



CITY OF SOUTH ST. PAUL MEETING AGENDA

AIRPORT ADVISORY COMMISSION

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

Tuesday, July 14, 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. Airport Advisory Commission Meeting Minutes from May 12, 2026
- B. YTD Budget Report
- C. YTD Fuel Report
- D. 2026 Projects

- 6. ITEMS REMOVED FROM CONSENT AGENDA**
- 7. OLD BUSINESS**
 - A. Xcel Energy Gas Line Relocation Update
- 8. NEW BUSINESS**
- 9. COMMISSIONER AND STAFF COMMENTS**
- 10. ADJOURNMENT**



AIRPORT ADVISORY COMMISSION AGENDA REPORT

DATE: July 14, 2026
DEPARTMENT: Airport
PREPARED BY: Andrew Wall
AGENDA ITEM NUMBER: 5.A.

MEETING TYPE

Airport Advisory Commission

AGENDA ITEM

Airport Advisory Commission Meeting Minutes from May 12, 2026

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Approve as presented by consent.

OVERVIEW

SOURCE OF FUNDS

ATTACHMENTS

1. AAC Minutes 5.12.2026

City of South St. Paul

AIRPORT ADVISORY COMMISSION



FLEMING FIELD AIRPORT

MEETING MINUTES

TUESDAY, May 12th, 2026, 6:00PM

1. CALL TO ORDER:

Commissioner Ludwigson called the Airport Advisory Commission Meeting to order at 6:00PM on Tuesday, May 12th, 2026.

2. ROLL CALL:

Present Suby (late), Ludwigson, Sheridan, Gardner, Reckinger, Jansen Jr, Hilger, Sneed, Madison

Absent None

Also Present Andrew Wall, Collin Turner, Kyle Nelson (SEH)

3. CITIZEN'S COMMENTS & PRESENTATIONS

None

4. APPROVAL OF AGENDA:

Motion by Sheridan, seconded by Gardner to approve May 12th, 2026, agenda as submitted.

Motion carried 8 ayes/0 nays

5. CONSENT AGENDA:

Motion by Reckinger, seconded by Madison to approve the Consent Agenda.

Motion carried 8 ayes/0 nays

6. ITEMS REMOVED FROM CONSENT AGENDA:

None

7. OLD BUSINESS:

None

8. NEW BUSINESS:

A. SEH Project Update

Kyle Nelson of SEH gave the airport commission an update on future projects for the airport. The current, and most important, project is the fuel farm replacement project. This project, originally scheduled to begin construction in late 2026, is now slated for late 2027. Airport staff will continue to update the commission as more information becomes available.

B. 94UL Fuel Discussion

Commissioners and staff again discussed the airport's 94UL position. As of this meeting date, airport staff will continue to sell 94UL until the product is gone or the pump loses prime. Airport staff reached out to the maker of 94UL, Swift Fuels, and were told they are slowing down their production over the next few months. Swift Fuels says they are focusing on a 100UL product as a direct replacement for 100LL. It was concluded, by both airport staff and commissioners, that the best option is to sell as much 94UL as possible and then close the pump for good until the fuel farm replacement project in late 2027.

9. COMMISSIONER AND STAFF COMMENTS:

None

10. ADJOURNMENT:

Motion made by Hilger, seconded by Jansen to adjourn the Airport Advisory Commission meeting at 6:53 PM.

Motion carried 9 ayes/0 nays



AIRPORT ADVISORY COMMISSION AGENDA REPORT

DATE: July 14, 2026
DEPARTMENT: Airport
PREPARED BY: Andrew Wall
AGENDA ITEM NUMBER: 5.B.

MEETING TYPE

Airport Advisory Commission

AGENDA ITEM

YTD 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 \$758,276.72; the Airport Operating Expenditures for 2026 YTD are \$635,037.25. The 2026 YTD net change is a surplus of \$123,239.47.

- Revenues
 - Airport Fuel Receipts (4583) are currently at \$279,732.54 (33.91%).
 - Land Lease (4585) is at \$226,934.56 (86.53%).
 - Aircraft parking Fees (4587) is at \$4,915.00 (61.44%).
 - Airport Gate Cards (4590) is at \$1,020.00 (25.50%).
- Expenses
 - Conferences, Training, Travel (6331) \$1,727.79 (34.56%)
 - Insurance (6361) \$30,543.00 (68.86%)
 - Repairs & Maintenance Contractual (6371) \$16,516.68 (27.53%)

Capital Improvement Fund

The YTD Airport Capital Revenues for 2026 are \$218,760.25; the YTD Airport Capital

Expenses for 2026 are \$46,950.07. The YTD net change is a deficit of \$265,710.32.

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

SOURCE OF FUNDS

ATTACHMENTS

None



AIRPORT ADVISORY COMMISSION AGENDA REPORT

DATE: July 14, 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

OVERVIEW

Overview

Our 2026 YTD total fuel sales by gallon through June 30, 2026 are below 2025 by 13.68%; and compared to the 5-YR average, are down 36.51%.

- Quarter 2 thru 6/30/26 2026/2025 comparison: 100LL was down 17.06%, and Jet A was down 5.99%

****NOTE – Due to technical difficulties with our fuel pumps and the ability to communicate with them to download transactions, the June fuel numbers are below what they should be and are not accurate. We are actively working with our IT department to procure parts so we can communicate with the pedestals.**

SOURCE OF FUNDS

ATTACHMENTS

1. FUEL TRACKING WORKBOOK

2025 AVIATION FUEL SALES BY GALLON

7/10/2026

	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	12,003.70	11,225.40	6.93%	13,785.54	-12.93%	177.90	218.10	-18.43%	799.86	-77.76%	5,279.20	5,230.60	0.93%	6,605.62	-20.08%
JUN	6,147.10	10,329.20	-40.49%	14,737.38	-58.29%	-	222.20	-100.00%	567.24	-100.00%	4,885.60	4,309.70	13.36%	8,042.20	-39.25%
Q2	25,570.40	30,830.20	-17.06%	40,851.82	-37.41%	373.80	542.50	-31.10%	1,774.44	-78.93%	13,917.70	14,805.20	-5.99%	20,162.80	-30.97%
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	42,202.30	101,362.20	-58.36%	119,452.82	-64.67%	678.00	2,011.90	-66.30%	4,623.42	-85.34%	24,244.30	48,874.20	-50.39%	59,326.76	-59.13%

	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	17,460.80	16,674.10	4.72%	21,191.02	-17.60%
JUN	11,032.70	14,861.10	-25.76%	23,346.82	-52.74%
Q2	39,861.90	46,177.90	-13.68%	62,789.06	-36.51%
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	67,124.60	152,248.30	-55.91%	183,403.00	-63.40%

TOTAL FOR ALL FUEL GRADES				
2025	2024	%Δ 2025/2024	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%
#####	#####	4.72%	#####	-17.60%
#####	#####	-25.76%	#####	-52.74%
#####	#####	-13.68%	#####	-36.51%
-	#####	-100.00%	#####	-100.00%
-	#####	-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%
#####	#####	-55.91%	#####	-63.40%



AIRPORT ADVISORY COMMISSION AGENDA REPORT

DATE: July 14, 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 07.2026 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 September 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: July 14, 2026
DEPARTMENT: Airport
PREPARED BY: Andrew Wall
AGENDA ITEM NUMBER: 7.A.

MEETING TYPE

Airport Advisory Commission

AGENDA ITEM

Xcel Energy Gas Line Relocation Update

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

OVERVIEW

Airport Staff will provide a brief update on the status of the Xcel Gas Line Relocation Project.

SOURCE OF FUNDS

ATTACHMENTS

None