



**VILLAGE OF INNSBROOK
BOARD OF TRUSTEES
MEETING MINUTES
TUESDAY, June 11, 2024, 5:00 PM (CST)**

The Tuesday, June 11, 2024 meeting of the Village of Innsbrook Board of Trustees was held at Village Hall, 1835 Highway F, Innsbrook, Missouri, and called to order at 5:01 PM (CST) with Chairman Reuter presiding. Chairman Reuter led the Pledge of Allegiance.

Upon roll call, Trustees Cynthia Cook, Dan Reuter, John Simon and Donna West were present. Others in attendance included Nathan Bruns, Village Attorney; Allen Huddleston, Chairman of the Planning and Zoning Commission; Todd Streiler, Village Planner, and guest speaker Mark Spykerman, Gilmore & Bell attended. Ten residents signed in as attendees.

ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR

Motioned by Trustee Simon, seconded by Trustee Cook to adopt the agenda and approve the consent agenda. The motion passed and was approved with a 4 "Aye", 0 "No", 0 Abstain vote.

OPENING:

Chairman Reuter opened with the following comments:

1. Tracy Sator's request to remove financial reports from the consent calendar was denied.
2. Due to Carla Ayala's resignation in March 2024, an audit will be performed.
3. Les Kauble document of concerns was received and given to P & Z Chairman Huddleston.
4. Ordinance 5, Rule 16, governs public comments. 5 minutes is allowed for each public comment; public comments are not a time for debate.

PUBLIC COMMENTS

Chairman Reuter recognized the following speakers:

- a.) Jay Lutz thanked Chairman Reuter for timely response back to him.
- b.) Mike Caton asked who will fill vacancy on board of trustees. Chairman Reuter stated that Virgil Woolfolk and Cynthia Bowers have applied and selection will be made on 6/25/2024.
- c.) Fr. Bob Samson asked trustees to resign.

DEPARTMENT/COMMITTEE REPORTS

Administrator's report (given by Chairman Reuter):

1. Village is behind schedule on having a budget prepared; consultant Cynthia Freeman is working on the budget.
2. The Village computer hard drive and operating systems have been corrupted.
3. Village voicemail was temporarily not allowing us to receive messages but is now working.
4. The audit is to be performed by Greg Spinner, the CPA who has prepared past audits. Trustee West made a motion seconded by Trustee Cook to authorize Chairman to execute engagement letter for the audit. Motion passed with unanimous consent.

Planning & Zoning Report:

Chairman of P&Z, Allen Huddleston, discussed the P&Z meeting on 6/5/24. Main agenda item was the 52 acre annexation and rezoning requests from Innsbrook Corporation. Todd Streiler explained the process.

CHAIRMAN'S REPORT/APPOINTMENTS

1. Lynda Baker was appointed as a Commissioner on the P&Z Board of Commissioners. Motion to approve the appointment was made by Trustee Simon, Trustee West seconded the motion, motion passed with unanimous consent.
2. 2 applicants applied for Trustee vacancy; trustees' decision expected by the end of the month.
3. Village Clerk, Jackie Kemp, is at the Village Hall, MWF from 10 am to 2 pm.
4. Village is advertising for a full or parttime Administrator.

Guest speaker:

Mark Spykerman, attorney with Gilmore & Bell, gave a summary of proposed lease transaction with First State Community Bank (FSCB) to finance up to \$950,000 payable over 20 years with fixed rates 5.75% for 5 years or 6.05% for 10 years. When fixed rates ends, variable and prime rates take place. Mark recommends \$750,000 lease. Real property needs to be deeded to Village of Innsbrook.

Chairman Reuter commented that the Village trustees intend to first use present cash assets to pay for most of the cost of the new Village of Innsbrook hall, so amount to be financed should be much less. FSCB requires \$250,000 draw initially when agreement executed.

Trustee Cook asked about the timing on 1st draw; Spykerman stated when agreement is signed. Nathan Bruns stated that the date to enter into the agreement needs to be flexible. Spykerman will check on how long Village could wait on signing the proposed lease agreement.

Comments were made from those in attendance as follows:

Audience member: 10 years from now, what do you do if use all cash for new Village Hall?

Chairman Reuter: approximately is being \$500,000 held back to cover unexpected expenses.

Audience member: Was the building approval on the ballot? Where was money coming from, tax issues?

Nathan Bruns: Community elect trustees to do what's best for Village.

Chairman Reuter: Approval of the new Village Hall is not subject to ballot approval. Income is mainly from Village's portion of real estate tax revenue that continues to increase with additional real estate development.

Audience member: Virgil Woolfolk stated that he gave document for board to review water, trash and future expenses.

Chairman Reuter: Prior board Chairman Jeff Thompsen and the Department of Agriculture all looked at this and decisions were made with their and with legal advice and input.

UNFINISHED BUSINESS

Village Hall- Chairman Reuter remarked on the open house held earlier this day from 3 to 5 pm which offered for residents an opportunity to review the plans for the new Village Hall developed by Cochran and to ask questions and make comments regarding the proposed plans. A Cochran representative was present to answer any questions.

NEW BUSINESS

- a.) Highway F Traffic Study – Trustee West and P&Z are arranging for traffic count strips to be used for 4th of July. MO DOT usually does this for 48 hours. Trustee West also plans to attend the next Booneslick Regional Planning Commission meeting.

VOTE TO ADJOURN

A motion was made by Trustee Cook, seconded by Trustee Simon, to adjourn the regular meeting; motion passed unanimously. The meeting was adjourned at 5:54 PM.

Respectfully submitted:



Dan Reuter, Chairman

Approved by the Board of Trustees: 6-25-84