



December 13, 2016

Honorable Terrence Conkel
Chief Judge, District Court, First Judicial District
McLeod County Courthouse
830 11th Street East
Glencoe, MN 55336

Re: 2015 Annual Report of the West St. Paul Charter Commission
2016 Annual Report of the West St. Paul Charter Commission

Dear Judge Conkel:

As required by the West St. Paul Charter Bylaws, please accept this letter as the Annual Report of activities of the West St. Paul Charter Commission for the years 2015 and 2016.

In 2015, the Charter Commission reappointed members and amended two Charter provisions. The sections included:

1. Bylaws were amended to add Article 3.03 regarding Commissioner's term; and
2. Section 3.01, subd. 2 regarding notices for special meetings.

The legal fees expended in 2015 were \$1,117.00.

In 2016, the Charter Commission appointed new members. As of December 13, 2016, the legal fees expended are \$192.50.

If you have any questions or need additional information, please do not hesitate to contact me.

Respectfully,

Mark Tessmer
West St. Paul Charter Commission Chair

cc: Mayor and Council
City Manager Matt Fulton