



PARKS AND RECREATION ADVISORY COMMISSION

Wednesday, September 20, 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, September 20, 2023

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

1. Call to Order
2. Approval of Minutes: Meeting of August 16, 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. Summer JAMS Status
 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
August 16, 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:

Laurie Burke, Vice-Chair
Natalie Carroll
Anthony Cimino-Johnson
Russ Shaw
Ginger Sturgeon

Absent: Brody McCray, Kirsten Shabanowitz

Also present: Rich Williams, Director of Parks and Recreation

Approval of Minutes: The minutes of the meeting on July 19, 2023 were approved as presented 5-0-2.

Loudoun County Park Board Liaison

Citizen Comments: Tim Schott, 703 Country Club Drive – Mr. Schott stated the need for a trail connection from the western most edge of the Westpark property that connects to the W&OD Trail. His proposed route was to follow the Rt. 7 right-of-way, cross Dry Mill Rd. to connect with the W&OD.

New Business:

- Department Information - The Commission was briefed on various departmental information including the TASTE event, the plans for replacement of the Raflo Park pavilion, and the upcoming annual pool closure.

Old Business:

- CIP Project Update - An update of the Veterans Park project was provided.
- Park Plaques - The Commission members were updated on the Robinson Park plaque dedication to be held on 8/21/23 at 4:30 pm.
- Outdoor Volleyball Court - The Commission was briefed that Council was supportive of the Ida Lee Park location for the court and staff was directed to include a funding request as part of the FY25 budget submission.
- FOIA Training - The Commission was reminded of the need for all members to complete the required FOIA training.
- JAMS Concert Series - The Commission was briefed on an upcoming Council agenda item regarding the ongoing status of the JAMS concert series and the potential of permitting alcohol at the series. The Commission passed two recommendations 5-0-2 for Council consideration: 1) "The Parks and Recreation Advisory Commission supports the continuation of the JAMS music program with potential modifications to ensure the events viability." 2) "The Parks and Recreation Advisory Commission supports the allowance of alcohol to be brought by spectators to the JAMS music program."

Future Business:

Director's Report:

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

Adjournment: The meeting was adjourned at 8:42 p.m.

DIRECTOR'S
REPORT

Department Financial Report
Fiscal Year 2024/2
Through August 31, 2023

ADMINISTRATIVE DIVISION	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
Administration	\$ -	\$ 127,941.11	0%	0%
SUBTOTAL	\$ -	\$ 127,941.11	0%	0%

PARKS DIVISION	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
Administration and Grounds	\$ 7,830.00	\$ 354,674.02	2%	5%
SUBTOTAL	\$ 7,830.00	\$ 354,674.02	2%	5%

RECREATION DIVISION	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
Recreation Programs	\$ -	\$ 50,115.59	0%	0%
Ida Lee Operations	\$ 235,407.00	\$ 485,175.98	49%	38%
Fitness	\$ 45,016.00	\$ 88,919.09	51%	36%
Community Outreach	\$ -	\$ 32,367.22	0%	0%
Aquatics	\$ 174,140.56	\$ 414,108.15	42%	40%
Sports	\$ 45,626.50	\$ 36,897.65	124%	99%
Recreation Classes	\$ 13,065.25	\$ 7,212.26	181%	84%
Special Events	\$ 10,861.14	\$ 203,951.96	5%	14%
Tennis	\$ 316,407.44	\$ 257,089.22	123%	145%
Camps	\$ 3,156.00	\$ 84,777.92	4%	7%
SUBTOTAL	\$ 843,679.89	\$ 1,660,615.04	51%	52%

	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
DEPARTMENTAL TOTAL	\$ 851,509.89	\$ 2,143,230.17	40%	42%

* Current recovery rate for the departmental revenue areas 58% (Does not include Administrative Division, Parks Division, Special Events, and Community Outreach) (FY23 Recovery 58%)

Annual goal per Town Council 70%

SCHOLARSHIP REPORT
August 2023

	Requested	Approved	Denied
Current	1	1	0
Previous	13	8	5
Total	14	9	5

R.O.C.K. August 2023 Attendance

Site	Number Enrolled	Average Daily Attendance
Heritage Square	10	19
Evans Ridge	10	11
Leesburg Apartments	34	31
Fort Evans	8	0