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MEMO

TO: Chair VanMoorlehem and Members of the Charter Commission
FROM: Kori Land, City Attorney
DATE: January 19, 2021
RE: Increasing Charter Membership

BACKGROUND:

Minn. Stat. §410.05 subd. 1 authorizes that the Charter Commission may be comprised of 7 to 15 members. Historically, the Charter Commission's size was reduced over the last 25 years from 15 members to 13 members and then in 2012 the size of the Charter Commission was reduced from 13 to 11 as there were 11 members at that time. The membership has been consistently stable since that time at 11 members. At the January 12, 2021 meeting, the Charter Commission discussed increasing the membership to 13 members.

West St. Paul Charter Section 1.06 and the Charter Commission's Bylaws set the membership of the Charter Commission at 11 members, therefore both documents will need to be changed to be consistent. In addition, if the membership is increased, so too does the number needed for a quorum, therefore other sections of the Bylaws will need to be amended as well.

If the Charter Commission supports increasing its membership from 11 to 13, it should adopt a motion approving the attached Charter Amendment to Section 1.06 and recommend it for Council consideration. The Charter Commission's Bylaws would be changed at a later time, if the Council adopts the Charter Amendment and after its effective date.

RECOMMENDATION:

Discuss

ATTACHMENTS:

Charter Amendment Section 1.06
Draft Bylaws Amendment