



PARKS AND RECREATION ADVISORY COMMISSION

Wednesday, November 20, 2024
7:00 p.m.
Ida Lee Park Recreation Center
60 Ida Lee Drive

COMMISSION MEMBERS

Brody McCray, Chair
Laurie Burke, Vice-Chair
Patrick Aragon
Alex Richardson
Kirsten Shabanowitz
Russ Shaw
Ryley Trahan
Kari Nancy, Councilmanic Representative

PARKS AND RECREATION ADVISORY COMMISSION



A G E N D A

7:00 p.m. - Wednesday, November 20, 2024

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

1. Call to Order
2. Approval of Minutes: Meeting of October 16, 2024
3. Citizen Comments - **7:00 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. Departmental Information
9. Old Business:
 1. CIP Project Status
 2. Brandon Park Playground
 3. Art Display – COPA
 4. Commission Reappointment Process - <https://www.leesburgva.gov/government/boards-and-commissions>
 5. FY 2026 Budget
10. Future Business:
11. Director's Report
 - a. Financial Report *
 - b. Park Projects Report
 - c. Scholarship 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
October 16, 2024

The Leesburg Parks and Recreation Advisory Commission met on Wednesday, October 16, 2024, beginning at 7:00 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 7:00 p.m.

Commission Members Present:

Brody McCray, Chair
Patrick Aragon
Alex Richardson
Kirsten Shabanowitz
Russ Shaw
Ryley Trahan

Absent: Laurie Burke

Also present: Rich Williams, Director of Parks and Recreation

Approval of Minutes: The minutes of the meeting on September 18, 2024 were approved as presented 6-0-1.

Loudoun County Park Board Liaison

Citizen Comments:

New Business:

- Art Display - The Commission reviewed a request from the Commission on Public Art (COPA) to place a Public Art Library box within a Town Park. Staff reviewed the request and identified a spot within Greenway Park as a suitable location. The Commission endorsed the placement of the Public Art Library Box within Greenway Park 6-0-1.
- Reappointment Process - The Commission was briefed on the process that needs to be followed in order to be considered for reappointment to the commission for those whose term expires 12/31/24.

Old Business:

- CIP Project Update - An update of the Pickleball, Mervin Jackson Park, and the Veterans Park projects were discussed.
- Brandon Park Playground - The Commission was updated on potential installation times for the new playground equipment.
- Gym Floor Replacement - The Commission was updated on the estimated timeline for the completion of the gym flooring replacement project.

Future Business:

Director's Report:

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

Adjournment: The meeting was adjourned at 8:02 p.m.

DIRECTOR'S
REPORT

Department Financial Report
Fiscal Year 2025/4
Through October 31, 2024

ADMINISTRATIVE DIVISION	REVENUE	EXPENDITURE	RECOVERY FY25	RECOVERY FY24
Administration	\$ -	\$ 161,055.24	0%	0%
SUBTOTAL	\$ -	\$ 161,055.24	0%	0%

PARKS DIVISION	REVENUE	EXPENDITURE	RECOVERY FY25	RECOVERY FY24
Administration and Grounds	\$ 20,570.00	\$ 937,723.70	2%	2%
SUBTOTAL	\$ 20,570.00	\$ 937,723.70	2%	2%

RECREATION DIVISION	REVENUE	EXPENDITURE	RECOVERY FY25	RECOVERY FY24
Recreation Programs	\$ -	\$ 97,980.62	0%	0%
Ida Lee Operations	\$ 534,082.16	\$ 709,682.72	75%	82%
Fitness	\$ 115,980.50	\$ 168,583.61	69%	50%
Community Outreach	\$ -	\$ 40,947.58	0%	0%
Aquatics	\$ 236,445.04	\$ 671,204.20	35%	32%
Sports	\$ 62,312.72	\$ 103,171.20	60%	54%
Recreation Classes	\$ 16,487.60	\$ 12,400.26	133%	180%
Special Events	\$ 29,999.25	\$ 324,474.17	9%	10%
Tennis	\$ 557,130.67	\$ 389,795.02	143%	144%
Camps	\$ 6,232.33	\$ 103,979.78	6%	4%
SUBTOTAL	\$ 1,558,670.27	\$ 2,622,219.16	59%	60%

	REVENUE	EXPENDITURE	RECOVERY FY25	RECOVERY FY24
DEPARTMENTAL TOTAL	\$ 1,579,240.27	\$ 3,720,998.10	42%	45%

* Current recovery rate for the departmental revenue areas 68% (Does not include Administrative Division, Parks Division, Special Events, and Community Outreach) (FY24 Recovery 67%)

Annual goal per Town Council 70%

SCHOLARSHIP REPORT
October 2024

	Requested	Approved	Denied
Current	0	0	0
Previous	6	4	2
Total	6	4	2