

LETTER OF AGREEMENT

FIRST DISTRICT ASSOCIATION
OF LOCAL GOVERNMENTS
POB 1207
WATERTOWN, SD 57201
605 882-5115

CODINGTON COUNTY
14 1ST AVE SE
WATERTOWN, SD 57201

Referred to as District

Referred to as COUNTY

The COUNTY hereby enters into an agreement with the District

I. THE DISTRICT

- A. This agreement shall commence on or about January 1, 2025 and end on or about December 31, 2025.
- B. The District agrees to perform work activities as described in "First District Association of Local Governments Proposed Scope of Work for Codington County Director of Equalization Parcel Update Needs".

II. THE COUNTY

- A. The COUNTY will make payment of seven thousand dollars (\$7,000) for work activities as identified in the proposed scope of work.
- B. Total agreement amount (not to exceed) seven thousand dollars (\$7,000).



12/31/24

District Signature

Date

Date

**First District Association of Local Governments Proposed Scope of Work for
Codington County Parcel Update Needs**

Task 1: Data Maintenance

Work Activities:

A. Monthly Plat and Ownership Parcel Sets Update

1. District Staff will receive all new parcel splits/transaction data from the Codington County Director of Equalization (DOE) on the first Monday of the month.
2. District Staff will update the Plat and Parcel data sets.
3. District Staff will work with DOE staff to reconcile discrepancies in the datasets.
4. District Staff will join parcel data received from DOE with updated GIS data.
5. District Staff will provide DOE the updated parcel dataset.

**LETTER OF AGREEMENT
BETWEEN
CODINGTON COUNTY
AND
FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS**

This agreement is hereby entered into between the First District Association of Local Governments, hereinafter referred to as "District" and Codington County, hereinafter referred to as "County."

I. PURPOSE/PROJECT DESCRIPTION

- A. Provide services in the development and hosting of a Geographic Information System (GIS) website.
- B. The project will consist of:
 - 1. Annual access cost for Internet services.
 - 2. ArcGIS Server Maintenance – The annual cost paid to ESRI for Technical Assistance and updates to the ArcGIS Server software. The County will remit its proportion of the annual cost of ArcGIS Server Maintenance, beginning in 2006. The cost will be shared between the City of Watertown, Watertown Development Company, the Watertown Municipal Utilities, and Codington County.
 - 3. Setup and operation - First District will set up, customize and maintain the website.
- C. Term of Contract: January 1, 2025 to December 31, 2025.
- D. Total Cost of Project: Not to exceed \$4,000.

II. DISTRICT RESPONSIBILITIES

The District shall:

- A. Develop and maintain a Geographic Information System (GIS) website which will contain a variety of GIS databases regarding the City of Watertown and Codington County.

III. COUNTY RESPONSIBILITIES

- A. Codington County shall pay the District a sum, not to exceed, four thousand dollars (\$4,000) for services as described in "I. Purpose/Project Description" and "II. District Responsibilities."
- B. Total contract amount: Four thousand (\$4,000).

IV. OTHER PROVISIONS

- A. Amendment Provision: This contract contains the entire agreement between the parties and may be amended only in writing signed by both parties.
- B. Termination Provision: This agreement can be terminated upon thirty (30) days written notice by either party.

In witness hereto the parties signify their agreement by affixing their signatures hereto.



12/31/24

District

Date

Codington County Commission

Date

ATTEST:

County Auditor