to the Airport Advisory Commission Bylaws updating ARTICLE II – OFFICERS, Section 1.5 Vice Chairperson and ARTICLE III - MEETINGS, Section 4 Order of Business and make a recommendation for the Airport to present the proposed updated Bylaws for City Council consideration and approval

8. STAFF AND COMMISSIONER REPORTS

8.1 AIRPORT DIRECTOR'S REPORT

RECOMMENDED ACTION:

Receive the informational report and brief questions/answers by commissioners and staff.

9. ADJOURNMENT

10. VERIFICATION OF AGENDA POSTING

The agenda for the Airport Advisory Commission regular meeting of August 13, 2025 was posted on the bulletin board at City Hall on August 10, 2025 per Government Code Section 54954.2.



**STAFF REPORT
HOLLISTER AIRPORT ADVISORY COMMISSION
MEETING DATE: August 13, 2025
REPORT # Airport-2025-16**

**AGENDA ITEM: RECEIVE A PRESENTATION ON THE RATES AND FEES STUDY
FOR THE HOLLISTER MUNICIPAL AIRPORT**

STAFF CONTACT: Jeff Crechriou, Airport Director

RECOMMENDED ACTION: Receive a presentation on the Rates and Fees Study for the Hollister Municipal Airport, take public comment, discuss and questions/answers.

DISCUSSION: In the fall of 2024, the Airport desired to conduct a Rates & Fees Study, Ascension Group Partners (AGP) of Long Beach, California was selected and entered into a contract beginning on March 1, 2025.

Ascension Group Partners (AGP) is an aviation development, consulting, and management firm with more than 150 years of combined industry experience serving airports, especially GA facilities, and their tenants. The firm's mission centers on delivering premier, practical solutions across development, consulting, and property/project management for airports, operators, FBOs/SASOs, and municipalities.

AGP's GA specialty spans policy and advocacy through facility development. On the consulting side, the team has led minimum standards updates, rates-and-fees studies, competitive solicitations, and financial evaluations. On the development side, AGP manages hangar developments in Southern California and nationwide.

AGP also operates and oversees premier GA leaseholds at Long Beach, Van Nuys, Santa Monica, and Dallas Love Field bringing a blend of local service and national expertise to day-to-day property, project, and program management. The firm is led by President/CEO Curt Castagna with 40+ years in GA development, consulting, and management who also serves as President/CEO of the National Air Transportation Association (NATA). Industry expert Ryan Leick, PhD, CM draws on operational experience from his career in airline management and insight acquired educating aviation professionals to advise the aviation industry on practical solutions supporting sustainable airport development.

FISCAL IMPACT: N/A

PREVIOUS COUNCIL OR COMMISSION ACTION: N/A

CEQA: N/A

ATTACHMENTS:

1. Rates & Fees Study Presentation



RATES & FEES STUDY

HOLLISTER MUNICIPAL AIRPORT





Funding the Future of General Aviation Infrastructure

- GA airports often rely on general fund subsidies to meet local match requirements for large capital projects and cover annual operating deficits.
 - In many communities, municipal general fund contributions and public bonding are politically unpopular as the benefits of airport investment are not clearly visible to the voting public.
 - Communicating the airport's value such as its support for emergency response, business retention, or community access is often met with skepticism or misunderstanding.
- NPIAS airports are eligible to receive federal funds collected from users of the national airspace system based on the principle that those who use the system should pay for it.
 - Of the 3,287 airports in the FAA's 2025-2029 NPIAS, 88% are general aviation airports.
 - CVH received \$22.1 M in AIP funds since FY 2005.¹ In exchange, the City of Hollister, as sponsor, has agreed to comply with federal grant assurances.

Relevant Grant Assurances

#5 Preserving Rights and Powers: prohibits airport sponsors from actions that would deprive it of properly managing the airport.

#19 Operations and Maintenance: requires the airport be operated in a safe and serviceable condition at all times in accordance with minimum standards.

#22 Economic Nondiscrimination: the airport must be available for public use, on reasonable terms, and without unjust discrimination for aeronautical activities.

#23 Exclusive Rights: cannot give the exclusive right to conduct an aeronautical activity.

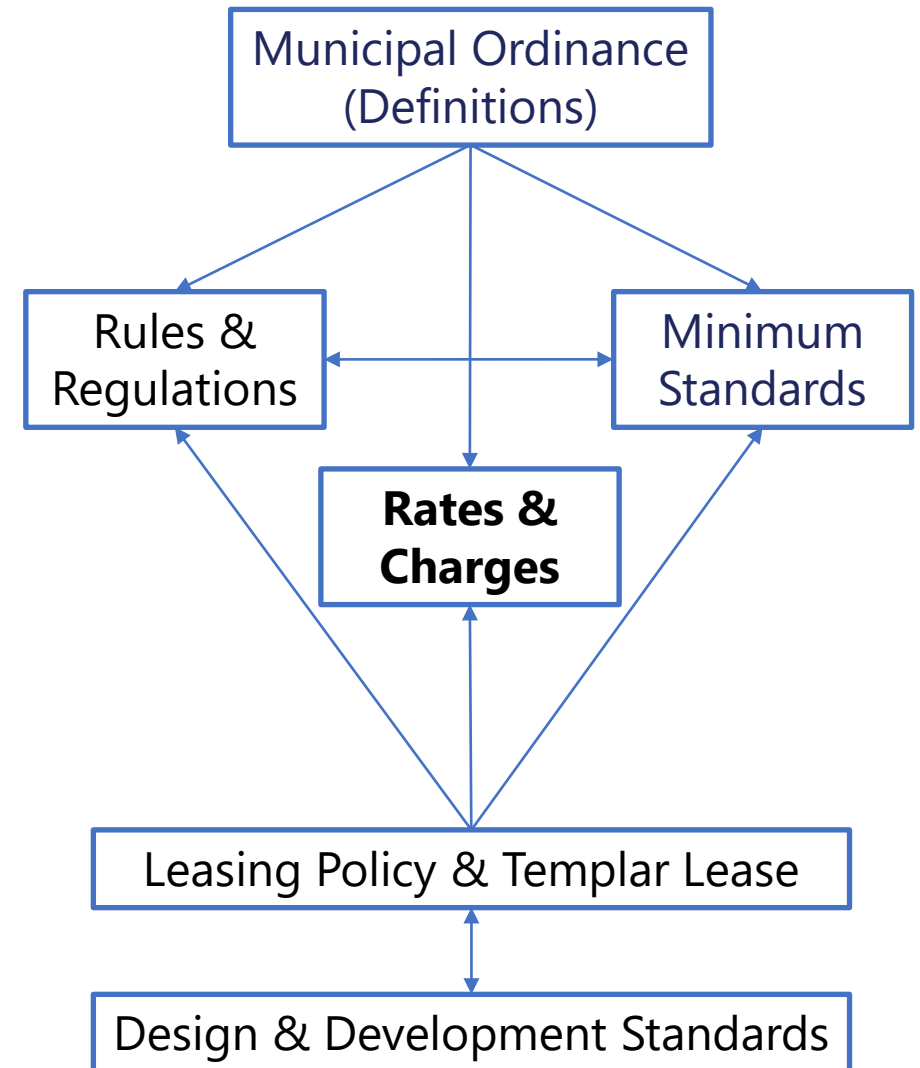
#24 Fee and Rental Structure: sponsors must establish a fee structure and make financial decisions with the goal of achieving self-sufficiency.

#25 Airport Revenue: must be used for the airport or within the airport system.

Primary Management Compliance Documents

Primary Management Compliance Documents (PMCDs) serve as the formal record of whether it is meeting its federal obligations as a condition of receiving AIP funding.

- **Ground / Building Leases:** establishes permitted uses, rents and term.
- **Minimum Standards** for Commercial Aeronautical Service Providers.
- **Rules and Regulations** ensures safe and efficient operations by all users.
- **Schedule of Rates & Charges** ensure fair, consistent and transparent fees.



Federal Policy on Rates & Charges

- Airport sponsors are liable for 100% of operating expenses.
 - Sponsors typically rely on operating revenue from aeronautical activity to offset operating expenses, primarily consisting of airport staff labor.
 - Municipal sponsors tend to operate GA airports like other public utilities with the goal of balancing the operating budget by setting market rates based on nearby similar facilities.
- While rates charged at nearby airports are informative, they are not universally comparable and don't reflect the differing cost base.
 - Market rates have not kept up with increases in operating expenses, so regional averages used as a benchmark reinforce historically low rates.
 - Engineering News-Record Construction Cost Index (ENR-CCI), which better represents capital replacement cost, has run about twice the CPI.
- Grant Assurance 24 requires airports to have an airport fee and rental structure that will make the airport as self-sustaining as possible.
 - Federal law does not require a single type of approach to airport rate setting
 - Airports may employ any “reasonable,” “consistent,” and “transparent,” method of rate setting.
 - Rates and charges best addressed at local level in consultation with users.

Peer Set Methodology

A market-based survey of rates and charges is conducted on a Peer Set of comparable airports. This Peer Set is determined by evaluating FAA 5010 data for all publicly owned, public use airports in airport's home state and surrounding states to identify the most similar airports.

Five criteria are used in the evaluation:

1. NPIAS role,
2. Number of based aircraft,
3. Acreage,
4. Distance,
5. Air Traffic Control Tower (ATCT),
6. Instrument Landing System (ILS) facilities, and
7. Traffic Flow Management System Count (TFMSC) operations for Airport Reference Code C-II aircraft or above from the FAA Aviation System Performance Metrics (ASPM).

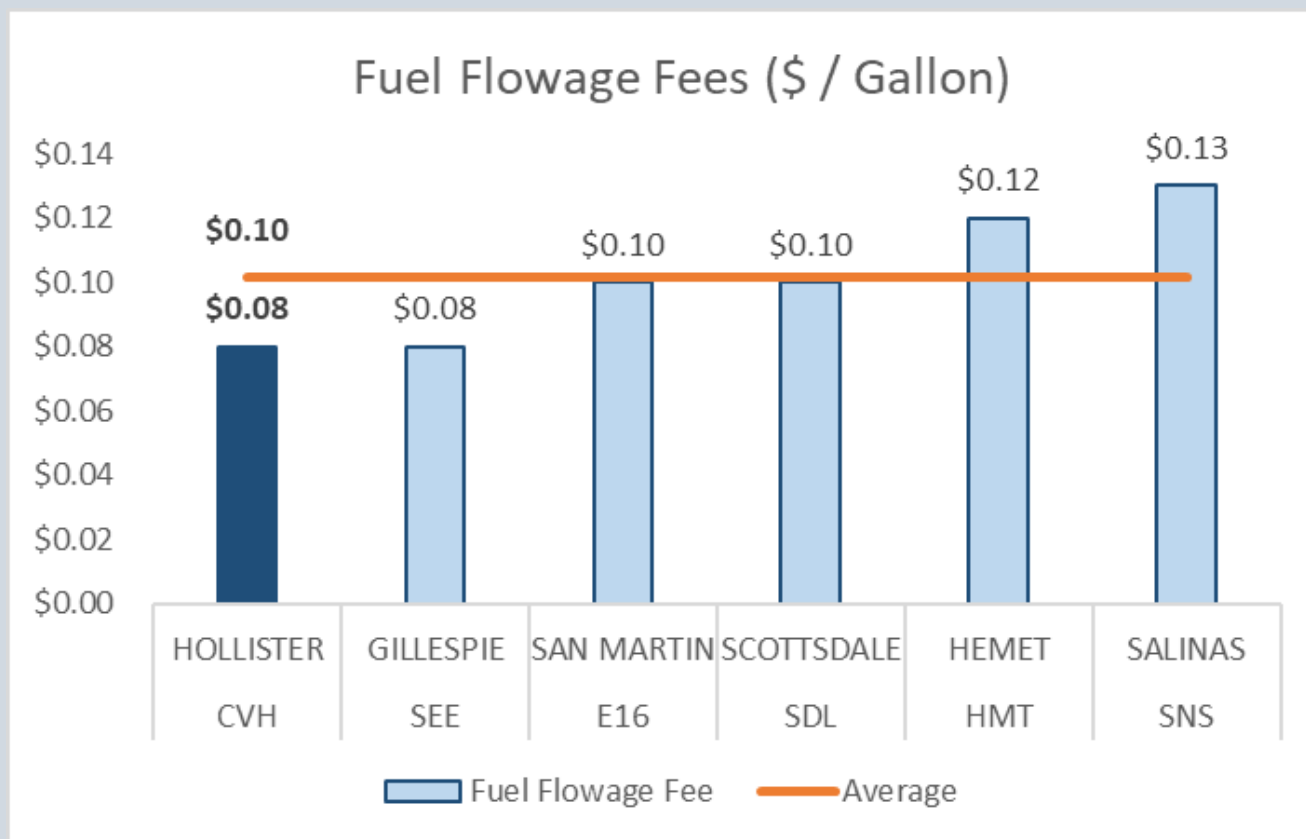
Loc ID	Name	City	State	RNWX Length	Acres	NPIAS Role	CII TFMSC	Dist	Indexed
CVH	HOLLISTER MUNI	HOLLISTER	CA	6,350	343	Local	52	0	7.0000
HJO	HANFORD MUNI	HANFORD	CA	5,179	132	Local	41	107	6.7219
OAR	MARINA MUNI	MARINA	CA	3,483	305	Local	8	24	6.7147
DWA	YOLO COUNTY	DAVIS	CA	6,000	498	Local	44	119	6.7107
GOO	NEVADA COUNTY	GRASS VALLEY	CA	4,657	117	Local	38	163	6.6747
VCB	NUT TREE	VACAVILLE	CA	4,700	262	Local	12	107	6.5710
HAF	HALF MOON BAY	HALF MOON BAY	CA	5,000	325	Local	3	74	6.5522
PTV	PORTERVILLE MUNI	PORTERVILLE	CA	5,960	940	Local	21	143	6.5357
WVI	WATSONVILLE MUNI	WATSONVILLE	CA	4,502	330	Regional	13	21	6.5092
E16	SAN MARTIN	SAN MARTIN	CA	3,095	179	Local	0	17	6.1040
SNS	SALINAS MUNI	SALINAS	CA	6,004	605	Regional	241	19	3.9342
O22	COLUMBIA	COLUMBIA	CA	4,673	356	Local	0	96	6.1186
SEE	GILLESPIE FLD	SAN DIEGO/EL CA	CA	5,342	758	National	560	377	3.8458
RDD	REDDING RGNL	REDDING	CA	7,003	1584	Non-Hub	4107	254	2.9548
HMT	HEMET-RYAN	HEMET	CA	4,315	428	Local	0	330	5.7628
	Comparable								
	Competitive								
	Fire Base								

Hollister Peer Set

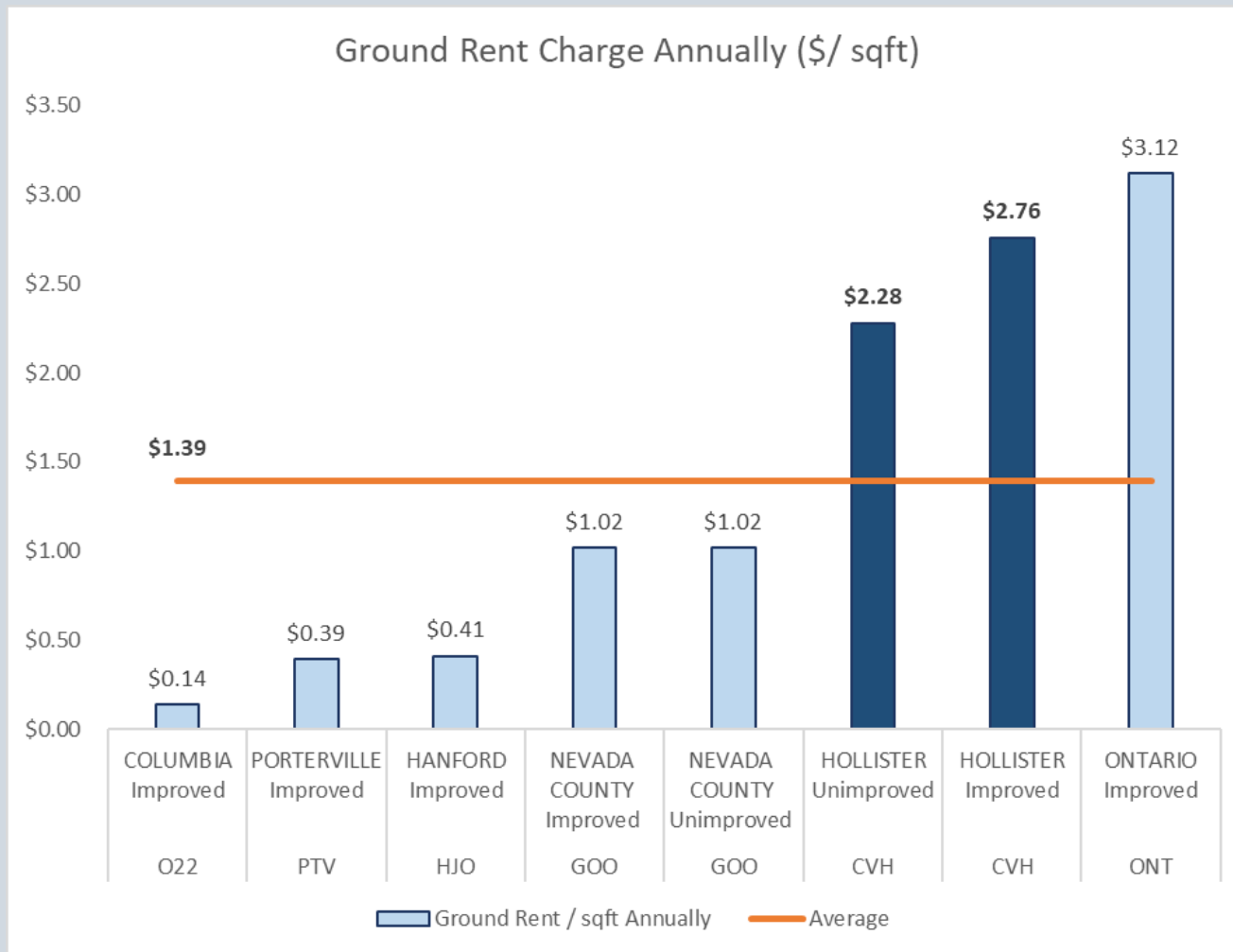
Fee Schedule Comparison

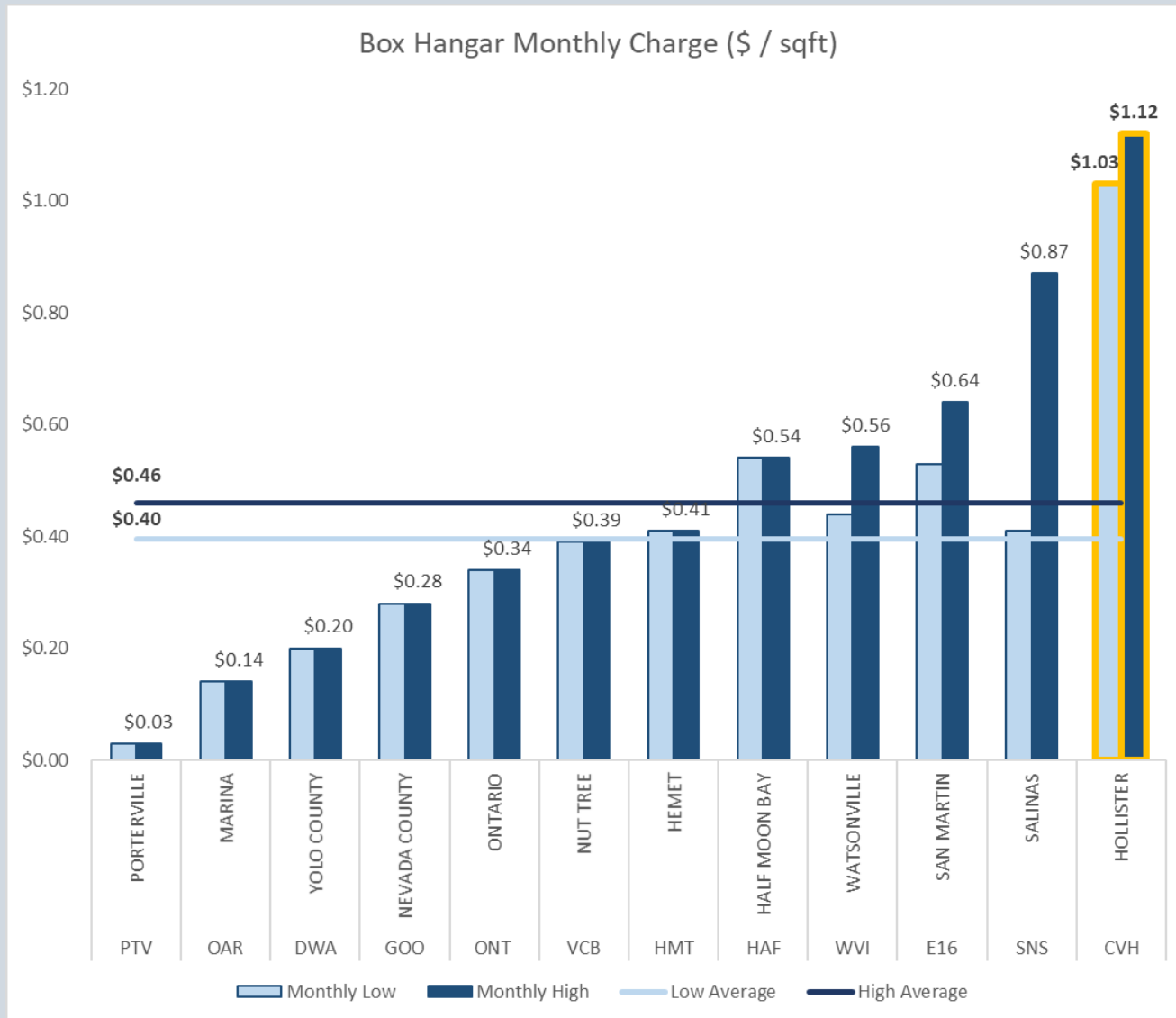
Fee	Current	Peer Set
Fuel Flowage Fee	\$0.08 / gallon	100LL: \$0.10 Jet A: \$0.10 - \$0.13 / gallon
Improved Ground	\$2.76 / sqft annually	\$0.39 - \$0.40 / sqft annually
Box Hangars – airport owned	\$1.03 - \$1.12 / sqft monthly	\$0.40 - \$0.56 / sqft monthly
T-Hangars – airport owned	\$0.47 / sqft monthly	\$0.33 - \$0.54 / sqft monthly
Monthly Tie-Downs	\$65 tail in \$75 taxi in	\$60 – \$80 tail in / single \$65 – \$115 taxi in / twin
Commercial Aeronautical Fee	None	\$100 - \$3,000 annually 2% revenue (\$500 monthly min)
Commercial Nonaeronautical Fee	None	10% of gross revenue
Landing Fee	\$20 - \$40 CalFire	\$1.00 - \$2.00 >12.5k
Vehicular Parking	None	\$5 - \$10 / day, \$35 - \$75/month
Lease Origination / Transfer Fee	None	\$60 - \$3,000

Fuel Flowage Fee

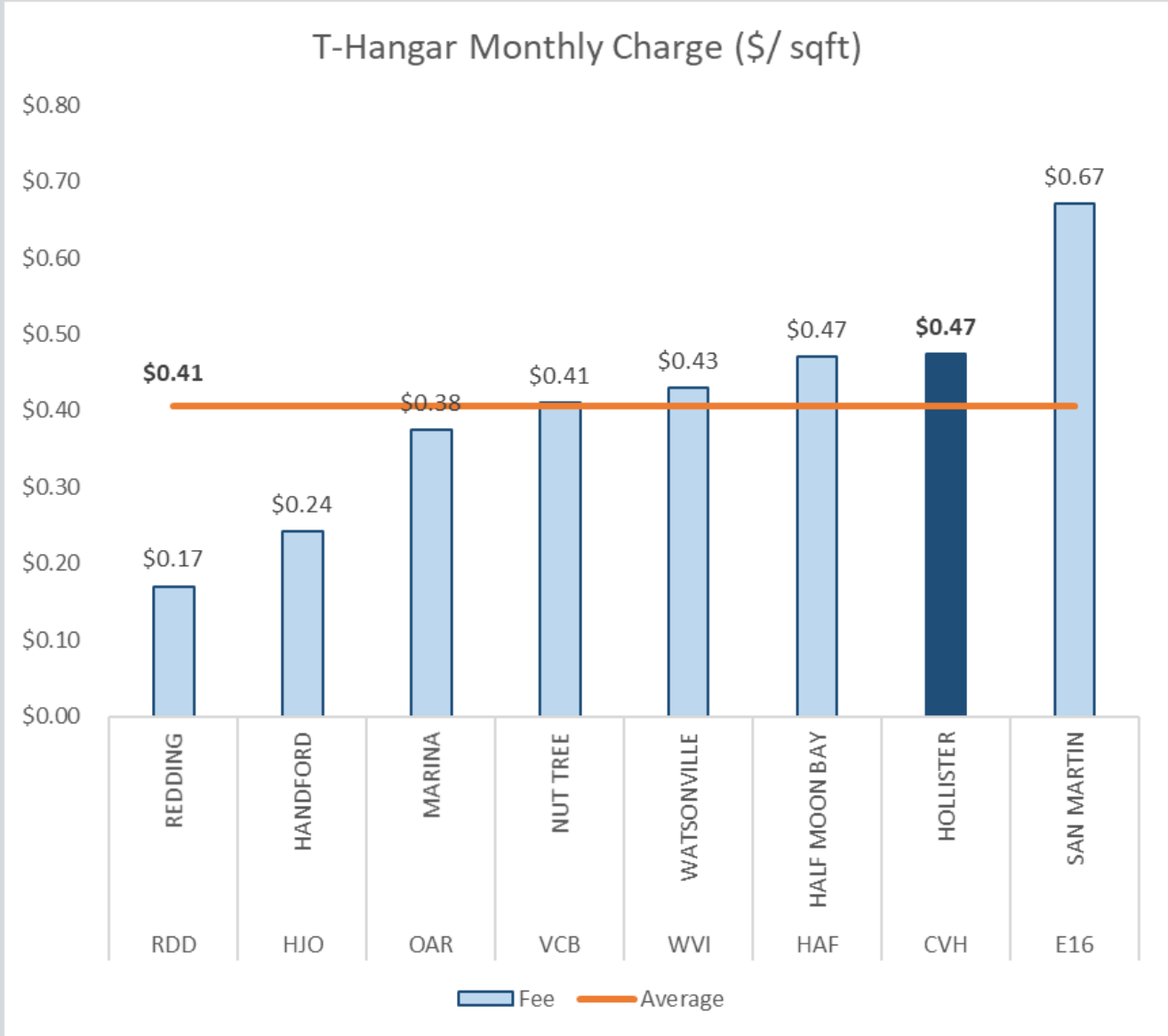


Ground Rent



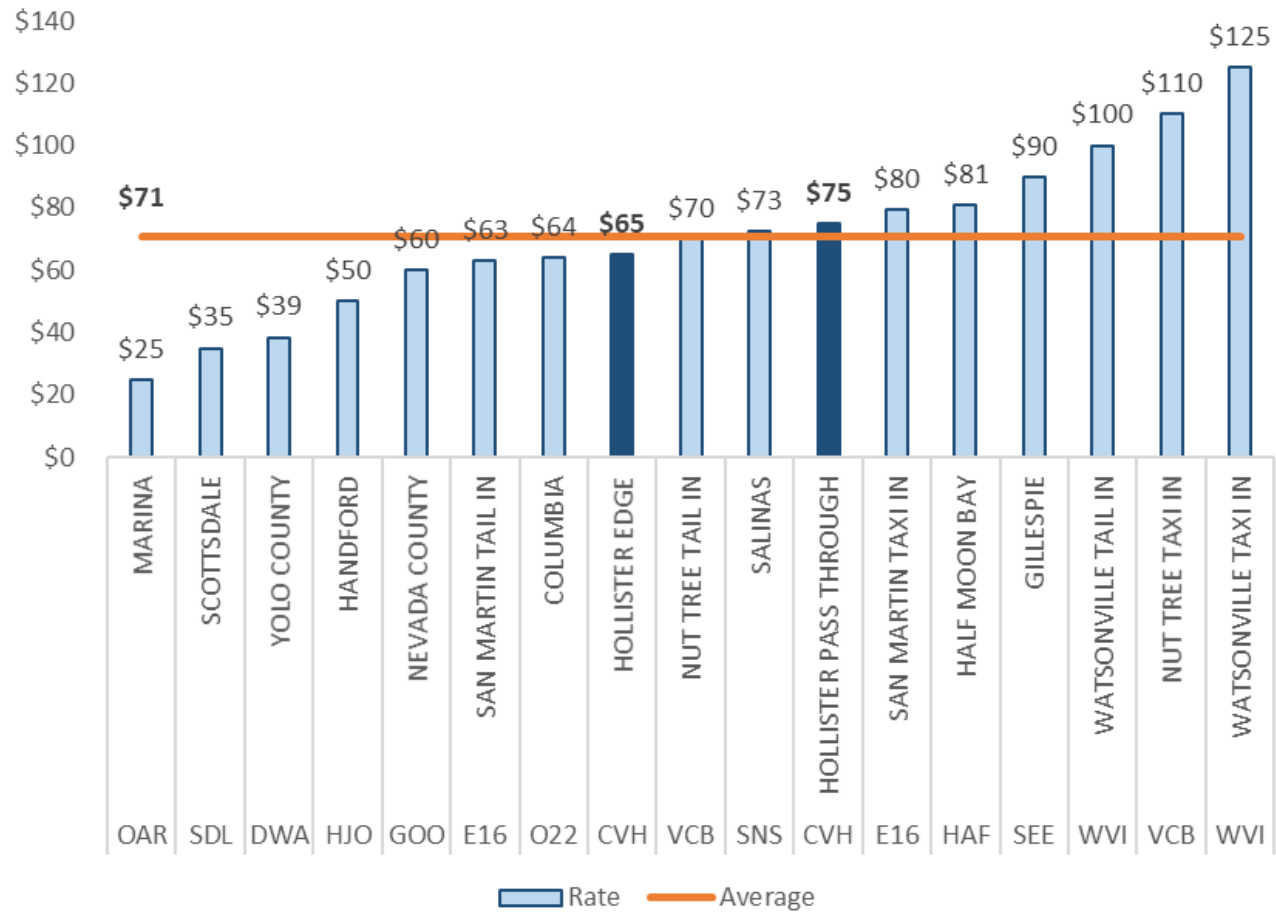


Box Hangars



T-Hangars

Tie Down Monthly Charge



Tie Downs

Other Airport Fees

Vehicular Parking Fee

- **Potential Fee:** \$7 / night, \$70 / month, or \$390 / year
- Typically \$32-62 /month

Derelict / Non-Operational Aircraft Storage Fee

- **Potential Fee:** \$1,500 annually / 1.75x monthly storage fee
- Recent standard at GOO and WVI as well as SNS and O52

Commercial Aeronautical Permit Fee

- **Potential Fee:** 2% of Gross Income
- \$100 - \$3,000 annually or 2.5% of Gross Income (VCB)

Commercial Non-Aeronautical Permit Fee

- **Potential Fee:** 10% of Gross Receipts
- Typically 10-12% of gross income nationally.

Hangar Transfer Fee

- **Potential Fee:** \$200 - 2,000
- Fixed fee of \$100's to \$k's or 2-3% sale/assessed value is common



Transient Landing Fees

- Market fees allow the sponsor to capture value created by their continued investment in airport infrastructure from based tenants. However, **transient aircraft account for up to 74% of operations** at CVH, yet their financial contribution is not proportional.
- Landing fees on aircraft over 12,500 pounds are a common means of recovering costs from transient aircraft based on actual airport use.
- Based aircraft are typically exempt from landing fees as they pay into the airport system through ground, hangar, or tie-down rents and other fees. This has the secondary benefit of encouraging based aircraft registration, which may increase available state funding.
- Hollister currently charges a landing fee only to CalFire of \$20-\$40 / operation. Adopting the common practice at Fire Base peers of charging \$1 - \$2 / 1k MTOW for aircraft over 12,500 pounds would reduce the potential for grant assurance issues.

Airport Net Requirement is the shortfall / surplus in funding to meet the **Airport Total Requirement**.

	Line Item
Operations and Maintenance Expense	A
Operations and Maintenance Reserve Charge	B
Capital Improvement Plan Expenditures	C
Capital Improvement Plan Reserve Charge	D
AIRPORT TOTAL REQUIREMENT	$E = A + B + C + D$
Less Credits to Airport Total Requirement	F
AIRPORT NET REQUIREMENT	$G = E - F$

Airfield Rate Base

CVH Rate Base & Operating Cash Flow

		Base Year	Forecasted							
Fiscal Year (July 1 - June 30)		2025	2025	2026	2027	2028	2029	2030	2031	
Operations and Maintenance Expense		\$ 1,468,507	\$ 1,468,507	\$ 1,512,562	\$ 1,557,939	\$ 1,604,677	\$ 1,652,818	\$ 1,702,402	\$ 1,753,474	
Operations and Maintenance Reserve Charge		\$ 293,701	\$ 293,701	\$ 302,512	\$ 311,588	\$ 320,935	\$ 330,564	\$ 340,480	\$ 350,695	
Capital Project Expenditures		\$ -	\$ 24,575	\$ 257,025	\$ 549,075	\$ -	\$ -	\$ -	\$ -	
Capital Improvement Plan Reserve Charge		\$ -	\$ 115,157	\$ 91,513	\$ -	\$ -	\$ -	\$ -	\$ -	
Airport Total Requirement		\$ 1,762,208	\$ 1,901,941	\$ 2,163,612	\$ 2,418,602	\$ 1,925,613	\$ 1,983,381	\$ 2,042,883	\$ 2,104,169	
Less Credits to Airport Total Requirement		\$ 1,541,700	\$ 1,541,700	\$ 1,640,235	\$ 1,497,281	\$ 1,052,686	\$ 1,147,001	\$ 1,230,553	\$ 1,302,721	
AIRPORT NET REQUIREMENT		\$ 220,508	\$ 360,241	\$ 523,377	\$ 921,321	\$ 872,927	\$ 836,380	\$ 812,329	\$ 801,448	
AIRPORT OPERATING FUND										
Airport Revenue										
	TOTAL AIRPORT REVENUES	\$1,557,700	\$1,557,700	\$1,591,969	\$1,626,993	\$1,662,787	\$1,699,368	\$1,736,754	\$1,774,963	
Airport Expenses										
	TOTAL AIRPORT EXPENSES	\$1,468,507	\$1,468,507	\$1,512,562	\$1,557,939	\$1,604,677	\$1,652,818	\$1,702,402	\$1,753,474	
TOTAL AIRPORT OPERATING PROFIT (LOSS)		\$89,193	\$89,193	\$79,407	\$69,054	\$58,109	\$46,550	\$34,352	\$21,488	

CVH Capital Budget & Reserve Cash Flow

		Base Year	Forecasted						
Airport Capital Improvement Fund		2025	2025	2026	2027	2028	2029	2030	2031
Airport Capital Improvement Fund - Revenues									
	Federal Grants (90% of Federal ACIP projec	\$ -	\$ 1,091,550	\$ 9,603,550	\$ 6,588,900	\$ -	\$ -	\$ -	\$ -
	State Grants (5% of Federal ACIP and 90% c	\$ -	\$ 57,450	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -
	TOTAL CAPITAL REVENUE	\$ -	\$ 1,149,000	\$ 9,753,550	\$ 6,738,900	\$ -	\$ -	\$ -	\$ -
Airport Capital Improvement Fund - Expenses									
	TOTAL CAPITAL EXPENSES (See ACIP Below	\$ 18,579,000	\$ 1,149,000	\$ 10,109,000	\$ 7,321,000	\$ -	\$ -	\$ -	\$ -
	Sponsor Participation of Capital Projects	\$ 937,550	\$ -	\$ 355,450	\$ 582,100	\$ -	\$ -	\$ -	\$ -
	Sponsor Participation of Uncompleted Pro	\$ 937,550	\$ 937,550	\$ 582,100	\$ -	\$ -	\$ -	\$ -	\$ -
	Percentage of Uncompleted Projects Func	0%	10%	-32%	0%	0%	0%	0%	0%
Airport Capital Improvement Fund - Ending Balance		\$ -	\$ 89,193	\$ (186,850)	\$ (699,896)	\$ (641,787)	\$ (595,237)	\$ (560,885)	\$ (539,396)
Airport Capital Improvement Projects (ACIP) - Federal FY 2025 - 2030 (Oct 1 - Se 2024 Est. Cost			2025	2026	2027	2028	2029	2030	2031
	2025 Taxiway A Reconstruction - Design, Phase 1	\$ 835,881	\$ 836,000						
	2025 AOA Perimeter Fence Relocation	\$ 147,431	\$ 147,000						
	2025 Purchase of one EV Truck and charger	\$ 165,526	\$ 166,000						
	2026 Taxiway A Reconstruction - Construction Pl	\$ 9,720,000		\$ 10,109,000					
	2027 Taxiway A Reconstruction - Construction Pl	\$ 6,600,000			\$ 7,139,000				
	2027 APMS	\$ 168,000			\$ 182,000				

Conclusion

AGP experience has found these challenge are common at many GA airports, particularly in Northern California.

1. **Rates are already high** relative to peers, yet O&M and capital needs still pressure the budget.
2. **Sustainability comes from growth, not price.** Prioritize new ground leases and revenue-generating opportunities over even higher rate increases.
3. **Broaden the revenue base** to support self-sufficiency and rebuild reserves.
4. **Reset to market-comparable rates** as revenue allows using a transparent, consistent methodology.



STAFF REPORT
HOLLISTER AIRPORT ADVISORY COMMISSION
MEETING DATE: August 13, 2025
REPORT # Airport-2025-14

AGENDA ITEM: REVIEW THE PROPOSED USE WITH ALEF AERONAUTICS INC. FOR CONDUCTING TESTING OPERATIONS OF THEIR FLYING CAR AT THE HOLLISTER MUNICIPAL AIRPORT

STAFF CONTACT: Jeff Crechriou, Airport Director

RECOMMENDED ACTION: Receive a presentation from Alef Aeronautics Inc. to review the proposed use, take public comment for feedback and input, discuss, consider modification to the CONOPS document and consider making a recommendation for the Airport to present an Airport Use Agreement for City Council consideration and approval

DISCUSSION: In early May 2025, Alef Aeronautics Inc. of San Mateo, California (Alef) contacted the airport with interest in utilizing the Airport to conduct testing operations for their flying car. Alef is developing a car designed to drive on the street and take off vertically to fly over traffic when needed.

Alef and the Airport met to discuss their needs and tour the Airport on May 6, 2025. Based on this site visit, Alef, with input from the Airport, developed a CONOPS document outlining the proposed use and procedures for their testing operations. Aircraft operations will have priority over the testing operations. Testing operations will begin only if there are no conflicts or terminate as quickly as possible if a potential conflict arises. Alef proposes utilizing two testing areas: Location 1 near the West side hangars and the West End of Taxiway C (Charlie) and Location 2 the North end of the aircraft parking ramp in the vacant tie-down area.

Jim Dukhovny, CEO of Alef will lead a presentation to the Commission, public and airport tenants and pilots. We are looking to receive input via public comment on this item, consider modification to the CONOPS document, and for the Commission to consider making a recommendation for the Airport to present an Airport Use Agreement which incorporates the CONOPS document for City Council consideration and approval.

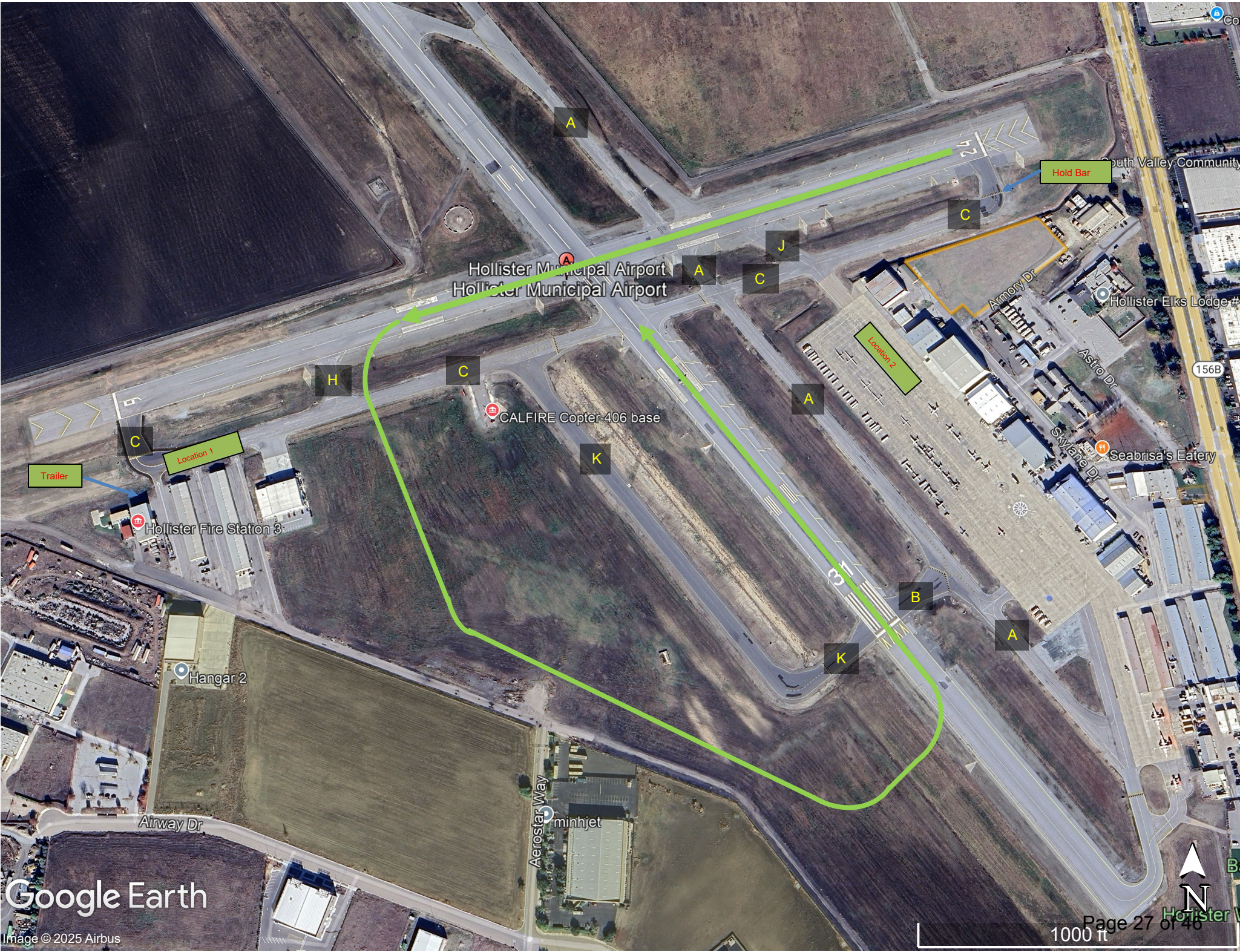
FISCAL IMPACT: An initial Airport Use Fee of up to \$500 per day/use is being considered.

PREVIOUS COUNCIL OR COMMISSION ACTION: N/A

CEQA: N/A

ATTACHMENTS:

1. Locations Map
2. Alef CONOPS Document



Google Earth

Image © 2025 Airbus

Alef Aeronautics Proposed CONOPS at Hollister

1. Scope

- a. This document describes the intended operations of Alef Aeronautics Model Zero models, at a “local test range”. There are two types of operations: vertical takeoff and short flight forward only (labeled further: Rotorcraft Mode), and future plans to test transition into bi-plane mode (labeled further: Biplane Mode).

2. Background

- a. Alef is developing a 100% electric flying car - a vehicle capable of driving, vertical takeoff and forward flight. Alef has been testing its scale-models since 2015 and full-size models since 2020.

3. Test Overview

Map of proposed locations:



Location - The following UAS operations are intended to take place at the Hollister Airport as indicated below.

- a. LOCATION 1: West end of Taxiway C (Charlie)

- i. Frequency of use: Very rare
- ii. Size: 200ft long x 65ft wide x 50 ft altitude
- iii. Purpose: Mainly for video recording
- iv. Test duration: 2 minutes to 10 minutes
- v. Restriction: Alef operates only during the times West End of Taxiway Charlie is not in use by aircraft or tenants.
- vi. Type of tests: Vertical Tests Only (Rotorcraft Mode)
- vii. VERTICAL TEST AT "LOCATION 1"

1. **Test Overview:** Drive + Vertical Takeoff up to 50ft + forward flight of less than 200 ft.

2. **Test:**

- Alef does preparations off-taxiway C near maintenance/hangars
- Visual Observer makes a call on CTAF about the start of the test. Visual Observer checks FlightAware for incoming aircraft. If, and only if, no objections or interference, Alef proceeds.
- Alef enters the Taxiway C (Charlie)
- Alef does last minute inspections
- Visual Observer makes another call on CTAF about going up 50ft in the air
- Alef takes off vertically up to 50 ft
- Alef flies forward up to 200 ft along the Taxiway C(Charlie)
- Alef lands vertically
- Alef drives back (this car drives symmetrically without need of turn) to the starting position along the Taxiway C(Charlie) and exits Taxiway C.
- Alef's Visual Observer makes a call on CTAF about the end of the test
- If, at any time, during the test, Alef VO observes an aircraft, test is aborted, and Alef drives off Taxiway C to the base location off-taxiway.

b. **LOCATION 2: (Main Location).** North end of the Aircraft Parking Ramp

- i. Frequency of use: Main location – estimated to be one half a day in two-three weeks (but can change depending on the need)
- ii. Size: 200ft long x 65ft wide x 50 ft altitude
- iii. Type of tests: Vertical Tests only
- iv. Purpose: For R&D and demo purposes
- v. Test duration: 2 minutes to 10 minutes
- vi. Type of tests: Vertical Tests Only (Rotorcraft Mode)
- vii. Additional Safety: Guests and/or Alef's members accompanying them should be wearing safety vests.
- viii. VERTICAL TEST AT "LOCATION 2"

1. **Test Overview** + Vertical Takeoff up to 50ft + forward flight of less than 200 ft.

2. **Test:**

- Alef does preparations in dedicated area near tie-downs, away from other aircraft, near maintenance/hangars
- Visual Observer makes sure no aircraft is taxiing in or out of hangars, on the aircraft parking ramp and on Taxiway J (Juliet).
- Visual Observer makes a call on CTAF about the start of the test. If, and only if, no objections and clear visual line of sight:
- Alef does not enter on any taxiways or runways and does all tests near tie-downs on the aircraft parking ramp.
- Alef does last minute inspections

- Alef takes off vertically up to 50 ft
 - Alef flies forward up to 200 ft along the maintenance/hangars area
 - Alef lands vertically
 - Alef drives back to the starting position in the tie down area on the aircraft parking ramp, perpendicular to the Taxiway C(Charlie) (without entering Taxiway C)
 - Alef's Visual Observer makes a call on CTAF about end of the test
- c. LOCATION 3 (IN THE FUTURE): The Path: Drive from North end of the Aircraft Parking Ramp, Drive on taxiway C(Charlie), Takeoff on Runway 24, Land on Runway 31 (path is marked by a green line on the Map above)
- i. Background: Alef aircraft can Transition from the Rotorcraft Mode to the Biplane Mode by rotating the body 90 degrees, where the sides of the car/rotorcraft become top and bottom wing of a biplane (see images below). In the Biplane Mode the Alef aircraft acts the same as any other biplane.
 - ii. Frequency of use: this is planned for the future, not now
 - iii. Size: the path is marked by a green line on the Map above
 - iv. Type of tests: HORIZONTAL BIPLANE MODE Tests
 - v. Purpose: For future R&D and demo purposes
 - vi. Test duration: 2 minutes to 10 minutes
 - vii. Additional Safety: Increased ground support with Visual Observers to 2.
 - viii. HORIZONTAL (BIPLANE) TEST AT "LOCATION 2"
1. **Test Overview:** Start driving at North end of the Aircraft Parking Ramp → Drive east on East End of Taxiway C → Stop at Hold Bar on Runway 24 East → Takeoff on Runway 24 East → Make a counterclockwise half loop in the air → Land on Runway 31 South → Drive on East End of Taxiway C → Drive to the base at North end of the Aircraft Parking Ramp. (please see the path marked by a green line on the Map above)
 2. **Test:**
 - Alef does last minute safety checks on North end of Aircraft Parking Ramp
 - VO makes a callout on CTAF about test and how it will be performed. Alef Visual Observer makes sure no aircraft is taxiing in or out of hangars or on the aircraft parking ramp. If, and only if, no objections and clear from VO:
 - Alef drives on taxiway C(Charlie) to Runway 24 East Hold Bar,
 - VO makes another call on CTAF about the takeoff
 - VO makes sures again that no aircraft is interfering
 - Alef vertically takes off on Runway 24 East end
 - Transition: The outer body of the Alef's aircraft rotates 90 degrees to function as a circular wing Transitioning aircraft from rotorcraft to biplane
 - Forward Flight in Biplane Mode (as indicated on the map below with the path in green):
 - Alef flies along Runway 24 East to West
 - Makes a turn Counterclockwise to make a half circle above the field
 - VO makes another call on CTAF about the landing on Runway 31 South End
 - Aircraft Back Transitions into the rotorcraft mode by rotating the body 90 degrees in the opposite direction, above Runway 31 South End.
 - VO makes another call on CTAF about the landing on Runway 31 South End
 - Aircraft lands vertically at Runway 31 South End.
 - Alef drives forward on Runway 31 South End towards North, and turns right on Taxiway C towards East and taxis towards Maintenance/Hangars area
 - Alef's Visual Observer makes a call on CTAF about end of the test

- d. Trailer remains on North end of Aircraft Parking Ramp at all times
- e. Aircraft Operation – All of the operations that will occur at this location are all part of validating the Alef models performance and reliability. The immediate tests are for the Alef models to go through a series of flights in order to prove out its capabilities in aeronautics and duration.

All test flights might involve the following steps:

- i. Pilot manually or by automation drives the car very short distance
- ii. 15 minute safety inspection (can be done off runway, and can be done before driving)
- iii. 5 minute warm up and re-inspection
- iv. Pilot initiates manual or automated take off to hover in Rotorcraft Mode
- v. Forward flight
 - 1. In Rotorcraft mode forward flight: Alef model advances forward in the air less than 200 ft (less than 5 minutes)
 - 2. In Biplane mode forward flight: Alef model transitions from the rotorcraft mode to the biplane mode by turning the body 90 degrees. Alef model continues the flight in regular biplane mode along the path indicated at the map above. Alef model back-transitions into the rotorcraft mode by turning body 90 degrees. (less than 15 minutes)
- vi. Pilot lands Alef model vertically.

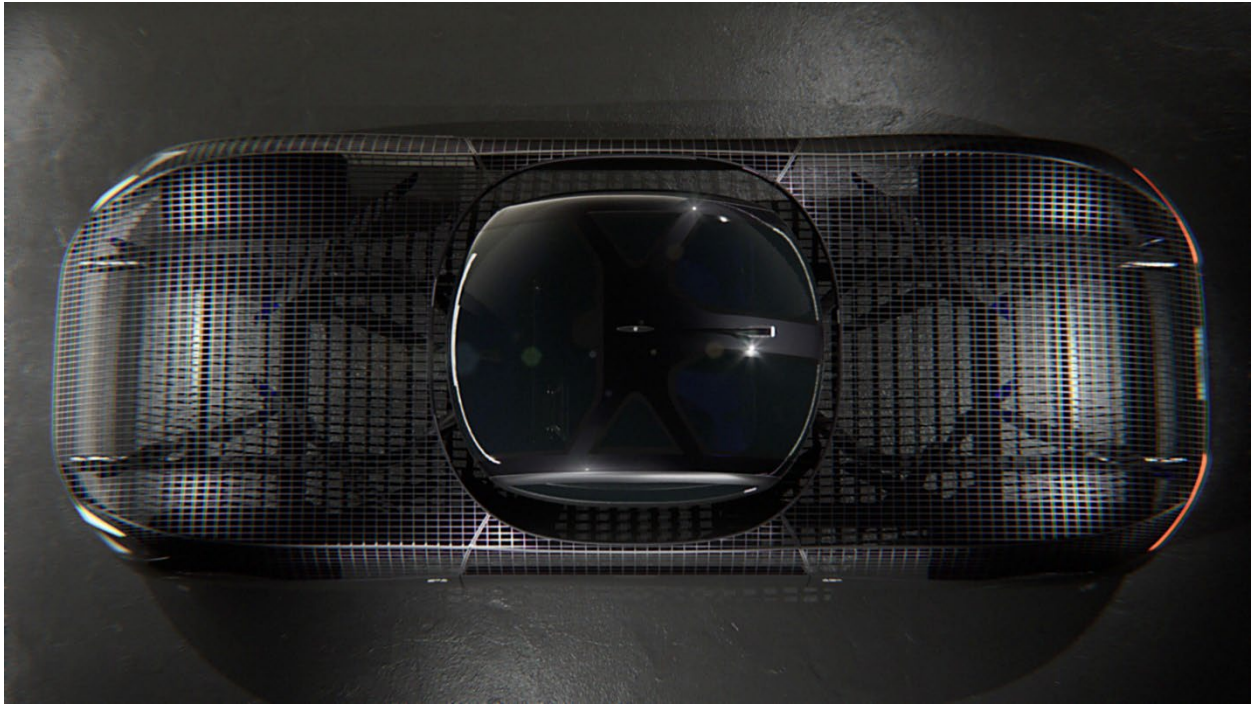
Alternatively, in UAS mode:

- vii. Pilot selects Home and Destination spots at the control and initiates a Start sequence
 - viii. Alef model takes off to hover in Rotorcraft Mode
 - ix. Forward flight
 - 1. In Rotorcraft mode forward flight: Alef model advances forward in the air less than 200 ft by tilt
 - 2. In Biplane mode forward flight: Alef model transitions from the rotorcraft mode to the biplane mode by turning the body 90 degrees. Alef model continues the flight in regular biplane mode along the path indicated at the diagram above. Alef model back-transitions into the rotorcraft mode by turning body 90 degrees.
 - x. Alef model lands at the Destination spot.
- f. Speed is expected to be (based on current testing) less than 15 knots in Rotorcraft Mode and less than 75 knots in Biplane mode.

4. Aircraft Description

- a. Alef Model Zero has Distributed Electric Propulsion (DEP) with 8 propeller-speedcontroller-motor systems with differential thrust. Model is 100% electric. Current Model Zero Ultralight weights about 250lb with future models weight might vary. Model's dimensions are 17 ft long x 7 ft wide x 6 ft height.





- b. Safety Features – The aircraft will have the following safety features during all flights
 - i. 8x redundancy in propulsion
 - 1. With backup systems of glide, elevons, (future) parachute
 - ii. No propulsion is exposed and is 100% enclosed by the body and top mesh.
 - iii. Top mesh preventing bird strikes or anyone reaching in
 - iv. Return to home on loss of communication – If the aircraft loses communication it will return to the home location noted on the picture previously.
 - v. PIC intervention – The PIC will monitor all flights and has the ability to take over flight of the model if a safety situation arises.
 - vi. Kill Switch – turning off all propulsion immediately for an immediate landing
 - vii. Car/aircraft suspension system for the safe smoother landing
 - viii. Active real-time telemetry (including battery charge, temperature, vibration, etc.)
 - ix. (Future, soon) Whole aircraft ballistic parachute
 - c. Ground Control Station – The ground control station is located near takeoff or in a trailer marked “trailer” on the map above. Van and is operated by the operator with direct communication to the PIC.
 - d. Ancillary equipment – The model will be transported on a landscape trailer that is connected to the van.
- 5. Theory of Operation (sequence of what is going to be done before during and after each operation)
 - a. Pre-flight site visit – A preflight walk thru and inspection of the flight area will be conducted to confirm that it is clear of any obstructions or potential conflicts with other UAS and aircraft operations.
 - i. Telemetry inspection (battery charge, temperature, etc.)
 - b. Weather check – Weather and weather forecast will be confirmed to be clear of rain and

- winds less than 15 kts before missions begin.
- c. Crew briefing – All crew involved in the day's operations will be briefed on the plans for the day.
 - d. Schedule of operations - Testing is expected to occur about once per two weeks, with occasional increase in frequency before investor demos and decrease in frequency after. Start times will depend on local air traffic.
6. Deconfliction – The VO will monitor the Airport CTAF thru an air band radio, and will visually monitor the air traffic pattern, ramp area, taxiways and runways for aircraft activity. GA Air traffic - Missions will only start if no conflict is detected on the CTAF or visually. If a potential conflict is detected during flight, then the mission will be terminated and it will return to home on the ground until the conflict is remedied.
- 1. Before flight the callout will be to the Hollister Traffic, announcing the type of the aircraft, type of the test, and exact runways or taxiways it will affect.
 - 2. After flight the callout will be to the Hollister Traffic, announcing the aircraft landed, clear of all runways and taxiways, Hollister.
 - 3. Ground traffic – Missions will only be started if no ground traffic is in the vicinity of the mission path.
 - 4. Other aircrafts - Missions will only start if no conflict is detected visually and on CTAF. If a potential conflict is detected during flight, then the UAS mission will be terminated and it will return to home on the ground until the conflict is remedied.
7. Crew – usually a minimum of 3 person crew will perform the test: Pilot or PIC (optional backup Pilot or POC), 2 Visual Observers, (optional mechanics) – typically 5 people.
- a. Alef consists of 2 separate teams developing same/similar aircraft with mostly separate testing.
 - b. Key personal: Oleg Petrov – VP of R&D and head of Milpitas team. Pavel Markin – VP of Electronics who also runs Milpitas team. Dr. Konstantin Kisly – Director of Engineering and head of San Mateo team, Ilya Gribov – Sr. Engineer of San Mateo team, Jim Dukhovny – CEO.
 - i. Additionally, Alef has contractors and interns who are part of the engineering, maintenance and testing crew
8. Purpose – Alef has 3 objectives for using the airport
- a. Test flights
 - b. Investor demo
 - c. Media demo

9. In case of emergency

- a. Unstable flight – The PIC will be monitoring the flight and can take over control of the aircraft if a safety situation arises. This includes the ability to kill the engines.
- b. Aircraft not following programmed path - The PIC will be monitoring the flight and will take over control of the aircraft if it goes off course. The aircraft will then be manually flown back to the home position and landed.
- c. Loss of communication – If the drone loses communication it will return to the home location as noted on the picture previously. After returning to the home position, it will land and turn off the engines.
- d. Crash – Fire extinguishers are maintained in the van. During flight a fire extinguisher is also positioned next to the PIC that is monitoring the flight. If a crash occurs, the PIC will immediately kill the engines and proceed to the aircraft with the fire extinguisher to address any potential safety issues. Aircraft power switch will be immediately turned off.



**STAFF REPORT
HOLLISTER AIRPORT ADVISORY COMMISSION
MEETING DATE: August 13, 2025
REPORT # Airport-2025-15**

AGENDA ITEM: REVIEW THE PROPOSED USE AND ADDITIONAL AREA FOR GROUND LEASE FOR WISK AERO LLC.

STAFF CONTACT: Jeff Crechriou, Airport Director

RECOMMENDED ACTION: Review the proposed use and additional area for ground lease for Wisk Aero LLC. and consider making a recommendation to present an Amendment to the Ground Lease for City Council consideration and approval.

DISCUSSION: Wisk Aero LLC. (Wisk) has been a tenant at the Airport since 2015 with multiple leases in good standing. Their operations at the Airport continue to evolve. On the West side of the Airport, Wisk entered into a ground lease and constructed a 15,000 sqft. hangar building with parking lot and ramp (Hangar 1), and in 2024, leased a 15,000 sqft. hangar building in the Airpark Business Center with “through the fence” access onto airport property (Hangar 2).

Wisk plans to increase the number of employees working at the Airport. They are required to provide additional parking space for the planned utilization of the Hangar 1 and Hangar 2 locations. Wisk is considering an amendment to their ground lease for additional area, of up to approximately 90,000 sqft, around the Hangar 1 location for constructing an additional parking lot and for future uses to support the evolving operations. In adding the additional parking lot, the Airport will request the current vehicle entry into the existing parking area by eliminated and rerouted through the new parking lot/additional area resolving the ongoing concern of vehicles moving past the hangars and/or aircraft to gain entry into the current Wisk parking lot.

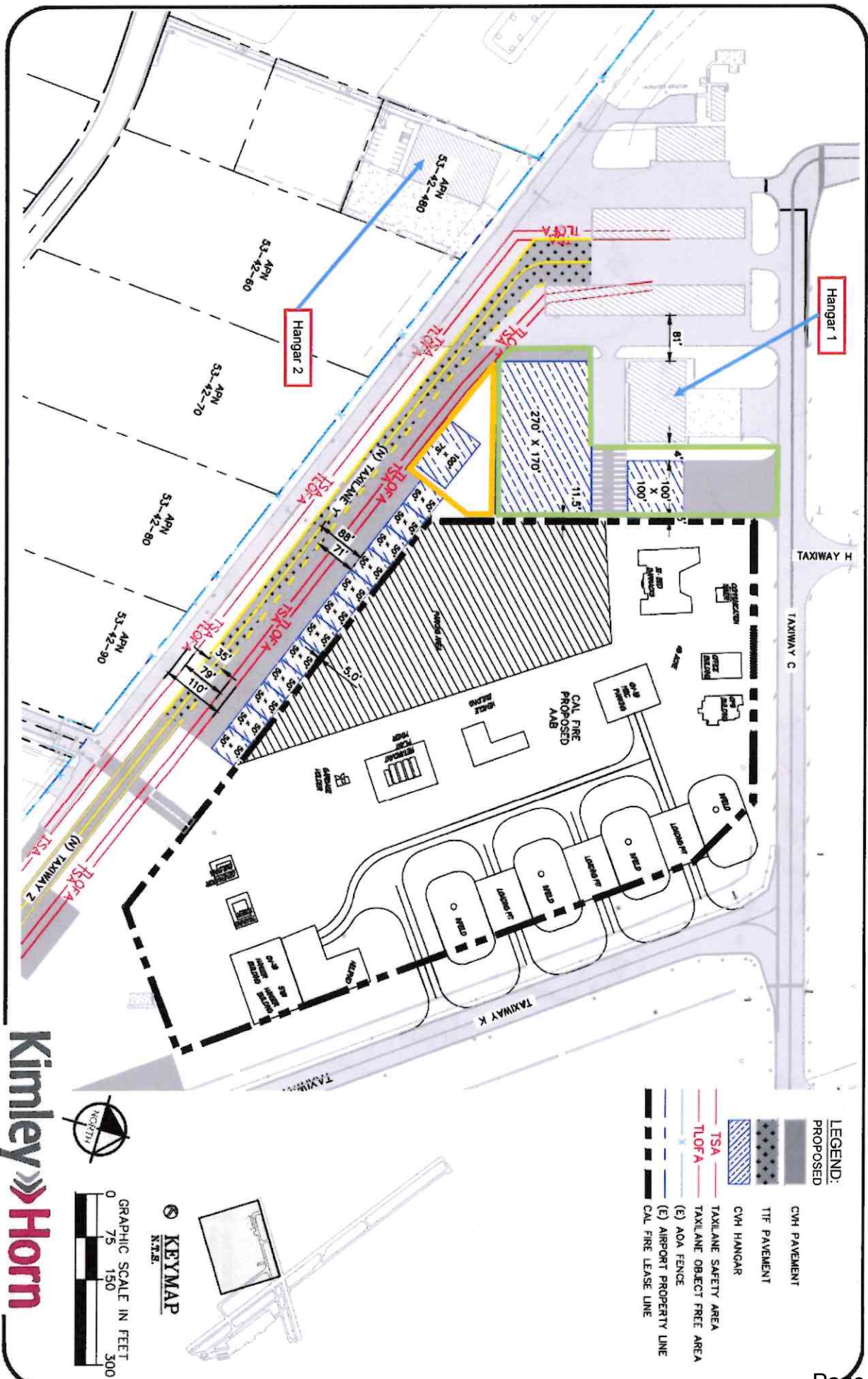
FISCAL IMPACT: In an initial 12-month period, the additional ground lease area could generate new revenue of over \$100,000.

PREVIOUS COUNCIL OR COMMISSION ACTION: N/A

CEQA: N/A

ATTACHMENTS:

1. Location Map





STAFF REPORT
HOLLISTER AIRPORT ADVISORY COMMISSION
MEETING DATE: August 13, 2025
REPORT # Airport-2025-17

AGENDA ITEM: ADOPT AMENDMENTS TO THE AIRPORT ADVISORY COMMISSION BYLAWS

STAFF CONTACT: Jeff Crechriou, Airport Director

RECOMMENDED ACTION: Consider amendments to the Airport Advisory Commission Bylaws updating ARTICLE II – OFFICERS, Section 1.5 Vice Chairperson and ARTICLE III - MEETINGS, Section 4 Order of Business and make a recommendation for the Airport to present the proposed updated Bylaws for City Council consideration and approval

DISCUSSION: At the special meeting held on June 25, 2025, the Airport Advisory Commission discussed proposed amendments to the Bylaws, specifically regarding ARTICLE II – OFFICERS Section 1.5 Vice-Chairperson and ARTICLE III – MEETINGS, Section 4 Order of Business.

As requested by Commissioner Wells, the proposed changes are in track changes in the attached Bylaws document.

FISCAL IMPACT: N/A

PREVIOUS COUNCIL OR COMMISSION ACTION: N/A

CEQA: N/A

ATTACHMENTS:

1. Updated Bylaws in Track Changes

HOLLISTER AIRPORT ADVISORY COMMISSION

AMENDED JUNE 16, 2025

BYLAWS

ARTICLE 1- THE COMMISSION

- Section 1. Name: The name of this body is the "Hollister Airport Advisory Commission of the City of Hollister".
- Section 2. Composition: The Advisory commission shall be composed of five members. Each member of the City Council and Mayor shall nominate one member of the Airport Advisory Commission, subject to the approval of the City Council.
- Section 2.5 Residency: At least three members appointed by individual Council Members must be residents of the City of Hollister, with no more than two members being residents of the County of San Benito who can represent the Hollister Municipal Airport. Priority shall be given to applicants residing within City limits, and if no applicant exists, then the City Council may consider applicants that are residents of the County of San Benito.
- Section 3. Term of Office: The term of office of the members of the Airport Advisory Commission appointed by individual Council Members shall be the same as the term of the appointing Council Member. Any vacancy in the membership of the Airport Advisory Commission shall be filled for the unexpired term using the same nomination and approval process as the original appointment.
- Section 3.5 Vacancy: Any vacancy by a member appointed by a council member shall be filled by the council member whose district the member represents. Applicants from another district may be appointed if there are no applicants from the Council Member's district. If no applicant exists that resides within City limits, then the City Council may consider applicants that are residents of the County of San Benito. Any vacancy by a member appointed at large shall be filled by nomination of the mayor. All nominations for appointment are subject to the approval of the City Council.
- Section 3.7 Removal from Office: Each commission member serves at the pleasure of the Council Member who appointed them, and the Commission Member may be removed at any time, with or without cause.
- Section 3.8 Attendance Policy: Commissioners are expected to attend all meetings of the Commission. Attendance and ongoing participation are critical to the Commission's success. Any member of the Commission who has two (2) unexcused absences during a regular meeting, special meeting, or

commission- sanctioned events within one calendar year shall constitute an automatic resignation. Attendance records shall be kept and members shall be informed by letter when he or she has reached two absences from regular meetings, special meetings or commission sanctioned events. Absences will be deemed as excused and recorded in the minutes if the Chairperson or City Staff is notified of the Commissioners absence.

Section 3.9 Resignations: A Commissioner wishing to resign prior to expiration of the Commissioner's term shall submit to the City Clerk a written resignation which states the effective date of the resignation. If said written resignation fails to state the date the resignation shall be effective, then resignation shall be effective upon receipt of the written resignation by the City Clerk. In the event that a Commissioner states verbally or in any other form that the Commissioner is resigning but fails to provide to the City Clerk said written resignation notice, then resignation shall be effective upon adjournment of the next regularly scheduled Commission meeting, or upon the expiration of 31 calendar days, whichever is soonest.

Section 4. Duties of the Commission:

- a. Act as an advisory agency to the City Council on all aviation and airport matters; communicate written and oral recommendations pointed them.
- b. Study and consider long range plans for the development and improvement of the Hollister Municipal Airport, giving due regard to the City General Plan, the Airport Master Plan, and the needs of the citizens of Hollister and the airport community.
- c. Study and recommend on matters relating to airport improvements, including methods of financing and lease arrangements.
- d. Review and recommend on special permits and proposals that deviate from the adopted Airport Master Plan.
- e. Perform other related duties as directed by the City Council.

ARTICLE II – OFFICERS

Section 1.1 Titles: The offices of this Commission are Chairperson, Vice-Chairperson, and Executive Secretary.

Section 1.3 Chairperson: The Chairperson will preside at meetings of the Commission. Serve for a term of one year, limited to two consecutive terms of office.

Section 1.5 Vice-Chairperson: In the absence of the Chairperson, the Vice-Chairperson will preside at meetings of the Commission. Serve for a term of one year, limited to two consecutive terms of office. In the absence of both the Chairperson and the Vice-Chairperson, if enough commission members are

present to constitute a quorum (3), the member present shall designate an Acting Chairperson for the meeting. ~~Serve for a term of one year, limited to two consecutive terms of office.~~

Section 1.6 Communication with Staff: Commission members are encouraged to communicate directly with the City Manager or Designee regarding ideas, future plans, current activities, and problems at the airport. All requests requiring utilization of staff time must be approved by the City Manager.

Section 1.7 Executive Secretary: The City Manager or Designee is the Executive Secretary of the Commission and will carry out the administrative details of the Commission, including keeping records of Commission meetings, acting Secretary at all meetings of the Commission, recording all votes, preparing the agenda and minutes of Commission meetings, serving as technical advisor to the Commission, and at the direction of the City Manager providing necessary research and fact finding services.

Section 2. Election of Officers: Annually, at the regularly scheduled February meeting the Commission will elect from among its members a Chairperson and Vice-Chairperson to serve for a term of one year. These positions are limited to two consecutive terms of office.

Section 2.5 Vacancy of Chairperson or Vice Chairperson: If the office of Chairperson or Vice-Chairperson becomes vacant, the Commission will elect a successor from its membership at the next regular meeting, and such election will be for the unexpired term of the office.

ARTICLE III – MEETINGS

Section 1. Meeting Time and Place: Regular Airport Commission meetings are held at 6:00 P.M., on the fourth Wednesday of the months of ~~February~~January, ~~May~~April, ~~August~~July, and ~~November~~October, in the Council Chambers of City Hall, 375 Fifth Street, Hollister, California.

Section 1.3 Alternate Meeting Times: Alternate meeting times and places are acceptable as long as public notice is given in accordance with the provisions of the Brown Act and other applicable laws.

Section 1.5 Meeting Cancellation: Meetings shall be cancelled if a quorum of the Commission cannot be present at the meeting.

Section 2. Special Meetings: Subject to the provisions of the Brown Act and other applicable laws, special meetings may be held. Only those matters listed in the notice of special may be discussed at the meeting.

Section 3. Quorum: Three (3) Commissioners constitute a quorum for the transaction of business. Action shall require a simple majority vote of those present who are not excluded from voting.

Section 4. Order of Business: At the regular meetings of the Commission business will be conducted in the following order:

- a. Call to Order
- b. Pledge of Allegiance
- c. Roll Call
- ~~d. Verification of Agenda Posting~~
- ~~f.e.~~ Consent
- ~~g.f.~~ Commission Business
- ~~h.g.~~ Staff & Commissioner Reports
- ~~h.~~ Adjournment
- i. Verification of Agenda Posting

Section 5. Manner of Voting: Voting on matters coming before the Commission will be by voice unless a roll call vote is requested by a Commission Member or the Executive Secretary.

Section 6. Rules of Order: Robert's Rule of Order will govern those aspects of Commission proceedings not specifically provided by these bylaws, the Brown Act or any other applicable state or local law.

Section 7. Setting of Agenda Items: Commission Members may submit items to be placed on the agenda. Request must be given to the Executive Secretary ten (10) business days prior to the meeting date.

Section 7.5 Public Input: Any person wishing to speak on matters within the subject matter jurisdiction of the Commission must fill out a speaker's card prior to addressing the Commission.

Section 8. Agenda: An agenda will be prepared by the Executive Secretary and will be adhered to with the exception that items may be taken out of order for the convenience of those in attendance. The agenda will be posted and distributed to interested parties at least 72 hours in advance of all regular Commission meetings.

The Hollister Airport Advisory Commission will operate its meeting pursuant to the Ralph M. Brown Act, Government Code, §§ 54950 et seq., and 54954.2, subdivision (b) (1) and (2) Agenda requirements; Regular meetings (b) Notwithstanding subdivisions (a), the legislative body may take action on items of business not appearing on the posted agenda under any of the conditions stated below. Prior to discussing any items pursuant to this subdivision, the legislative body shall publicly identify the item. (1) Upon a determination by a majority vote of the legislative body that an emergency situation exists, as defined in Section 54956.5. (2) Upon a determination by a two-thirds vote of the legislative body, or if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

Section 9. Procedure: The bylaws may be amended by the Commission with such request approved by a majority of the Commission at a regular or special meeting provided that written notice of such amendment was given to Commissioners at least three (3) days prior to the meeting. Upon a successful vote, the proposed amendment shall be presented to the City Council for ratification at the next regularly scheduled Council Meeting.



**STAFF REPORT
HOLLISTER AIRPORT ADVISORY COMMISSION
MEETING DATE: August 13, 2025
REPORT # Airport-2025-18**

AGENDA ITEM: AIRPORT DIRECTOR'S REPORT

STAFF CONTACT: Jeff Crechriou, Airport Director

RECOMMENDED ACTION: Receive the informational report and brief questions/answers by commissioners and staff.

1. DISCUSSION: Airport Grants:

- In June, the Federal Aviation Administration (FAA) communicated 2025 and 2026 Airport Capital Improvement Projects would be funded at 95% vs the typical 90%.
- Bipartisan Infrastructure Law (BIL) Relocate Airport Operations Area Perimeter Fence project – on June 13th, the City/Airport received and accepted the FAA Grant of \$140,059. **Next step: Award the Bid and Contract with the responsive low bidder.**
- Airport Improvement Program (AIP) Taxiway A Reconstruction – Design project – we remain hopeful FAA will provide a Federal Fiscal Year 2025 grant for this project. However, we have received no communication from FAA regarding this grant.
- Zero Emission Vehicle (ZEV) Program – on June 16th, the Airport submitted a grant application for two Ford 150 Lighting trucks and installation of a vehicle charger at the airport shop.

2. SNIPBUS:

An animal care clinic was scheduled for Monday, August 11, 2025 at the Airport.

3. Brownsfield Grant for Demo/Cleanup of Old Military Buildings:

Working with the City Grant Consultant, California Consulting, the City/Airport has submitted for a Brownsfield Targeted Assessment Grant which isn't a cash grant but rather a grant of technical assistance services by the California Environmental Protection Agency to evaluate brownfield sites.

These services will help determine the nature and extent of contamination, as well as analyze cleanup alternatives. The goal is to help communities assess and prepare sites for redevelopment. In the case of the City of Hollister, the state will send out a team to conduct a Phase II assessment of the old naval buildings located on Airport property. A Phase I assessment has already been conducted by the City, which determined the presence of asbestos in the buildings. The Phase II study will look for soil contamination.

The only way the site can be classified as a brownsfield is if the team finds soil

contamination. If the site is determined to be a brownfield, then it will be eligible to receive implementation money, which could involve demolition, cleanup and the creation of a detailed redevelopment plan.

4. EDA Grant for West Side Improvements:

The U.S. Economic Development Agency's Public Works and Economic Adjustment Assistance (PWEAA) grant provides funds for infrastructure improvements that will unlock economic development opportunities. The PWEAA grant awards range from \$1 million to \$5 million. Working with the City Grant Consultant, California Consulting, the City/Airport is applying for this grant to build improvements at the Hollister Municipal Airport near the west side property line, including new taxiways to provide "through the fence" access to the airport business center park.

This will make the site far more attractive to potential developers and prospective business tenants and specifically business tenants with an aviation use. The application is 80% complete. To complete it, we need an engineering report and environmental narrative from Kimley-Horn, the City's on-call Airport Consultant for airport engineering, environmental and planning services. We also need several of the existing landowners at the business park to agree to fill out a form which states that they foresee the ability to conduct development/hiring should the project be completed.

5. July 19 Aircraft Mid-air Collision Accident:

This accident involved 2 aircraft colliding at approximately 30 ft. above Runway 31 as one plane was landing and the other plane taking off. One pilot was injured and transported to the hospital, the second pilot was unharmed, both aircraft sustained damage – the landing aircraft being totaled and the other aircraft sustaining relatively minor damage.

The Federal Aviation Administration (FAA) and the National Transportation Safety Board (NTSB) are investigating the accident. The Airport provided initial information to both and is cooperating with the investigation.

I would like to recognize and thank the first responders, Hollister Fire and Police, assistance from tenants and Hollister Jet Center. I specifically want to recognize and thank Adam Bocenegro, Airport Maintenance and Operations, for his response and handling of the incident and Katie Anderson, Airport Support Services Assistant, for her response and support of Adam and of the overall Airport response.

6. Gate Access:

Airport staff have been evaluating options to upgrade the automotive gate access and move away from access by a universal code. We have requested a cost proposal for installation and a proprietary product that is cloud-based access control system creating the ability to monitor, manage, and troubleshoot multiple gates in real time.

FISCAL IMPACT: N/A

PREVIOUS COUNCIL OR COMMISSION ACTION: N/A

CEQA: N/A

ATTACHMENTS:

1. None