

**Rules and Regulations as approved by the Board of Administrations  
Willow Creek II Homeowners Association  
Violation & Associated Fines**

<b>Violation</b>	<b>Explanation</b>	<b>Communication</b>	<b>Fine</b>
Sale or transfer of unit ownership	A Clearance Letter from management must be obtained BEFORE the title transfer	Phone call or Email Fine	\$200 fine
Owners must keep management informed	Contact information must be kept current, at all times, for any person(s) occupying the unit.	Phone call Mailed notice Fine	\$100 and \$50 p/week until in compliance
Owner Landlord Tenant	Owner's must verify that no tenant is/has been convicted of a felony	Phone call or email Fine	\$200 fine
Proper disposal of waste	All household debris, i.e food, cigarette butts, trash, etc. MUST be disposed of IN the provided containers	Mailed notice Fine	\$100 fine
Vandalism	Vandalism or malicious mischief	No Notice given Fine	\$500 plus the cost of repair
Pets	All pets must be registered with management, leashed and properly curbed while out of any unit.  Any pet over 30lbs must be pre-approved  Not properly and immediately cleaning waste	10-day mailed notice Fine  Phone call or email Mailed notice Fine  Phone call or email Fine	\$100 p/week until in compliance  \$200 per pet then \$50 p/week until in compliance  \$50 per occurrence
Balconies, Patios, Hallways, Entryways and stairwells	No personal items, of any kind, may be hung from or adhered to any portion of the exterior of any unit, no matter the whereabouts  Approved items for exterior use are exterior furniture, planters, temporary holiday decorations	Phone call or email Fine Disposal of item(s)	\$100 fine plus cost or repair, if any

Grilling or Outside Cooking	Any exterior cooking must be done no less than 10' from any building  No cookers, or other items such as chimineas, are allowed to be stored on balconies unless 100% electric	No notice given Fine	\$500 fine, plus a possible fine from the Tulsa Fire Department
Noise and Disturbance	Any reported noise complaint or disturbance involving police or security	Phone call or email Mailed notice Fine	Progression fines \$50, 2nd offence \$100, 3rd offence \$500, 4th plus offence
Window Coverings	All coverings must be neutral in color when viewed from the outside. No AC units, fans, blankets, sheets, towels, foil, metal, etc.  Broken or damaged windows must be immediately repaired	Phone call or email Fine	10 days \$50 and \$25 p/ week until in compliance
Pool Violations	Pool rules are posted. No unauthorized access while outside of pool hours or illegal entry  Smoking is prohibited	No notice	\$100 plus revocation of privilege for that season
Insurance	The Association does NOT provide insurance for the interior of any unit. It is highly encouraged for each unit owner to obtain a private policy as well as obtain a 'renter's policy' when renting their unit.		
Residential Use Only	No Daycares, No Commercial use No AirBnB, hotel, by the hour rental Occupancy is to be used for single-family residency only	Phone call or email Fine	Immediate compliance \$500 2 <sup>nd</sup> offence \$100 3 <sup>rd</sup> plus offence
Unit to unit damage	ANY damage caused between units MUST be handled between those unit owners and done so amicably. The Association takes no responsibility for unit to unit damage.	If necessary, please seek legal council	

Common Area Modification	Modifications may NOT be made to any of the common elements to the property.  Exterior structures of any kind are prohibited	Phone call or email Fine  Phone call or email Fine	\$100 plus the costs of remediation  \$500 and \$100 until in compliance
Smoking, Vaping and Marijuana use	The use of tobacco or marijuana is prohibited in stairways, breezeways, etc.	Phone call or email Fine	\$75 per occurrence

FOOTNOTES:

All fines are posted to the owner's dues ledger and are immediately payable. Unpaid fines are subject to collection via lien and up to foreclosure.

All mailed notices will be sent via USPS to the unit Owner's address as recorded. The Association is not be held responsible for invalid or incorrect addresses.