

## **District Administrator Review and Goals**

### **2022/23 Major Accomplishments**

- Clubhouse leak identified and repair process started.
- Prepared Claim for Clubhouse leak with Insurance Company and FEMA.
- Managed construction and storm clean up after the January 2023 California State of Emergency declaration.
- Did eleven presentations to the community on the progress of the Bond project and did twelve live presentations on Facebook with FOVEC.
- Prepared and managed the 3<sup>rd</sup> and final issuance of Bonds for \$8,460,000 and maintained the S&P AA- rating.
- Ordered lights and sound equipment for the Amphitheater, Black Box Theater, the Community Clubhouse and Village Hall.
- Ordered custom designed risers and seating for the Black Box Theater.
- Ordered tables and chairs for the Community Rooms.
- Received playground equipment and site furnishings for Village/Plaza Park.
- Oversaw the creation of the Phoenix Park Master Plan which included the CEQUA study.
- Directed the work on the Land and Water Conservation \$2.1 million dollar grant application for Phoenix Park.
- Oversaw the first fundraising event (Art in the Garden) for the Arts and Entertainment Program.
- Hired the Arts and Entertainment Manager.
- Entered into a long-term lease with SJUSD for the use of LaVista.

## 2022/23 Goals (Last Years)

- Open Streng Park and Gum Ranch Park and host ribbon cutting ceremonies for both parks. **Done**
- Create a draft plan for the future of the Old Library Building  
**Moved to 2023/24**
- Establish an operational plan for Village/Plaza Park, Veteran's Memorial Amphitheatre and the Community Clubhouse using the AMS report as a guideline. **In works move to 2023/24**
- Do 3<sup>rd</sup> and final bond issuance. **Done**
- Have a signed Lease Agreement for La Vista School and develop an estimated construction budget. **Done**
- Create a task list for possible construction of a Community Center.  
**No progress due to time and fiscal restraints.**
- If La Vista is the site for Girls' Softball create a plan for the empty space at Phoenix Park. **Done**
- Complete District Office renovations. **Done**
- Complete operational plan for La Vista/Phoenix identifying revenue and operational costs with an emphasis on being able to operate the new fields within future budget perimeters. **If funding for development becomes available, then this will be a goal for 2023/24.**

## Goals 2023/24

- Work to establish a Community Foundation that will benefit the community of Fair Oaks and the Arts and Entertainment Program. Work will include creating By-Laws, Operational plan and recruiting members.
- Prepare and issue a Request for Proposal (RFP) for the Old Library, Concessions, McMillian Center, and Clubhouse within the next 6 months, ensuring at least 3 bids per RFP.
- Identify at least 3 potential funding sources for La Vista, Phoenix Park, Skate Park, and Pickleball Courts within the next 8 months and secure at least \$50,000 in funding within the next year.
- Establish a dedicated office space for Arts and Entertainment personnel within the next 9 months that can accommodate at least 3 staff members.
- Develop an operational plan for Arts and Entertainment within the next 8 months that includes at least 5 community partners, a programming schedule for the next year, a marketing strategy targeting at least 10,000 local residents, staffing needs based on projected programming, and other necessary components.
- Establish a management plan for parking around the park within the next 8 months that accommodates peak usage times and ensures at least 90% of park and facility visitors can find parking within a reasonable distance.

- Complete Prop 68 Per Capita and RIRE work for reimbursement within the next 3 months, ensuring all necessary documentation is submitted accurately and on time.