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## Austin Oaks Annual Community Meeting

**Meeting Date:** April 14th, 2026

**Meeting Place:** Moscow Mills Lion's Club

**Meeting Time:** Called to order @ 6:01 pm by Christine Shoemaker. Adjournment was called @ 6:59pm by Sean Walter

**Attendees:** Christine Shoemaker, Jim Brogan, Sean Walter, and the homeowners of 15 homes.

### Old Business:

1. Past due assessments: \$3018.44. All properties with past due assessments have been lienied.
2. Sean Walter's 3 year term is over in November of this year. We will send a nomination form out in October, then a ballot to follow in November. Sean plans to stay on as a Board member, but there will be a month of open nominations. This will be communicated via our website, and prospective nominees will have the ability to provide a rationale and qualifications for their candidacy.
3. The floor is open to revisit any other old business from those in attendance before moving to new business.

### New Business:

1. Proposed annual 2026 budget and any discussion
  - a. Discussion of a site map to provide
2. Annual assessment letters will go out May 1st, all assessments due by June 30, 2026. Liens will be recorded with the county assessor on July 15th, 2026. Currently, the cost to a homeowner to release a lien is \$64, which AO pays up front to record the lien
3. Update to the AO [Fine Structure Document](#) (it's on this doc below the faq's)
4. Projects proposed for 2026:
  - a. Fountain and aeration added to the second pond
  - b. Power to the pavilion (outlets, light inside pavilion, dusk/dawn style lights to the playgrounds/walkway up to pavilion)
  - c. Concrete sidewalk to the pavilion and playground area
  - d. Playground edging to prevent clean up and to better define the area
  - e. Berm landscaping around the electrical panel at pond 2 to mask the electrical panel and the transformer
  - f. Book library at pond two



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- g. Purple martin and bat houses around pond 2 (to help with mosquitos)
- h. Main entrance flag (just completed!)

**Open discussion during new business:**

**1. Several asked that we recommunicate the following:**

- a. **Please ensure street parking is staggered so that two vehicles are not parked across from each other. When this happens, it poses a significant blockage for emergency vehicles to pass through.**
- b. **Please ensure you are picking up dog waste when walking your pet. Not doing so is both irresponsible and unlawful.**
- c. **Parents: please be more diligent in knowing what your children are doing when out and about. Often kids are seen doing things they shouldn't, and more monitoring prevents confrontations between other adults and children.**

**2. It was brought up that we should use website push notifications to:**

- a. Let the community know when work around the neighborhood is being done, so if anyone desires to help, they can.
- b. Neighborhood garage sales, etc.

**3. Create a document for community services.**

- a. Many people in our neighborhood offer services (lawn mowing, snow removal, trade work, etc.). It was brought up that it would be useful to have an AO internal list of individuals for people to call if they need something done. The Board will facilitate this through our website soon, and a push notification will go out for anyone to add their name to said list.

**4. Signage needs.**

- a. It was brought up that signage is needed to say that AO facilities are for AO residents only. This will help deter non-residents from using facilities, and will help cover us from a liability standpoint. The Board will look into this and get appropriate signage in place.

**5. Pond Grates.**

- a. Both ponds have grates on top of the outflow standpipes. Kids often are on them and push them into the hole. Not only is this really, really bad for the flow of water, it's hazardous. It was suggested that they be fastened to the concrete. The Board will work to get this done as soon as possible.

**6. Playground pond bat houses and purple martin houses.**

- a. It was suggested that we partner with a local eagle scout group to see if this is a project they would like to take on. Before doing this ourselves, the Board will look into this option. Both of these will help to reduce mosquitos in the area.



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**Frequently Asked Questions (and answers!). The following three questions are by far the most frequently asked of us:**

1. My neighbor has a trailer in their **driveway**, what can be done about it?

Answer: This is actually a Board handled situation, and this situation also involves our fine structure document. Informing one of the Board members is the quickest way to get the process started. We will send them a documented warning, and the homeowner has 30 days to comply. Should this not occur, fines for violations begin at \$50 and double monthly until the violation is resolved. We very rarely get to the level of assessing a fine to a homeowner, but it is something we've done and will continue to do, as it's been our best means of ensuring everyone is playing by the rules.

2. My neighbor has a vehicle on the **street** (OR a trailer, OR both) that never moves or that is hazardous to the flow of traffic, how can this be addressed?

Answer: This becomes a city of Moscow Mills situation. They have ordinances that require a vehicle to be licensed if parked on the street, and that the vehicle moves daily. Trailers have a two-hour time limit and they have to be moved as well. You can either tell us and we will call the issue into dispatch, or you can do the same thing directly. The phone number to do this is: 636-528-6100. They will send an officer out to assess. They generally provide one warning then either a ticket or a tow order.

3. My neighbor consistently lets their yard grow out of control, how can we fix this?

Answer: This is also a city of Moscow Mills situation. The simple answer is that if a lawn (grass and/or weeds) gets to the 10" range, this then violates a city ordinance, and like with item 2 above, dispatch needs to be called. The phone numbers are the same, and if uncomfortable, we're happy to make that call. They will send an officer out just like above.



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## Fine Structure Document

Effective as of April 15, 2026

Re: Fine Structure

Residents of Austin Oaks,

Per the indentures (governing document) of Austin Oaks, the Board may choose to implement a fine structure for non-compliance of community restrictions. The Austin Oaks Board hereby establishes the following fine structure for homeowners in violation of the restrictions within the governing document, effectively immediately.

### Violation Enforcement Protocol:

1. Upon notice of a violation, the Board will provide a written warning to the resident which explains the violation and the restriction violated. The homeowner will have a maximum of 30 days to comply with the restriction, starting from the date printed on the written warning.
2. Should a homeowner not correct the violation within 30 days from the date on the original written warning (item 1 above), the homeowner is then subject to a \$50 fine.
3. The Board will provide a written invoice for the fine with instructions on how to pay.
4. If the violation is not corrected within 30 days from the written invoice (item 3 above), the homeowner's fine of \$50 will double each month until the violation is corrected.
5. All violations to restrictions will be treated the same; meaning, there are no major or minor violations, they are all one in the same for the purpose of the fine structure outlined in this document. (\*see below)
6. Should a homeowner violate the same restriction in the future, the fine structure will continue from the homeowner's most recent violation status. Should this be the situation, the Board will provide a written warning which details all prior courses of action taken by the Board. A homeowner will have 10 days from the date on the written warning to correct the violation. If after 10 days from the date on the written warning the violation is not corrected, the homeowner's fine status will continue from the most recently implemented step of this fine structure document. The Board will provide monthly written invoices until the violation is corrected. **(Continued on the next page)**



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7. At any point in the process, a homeowner may schedule a meeting with the Board; said request to meet needs to be in writing, and the meeting time and place will be scheduled to meet the needs of all involved. The Board will provide written correspondence to the homeowner that documents the conversation and the decision made.

\* In the event that an indenture violation warrants a more timely response than outlined above, the Board may expedite the time frames listed above. Any changes to the time frames listed above would be communicated to the homeowner in writing, along with a rationale for said change.

**Rationale:**

Having a fine structure is vital to our investment in this community. As a Board, we owe it to ourselves to ensure everyone in Austin Oaks is abiding by the rules, and that violations are approached with a fair, transparent process which is equitable to all parties. As a Board, we believe everyone benefits when this occurs.

Ultimately, the Board values compliance to our community restrictions over the monetary gain of assessing fines for violations. That value alone is what drove the 30-day window for a homeowner to correct a violation without paying any fine whatsoever, and we hope you find this structure to be both as fair and as balanced as we do.

Fines, like annual assessments, are subject to legal action and/or property liens if not paid.

**Austin Oaks Board:**

Christine Shoemaker  
314-660-1332  
christineshoemaker63@gmail.com

Jimmy Brogan  
314-605-1635  
jimmy-bro@prodigy.net

Sean Walter  
636-357-8480  
seanfwalter03@gmail.com