

TO: Kate Thunstrom- City Administrator
FROM: Dave Schmidt- Fire Chief
SUBJECT: Accept Shared Services Study
DATE: September 15, 2025

OVERVIEW:

As part of the ongoing effort to establish a Joint Powers Agreement (JPA) with the City of Bethel for fire protection services, the City of St. Francis was awarded a Service Planning Grant in the amount of \$40,000 from the Minnesota State Fire Marshal's Office.

A key component of this planning process was the completion of a comprehensive Shared Services Study, designed to evaluate the two fire departments individually as well as assess the potential benefits of operating under a Fire District model.

The cities selected Triad Paradigm as the vendor to conduct the study. The scope of this evaluation included:

- Review of city structures and budgets;
- Employee interviews;
- Analysis of fire department operations, equipment, and run volumes;
- Identification of opportunities for growth and collaboration;
- Assessment of risks and benefits associated with creating a Fire District.

The resulting Shared Services Study highlights the benefits, recommendations, and future considerations related to forming a Fire District. It is important to note that these recommendations and considerations are not legally binding. This independent, third-party review is intended solely as a reference and informational resource to guide future decision-making.

ACTION TO BE CONSIDERED:

Motion to Accept the Shared Services Study

BUDGET IMPLICATION:

None

Attachments:

Shared Service Study