



Bird Rock Maintenance Assessment District

ADVISORY COMMITTEE REPORT

27 February 2008

Action Items

None

Non-Action Information Items

1. Annual Meeting

We held the Annual Meeting of the Bird Rock MAD on February 5, 2008. A notice of the meeting was mailed out to all 1500 property owners. Less than 2% of the notices were returned as undeliverable. In addition, the notice was repeated in the Bird Rock Newsletter which is distributed to nearly every address in the District as well as an e-blast that went out to about half of the community. We received about a half dozen emails and letters in response to the notice. Some raised questions that were responded to directly; some objected to the entire concept of the assessment district and the traffic calming; and, the remaining expressed financial hardship due to a limited fixed income. About 55 attended the community meeting. Several questions were asked and answered about the details of the proposed budget. No direct objections were raised and the consensus was to approve the draft budget. The draft budget with no changes was forwarded to the City for adoption.

2. Neighborhood Landscaping Walk-through

I accompanied the City on their walk-through with the Contractor. It appears that the City will issue a notice of completion any day and that will start the 180-day clock for the contractor's maintenance period. At that point, the MAD will take over responsibility.

3. Manager RFP

We have advertised for the position in the March Bird Rock Newsletter.

4. 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 will go through the Request for Quotation process again which could have an expanded scope of the Boulevard (Colima-Midway) plus the neighborhood improvements with the option of adding the remainder of the boulevard when it comes on*

line.

5. **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.

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

7. **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: August 2008 (6 months after installation is deemed complete which is now estimated to occur on or about late February 1 2008.)
- c. Boulevard, Midway to Camino de la Costa: January 2009 (6 months after installation is deemed complete which is now estimated to be mid June 2008.)

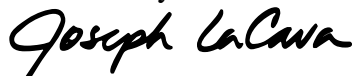
8. **2007-2008 Maintenance Agreement and Budget**

Our budget status is as follows:

2007-2008 Approved Budget	\$ 102,730.00 ¹
Spent and Reimbursed	(12,213.01)
Spent (not yet reimbursed)	(291.50) ²
Accounts Payable	<u>(1,833.32)</u>
Balance as of 2/21/2008	\$ 88,392.17

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 - February 21, 2008

Date	Type	Num	Name	Class	Memo/Description	Split	Amount	Balance	Billed 2/11/2008	UnBilled
Ordinary Income/Expense										
Income										
4124 MAD Reimbursements Received										
09/18/2007	Deposit		City of San Diego Treasurer	07/08 MAD	BRCC 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	BRCC 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			
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			
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		
09/18/2007	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. 12609	McCullough Five Star Landscaping	07/08 MAD	Dec La Jolla Blvd Trees Maintenance	2000 Accounts Payable	237.50	1,662.50	237.50	
2/12/2008	Bill	12817	McCullough Five Star Landscaping	07/08 MAD	Dec La Jolla Blvd Trees Maintenance	2000 Accounts Payable	237.50	1,900.00	237.50	
							\$ 1,900.00			
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	
							\$ 18.85			
Total for 3101 Office Supplies										
3102 Postage and Delivery Expenses										
02/04/2008	Bill	1/31/08	La Jolla Mailbox	07/08 MAD	1/03 Inv. 809645	2000 Accounts Payable	111.10	111.10	111.10	
02/04/2008	Bill	1/31/08	La Jolla Mailbox	07/08 MAD	1/04 Inv. 809654	2000 Accounts Payable	557.70	668.80	557.70	
02/04/2008	Bill	1/31/08	La Jolla Mailbox	07/08 MAD	1/07 Inv. 809676	2000 Accounts Payable	41.80	710.60	41.80	
02/04/2008	Bill	1/31/08	La Jolla Mailbox	07/08 MAD	1/18 Inv. 809736	2000 Accounts Payable	12.10	722.70	12.10	
02/04/2008	Bill	1/31/08	La Jolla Mailbox	07/08 MAD	1/07 Inv. 809671	2000 Accounts Payable	77.00	799.70	77.00	
							\$ 799.70			
Total for 3102 Postage and Delivery Expenses										
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. 908360	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		
1/31/2008	General Journal	8		07/08 MAD		-SPLIT-	250.93	3,109.64		
							\$ 3,109.64			
Total for 4810 Insurance										

Bird Rock Community Development Corporation

Profit & Loss Detail

July 1, 2007 - February 21, 2008

Date	Type	Num	Name	Class	Memo/Description	Split	Amount	Balance	Billed 2/11/2008	UnBilled	
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			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		-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	6,504.10	54.00		
1/21/2008	Bill	Dec	Caran Hardy, Bookkeeper	07/08 MAD	Dec/MAD Bookkeeping	2000 Accounts Payable	54.00	6,558.10	54.00		
2/12/2008	Bill	Dec	Caran Hardy, Bookkeeper	07/08 MAD	Jan/MAD Bookkeeping	2000 Accounts Payable	54.00	6,612.10	54.00		
Total for 4960 Acctg Dept Charges							\$ 6,612.10				
Total for MAD Expenditures							\$ 12,013.51				
Net Income (See Note 1)							\$ 199.50				
Not Yet Reimbursed										\$ 1,833.32	\$ 291.50

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.