



Council Agenda Item 25-0725 R

MEETING DATE: September 22, 2025

SUBJECT/TITLE: RESOLUTION AUTHORIZING A SOFTWARE SUBSCRIBER AGREEMENT WITH ST. LOUIS COUNTY, MINNESOTA FOR THE USE OF CERTAIN ONLINE SOFTWARE TO ACCESS ELECTRONIC DATABASES OF REAL PROPERTY RECORDS AT THE CURRENT COUNTY BOARD APPROVED RATE OF \$125 PER MONTH PER LICENSE, SUBJECT TO AN ANNUAL INCREASE.

SUBMITTED BY: Danielle Erjavec, Senior Property Services Specialist

RECOMMENDATION: Approve

BOARD/COMMISSION/COMMITTEE RECOMMENDATION: N/A

PREVIOUS COUNCIL ACTION: N/A

BACKGROUND: This resolution authorizes a new subscriber agreement with St. Louis County, Minnesota (the "County") for the use of certain online software to access electronic databases of real property records at the cost of \$125 per month per license, which rate is subject to increase annually if such increase is approved by the County Board.

The County records documents pertaining to real estate within the County. Once documents are recorded, the County maintains a searchable index and database of the documents, which can be accessed electronically through certain online software. This agreement allows for use of the online software to access the County's electronic real estate database. The City has an existing agreement with the County for use of the database, but the County has updated their standard agreement and requires the City to enter into this agreement if we desire to continue using the database.

The agreement shall remain in force until terminated by either party.

BUDGET/FISCAL IMPACT: \$125 per month per license. Each department that desires access will need its own license and will be responsible for pay for the cost of said license. However, due to the city's provision of GIS services to support certain County functions and programs, the County will provide one license at no charge. At the time of this resolution, it is anticipated that the city will need two additional (paid) licenses. The city may increase or decrease the number of licenses throughout the term of the agreement.

OPTIONS: Authorize resolution or the City will no longer be able to access the St. Louis County real estate database

NECESSARY ACTION: Authorize agreement

ATTACHMENTS: Exhibit 1, Subscriber Agreement