



PARKS AND RECREATION ADVISORY COMMISSION

Wednesday, January 21, 2026
7:00 p.m.
Ida Lee Park Recreation Center
60 Ida Lee Drive

COMMISSION MEMBERS

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

PARKS AND RECREATION ADVISORY COMMISSION

A G E N D A

7:00 p.m. - Wednesday, January 21, 2026

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

1. Call to Order
2. Approval of Minutes: Meeting of December 17, 2025
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. Tuscarora Creek Park Food Waste Collection Site
9. Old Business:
 1. Master Plan Update
 2. Capital Projects Update
 3. Commission Budget
10. Future Business:
11. Director's Report
 - a. Financial Report *
 - b. Park Projects Report
 - c. Scholarship Report *
 - d. 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 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
December 17, 2025

The Leesburg Parks and Recreation Advisory Commission met on Wednesday, December 17, 2025, 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:

Kirsten Shabanowitz, Vice Chair
Patrick Aragon
Laurie Burke
Karen Hertel
Russ Shaw

Absent: Brody McCray and Alex Richardson

Also present: Katey Jackson – Assistant Director of Recreation

Approval of Minutes: The minutes of the meeting on November 19, 2025, were approved as presented 5-0-2.

Loudoun County Park Board Liaison

Citizen Comments:

New Business:

Old Business:

- Master Plan Update – An update on the Master Plan project was provided.
- CIP Projects – The Commission was briefed on the progress of Veterans Park and Pickleball.
- FY27 Commission Budget – The Commission's FY27 budget submission was shared. They had additional discussions should the funding be approved.

Future Business:

Director's Report:

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

Adjournment: The meeting was adjourned at 7:23 p.m.

DIRECTOR'S
REPORT

Department Financial Report
Fiscal Year 2026/6
Through December 31, 2025

ADMINISTRATIVE DIVISION	REVENUE	EXPENDITURE	RECOVERY FY26	RECOVERY FY25
Administration	\$ -	\$ 261,040.27	0%	0%
SUBTOTAL	\$ -	\$ 261,040.27	0%	0%

PARKS DIVISION	REVENUE	EXPENDITURE	RECOVERY FY26	RECOVERY FY25
Administration and Grounds	\$ 18,130.00	\$ 1,099,828.35	2%	2%
SUBTOTAL	\$ 18,130.00	\$ 1,099,828.35	2%	2%

RECREATION DIVISION	REVENUE	EXPENDITURE	RECOVERY FY26	RECOVERY FY25
Recreation Programs	\$ -	\$ 84,062.35	0%	0%
Ida Lee Operations	\$ 753,517.17	\$ 995,637.44	76%	85%
Fitness	\$ 181,472.25	\$ 276,605.03	66%	65%
Aquatics	\$ 402,708.34	\$ 921,274.23	44%	44%
Sports	\$ 121,045.50	\$ 121,151.70	100%	91%
Recreation Classes	\$ 40,173.80	\$ 38,873.96	103%	125%
Special Events	\$ 60,052.00	\$ 839,003.80	7%	13%
Tennis	\$ 873,564.26	\$ 587,471.73	149%	153%
Camps	\$ 1,155.00	\$ 137,590.12	1%	6%
SUBTOTAL	\$ 2,433,688.32	\$ 4,001,670.36	61%	70%

	REVENUE	EXPENDITURE	RECOVERY FY26	RECOVERY FY25
DEPARTMENTAL TOTAL	\$ 2,451,818.32	\$ 5,362,538.98	46%	50%

* Current recovery rate for the departmental revenue areas 75% (Does not include Administrative Division, Parks Division, and Special Events) (FY25 Recovery 77%)

Annual goal per Town Council 70%

SCHOLARSHIP REPORT
December 2025

	Requested	Approved	Denied
Current	0	0	0
Previous	8	7	1
Total	8	7	1

**Ida Lee Recreation Center
Department of Parks and Recreation
Attendance Report
2nd Quarter FY26**

	October				November				December			
	FY23	FY24	FY25	FY26	FY23	FY24	FY25	FY26	FY23	FY24	FY25	FY26
Adult - Pass Visits	6,590	8,149	8,735	7,752	7,832	8,576	8,832	7,277	8,676	9,009	8,938	8,225
Youth - Pass Visits	1,835	2,266	1,997	1,658	1,524	2,675	2,514	1,723	3,380	3,574	3,142	2,150
Senior - Pass Visits	3,954	5,046	5,994	6,190	4,225	5,202	5,795	5,758	3,960	5,185	5,694	6,031
Adult - General Admission	1,600	1,763	1,390	1,645	2,277	2,572	2,647	2,153	2,961	3,048	3,144	2,924
Youth - General Admission	700	710	504	654	1,107	1,038	1,205	1,039	1,475	1,227	1,156	1,163
Senior - General Admission	331	327	460	434	374	519	495	431	387	508	452	446
TOTAL	15,010	18,261	19,080	18,333	17,339	20,582	21,488	18,381	20,839	22,551	22,526	20,939