



**VILLAGE OF INNSBROOK  
BOARD OF TRUSTEES MEETING  
REGULAR MEETING MINUTES  
Village of Innsbrook Hall  
1835 Highway F, Innsbrook, MO 63390  
Tuesday, April 15, 2025, 5:00 PM (CST)**

Chairman Reuter called the meeting to order at 5:00 pm and asked the body to stand for the Pledge of Allegiance. He then called for the Village Clerk, Karen Denson, to do a roll call to establish a quorum. Members present were:

Trustee West - present  
Trustee Cook - present  
Trustee Bowers - present  
Trustee Simon - absent  
Trustee Reuter - present

Also, present were Allen Huddleston, Chairman of P & Z, Cynthia Freeman, Consultant, Todd Streiler, Village Planner, Steve Gissy, Kathy Caton, Jack Underwood, Mary & Tom DeBenedetti, Joan Jergens, Bob Dowdle, Eric Parker, Amber Bade, Ted & Tracy Sator, Tracy Dickherber, Rob Cima, Alice Jensen, Michael Caton, and Linda Buschman.

Chairman Reuter then called for a motion to approve the consent agenda consisting of prior meeting minutes and financial reports. Upon a motion by Trustee Cook and a second by Trustee Bowers, the motion was approved and the following were unanimously approved.

Regular Meeting Minutes- February 11, 2025 and March 11, 2025  
Executive Session Minutes-n/a  
Financial Reports – February and March  
Expenditures For the Month

Chairman Reuter then called for those who indicated that they wish to speak during Public Comments.

1. Steve Gissy – Discussed updating the Ordinance on limiting the spending.

Chairman Reuter moved to his Chairman's Report. Chairman Reuter provided an update on the new Village Hall. The Village Hall opening date has been moved back to the middle/end of June, due to electric issues and weather. Chairman Reuter stated that the financing was approved.

Chairman Reuter spoke to the Board of Trustees suggesting open forum discussions going forward. More Town Hall meetings.

Chairman Reuter asked for the Clerk's report. Karen Denson, Village Clerk, spoke that the Village had 4 Business Licenses in February and 3 in March. We have 196 permits issued for the 2024-2025 year with 17 outstanding due to incomplete applications. The Clerk stated that she had sent a list to Innsbrook Resort Security regarding some lots that may be renting. The Village received its First Quarter report regarding complaints made to Innsbrook Resort Security regarding renters. We had 0 in January and February and 7 in March. The Clerk stated that the Village received 5 Construction Permits in February and 2 in March. We deposited 17 checks in February and March. The Clerk stated she was working on Civic Plus codification; all Ordinances have been uploaded. Learning the Website and QuickBooks. Attended the March 10 New Clerk's Training. The Clerk, also, attended the Boonslick Regional Planning Commission meeting.

Chairman Reuter asked for the Planning and Zoning Report. Chairman Huddleston stated they had no April meeting. Chairman Huddleston stated for the May meeting that Innsbrook Corporation had submitted 2 plats for annexation.

Chairman Reuter asked for the Village Planner report. Todd Streiler stated that P & Z were steering the Comprehensive Plan. 30% 200 survey responses. Chairman Reuter stated that the Village does the Comprehensive plan every 10 years.

Chairman Reuter introduced Cynthia Freeman and asked for the Budget report. Cynthia stated that the budget was preliminary. She talked about the 5 year note with a March payment. She discussed the ARPA reporting. She stated that the budget needs to be approved by the end of June.

Chairman Reuter called for unfinished business. Chairman Reuter called the Board's attention to the first item, Resolution No. R25-82, Update of Existing Fund Balance Policy. Cynthia Freeman talked about the fund balance policy. The Board of Trustees should have 1 year of reserve for salary and annual payments. Dollar General will be a consist revenue for the Village as well as with rentals in Innsbrook Resort. Upon a motion by Trustee Cook and a second by Trustee West, the Resolution No. R25-82 passed.

Trustee West	yes
Trustee Cook	yes
Trustee Bowers	yes
Trustee Simon	absent
Trustee Reuter	yes

Chairman Reuter called for the next item under unfinished business. Chairman Reuter called the Board's attention to Bill #364, Ordinance #360, Staff Memo and Ordinance to Modify Business License Time Period. Upon a motion by Trustee Bowers to read by title only, and a second by Trustee Cook, the motion passed 4-0. Chairman Reuter read the Bill by title only twice. Upon a motion by Trustee West and a second by Trustee Bowers, Bill #364 passed.

Trustee West	yes
Trustee Cook	yes
Trustee Bowers	yes
Trustee Simon	absent
Trustee Reuter	yes

Chairman Reuter spoke to the Board of Trustees regarding Chris Graville, Village Attorney, leaving as village attorney. Chairman Reuter stated that the Village would be sending out a Request for Proposal (RFP) for the Village Attorney position. The position would need to be filled by the end of June.

Chairman Reuter called for new business. Chairman Reuter called the Board's attention to Bill #366, Ordinance #362, Certification of Election Results. Upon a motion by Trustee Bowers to read by title only and a second by Trustee West, the motion passed 4-0. Chairman Reuter read the Bill by title only twice. Upon a motion by Trustee Cook and a second by Trustee West, Bill #366 passed.

Trustee West	yes
Trustee Cook	yes
Trustee Bowers	yes
Trustee Simon	absent
Trustee Reuter	yes

Chairman Reuter asked that Karen Denson, Village Clerk, to give the Oath of Office to the newly elected Trustees.

Michael Caton  
Alice Jensen  
Linda Buschman

Karen Denson, Village Clerk, recognized the Outgoing Trustees by presenting Dan Reuter and Cynthia Cook with a flag that was flown over the US Capital Building.

Chairman Reuter asked for a vote for the new Chairman. Trustee West nominated Trustee Bowers. Trustee Bowers was elected Chairman for the Board of Trustees

Trustee Buschman	yes
Trustee Caton	yes

Trustee Jensen	yes
Trustee West	yes
Trustee Bowers	yes

Chairman Bowers asked for a vote for the new Board Clerk. Chairman Bowers nominated Trustee Buschman. Trustee Caton nominated Trustee West. Trustee Buschman was elected new Board Clerk for the Board of Trustees.

Trustee Buschman	Buschman
Trustee Caton	West
Trustee Jensen	West
Trustee West	Buschman
Chairman Bowers	Buschman

Chairman Bowers then called the Board's attention to new business with a call for a motion to approve Resolution No. R25-81 – Designating and Authorizing Officials to Sign Financial Transactions. Upon a motion by Trustee Caton to read by title only and a second by Trustee Jensen, the motion passed 5-0. Upon a motion by Trustee Jensen and a second by Trustee West, Resolution No. R25-81 passed.

Trustee Buschman	yes
Trustee Caton	yes
Trustee Jensen	yes
Trustee West	yes
Chairman Bowers	yes

Chairman Bowers then the called the Board's attention to the following requests for exemptions for Special Community Event Noise.

Chairman Bowers asked for a motion for Resolution No. 25-83 Innsbrook Owners Association IBK Anniversary Party. Upon a motion by Trustee Buschman and a second by Trustee Caton, Resolution No. 25-83 passed 5-0.

Chairman Bowers asked for a motion for Resolution No. 25-84 Innsbrook Owners Association Summer Breeze Concerts. Upon a motion by Trustee Buschman and a second by Trustee Caton, Resolution No. 25-84 passed 5-0.

Chairman Bowers asked for a motion for Resolution No. 25-85 Innsbrook Owners Association Firework Display. Upon a motion by Trustee Buschman and a second by Trustee Caton, Resolution No. 25-85 passed 5-0.

Chairman Bowers asked for a motion for Resolution No. 25-86 Innsbrook Owners Association New Years Eve Fireworks. Upon a motion by Trustee Buschman and a second by Trustee Caton, Resolution No. 25-86 passed 5-0.

Chairman Bowers asked for a motion for Resolution No. 25-87 Missouri Pyrotechnics Association Sky Wars. Upon a motion by Trustee Caton and a second by Trustee Jensen, Resolution No. 25-87 passed 5-0.

Chairman Bowers asked for a motion for Resolution No. 25-88 Innsbrook Corporation Nash Bash. Upon a motion by Trustee Jensen and a second by Trustee Buschman, Resolution No. 25-88 passed 5-0.

Chairman Bowers then called the Board's attention to the RFP for the Village Attorney. After discussion by the Board of Trustees, it was decided to approve the RFP subject to modifications. Chairman Bowers asked for a motion to approve and move forward with the RFP. Upon a motion by Trustee West and a second by Trustee Buschman the motion passed 5-0.

Chairman Bowers asked for Board of Trustee Announcements. Trustee West discussed MML training and Boonslick Regional Planning Commission meeting.

Chairman Bowers asked all new Trustees to email a photo for the website.

Chairman Bowers stated no discussions for Executive Session. She called for a motion for adjournment. Upon a motion by Trustee Caton and a second by Trustee Buschman, the motion passed and the meeting was adjourned at 6:17 pm.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on April 15, 2025.

Karen Denson, Village Clerk

Date Minutes Approved: 5-13-25

Cynthia Bowers

Cynthia Bowers, Chairman  
Village of Innsbrook Board of Trustees

Karen Denson

Attest: Karen Denson  
Village Clerk

