

**Keystone Charter Commission**  
**Charter Commission Meeting Minutes**  
**12:30-2:30 PM, Wednesday, June 7, 2023**

I. Call the Meeting to Order:

The Meeting was called to order at 12:30PM by Chair Ken Riley.

Commission Member in attendance:

Ken Riley – Chair  
Dan Sullivan – Vice Chair  
Valerie Thisted – Secretary  
Gretchen Davis  
Tim Huiting  
Sarah Keel  
Julie Metzger  
William Schorling  
Erich Swartz

Commission Attorney from Widner Juran LLP

Jennifer Madsen

II. Topics Discussed

A. *Roll Call of the Charter Commission members:*

Quorum was met.

B. *The following printed references were provided as references for the meeting:*

- Proposed Agenda
- Meeting Minutes from May 31, 2023
- Revised Sections from May 31, 2023
- Town Hall Minutes from June 5, 2023
- Memorandum: Qualifications for Districts and Campaign Contributions
- Memorandum and draft charter regarding the discussion of Articles XII, XIII, XIV, XV, IV
- Position Papers: Districts vs At Large; Felony Convictions; Stakeholder/Non-electoral Participation; Age Limit

*C. Approval of Minutes*

1. The minutes of the May 31, 2023, meeting were approved.
  - Note to review 9.2, bullet 4 regarding the percentage of TC members.

*D. Discussion of Mayor/Town Manager Work Session*

- “Thank you” notes were sent on behalf of the Charter Commission
- Discussed potential town membership organizations including: NWCCOG, CML, CAST
- Discussed readdressing ethical considerations during the review of the Charter, and whether or not to incorporate “ethics” as a separate section or within sections, as relevant.
- Identified Dillon’s Charter policy related to abstaining from votes as a dereliction of duty, as a possible addition to the Keystone Charter.

*E. Communications Update*

1. Agreed to update the KIC Homepage to reflect the past town hall and next town hall.
2. Reviewed the position papers prepared by Charter Commission members, and agreed to post with minor changes.
  - District versus at large representation
  - Felony restrictions for elected positions
  - Stakeholder/Non-electors Participation
  - Age requirement for elected positions
3. Discussed defining the definition of an eligible registered voter, making it consistent with state statute.
4. Confirmed that there will be a glossary in the final Charter.
5. Agreed to add a separate FAQ on the KIC website to address the reality of property taxes.
6. Discussed the need to address the benefits of a home rule model versus defaulting to a statutory model, and a Charter Member agreed to draft.

*F. Discussion of Draft Article XII, XIII, XIV, XV, & IV*

- Reviewed the wording and considerations from the draft charter and memorandum considerations.
  1. XII Bonded Indebtedness - Agreed to article, as written.
  2. XIII Eminent Domain - Discussed examples. Agreed to article, as written.
  3. XIV Bonded Franchises - Discussed examples. Agreed to article, as written.
  4. XV Miscellaneous Provisions
    - 15.1 Bequests, Gifts and Donations - Agreed to article, as written

- 15.2 Contracts for Purchases, Leases, Services and Construction of Public Works - Agreed to article, as written.
  - 15.3 Conveyance of Interests in Real Property - Agreed to article, as written.
  - 15.4 Amendment
    - Discussed the percentage of electors needed for a regular election versus a special election, according to State Statute (5 percent and 10 percent, respectively).
    - Considered adjusting the percentage needed to 10 and 15 percent, respectively.
    - Attorney agreed to research the consideration.
  - 15.5 Severability - Agreed to article, as written.
  - 15.6 Interpretation - Approved with minor change:
    - in the third line, after “Constitution,” add “of the State of Colorado.”
  - 15.7 Effective Date of Charter - Agreed to article, as written.
5. IV Elections - Reviewed and revised to address:
- Whether to allow exceptions to the State Statute regarding who could vote in municipal elections.
    - A unanimous vote of the Charter Commission supported limiting voting rights to eligible, registered voters in Keystone, in accordance with state law.
  - The first municipal election exception.
  - Add a section to specify the Charter’s intent regarding eligible voters, which is consistent with State Statute.
  - Add a section to address Campaign Finance Limits

*G. Next Meeting Date*

- Set a date and time for the second Town Hall: June 21, 2023 at 6PM at the Keystone Conference Center.
- Confirmed the following Charter Commission meetings to be held at the Keystone Conference Center:
  - **June 13, 2023 at 12:30PM**
  - **June 19, 2023 at 1:30PM**
  - **June 27, 2023 at 12:30PM**

*H. Other Business*

- Two commission members agreed to draft a proposed Preamble for consideration at the next meeting.
- Acknowledged Colorado Municipal League conference being held 6/25-6/28 at the Gaylord Convention Center (\$400 to participate)

III. Adjournment

There being no further business, the meeting was adjourned at 2:48PM.

Respectfully submitted by

Valerie Thisted, Secretary