



PARKS AND RECREATION ADVISORY COMMISSION

Wednesday, April 19, 2023
7:30 p.m.
Ida Lee Park Recreation Center
60 Ida Lee Drive

COMMISSION MEMBERS

Brody McCray, Chair
Laurie Burke, Vice-Chair
Natalie Carroll
James Corkrey
Anthony Cimino-Johnson
Kirsten Shabanowitz
Ginger Sturgeon
Kari Nancy, Councilmanic Representative

PARKS AND RECREATION ADVISORY COMMISSION



A G E N D A

7:30 p.m. - Wednesday, April 19, 2023

Ida Lee Park Recreation Center – 60 Ida Lee Drive, NW, Leesburg, VA 20176

1. Call to Order
2. Approval of Minutes: Meeting of March 15, 2023
3. Commission Member Comments
4. Loudoun County Park Board Liaison Comments
5. Chairman Comments
6. Council Member Comments
7. Citizen Comments - **7:30 p.m. – Standing time for citizen comments.**
8. New Business:
 1. Department Information
9. Old Business:
 1. CIP Project Status
 2. Park Plaques
 3. Performance Venue
10. Future Business:
11. Director's Report
 - a. Financial Report *
 - b. Park Projects Report
 - c. Scholarship Report *
 - d. ROCK Report *
 - e. Quarterly Attendance Report *
11. Other Business
12. Information Items
13. Adjournment

Qualified individuals with a disability who require a reasonable accommodation to attend and/or participate in this meeting should contact Tabitha Eagle at teagle@leesburgva.gov or 703.777.1262 to request the accommodation. Three days advance notice is requested.

- * Material attached
 Material will be e-mailed prior to the meeting
 Handout at meeting

All Town Council, Board and Commission meetings are recorded and may be found on the Town's Web site at www.leesburgva.gov.

Parks and Recreation Advisory Commission Meeting Minutes
March 15, 2023

The Leesburg Parks and Recreation Advisory Commission met on Wednesday, March 15, 2023, beginning at 7:30 p.m. at the Ida Lee Recreation Center located at 60 Ida Lee Drive, Leesburg, Virginia.

The meeting of Leesburg Parks and Recreation Advisory Commission was called to order at 7:30 p.m.

Commission Members Present:

Laurie Burke, Vice-Chair
Natalie Carroll
Anthony Cimino-Johnson
Kirsten Shabanowitz
Ginger Sturgeon

Absent: Brody McCray, James Corkrey

Also present: Rich Williams, Director of Parks and Recreation

Approval of Minutes: The minutes of the meeting on February 15, 2023 were approved as presented 4-0-3.

Loudoun County Park Board Liaison

Citizen Comments:

New Business:

- Town Green- The Commission was briefed on a future item involving the establishment of a fee structure and usage guidelines for the reservation of the Town Green and stage by outside groups.
- Networking Event – The Commission was briefed on the upcoming Boards and Commissions networking event to be held March 30th at Ida Lee.
- Department Information - The Commission was informed of various department information including staffing vacancies, revenue, and FY24 budget progress.

Old Business:

- CIP Project Update - An update of the Veteran's Park and Izaak Walton Park pond restoration projects was provided to the Commission.
- Park Plaques - The Commission provided status updates on the information that has been gathered to date for the plaque project.
- Outdoor Performance Venue - The Commission was briefed on Council's desire for them to evaluate and identify a possible location for an outdoor performance stage in other areas of Town besides Ida Lee Park. The Commission began evaluating numerous locations within the existing parks inventory, as well as other locations within Town that are privately owned. Final review and recommendations should be made during the April meeting.

Future Business:

Director's Report:

- a. Financial Report
- b. Park Projects Report
- c. Scholarship Report
- d. ROCK Report

Adjournment: The meeting was adjourned at 8:12 p.m.

DIRECTOR'S
REPORT

Department Financial Report
Fiscal Year 2023/9
Through March 31, 2023

ADMINISTRATIVE DIVISION	REVENUE	EXPENDITURE	RECOVERY FY23	RECOVERY FY22
Administration	\$ -	\$ 500,706.52	0%	0%
SUBTOTAL	\$ -	\$ 500,706.52	0%	0%

PARKS DIVISION	REVENUE	EXPENDITURE	RECOVERY FY23	RECOVERY FY22
Administration and Grounds	\$ 30,029.00	\$ 1,136,142.16	3%	4%
SUBTOTAL	\$ 30,029.00	\$ 1,136,142.16	3%	4%

RECREATION DIVISION	REVENUE	EXPENDITURE	RECOVERY FY23	RECOVERY FY22
Recreation Programs	\$ -	\$ 205,887.12	0%	0%
Ida Lee Operations	\$ 1,105,044.74	\$ 1,245,180.52	89%	92%
Fitness	\$ 174,212.15	\$ 343,530.10	51%	45%
Community Outreach	\$ -	\$ 109,365.99	0%	0%
Aquatics	\$ 477,606.05	\$ 973,018.36	49%	48%
Sports	\$ 180,891.83	\$ 174,709.89	104%	102%
Recreation Classes	\$ 40,362.38	\$ 25,651.83	157%	130%
Special Events	\$ 147,457.65	\$ 371,545.36	40%	45%
Tennis	\$ 1,204,216.72	\$ 792,714.88	152%	150%
Camps	\$ 331,082.00	\$ 102,428.12	323%	388%
SUBTOTAL	\$ 3,660,873.52	\$ 4,344,032.17	84%	81%

	REVENUE	EXPENDITURE	RECOVERY FY23	RECOVERY FY22
DEPARTMENTAL TOTAL	\$ 3,690,902.52	\$ 5,980,880.85	62%	60%

* Current recovery rate for the departmental revenue areas 91% (Does not include Administrative Division, Parks Division, Special Events, and Community Outreach) (FY22 Recovery 87%)

Annual goal per Town Council 70%

SCHOLARSHIP REPORT
March 2023

	Requested	Approved	Denied
Current	7	2	5
Previous	1	0	1
Total	8	2	6

R.O.C.K. March 2023 Attendance

Site	Number Enrolled	Average Daily Attendance
Heritage Square	13	10
Evans Ridge	0	0
Leesburg Apartments	35	31
Fort Evans	8	3

**Ida Lee Recreation Center
 Department of Parks and Recreation
 Attendance Report for
 3rd Quarter FY23**

	January				February				March			
	FY20	FY21	FY22	FY23	FY20	FY21	FY22	FY23	FY20	FY21	FY22	FY23
Adult - Pass Visits	15,171	6,544	7,932	9,814	14,304	5,941	7,382	8,966	5,893	6,656	8,177	9,670
Youth - Pass Visits	4,457	2,605	2,432	3,705	3,587	2,415	2,347	2,739	1,540	2,586	2,543	2,965
Senior - Pass Visits	6,835	2,317	3,255	5,420	6,476	2,023	3,504	4,920	2,702	2,431	3,760	5,330
Adult - General Admission	2,746	1,853	2,587	2,689	2,599	1,477	2,217	2,351	1,190	1,613	2,423	2,678
Youth - General Admission	1,612	534	1,487	1,456	1,556	655	1,269	1,327	567	579	1,115	1,516
Senior - General Admission	451	123	255	371	445	138	266	387	129	155	329	423
TOTAL	31,272	13,976	17,948	23,455	28,967	12,649	16,985	20,690	12,021	14,020	18,347	22,582

*facility closed March 16, 2020 due to COVID