



VILLAGE OF INNSBROOK
BOARD OF TRUSTEES MEETING MINUTES
Zoom Video Conference
Tuesday, September 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: August 11, 2020
 - b. Special Meeting: August 18, 2020
- 6) PUBLIC COMMENT (Comments emailed to Village Administrator will be read at this time.)
- 7) COMMUNICATIONS/PETITIONS/PRESENTATIONS
 - a. Recognition of Outgoing Trustee Tom Stevener
- 8) BOARD OF TRUSTEES COMMENTS
- 9) CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS
- 10) DEPARTMENT REPORTS:
 - a. Financial Reports - August 2020
 - i. Bills of The Month
 - b. Administrator's Report
 - c. Planning & Zoning Commission
- 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. (ORD. 282)** Discussion and first reading.
- 12) NEW BUSINESS:
 - a. Public Forum Facilitator - All City Planning and Design
- 13) ADJOURNMENT

Unfinished Business/ Hold Items

- BHS/Zykan Landfill Area
- Animal Shelter
- Dry Hydrants
- Village Cemetery
- Short Term Rental Properties
(Next quarterly report October 2020)

MINUTES

The September 08, 2020 regular meeting of the Innsbrook Board of Trustees was held via Zoom Video Conference and called to order at 5:06 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 Chris Graville and over 80 others.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motioned by Trustee Bowers, seconded by Trustee Dunn to approve the August 11, 2020 regular session meeting minutes. All Trustees present voted "Aye", motion passed and approved with a 5-0 vote.

Motioned by Trustee Dunn, seconded by Trustee Bowers to approve the August 18, 2020 special session meeting minutes. All Trustees present voted "Aye", motion passed and approved with a 5-0 vote.

PUBLIC COMMENTS

The Village Administrator received roughly 47 emails prior to the beginning of this meeting, since the August 11, 2020 meeting. This is too many to read out loud, however the emails will be entered into the record and added to the original meeting minutes for documentation.

COMMUNICATIONS/PETITIONS/PRESENTATIONS

Chairman Thomsen presented Tom Stevener with an American Flag and Certificate, thanking Tom for his six years of service on the Village of Innsbrook Board of Trustees, and for his years of service to the Warren County Transportation Advisory Commission.

BOARD OF TRUSTEES COMMENTS

Trustee Bowers has compiled numbers from emails received, for and against Bill No. 284 in spreadsheet form. This shows that about half are for and half are against the Bill. Roughly fifteen emails were received with suggestions on other avenues to regulate rentals.

Trustee Dunn expressed appreciation toward Trustee West and Trustee Bowers for their hard work on compiling the rental issue data.

CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS

None at this time.

DEPARTMENT REPORTS

- a. Financial Report - The August 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 West 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 September 14 - 16, 2020 in order for the Village Administrator to virtually attend the annual MML Conference. The next Boonslick Regional Planning Commission regular membership meeting will be held on September 28, 2020 beginning at noon. A financial records audit was conducted on August 27, 2020. There were no negative findings for the financial records ending June 30, 2020.
- c. Planning and Zoning Commission - The Planning and Zoning Commission held their last meeting on July 8, 2020. Nothing new at this time.

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.** Motioned by Trustee Sator, seconded by Trustee Bowers to hold the first reading only, of Bill No. 284 by title only. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Chairman Thomsen read Bill No. 284 once by title only. Chairman Thomsen offered discussion on Bill No. 284. Trustee Bowers asked that "family" be defined, and to expand Section 1: I.) d.) to include Institute Students for community sponsored programs within the Ordinance. Further action on Bill No. 284 has been set for the October 14, 2020 Board of Trustees meeting.

NEW BUSINESS:

- a. Public Forum Facilitator - Attorney Chris Graville suggested the option of entering into a contract with a Public Forum Facilitator for the Village to use as an opportunity to have the public have their voices heard. A bid has been received from All City Planning and Design if the Village chooses to go that route. This discussion will be put on hold until the Trustees find out more from Innsbrook Corporation. Trustee Thomsen is currently scheduled to have a meeting with Charlie Boyce prior to the October Trustees meeting.

VOTE TO ADJOURN

Motioned by Sator, seconded by Trustee Dunn, to adjourn the regular meeting. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Meeting adjourned at 5:37 PM.

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

Carla Ayala, Village Administrator/Clerk

Date Minutes Approved: _____

Patricia Dunn,
Village Board Clerk
(seal)

Attest: Carla Ayala,
Village Administrator/Clerk