



## Bird Rock Maintenance Assessment District

### ADVISORY COMMITTEE REPORT 26 September 2007

#### **Action Items**

*None*

#### **Non-Action Information Items**

##### **1. Manager RFP**

Interviews with the two candidates were held on Thursday, September 20, 2007. Chuck, George, Mark, Sabrina, and Joe conducted the half hour interview of each candidate. Next step is to follow up with their references. Our goal is to make a selection by October and then work on the contract.

##### **2. 2006-2007 Audit**

We received the draft audit on September 18. This is a BRCC action item and the draft audit was circulated to the Board under separate cover. Our deadline to submit to the City for compliance with our maintenance agreement is September 30. The City has been kept apprised of our progress.

##### **3. Landscape Contractor (Colima to Midway)**

The Board approved the selection of Acacia Landscape in April. We are still working on a draft contract which will be brought to the Board for review and approval. On September 13 and 14 the City jumped in under the authority of "safety, health, and welfare" to take care of the overgrown landscaping. Unfortunately, the workers were ill-suited and gave the landscape a very bad and aggressive haircut. The City is still negotiating with Barrett re completion; no target completion date has been offered.

##### **4. Street Tree Maintenance** *(no change since last month)*

We continue to conduct spot review and McCullough responds promptly to specific requests. Please let us know if there are any issues with the street trees or the ground level landscaping.

##### **5. Initiation of BRDC Responsibilities** *(No change since July 2006 report)*

##### **6. Full Operation** *(No change since last report)*

Based on updated information from the City we anticipate that the BRCC will takeover responsibility for maintenance on the following schedule. Note for the elements yet to be constructed the takeover date is 6 months after the estimated completion of construction.



## Bird Rock Maintenance Assessment District

- a. Boulevard, Colima to Midway: 4th Quarter 2007
- b. Neighborhood Streets: April 2008
- c. Boulevard, Midway to Cam de la Costa: September 2008

### 7. 2007-2008 Maintenance Agreement and Budget

Our budget status is as follows:

2007-2008 Approved Budget	\$ 102,730.00 <sup>1</sup>
Spent and Reimbursed	(5,276.88)
Spent (not yet reimbursed)	(3,357.10) <sup>2</sup>
Accounts Payable	(0.00)
Balance as of 9/23/2007	<u>\$ 94,096.02</u>

The P&L statement of the previous 30 days is attached.

Submitted by:

*Joseph LaCava*

Joseph LaCava  
Chair, Bird Rock MAD Advisory Committee

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<sup>1</sup> Amount available for fulfilling BRCC's obligations under the management agreement.

<sup>2</sup> Reimbursement request to be prepared later this month.

**Bird Rock Community Development Corporation**

**Profit & Loss Detail**

August 24 - September 23, 2007

	Date	Type	Num	Name	Class	Memo/Description	Split	Amount	Balance
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
<b>4124 MAD Reimbursements Received</b>									
	09/18/2007	Deposit		City of San Diego Treasurer	07/08 MAD	BRDC FY 2008	1020 BRCC-MAD Checking	5,276.88	5,276.88
<b>Total for 4124 MAD Reimbursements Received</b>								<b>5,276.88</b>	
<b>Total for Income</b>								<b>5,276.88</b>	
<b>Expenses</b>									
<b>MAD Expenditures</b>									
<b>Contract Services</b>									
<b>4217 Landscaping Services</b>									
	09/18/2007	Bill	Inv. 11817	McCullough Five Star Landscaping	07/08 MAD	9/7 La Jolla Blvd Trees Maintenance Aug	Accounts Payable	237.50	237.50
<b>Total for 4217 Landscaping Services</b>								<b>237.50</b>	
<b>Total for Contract Services</b>								<b>237.50</b>	
<b>Other Incidental Costs</b>									
<b>4810 Insurance</b>									
	08/30/2007	General Journal	4		07/08 MAD		-SPLIT-	250.93	250.93
<b>Total for 4810 Insurance</b>								<b>250.93</b>	
<b>4960 Acctg Dept Charges</b>									
	08/30/2007	Bill	Inv. 847	Batten Accountancy, Inc.	07/08 MAD	j8/25/07 progress on MAD audit	Accounts Payable	3,119.60	3,119.60
<b>Total for 4960 Acctg Dept Charges</b>								<b>3,119.60</b>	
<b>Total for Other Incidental Costs</b>								<b>3,370.53</b>	
<b>Total for MAD Expenditures</b>								<b>3,608.03</b>	
<b>Total for Expenses</b>								<b>3,608.03</b>	
<b>Net Income</b>								<b>1,668.85</b>	
Sunday, Sep 23, 2007 12:14:04 PM GMT-7 - Cash Basis									
<i>Note: To conform to standard accounting practices, our Commercial General Liability is charged on a monthly basis (\$250.03 x 12 = \$3,011.68); however, the bill has already been paid in full.</i>									