



PARKS AND RECREATION ADVISORY COMMISSION

Wednesday, August 16, 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
Anthony Cimino-Johnson
Kirsten Shabanowitz
Russ Shaw
Ginger Sturgeon
Kari Nancy, Councilmanic Representative

PARKS AND RECREATION ADVISORY COMMISSION



A G E N D A

7:30 p.m. - Wednesday, August 16, 2023

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

1. Call to Order
2. Approval of Minutes: Meeting of July 19, 2023
3. Citizen Comments - 7:30 p.m. – **Standing time for citizen comments.**
4. Commission Member Comments
5. Chairman Comments
6. Council Member Comments
7. Loudoun County Park Board Liaison Comments
8. New Business:
 1. Department Information
9. Old Business:
 1. CIP Project Status
 2. Park Plaques
 3. Outdoor Volleyball Court
 4. FOIA Training
10. Future Business:
11. Director's Report
 - a. Financial Report *
 - b. Park Projects Report
 - c. Scholarship Report *
 - d. ROCK 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 703.737.7141 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
July 19, 2023

The Leesburg Parks and Recreation Advisory Commission met on Wednesday, July 19, 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:

Brody McCray, Chair
Laurie Burke, Vice-Chair
Natalie Carroll
Kirsten Shabanowitz
Russ Shaw
Ginger Sturgeon

Absent: Anthony Cimino-Johnson

Also present: Rich Williams, Director of Parks and Recreation

Approval of Minutes: The minutes of the meeting on May 17, 2023 were approved as presented 5-0-1.

Loudoun County Park Board Liaison

Citizen Comments:

New Business:

- Department Information - The Commission was briefed on various departmental information including a new departmental organization structure due to the departure of the Deputy Director position, the performance venue presentation to Council, and the upcoming TASTE event.
- FOIA Training - The Commission elected to view the FOIA training video during their own time and not during the formal meeting.

Old Business:

- CIP Project Update - An update of the Veterans Park project was provided.
- Park Plaques - The Commission members provided status updates on the development of park plaques.
- Outdoor Volleyball Court - As directed by Council, the Commission continued the evaluation of park sites for a potential outdoor volleyball court. The following recommendation to be forwarded to Council was passed 6-0-1: "The Parks and Recreation Advisory Commission identifies two (2) potential locations for an outdoor volleyball court; Adjacent to the soccer fields within Ida Lee Park and at Robinson Park, with the Ida Lee Park location being the preference.

Future Business:

Director's Report:

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

Adjournment: The meeting was adjourned at 8:43 p.m.

DIRECTOR'S
REPORT

Department Financial Report
Fiscal Year 2024/1
Through July 31, 2023

ADMINISTRATIVE DIVISION	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
Administration	\$ -	\$ 71,236.40	0%	0%
SUBTOTAL	\$ -	\$ 71,236.40	0%	0%

PARKS DIVISION	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
Administration and Grounds	\$ 4,795.00	\$ 152,954.08	3%	7%
SUBTOTAL	\$ 4,795.00	\$ 152,954.08	3%	7%

RECREATION DIVISION	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
Recreation Programs	\$ -	\$ 28,295.78	0%	0%
Ida Lee Operations	\$ 153,598.57	\$ 312,221.47	49%	93%
Fitness	\$ 33,204.50	\$ 52,327.30	63%	39%
Community Outreach	\$ -	\$ 17,337.93	0%	0%
Aquatics	\$ 112,278.94	\$ 164,079.38	68%	55%
Sports	\$ 36,217.00	\$ 21,241.47	171%	155%
Recreation Classes	\$ 8,008.25	\$ 3,289.20	243%	121%
Special Events	\$ 9,743.14	\$ 128,638.97	8%	25%
Tennis	\$ 143,898.80	\$ 141,303.74	102%	235%
Camps	\$ 2,951.00	\$ 38,209.06	8%	7%
SUBTOTAL	\$ 499,900.20	\$ 906,944.30	55%	76%

	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
DEPARTMENTAL TOTAL	\$ 504,695.20	\$ 1,131,134.78	45%	58%

* Current recovery rate for the departmental revenue areas 64% (Does not include Administrative Division, Parks Division, Special Events, and Community Outreach) (FY23 Recovery 86%)

Annual goal per Town Council 70%

SCHOLARSHIP REPORT
July 2023

	Requested	Approved	Denied
Current	2	2	0
Previous	11	6	5
Total	13	8	5

R.O.C.K. July 2023 Attendance

Site	Number Enrolled	Average Daily Attendance
Heritage Square	10	19
Evans Ridge	10	6
Leesburg Apartments	34	24
Fort Evans	8	3