



Common Council Report

Agenda Item: Discussion and Possible Action Regarding the Selection of the Official City Newspaper
Meeting Date: April 18, 2023
Presenter: Jenny Salvo, City Clerk
Department: City Hall

Conformance with Strategic Plan:

- Affordability & Financial Stability
- Safe, Inclusive, Welcoming Community
- Diverse Opportunities for Fun and Life-Long Learning
- High Performing Organization with Professional Staff
- Environment for Business Success with Thoughtful Growth and Development

Summary

The Common Council must annually approve the official newspaper for the City of Milton. The official paper is the source for publishing legal notices, public hearings, minutes, and election notices.

Analysis and Key Issues

Each year the Department of Administration provides a list of newspapers certified to publish public legal notices and facsimile ballots. Based on the location of Milton, the two most feasible options to use are the Gazette and the Milton Courier. The Gazette is published daily and the Milton Courier is published weekly.

For comparison sake, below is an example of the schedule publish a conditional use public hearing notice that requires a Class 2 notice and the subsequent first required meeting date.

Milton Courier – Weekly Newspaper

Send to Newspaper: April 28
Publication Dates: May 5 and May 12
Earliest Available Date of Meeting: June 6
Required Notification - 1 week prior to publication

Gazette – Daily Newspaper

Send to Newspaper: April 28
Publication Dates: May 2 and May 9
Earliest Available Date of Meeting: May 16
Required Notification - Two business days prior to publication

Fiscal Impact



Since the City divides the cost of specific election notices between the City of Milton, Town of Milton, Town of Harmony, Town of Johnstown, and the City of Janesville there may be a slight increase in the cost based on the number and type of elections each year if Council determines the Milton Courier as the official newspaper.