

BIG CEDAR LAKE PROTECTION & REHABILITATION DISTRICT

NOTICE IS HEREBY GIVEN that the 2020 Annual Meeting of the Big Cedar Lake Protection & Rehabilitation District will be held beginning at 2:00 p.m. on Wednesday, August 26, 2020 at the Town of West Bend former Recycling Center, 6355 County Trunk Z, West Bend, WI, just south of the Town Hall. This meeting will continue until after the ballots are counted and the results announced, which could be at approximately 9:00 p.m.

BCLPRD ANNUAL MEETING AGENDA (Times listed below are approximate)

- 1 2:00 p.m.: Call to order**, determine compliance with meeting notice requirements, roll call of commissioners, list voting eligibility regulations and obtain approval of the minutes of the last Annual Meeting, August 28, 2019.
- 2 2:15 p.m. Nominations for Commissioner openings.** (NOTE: There are two (2) Commissioner openings this year for 3 year terms from August 2020 to August 2023. Current Commissioners Christopher Genthe and Christina Fiasca have indicated their intent to run as candidates for these openings. Nominations for these openings can be made before the meeting to Jeff Rollins, the District's Operations Manager, or to Julie Riley, the Office Secretary, at the District's Offices at 4480 Gonring Dr., West Bend, WI and from the floor at the Annual Meeting in the time period from 2:15 p.m. to 3:00 p.m. **NOMINATIONS FOR COMMISSIONERS WILL CLOSE AT 3:00 p.m.** Anyone nominated from the floor will not have their name on the ballot, but there will be space on the ballot to write-in their names. Ballots to elect Commissioners must be deposited in the Ballot Box by 7:30 p.m. or shortly thereafter if in line at 7:30 p.m.
- 3 2:30 p.m. Approve Purchase and/or Lease of a CD3 Waterless Boat System.** The Commissioners believe that this new system will substantially eliminate introduction of future invasive species into Big Cedar Lake. The cost for this System is approximately \$45,000, which includes running electrical service to the location which will be on the south side of Gonring Drive,, creating a concrete pad at this location and moving the 3 handicapped parking stalls on the south side of Gonring Drive to the north side of Gonring Drive and create an asphalt or concrete base for the stalls. The District will be applying for a grant from the DNR to offset the costs of the CD3 unit and its installation. Funds for this project will be taken from the District's Conservancy Reserve Account and will not come from the tax levy to be collected in 2021. Ballots to approve the purchase and/or the lease of the CD3 Waterless Boat Cleaning System must be deposited in the Ballot Box by 7:30 p.m. or shortly thereafter if in line at 7:30 p.m.
- 4 2:45 p.m. Public Hearing on the 2021 Budget and the 2020 tax levy to be collected in 2021 and a Review of 2018 Audit.** Ballots to approve the 2021 Budget and the tax levy to be collected in 2021 must be deposited in the Ballot Box by 7:30 p.m. or shortly thereafter if in line at 7:30 p.m.
- 5 State of the lake and its watershed.** Water quality: multi-year water quality trend data from U.S. Geological Survey was described at length in the District's Annual Newsletter and will not be discussed here.
- 6 Questions concerning BCLPRD operations.** Electors and property owners who have questions about the operations of the BCLPRD, such as Water Safety Patrol, Winter Safety Patrol, Weed Harvesting and Waste and recycling collection should put them in writing that is legible and deposit them with the custodian handling the ballot boxes. Answers will be provided in a response on the District's website (www.bigcedarlakeprd.org) by October 31, 2020.
- 7 3:00 p.m. Ballots for Commissioner openings and 2021 Budget and Tax Levy can be deposited in the locked boxes by those in attendance at the meeting.** Then, those in attendance are free to stay at

the meeting or leave the building and the meeting. After these ballots are deposited in the locked boxes, the Annual Meeting will stand informal (i.e. without discussion or action other than depositing ballots). Ballots from others can be deposited as provided in Item 8 below.

- 8 To spread the number of people attending the meeting at any one time to help minimize the risk of COVID-19 transmission and to avoid the delays caused by the usual voting registration, we are suggesting that people whose last names begin with the letters in the groupings below come to the meeting to deposit their ballots for Commissioners, to approve the 2021 Budget and the Tax Levy to be collected in 2021 and to approve the purchase of a CD3 Waterless Boat Cleaning System as well as depositing questions you have concerning BCLPRD operations. NOTE: if you cannot attend the meeting during the time period you are scheduled below to deposit your ballots, you can come at any time between 3:00 p.m. and 7:30 p.m.

- | | |
|------------------------------------------|-----------------------------------------|
| (a) 3:00 p.m. to 3:30 p.m.- A thru D | (b) 3:30 p.m.to 4:15 p.m. – Drive Thru* |
| (c) 4:15 p.m. to 4:45 p.m.- E thru H | (d) 4:45 p.m.to 5:15 p.m. – I thru L |
| (e) 5:15 p.m. to 6:00 p.m. – Drive Thru* | (f) 6:00 p.m.to 6:30 p.m. – M thru P |
| (g) 6:30 p.m. to 7:00 p.m. – Q thru U | (h) 7:00 p.m. to 7:30 p.m. – V thru Z |

*The “Drive Thru Process” will allow voters to drive their cars into the former recyclable building, register to vote, and receive and deposit their ballots in the locked boxes. The “Drive Thru” process is primarily for the elderly and the handicapped.

NOTE: IF A PERSON OR ENTITY IS GOING TO CLAIM THAT THEY ARE ENTITLED TO MORE THAN 1 VOTE, WE SUGGEST THAT THAT PERSON OR REPRESENTATIVE COME TO THE BCLPRD OFEFICE AT 4480 GONRING DRIVE, WEST BEND, WI. AND DISCUSS THAT CLAIM WITH THE CHAIRPERSON OF THE BCLPRD ON MONDAY, 8/24/20 BETWEEN 1:00 P.M. AND 5:00 P.M. PLEASE BRING SUPPORTING DOCUMENTS. THIS WILL SAVE CONSIDERABLE TIME AT THE ANNUAL MEETING.

- 9 7:30 p.m. **End of Voting and Collection and Counting of ballots, as well as the number of votes each candidate for Commissioner received, the total number of votes cast and the number of votes for and against approval of the 2021 Budget and the Tax Levy to be collected in 2021 and the purchase of a Waterless Boat Cleaning System.**

The depositing of ballots will end promptly at 7:30 p.m. unless there are voters still in line waiting to deposit their ballots. Those still in line at 7:30 p.m. will be allowed to deposit their ballots in the locked boxes. After all ballots are deposited, they will be collected and turned over to the counters.

After the ballots are collected and counted, the results will be read to those still in attendance at the meeting, including the total number of ballots cast and the number of votes each candidate received for the Commissioners election and including the total number of ballots cast and the number of votes for and against the 2021 budget, tax levy to be collected in 2021 and the purchase of the CD3 System.

10 Adjourn

August 4, 2020

/s/ David Claussen
David Claussen, Secretary

2021 BUDGET SUMMARY

| | 2019 Actual | 2020 Budget | 2020 1 st 6 | 2020 Est. mos. actual | 2021 Budget total |
|---------------------------------|----------------|----------------|------------------------|--------------------------|----------------------|
| Balance, January 1 | \$114,241 | \$49,001 | \$128,706 | \$128,706 | \$90,154 |
| <u>Receipts:</u> | | | | | |
| Tax Levy: | <u>296,685</u> | <u>302,094</u> | <u>220,342</u> | <u>302,094</u> | <u>285,073</u> |
| Town of West Bend | 221,438 | 225,180* | 162,949 | 225,180 | 210,717* |
| Town of Polk | <u>75,247</u> | <u>76,914*</u> | <u>57,393</u> | <u>76,914</u> | <u>74,356*</u> |
| State Aid, Lake Patrol | 39,420 | 38,000 | 32,762 | 38,000 | 38,000 |
| Citations, Lake Patrol | 2,627 | 2,000 | 205 | 2,000 | 2,000 |
| Interest | 2,656 | 1,000 | 1,217 | 2,000 | 1,000 |
| Little Cedar/Silver Lakes Cont. | 36,039 | 33,000 | 0 | 33,000 | 33,000 |
| Launch Fees and Citations | 42,180 | 39,000 | 29,766 | 40,000 | 39,000 |
| Miscellaneous | <u>14,131</u> | <u>2,000</u> | <u>9,274</u> | <u>9,274</u> | <u>2,000</u> |
| Total Receipts | <u>433,738</u> | <u>417,094</u> | <u>293,566</u> | <u>426,368</u> | <u>400,073</u> |
| Total Cash Available | \$547,979 | \$466,105 | \$422,272 | \$555,074 | \$490,227 |
| <u>Disbursements:</u> | | | | | |
| Water Quality & Water. Cons. | \$45,275 | \$32,000 | \$0 | \$32,000 | \$37,000 |
| Water Safety Patrol | 60,755 | 84,973 | 22,705 | 77,422 | 99,620 |
| Winter Safety Patrol | 6,798 | 9,186 | 5,356 | 9,186 | 9,186 |
| Weed Control | 146,374 | 149,685 | 38,849 | 146,389 | 134,038 |
| Sanitation | 92,951 | 96,300 | 95,322 | 95,322 | 98,693 |
| Building | 6,318 | 10,000 | 7,042 | 11,000 | 16,000 |
| Commission Expenses | 47,413 | 68,261 | 11,691 | 77,571 | 79,990 |
| Boat Launch Expense | 13,389 | 15,700 | 1,606 | 15,700 | 15,700 |
| Total Disbursements | \$419,272 | \$466,105 | \$182,571 | \$464,920 | 490,227 |
| Balance, December 31 | \$128,706 | \$0 | \$239,700 | \$90,154 | \$0 |

*Estimated

In 2020, \$6,710 was taken from the Conservancy Reserve Account for the concrete base and electrical work to install the CD3 Waterless Boat Cleaning System

Total Indebtedness as of December 31, 2019 - \$0; As of June 30, 2020 - \$0

Status of Reserve Accounts

| | | 2019 | | 2020 EST. | | 2021 EST. | |
|-------------------|----------------------|-----------------|------------------|-----------------|------------------|-----------------|---------------------|
| | Bal. 12/31/18 | Trans.In | Trans.Out | Trans.In | Trans.Out | Trans.In | Bal.12/31/21 |
| Conservancy | \$339,377 | \$25,000 | \$0 | \$20,000 | \$6,710 | \$20,000 | \$397,667 |
| Equipment | \$ 58,149 | \$20,087 | \$0 | \$20,000 | \$0 | \$20,000 | \$118,149 |
| Weed Harv. Equip. | \$57,996 | \$25,000 | \$0 | \$20,000 | \$0 | \$25,000 | \$127,996 |
| Launch | \$52,702 | \$ 6,000 | \$0 | \$ 6,000 | \$ 0 | \$ 6,000 | \$70,702 |

The Reserve Accounts listed above are nonlapsible funds established pursuant to Section 33.30(4)(d), Wis. Stats.

Copies of the Minutes of the 2019 Annual Meeting and the detailed 2021 Budget are available for inspection at the District Building, 4480 Gonring Drive., West Bend, WI between the hours of 8:00 a.m. and 12:00 Noon, Monday through Friday.