



PARKS & FORESTRY AND RECREATION DEPARTMENTS

2020 ANNUAL REPORT



OFFICIALS

Recreation Department Staff

Kiley Schulte

Recreation Director

Annette Stimac

Recreation Administrative Assistant

Parks & Forestry Department Staff

Jon Crain

Parks & Forestry Superintendent

Robert Lanser

Parks & Forestry Maintenance Supervisor

Ethan Legault

Parks & Forestry Maintenance Supervisor

2020 Mayor and City Council

Mayor

Marty Becker

Alderpersons

Deborah Postl **Ward 1**

Paul Neumyer **Ward 2**

Michael Gasper **Ward 3**

Dan Benning **Ward 4**

Jonathan Pleitner **Ward 5**

Patrick Tearney **Ward 6**

John Sigwart **Ward 7**

Parks and Recreation Board of Directors

The Port Washington Parks and Recreation Board is a nine member board. Members are appointed by the Mayor. Officers of the board include the chair, vice chair, and secretary, who are elected by board members. Meetings are held on the second Thursday of each month, with a quorum of five board members being necessary for a meeting.

Board Member Years of Service

Ron Voigt **27**

President

Lori MacRae **18**

Vice President

Sue Kinas **19**

Secretary

Jonathan Pleitner **4**

Alderman

Mike Gasper **4**

Alderman

Jen Verheyen **8**

Jim Karrels **8**

Aaron Paulin **4**

Jeff Lamont **4**

Mission Statement

The mission of the Parks & Recreation Department is to improve the quality of life for all residents of Port Washington by facilitating leisure and cultural activities, special events, and services that promote mental and physical health, self-development and community involvement.

The Department will also strive to sustain and enhance the natural environment through careful planning and maintenance of the parks and open spaces.

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Port Washington Parks & Forestry and Recreation Departments are Members of:



National Recreation and Park Association



Wisconsin Park and Recreation Association



OUR TEAM

2020 EMPLOYEES	
Maintenance (Seasonal)	10
Playground	7
Swimming Pool	
Coordinator	1
Head Guards	0
Lifeguards	0
Pool Attendants	2
Concessions	0
Cheerleading	2
Gymnastics	0
Golf Youth & Adult	1
Tennis	1
Summer Theater	0
Port Youth Theater	0
Girl's Fastpitch	0
Basketball Adult	0
Volleyball Adult	0
Flag Football	1
Summer Office	1
Yoga & More	5
Soccer	7
TOTAL	38

The Port Washington Parks & Forestry and Recreation Departments have 4 full-time staff, 1 part time year round staff and several seasonal staff. Our employees oversee the day to day operations of the many programs we offer and facilities we manage including the Pirates Hollow Community Waterpark, the Municipal Softball Field and 35 other parks located throughout the city.

We employed **38** team members throughout 2020.

Many positions were not filled due to the suspension of programs, cancelations of events, and closure of Pirates Hollow Community Waterpark as a result of the COVID-19 pandemic.

YEAR	# OF STAFF
2016	144
2017	132
2018	146
2019	154
2020	38

In 2020 the Port Washington Parks & Forestry and Recreation staff attended the following educational opportunities, conferences, and meetings:

- Wisconsin Parks and Recreation meetings throughout our region
- Wisconsin Park and Recreation Association Aquatics Board meetings
- Character Counts Committee meetings
- Port Washington Beer Garden Committee meetings
- Cultivate Committee Meetings
- INVEST Committee meetings
- Friends of Parks & Recreation Board meetings
- Environmental Planning Committee meetings

STAFF CERTIFICATIONS & VOLUNTEERS

Staff Certifications

Certified Park and Recreational Professionals (CPRP)

CPRP is a national standard in the Parks and Recreation field and illustrates an ongoing commitment to quality, education, experience and expertise.

Kiley Schulte



Certified Arborist Municipal Specialist

Jon Crain

Food Safety Manager

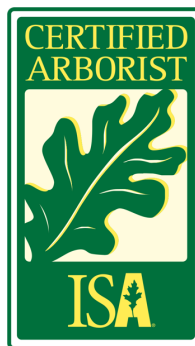
Kiley Schulte

Certified Pool Operator (CPO)

Kiley Schulte

Certified Playground Safety Inspector (CPSI)

Robert Lanser & Ethan Legault



Certified Playground Safety Inspector



American Red Cross (ARC) Certifications

For the safety of our participants we strive to have all staff CPR and First Aid Certified. Additionally, our lifeguards are all ARC Lifeguard Certified and all swimming instructors are ARC Water Safety Instructor Certified. We even had 2 Certified Lifeguard Instructor, Kiley Schulte & Nora Beppler on our team. Kiley Schulte is also Babysitter Instructor Certified.

Volunteers

Volunteers are key in the success of the many programs, events and activities that the Port Washington Parks & Recreation Department provides for the community each year. The value of the volunteer labor for the year of 2020 is estimated at **\$20,005.60** based on the National estimated value of volunteer time at \$27.20 per hour.



VOLUNTEERS		Hours
Youth Soccer	15	120
Beer Garden	11	22
Huntin' for Pumpkins	25	87.5
Santa in a Snow Globe	45	137
Pickleball	1	135
Parks & Rec Board	9	162
Friends of Parks & Rec	4	72
Total	110	735.50

PIRATES' HOLLOW COMMUNITY WATERPARK



**Association of Aquatic Professionals
Lifejacket Grant Recipient**

32 New Lifejackets

#WATERSAFETHURSDAY

Date:	Adult Topic	Children's Topic
June 25	Never old enough to swim alone.	Swim as a pair.
July 2	Beach rules/Hazards	Wave, tide or ride, follow the guide.
July 9	Do not swim under the influence.	Think so you don't sink.
July 16	Boat Safety.	Know about floating before you go boating.
July 23	Heat related illness.	Too much sun is no fun.
July 30	Importance of Life Jackets.	Don't just pack it, wear your jacket.
August 6	Great Lake beach safety.	Look before you leap.
August 13	Water Safety Rescue Equipment	Reach or throw, don't go.
August 20	Supervise children when they are in the Water.	In your house or in your yard, watch for water.
August 29	Teach your kids to be safe around water.	Dangers of breath holding games.



PIRATES' HOLLOW COMMUNITY WATERPARK

Pool Improvement Projects

Replaced Awnings on Bathhouse Building

Bathhouse Entrance Floor Resurfaced

Replaced Outdoor Sound System

Updated Wifi Networking

Installed Guest Wifi Networking

Replaced & Upgraded CO2 System

Power Washed Pool Deck

Painted Pool Stairs

Designed and Installed New Deck Signage

Repaired All Bathhouse Showers

Installed Camera System

Replaced Diving Board

Purchased Many Necessary Supplies & Equipment

Replaced Bathhouse Furnace

YOGA & MORE

1269

Total Yearly Attendance



Classes Offered	2019 Attendance	2020 Attendance
Yoga	1663	787
Zen Barre	325	188
Zen Barre Spark	116	104
Aqua Zumba	189	69
Gentle Yoga	161	47
Zumba	219	44
HIIT Pop-Up Classes		25
Core & Stretch		4
TOTAL ATTENDANCE	2673	1269

MONTH	Jan	Feb	Mar	April	May	June
ATTENDANCE	49	55	20			14
MONTH	July	Aug	Sept	Oct	Nov	Dec
ATTENDANCE	22	32	16	28	28	28

REC LEAGUES

MEN'S SOFTBALL

Fall 2020

4 Teams

Elegant Beans
A Lyneis Electric
Port Tropics
Parkside Auto



WOMEN'S VOLLEYBALL

Fall 2019—Spring 2020



4 Teams

Harbor Hills I
Harbor Hills II
Tellos
Between the Greens

REC EVENTS

Community Cleanup

Virtual - Apr 22



Friday Night Flicks/Food Truck Festivals

July 17, Aug 14 & 28

Teen Hammock Hangout

Aug 27 - Rained Out



Huntin' for Pumpkins

140 Participants
Fri Oct 28

Santa in a Snowglobe

600 Participants
Dec 5th, 12th & 19th



REC PROGRAMS

Program Name	# of Participants
American Red Cross Babysitter Training	10
*Cross Country Camp	19
Golf—Adult Get Golf Ready	33
Golf—Junior	31
*Hiking Challenge	64
*Lacrosse Clinic	35
Pickleball	191
Ski & Snowboard Club	146
Indoor Soccer—Youth	56
Summer Park	63
*Voice Lessons	9
Port Cheer	30
*Water Safety Program	Virtual

PROGRAMMING SUSPENDED DUE TO COVID-19

- **Birthday Pool Parties**
 - **Campout**
 - **CPR Classes**
 - **Dollar Swim Days**
 - **Doggie Dip**
 - **Discount Ticket Program**
 - **Flag Football**
 - **Fourth of July**
 - **Girl's Fastpitch**
 - **Gymnastics**
 - **Indoor Driving Range**
 - **Lap Swimming**
 - **Lifeguard Certification Course**
 - **Little Guys' Tennis**
 - **Men's Basketball League**
 - **Parent & Tot Open Swim**
 - **Polar Express**
 - **Pool Movie**
 - **Pool Rentals**
 - **Port Youth Theatre**
 - **Port Summer Theatre**
 - **Schools Day Out Field Trips**
 - **Summer Park Program**
 - **Swim to Fit**
 - **Swim Lessons**
 - **Swim & Dive Team**
 - **Teen Night at Pirates' Hollow**
 - **Tennis Lessons**
 - **Wellness in the Parks Program**
 - **Women's Volleyball League**
- 2020-2021**

REC IMPROVEMENTS

Rec Improvement Projects

Port Fitness Studio

Bathroom and Entrance Floors Resurfaced

Office Customer Service Desk

Updated Wifi Networking

Repaired Garage Roof & Ceiling

Ice Rink Installed

Installed Shelving for the Municipal Softball Field & Upper Lake Park Stage

Cleaned and Organized all Buildings and Storage Units with Rec Supplies and Equipment

LED Lighting Installed in all Buildings

Installed Camera System for Rec Center

Purchased new Scoreboard for our Municipal Softball field

Electric Outlets Upgraded at Upper Lake Park Picnic Area 6

Picnic Area Signs designed and ordered for Upper Lake Park

“No Parking On Grass” Signs Installed in Upper Lake Park

FORESTRY IMPROVEMENTS

Forestry Overview

We have a forestry crew made of members from both streets and parks. It generally consists of a 5-6 person crew depending on the project size. Emerald Ash borer management still takes up a large percentage of our work load but this will decrease significantly in the next couple of years. This last year we treated roughly 300 Ash trees for EAB and will treat again in 2023. We took down the majority of remaining untreated diseased Ash trees in 2020. At this point we will have a small amount of Ash trees to take down in a few parks but this should be near complete by the end of 2021. For the first time we were able to use some of our own nursery. We had two phases of planting this year, one in spring and one in fall. This allows us to compensate for road construction projects to be completed.

Moving forward we will be focusing mainly on pruning, paying special attention to structural pruning on young trees. We will also be updating our entire forest canopy inspecting the trees for overall health, risk management and species composition.

This is a breakdown of 2020 followed by pictures of the work detail:

- **Removed 400+ trees throughout city streets and parks.**
- **Planted 520 trees comprised of mainly bareroot with some container and B&B trees.**
- **Clearance pruned roughly 2000 street trees to clear for plow trucks and street sweepers.**
- **Decorated numerous downtown trees with lights for the holiday season.**

FORESTRY IMPROVEMENTS



Underwater Tree removal at Coal Dock park



MATC tree climbing partnership at City park.

FORESTRY IMPROVEMENTS



Last American Elm street tree



Silver Maple storm damage

FORESTRY IMPROVEMENTS



Digging process of nursery trees.

Nursery Dug tree storage.



PARK IMPROVEMENTS

Parks Overview

There are 34 designated parks within the city covering roughly 160 acres. The topography of the parks ranges from low lying wetlands to very hilly and the main soil composition is heavy clay. The majority of this acreage is actively maintained by our staff although some areas are left natural and unmanaged. Our staff consisted of one Superintendent, two full time maintenance staff and 10 seasonal. During the growing season much of the seasonal staff time is dedicated to daily maintenance of ball fields, mowing, bed maintenance and preparing for facility rentals. This allows for our full time crew to focus on more involved projects involving carpentry, electrical, masonry and repairs. We often reach out to volunteer groups and try to involve local school group but given the current status of our world this was not an option.

Moving forward into 2021 we will be expanding our seasonal staff to 12. We will be taking over the landscaping of the library along with the fire department. We have also been expanding our perennial garden beds throughout the city including a large prairie at coal dock park near the boardwalk. We have several projects planned for this upcoming year including:

- landscaping at the pool
- Hill School building renovations
- new baseball field
- skate park renovations
- new basketball and pickleball courts

Listed in the following are several projects we worked on and completed in 2020.

PARK IMPROVEMENTS



*Cedar Privacy Walls
at Beer Garden*



Coal Dock Prairie Install



South Beach Infos Station

PARK IMPROVEMENTS



Flood Damage to pool



Debris Removal from flood

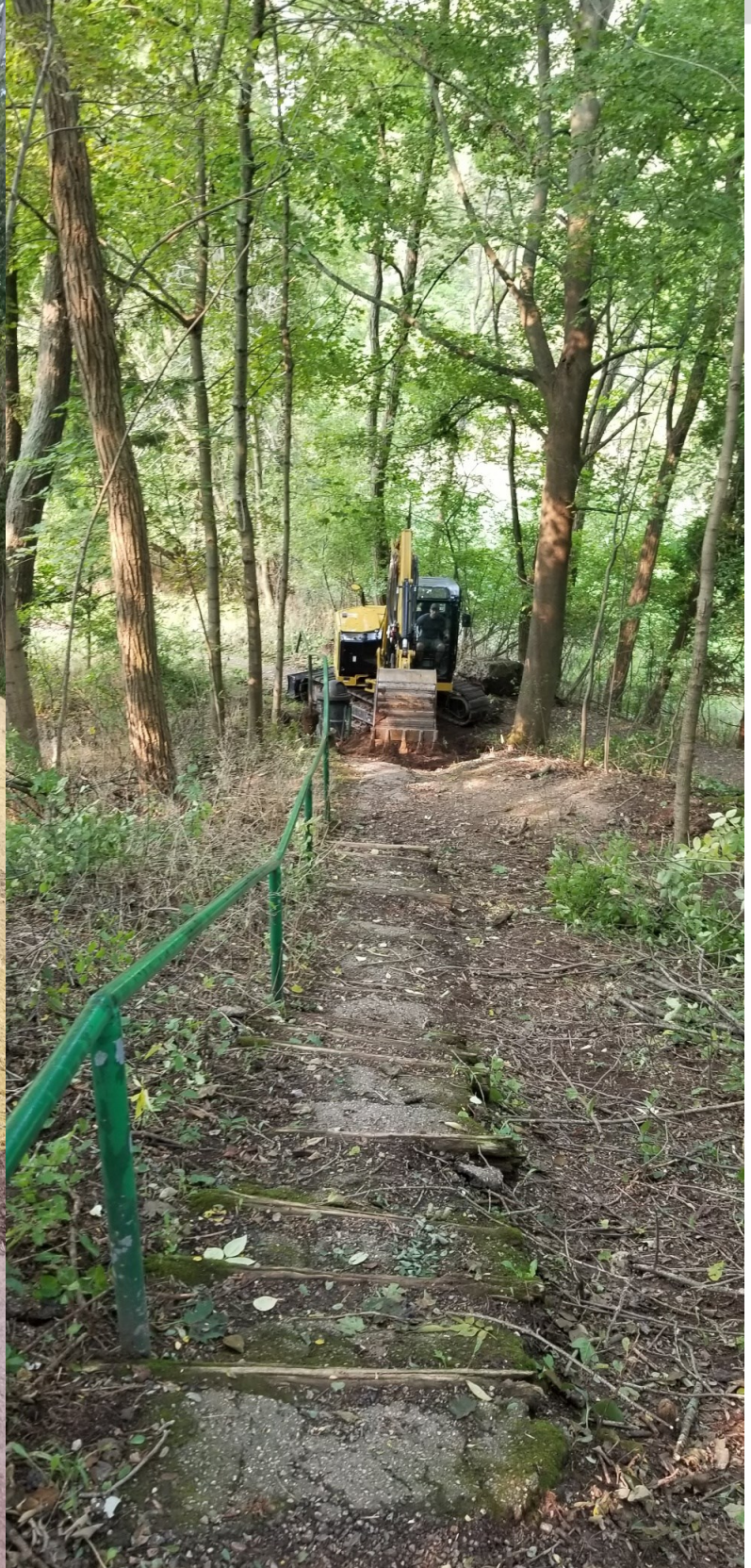


Veterans Park flood restoration

PARK IMPROVEMENTS



Erosion Control along Bike



*Hazardous Stair Removal
between Guenther and
Upper Lake park*

PARK AND FACILITY RENTALS



76
Total 2020 Rentals
127 less than 2019

Area	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Area 1 East Mini Shelter & Lions Centennial Pavilion						2	5	7	4	1			19
Area 3 NE Corner								1					1
Area 4 Overlook Park							1						1
Kiwanis Family Pavilion						3	6	2	2				13
Lions Pavilion						3	3	2	2	2			12
Veterans Park Bandshell and							3	3		2			8
Veterans Memorial Park Shelter						2	2	5	2	4			15
Kolbach Park Shelter									1				1
Hill School Park Shelter													
Windrush Park Pavilion													
Bley Park Pavilion													
Guenther Park (open area)													
Kiwanis Pavilion (north of marina)													
Rotary Park Gazebo						1			3				4
Coal Dock Park								1		1			2
TOTALS						11	20	21	14	10			76

MARKETING



Pages You Manage



Port Washington Recreation

4.3★ · Recreation Center · 2,671 likes · 2,846 follows



Possibility Playground

Playground · 2,000 likes · 2,070 follows



Port Washington Beer Garden

Event · 1,092 likes · 1,148 follows



Pirates' Hollow Community Waterpark

5★ · Public Swimming Pool · 663 likes · 707 follows



Hales Trail Community Garden

Community Garden · 110 likes · 118 follows



Women

80%
Your Fans

Men

19%
Your Fans



portwashingtonrec

Edit Profile



257 posts

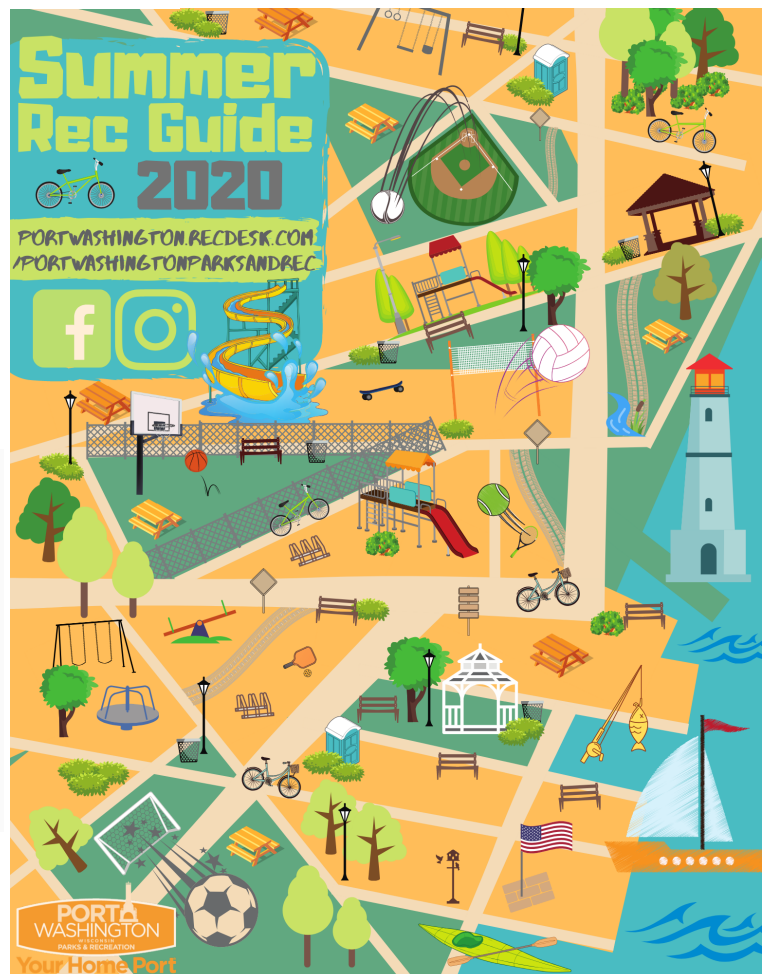
862 followers

225 following

Port Washington Recreation

@portwashingtonrec

portwashington.recdesk.com



ADMINISTRATION

PORT WASHINGTON RECREATION

WE'RE LOOKING FOR YOU!

NOW ACCEPTING APPLICATIONS FOR
OUR **RECREATION COORDINATOR**
POSITION.

APPLICATION & JOB DESCRIPTION:
PORTWASHINGTON.RECDESK.COM
APPLICATION DEADLINE:
01.29.21

Send your resume & application to:
Kiley Schulte, Recreation Director
kschulte@cpwwi.org

Administration Improvement Projects

Port Fitness Class Packs—Online

Park & Facility Rentals—Online Reservation Requests

Credit Card Processing Reorganization

Organized Key System

Improved our Swim Lesson Instructor Materials

Increased Security of Recreation Center

Celebration Bench & Tree Program Inventory

Trello—Management Software

Homebase—Employee Software System

Updated Phone System

2020 BUDGET SUMMARY

2020 REVENUE	Budget	Actual	2020 EXPENSE	Budget	Actual
Sales Tax	\$7,000	\$-933.41	Administration	\$150,968.10	\$142,049.30
WPRA Ticket Sales	\$200.00	\$0.00	Concessions	\$19,497.25	\$1,546.67
Donations (Bench & Tree)	\$0.00	\$0.00	Cultural Arts	\$1,000.00	\$2,901.00
Round Up for Rec	\$0.00	\$0.00	Special Events/ Campout	\$900.00	\$3149.43
Advertisement	\$3,000.00	\$1,400.00	Men's Basketball	\$3,709.43	\$2,054.93
Miscellaneous	\$3,500.00	\$5,137.68	Park Maintenance	\$322,3047.30	\$292,961.80
Swimming Pool	\$74,000.00	\$123.12	Playground Program	\$20,347.50	\$12,991.68
Concessions	\$20,000.00	\$0.00	Public Rest Rooms	\$24,500.00	\$31,800.91
Playground Program	\$18,000.00	\$5,156.14	Rec Maintenance	\$113,586.00	\$114,261.20
Cultural Arts	\$1,000.00	\$2,141.25	Softball & Girl's Fastpitch	\$5,650.00	\$1427.96
Theatre	\$24,000.00	\$0.73	Swimming Pool	\$151,462.90	\$61,876.45
Softball & Girl's Fastpitch	\$6,000.00	\$3,600.00	Tennis	\$515.30	\$47.45
Tennis	\$300.00	\$258.53	Theatre	\$26,462.14	2,486.45
Basketball	\$3,500.00	\$0.00	Women's Volleyball	\$1,206.32	\$458.58
Women's Volleyball	\$2,100.00	\$0.00	Port Fitness	\$11,265.00	\$5,353.37
Gym Activities	\$37,000.00	\$26,946.65	Gym Activities	\$13,112.00	\$12,274.40
Yoga & More	\$11,000.00	\$1,559.75	TOTAL EXPENSE	\$866,229.20	\$687,641.60
Special Events / Campout	\$1,200.00	\$4,575.00			
Rec Center Rental	\$100.00	\$365.00			
Park Rental	\$21,000.00	\$11,2210.00			
TOTAL REVENUE	\$232,900.00	\$62,543.40			