

**VILLAGE OF INNSBROOK
BOARD OF TRUSTEES MEETING
REGULAR MEETING MINUTES
Village of Innsbrook Hall
13600 State Highway M, Innsbrook, MO 63390
Thursday, February 19, 2026, 5:00 PM (CST)**

Chairman Bowers called the meeting to order at 5:01 pm and asked the body to stand for the Pledge of Allegiance. She then called for the Village Clerk, Karen Denson, to do a roll call to establish a quorum. Members present were:

Trustee Buschman – present
Trustee Caton - present
Trustee Jensen - present
Trustee West – present
Chairman Bowers - present

Also present were Allen Huddleston, Chairman of Planning & Zoning Commission, Brad Pryor, Village Attorney, Karen Denson, Village Clerk, Steve Gissy, Cynthia Cook, Tom Landholt, Adam Basler, Matt Jennings, Mary DeBenedetti, Tom DeBenedetti, Gayla Heppe, Rich Heppe, Les Kauble and William Carroll.

Chairman Bowers called for the adoption and approval of the agenda. Upon a motion by Trustee Jensen and a second by Trustee West, the motion passed 5-0.

Chairman Bowers called for the adoption and approval of the meeting minutes. Upon a motion by Trustee West and a second by Trustee Buschman. Trustee Caton stated that he had changes to the January 15, 2026, meeting minutes. Trustee Caton made a motion to approve the minutes with changes and a second by Trustee Jensen, the motion passed 4-1. Chairman Bowers called for the adoption and approval of the meeting minutes for the closed session on January 15, 2026. Upon a motion by Trustee West and a second by Trustee Buschman, the motion passed 5-0. Chairman Bowers called for the adoption and approval of the meeting minutes for the special meeting on February 11, 2026. Upon a motion by Trustee Buschman and a second by Trustee Caton, the motion passed 5-0.

Chairman Bowers called for the adoption and approval of the financial reports. Upon a motion by Trustee Buschman and a second by Trustee West, the motion passed 5-0.

Chairman Bowers called for the adoption and approval of the expenditures for February. Upon a motion by Trustee Jensen and a second by Trustee Buschman. Chairman Bowers called for discussion. No discussion. Upon a motion by Trustee West and a second by Trustee Jensen, the motion passed 5-0.

Chairman Bowers called for Public Comments.

Steve Gissy introduced himself as a representative of the Concerned Citizens of Innsbrook and stated this is an informal group of neighbors. Further, he said the Meet the Candidates would occur on March 7, 2026, at 3:00pm at Charrette Creek Commons and that William Carroll, Warren County Record will be present at this meeting to act as the narrator. There will be coffee offered so that meeting participants can have one-on-one conversations with the Candidates after the meeting.

Les Kauble provided a letter to the Trustees and questioned a roadway thru his property which is indicated on the Village maps posted on its website. He requested the maps be removed off the Village of Innsbrook website because he has not given any authorization for a road on his property. He requested written confirmation from the Village of Innsbrook to address his concerns. (Letter handed to Chairman Bowers.)

Speaker/Presentations

Matt Jennings from Tech Electronics talked in regards to his security proposal. He stated that the camera will record and that we can add SD cards for an additional cost maybe around \$2,000. There was discussion about how the Village could maintain history on a SD card versus using server/internet connectivity. He stated his current proposal did not provide any back up for camera footage or history. He was unable to provide an exact quote as to the additional cost to support a system which contains a history but would get back to the Village on the number. He stated that his proposal did not include all the cameras as stated in the RFP because he could cover the same area with less cameras. Additionally, the presented proposal did not include the requested monitoring for fire or heat sensors. The warranty is included and there is an annual subscription. Support is time and material after 2 years. Monitoring is roughly \$1300 a year.

Adam Basler from Freedom Security talked in regards to his security proposal. He stated that it is a cloud base system and can be viewed anywhere. The system is a hybrid system. There will be a hard drive in the building. They have fire products available but the cost was not included in the proposal presented to the Village. The warranty is for 3 years.

Chairman Bowers asked for discussion. Jeff Sheldon, a resident with experience in technology and security systems offered assistance to review the proposals. The Village Attorney commented that the Village could not share the proposals with the resident at this time, however Trustee Caton and Trustee Buschman could meet with Mr. Sheldon to listen to his concerns. Following this discussion, Trustee Caton made a motion to postpone the security system proposals until the March meeting. Upon a second by Trustee Buschman, the motion passed 5-0.

Chairman Bowers spoke on the Chairman's Report. Chairman Bowers spoke on the 2025-2026 Budget regarding the General Checking account. The income from July 1 to February 18 was \$218,364 and the expense was \$94,136. Chairman Bowers stated the Village is seeking applicants to serve on the Village Board of Adjustment, encouraging those interested to apply online.

Chairman Bowers presented information regarding the use of the Village Hall and certain provisions the Village must comply with regarding the Village Hall financing documents. Further, Chairman Bowers stated the lease payment will be paid in March for the next 5 years with the ability to pay off the loan in 3 years.

Chairman Bowers asked for the Clerk's report. Karen Denson, Village Clerk, provided the monthly Clerk's report with summary in the packet, a copy of which is attached to these minutes. The Village Clerk was asked to contact Self Maid Cleaning Service and have them start in March with a review in September. Upon a motion by Trustee Jensen and a second by Trustee West, the motion passed 5-0. In regards to the cell phone, Chairman Bowers asked the Village Clerk to look over the contract with Spectrum and report to the Board in March. The Village Clerk asked the Board of Trustees their feelings in regards to the building keys and the election. In the past, the Election Supervisor had keys to the old building. Village Clerk stated she would like to see either the keys be kept by the Warren County Clerk or the employees of the Village open and close the building on election day. The Board of Trustees decided to have the employees or Trustees open and close the building on election day.

Chairman Bowers asked for a Planning & Zoning Report from Chairman Huddleston. Chairman Huddleston stated that the Planning & Zoning Commission would be working on the zoning part of the codification. The next meeting for the Planning & Zoning Commission is on March 4. Chairman Huddleston stated that March 4 would be his last meeting and the Commission would be electing a new Chairman.

Chairman Bowers called for new business.

Chairman Bowers called for a motion to read Resolution R26-96 – Noise Permit, IOA IBK Anniversary Party. Upon a motion by Trustee Buschman and a second by Trustee Jensen, the motion passed 5-0. Chairman Bowers called for discussion. Upon a motion by Trustee Caton to approve Resolution R26-96 – Noise Permit, IOA IBK Anniversary Party and a second by Trustee Jensen, the motion passed 5-0.

Trustee Buschman – yes

Trustee Caton - yes

Trustee Jensen - yes

Trustee West – yes

Chairman Bowers – yes

Chairman Bowers called for a motion to read Resolution R26-97 – Noise Permit, IOA Summer Breeze Concert Series. Upon a motion by Trustee Jensen and a second by Trustee Buschman, the motion passed 5-0. Chairman Bowers called for discussion. The Board asked that they be reminded about ending promptly at 10:00pm. Upon a motion by Trustee West to approve Resolution R26-97 – Noise Permit, IOA Summer Breeze Concert Series and a second by Trustee Caton, the motion passed 5-0.

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

Chairman Bowers called for a motion to read Resolution R26-98 – Noise Permit, IOA IBK 4th of July Fireworks. Upon a motion by Trustee Caton and a second by Trustee Buschman, the motion passed 5-0. Chairman Bowers called for discussion. The Board had some questions regarding the rain plan for the fireworks. Trustee Caton made a motion to postpone Resolution R26-98 until March. Upon a second by Trustee Jensen, the motion passed 5-0.

Chairman Bowers called for a motion to read Resolution R26-99 – Noise Permit, IOA IBK New Years Eve Fireworks. Upon a motion by Trustee Caton and a second by Trustee Buschman, the motion passed 5-0. Chairman Bowers called for discussion. Upon a motion by Trustee West to approve Resolution R26-99 – Noise Permit, IOA IBK New Years Eve Fireworks and a second by Trustee Buschman, the motion passed 5-0.

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

Chairman Bowers called for a motion to read for the first time by title only Bill #391, Amending Section 8.5.2 of the Zoning Code – Home Occupation. Upon a motion by Trustee Caton and a second by Trustee Jensen, the motion passed 5-0. Chairman Bowers called for discussion. Trustee Caton stated that garages need to be added to the Bill. Upon a motion by Trustee Jensen to approve the changes to Bill #391 and a second by Trustee West, the motion passed 5-0.

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

Chairman Bowers called for a motion to read for the second time by title only Bill #391, Amending Section 8.5.2 of the Zoning Code – Home Occupations with changes. Upon a motion by Trustee Caton and a second by Trustee Jensen, the motion passed 5-0. Chairman Bowers called for a motion to approve with changes Bill #391, Amending Section 8.5.2 of the Zoning Code – Home Occupation. Upon a motion by Trustee Buschman and a second by Trustee Jensen, the motion passed 5-0.

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

Chairman Bowers called for old business.

Chairman Bowers asked the Village Attorney to speak regarding the previously discussed the Meet the Candidates forum. The Village Attorney discussed Section 115.646, RSMo., which prohibits the expenditure of public funds by a political subdivision in relation to certain election issues, such as advocating, supporting, or opposing the nomination or election of any candidate for public office. In light of that statute, he identified certain risks associated with the Village hosting, or allowing a third party to host, a Meet the Candidates forum at Village Hall. Trustee Buschman stated she consulted with Stuart Haynes of the Missouri Municipal League who shared the same opinion. Trustee Jensen commented that the Meet

the Candidates forum at Wright City will be hosted by the Chamber of Commerce, not the Wright City Board. The Trustees discussed the information presented by the Village Attorney. There was additional discussion regarding the Village's lack of a third-party use policy related to renting Village Hall and how previously, the Village did not allow third parties to use Village Hall. The Trustees discussed the option to explore creating a third-party use policy in the future. The Trustees discussed whether a vote was required to establish whether a Meet the Candidates forum would occur. The Village Attorney stated that a motion could be called to authorize a Meet the Candidates forum, however if no motion is called and no vote is taken, the action would not be authorized. Chairman Bowers asked for a motion regarding a Meet the Candidates forum. No motion was presented, therefore, no vote was taken and the Trustees did not authorize using Village Hall for a Meet the Candidates forum.

Chairman Bowers called for a motion to read for the first time by title only Bill #388, Mowing Contract. Upon a motion by Trustee Caton and a second by Trustee Jensen, the motion passed 5-0. Chairman Bowers called for discussion. Chairman Bowers called for a motion to read for the second time by title only Bill #388, Mowing Contract. Upon a motion by Trustee Caton and a second by Trustee Buschman, the motion passed 5-0. Chairman Bowers called for a motion to approve Bill #388, Mowing Contract. Upon a motion by Trustee Caton and a second by Trustee Jensen, the motion passed 5-0.

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

Chairman Bowers called for a motion to read for the first time by title only Bill #393, NOC Technology - .gov migration. Upon a motion by Trustee West and a second by Trustee Jensen, the motion passed 5-0. Chairman Bowers called for discussion. The Trustees decided to have NOC attend the March meeting to answer some questions regarding the .gov migration. Trustee Caton made a motion to postpone this Bill until the March meeting. Upon a second by Trustee Buschman, the motion passed 5-0.

Chairman Bowers called for a motion in regards to Resolution R26-100 – Employee Handbook. The Village Attorney asked that this be postponed indefinitely. Upon a motion by Trustee Buschman and a second by Trustee Caton, the motion passed 5-0.

Chairman Bowers asked for Board of Trustee Announcements. Trustee Jensen stated she would be out of town next week.

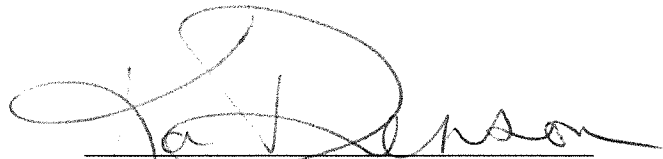
Chairman Bowers called for a motion for adjournment. Upon a motion by Trustee Buschman and a second by Trustee Caton, the motion passed 5-0 and the meeting was adjourned at 6:50 pm.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on February 19, 2026.

Karen Denson, Village Clerk

Date Minutes Approved: 3/19/26


Cynthia Bowers, Chairman
Village of Innsbrook Board of Trustees


Attest: Karen Denson
Village Clerk