

VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING MINUTES

Innsbrook Village Hall
1835 Highway F, Innsbrook, MO 63390
Tuesday, December 08, 2020, 5:00 PM

AGENDA

- 1) CALL TO ORDER
- 2) OPENING CEREMONY
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) APPROVAL OF MINUTES:
 - a. Regular Meeting: November 10, 2020
- 6) PUBLIC COMMENT (Comments emailed to Village Administrator will be read at this time.)
- 7) COMMUNICATIONS/PETITIONS/PRESENTATIONS
- 8) BOARD OF TRUSTEES COMMENTS
- 9) CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS
- 10) DEPARTMENT REPORTS:
 - a. Financial Reports - November 2020
 - i. Bills of The Month
 - b. Administrator's Report
 - c. Planning & Zoning Commission
 - i. Innsbrook Estates - Plat 106
 - ii. Joint Annual Review Process
 - iii. Commission Vacancies
- 11) UNFINISHED BUSINESS:
 - a. **BILL NO. 284 - AN ORDINANCE OF THE VILLAGE OF INNSBROOK, MISSOURI ESTABLISHING A PROCEDURE TO REGULATE SHORT TERM RENTALS WITHIN THE VILLAGE OF INNSBROOK. (Postponed Indefinitely)**
- 12) NEW BUSINESS:
 - a. Innsbrook Corporation Plat Application - Innsbrook Estates Plat 106
BILL NO. 288 - AN ORDINANCE APPROVING INNSBROOK ESTATES PLAT 106 FOR THE DEVELOPMENT OF NINE (9) SINGLE FAMILY RESIDENTIAL SITES. (ORD. 284)
 - b. **BILL NO. 289 - AN ORDINANCE SETTING AN ELECTION ON APRIL 6, 2021, FOR THE QUALIFIED VOTERS OF THE VILLAGE OF INNSBROOK, MISSOURI, TO DECIDE WHETHER TO FOREGO ANNUAL MUNICIPAL ELECTIONS FOR SIX YEARS IF THE NUMBER OF CANDIDATES FILING EQUALS THE NUMBER OF SEATS UP FOR ELECTION IN ACCORDANCE WITH SECTION 115.124 RSMo. (ORD. 285)**
- 13) ADJOURNMENT

Unfinished Business/ Hold Items

- BHS/Zykan Landfill Area
- Animal Shelter
- Dry Hydrants
- Village Cemetery
- Short Term Rental Properties
(Next quarterly report January 2021)

MINUTES

The December 08, 2020 regular meeting of the Innsbrook Board of Trustees was held via Zoom Video Conference and called to order at 5:02 PM (CST) with Chairman Thomsen presiding. Chairman Thomsen led the Pledge of Allegiance. Upon Roll Call, Trustees Cynthia Bowers, Trish Dunn, Ted Sator, Jeff Thomsen and Donna West were present. Due to the COVID-19 Pandemic, all Trustees and visitors attended this meeting via videoconference. After roll call, Chairman Thomsen announced that a quorum was present for the transaction of business. Also in attendance were Village Administrator/Clerk, Carla Ayala; Village Attorney, Michael Lindgren; Keith Thompson, Innsbrook Corporation; Bud Oldani, Patricia Bradbury, Mike, Lynda, Julie, and Owners iPhone.

APPROVAL OF AGENDA

Motioned by Trustee Sator, seconded by Trustee West, to approve the agenda. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.

APPROVAL OF MINUTES

Motioned by Trustee Dunn, seconded by Trustee Sator to approve the November 10, 2020 regular session meeting minutes. All Trustees present voted "Aye", motion passed and approved with a 5-0 vote.

PUBLIC COMMENTS

None at this time.

COMMUNICATIONS/PETITIONS/PRESENTATIONS

None at this time.

BOARD OF TRUSTEES COMMENTS

Trustee Bowers stated that it was discussed at the previous meeting, that the Trustees were supposed to request changes to the Innsbrook Corporations Short Term Rental regulations and questioned if the Board could get a copy. Bowers also questioned occupancy limits, to which Michael Lindgren replied that he will look into that. This would need to be done through Planning and Zoning for adoption, however enforcement would continue to be an issue. Chairman Thomsen stated that several years ago Planning and Zoning decided, at that time, the Village would have to hire someone for enforcement. So it was shelved at the time. The code was prepared, but not enacted. Trustee Dunn questioned that if the Village establish occupancy, if that would fall under fire code? Trustee West stated that she had the same thought as Trustee Dunn on that being fire code, and questioned if this has been discussed during the meetings with Innsbrook Corporation.

CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS

Chairman Thomsen stated that Innsbrook Corporation should have the proposed regulations completed by the end of the year, to implement by the end of January. The Village will have the opportunity to look over and have a say in changes to the regulations.

DEPARTMENT REPORTS

- a. Financial Report - The November 2020 financial reports and the bills of the month were distributed and viewed by all Trustees in attendance. Motioned by Trustee Sator, seconded by Trustee Dunn to approve the financial report and pay all the bills of the month. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.
- b. Administrator's Report - Village Administrator, Carla Ayala, presented her report to the Trustees. Village Hall will be closed on December 24, 25 & 31 for the Holidays. Three (3) Trustee positions are available for the April 6, 2021 Municipal election. Candidate filing will open on December 15, 2020 at 8:00 am, and close on January 19, 2021 at 5:00 pm. The Boonslick Regional Planning Commission (BRPC) held its annual meeting on December 07, 2020 at noon. The Village Administrator attended the meeting via Zoom. St. Louis Cardinals Facility Director, Hosei Maruyama was the guest speaker and discussed the 4 A Greener Game program at the stadium, which has diverted 41% of waste from the solid waste stream. A Hazard Mitigation Planning Committee kick-off meeting is scheduled for January 19, 2021 to begin the process of updating the Warren County Hazard Mitigation Plan.
- c. Planning and Zoning Commission - The Planning and Zoning Commission held a meeting on December 02, 2020.
 - i. Innsbrook Estates Plat 106 - Keith Thompson spoke to the Commissioners at their meeting. The motion from the Planning and Zoning Commission to recommend for approval, to the Board of Trustees, Innsbrook Estates Plat 106, was passed and approved with a 4 "Aye" - 0 "No" vote.
 - ii. A joint annual review process was suggested to be held during the first quarter of each year to discuss a two year vision, infrastructure capacities and future planning. Innsbrook Corporation would like to meet with the Village Board and Commission in February 2021.
 - iii. Bob Grah has submitted his resignation from the Planning and Zoning Commission. This now leaves a vacancy of two positions that will need to be filled in 2021. The Village Administrator will publish an Public Notice in the Warren County Record seeking citizen volunteers to fill the positions.

UNFINISHED BUSINESS:

- a. **BILL NO. 284 - AN ORDINANCE OF THE VILLAGE OF INNSBROOK, MISSOURI ESTABLISHING A PROCEDURE TO REGULATE SHORT TERM RENTALS WITHIN THE VILLAGE OF INNSBROOK. (Postponed Indefinitely)** Nothing at this time.

NEW BUSINESS:

- a. **BILL NO. 288 - AN ORDINANCE APPROVING INNSBROOK ESTATES PLAT 106 FOR THE DEVELOPMENT OF NINE (9) SINGLE FAMILY RESIDENTIAL SITES.** Motioned by Trustee Bowers, seconded by Trustee Dunn to hold the first and second readings of Bill No. 288 by title only. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Chairman Thomsen read Bill No. 288 twice by title only. Chairman Thomsen opened the floor for discussion. Keith Thompson stated that this plat abuts Plat 105 and is serviced by two roads. One from the top Alpine Lake Drive and one from the bottom by log cabin, Valley View Drive. The nine lots are chalet lots. Chairman Thomsen stated that the Planning and Zoning Commission recommended approval with an unanimous vote. Motioned by Trustee Dunn, seconded by Trustee Bowers, to vote to approve Bill No. 288. By roll call vote, Trustee Bowers - "Aye", Trustee Dunn - "Aye", Trustee Sator - "Aye", Trustee Thomsen - "Aye", Trustee West - "Aye". With a 5 "Aye", 0 "No", 0 Abstain vote, motion passed and approved. Bill No. 288 is enacted as Ordinance No. 284 of the Village of Innsbrook, Missouri.
- b. **BILL NO. 289 - AN ORDINANCE SETTING AN ELECTION ON APRIL 6, 2021, FOR THE QUALIFIED VOTERS OF THE VILLAGE OF INNSBROOK, MISSOURI, TO DECIDE WHETHER TO FOREGO ANNUAL MUNICIPAL ELECTIONS FOR SIX YEARS IF THE NUMBER OF CANDIDATES FILING EQUALS THE NUMBER OF SEATS UP FOR ELECTION IN ACCORDANCE WITH SECTION 115.124 RSMo.** Motioned by Trustee Sator, seconded by Trustee West to hold the first and second readings of Bill No. 289 by title only. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Chairman Thomsen read Bill No. 289 twice by title only. Chairman Thomsen opened the floor for discussion. There being none, motioned by Trustee West, seconded by Trustee Bowers, to vote to approve Bill No. 289. By roll call vote, Trustee Bowers - "Aye", Trustee Dunn - "Aye", Trustee Sator - "Aye", Trustee Thomsen - "Aye", Trustee West - "Aye". With a 5 "Aye", 0 "No", 0 Abstain vote, motion passed and approved. Bill No. 289 is enacted as Ordinance No. 285 of the Village of Innsbrook, Missouri.

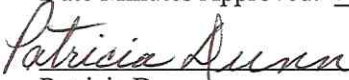
VOTE TO ADJOURN

Motioned by Dunn, seconded by Trustee Sator, to adjourn the regular meeting. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Meeting adjourned at 5:57 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, December 08, 2020.

Carla Ayala, Village Administrator/Clerk

Date Minutes Approved: 1-12-2021


 Patricia Dunn,
 Village Board Clerk
 (seal)


 Attest: Carla Ayala,
 Village Administrator/Clerk

