



Keystone Town Council Minutes

A Regular Meeting of the Keystone Town Council was held on January 14, 2025, at 7:00 p.m. at 1628 Sts. John Rd, Keystone, CO 80435. Full and timely notice of the meeting had been posted and a quorum of the body was present.

I. CALL TO ORDER, ROLL CALL

Mayor Riley called the meeting to order at 7:04 p.m. The roll was called, and it was found there were present and participating at that time the following members:

Councilmember Gretchen Davis, Councilmember Jonathan Hagenow, Councilmember Carol Kerr, Councilmember Dan Sullivan, Councilmember Aaron Parmet, Councilmember Valerie Thisted, and Mayor Ken Riley.

II. APPROVAL OF AGENDA

Mayor Riley presented the agenda.

Councilmember Davis moved to approve the agenda. Councilmember Sullivan seconded.

By hand vote, the motion passed unanimously, and the agenda was approved as presented.

III. COMMUNICATIONS TO COUNCIL

Mayor Riley opened the floor for public comment.

The following members of the public spoke: Christie Camp, Ski Tip, spoke about reducing natural gas usage; and Larry Pruss, Hidden River Lodge, spoke about

nuisances created by noise levels.

Seeing no further members of the public wishing to speak, Mayor Riley closed the public comment period.

IV. CONSENT

A. FIRST READING OF ORDINANCES

- 1. Ordinance 2025-O-1, An Ordinance of Town Council of The Town of Keystone, Colorado, Adopting a General Penalty Provision, Providing an Appointment Process for the Municipal Court Judge, Creating an Administrative Citation Process, and Amending Ordinance 2024-O-12 to Follow the State Schedule for Traffic Fines**

B. RESOLUTIONS

- 1. Resolution 2025-01, A Resolution of Town Council of the Town of Keystone, Colorado, Designating the Public Place for Posting of Notices of Public Meetings**
- 2. Resolution 2025-02, A Resolution of Town Council of the Town of Keystone, Colorado, Approving an Amended Colorado Open Records Act Policy**
- 3. Resolution 2025-03, A Resolution of Town Council of the Town of Keystone, Colorado, Adopting Town of Keystone Pay Grades and Job Classifications**

C. MEETING MINUTES

- 1. December 10, 2024 – Meeting Minutes**

D. EXCUSED ABSENCES

E. OTHER

- 1. Accounts Payable List**
- 2. TOK24-018: Class 2 Sign Permit for Keystone Adventure Center, located at 0172 Argentine Ct.**

Mayor Riley presented the consent agenda.

Councilmember Davis moved to approve the consent agenda as presented. Councilmember Parmet seconded.

By voice vote, the motion passed unanimously, and the consent agenda was approved as presented.

V. DISCUSSION

A. CONSIDERATION OF ORDINANCES (SECOND READING/PUBLIC HEARING) – NONE

B. RESOLUTIONS -- NONE

C. OTHER

1. Appointment of Alternate Planning & Zoning Commissioners

1. Planning & Zoning Commission Alternate Member Interviews

a. Interview of Applicant Diane Leavesley

Mayor Riley recognized applicant Diane Leavesley, and the Town Council conducted an interview of the applicant.

b. Interview of Applicant Mark Clay Willcoxon

Mayor Riley recognized applicant Mark Clay Willcoxon, and the Town Council conducted an interview of the applicant.

c. Interview of Applicant Travis Garrison

Applicant Travis Garrison withdrew from consideration.

d. Interview of Applicant Kaili Warren

Mayor Riley recognized applicant Kaili Warren and the Town Council conducted an interview of the applicant.

2. Nomination of Candidates and Voting

Mayor Riley provided an overview of the nomination and voting process to the Town Council and opened the floor for nominations for candidates to fulfill the vacancy on the Planning Commission.

Councilmember Thisted nominated Kaili Warren and Jill Desmond. Councilmember Sullivan nominated Diane Leavesley. Councilmember Davis nominated Mark Clay Willcoxon.

Councilmembers conducted a vote by paper ballot for which nominee would fill the vacancy for the Planning and Zoning alternate position for three-year term. The paper ballots will be on file in the office of the Town Clerk, attached to these minutes.

Mayor Riley asked the Town Clerk to read the results of the paper ballots. There were six votes for Kaili Warren and one vote for Diane Leavesley.

Councilmembers conducted a vote by paper ballot for which nominee would fill the vacancy for the Planning and Zoning alternate position for two-year term. The paper ballots will be on file in the office of the Town Clerk, attached to these minutes.

Mayor Riley asked the Town Clerk to read the results of the paper ballots. There were four votes for Diane Leavesley, two votes for Jill Desmond, and one vote for Mark Willcoxon.

3. Resolution 2025-04, A Resolution of Town Council of the Town of Keystone, Colorado, Appointing and Setting the Terms for the Two Vacant Alternate Members of the Town of Keystone Planning and Zoning Commission

Councilmember Hagenow moved to approve Resolution 2025-04, Appointing and Setting the Terms for the Two Vacant Alternate Members of the Town of Keystone Planning and Zoning Commission, appointing Kaili Warren to the position of 3-year alternate member and Diane Leavesley to the position of 2-year alternate member. Councilmember Davis seconded.

On roll call, the result was:

Ayes: Councilmember Davis, Councilmember Hagenow, Councilmember Kerr, Councilmember Parmet, Councilmember Sullivan, Councilmember Thisted, Mayor Riley (7)

Nays: (0)

Abstain: (0)

Absent: (0)

4. Oath of Office

Appointed members will take the oath of office prior to their first Planning and Zoning Commission meeting.

VI. PLANNING MATTERS

VII. REPORT OF TOWN MANAGER AND STAFF

Town Manager John Crone reported that today is the last day for registration for the Colorado Association of Ski Towns meeting in Breckenridge on the 29th and 30th of January.

VIII. REPORT OF MAYOR AND COUNCIL

Councilmember Sullivan met with the postmaster about postal service for Keystone. If homeowner's association provide funding for cluster boxes, the postal service will coordinate delivery. The Town hopes to host a meeting in the next 30-45 days to

provide more information about how to obtain cluster boxes. Keystone's request for a new zip code is expected to be reviewed at the federal level in April.

Councilmember Kerr reported on the success of the evening edition of Coffee with the Council. Eleven people were in attendance. People talked about Short-Term Rentals, the lodging tax, public transportation, and the master plan amongst other items.

Mayor Riley reported that he planned to attend the CML Mayor's Summit prior to the next regular meeting.

IX. OTHER MATTERS (Town Manager/Mayor/Councilmember may bring up items on other matters that are not on the agenda)

X. SCHEDULED MEETINGS

XI. EXECUTIVE SESSION

Councilmember Davis moved to enter an Executive Session pursuant to C.R.S. sec. 24-6-402(4)(b) and (4)(g) to receive legal advice related to an agreement with Vail Summit Resorts and to discuss documents subject to the nondisclosure requirements of the Colorado Open Records Act. Councilmember Hagenow seconded.

By hand vote, the motion passed unanimously, and the Council entered Executive Session at 8:36 p.m.

Town Council concluded Executive Session at 9:33 p.m.

XII. ADJOURNMENT

With no further business to discuss, Town Council adjourned the meeting at 9:33 p.m.

Signed and submitted by Town Clerk, Madeleine Sielu:
