



CITY OF SOUTH ST. PAUL MEETING AGENDA

AIRPORT ADVISORY COMMISSION

Fleming Field Airport
Meeting Room
South St. Paul, MN 55075

Tuesday, May 12, 2026

1. CALL TO ORDER

2. ROLL CALL

3. CITIZEN'S COMMENTS & PRESENTATIONS

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

All items listed on the Consent Agenda are items, which are considered routine and will be approved by one motion. There will be no separate discussion of these items unless requested by a member of the governing body or citizen, in which case the item will be removed from the consent agenda and considered at the end of the Consent Agenda.

A. Meeting Minutes of March 10, 2026

B. 2026 Budget Report

C. YTD Fuel Report

D. 2026 Projects

6. ITEMS REMOVED FROM CONSENT AGENDA

7. OLD BUSINESS

8. NEW BUSINESS

A. SEH Project Updates

B. 94UL Fuel Discussion

9. COMMISSIONER AND STAFF COMMENTS

10. ADJOURNMENT



AIRPORT ADVISORY COMMISSION AGENDA REPORT

DATE: May 12, 2026
DEPARTMENT: Airport
PREPARED BY: Andrew Wall
AGENDA ITEM NUMBER: 5.A.

MEETING TYPE

Airport Advisory Commission

AGENDA ITEM

Meeting Minutes of March 10, 2026

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Approve as presented by consent.

OVERVIEW

Meeting Minutes of March 10, 2026

SOURCE OF FUNDS

ATTACHMENTS

1. 3.10.2026 AAC Minutes

City of South St. Paul

AIRPORT ADVISORY COMMISSION



FLEMING FIELD AIRPORT

MEETING MINUTES

TUESDAY, March 10th, 2026, 6:00PM

1. CALL TO ORDER:

Commissioner Ludwigson called the Airport Advisory Commission Meeting to order at 6:00PM on Tuesday, March 10th, 2026.

2. ROLL CALL:

Present Suby, Ludwigson, Sheridan, Gardner, Jansen Jr, Hilger, Sneed, Madison

Absent Reckinger

Also Present Andrew Wall, Collin Turner

3. CITIZEN'S COMMENTS & PRESENTATIONS

None

4. APPROVAL OF AGENDA:

Motion by Hilger, seconded by Gardner to approve March 10th, 2026, agenda as submitted.

Motion carried 8 ayes/0 nays

5. CONSENT AGENDA:

Motion by Sheridan, seconded by Gardner to approve the Consent Agenda.

Motion carried 8 ayes/0 nays

6. ITEMS REMOVED FROM CONSENT AGENDA:

A. CTAF Discussion

7. OLD BUSINESS:

None

8. NEW BUSINESS:

A. Chair Nominations

Airport staff and commissioners decided to nominate a vice chair. After deliberations, AJ Madison has been nominated as the Vice Chair of the Airport Advisory Commission on March 10th, 2026.

9. COMMISSIONER AND STAFF COMMENTS:

A. 94UL Fuel Level

Airport staff updated commissioners on the amount of 94UL fuel that is left in the tank. Approximately 673 gallons were in the tank as of March 10th. The airport has no plans to purchase more 94UL once the fuel is gone or the fuel pump loses prime to the fuel tank. The reasoning for this is due to the low demand of the product coupled with how expensive per gallon 94UL is compared to 100LL.

10. ADJOURNMENT:

Motion made by Madison, seconded by Suby to adjourn the Airport Advisory Commission meeting at 6:10 PM.

Motion carried 8 ayes/0 nays

DRAFT



AIRPORT ADVISORY COMMISSION AGENDA REPORT

DATE: May 12, 2026
DEPARTMENT: Airport
PREPARED BY: Andrew Wall
AGENDA ITEM NUMBER: 5.B.

MEETING TYPE

Airport Advisory Commission

AGENDA ITEM

2026 Budget Report

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Approve as presented by consent.

OVERVIEW

Airport Operating Fund

The YTD Airport Operating Revenues for 2026 are \$481,436.28; the Airport Operating Expenditures for 2026 YTD are \$257,430.21. The 2026 YTD net change is a surplus of \$224,006.07.

- Revenues
 - Airport Fuel Receipts (4583) are currently at \$127,410.73 (15.44%).
 - Land Lease (4585) is at \$208,566.93 (79.52%). Most land leases are due in March of each year with a few occurring throughout the remainder of the year.
 - Aircraft parking Fees (4587) is at \$4,065.00 (50.81%).
 - Airport Gate Cards (4590) is at \$440.00 (11%).
- Expenses
 - Conferences, Training, Travel (6331) \$1,283.36 (25.67%)
 - Insurance (6361) is at \$21,380.00 (48.20%)
 - Repairs & Maintenance Contractual (6371) \$8,241.16 (13.74%)

Capital Improvement Fund

The YTD Airport Capital Revenues for 2026 are \$240,938.25; the YTD Airport Capital

Expenses for 2026 are \$16,822.48. The YTD net change is a surplus of \$257,760.73.

- Impr Other Than Building (6530) \$0 (0%).

SOURCE OF FUNDS

N/A

ATTACHMENTS

None



AIRPORT ADVISORY COMMISSION AGENDA REPORT

DATE: May 12, 2026
DEPARTMENT: Airport
PREPARED BY: Andrew Wall
AGENDA ITEM NUMBER: 5.C.

MEETING TYPE

Airport Advisory Commission

AGENDA ITEM

YTD Fuel Report

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Approve as presented by consent.

OVERVIEW

Our 2026 YTD total fuel sales by gallon through March 31, 2026 are above 2025 by 15.94%; and compared to the 5-YR average, are down 3.79%.

- Quarter 1 thru 3/31/26 2026/2025 comparison: 100LL was up 4.14%, 94UL was up 36.66%, and Jet A was up 41.03%; total fuel sales down 74.63%, and compared to the 5yr average was down 78.94%.

SOURCE OF FUNDS

ATTACHMENTS

1. FUEL TRACKING WORKBOOK

2025 AVIATION FUEL SALES BY GALLON

5/7/2026

	100LL					94UL					JET A				
	2026	2025	% Δ	5-YR AVG	%Δ 2025/5-YR AVG	2026	2025	% Δ	5-YR AVG (94UL)	%Δ 2025/5-YR AVG	2026	2025	% Δ	5-YR AVG	%Δ 2025/5-YR AVG
JAN	3,628.20	5,000.40	-27.44%	5,316.04	-31.75%	30.60	46.90	-34.75%	143.08	-78.61%	3,885.50	2,290.60	69.63%	2,261.14	71.84%
FEB	6,249.20	4,573.70	36.63%	5,803.30	7.68%	140.30	55.70	151.89%	165.52	-15.24%	2,582.10	2,282.00	13.15%	2,637.32	-2.09%
MAR	6,754.50	6,396.30	5.60%	7,682.94	-12.08%	133.30	120.00	11.08%	239.72	-44.39%	3,859.00	2,749.70	40.34%	4,088.32	-5.61%
Q1	16,631.90	15,970.40	4.14%	18,802.28	-11.54%	304.20	222.60	36.66%	548.32	-44.52%	10,326.60	7,322.30	41.03%	8,986.78	14.91%
APR	7,419.60	9,275.60	-20.01%	12,328.90	-39.82%	195.90	102.20	91.68%	407.34	-51.91%	3,752.90	5,264.90	-28.72%	5,514.98	-31.95%
MAY	-	11,225.40	-100.00%	13,785.54	-100.00%	-	218.10	-100.00%	799.86	-100.00%	-	5,230.60	-100.00%	6,605.62	-100.00%
JUN	-	10,329.20	-100.00%	14,737.38	-100.00%	-	222.20	-100.00%	567.24	-100.00%	-	4,309.70	-100.00%	8,042.20	-100.00%
Q2	7,419.60	30,830.20	-75.93%	40,851.82	-81.84%	195.90	542.50	-63.89%	1,774.44	-88.96%	3,752.90	14,805.20	-74.65%	20,162.80	-81.39%
JUL	-	14,673.80	-100.00%	14,737.38	-100.00%	-	297.10	-100.00%	567.24	-100.00%	-	7,457.70	-100.00%	8,042.20	-100.00%
AUG	-	10,902.10	-100.00%	10,910.20	-100.00%	-	340.40	-100.00%	430.04	-100.00%	-	4,026.50	-100.00%	4,776.88	-100.00%
SEP	-	9,849.90	-100.00%	11,469.16	-100.00%	-	296.90	-100.00%	497.22	-100.00%	-	5,138.90	-100.00%	5,627.14	-100.00%
Q3	-	35,425.80	-100.00%	37,116.74	-100.00%	-	934.40	-100.00%	1,494.50	-100.00%	-	16,623.10	-100.00%	18,446.22	-100.00%
OCT	-	8,962.90	-100.00%	11,418.00	-100.00%	-	134.00	-100.00%	416.34	-100.00%	-	5,777.90	-100.00%	4,563.72	-100.00%
NOV	-	6,859.30	-100.00%	6,774.92	-100.00%	-	155.20	-100.00%	274.24	-100.00%	-	2,739.10	-100.00%	4,710.38	-100.00%
DEC	-	3,313.60	-100.00%	4,489.06	-100.00%	-	23.20	-100.00%	115.58	-100.00%	-	1,606.60	-100.00%	2,456.86	-100.00%
Q4	-	19,135.80	-100.00%	22,681.98	-100.00%	-	312.40	-100.00%	806.16	-100.00%	-	10,123.60	-100.00%	11,730.96	-100.00%
TOTAL	24,051.50	101,362.20	-76.27%	119,452.82	-79.87%	500.10	2,011.90	-75.14%	4,623.42	-89.18%	14,079.50	48,874.20	-71.19%	59,326.76	-76.27%

	TOTAL FOR ALL FUEL GRADES				
	2026	2025	%Δ 2025/2024	5-YR AVG	%Δ 2025/5-YR AVG
JAN	7,544.30	7,337.90	2.81%	7,720.26	-2.28%
FEB	8,971.60	6,911.40	29.81%	8,606.14	4.25%
MAR	10,746.80	9,266.00	15.98%	12,010.98	-10.53%
Q1	27,262.70	23,515.30	15.94%	28,337.38	-3.79%
APR	11,368.40	14,642.70	-22.36%	18,251.22	-37.71%
MAY	-	16,674.10	-100.00%	21,191.02	-100.00%
JUN	-	14,861.10	-100.00%	23,346.82	-100.00%
Q2	11,368.40	46,177.90	-75.38%	62,789.06	-81.89%
JUL	-	22,428.60	-100.00%	23,346.82	-100.00%
AUG	-	15,269.00	-100.00%	16,117.12	-100.00%
SEP	-	15,285.70	-100.00%	17,593.52	-100.00%
Q3	-	52,983.30	-100.00%	57,057.46	-100.00%
OCT	-	14,874.80	-100.00%	16,398.06	-100.00%
NOV	-	9,753.60	-100.00%	11,759.54	-100.00%
DEC	-	4,943.40	-100.00%	7,061.50	-100.00%
Q4	-	29,571.80	-100.00%	35,219.10	-100.00%
TOTAL	38,631.10	152,248.30	-74.63%	183,403.00	-78.94%

TOTAL FOR ALL FUEL GRADES				
2025	2024	%Δ 2025/2024	%Δ 5-YR AVG	%Δ 2025/5-YR AVG
7,544.30	7,337.90	2.81%	7,720.26	-2.28%
8,971.60	6,911.40	29.81%	8,606.14	4.25%
#####	9,266.00	15.98%	#####	-10.53%
#####	#####	15.94%	#####	-3.79%
#####	#####	-22.36%	#####	-37.71%
-	#####	-100.00%	#####	-100.00%
-	#####	-100.00%	#####	-100.00%
#####	#####	-75.38%	#####	-81.89%
-	#####	-100.00%	#####	-100.00%
-	#####	-100.00%	#####	-100.00%
-	#####	-100.00%	#####	-100.00%
-	#####	-100.00%	#####	-100.00%
-	9,753.60	-100.00%	#####	-100.00%
-	4,943.40	-100.00%	7,061.50	-100.00%
-	#####	-100.00%	#####	-100.00%
#####	#####	-74.63%	#####	-78.94%



AIRPORT ADVISORY COMMISSION AGENDA REPORT

DATE: May 12, 2026
DEPARTMENT: Airport
PREPARED BY: Andrew Wall
AGENDA ITEM NUMBER: 5.D.

MEETING TYPE

Airport Advisory Commission

AGENDA ITEM

2026 Projects

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Approve as presented by consent.

OVERVIEW

This is a list of projects that were completed or are currently in progress. This can be any number of items including but not limited to equipment acquisitions, tests or studies, awards, projects, programs, events, and many others.

SOURCE OF FUNDS

ATTACHMENTS

1. AAC Memo 05.2026 5D.1 2026 Projects

2026 Projects

- The airport gate replacement project is being put on hold until more finalized numbers come in for the fuel system project
- Xcel Energy will be replacing an existing gas line that runs underneath a portion of the main ramp. Weekly meetings are occurring with Xcel Energy and several engineering teams to keep this project on schedule. At this time, SEH is working with Xcel on Easement language, a Subordination Agreement and the proposed route. These documents will be sent over to the FAA very soon for review. Once approved by the FAA, we will bring the Easement and Subordination documents to City Council for approval. I have already brought these documents to our City Attorney for initial review. Once all documents are approved, construction of the new line is scheduled to start July 1, 2026. There will be a significant impact to the main parking lot area in front of Wipaire and the Terminal Building. Phasing/sub-phasing may be used to minimize that impact but we will give tenants plenty of notice before any areas are closed down.
- The fuel system replacement project is on hold until 2027. Timing of the Xcel Gas Line Relocation project along with lead times for ordering equipment and tanks for the fuel project would push the construction to late in the season for a successful outcome.



2026 Projects

- Bids were received for the crack sealing project and the low bidder was Fahrner Asphalt. The grant application package has been sent in to MNDOT and the FAA. This project will take place later this summer.



AIRPORT ADVISORY COMMISSION AGENDA REPORT

DATE: May 12, 2026
DEPARTMENT: Airport
PREPARED BY: Andrew Wall
AGENDA ITEM NUMBER: 8.A.

MEETING TYPE

Airport Advisory Commission

AGENDA ITEM

SEH Project Updates

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

None

OVERVIEW

A representative from SEH will brief the commission on current and upcoming projects at Fleming Field.

SOURCE OF FUNDS

ATTACHMENTS

None



AIRPORT ADVISORY COMMISSION AGENDA REPORT

DATE: May 12, 2026
DEPARTMENT: Airport
PREPARED BY: Andrew Wall
AGENDA ITEM NUMBER: 8.B.

MEETING TYPE

Airport Advisory Commission

AGENDA ITEM

94UL Fuel Discussion

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

OVERVIEW

Commissioner Sheridan would like to have a discussion about UL94 given the FAA's latest guidance on aviation fuel.

SOURCE OF FUNDS

N/A

ATTACHMENTS

None