

The Leisure Lake Bulletin

Updates from your Board of Directors - March 2023

It is all about our community & life at the lake

Hello Campers, Hope that you are well and warm! The articles in this edition of The Leisure Lake Bulletin are:

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Calling All Leisure Lake Co-owners Wanting to Host Events in the Clubhouse or Pavilion – Deadline Near

Calling all event planners! Campground events need to be on the calendar BEFORE April 1, 2023. If you want to use the Clubhouse or Pavilion for a campground events, email the Office your contact information, name of the event, facility requested and dates as soon as possible to leisurelakedurandmi@yahoo.com. If your event is not listed on the Leisure Lake Calendar of Events web page, [Calendar of Events \(leisurelakemi.org\)](http://leisurelakemi.org), it has not been reserved. If you try to reserve after April 1, 2023, and the facility has been rented to a co-owner for a private event, you will have to find another day and time. If you need help or have questions about campground event scheduling, call Bonny Webber at 998-266-2616

2023 Clubhouse & Pavilion Rental and Kitchen & Snack Shack Rental Agreements

The Board has received numerous requests since our last co-owner's meeting to accept co-owner's paid reservations for the Clubhouse, Pavilion, Kitchen and Snack Shack before the traditional May 1, 2023, date. The Board has agreed to open reserving facilities to co-owners beginning April 1, 2023.

To simplify the reservation process, the facilities will be rented in four standardized time blocks. The reservation time includes the co-owner's set-up time, event, and clean-up. Co-owners are to arrive no earlier than their start time and leave on or before their end time. Block times are:

- 9am to noon
- 1pm to 5pm
- 6pm to 11pm
- All day, 9am to 11pm

Co-owners may rent one block, two blocks, or all day. When a co-owner rents two blocks, the hour in between is included in the rental fee for no additional charge. The all-day rental includes two free hours. Examples:

- Two blocks- 9am to noon & 1pm to 5pm. The hour from noon to 1pm is included at no extra charge
- Two blocks- 1pm to 5pm & 6pm to 11pm. The hour from 5pm to 6pm is included at no extra charge
- All day, Three blocks – The two hours, noon to 1pm & 5pm to 6pm, are included at no extra charge.

The Kitchen and Snack Shack facilities are also available to rent. Co-owners are to complete a separate agreement for the Kitchen and/or Snack Shack. If the Kitchen and/or Snack Shack are reserved all day, in addition to the extra hours in between blocks at no charge, the morning block is also included at no charge.

Full payment is due upon reservation. Reservations with payment that are mailed to the office are not confirmed notified by the Office. Co-owners are advised to check the calendar of events page [Calendar of Events \(leisurelakemi.org\)](https://leisurelakemi.org) for date conflicts. The reservation forms are included on pages 4 and 5 and are posted on the Leisure Lake website [Office Forms \(leisurelakemi.org\)](https://leisurelakemi.org).

Co-owners may schedule April Office appointments to reserve the Clubhouse/Pavilion/Kitchen/Snack Shack. Co-owners can schedule in-person or phone appointments. Call Bonny Webber at 989-288-2616.

Leisure Lake Mailboxes

The Durand Post Office has asked Leisure Lake to provide a listing of all co-owners that currently have mailboxes, their names, and their Leisure Lake mailbox numbers. If you have a mailbox and plan on keeping your mailbox in 2023, email leisurelakedurandmi@yahoo.com, the following information: the name(s) for receiving mail, lot number, and your Leisure Lake mailbox number.

If you plan on returning your key and discontinuing mail service at Leisure Lake, let the Office know by sending an email to leisurelakedurandmi@yahoo.com or calling 989-288-2616. Submit a change of address form through the US Post Office for your Leisure Lake address.

Update on the Annual Audit of Accounts

The Board has hired an independent CPA firm to conduct the 2023 annual audit of the book of accounts after the Fiscal Year closes on April 30, 2023. The CPA firm will provide a report similar to past audits that meets our Bylaws Exhibit A, Condominium Bylaws Leisure Lake Article 1, Association of Co-owners, Section 3.

Rules & Regulations Updates

Unfortunately, this past season, our community has experienced some incidents of vandalism, non-payment of assessments, fees, and restitution costs. Our HOA Attorney reviewed our Bylaws and Rules & Regulations and recommended adding specific language to our HOA Rules & Regulations Book. Our Attorney's recommendations were approved by the Board and have been added to the March 2023 Rules and Regulations Book. An updated copy is attached to the email, posted on the Leisure Lake website, and on PAYHOA.

Leisure Lake Residents Facebook Page Access Guidelines

The Board also reviewed the access requirements for the Leisure Lake Residents of Durand, MI Facebook page. On February 26, 2023, the Board approved granting access to one guest per unit. Co-owners request access, and guests must register. Guests are required to follow the same rules as the co-owners. A copy of the request form is attached on page 6, will be posted on the website, and will be included in the co-owner's annual packet.

Missing Copies of Recorded Deeds and Land Contracts

Notices have been sent to 42 units that are not listed as property owners with Shiawassee County and do not have the required recorded copy of a deed or land contract on file. For Co-owners to be able to vote, use/rent facilities, and receive the 2023 Leisure Lake vehicle window stickers, a copy of the recorded deed or land

contract must be on file with the Office. If you need assistance, call the Office at 998-288-2616 or email leisurelakedurandmi@yahoo.com.

Payment Due Date May 1, 2023 & Payment Options for FY23-24 Assessments

The \$2,025 Assessment payment is due by May 1, 2023. Co-owners may pay their assessment in one lump sum payment or make multiple payments as long as the full amount is paid by May 1, 2023. If the Assessment is not paid in full by May 1, 2023, a \$50 late fee will be assessed. Payments can be made:

- In-person at the Office: check, cash, credit card* or debit card* (*Additional fees apply)
- By US Postal Service: send a check to Leisure Lake Condo Association, Unit F-1, 10001 Goodall Rd, Durand, MI 48429
- Through PAYHOA: pay by ACH*, check*, debit* or credit card* (*Additional fees apply)
- **Make checks payable to Leisure Lake Condo Association and include the Lot# in the memo line.**

Treasurer's update as of March 1, 2023

The Treasurer's update was included in the March Bulletin that was emailed to Co-owners through PAYHOA. Per the request of the Co-owners and support of the Board, financial information will not be posted on the open website. If you did not receive the emailed March 2023 Bulletin, email the Office leisurelakedurandmi@yahoo.com with your name, lot number and current email address. Your PAYHOA account will be updated for future communications.

Absentee Voting

There are 5 co-owners running for 3 positions this year. They are Michael Terry, Rebecca Nasrey, Cindy Mathers, Christopher Jacob, and Jerry Kargel 26. Completed and signed ballots must be received by the Office no later than 2:30 p.m. on April 10, 2023.

- For an email copy, send email requesting ballot to leisurelakedurandmi@yahoo.com.
- For a printed copy to be mailed to you, send a self-addressed, stamped envelope to Leisure Lake Office, Unit F-1, 10001 E. Goodall Road, Durand, MI 48429.

Job Posting for Full-time Director of Business Operations & Seasonal Administrative Office Staff

There are two positions posted on Indeed www.indeed.com, for office positions. Use the key word "Leisure Lake" and location Durand, MI. Interested candidates should apply through Indeed and complete the requested Skills tests. There are open positions for guards for the 3rd shift, 11pm to 7am. Contact Security Supervisor, Jerry Vik at 998-666-7714 or fill out job application posted at [Leisure Lake Condominium Association \(leisurelakemi.org\)](http://Leisure Lake Condominium Association (leisurelakemi.org)) and drop off application at guard house.

Contact the Board of Directors

If you have any questions, please write the Board of Directors at leisurelakedirectors@gmail.com.

We are all looking forward to seeing you soon.

Sincerely,

Leisure Lake Board of Directors

Ryan Nasrey, President Lorraine Bollinger, Vice President Bonny Webber, Treasurer
Chris Steffes, Secretary Rebecca Nasrey, Asst. Treasurer John Manse, Trustee/Webmaster



CLUBHOUSE/PAVILION/RENTAL AGREEMENT (NO KITCHEN USAGE)

Your reservation time slot includes your setup, clean-up, and party time. No extra time is given or assumed.

- Co-Owner and guests are permitted access at the start time & must vacate at the end of your reservation time slot.
- Co-owners provide their own cleaning and cleaning supplies.
- Co-owners provide, post & remove directional signage to the clubhouse/pavilion area on the day of the event.
- Co-owners provide guest list to Security at least 7 days prior to the reservation/event.
- Reservations with alcohol need to be made at least 30 days in advance to allow scheduling security coverage.
- Damage exceeding the deposit will be billed to the Co-owner.
- Parking is to the right of the circle drive in the grass area behind the fence and in the large parking lot.
- No Driving or parking of any vehicles or golf carts on the cemented areas or the beach.

When available, the Clubhouse and/or Pavilion is provided for rent for the use of deeded co-owners, whose dues are current. Management reserves the right to close the facility due to vandalism and disorderly conduct; no refunds will be given. Management reserves the right to refuse any rental request or cancel reservations due to severe weather.

Reservation Date: _____ Date of Application: _____ Lot #: _____

Co-Owner Name Printed: _____ Phone #: _____

Number of people attending: _____ (Maximum of 100 people for Clubhouse and 200 people for Pavilion Rental)

Clubhouse: Circle Time Slot(s) of choice **alcohol fee includes cost of Security Coverage no alcohol permitted before 1pm.

- 9am-noon w/o alcohol \$45
- 6pm-11pm w/o alcohol \$150; **w/ alcohol \$300****
- 1pm-5pm w/o alcohol \$60; **w/ alcohol \$120****
- 9am-11pm Rental w/o alcohol \$255; **w/ alcohol \$465****

Pavilion: Circle Time Slot(s) of choice ** alcohol fee includes cost of Security Coverage no alcohol permitted before 1pm.

- 9am-noon w/o alcohol \$45
- 6pm-11pm w/o alcohol \$150; **w/ alcohol \$300****
- 1pm-5pm w/o alcohol \$60; **w/ alcohol \$120****
- 9am-11pm Rental w/o alcohol \$255; **w/ alcohol \$465****

CLUBHOUSE SUBTOTAL: \$_____

PAVILION SUBTOTAL: \$_____

CLEANING AND DAMAGE DEPOSIT: \$ **100**

ALL ASSOCIATED CLEANING FEES & DAMAGE REPAIR COSTS FOR THE RENTAL UNIT OR HOA GROUNDS THAT EXCEED \$100 WILL BE CHARGED TO THE CO-OWNER.

TOTAL AMT IS DUE WHEN RESERVING \$_____ paid by cash or check # _____

By signing this agreement, the Co-owner agrees to all terms and conditions and cannot hold Leisure Lake Condominium Association liable for personal injury or damage to the co-owner and their guests.

Co-Owner Signature: _____ Date: _____

Approved by Office: _____ Date: ___/___/2023 Amt Received: _____

Payment in full is due at the time of reservation. Reservations are not considered confirmed until co-owner receives a copy of the signed agreement from the Office. Deposits are returned AFTER security has checked the facility and authorizes in writing to the office that no damage has been done or cleaning is required. Co-owners are responsible to contact the Office after the event to pick up the deposit check.

Deposit Check Picked up: ___/___/2023 **Check #**_____ **Co-owner Signature:** _____



KITCHEN AND SNACK SHACK RENTAL AGREEMENT

Your reservation time slot includes your setup, clean-up, and party time. No extra time is given or assumed.

- Co-Owner and guests are permitted access at the start time & must vacate at the end of your reservation time slot.
- Co-owners provide their own cleaning and cleaning supplies.
- Co-owners provide, post & remove directional signage to the clubhouse/pavilion area on the day of the event.
- Co-owners provide guest list to Security at least 7 days prior to the reservation/event.
- Reservations with alcohol need to be made at least 30 days in advance to allow scheduling security coverage.
- Damage exceeding the deposit will be billed to the Co-owner.
- Parking is to the right of the circle drive in the grass area behind the fence and in the large parking lot.
- No Driving or parking of any vehicles or golf carts on the cemented areas or the beach.

When available, the kitchen and/or snack shack are available for rent by deeded co-owners, whose dues are current. Management reserves the right to close the facility due to vandalism and disorderly conduct; no refunds will be given. Management reserves the right to refuse any rental request or cancel reservations due to severe weather.

Reservation Date: _____ Date of Application: _____ Lot #: _____

Co-Owner Name Printed: _____ Phone #: _____

Number of people attending: _____ (Maximum of 100 people for Clubhouse and 200 people for Pavilion Rental)

Kitchen Circle Time Slot(s) of choice.

9am-noon \$75 1pm-5pm \$100 6pm-11pm \$125 9am-11pm \$225

Snack Shack: Circle Time Slot(s) of

9am-noon \$25 1pm-5pm \$25 6pm-11pm \$25 9am-11pm \$50

KITCHEN SUBTOTAL: \$ _____

SNACK SHACK SUBTOTAL: \$ _____

CLEANING AND DAMAGE DEPOSIT: \$ 100

ALL ASSOCIATED CLEANING FEES & DAMAGE REPAIR COSTS FOR THE RENTAL UNIT OR HOA GROUNDS THAT EXCEED \$100 WILL BE CHARGED TO THE CO-OWNER.

TOTAL AMT IS DUE WHEN RESERVING \$ _____ paid by cash or check # _____

By signing this agreement, the Co-owner agrees to all terms and conditions and cannot hold Leisure Lake Condominium Association liable for personal injury or damage to the co-owner and their guests.

Co-Owner Signature: _____ Date: _____

Approved by Office: _____ Date: ___/___/2023 Amt Received: _____

Payment in full is due at the time of reservation. Reservations are not considered confirmed until co-owner receives a copy of the signed agreement from the Office. Deposits are returned AFTER security has checked the facility and authorizes in writing to the office that no damage has been done or cleaning is required. Co-owners are responsible to contact the Office after the event to pick up the deposit check.

Deposit Check Picked up: ___/___/2023 Check # _____ Co-owner Signature: _____



CO-OWNER'S FACEBOOK GUEST REQUEST & AGREEMENT

Request Date: _____ Lot #: _____

Co-Owner Name Printed: _____ Phone #: _____

Co-Owner's email address: _____

Co-Owner's Guest Name Printed: _____ Phone #: _____

Co-Owner's Guest's email address: _____

I am requesting that my Facebook Guest be given access to the Leisure Lake Residents of Durand, Mi Facebook page as a Guest Member assigned to my Lot/Unit#. My guest and I understand and agree to the following Leisure Lake Rules and Regulations, page 11.

- 1) Leisure Lake's Facebook page is called: Leisure Lake Residents of Durand, Mi. This is a closed group for co-owners only. This site is for positive feedback, input, and information sharing. If a co-owner becomes negative, confrontational, or inappropriate, the Business Office will remove them from the group.
- 2) To join the Facebook page, you must be an HOA member in good standing. This means that (1) your assessments are paid, and (2) there are no late fees, past due charges, or penalties assessed the unit, and (3) person requesting to join is either a recorded, deeded co-owner or a recorded land-contract co-owner that is on file in the Business Office.
- 3) Co-owner members in good standing may grant access to one additional person per lot as a guest member to the Facebook page. The Co-owner will complete the Facebook Guest Membership Form and return it to the Office. Guests will abide by the rules of the Facebook page. Any guest failing to abide by the rules will be removed.
- 4) For members to request to join, they must answer the following questions correctly:
 - a. Are you a deeded co-owner?
 - b. What is your lot number?
- 5) The Business Office will receive the request, and upon verification of the account, they will admit access to the resident's Facebook page. If access is declined, it is because the information provided was invalid or the individual is not a member in good standing at Leisure Lake.
- 6) For guests to request to join, they must answer the following questions correctly:
 - a. What is the name of the deeded co-owner that has authorized your membership?
 - b. What is the lot number?
- 7) The Business Office will receive the guest's request, and upon verification of the information, they will admit access to the guest to the resident's Facebook page. If access is declined, it is because the information provided was invalid or the Leisure Lake member did not provide written authorization to the Business Office.

By signing this agreement, the Co-owner agrees to all terms and conditions and cannot hold Leisure Lake Condominium Association liable for actions by management or others on the Facebook site.

Co-Owner Signature: _____ Date: _____

Request approved by Office: _____ Date: ___/___/2023

Guest applied and was approved by Office: _____ Date: ___/___/2023