



CITY COUNCIL WORK SESSION MEETING

AGENDA SECTION	WORK SESSION
MEETING DATE	JANUARY 5, 2026

ITEM:	Designation of Legal Newspaper for 2026. (5 Minutes)		
<i>Presenting Item: Aaron Chirpich, City Manager</i>			
DEPARTMENT: Administration		BY/DATE: Sara Ion / December 17, 2025	
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>			
_Community that Grows with Purpose and Equity		_Engaged, Effective and Forward-Thinking	
_High Quality Public Spaces		_Resilient and Prosperous Economy	
_Safe, Accessible and Built for Everyone		X Inclusive and Connected Community	

BACKGROUND

Annually the City Council designates an official newspaper for publishing legal notices and other required publications. The City Charter Chapter 12, Section 10 and State Statute 331A addresses the requirements of a legal newspaper, some of the requirements include:

- Be published at least twice a month.
- Be registered with the Secretary of State’s office.
- Be circulated in the political subdivision which it purports to serve.
- Have its known office of issue established in either the county in which it lies, or the political subdivision which the newspaper purports to serve.
- File a copy of each issue immediately with the State Historical Society.
- Submit to the secretary of state by December 31 a filing containing the newspaper’s name, address of its known office of issue, telephone number, and a statement that it has complied with all of the requirements of this section and paid the fee.
- It shall annually designate a newspaper of general circulation in the city as the official paper in which shall be published such measures and matters as are by the constitution and laws of this state required to be so published, and such other matters as the council may deem it wise to have published in this matter, or in lieu thereof it may establish a municipal publication, which shall then be the official newspaper.

SUMMARY OF CURRENT STATUS

The City currently uses Life Publication as its official legal newspaper. The provider for 2026 will need to be approved by the council at the first regularly scheduled council meeting of 2026.

STAFF RECOMMENDATION

City staff recommend moving forward with designating Life as the official newspaper for 2026 because of their frequent publication schedule and low cost. The bid from Life indicates a price increase of .20, for a cost of \$12.00 per column inch with publication every week. The bid from the Northeaster is ten dollars more per column inch for a cost of \$22 per column inch and is published every other week. The APG bid reflects the

most effective and efficient manner of publication for residents and business to easily access required information. Please note that even though there is a small subscription fee for home delivery, there is also free access to Life at City Hall, the Columbia Heights Library and all legal notices and publications are available without a paywall on the Life's website: https://www.hometownsource.com/classifieds/abc_newspapers/ and at <https://www.mnpublicnotice.com/>.

Requested Council Action/ Discussion Topics / Key Questions

(Briefly state the specific action staff is requesting of the City Council, if any. For example: provide direction, discuss options, or review information.)

Staff asks that council provide direction regarding the designation of a legal newspaper for 2026 so that formal approval can occur at the January 12, 2026 City Council Meeting.

ATTACHMENT(S)

APG (Life Newspaper) Publishing Rates

Northeaster Publishing Rates