



PARKS AND RECREATION ADVISORY COMMISSION

Wednesday, November 15, 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, November 15, 2023

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

1. Call to Order
2. Approval of Minutes: Meeting of October 18, 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. Commission Meetings
9. Old Business:
  1. CIP Project Status
  2. FY 2025 Funding
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](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  
October 18, 2023

The Leesburg Parks and Recreation Advisory Commission met on Wednesday, October 18, 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  
Ginger Sturgeon

Absent:

Also present: Rich Williams, Director of Parks and Recreation

**Approval of Minutes:** The minutes of the meeting on September 20, 2023 were approved as presented 7-0.

**Loudoun County Park Board Liaison**

**Citizen Comments:** Peggy Coleman spoke on the importance of preserving as many trees as possible with the development of Veterans Park.

**New Business:**

- Department Information - The Commission was briefed on various departmental information including the upcoming events in the Town and the Summer JAMS program.
- Pickleball Location - The Commission passed a recommendation for Council 7-0 to relocate the planned pickleball courts at Ida Lee to the soon to be acquired land adjacent to Freedom. Their recommendation is for the construction of 5 courts.
- FY 2025 Funding - The Commission began discussions for funding requests within the FY 25 Budget.
- Commission Compensation - The Commission was briefed on the newly adopted practice of paying commission members only for meetings attended.
- Remote Participation - The Commission was briefed on the ability for individual commission members to participate via the Teams format up to two times per calendar year.

**Old Business:**

- CIP Project Update - An update of the Veterans Park project was provided.
- Park Plaques - The Commission members were updated on the status of the Mervin Jackson Park, Izaak Walton Park, and Rotary Park plaques.
- FOIA Training - The Commission was reminded of the need for all members to complete the required FOIA training.

**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 8:47 p.m.

DIRECTOR'S  
REPORT

Department Financial Report  
Fiscal Year 2024/4  
Through October 31, 2023

ADMINISTRATIVE DIVISION	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
Administration	\$ -	\$ 196,652.18	0%	0%
<b>SUBTOTAL</b>	<b>\$ -</b>	<b>\$ 196,652.18</b>	<b>0%</b>	<b>0%</b>

PARKS DIVISION	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
Administration and Grounds	\$ 12,375.10	\$ 595,578.45	2%	3%
<b>SUBTOTAL</b>	<b>\$ 12,375.10</b>	<b>\$ 595,578.45</b>	<b>2%</b>	<b>3%</b>

RECREATION DIVISION	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
Recreation Programs	\$ -	\$ 90,900.89	0%	0%
Ida Lee Operations	\$ 566,264.39	\$ 693,193.68	82%	64%
Fitness	\$ 78,510.00	\$ 158,021.34	50%	47%
Community Outreach	\$ -	\$ 53,862.95	0%	0%
Aquatics	\$ 197,937.07	\$ 612,436.66	32%	34%
Sports	\$ 45,193.50	\$ 84,075.84	54%	45%
Recreation Classes	\$ 16,759.16	\$ 9,309.03	180%	93%
Special Events	\$ 27,668.14	\$ 263,905.38	10%	23%
Tennis	\$ 501,710.44	\$ 349,068.09	144%	136%
Camps	\$ 4,101.00	\$ 93,091.83	4%	13%
<b>SUBTOTAL</b>	<b>\$ 1,438,143.70</b>	<b>\$ 2,407,865.69</b>	<b>60%</b>	<b>58%</b>

	REVENUE	EXPENDITURE	RECOVERY FY24	RECOVERY FY23
<b>DEPARTMENTAL TOTAL</b>	<b>\$ 1,450,518.80</b>	<b>\$ 3,200,096.32</b>	<b>45%</b>	<b>45%</b>

\* Current recovery rate for the departmental revenue areas 67% (Does not include Administrative Division, Parks Division, Special Events, and Community Outreach) (FY23 Recovery 64%)

Annual goal per Town Council 70%

**SCHOLARSHIP REPORT**  
**October 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. October 2023 Attendance**

<b>Site</b>	<b>Number Enrolled</b>	<b>Average Daily Attendance</b>
<b>Heritage Square</b>	17	15
<b>Evans Ridge</b>	10	8
<b>Leesburg Apartments</b>	31	29
<b>Fort Evans</b>	8	0