



Keystone Town Council Minutes

A Regular meeting of the Keystone Town Council was held on July 23, 2024, at 7:00 p.m. at 1628 Sts. John Rd, Keystone, CO 80435. Full and timely notice of this 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 7:03 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 Carol Kerr (virtual), Councilmember Aaron Parmet, Councilmember Dan Sullivan, Councilmember Valerie Thisted, and Mayor Riley. The following member was absent: Councilmember Sarah Keel.

II. **APPROVAL OF AGENDA**

Councilmember Parmet moved to approve the agenda as presented.
Councilmember Thisted seconded.

The motion passed unanimously, and the agenda was approved as presented.

III. **COMMUNICATIONS TO COUNCIL**

Mayor Riley opened the floor for public comment.

Christie Camp from Ski Tip Ranch spoke about the desire to provide assistance to the Town with grant writing processes.

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

floor for public comment.

IV. CONSENT AGENDA

A. FIRST READING OF ORDINANCES

- 1. Ordinance 2024-O-10, An Ordinance of Town Council of the Town of Keystone, Colorado, Prescribing the Means of Publication for Enacting Local Legislation and Other Matters**

B. RESOLUTIONS – NONE

C. MEETING MINUTES

- 1. July 9, 2024 – Meeting Minutes**

D. EXCUSED ABSENCES

E. OTHER

- 1. TOK24-004 Class 2 Site Plan Staff Approval – My Epic Gear Slopeside Services**
- 2. Accounts Payable List**

Mayor Riley read the consent agenda into the record.

Councilmember Sullivan moved to approve the consent agenda as presented.

Councilmember Davis seconded.

The motion passed unanimously, and the agenda was approved as presented.

V. DISCUSSION

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

B. RESOLUTIONS

1. **Resolution 2024-52, A Resolution of Town Council of the Town of Keystone, Colorado, Amending the Town Fee Schedule to add Short-Term Rental License Fees**

Mayor Riley recognized Town Manager John Crone and Town Clerk Madeleine Sielu to present Resolution 2024-52, Amending the Town Fee Schedule to add Short-Term Rental Licenses Fee.

Councilmember Parmet moved to approve Resolution 2024-53.
Councilmember Davis seconded.

The motion passed unanimously, and Resolution 2024-52 was approved.

2. **Resolution 2024-53, A Resolution of Town Council of the Town of Keystone, Colorado, Approving a Request for Proposals for a Third Party Consultant to Develop the Town's First Comprehensive Plan**

Mayor Riley recognized Town Manager John Crone and Community Development Director Lindsay Hirsh to present Resolution 2024-53, Approving a Request for Proposals for a Third Party Consultant to Develop the Town's First Comprehensive Plan.

Councilmember Sullivan moved to approve Resolution 2024-53.
Councilmember Parmet seconded.

The motion passed unanimously, and Resolution 2024-53 was approved.

C. OTHER

1. Consideration of Submission of Grant Application for Environmental Impact Approval Fund Grant

Mayor Riley recognized Town Manager John Crone to present consideration of submission of grant application for Environmental Impact Approval Fund Grant.

Councilmember Davis moved to approve submission of a grant application for the Environmental Impact Approval Fund Grant to support the consultant work for the Town's Comprehensive Plan. Councilmember Sullivan seconded.

The motion passed unanimously, and submission of the grant application was approved.

VI. PLANNING MATTERS

VII. REPORT OF TOWN MANAGER AND STAFF

Town Manager John Crone provided an update on the hiring processes for Town Planner and Public Works Director. An offer was made for the position of Town Planner and three finalists have been identified for the Public Works Director. As wildfire season is approaching, local Summit County managers are working together to discuss emergency evacuation plans. Manager Crone plans to bring a Request for Proposals for Engineering Services to a future meeting to discuss potential road work on Keystone Road. Town Council and the Manager are continuing to attend several Homeowner's Association (HOA) meetings, and they are open to attending additional meetings at the request of the community. The Town is beginning to look at snow plowing contracts with the Keystone Neighbourhood Company and

Keystone Resort this fall. There is an upcoming Colorado Association of Ski Towns meeting in August, which all Town Councilmembers are invited to attend. Keystone Resort has identified an Interim General Manager, Tom Fortune. Discussions of additional Intergovernmental Agreements with different entities in the county will come up at future meetings.

VIII. REPORT OF MAYOR AND COUNCIL

Councilmember Sullivan discussed continued citizen efforts to expand postal services within the Town of Keystone. The Postmaster has indicated that delivery service could expand in Keystone if there were cluster boxes installed.

Mayor Riley shared that he planned to attend the Flying Dutchman HOA meeting on August 17, 2024. He also discussed the countywide efforts to develop evacuation plans.

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

Councilmember Kerr noted the work the Town has been doing to prioritize digital accessibility.

X. SCHEDULED MEETINGS

XI. EXECUTIVE SESSION

XII. ADJOURNMENT

Seeing no further business to discuss, Mayor Riley adjourned the meeting at 8:04 p.m.

Signed and submitted by Town Clerk, Madeleine Sielu: _____

Madeleine Sielu