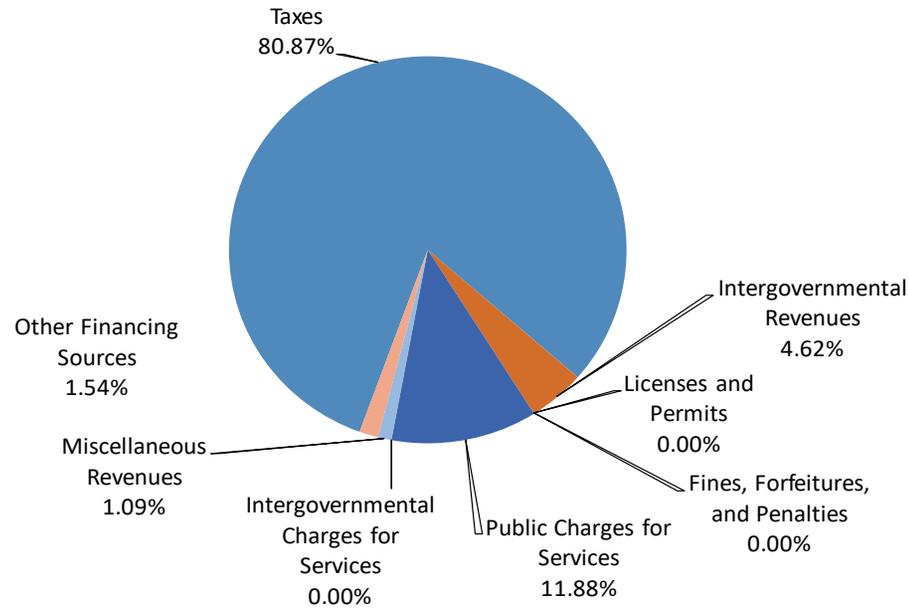


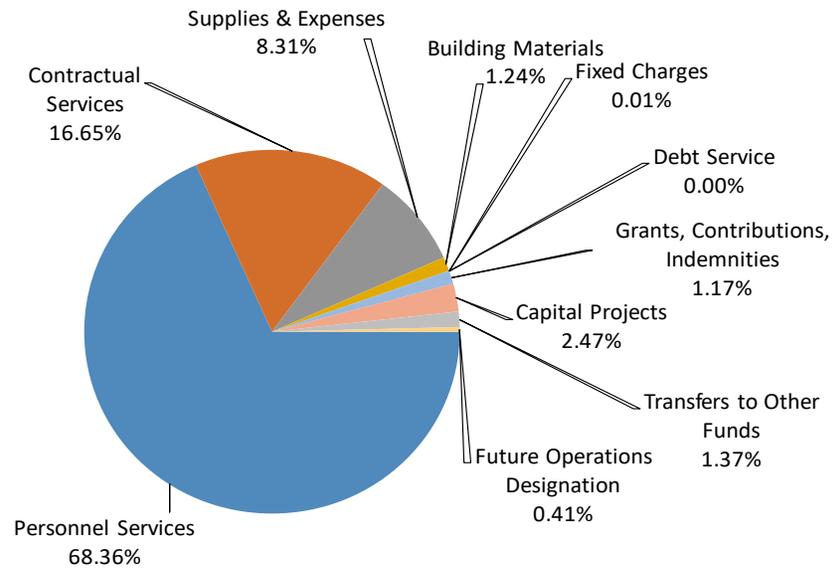
## 2019 REVENUES BY CLASSIFICATION – CULTURE, RECREATION, AND EDUCATION



	Change from 2018 Modified Budget			
	2018 Modified Budget	2019 Proposed Budget	Amount Change	Percent Change
Taxes	2,917,922	2,944,737	26,815	0.00%
Intergovernmental Revenues	167,534	168,245	711	0.42%
Licenses and Permits	-	-	-	0.00%
Fines, Forfeitures, and Penalties	-	-	-	0.00%
Public Charges for Services	440,838	432,758	(8,080)	-1.83%
Intergovernmental Charges for Services	-	-	-	0.00%
Miscellaneous Revenues	32,381	39,601	7,220	22.30%
Other Financing Sources	102,202	56,200	(46,002)	-45.01%
<b>Total Revenues</b>	<b>3,660,877</b>	<b>3,641,541</b>	<b>(19,336)</b>	<b>-0.53%</b>

\*These totals may vary from the 2019 County Wide Budget Summary as the amounts reflected include all budgets represented in this section.

## 2019 EXPENDITURES BY CLASSIFICATION – CULTURE, RECREATION, AND EDUCATION



	2018 Modified Budget	2019 Proposed Budget	Change from 2018 Modified Budget	
			Amount Change	Percent Change
Personnel Services	2,476,031	2,489,341	13,310	0.54%
Contractual Services	703,979	606,338	(97,641)	-13.87%
Supplies & Expenses	280,956	302,732	21,776	7.75%
Building Materials	45,570	45,210	(360)	-0.79%
Fixed Charges	1,550	520	(1,030)	-66.45%
Debt Service	-	-	-	0.00%
Grants, Contributions, Indemnities	46,091	42,550	(3,541)	-7.68%
Capital Projects	81,000	90,000	9,000	11.11%
Transfers to Other Funds	-	50,000	50,000	0.00%
Future Operations Designation	25,700	14,850	(10,850)	-42.22%
<b>Total Expenses</b>	<b>3,660,877</b>	<b>3,641,541</b>	<b>(19,336)</b>	<b>-0.53%</b>

\*These totals may vary from the 2019 County Wide Budget Summary as the amounts reflected include all budgets represented in this section.

## **LIBRARY**

### **MISSION:**

To provide equal opportunity access to information, high quality materials, programs, and online resources to meet the needs of our diverse community for life-long learning, cultural enrichment, and workforce development.

### **OVERVIEW:**

Wisconsin State Statutes Chapter 43 outlines the establishment and management of public libraries. In 2016, the Portage County Public Library had 23,714 registered borrowers with a total physical circulation of 394,238 items, which stayed consistent with 2015 numbers, and a digital circulation (e-books & e-audiobooks) of 47,900. Digital checkouts grew 14.4% over 2015. The Library also serves as a community computing center with just over 54,000 sessions on Library computers during 2016, and an additional 155,913 sessions using the Library's wireless network. The Library serves Portage County from four community locations, Stevens Point, Plover, Rosholt, and Almond.

### **Connections:**

The Library strives to continue making community connections through its many services to encourage and guide life-long learning for residents of all ages. Reading, and the ability to read, are fundamental necessities for our society to grow and for citizens to prosper. The Library uses traditional methods such as popular book clubs to bring teens and adults together in discussion and learning, while using invited speakers to introduce new thoughts and ideas through public programs. The Library recently began offering an online book club to engage those who would rather connect online.

Each of the four Library branches work to provide quality services and materials, while reflecting the communities they serve. The recent addition of analytics data allows the Library to tailor services and programs at each branch to fill the needs at each diverse location, instead of using a cookie-cutter approach to service.

### **Learning:**

While the Library will continue to engage residents through reading in all forms, it is also the place to experience and explore. Whether it be coding, electronics, 3D printing, or other new subjects, the Library strives to be a place where residents can touch and feel some of these things for the very first time. Encouraging creativity and imagination in residents hopefully leads to the creation of new products, services and employment opportunities in the County.

As always, the Library will stock and maintain a collection of print materials that are up-to-date and relevant to users.

### **ON THE HORIZON:**

The Library continues to evaluate available resources/services and balance those with growing needs. An updated Strategic Plan, begun in the fall of 2017, will continue into 2018 and help determine how the library can address community needs within its reach. The last attempt to lay down a road map for the Library's future was in 2008, so this is a much needed update.

The radio-frequency identification (RFID) capital improvement project and redesign began in 2018, with the tagging of all library materials. The project leads to the introduction of updated floor space on the main level of the Stevens Point branch and the expanded use of self-checkout stations in the building. This will allow staff members to work more efficiently with users, rather than just serve as a person to mechanically check out items.

**LIBRARY****FINANCIAL SUMMARY**

	2017 Actual	2018 Modified Budget	2018 Projected Budget	2019 Budget	Change from 2018 Modified Budget	
					Amount Change	Percent Change
<b>Revenue</b>						
Taxes	0	0	0	0	0	N/A
Intergovernmental Revenue	1,950	1,950	1,950	1,950	0	0.00%
Licenses and Permits	0	0	0	0	0	N/A
Fines, Forfeits and Penalties	0	0	0	0	0	N/A
Public Charges for Service	31,535	43,690	43,690	43,690	0	0.00%
Intergovernmental Charges for Service	0	0	0	0	0	N/A
Miscellaneous Revenue	3,128	11,000	7,000	5,000	(6,000)	-54.55%
Other Financing Sources	0	0	0	0	0	N/A
<b>Total Revenue</b>	<b>\$36,613</b>	<b>\$56,640</b>	<b>\$52,640</b>	<b>\$50,640</b>	<b>(\$6,000)</b>	<b>-10.59%</b>
<b>Expenditures</b>						
Personnel Services	1,409,084	1,434,964	1,455,658	1,461,990	27,026	1.88%
Contractual Services	146,388	151,885	155,346	155,912	4,027	2.65%
Supplies & Expenses	151,609	151,875	145,836	149,212	(2,663)	-1.75%
Building Materials	0	0	0	0	0	N/A
Fixed Charges	50	0	50	50	50	N/A
Debt Service	0	0	0	0	0	N/A
Grants, Contributions, Indemnities	202	1,141	500	500	(641)	-56.18%
Capital Projects	0	0	0	0	0	N/A
Cost Allocations	0	0	0	0	0	N/A
Transfers to Other Funds	0	0	0	0	0	N/A
Future Operations Designations	0	7,500	1,000	1,500	(6,000)	-80.00%
<b>Total Expenditures</b>	<b>\$1,707,333</b>	<b>\$1,747,365</b>	<b>\$1,758,390</b>	<b>\$1,769,164</b>	<b>\$21,799</b>	<b>1.25%</b>
<b>County Allocation</b>	<b>\$1,670,720</b>	<b>\$1,690,725</b>	<b>\$1,705,750</b>	<b>\$1,718,524</b>	<b>\$27,799</b>	<b>1.64%</b>
<b>Addition to (Use of ) Fund Balance</b>	<b>(\$2,777)</b>					

## **LIBRARY**

### **FINANCIAL HIGHLIGHTS:**

- Miscellaneous revenue decrease by \$6,000 due to anticipated reimbursements.
- Personnel services increase overall by 1.88% due to a 1.00% annual adjustment increase to the County's wage and classification plan along with a 2.00% decrease for health insurance premiums.
- Supplies and expense decrease by 7.75% due to a reduction in library materials.
- Future operations designations decrease for anticipated donations received over planned expenses. The additional \$1,500 is recorded in a fund balance account for future use.

**LIBRARY**

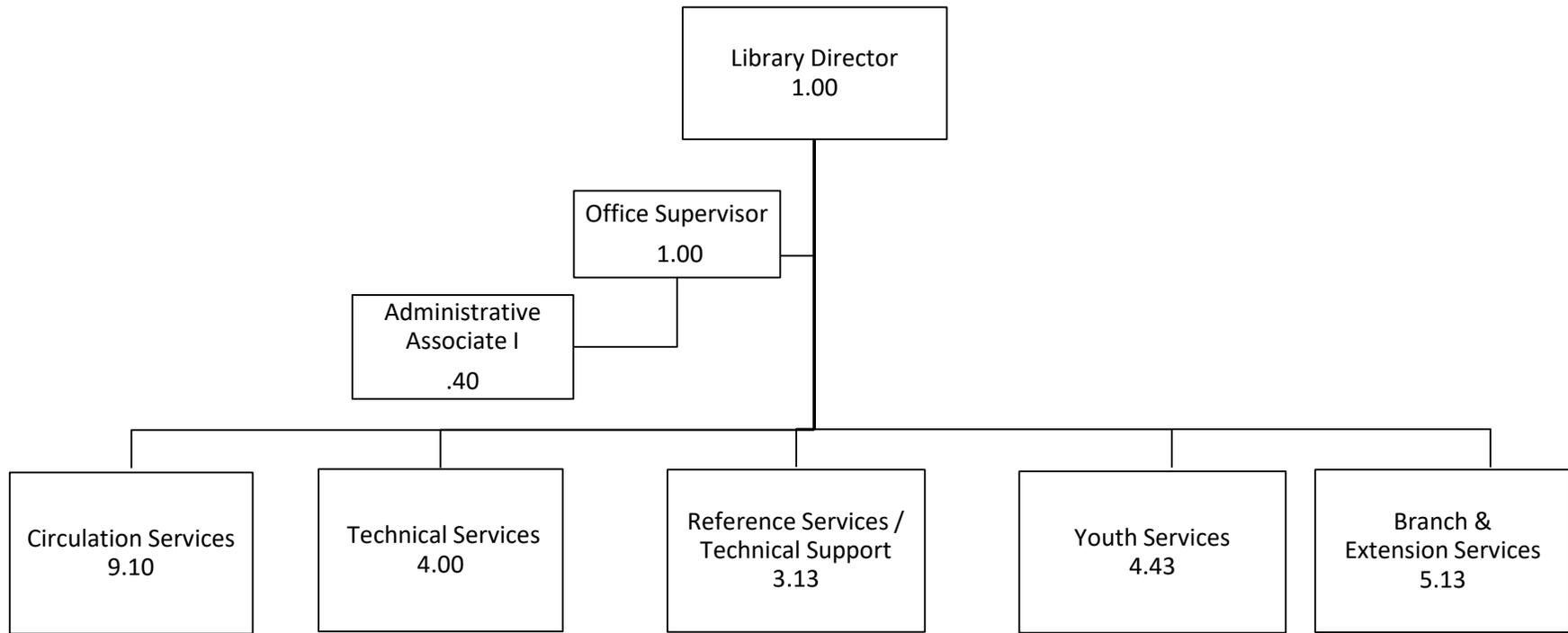
**CONTRACTED SERVICES**

Type of Services Provided	Annual Cost
South Central Library System	100,171
3 <sup>rd</sup> Day Delivery	26,763
Magazine Subscription Services	10,972
Other contractual	18,006
<b>Total</b>	<b>155,912</b>

**CAPITAL OUTLAY**

Description	Amount
None	

**LIBRARY**



<b>Position Summary (FTE)</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Regular Positions	27.71	28.19	28.19
Extra Help	0.00	0.00	0.00
<b>Total</b>	<b>27.71</b>	<b>28.19</b>	<b>28.19</b>

## **UNIVERSITY EXTENSION**

### **MISSION:**

To bring University of Wisconsin unbiased, research-based education and information to the residents of Portage County where they live and work.

### **OVERVIEW:**

Portage County UW-Extension (UWEX) is a department of County government. Wisconsin State Statutes Chapter 59.56, passed in 1914 and amended over the years, permits county boards to establish and maintain an educational program in cooperation with University of Wisconsin-Extension (UWEX). This statute was designed to create a partnership of the U.S. Department of Agriculture (USDA), the land grant universities and county governments. The statute designates the county extension education committee as the county's representative in partnership with UWEX. By statute, Extension Educators are employed through a cooperative agreement utilizing county, state, and federal funds. Cooperative Extension is a unique partnership with all 72 counties, three tribal nations, 26 UW-Campuses, and the USDA. USDA funds support county and campus Extension educators as defined in the Smith-Lever Act of 1914. Smith-Lever funds account for about 25% of the UWEX budget. Counties pay a flat fee for the services of state-employed Extension educator in their counties, while providing facilities and support staff for Extension programming.

Besides the Wisconsin State Statutes and the Smith-Lever Act, UWEX has numerous federal and state mandates that govern programming and reporting guidelines. UWEX also facilitates unfunded, mandated programs like the Pesticide Certification Training and Youth Tractor Safety Certification Training.

In Portage County, Extension Educators oversee 4-H Programs, Youth & Families, Agriculture, and Community programs. The federally funded FoodWise nutrition education program maintains a presence in the County through UW-Extension.

### **ON THE HORIZON:**

The 2015-2017 Wisconsin State Budget delivered the deepest cuts to Cooperative Extension in its history, amounting to a permanent \$3.6 million annual base budget cut. In 2018, UW-Extension began compensating for this cut through implementation of the *nEXT Generation Model*, an organizational restructuring that will maintain a local presence in each county and tribal nation office while consolidating administrative functions into Multi-County Areas. Portage County UW-Extension now shares administrative oversight through an Area Extension Director who is also responsible for Marathon, Wood, and Clark Counties.

This transition to multi-county Area Extension Director model has allowed current county department heads to focus on their educator role, maximizing their programmatic outcomes. Area Extension Directors manage the people, programs, funding and relationships within the multi-county area and will continue to work with each county directly to ensure their needs are met.

Formerly governed by a salary-based agreement with Extension educators, the *nEXT Generation* model presents counties with staffing options based upon current needs and trends, utilizing a flat fee structure to secure those particular services. New position titles aligning with current Portage County programming include: Agriculture Extension Educator and Communities Extension Educator at \$44,256, along with Youth & Family and Youth Development Services at \$39,903 respectively. Through this flat-fee pricing structure, future salary adjustments, promotions, or compensation adjustments will be absorbed by the UW-Extension State budget.

Throughout 2019, Cooperative Extension will continue with reorganization efforts as our new institutional home, UW-Madison, will be working to align Cooperative Extension programming with current academic initiatives. With continued administrative transition, the county partnership and agreements remain strong and the cornerstone of the work we do.

## UNIVERSITY EXTENSION

### FINANCIAL SUMMARY

	2017 Actual	2018 Modified Budget	2018 Projected Budget	2019 Budget	Change from 2018 Modified Budget	
					Amount Change	Percent Change
<b>Revenue</b>						
Taxes	0	0	0	0	0	N/A
Intergovernmental Revenue	23,373	35,814	38,481	36,525	711	1.99%
Licenses and Permits	0	0	0	0	0	N/A
Fines, Forfeits and Penalties	0	0	0	0	0	N/A
Public Charges for Service	16,120	17,666	6,900	9,500	(8,166)	-46.22%
Intergovernmental Charges for Service	0	0	0	0	0	N/A
Miscellaneous Revenue	7,591	8,106	17,057	21,326	13,220	163.09%
Other Financing Sources	0	0	0	0	0	N/A
<b>Total Revenue</b>	<b>\$47,084</b>	<b>\$61,586</b>	<b>\$62,438</b>	<b>\$67,351</b>	<b>\$5,765</b>	<b>9.36%</b>
<b>Expenditures</b>						
Personnel Services	94,014	81,492	75,555	81,315	(177)	-0.22%
Contractual Services	162,699	192,540	194,478	187,105	(5,435)	-2.82%
Supplies & Expenses	45,375	41,022	37,264	54,872	13,850	33.76%
Building Materials	0	0	0	0	0	N/A
Fixed Charges	0	0	0	0	0	N/A
Debt Service	0	0	0	0	0	N/A
Grants, Contributions, Indemnities	17,395	31,950	27,650	29,050	(2,900)	-9.08%
Capital Projects	0	0	0	0	0	N/A
Cost Allocations	0	0	0	0	0	N/A
Transfers to Other Funds	0	0	0	0	0	N/A
Future Operations Designations	0	0	0	0	0	N/A
<b>Total Expenditures</b>	<b>\$319,483</b>	<b>\$347,004</b>	<b>\$334,947</b>	<b>\$352,342</b>	<b>\$5,338</b>	<b>1.54%</b>
<b>County Allocation</b>	<b>\$272,399</b>	<b>\$285,418</b>	<b>\$272,509</b>	<b>\$284,991</b>	<b>(\$427)</b>	<b>-0.15%</b>
<b>Addition to (Use of ) Fund Balance</b>	<b>(\$181)</b>					

## **UNIVERSITY EXTENSION**

### **FINANCIAL SUMMARY HIGHLIGHTS:**

- Public charges for services decrease 46.22% due to fees related to the Urban Forestry Workshops, the Wisconsin Potato & Vegetable Growers Association and soil testing reimbursements.
- Miscellaneous revenues increase \$13,220 due to addition of fees related to the Financial and Wellness program, Food Preservation workshops, Strong Bodies program, Dollars During Development program, and 4-H reimbursements.
- Personnel services decrease overall by 0.22% due to a 1.00% annual adjustment increase to the County's wage and classification plan along with a 2.00% decrease for health insurance premiums.
- Contractual services decrease by 2.82% due to I.T allocations.
- Supplies and expenses increase by 33.76% due to an increase in educational expenses for the Wisconsin Potato & Vegetable Growers Association conference, pesticide applicator training, Urban Forestry workshops, agricultural programming workshops, and the Farmers of Mill Creek Watershed Protections expenses.
- Grants, contributions, indemnities decrease for a reduction in Mill Creek incentive payments related to the Mill Creek Watershed Protection grant.

**UNIVERSITY EXTENSION**

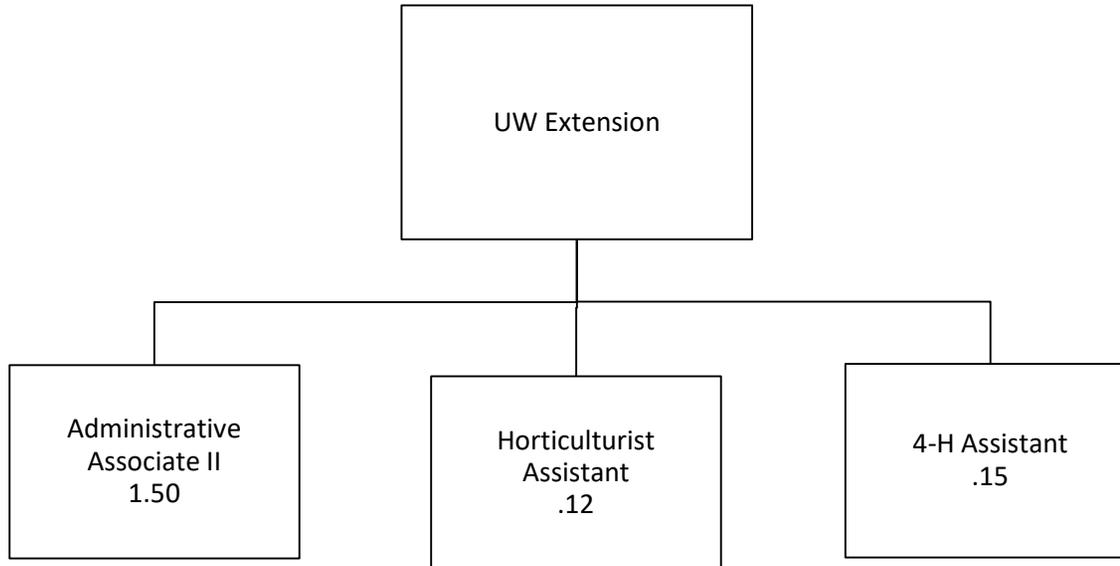
**CONTRACTED SERVICES**

Type of Services Provided	Annual Cost
Communities Extension Educator (includes discount)	42,256
Agriculture Extension Educator (includes discount)	42,256
4-H Youth and Families Educator (includes discount)	37,903
Youth and Families Educator (includes discount)	37,903
Other Contractual	26,787
<b>Total</b>	<b>187,105</b>

**CAPITAL OUTLAY**

Description	Amount
None	

**UW-EXTENSION**



<b>Position Summary (FTE)</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Regular Positions	2.00	1.50	1.50
Extra Help	0.27	0.27	0.27
<b>Total</b>	<b>2.27</b>	<b>1.77</b>	<b>1.77</b>

## **PARKS**

### **MISSION:**

To enhance the quality of life for Portage County citizens by: providing County park facilities and programs that support a variety of passive and active outdoor recreational opportunities such as biking, birding, fishing, skiing, viewing, and swimming; stewarding healthy parks for the benefit of present and future generations; and collaborating with federal, state, and local governments, private organizations and businesses to accomplish common goals.

### **OVERVIEW:**

The Portage County Board of Supervisors established the Park Commission in 1935 under Wisconsin State Statutes Chapter 27.02. At that time, the commission took over management of Lake Emily Park which was originally established as a County owned park in 1900. The first property purchased by the Park Commission was Collins Park in 1937.

The Portage County Parks Department currently consists of 27 park areas and manages two state recreation trails. The department is also responsible for coordinating the County snowmobile trail program and assists the local County chapter of the Ice Age Trail.

There are currently 10 full time employees and 23 seasonal employees on staff.

Approximately one-third of the annual department budget originates from park user fees and revenues. These come from a variety of sources that includes camping, picnic lodges, skiing, bike trails, dog exercise area and disc golf. Not included in this are state and federal grants that are received each year.

One state grant overseen by Parks is the Snowmobile Trails Program. The County currently has 291 miles of trails funded through the grant program, which are maintained and groomed by 10 snowmobile clubs. The Parks Department is committed to providing a safe and well maintained snowmobile trail system.

### **ON THE HORIZON:**

Park usage and customer demands continue to increase. Expansion of current facilities to produce more revenue is extremely limited since this has already occurred and space is limited. Park facilities have been upgraded over the past few years but there are many areas for improvement and upkeep.

Development at Standing Rocks Park is still being planned for winter recreation. Snowmaking equipment began operation January 2016 and extended the ski season greatly due to the ability to have consistent snow conditions. Additional improvements include a multi-purpose outdoor recreational building, which includes a lighted cross country loop. These developments should help provide more winter recreation opportunities, increase winter and summer revenue, create event opportunities and increase local tourism.

**PARKS****FINANCIAL SUMMARY**

	2017 Actual	2018 Modified Budget	2018 Projected Budget	2019 Budget	Change from 2018 Modified Budget	
					Amount Change	Percent Change
<b>Revenue</b>						
Taxes	0	0	0	0	0	N/A
Intergovernmental Revenue	111,817	129,770	129,770	129,770	0	0.00%
Licenses and Permits	0	0	0	0	0	N/A
Fines, Forfeits and Penalties	0	0	0	0	0	N/A
Public Charges for Service	410,257	379,482	379,679	379,568	86	0.02%
Intergovernmental Charges for Service	0	0	0	0	0	N/A
Miscellaneous Revenue	18,997	13,275	18,305	13,275	0	0.00%
Other Financing Sources	0	79,050	28,228	56,200	(22,850)	-28.91%
<b>Total Revenue</b>	<b>\$541,071</b>	<b>\$601,577</b>	<b>\$555,982</b>	<b>\$578,813</b>	<b>(\$22,764)</b>	<b>-3.78%</b>
<b>Expenditures</b>						
Personnel Services	867,841	959,575	898,164	946,036	(13,539)	-1.41%
Contractual Services	208,908	359,554	290,546	263,321	(96,233)	-26.76%
Supplies & Expenses	97,946	88,059	94,193	98,648	10,589	12.02%
Building Materials	34,164	45,570	32,384	45,210	(360)	-0.79%
Fixed Charges	1,550	1,550	1,958	470	(1,080)	-69.68%
Debt Service	0	0	0	0	0	N/A
Grants, Contributions, Indemnities	785	0	0	0	0	N/A
Capital Projects	131,447	81,000	50,466	90,000	9,000	11.11%
Cost Allocations	0	0	0	0	0	N/A
Transfers to Other Funds	0	0	23,000	50,000	50,000	N/A
Future Operations Designations	0	18,200	27,289	13,350	(4,850)	-26.65%
<b>Total Expenditures</b>	<b>\$1,342,641</b>	<b>\$1,553,508</b>	<b>\$1,418,000</b>	<b>\$1,507,035</b>	<b>(\$46,473)</b>	<b>-2.99%</b>
<b>County Allocation</b>	<b>\$801,570</b>	<b>\$951,931</b>	<b>\$862,018</b>	<b>\$928,222</b>	<b>(\$23,709)</b>	<b>-2.49%</b>
<b>Addition to (Use of ) Fund Balance</b>	<b>(\$35,668)</b>					

## **PARKS**

### **FINANCIAL SUMMARY HIGHLIGHTS:**

- Intergovernmental revenues includes trail aids of \$300 per mile.
- Other financing sources decrease by \$22,850. The previous year's budget included anticipated fund balance for Jordan dam repairs totaling \$75,000. These repairs are will not take place until year 2020 or after. The 2019 budget includes the use of \$50,000 of the boat launch fund balance to prepare and pave the entrance road to the boat landing/parking lot at Galecke Park.
- Personnel services decrease by 1.41%. Staffing changes occurred in 2018, a Work Crew Supervisor 0.11 FTE was eliminated, a 1.00% annual adjustment increase to the County's wage and classification plan, along with a decrease of 2.00% for health insurance premiums.
- Contractual services decrease by 26.76% due to the removal of the Jordan dam repairs and snowmobile trail maintenance purchase order carry forward funds removed from the 2019 budget.
- Supplies and expenses increase due to fuel, landscaping supplies, personal protective equipment, and other miscellaneous supplies.
- Fixed charges decrease due to a lease for the Steinhaugen property. The final payment was made in 2018.
- Capital projects increase by \$9,000 or 11.11% for 2019 based on the department's 15 year equipment replacement plan.
- Transfer to Other Funds for 2018 includes a \$23,000 transfer to Capital Projects fund for Standings Rocks light poles. The 2019 budget also includes a transfer to Capital Projects fund for \$50,000 to prepare and pave the entrance road to the boat landing/parking lot at Galecke Park.
- Future operations designations decrease due to a decrease in anticipated funds that will be placed in the boat launch reserve account for 2019 compared to 2018.

**PARKS**

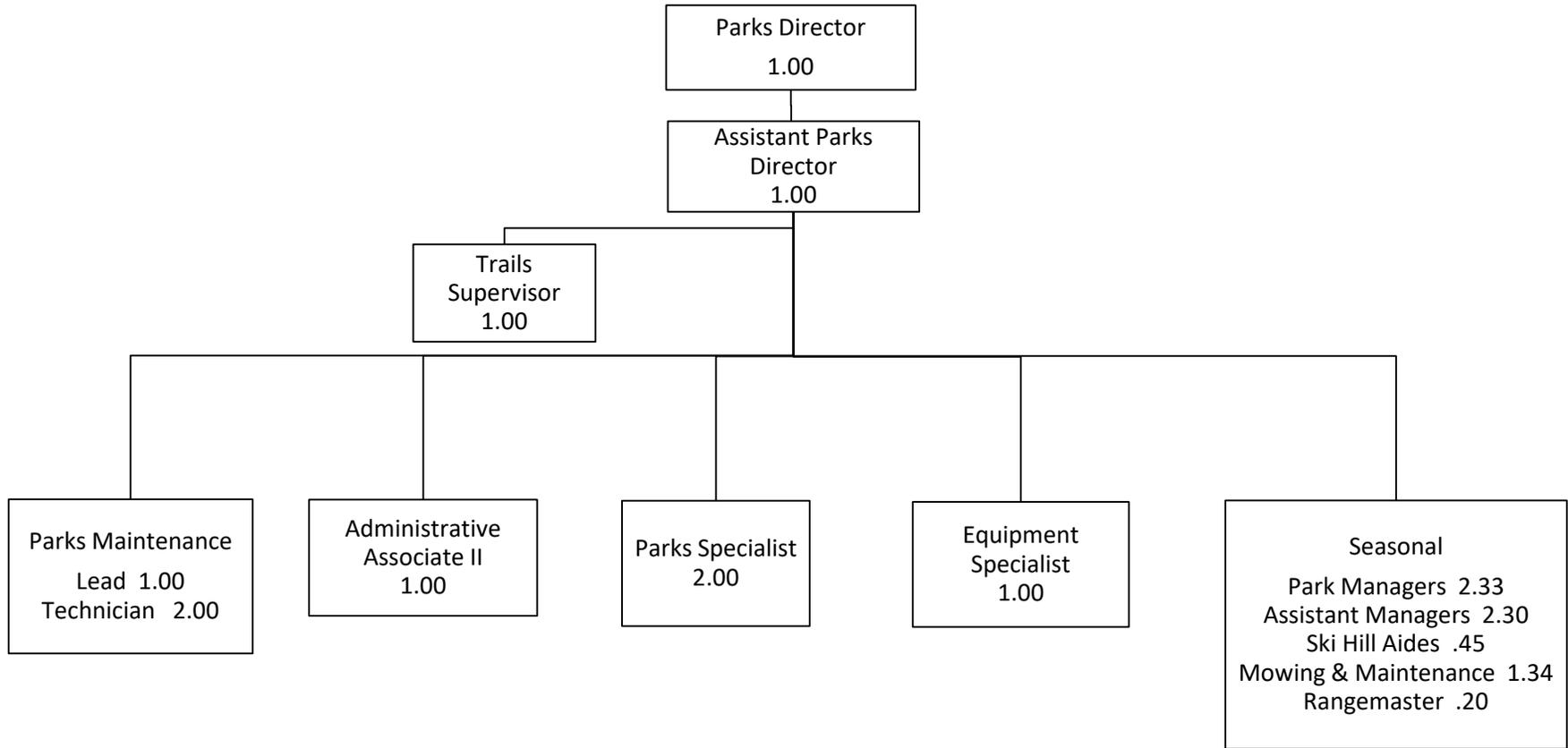
**CONTRACTED SERVICES**

Type of Services Provided	Annual Cost
Snowmobile Trails Maintenance	127,270
Utilities	40,922
Waste Removal	13,590
Credit Card Processing	10,000
Jordan Park Re-grade and granite costs	10,000
Latrine Pumping	5,500
Tree Stump Removal	4,000
State Trail Pass Maintenance	700
Other Contractual	51,339
<b>Total</b>	<b>263,321</b>

**CAPITAL OUTLAY**

Description	Amount
Pick Up Truck #3	29,000
John Deere Gator Standing Rocks	12,500
Lift Hoist	8,000
Tire Changer	6,500
Standing Rocks Building	15,000
Cross County Course Open Shelter	5,000
Other Parks Capital Improvement	14,000
<b>Total</b>	<b>90,000</b>

**PARKS**



<b>Position Summary (FTE)</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Regular Positions	10.00	10.00	10.00
Extra Help	6.73	6.79	6.62
<b>Total</b>	<b>16.73</b>	<b>16.79</b>	<b>16.62</b>