



**VILLAGE OF INNSBROOK  
BOARD OF TRUSTEES  
MEETING MINUTES  
TUESDAY, MARCH 19, 2024, 5:00 PM (CST)**

---

The Tuesday, March 19, 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 5:00 PM (CST) with Chairman Reuter presiding. Chairman Reuter led the Pledge of Allegiance.

Upon roll call, Trustees Cynthia Cook, Mike Lyles, Dan Reuter and Donna West were present. Trustee John Simon was absent. Others in attendance included Nathan Bruns, Village Attorney; Allen Huddleston, Chairman of the Planning and Zoning Commission; guest speaker Mark Spykerman, Gilmore & Bell; guest speakers Mark Shuster and Nikki Jarrett, First State Community Bank; and 10 residents signed in as attendees.

**ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR**

Motioned by Trustee West, seconded by Trustee Lyles to adopt the agenda and approve the consent agenda. The motion passed and was approved with a 4 “Aye”, 0 “No”, 0 Abstain vote.

**CHAIRMAN’S REPORT/APPOINTMENTS**

- a.) Guest speakers Mark Spykerman, Gilmore & Bell, and two representatives for the First State Community Bank, Brad Schuster and Nikki Jarrett, provided an overview of options for funding related to construction of the new Village Hall. Mr. Spykerman explained how the Village could use a lease/lease back structure to obtain financing for construction costs, the benefits of this type of financing, and the expected costs associated with his firm assisting the Village with obtaining this type of financing. Mr. Schuster provided an overview of the rates that were being offered commercially versus those that could be offered under the structure presented by Mr. Spykerman. Mr. Schuster provided current rates for both 10-year fixed and 5-year fixed options and discussed the trade-offs between these options. Discussion ensued by the Board into the amount that the Village had already been approved for and about the Board’s desire to be fiscally responsible in financing only what was necessary to maintain an adequate reserve.
- b.) Chairman Reuter announced that the Trustees were notified by the Village Clerk/Administrator, Carla Ayala, at approximately 4 PM on Friday, March 15, 2024 that she was resigning, effectively immediately, from her position with the Village. Further, since Ms. Ayala was the only Village of Innsbrook employee, the operation of Village business would go back to the basics for the time being. The Chairman stated that a notice has been posted that the Village Hall will be temporarily closed. Furthermore, no Zoom services for meeting attendance will be available until further notice.

**DEPARTMENT REPORTS**

- a.) There was no administrator’s report due to Ms. Ayala’s resignation.
- b.) Virgil Woolfolk reported on the University of Missouri Extension Council.

## UNFINISHED BUSINESS

- a.) 15568 Walkers Way - The complaint about water contamination by occupants of property located on Walkers Way was discussed. The Board discussed how water testing conducted by the Department of Natural Resources indicated there was no contamination of nearby bodies of water. There was further discussion that DHSS had been contacted and had indicated its intent to evaluate the situation. No further action will be taken at this time.
- b.) Resolution No. 2024-1 – No action was taken by the Board.

## NEW BUSINESS

- a.) Highway F Traffic Study – Trustee West explained that there had been recent improvements made along Highway F near the Harmony Bridge area and that additional traffic counts were being planned for Highway F later this year. Discussion ensued into traffic issues with Highway F and about the concurrent jurisdiction of MODOT and Warren County over Highway F.
- b.) Policy No. 2024-1 – The Board explained that a Ring camera and light had been installed at the Village Hall; no decision was made on the policy.

## PUBLIC COMMENTS/GUEST SPEAKERS/PRESENTATIONS

Chairman Reuter recognized the following speakers:

- a.) Cece Lueking asked if the residents had the right to make decisions about a new village hall. There was a discussion about decisions previously made and where the board of trustees are in the decision-making process.
- b.) Mike Caton discussed the Village Hall decision making process and questioned why there was discussion about increasing the size of the building after the board returned from executive session last month. There was a discussion about what occurred. It was clarified by the Village Attorney that the Board was providing direction to Cochran for them to proceed with developing plans for a 2,500 square foot building and that it was not a final decision by the board of trustees.
- c.) Mike Wally addressed what he believed was the site plan that had been prepared for the New Village Hall property. He was concerned about what appeared to be a large water holding pond and suggested that the entry way to the property and the parking lot in front of the building be concrete and not gravel as depicted on the drawing he was referencing. It was clarified that what he was referring to was only a concept plan drawing and was not the site plan for the new Village Hall property.
- d.) Steve Gissy expressed his concerns about the size of the Village Hall and his objections to the fees to be paid to Cochran.
- e.) Bob Samson expressed his belief that the residents have not been provided the opportunity to ask and get answers to their concerns. Allen Huddleston pointed out that he met with representatives of Wags and Whiskers and Chairman Reuter stated that he and Trustee Cook also met the Wags and Whiskers representatives. Chairman Reuter also mentioned the monthly “Coffee with the Chair” sessions that also are opportunities for residents to engage in a conversation about any Village matters. Trustee Cook stated that she is willing to discuss concerns with anyone and her contact information is on the Village Web Site.
- f.) Virgil Woolfolk read a statement that he prepared stating his concerns about how the Board of Trustees and the P&Z conducted Village Business.

g.) Julie Francin asked about the ARPA funds received by the Village, how they were going to be allocated and when the funds needed to be expended. The amount and where the funds are being held was provided by Trustee Cook. It was further explained that all the funds were going to be expended for the Village Hall development.

**VOTE TO ADJOURN**

A motion was made by Trustee Cook, seconded by Trustee West, to adjourn the regular meeting and go into Executive Session (closed meeting), as provided by RSMo 610.021(1) for legal actions, causes of action, litigation, and/or confidential or privileged communications between the Board and its attorneys and RSMo 610.021(3) hiring, firing, disciplining, or promoting employees. A roll call vote was taken, with the following results: Ayes – Lyles, Cook, West, Reuter. Nays – None. Chairman Reuter declared the motion passed unanimously. The meeting was adjourned at 6:45 PM.

Respectfully submitted:

---

Dan Reuter, Chairman

Approved by the Board of Trustees: \_\_\_\_\_