



PARKS AND RECREATION ADVISORY COMMISSION

Wednesday, October 18, 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, October 18, 2023

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

1. Call to Order
2. Approval of Minutes: Meeting of September 20, 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
  2. Pickleball Location
  3. FY 2025 Funding
  4. Commission Compensation
  5. Remote Participation
9. Old Business:
  1. CIP Project Status
  2. Park Plaques
  3. FOIA Training
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](mailto: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](http://www.leesburgva.gov).

Parks and Recreation Advisory Commission Meeting Minutes  
September 20, 2023

The Leesburg Parks and Recreation Advisory Commission met on Wednesday, September 20, 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  
Anthony Cimino-Johnson  
Kirsten Shabanowitz  
Russ Shaw

Absent: Ginger Sturgeon

Also present: Katey Jackson, Assistant Director of Recreation

**Approval of Minutes:** The minutes of the meeting on August 16, 2023 were approved as presented 6-0-1.

**Loudoun County Park Board Liaison**

**Citizen Comments:**

**New Business:**

- Department Information - The Commission was briefed on various departmental information including the outdoor pool summer season, the Dog Swim, the upcoming Airshow, and any Commission interest in participating in the Keep Leesburg Beautiful event.

**Old Business:**

- CIP Project Update - An update of the Veterans Park project was provided and the evaluation of pickleball court locations was provided.
- Park Plaques - The Commission members were updated on the installation of the Georgetown and Raflo Park plaques.
- 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 the presentation to Council regarding the ongoing status of the JAMS concert series and the potential of permitting alcohol at the series.

**Future Business:**

**Director's Report:**

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

**Adjournment:** The meeting was adjourned at 8:32 p.m.

DIRECTOR'S  
REPORT

Department Financial Report  
Fiscal Year 2024/3  
Through September 30, 2023

ADMINISTRATIVE DIVISION	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
Administration	\$ -	\$ 165,006.07	0%	0%
<b>SUBTOTAL</b>	<b>\$ -</b>	<b>\$ 165,006.07</b>	<b>0%</b>	<b>0%</b>

PARKS DIVISION	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
Administration and Grounds	\$ 10,222.50	\$ 496,983.20	2%	3%
<b>SUBTOTAL</b>	<b>\$ 10,222.50</b>	<b>\$ 496,983.20</b>	<b>2%</b>	<b>3%</b>

RECREATION DIVISION	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
Recreation Programs	\$ -	\$ 70,525.53	0%	0%
Ida Lee Operations	\$ 408,543.31	\$ 585,225.17	70%	52%
Fitness	\$ 64,115.50	\$ 119,750.66	54%	45%
Community Outreach	\$ -	\$ 43,089.96	0%	0%
Aquatics	\$ 191,278.56	\$ 538,810.88	36%	37%
Sports	\$ 44,219.50	\$ 61,294.65	72%	60%
Recreation Classes	\$ 15,663.16	\$ 7,990.89	196%	91%
Special Events	\$ 14,678.14	\$ 242,372.83	6%	20%
Tennis	\$ 411,826.71	\$ 283,036.15	146%	138%
Camps	\$ 3,696.00	\$ 89,294.91	4%	9%
<b>SUBTOTAL</b>	<b>\$ 1,154,020.88</b>	<b>\$ 2,041,391.63</b>	<b>57%</b>	<b>56%</b>

	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
<b>DEPARTMENTAL TOTAL</b>	<b>\$ 1,165,243.38</b>	<b>\$ 2,703,380.90</b>	<b>43%</b>	<b>45%</b>

\* Current recovery rate for the departmental revenue areas 65% (Does not include Administrative Division, Parks Division, Special Events, and Community Outreach) (FY23 Recovery 62%)

Annual goal per Town Council 70%

**SCHOLARSHIP REPORT**  
**September 2023**

	Requested	Approved	Denied
<b>Current</b>	0	0	0
<b>Previous</b>	14	9	5
<b>Total</b>	14	9	5

## R.O.C.K. September 2023 Attendance

<b>Site</b>	<b>Number Enrolled</b>	<b>Average Daily Attendance</b>
<b>Heritage Square</b>	15	22
<b>Evans Ridge</b>	10	11
<b>Leesburg Apartments</b>	31	26
<b>Fort Evans</b>	8	0

**Ida Lee Recreation Center**  
**Department of Parks and Recreation**  
**Attendance Report**  
**1st Quarter FY24**

	July				August				September			
	FY21	FY22	FY23	FY24	FY21	FY22	FY23	FY24	FY21	FY22	FY23	FY24
<b>Adult - Pass Visits</b>	4,830	7,777	6,937	8,200	4,775	6,624	6,455	7,528	4,790	6,300	6,203	7,440
<b>Youth - Pass Visits</b>	1,937	3,602	3,511	3,754	1,960	2,790	2,801	3,108	1,649	2,031	1,891	4,397
<b>Senior - Pass Visits</b>	1,663	3,041	3,301	4,736	1,821	2,642	2,856	4,067	1,981	2,723	2,797	2,348
<b>Adult - General Admission</b>	1,318	2,219	2,215	2,727	1,251	1,782	1,641	1,975	1,096	1,535	1,371	1,673
<b>Youth - General Admission</b>	491	846	1,445	1,368	513	477	721	898	300	506	512	673
<b>Senior - General Admission</b>	205	302	228	383	176	200	202	277	98	223	188	346
<b>TOTAL</b>	10,444	17,787	17,637	21,168	10,496	14,515	14,676	17,853	9,914	13,318	12,962	16,877