



**Bird Rock Maintenance Assessment District
ADVISORY COMMITTEE REPORT
29 October 2008**

Action Items

1. Draft 2009-2010 MAD Budget

The City's budget approval process requires us to submit a draft budget by October 30, although this deadline has been relaxed. I have prepared a budget based on our past three 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 in mid January 2009. **Request that the Board approve the attached draft budget.**

Information Items

1. January 2009 Annual Meeting

The annual meeting will need to be scheduled early enough so that we can get community approval of 2009/2010 budget and assessment to the City by January 30.

2. Landscape Contractor

a. This month's extra charges:

- i. Vacuum sweep west side gutter between Midway and Colima - \$154
- ii. Trim four street trees with low lying branches

b. City Quarterly Review

The City will be conducting their first quarterly review since the BRCC took over the MAD. No date has yet been set.

c. Neighborhood Landscaping

We are still in a transition phase working with Dave Kirkwood and Brewer Landscape.

d. La Jolla Boulevard between and including the Colima and Midway Roundabouts

We continue to press for turnover of this stretch. Maintenance by Barrett seems to be on a once or month or so schedule. There has been some movement by the City towards a solution. On November 4 there will be a walk-through to identify and put a cost estimate on the deficiencies in the landscape and irrigation.

e. Camino de la Costa / Beaumont

This is on tap to be removed from the required maintenance areas within the next couple of months.

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f. **La Jolla Boulevard between and including the Midway and Camino de la Costa Roundabouts**

The City and the contractor are in the process of finalizing sign-off. The major issues are sight distance at the pedestrian crossings and replacement of the Torrey pine at the Bird Rock roundabout. The 6-month maintenance clock has not yet started.

3. **Expenses to Date**

See attached spreadsheet.

4. **Take Over Schedule**

BRCC will takeover responsibility for maintenance on the following schedule.

- a. Boulevard, Colima to Midway: Unknown
- b. Neighborhood Streets: Done, effective August 18, 2008
- c. Boulevard, Midway to Camino de la Costa: Spring 2009, estimated.

Submitted by:



Joseph LaCava, Chair, Bird Rock MAD Advisory Committee

Attachment: P&L for MAD through October 24, 2008

Bird Rock Community Development Corporation

Profit & Loss Detail

July 1 - October 24, 2008

	Date	Type	Num	Name	Class	Memo/Description	Amount
Ordinary Income/Expense							
Income							
4123 MAD Cash Advance							
	07/11/2008	Deposit		City of San Diego Treasurer	08/09 MAD	BRDC Cash Advance	11,000.00
Total for 4123 MAD Cash Advance							\$11,000.00
Total for Income							\$11,000.00
Expenses							
MAD Expenditures							
Contract Services							
4151 Prof. Services/BRCC Admin OH							
	08/09/2008	Check	1077	David D. Kirkwood	08/09 MAD	July Mgmt/Adm @ \$35/hr	367.50
	09/13/2008	Check	1079	David D. Kirkwood	08/09 MAD	Aug Mgmt/Adm @ \$35/hr	288.75
	10/07/2008	Check	1083	David D. Kirkwood	08/09 MAD	Sept Mgmt	586.25
Total for 4151 Prof. Services/BRCC Admin OH							\$ 1,242.50
4217 Landscaping Services							
	09/13/2008	Check	1080	Brewer Lawn & Landscape	08/09 MAD	Aug LJ Blvd Tree Maintenance	0.00
	09/15/2008	Check	1082	Brewer Lawn & Landscape	08/09 MAD	Aug LJ Blvd Tree Maintenance	362.00
	10/20/2008	Check	1088	Brewer Lawn & Landscape	08/09 MAD	Sept LJ Blvd landscape Maint	947.00
Total for 4217 Landscaping Services							\$ 1,309.00
3102 Postage and Delivery Expenses							
	07/07/2008	Check	1072	La Jolla Mailbox	08/09 MAD	5/19 MAD mailing	0.00
	07/07/2008	Check	1073	La Jolla Mailbox	08/09 MAD		9.88
	08/09/2008	Check	1078	La Jolla Mailbox	08/09 MAD	7/1 MAD mailing	5.06
	08/09/2008	Check	1078	La Jolla Mailbox	08/09 MAD	7/9 MAD mailing	4.19
Total for 3102 Postage and Delivery Expenses							\$ 19.13
4810 Insurance							
	7/21/2008	Check	1075	Alliant Insurance Services, Inc.	08/09 MAD		2,854.38
Total for 4810 Insurance							\$ 2,854.38
4960 Acctg Dept Charges							
	08/09/2008	Check	1076	Caran Hardy Bookkeeping	08/09 MAD	July MAD Bookkeeping	54.00
	09/13/2008	Check	1081	Caran Hardy Bookkeeping	08/09 MAD		54.00
	09/24/2008	Check	5181	Guerrero Jimenez Diaz & Co. LLP	08/09 MAD	07-08 Audit progress payment	1,750.00
Total for 4960 Acctg Dept Charges							\$ 1,858.00
Total for MAD Expenditures							\$ 7,283.01
Net Balance							\$ 3,716.99
Friday, Oct 24, 2008 12:20:31 AM PDT GMT-7 - Accrual Basis							