

November 4, 2026

ITEM: New Business – Resolution 11.26.08: Authorizing the City Manager to Enter into the HeatShare Agreement with The Salvation Army

BACKGROUND: The City of St. James has received a HeatShare Program Agreement from The Salvation Army to continue its partnership in providing emergency utility assistance to individuals and families experiencing financial hardship.

HeatShare is a voluntary, donation-funded program that assists eligible Minnesota households with energy-related expenses, including heating and electric bills, heating equipment repairs, and utility disconnections. The program is intended to provide additional assistance to low-income residents, elderly individuals, persons with disabilities, and others experiencing financial difficulties.

Under the proposed agreement, St. James Public Utility will promote the HeatShare Program through utility bill inserts, newsletters, and other appropriate communication methods. Customers and employees may voluntarily contribute to the program, with collected donations transferred to The Salvation Army for distribution to eligible households.

Participation does not require the City to contribute utility funds directly to the program. However, the city will continue to absorb administrative expenses associated with promoting the program, collecting donations, and transferring contributions.

The proposed agreement covers October 1, 2026, through September 30, 2027, and allows either party to terminate the agreement with 90 days' written notice.

The resolution authorizes the City Manager to execute the HeatShare Program Agreement on behalf of the City of St. James.

STAFF RECOMMENDATION: Approve/Deny Resolution.