



## MAYOR & COUNCIL COMMUNICATION

DATE: 1/15/2013  
**CONSENT**  
ITEM #: 6  
**MOTION:** AS PART OF CONSENT

**AGENDA ITEM:** Designation of Official Newspaper  
**SUBMITTED BY:** Adam Bell, City Clerk  
**THROUGH:** Dean Zuleger, City Administrator  
**REVIEWED BY:** Cathy Bendel, Finance Director

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### **SUMMARY AND ACTION REQUESTED:**

The City Council is respectfully requested to designate *The Oakdale-Lake Elmo Review* as the City's official newspaper of record for 2013 and to designate the *St. Paul Pioneer Press* as the alternate official newspaper to be used on an as needed basis.

### **BACKGROUND & STAFF REPORT:**

Pursuant to Minn. State Statute § 412.831, the City Council is to select an official newspaper of record for legal publications. The City received proposals from two potential candidates for the role of the City's official newspaper: *The Oakdale-Lake Elmo Review* and *The Lowdown – St. Croix Valley Area*. Those proposals are attached.

From a financial and timeliness perspective, City Staff has had an effective working relationship with *The Oakdale-Lake Elmo Review* as its official newspaper for the past few years. *The Oakdale-Lake Elmo Review* meets all statutory requirements for legal publications, has a reasonable publication schedule/deadline for submission, and its rates for publication are very competitive.

The *St. Paul Pioneer Press* has been the back-up legal publication due to its shorter turn-around for unexpected and time sensitive publication needs. Due to its much quicker publication and vastly greater circulation, the *Pioneer Press* remains a viable back-up option. The City did not receive a proposal from the *Pioneer Press*.

### **RECOMMENDATION:**

Based on the foregoing considerations, it is respectfully recommended that the City Council approve as part of the *Consent Agenda* designation of *The Oakdale-Lake Elmo Review* as the official newspaper of record and the *St. Paul Pioneer Press* as the alternate official newspaper to be used on an as needed basis.

Alternatively, the City Council does have the authority to remove this item from the Consent Agenda and further discuss and deliberate prior to taking action. The City Council may elect to consider an alternate official newspaper if it so chooses. While tabling this item is not recommended, if Council does choose to amend the motion, the new motion should read:

***“Move to designate the \_\_\_\_\_ as the official newspaper of record for 2013 and designate the \_\_\_\_\_ as the back-up official newspaper on an as needed basis.”***

**ATTACHMENTS:**

- 1) Proposal from Lillie Suburban Newspapers, Inc. (*The Oakdale-Lake Elmo Review*)
- 2) Proposal from Press Publications (*The Lowdown – St. Croix Valley Area*)

**SUGGESTED ORDER OF BUSINESS:**

- Introduction of Item.....City Administrator
- Report/Presentation.....City Administrator
- Questions from Council to Staff.....Mayor Facilitates
- Public Input, if Appropriate.....Mayor Facilitates
- Call for Motion.....Mayor & City Council
- Discussion.....Mayor & City Council
- Action on Motion.....Mayor Facilitates

**AUTHORITY:**

**2012 Minnesota Statutes: § 412.831 OFFICIAL NEWSPAPER.**

The council shall, annually at its first meeting of the year, designate a legal newspaper of general circulation in the city as its official newspaper, in which shall be published such ordinances and other matters as are required by law to be so published and such other matters as the council may deem it advisable and in the public interest to have published in this manner.