



**VILLAGE OF INNSBROOK
BOARD OF TRUSTEES
MEETING MINUTES
Tuesday, September 19, 2023, 5:00 PM**

AGENDA

- 1) CALL TO ORDER
- 2) OPENING CEREMONY
 - a. Pledge of Allegiance
- 3) ROLL CALL
- 4) APPROVAL OF CONSENT AGENDA
- 5) PUBLIC COMMENTS/GUEST SPEAKERS/PRESENTATIONS
- 6) *APPROVAL OF MINUTES:
 - a. *Regular Meeting: August 08, 2023
- 7) CHAIRMAN'S REPORT/APPOINTMENTS
- 8) DEPARTMENT/COMMITTEE REPORTS:
 - a. *Financial Reports - August 2023
 - i. *Bills of The Month
 - b. Administrator's Report
 - c. Planning Advisory Services Report
 - d. University of Missouri Extension Council Report
 - e. Planning & Zoning Commission Report
- 9) UNFINISHED BUSINESS:
 - a. Update on Hold Items
 - b. Village Administration Building
 - i. USDA Rural Development - Loan Proposal/Application
 - ii. Cochran – Architecture and Engineering Services
- 10) NEW BUSINESS:
 - a. **BILL NO. 341 - AN ORDINANCE ANNEXING CERTAIN ADJACENT TERRITORY INTO THE VILLAGE OF INNSBROOK, MISSOURI [First & Second Reading]**
 - b. **BILL NO. 342 - AN ORDINANCE PROVIDING FOR A CHANGE IN ZONING CLASSIFICATION OF 10.34 ACRES OF LAND FROM "AFM" AGRICULTURAL FOREST MANAGEMENT DISTRICT TO "PRD" PLANNED RESIDENTIAL DEVELOPMENT DISTRICT AND AUTHORIZING A CHANGE IN THE ZONING MAP FOR THE VILLAGE OF INNSBROOK, MISSOURI [First & Second Reading]**
 - c. **BILL NO. 343 – AN ORDINANCE AMENDING THE INNSBROOK ESTATES MASTERPLAN AND THE “PRD” PLANNED RESIDENTIAL DEVELOPMENT DISTRICT OF THE VILLAGE OF INNSBROOK, MISSOURI [First & Second Reading]**
- 11) BOARD OF TRUSTEE ANNOUNCEMENTS
- 12) OPEN FORUM
- 13) ADJOURNMENT

Unfinished Business/Hold Items

- BHS/Zykan Landfill Area
 - Dry Hydrants
 - Village Cemetery
 - Broadband Infrastructure
 - Short Term Rentals
- (Next quarterly report Dec 2023)

MINUTES

The Tuesday, September 19, 2023 regular meeting of the Village of Innsbrook Board of Trustees was held at Village Hall, 1835 Highway F, Innsbrook, Missouri, in person as well as Zoom Video Conference, and called to order at 5:00 PM (CST) with Chairman Reuter presiding. Chairman Reuter led the Pledge of Allegiance.

Upon roll call, Trustees Cynthia Cook, Mike Lyles, Dan Reuter, John Simon and Donna West were present. Chairman Reuter announced a quorum was present. Others in attendance in person included Village Administrator/Clerk - Carla Ayala, Keith Thompson - Innsbrook Corporation, Allen Huddleston [2 Oakwood], Lynn & Madonna Laws [536 Lorraine Lake], Dave Breckner [1199 Turnberry], Jeff Sheldon [2291 Alpine Lake], Larry & Cindi Tilly [1184 Turnberry], Bob Dowdle [544 Lorraine Creek], Steve Gissy [21112 Meadow Creek], Brad & Cindy Hanson [2285 Alpine Lake], Cyndi Lepley & Lane Caven [1116 Lake Charrette], Jean Walsh [1115

Lake Charrette], Ted Sator [154 Geneva Cove], Jay Lutz [1092 Eagle Bend], Tom Shaw [2128 Meadow Valley], John Lower [977 Heidis Drive], Chuck Ainsworth & Linda Hennemann [528 Amber Glen], Bob Cranston [967 Aspenetter View], Edward Dyer [2104 Meadow Ridge], Julie Francin [503 Woodlake], Jack Clancy [490 N. Whippoorwill], Colleen Starkloff [174 Innsbrook Dr], Don Glosier [1015 Eagle Bend], Harry & Jan Amann [2115 Meadow Creek], Tom & Mary DeBenedetti [2747 Tyrolean Way], and all other visitors attended this meeting via videoconference. Those attendees included, Nathan Bruns - Graville Law Firm, Todd Streiler – Streiler Planning, and approximately twenty others.

APPROVAL OF CONSENT AGENDA*

Motioned by Trustee Simon, seconded by Trustee West, to approve the consent agenda. Motion passed and approved with a 5 "Yea", 0 "Nay", 0 Abstain vote.

PUBLIC COMMENTS/GUEST SPEAKERS/PRESENTATIONS

Twenty-seven emails were received prior to the meeting regarding the construction of a new Village administration building and will be attached to the official meeting minutes for the record. Chairman Reuter recognized the following speakers: Mr. Steve Gissy, whose subject was public notice requirements, town hall meetings, focus groups, and Village Hall construction. Mr. Lynn Laws, whose subject was new City Hall. Mr. David R. Boeckmann, whose subject was the lease of the current Village Hall building. Mr. Jeff Sheldon, whose subject was Village notices and new Village Hall. Mr. Bob Dowdle, whose subject was loan payments and the fire department. Mr. John Lower, whose subject was Village expenditures and the fire department. Ms. Mary DeBenedetti, whose subject was increased communication. Mr. Tom DeBenedetti, whose subject was communication and polling residents. Mr. Jay Lutz, whose subject was Board procedures and Village Hall. Ms. Julie Francin, whose subject was ARPA Funds. Ms. Linda Hennemann, whose subject was Village revenue and tax increases.

APPROVAL OF MINUTES

*The August 8, 2023 Board of Trustees regular meeting minutes were approved on the consent agenda.

CHAIRMAN'S REPORT/APPOINTMENTS

Chairman Reuter wants people to stay interested in Village matters and believes communication is important. A new event "Coffee With the Chairman", will begin on the first Monday of each month, starting in October, from 10am-11am, located at Village Hall. This event will provide the time to have an informal discussion to enhance communication.

DEPARTMENT REPORTS

- a. *Financial Report/Bills of the Month - The August 2023 financial report and bills of the month were approved on the consent agenda.
- b. Administrator's Report –The report of the Administrator was received and placed on file.
- c. Planning Advisory Services Report – The report of the Village Planner was received and placed on file.
- d. University of Missouri Extension Council Report – There was not a report received.
- e. Planning and Zoning Commission Report – Chairman Reuter recognized Mr. Allen Huddleston to give a report on the Planning and Zoning Commission. The Commission held a meeting on September 6, 2023. The Commissioners recommend approval of the Annexation and Rezone of Innsbrook Estates 10.34 acres. The comprehensive plan is being worked on by Streiler Planning.

UNFINISHED BUSINESS:

- a. Hold Items
 - i. Short-Term Rentals – Chairman Reuter reported that he has held a discussion with Mr. Charlie Boyce regarding short-term rentals, additional revenues, and noise sensors on rentals. Trustee West stated that nuisances should be reported to the Village Administrator in order to be addresses by the Trustees.

- b. Village Administration Building
 - i. Loan Proposal/Application [USDA Rural Development] – Chairman Reuter reported that the Trustees met with Jason Hartke and Bridgette Sansegraw from the USDA on Friday, September 15, 2023. The loan proposal was discussed. There is a lot of additional fees that are added to a loan from the USDA, the BABA Act alone added 40% to the loan proposal. The Village will explore getting a loan from a lender and hiring a general contractor to do the construction. No formal decisions have been made yet on how to proceed.

NEW BUSINESS:

- a. BILL NO. 341 - AN ORDINANCE ANNEXING CERTAIN ADJACENT TERRITORY INTO THE VILLAGE OF INNSBROOK, MISSOURI - Motioned by Trustee Simon, seconded by Trustee Cook to hold the first and second reading of Bill 341 by title only. All Trustees present voted "Aye". Motion passed and approved with a 5 "Aye", 0 "No", 0 Abstain vote. Chairman Reuter read Bill 341 twice by title only. Motioned by Trustee Simon, seconded by Trustee West to vote to enact Bill 341 as an Ordinance of the Village of Innsbrook. Chairman Reuter yielded the floor for debate on Bill 341. There were no public comments received by the Village, and no debate was held. By roll call vote, Trustee Cook - "Aye", Trustee Lyles - "Aye", Trustee Reuter - "Aye", Trustee Simon - "Aye", Trustee West - "Aye". With a 5 "Aye", 0 "No", 0 Abstain vote, Bill 341 is enacted as Ordinance 337 of the Village of Innsbrook, Missouri.
- b. BILL NO. 342 - AN ORDINANCE PROVIDING FOR A CHANGE IN ZONING CLASSIFICATION OF 10.34 ACRES OF LAND FROM "AFM" AGRICULTURAL FOREST MANAGEMENT DISTRICT TO "PRD" PLANNED RESIDENTIAL DEVELOPMENT DISTRICT AND AUTHORIZING A CHANGE IN THE ZONING MAP FOR THE VILLAGE OF INNSBROOK, MISSOURI - Motioned by Trustee Simon, seconded by Trustee Cook to hold the first and second reading of Bill 342 by title only. All Trustees present voted "Aye". Motion passed and approved with a 5 "Aye", 0 "No", 0 Abstain vote. Chairman Reuter read Bill 342 twice by title only. Motioned by Trustee Lyles, seconded by Trustee Simon to vote to enact Bill 342 as an Ordinance of the Village of Innsbrook. Chairman Reuter yielded the floor for debate on Bill 342. There were no public comments received by the Village, and no debate was held. By roll call vote, Trustee Cook - "Aye", Trustee Lyles - "Aye", Trustee Reuter - "Aye", Trustee Simon - "Aye", Trustee West - "Aye". With a 5 "Aye", 0 "No", 0 Abstain vote, Bill 342 is enacted as Ordinance 338 of the Village of Innsbrook, Missouri.
- c. BILL NO. 343 – AN ORDINANCE AMENDING THE INNSBROOK ESTATES MASTERPLAN AND THE "PRD" PLANNED RESIDENTIAL DEVELOPMENT DISTRICT OF THE VILLAGE OF INNSBROOK, MISSOURI - Motioned by Trustee Simon, seconded by Trustee Cook to hold the first and second reading of Bill 343 by title only. All Trustees present voted "Aye". Motion passed and approved with a 5 "Aye", 0 "No", 0 Abstain vote. Chairman Reuter read Bill 343 twice by title only. Motioned by Trustee Simon, seconded by Trustee West to vote to enact Bill 343 as an Ordinance of the Village of Innsbrook. Chairman Reuter yielded the floor for debate on Bill 343. There were no public comments received by the Village, and no debate was held. By roll call vote, Trustee Cook - "Aye", Trustee Lyles - "Aye", Trustee Reuter - "Aye", Trustee Simon - "Aye", Trustee West - "Aye". With a 5 "Aye", 0 "No", 0 Abstain vote, Bill 343 is enacted as Ordinance 339 of the Village of Innsbrook, Missouri.

BOARD OF TRUSTEES ANNOUNCEMENTS

Trustee Cook stated that accusations that the Trustees are not doing their due diligence is uncalled for.

Trustee Lyles stated that the Village is not trying to spend a whole lot of money on a new building, and the Trustees will look into reducing the proposed cost.

Trustee Simon stated that a new Village Hall could have space to accommodate a substation for the Warren County Sheriffs Department. This should be looked into.

Trustee West stated that she does not believe that the Village purchasing property was a losing purchase.

OPEN FORUM

Motioned by Trustee Simon, seconded by Trustee Lyles, to include Ms. Ayala's timeline of events in the meeting minutes. Motion passed and approved with a 5 "Yea", 0 "Nay", 0 Abstain vote. The timeline of events will be attached to the official meeting minutes.

VOTE TO ADJOURN

Motioned by Trustee Simon, seconded by Trustee Cook, to adjourn the regular meeting. Motion passed and approved with a 5 "Yea", 0 "Nay", 0 Abstain vote. Meeting adjourned at 7:05 PM.

*Approved on Consent Agenda

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, September 19, 2023.

Carla Ayala, Village Administrator/Clerk

Date Minutes Approved: 10/10/2023

Donna West
Donna West,
Village Board Clerk

Carla Ayala
Attest: Carla Ayala,
Village Administrator/Clerk

(seal)

