



**Bird Rock Maintenance Assessment District
ADVISORY COMMITTEE REPORT
25 March 2009**

Action Items

1. Change Order

A traffic accident left a large pool of motor oil near the Colima Roundabout. San Diego Power Clean was retained at a cost of \$175 to remove the oil in compliance with applicable clean water provisions. It was necessary to move quickly to minimize the amount of oil bonding with the concrete. There is a limited opportunity to file a claim; however, probability of recovery is low.

RECOMMENDATION: Accept after the fact the authorization of a one-time work request with San Diego Power Clean for \$175.

Information Items

1. FY2010 Maintenance Agreement with City (no change)

We expect to renegotiate the BRCC maintenance agreement with the City in February in the 4th renewal of the annual agreement. The only issue is to link the allowed overhead cost to be tied to projected expenditures and not to projected revenue. Since there is a new city attorney, they may seek other changes as part of on-going refinements.

2. Street Lighting Project (no change)

In light of the community support, George Sutton leads the committee to prepare a design/build request for proposal. We will be required to get at least 5 bids.

3. Beautification Committee

Several residents have volunteered, awaiting first meeting.

4. Landscape Contractor

a. Neighborhood Landscaping (no change)

Routine maintenance continues per contract. In spring we may consider some remedial work and replanting.

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

The south end of this section has been hit at least twice by errant vehicles. Where possible we will file claims to recover the cost of damage repair.

c. Trash/Doggie Station Collection

The contractor started servicing the 2 doggie stations as well as emptying trash cans at the Forward and Bird Rock coastal bluffs.

d. Open gutter/ditch at Wrelton Closure (no change)

The City hasn't solved the open gutter/ditch which runs along the sidewalks on either side of the Wrelton Closure. Not technically a MAD obligation; however, it is a potential hazard that we are monitoring.

BIRD ROCK MAINTENANCE ASSESSMENT DISTRICT
ADVISORY COMMITTEE REPORT

25 March 2009

Page 2 of 2

e. **Camino de la Costa / Beaumont** (*no change*)

We expect the southwest corner to be removed as a required maintenance areas in February. In the meantime, the MAD continues to maintain this area.

f. **La Jolla Boulevard between and including the Midway and Camino de la Costa Roundabouts** (*no change*)

The city hired an outside contractor to conduct a major trimming of landscaping at the pedestrian crossings in late February. The 6-month maintenance period by the contractor started November 1, 2008; therefore, we expect this area to be turned over to the MAD on or about May 1, 2009.

5. **Expenses to Date**

See attached spreadsheet.

Submitted by:



Joseph LaCava, Chair, Bird Rock MAD Advisory Committee

Attachments:

P&L for MAD through 3/20/2009

Reimbursement Request, 3/20/2009

Bird Rock Community Development Corporation						
Profit & Loss Detail - Maintenance Assessment District						
July 1 - March 20, 2009						
Date	Type	Num	Name	Class	Memo/Description	Amount
Income						
4123 MAD Cash Advance						
07/11/2008	Deposit		City of San Diego Treasurer	08/09 MAD	BRDC Cash Advance	11,000.00
01/12/2009	Deposit		City of San Diego Treasurer	08/09 MAD	BRDC Cash Advance	10,800.00
Total for 4123 MAD Cash Advance						\$ 21,800.00
4124 MAD Reimbursements Received						
01/12/2009	Deposit		City of San Diego Treasurer	08/09 MAD	BRDC FY 09	10,588.67
02/05/2009	Deposit		City of San Diego Treasurer	08/09 MAD	BRDC FY 09	2,203.04
03/02/2009	Deposit		City of San Diego Treasurer	08/09 MAD	BRDC FY 09	2,475.24
Total for 4124 MAD Reimbursements Received						\$ 15,266.95
Total for Income						\$ 37,066.95
Expenses						
Contract Services						
4151 Prof. Services/BRCC Admin OH						
08/09/2008	Check	1077	David D. Kirkwood	08/09 MAD	July Mgmt/Adm @ \$35/hr	387.50
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
11/11/2008	Check	1092	David D. Kirkwood	08/09 MAD	Oct Mgmt/Adm	376.25
12/16/2008	Check	1096	David D. Kirkwood	08/09 MAD	Nov Mgmt/Adm	490.00
01/12/2009	Check	1098	David D. Kirkwood	08/09 MAD	Dec Mgmt/Adm	757.75
02/11/2009	Check	1106	David D. Kirkwood	08/09 MAD	Jan Mgmt/Adm	1,400.00
03/16/2009	Check	1112	David D. Kirkwood	08/09 MAD	Feb Mgmt/Adm	1,400.00
Total for 4151 Prof. Services/BRCC Admin OH						\$ 5,666.50
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
11/11/2008	Check	1091	Brewer Lawn & Landscape	08/09 MAD	Oct LJ Blvd landscape maintenance	775.00
11/11/2008	Check	1091	Brewer Lawn & Landscape	08/09 MAD	Oct extras - materials/repair/sweeping, etc	808.41
12/10/2008	Check	1095	Brewer Lawn & Landscape	08/09 MAD	Nov Birdrock landscape maint	775.00
01/12/2009	Check	1099	Brewer Lawn & Landscape	08/09 MAD	Dec Birdrock landscape maint	823.49
01/12/2009	Check	1100	Brewer Lawn & Landscape	08/09 MAD	CO 2008-12-05 Birdrock landscape maint	840.00
01/27/2009	Check	1102	Michelle Fulks	08/09 MAD	1/13 remove furniture from street	85.00
02/11/2009	Check	1105	Brewer Lawn & Landscape	08/09 MAD	CO 2009-02-03 Birdrock landscape maint	992.91
03/16/2009	Check	1109	Brewer Lawn & Landscape	08/09 MAD	Feb Birdrock landscape maint	2,396.25
03/16/2009	Check	1110	Brewer Lawn & Landscape	08/09 MAD	CO 2009-01-01 Birdrock landscape maintenance	5,100.00
03/16/2009	Check	1111	Brewer Lawn & Landscape	08/09 MAD	CO 2009-02-20 Birdrock tree replacement	892.00
Total for 4217 Landscaping Services						\$ 14,797.06

**Bird Rock Community Development Corporation
Profit & Loss Detail - Maintenance Assessment District**

July 1 - March 20, 2009

	Date	Type	Nam	Name	Class	Memo/Description	Amount
4222 Misc Contractural Services	11/04/2008	Check	Visa	Off Duty Officers, Inc.	08/09 MAD	Oct security services	880.00
Total for 4222 Misc Contractural Services							\$880.00
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
	10/20/2008	Check	1085	La Jolla USPS	08/09 MAD	Box 432 Rental Nov 08-Oct 09	42.00
	12/02/2008	Check	1094	La Jolla Mailbox	08/09 MAD	Nov postage	4.04
	02/05/2009	Check		La Jolla Mailbox	08/09 MAD	1/21 MAD mailing	781.59
	02/05/2009	Check		La Jolla Mailbox	08/09 MAD	1/27 MAD mailing	5.50
	02/05/2009	Check		La Jolla Mailbox	08/09 MAD	1/22 MAD mailing	29.15
Total for 3102 Postage and Delivery Expenses							\$ 881.41
3298 Waste Stations & Supplies							
	03/02/2009	Check		JJB Solutions Inc.	08/09 MAD	3 Waste Stations & Supplies	1,512.00
Total for 3298 Waste Stations & Supplies							\$ 1,512.00
4314 Photocopy							
	01/20/2009	Check	1101	Opaque Graphics	08/09 MAD	Jan mailing Inv. 12513	438.00
Total for 4314 Photocopy							\$438.00
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	Aug MAD Bookkeeping	54.00
	09/24/2008	Check	5181	Guerrero Jimenez Diaz & Co. LLP	08/09 MAD	07-08 Audit progress payment	1,750.00
	10/07/2008	Check	1084	Caran Hardy Bookkeeping	08/09 MAD	Sept MAD bookkeeping	54.00
	11/04/2008	Check	1089	Guerrero Jimenez Diaz & Co. LLP	08/09 MAD	07-08 Audit progress payment	1,250.00
	11/04/2008	Check	1090	Caran Hardy Bookkeeping	08/09 MAD	Oct MAD bookkeeping	54.00
	12/02/2008	Check	1093	Caran Hardy Bookkeeping	08/09 MAD	Nov MAD bookkeeping	54.00
	01/12/2009	Check	1097	Caran Hardy Bookkeeping	08/09 MAD	Dec MAD bookkeeping	54.00
	02/10/2009	Check	1104	Caran Hardy Bookkeeping	08/09 MAD	Jan MAD bookkeeping	54.00
	03/02/2009	Check		Caran Hardy Bookkeeping	08/09 MAD	Feb MAD bookkeeping	54.00
Total for 4960 Acctg Dept Charges							\$ 3,432.00
Total for MAD Expenditures							\$ 30,461.35
Net Balance							\$ 6,605.60



Bird Rock Maintenance Assessment District
5666 La Jolla Boulevard, #168 La Jolla, CA 92037

20 March 2009

Andy Field
Park and Recreation Department - Open Space Division
1250 Sixth Avenue, 4th Floor, MS 804A
San Diego, CA 92101

RE: FY2009 Expense Report

Dear Andy,

The BRDC respectfully submits this report of expenses incurred by the BRDC in conformance with our FY2009 Maintenance Agreement.

Pursuant to our agreement which ends June 30, 2009 we request replenishment of our Cash Advance to our budget for one month.

Summary

Cash Advance	\$ 21,800.00
Expenses This Period (See Attached)	(3,786.15)
Balance	\$ 18,013.85
Requested Replenishment	\$ 3,786.15

We appreciate the opportunity to be of service to the Bird Rock community and the City of San Diego.

Sincerely,
Bird Rock Development Corporation

Joseph LaCava
Designated Representative

Attachment: Status of FY 2009 Budget
Detail of Receipts by Account
Copy of Listed Invoices/Receipts
Copy of Bank Statement (2/28/2009) and Reconciliation (3/10/2009)

cc: BRDC Board of Directors

**Status of FY 2009 Budget
Expenses Report as of: 28 February 2009**

Object Account	Title	2008-2009 Approved Budget	Previously Reimb.	This Report	Balance
3101	Office Supplies	\$ 1,000.00	61.13	0.00	938.87
3102	Postage/Mailing	1,000.00	4.04	816.24	179.72
3213	Garden Nursery Containers	0.00	0.00	0.00	0.00
3214	Garden Nursery Stock	5,000.00	0.00	0.00	5,000.00
3243	Dry Goods	5,000.00	0.00	0.00	5,000.00
3298	Unclas Mat & Supp	2,000.00	0.00	0.00	2,000.00
4118	Engineering Services	10,000.00	0.00	0.00	10,000.00
4151	Unclassified Prof Services	24,750.00	2,866.50	1,400.00	20,483.50
4217	Landscaping Services	58,700.00	5,330.90	1,077.91	52,291.19
4222	Misc Cont Serv (Security)	3,000.00	880.00	0.00	2,120.00
4314	Photocopy Xerox	1,000.00	0.00	438.00	562.00
4351	Advertising	250.00	0.00	0.00	250.00
4810	Insurance	4,100.00	2,854.38	0.00	1,245.62
4960	Accounting Dept Charges	\$5,000.00	3,270.00	54.00	1,676.00
	Total	\$120,800.00	\$15,266.95	\$3,786.15	\$101,746.90

Listing by Account
FY 2009
Expenses Report as of: 28 February 2009

Account 3102 Postage/Mailing

Vendor	Explanation	Cost	Check No.
La Jolla Mailbox	Mail out of Annual Notice to all property owners	816.24	1103
	Total – Account :	\$ 816.24	

Account 4151 (Prof. Services/BRCC Admin OH)

Vendor	Explanation	Cost	Check No.
David D. Kirkwood	Management services – January	1,400.00	1106
	Total – Account :	\$1,400.00	

Account 4217 (Landscaping Services)

Vendor	Explanation	Cost	Check No.
Michelle Fulks	Reimb for removal of mattress in street	85.00	1102
Brewer Lawn & Landscape	Maint services – Chg Order 2009-02-03	992.91	1105
	Total – Account 4217:	\$1,077.91	

Account 4314 (Photocopy Xerox)

Vendor	Explanation	Cost	Check No.
Opaque Graphics	Annual Meeting Notice	438.00	1101
	Total – Account 4314:	\$ 438.00	

Account 4351 (Advertising/Promotional)

Vendor	Explanation	Cost	Check No.
	Total – Account 4314:	\$ 0.00	

Account 4810 (Insurance)

Vendor	Explanation	Cost	Check No.
	Total – Account 4314:	\$ 0.00	

Account 4960 (Accounting Dept Charges)

Vendor	Explanation	Cost	Check No.
Caran Hardy Bookkeeping	Bookkeeping – Jan	54.00	1104
	Total – Account 4351:	\$ 54.00	



P.O. Box 1800
 Saint Paul, Minnesota 55101-0800
 4613 IMG Y ST01

Business Statement

Account Number:
 1 534 5819 6976
 Statement Period:
 Feb. 2, 2009
 through
 Feb. 28, 2009



000024061 1 AT 0.346 106481098787242 P
 BIRD ROCK COMMUNITY COUNCIL
 PO BOX 432
 LA JOLLA CA 92038-0432



To Contact U.S. Bank

24-Hour Business Solutions: 1-800-673-3555

Telecommunications Device for the Deaf: 1-800-685-5065

Internet: usbank.com

FREE SMALL BUSINESS CHECKING

Member FDIC

Account Number 1-534-5819-6976

U.S. Bank National Association

Account Summary

	# Items		
Beginning Balance on Feb. 2		\$	17,997.72
Customer Deposits	1		2,203.04
Checks Paid	6		3,786.15-
Ending Balance on Feb. 28, 2009		\$	16,414.61

Customer Deposits

Number	Date	Ref Number	Amount
	Feb. 6	7534668651	2,203.04

Total Customer Deposits \$ **2,203.04**

Checks Presented Conventionally

Check	Date	Ref Number	Amount	Check	Date	Ref Number	Amount
1101	Feb. 9	9193597512	438.00	1104	Feb. 23	8890206870	54.00
1102	Feb. 6	8898107789	85.00	1105	Feb. 19	8997323384	992.91
1103	Feb. 17	8995303435	816.24	1106	Feb. 18	9195293031	1,400.00

Conventional Checks Paid (6) \$ **3,786.15**

Balance Summary

Date	Ending Balance	Date	Ending Balance	Date	Ending Balance
Feb. 6	20,115.76	Feb. 17	18,861.52	Feb. 19	16,468.61
Feb. 9	19,677.76	Feb. 18	17,461.52	Feb. 23	16,414.61

Balances only appear for days reflecting change.



BIRD ROCK COMMUNITY COUNCIL
PO BOX 432
LA JOLLA , CA 92038-0432

Business Statement

Account Number:
1 534 5819 6976
Statement Period:
Feb. 2 , 2009
Through
Feb. 28, 2009



IMAGES FOR YOUR FREE SMALL BUSINESS CHECKING ACCOUNT

Member FDIC

Account Number 1-534-5819-6976

BIRD ROCK COMMUNITY DEVELOPMENT CORP.
DBA BIRD ROCK COMMUNITY COUNCIL
MID ACCOUNT
P.O. BOX 432
LA JOLLA, CA 92038

US BANK
FIVE STAR SERVICE GUARANTEED
USBANK.COM

1101
967691727
10/22/2009

PAY TO THE ORDER OF Opague Graphics \$430.00

Four Hundred Thirty Eight and 00/100

Opague Graphics
P. O. Box 99764
San Diego, CA 92169

MEMO 6/18 Meeting

Mark Reelvin

⑆001101⑆ ⑆122235821⑆ 153458196976⑆ ⑆0000005400⑆

1101 Feb. 9 438.00

BIRD ROCK COMMUNITY DEVELOPMENT CORP.
DBA BIRD ROCK COMMUNITY COUNCIL
MID ACCOUNT
P.O. BOX 432
LA JOLLA, CA 92038

US BANK
FIVE STAR SERVICE GUARANTEED
USBANK.COM

1104
967691727
2/10/2009

PAY TO THE ORDER OF Caran Hardy, Bookkeeper \$54.00

Fifty Four and 00/100

Caran Hardy, Bookkeeper
7742 Herschel Ave, Ste C
La Jolla, CA 92037

MEMO Jan MAD Bookkeeping

Mark Reelvin

⑆001104⑆ ⑆122235821⑆ 153458196976⑆ ⑆0000005400⑆

1104 Feb. 23 54.00

BIRD ROCK COMMUNITY DEVELOPMENT CORP.
DBA BIRD ROCK COMMUNITY COUNCIL
MID ACCOUNT
P.O. BOX 432
LA JOLLA, CA 92038

US BANK
FIVE STAR SERVICE GUARANTEED
USBANK.COM

1102
967691727
12/7/2009

PAY TO THE ORDER OF Michelle Fuks \$765.00

Eighty Five and 00/100

Michelle Fuks
5411 Redmont Ave
La Jolla, CA 92037

MEMO 1/13 Remove furniture from street

Mark Reelvin

⑆001102⑆ ⑆122235821⑆ 153458196976⑆ ⑆0000008500⑆

1102 Feb. 6 85.00

BIRD ROCK COMMUNITY DEVELOPMENT CORP.
DBA BIRD ROCK COMMUNITY COUNCIL
MID ACCOUNT
P.O. BOX 432
LA JOLLA, CA 92038

US BANK
FIVE STAR SERVICE GUARANTEED
USBANK.COM

1105
967691727
2/11/2009

PAY TO THE ORDER OF Brewer Lawn & Landscape \$992.91

Nine Hundred Ninety Two and 91/100

Brewer Lawn & Landscape
Ron Brewer
1420 Royston Drive
San Diego, CA 92154
2009 - 04/02

MEMO CD-222-2008 Birdrock landscape maintenance

Mark Reelvin

⑆001105⑆ ⑆122235821⑆ 153458196976⑆

1105 Feb. 19 992.91

BIRD ROCK COMMUNITY DEVELOPMENT CORP.
DBA BIRD ROCK COMMUNITY COUNCIL
MID ACCOUNT
P.O. BOX 432
LA JOLLA, CA 92038

US BANK
FIVE STAR SERVICE GUARANTEED
USBANK.COM

1103
967691727
2/5/2009

PAY TO THE ORDER OF La Jolla Malbox \$816.24

Eight Hundred Sixteen and 24/100

La Jolla Malbox
2605 La Jolla Blvd.
La Jolla, CA 92037

MEMO Jan MAD malbox

Mark Reelvin

⑆001103⑆ ⑆122235821⑆ 153458196976⑆ ⑆0000081624⑆

1103 Feb. 17 816.24

BIRD ROCK COMMUNITY DEVELOPMENT CORP.
DBA BIRD ROCK COMMUNITY COUNCIL
MID ACCOUNT
P.O. BOX 432
LA JOLLA, CA 92038

US BANK
FIVE STAR SERVICE GUARANTEED
USBANK.COM

1106
967691727
2/11/2009

PAY TO THE ORDER OF David D. Hillwood \$1,400.00

One Thousand Four Hundred and 00/100

David D. Hillwood
PO Box 50104
San Diego, CA 92169-2104

MEMO Jan MAD malbox re MAD

Mark Reelvin

⑆001106⑆ ⑆122235821⑆ 153458196976⑆

1106 Feb. 18 1,400.00