



Bird Rock Maintenance Assessment District

ADVISORY COMMITTEE REPORT 23 January 2008

Action Items

None

Non-Action Information Items

1. Draft 2008-2009 MAD Budget

The City's budget approval process requires us to submit a draft budget by November 30. I have prepared a budget based on our past two years of experience as well as projections of when we will takeover the public landscaping. The draft budget will be presented to the community at a public meeting on February 5, 2008. ***The Board will need to ratify the community's action on the budget by electronic vote so it can be submitted to the City by Friday, February 8.***

2. Manager RFP

We came to a mutual agreement to withdraw our offer to Jim Schneider as an independent contractor to conduct the day to day management of the Bird Rock MAD. ***We will revisit this again in the next few months.***

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. The City is still negotiating with Barrett re completion; no target completion date has been offered. Repairing the damage caused by City's trimming is still a topic of discussion. ***The bidding and selection process will be nearly a year old by the time we are ready for a contractor to come on board. We may want to go through the Request for Quotation process again which could have an expanded scope of the Boulevard (Colima-Midway) plus the neighborhood improvements with an option of adding the remainder of the boulevard.***

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

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 actual completion of construction.

- a. Boulevard, Colima to Midway: Unknown, perhaps 2nd Quarter 2008
- b. Neighborhood Streets: July 2008 (6 months after installation is deemed complete which is now estimated to occur on or about March 1 2008.)
- c. Boulevard, Midway to Camino de la Costa: End of 2008 (6 months after installation is deemed complete.)

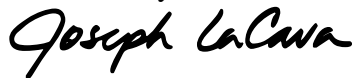
7. 2007-2008 Maintenance Agreement and Budget

Our budget status is as follows:

2007-2008 Approved Budget	\$ 102,730.00 ¹
Spent and Reimbursed	(11,417.08)
Spent (not yet reimbursed)	(979.62) ²
Accounts Payable	(0.00)
Balance as of 11/20/2007	<u>\$ 90,333.30</u>

The P&L statement of the fiscal year to January 18 is attached.

Submitted by:



Joseph LaCava
Chair, Bird Rock MAD Advisory Committee

Attachments:
P&L Statement

¹ Amount available for fulfilling BRCC's obligations under the management agreement.

² Reimbursement request to be prepared later this month.

Bird Rock Community Development Corporation

Profit & Loss Detail

July 1, 2007 - January 19, 2008

Date	Type	Num	Name	Class	Memo/Description	Split	Amount	Balance	Unbilled
Ordinary Income/Expense									
Income									
4124 MAD Reimbursements Received									
09/19/2007	Deposit		City of San Diego Treasurer	07/08 MAD	BRDC FY 2008	1020 BRCC-MAD Checking	5,276.88	5,276.88	
10/31/2007	Deposit		City of San Diego Treasurer	07/08 MAD	MAD Reimb 10/18/07	1020 BRCC-MAD Checking	4,831.60	10,108.48	
01/05/2008	Deposit		City of San Diego Treasurer	07/08 MAD	BRDC 08	1020 BRCC-MAD Checking	2,104.53	12,213.01	
							\$ 12,213.01		
							\$ 12,213.01		
Expenses									
3110 Rents									
11/06/2007	Bill	07-08	Rental	07/08 MAD	10/31/07-10/31/08 MAD P.O. Box	2000 Accounts Payable	40.00	40.00	
							\$40.00		
Total for 3110 Rents									
6250 Postage and Delivery									
11/05/2007	Bill	Inv. 10/1/07	La Jolla Mailbox	07/08 MAD	10/1 MAD mailing	2000 Accounts Payable	4.28	4.28	
							\$4.28		
Total for 6250 Postage and Delivery									
MAD Expenditures									
4217 Landscaping Services									
07/17/2007	Bill	11402	McCullough Five Star Landscaping	07/08 MAD	La Jolla Blvd Trees Maintenance June	2000 Accounts Payable	237.50	237.50	
08/16/2007	Bill	Inv. 11609	McCullough Five Star Landscaping	07/08 MAD	La Jolla Blvd Trees Maintenance July	2000 Accounts Payable	237.50	475.00	
09/19/2007	Bill	Inv. 11817	McCullough Five Star Landscaping	07/08 MAD	917 La Jolla Blvd Trees Maint Aug	2000 Accounts Payable	237.50	712.50	
10/16/2007	Bill	Inv. 12023	McCullough Five Star Landscaping	07/08 MAD	104 La Jolla Blvd Trees Maint Sep	2000 Accounts Payable	237.50	950.00	
11/06/2007	Bill	McCullough Five Star Landscaping	07/08 MAD	Oct La Jolla Blvd Trees Maintenance	2000 Accounts Payable	237.50	1,187.50		
12/13/2007	Bill	12410	McCullough Five Star Landscaping	07/08 MAD	Nov La Jolla Blvd Trees Maintenance	2000 Accounts Payable	237.50	1,425.00	237.50
01/17/2008	Bill	Inv. 12608	McCullough Five Star Landscaping	07/08 MAD	Dec La Jolla Blvd Trees Maintenance	2000 Accounts Payable	237.50	1,662.50	237.50
							\$ 1,662.50		
Total for 4217 Landscaping Services									
3101 Office Supplies									
01/05/2008	Bill	Reimb	Joe and/or Lorene LaCava	07/08 MAD	1/2 MAD mailing labels	2000 Accounts Payable	18.85	18.85	
							\$ 18.85		
Total for 3101 Office Supplies									
4134 Photography									
01/05/2008	Bill	Inv. 12397	Opaque Graphics	07/08 MAD	1/1 Annual Report & Envelopes (1700)	2000 Accounts Payable	328.64	328.64	328.64
							\$ 328.64		
Total for 4134 Photography									
4810 Insurance									
07/02/2007	Bill	Inv. 906360	Alliant Insurance Services	07/08 MAD	5/28/07-5/28/08	2000 Accounts Payable	1,250.00	1,250.00	
07/30/2007	General Journal	3		07/08 MAD		-SPLIT-	250.93	1,500.93	
08/30/2007	General Journal	4		07/08 MAD		-SPLIT-	250.93	1,751.86	
09/30/2007	General Journal	5		07/08 MAD		-SPLIT-	250.93	2,002.79	
10/30/2007	General Journal	6		07/08 MAD	7/30/07-7/30/08	-SPLIT-	250.93	2,253.72	
11/30/2007	General Journal	7		07/08 MAD		-SPLIT-	250.93	2,504.65	
12/19/2007	Bill	925011	Alliant Insurance Services	07/08 MAD	7/30/07-7/30/08	2000 Accounts Payable	103.13	2,607.78	103.13
12/31/2007	General Journal	8		07/08 MAD		-SPLIT-	250.93	2,858.71	
							\$ 2,858.71		
Total for 4810 Insurance									
4960 Acctg Dept Charges									
07/27/2007	Bill	Inv. 812	Batten Accountancy, Inc.	07/08 MAD	MAD audit thru 7/25/07	2000 Accounts Payable	540.75	540.75	
08/30/2007	Bill	Inv. 847	Batten Accountancy, Inc.	07/08 MAD	8/25/07 progress on MAD audit	2000 Accounts Payable	3,119.60	3,660.35	
10/02/2007	Check	1030	Batten Accountancy, Inc.	07/08 MAD		1020 BRCC-MAD Checking	0.00	3,660.35	
10/02/2007	Bill	Inv. 924	Batten Accountancy, Inc.	07/08 MAD	9/25/07 progress on MAD audit	2000 Accounts Payable	1,474.50	5,134.85	
10/05/2007	Bill	Inv. 930	Batten Accountancy, Inc.	07/08 MAD	10/1 final payment on MAD audit	2000 Accounts Payable	2,477.25	7,612.10	
10/15/2007	Deposit		Batten Accountancy, Inc.	07/08 MAD	Overpayment	1020 BRCC-MAD Checking	-1,474.50	6,137.60	
10/31/2007	Bill	Inv. 954	Batten Accountancy, Inc.	07/08 MAD	10/24 Consulting Services	2000 Accounts Payable	258.50	6,396.10	
11/06/2007	Bill	Oct/MAD	Caran Hardy, Bookkeeper	07/08 MAD	Oct MAD bookkeeping 1.2 hr X \$45	2000 Accounts Payable	54.00	6,450.10	
12/12/2007	Bill	Nov	Caran Hardy, Bookkeeper	07/08 MAD	Nov MAD 1.2 hr x \$45/hr	2000 Accounts Payable	54.00	6,774.10	54.00
							\$ 6,504.10		
Total for 4960 Acctg Dept Charges									
Total for MAD Expenditures									
							\$ 11,417.08		
Net Income (See Note 1)									
							\$ 795.93		
Not Yet Reimbursed									
									\$ 979.62
Note 1: Statement shows Net Income because insurance was reimbursed as a lump sum at the beginning of the year but is charged on the books on a monthly basis.									