

Welcome to the

Keystone Town Hall Meeting

Sponsored by: The Keystone Incorporation Committee



On September 26th, the registered voters of Keystone will vote on the proposed Town Charter

If passed, we anticipate an election in late January for the selection of a Town Council and a Mayor

Today's Agenda

- A short review of the Charter
- An overview of the details for Sept 26th election and the proposed January Election Process
- An overview of the Transition Process for the Town of Keystone
- Q&A

Proposed Home Rule Charter

TOWN OF KEYSTONE

Sept 12, 2023



Charter Basics

What is a charter?

The governing document of a home rule town

- **Tailored to Keystone's needs including**
 - Electing and establishing a town government
 - Regulating taxation, zoning and growth
- Written by the voter elected Charter Commission
- Upon approval, completes the incorporation process and allows for the transition of new governance

Why is it important?

The Charter **frees Keystone from statutory rule**, the default, boiler plate model, and **defines the structure and design of the municipality.**



The Process

In March 2023, Keystone Voted:

- To become a Town
- To become a Home Rule Town with a Charter
- To elect 9 Charter Commission Members
 - April-June 2023 Charter Commission drafted the Charter
 - Advised by legal counsel specializing in municipal law
 - Reviewed numerous existing town charters
 - Reviewed every public comment/email submitted

On September 26, 2023, Keystone will vote to approve the proposed Home Rule Charter

Upon approval of the Charter

- **Oct-Nov 20, 2023**, Candidates submit nomination petitions to run for Town Council or Mayor

January 2024, Anticipated election for Town Council and Mayor



Home Rule —> Shaping Keystone's Future

If the Charter fails, The Town of Keystone will default to a Statutory model, which puts Keystone at the mercy of legislators in Denver, and the one-size-fits-all Colorado statutes, depriving Keystone of the flexibility it deserves to shape and control its future.

Benefits of Home Rule

A Charter establishes a local **town government tailored to Keystone's needs**, responsive to the entire Keystone Community, dedicated to solving Keystone's issues today and shaping Keystone's future

- A **Keystone zip code** and a **Keystone post office!** This is only possible if the Charter passes.
- Keystone-centered planning and approval of future growth ensuring **parking, traffic and trails are addressed in future developments and current issues are fixed**
- The ability to access **future revenue that does not place additional burdens on property owners and residents**
- A **professional town manager** appointed by the Town Council, and small staff to carry out day-to-day operations **focused only on Keystone's needs**



Charter Commission vs. Town Council

Charter Commission

- Elected to draft a town charter
- Role ends upon the completion and approval of the charter
- Goal: create a charter that incorporates the current needs of the community as well as allows for flexibility to adapt as future needs warrant

Town Council

- Elected, term-limited
- Responsible for Ordinances, Resolutions, Legislative Actions
- Can determine tax uses, increases, additional capital needed (alongside TABOR regulations)
- Sets policies for the Town
- Approves the Town budget

This charter does not address property taxes, any other tax, STR's or any other decision that is Passed by ordinance. These are examples of legislative actions decreed by a future Town Council

Community Participation

Registered Voters can:

- Vote in town Elections
- Run for elected positions
- Serve on community boards and commissions
- Attend and participate in public meetings (in-person and remotely)
- Initiate petitions for referendums, initiatives, and recall of elected officials
- Access Council for support and public comments

Stakeholders and Extended Community can:

- Serve on community boards and commissions
- Attend and participate in public meetings (in-person and remotely)
- Initiate petitions for referendums, initiatives, and recall of elected officials
- Access Council for support and public comments
- Utilize KOA and HOA's as a consolidated form of influence and input
- **Support Candidates who represent their interests**

Truth about Taxes

- This Charter does NOT add or alter taxes
- Any taxation change MUST be approved by voters
- Property taxes are assessed, collected and all revenues are received by Summit County (will not change)
- Future Town Council can consider alternative funding sources such as lift fees and lodging taxes, funded by tourists/visitors (not residents or property owners)
- The current 2% county lodging tax (imposed in Jan 2023) will expire, continuation would require a vote
- The current county sales tax and the workforce housing tax revenue will be a major source of funds for the new town

Considerations

- **District vs At-Large Representation:** The Charter documents an initial voting process of “At-Large” representation, while giving the future City Council the ability to change to a combination or District process
- **Term Limits:** The Charter limits Town Council and Mayoral terms: 2 consecutive, 4-year terms in office, with an exception of terms of office that are 2 years or shorter (ex: appointed or partial terms)
Note: initial Council members will serve a staggered term
- **STR:** There are no Short Term Rental restrictions proposed in the Charter. Licensing, applications, renewals, and regulations will be administered by the Town.
- **Voting Rights:** The commission, after considerable due diligence, community input and analysis has decided to follow the Colorado State Statute and allow only registered electors to vote in town elections
- **Campaign Funding:** The Charter will follow the Colorado State Statute on campaign funding limits

Election & Candidate Logistics

TOWN OF KEYSTONE

Sept 12, 2023



The September 26th Election Details

- Ballots will be a simple yes/no for approval of the Charter as written
- Ballots were mailed out September 5
- Ballots must be received by 7pm on September 26th
- Ballots can be mailed or dropped off at the Keystone Center
- The Keystone Center will be available for drop off on:
 - **September 9, 12, 16, 19, 23, 25, 26 from 7am to 7pm**
- During Center hours, you will also be able to:
 - Obtain a ballot if you had not received one
 - Obtain a replacement ballot

NOTE: REMEMBER TO SIGN THE BALLOT ENVELOPE

Assuming an Approved Charter

- The expected next Special Election will be Mail-in, in late January
- The election will be for Mayor and 6 Town Council Positions
- The 3 Council candidates with the highest vote count will serve for a four year term while the next three highest will serve for a 2 year term
- To be qualified to run, the candidates must:
 - Be 18 years or older
 - Resident of the Town for one year
 - No Criminal record for felony embezzlement of public moneys, bribery, perjury, solicitation of bribery or subornation of perjury
 - Can not hold another public office at the time of the election

Items for Candidates

Petitions for Nomination:

- Nomination Petitions must be received by November 20, 2023
- Electors may only sign one petition for Mayor but up to SIX for various Council Members
- The Charter requires Ten valid signatures (Candidates would be encouraged to obtain more than the minimum)
- A valid Signature is from a registered voter within the town jurisdiction
- Petition forms can be obtained Contact : keystoneelectioncommission@gmail.com

Additional information for Candidates

Financial Reporting Requirements:

- Candidates, candidate committees and other committees must register and file reports on campaign contributions and expenditures
 - Candidate Affidavit within 10 days of making public announcement
 - Financial Reporting deadlines
 - 21 days before election
 - 4 days before election
 - 30 days after election
 - All candidates must terminate any & all campaign committees post election
 - There are financial consequences for failure to comply
- Forms will be available from the Election Commission

Keystone Incorporation Transition

KEYSTONE VOTED TO INCORPORATE AND BECOME A TOWN ON MARCH 28TH.

The only question left to be decided is if it will be a:

Home Rule Town with **Autonomy and Flexibility**

Or

A Statutory Town which must follow State Legislature dictated boiler plate statutes

Transition from Summit County Control to the Town of Keystone Control is NOT Dependent on the Charter Vote

www.incorporatekeystone.com



Keystone Incorporation Status

Keystone voters passed town Incorporation on March 28, 2023

- **Voted to Incorporate/Become a Town** and Form Home Rule Charter Commission
- Elected 9 Home Rule Charter Commission Members

Charter Commission developed a proposed town charter (town constitution)

- Final Approval – June 27, 2023
- Turned Over to Election Commission
- Election called for September 26, 2023

Dillon Postmaster Has Determined if Keystone is a Home Rule Town—it is eligible for a zip code and Post Office—He has started to process

- Zip Code could be in place as early as Spring with a Post Office to follow later

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Keystone Incorporation – Next Steps

Town Charter Election

- **If Charter vote Passes**
 - Election Commission calls for Election for mayor and 6 at-large town council members (January 2024)
- **If Charter Vote Does not Pass**
 - Charter is returned to Charter Commission for revision
 - Revised Charter returned to Election Commission chair for re-vote
 - If Charter passes, Election commission calls for election to elect town officials
- **If Charter does not pass a second time, Keystone incorporates as a Statutory Town**
 - Limited flexibility and must follow state rules on elections, voting, town government, revenue, etc.
 - Election Commission calls for election to elect mayor and town trustees

Officials voted into office

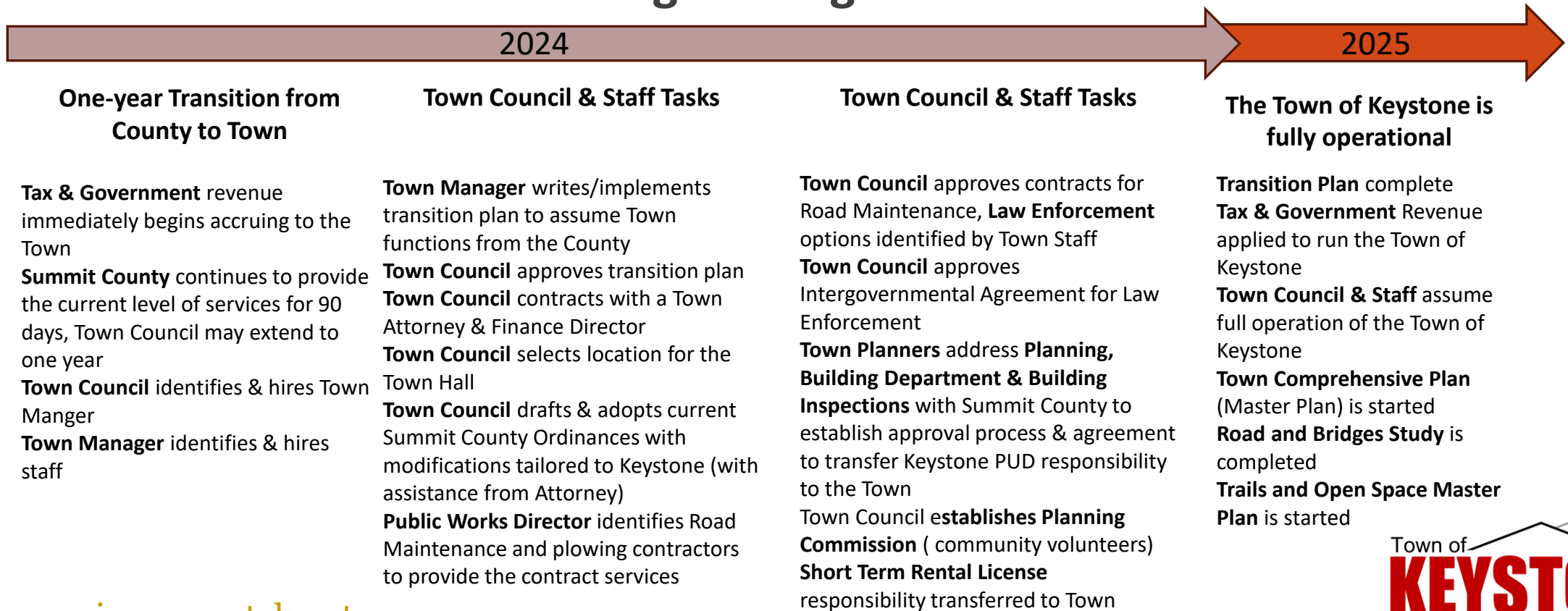
- Keystone Incorporation is official when the Mayor & Town Council are sworn in (about 8 days after the election)

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Keystone Incorporation - Transition

Planning has Begun



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Keystone Incorporation – Transition Approach

State Statute requires:

- Summit County to continue existing services for the first 90 days
- Can be extended to 1 year at the request of the Town Council
 - If requested, County must continue providing services
- Summit County must perform Planning and Building Department functions for 90 days

Transition Goal: No County Service Interruptions or Community Impacts

- First Council Meeting:
 - Adopt all county ordinances impacting Keystone
 - Request County continue existing services
 - Complete Intergovernmental agreement (IGA) for County to Continue Services
- County Services Continue as is until:
 - Staff and processes are in place.
 - Council adopts ordinances governing services being transitioned
 - Expect minor tweaks to county ordinances as town assumes control
- Example: STR current county management and licenses continue until Sep 2024 renewal

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Keystone Incorporation – Transition Planning

Transition Planning Tasks-Next Four Months (October-January)

- Issue Requests for Letters of Interest for Interim Town Manager, Town Manager, staff positions, and financial management-Oct
- Submit Grant Requests to Colorado Department of Local Affairs-Nov
- Write an IGA with Summit County for continuation of services for Council Approval-Jan
- Identify banking options and bridge loan options-Jan
- Identify town hall options-Jan
- Lay out game plan for first 4 council meetings/decisions needed/drafts prepared for council consideration-Jan
- Set up Council Initial Training after election and before first Council Meeting-Jan

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Town Council First Meeting Decisions:

- Select Interim Town Manager
- Appoint Town Attorney
- Appoint Town Manager/Clerk/Town Treasurer
- Select option for finance director or contract services
- Adopt Basic Council Bylaws
- Adopt Policies for Meetings and Meeting Postings
- Approve IGA with Summit County for continuation of services
- Request Payment of Summit County 2% Sales Tax
- Approve options for Bridge Loan
- Authorize Banking Relationships and Signatories
- Select option for interim town hall
- Evaluate initial Town Manager Candidates and Initiate Selection Process
- Elect Mayor Pro-Tem



Keystone Incorporation – Volunteer Needs

Volunteer Tasks

- Planning and Zoning Portion of IGA
- Roads and Bridges Portion of IGA
- Trails and Open Space Portion of IGA
- Law Enforcement Portion of IGA
- Banking
- Accounting and Finance
- Grant Writing
- Draft the Request for Letters of Interest
- General: Town Hall, IGA, Ordinances

Run for Mayor and Town Council

- Opportunity to Shape our New Town impacting the future
- Need Candidates from all areas in Keystone
- First six months will be intense, then workload will diminish as services are transitioned
- Get in on the Ground Floor—Be involved in the transition

Interested in the transition or becoming the Town Mayor or a member of the Town Council? For more information Contact: incorporatekeystone@gmail.com

www.incorporatekeystone.com



Keystone Incorporation

Transition Has Started

Volunteer to be Part of Forming Our New Town

For further information, visit www.incorporatekeystone.com
Or email: incorporatekeystone@gmail.com

