



CITY OF SOUTH ST. PAUL MEETING AGENDA

AIRPORT ADVISORY COMMISSION

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

Wednesday, September 9, 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 from July 14, 2026
- B. 2026 Budget Report
- C. YTD Fuel Report
- D. 2026 Projects

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



AIRPORT ADVISORY COMMISSION AGENDA REPORT

DATE: September 9, 2026
DEPARTMENT: Airport
PREPARED BY: Andrew Wall
AGENDA ITEM NUMBER: 5.A.

MEETING TYPE

Airport Advisory Commission

AGENDA ITEM

Meeting Minutes from July 14, 2026

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Approve as presented by consent.

OVERVIEW

Meeting Minutes from July 14, 2026

SOURCE OF FUNDS

ATTACHMENTS

1. AAC Minutes 7.14.2026

City of South St. Paul

AIRPORT ADVISORY COMMISSION



FLEMING FIELD AIRPORT

MEETING MINUTES

TUESDAY, July 14th, 2026, 6:00PM

1. CALL TO ORDER:

Commissioner Ludwigson called the Airport Advisory Commission Meeting to order at 6:00PM on Tuesday, July 14th, 2026.

2. ROLL CALL:

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

Absent Madison

Also Present Andrew Wall, Collin Turner

3. CITIZEN'S COMMENTS & PRESENTATIONS

None

4. APPROVAL OF AGENDA:

Motion by Sheridan, seconded by Gardner to approve July 14th, 2026, agenda as submitted.

Motion carried 8 ayes/0 nays

5. CONSENT AGENDA:

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

Motion carried 8 ayes/0 nays

6. ITEMS REMOVED FROM CONSENT AGENDA

None

7. OLD BUSINESS:

A. Xcel Gas Line Relocation Update

Airport staff updated the commission about upcoming work being done by Xcel. The work entails moving a main gas line away from the fuel farm so that it doesn't conflict with the future airport fuel farm project. Airport staff and Xcel are hoping for a September 2026 start date to begin work.

8. NEW BUSINESS:

None

9. COMMISSIONER AND STAFF COMMENTS:

- A. Airport staff have closed off a section of the east ramp tiedown area. The cause of this closure is attributed to the top layer of asphalt coming loose and dislodging, posing a FOD risk. This closure is planned to be temporary but can be reinstated in the future.

10. ADJOURNMENT:

Motion made by Sheridan, seconded by Hilger to adjourn the Airport Advisory Commission meeting at 6:12 PM.

Motion carried 8 ayes/0 nays

DRAFT



AIRPORT ADVISORY COMMISSION AGENDA REPORT

DATE: September 9, 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 \$1,048,511.68; the Airport Operating Expenditures for 2026 YTD are \$956,893.84. The 2026 YTD net change is a surplus of \$91,617.84.

- Revenues
 - Airport Fuel Receipts (4583) are currently at \$480,321.97 (58.22%).
 - Land Lease (4585) is at \$244,355.34 (93.18%).
 - Aircraft parking Fees (4587) is at \$5,755.00 (71.94%).
 - Airport Gate Cards (4590) is at \$1,700.00 (42.50%).
- Expenses
 - Conferences, Training, Travel (6331) \$1,727.79 (34.56%)
 - Insurance (6361) \$30,543.00 (68.86%)
 - Repairs & Maintenance Contractual (6371) \$24,097.13 (40.16%)

Capital Improvement Fund

The YTD Airport Capital Revenues for 2026 are -\$213,486.05; the YTD Airport Capital Expenses for 2026 are \$83,155.68. The YTD net change is a deficit of \$296,641.73.

We are waiting on reimbursements from project closeouts as well as reimbursements from Xcel Energy for the pipeline relocation project.

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

SOURCE OF FUNDS

ATTACHMENTS

None



AIRPORT ADVISORY COMMISSION AGENDA REPORT

DATE: September 9, 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

Overview

Our 2026 YTD total fuel sales by gallon through August 31, 2026 are below 2025 by 8.78%; and compared to the 5-YR average, are down 12.86%.

- Quarter 2 thru 8/31/26 2026/2025 comparison: 100LL was down 11.78%, and Jet A was up 2.96%

SOURCE OF FUNDS

ATTACHMENTS

1. FUEL TRACKING WORKBOOK

2026 AVIATION FUEL SALES BY GALLON

9/2/2026

	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	9,556.70	10,329.20	-7.48%	14,737.38	-35.15%	-	222.20	-100.00%	567.24	-100.00%	6,651.40	4,309.70	54.34%	8,042.20	-17.29%
Q2	28,980.00	30,830.20	-6.00%	40,851.82	-29.06%	373.80	542.50	-31.10%	1,774.44	-78.93%	15,683.50	14,805.20	5.93%	20,162.80	-22.22%
JUL	11,286.80	14,673.80	-23.08%	14,737.38	-23.41%	-	297.10	-100.00%	567.24	-100.00%	6,224.40	7,457.70	-16.54%	8,042.20	-22.60%
AUG	11,276.60	10,902.10	3.44%	10,910.20	3.36%	-	340.40	-100.00%	430.04	-100.00%	5,599.60	4,026.50	39.07%	4,776.88	17.22%
SEP															
Q3	22,563.40	25,575.90	-11.78%	25,647.58	-12.03%	-	637.50	-100.00%	997.28	-100.00%	11,824.00	11,484.20	2.96%	12,819.08	-7.76%
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	68,175.30	91,512.30	-25.50%	107,983.66	-36.87%	678.00	1,715.00	-60.47%	4,126.20	-83.57%	37,834.10	43,735.30	-13.49%	53,699.62	-29.54%

	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	16,208.10	14,861.10	9.06%	23,346.82	-30.58%
Q2	45,037.30	46,177.90	-2.47%	62,789.06	-28.27%
JUL	17,511.20	22,428.60	-21.92%	23,346.82	-25.00%
AUG	16,876.20	15,269.00	10.53%	16,117.12	4.71%
SEP					
Q3	34,387.40	37,697.60	-8.78%	39,463.94	-12.86%
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	106,687.40	136,962.60	-22.10%	165,809.48	-35.66%



AIRPORT ADVISORY COMMISSION AGENDA REPORT

DATE: September 9, 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 09.2026 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. Approval of the easement and environmental documents has been completed and construction is slated to begin the week of September 8, 2026. There will be a significant impact to the main parking lot area in front of Wipaire and the Terminal Building. Phasing/sub-phasing will 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 this fall.



AIRPORT ADVISORY COMMISSION AGENDA REPORT

DATE: September 9, 2026
DEPARTMENT: Airport
PREPARED BY: Andrew Wall
AGENDA ITEM NUMBER: 7.A.

MEETING TYPE

Airport Advisory Commission

AGENDA ITEM

Xcel Project Update

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

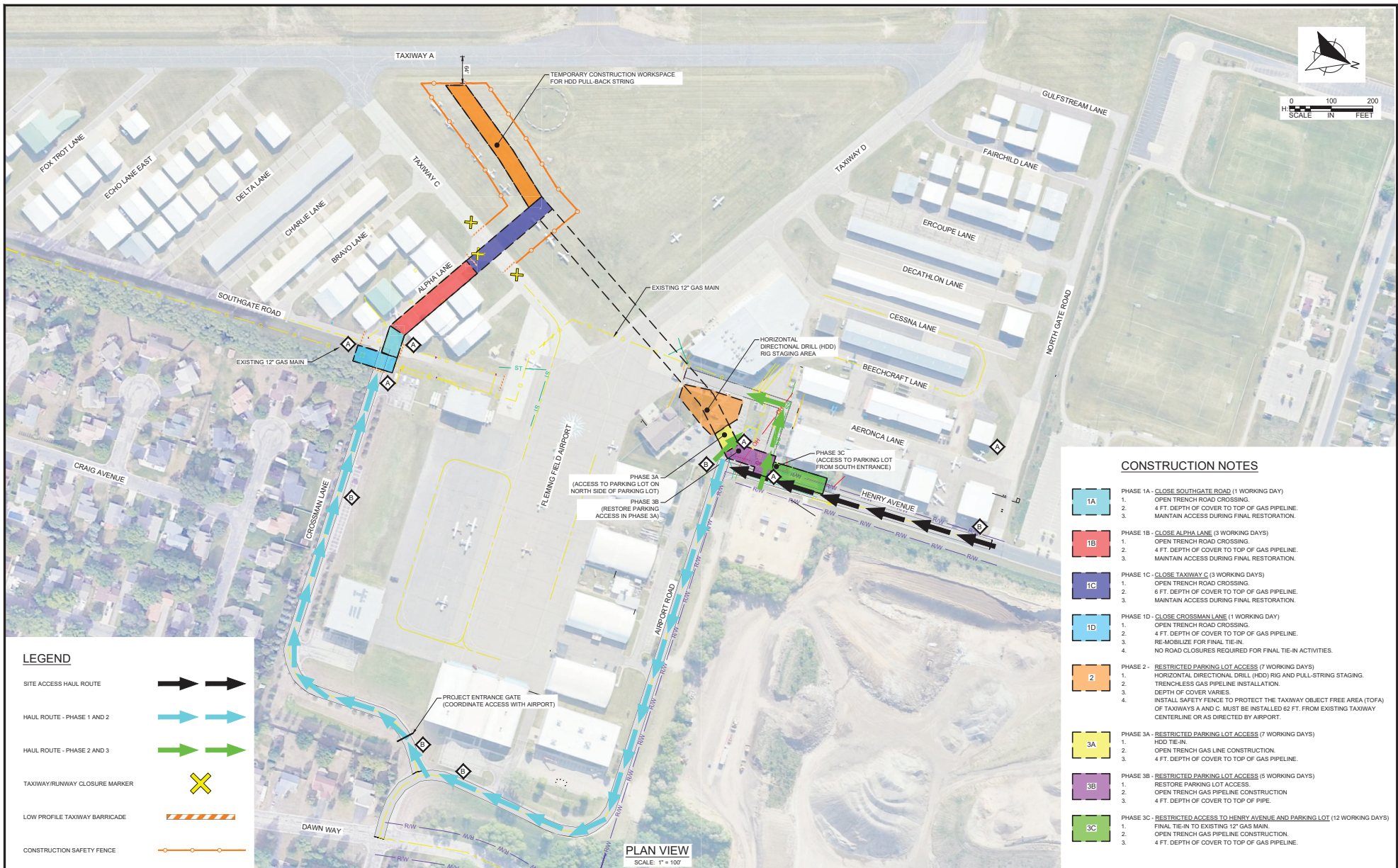
OVERVIEW

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

SOURCE OF FUNDS

ATTACHMENTS

1. 2026-08-28 v2 Fleming Airport_rD (002)
2. XCEL DRILL LOCATION



DATA SOURCES GOOGLE EARTH PRO AERIAL IMAGERY. SPATIAL REFERENCE COORD. SYSTEM: NAD 1983 STATE PLANE MINNESOTA SOUTH US SURVEY FOOT DATUM: NORTH AMERICAN 1983 Fleming Field South St. Paul, MN wsb		HISTORY DATE DRAWN BY: KWH 04/02/2026 DESIGNED BY: JDC 03/31/2026 CHECKED BY: JDC 04/02/2026 APPROVED BY: JDC 04/02/2026 IN SERVICE DATE: TBD REVISIONS NO. DESCRIPTION BY DATE A ISSUED FOR REVIEW KWH 04/02/2026 B ISSUED FOR REVIEW KWH 04/13/2026 C ISSUED FOR REVIEW KWH 04/20/2026 D ISSUED FOR REVIEW MEK 08/28/26	AIRPORT CONSTRUCTION SAFETY PHASING PLAN FLEMING FIELD - PHASING PLAN XCEL ENERGY 12" GAS MAIN RELOCATION SERVICE CENTER:ST. PAUL, SC LOCATION: S33/34 T28N R22W DIVISION: EASTERN CITY/COUNTY : S. SAINT PAUL / DAKOTA TYPE: DISTRIBUTION SHEET 2
FLOC: Fleming Airport_EXHIBIT.dwg			

MAIN GATE WILL BE
ACCESSIBLE ONCE ALL
EQUIPMENT IS IN
PLACE

DRILL
EQUIPMENT
LOCATION

DRILL LOCATION

