

THE CITY OF



OWATONNA

Mark M. Walbran
City Attorney
Phone: (507) 451-1173
Fax: (507) 451-8916

140 East Main Street
PO Box 273
Owatonna, MN 55060
Email: mwalbran@walbranfurness.law.com

TO: Mayor, City Council, and City Administrator
FROM: Mark M. Walbran, City Attorney
DATE: March 27, 2020
RE: Adoption of S-4 Supplement to the 2015 Ordinance Code

Purpose:

Council approval of Proposed Ordinance 20-4 to adopt the S-4 Supplement to the 2015 Ordinance Code of the City of Owatonna.

Background:

A Minnesota State Statute provides that a City may revise and codify the Code of Ordinances from time to time and publish the same. Codification is a process by which ordinances adopted by the City are organized according to topic, assigned a section number, and printed and published in a book format in order that the Ordinances are available for reference to the public. The most recent codification of the City Ordinance Code was published in 2015.

American Legal Publishing Corporation, a publisher of municipal codes affiliated with the League of Minnesota Cities, completed the recodification. Annually, they prepare supplement to our Code of Ordinances which contains all ordinances approved since the prior supplement; this is S-4, the fourth supplement.

The Official Copy of the 2015 Code is kept on file in the office of the City Administrator. Copies of the City Code of Ordinances is also provided to the Steele County Court Administrator for the Steele County Law Library located at the Steele County Courthouse and the Owatonna Public Library. An on-line version of the Code is available on the City's website which enables the public to search, browse, and navigate the City Code.

Budget Impact:

S-4 Supplement – 75 pages @ \$18.00/page plus shipping/handling	\$1,415.00
2020 S-4 Folio Supplement	203.00
Annual Website Host Fee	<u>450.00</u>
Paid to American Legal Publishing Corporation	\$2,068.00

Recommendation:

I recommend approval of this first reading of Proposed Ordinance 20-4. A second/final reading will be heard during the April 21, 2020 Council Meeting.

Proposed Ordinance 20-4

ORDINANCE NO. ____

AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT
TO THE CODE OF ORDINANCES FOR THE CITY OF OWATONNA

WHEREAS American Legal Publishing Corporation of Cincinnati, Ohio, has completed the S-4 Supplement to the 2015 Code of Ordinances of the City of Owatonna, which contains all ordinances of a general and permanent nature enacted since the S-3 Supplement to the 2015 Code of Ordinances of the City of Owatonna.

NOW THEREFORE by the City Council of the City of Owatonna, Minnesota, be it ordained:

Section 1. That the S-4 Supplement to the 2015 Code of Ordinances of the City of Owatonna as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, and as attached hereto, be and the same is hereby adopted by reference as if set out in its entirety.

Section 2. Such supplement shall be deemed published as of the day of its adoption and approval by the City Council and the City Clerk of the City of Owatonna is hereby authorized and ordered to insert such supplement into the copy of the 2015 Code of Ordinances kept on file in the City Administration Office.

Passed and adopted this ____ day of _____, 2020, with the following vote:

Aye: ____ No: ____ Absent: _____

Approved and signed this ____ day of _____, 2020.

Thomas A. Kuntz, Mayor

ATTEST:

Kris M. Busse, City Administrator/City Clerk