



**Bird Rock Maintenance Assessment District
ADVISORY COMMITTEE REPORT
24 June 2009**

Action Items

None

Information Items

1. **FY2010 Contract with City** (*update*)
Signed agreement submitted to City. Scheduled for City Council approval on or about July 7th.
2. **Street Lighting Project** (*no change*)
The City has apparently rejected our proposal to manage the street light project. The City is initiating the process to make it a city capital improvement project. We are awaiting the city's estimate of the cost to weigh against our estimates to see if the project is still feasible.
3. **Beautification Committee**
Several residents have volunteered and we are meeting monthly.
4. **Landscape Contractor**
 - a. **Neighborhood Landscaping** (*no change*)
Routine maintenance continues per contract.
 - b. **La Jolla Boulevard between and including the Colima and Midway Roundabouts**
Routine maintenance continues pursuant to the contract. We trimmed day lilies in the pedestrian and driver sightlines.
 - c. **La Jolla Boulevard between and including the Midway and Camino de la Costa Roundabouts**
Take over of this final segment occurred on **May 20**. The surprise turnover caused Brewer to lag in getting up to speed on routine maintenance. We focused on safety first by once again pruning all of the day lilies in the pedestrian and driver sightlines. This continues to be a short-term fix until we can replace with more suitable plants.
 - 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.
5. **Quarterly Inspection**
The City conducted its routine quarterly inspection on June 4th. The City issued a favorable report (see attachment).

BIRD ROCK MAINTENANCE ASSESSMENT DISTRICT
ADVISORY COMMITTEE REPORT

20 June 2009

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6. **Expenses to Date**

See attached spreadsheet.

Submitted by:



Joseph LaCava, Chair, Bird Rock MAD Advisory Committee

Attachments:

P&L for MAD through 6/19/2009

Reimbursement Request, 6/20/2009

City Quarterly Report, 6/09/2009

Bird Rock Community Development Corporation						
Profit & Loss Detail - Maintenance Assessment District						
July 1 - June 19, 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
						\$ 21,800.00
Total for 4123 MAD Cash Advance						
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
4/14/2009	Deposit		City of San Diego Treasurer	08/09 MAD	Reimb	3,786.15
05/08/2009	Deposit		City of San Diego Treasurer	08/09 MAD	BRDC FY 09	9,954.25
06/01/2009	Deposit		City of San Diego Treasurer	08/09 MAD	BRDC FY 09	3,029.00
						\$ 32,036.35
Total for 4124 MAD Reimbursements Received						
						\$ 53,836.35
Total for Income						
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	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
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
04/07/2009	Check	1115	David D. Kirkwood	08/09 MAD	Mar Mgmt/Adm	1,400.00
05/08/2009	Check	1119	David D. Kirkwood	08/09 MAD	Apr Mgmt/Adm	1,400.00
06/09/2009	Check	1128	David D. Kirkwood	08/09 MAD	May Mgmt/Adm	1,400.00
						\$ 9,866.50
Total for 4151 Prof. Services/BRCC Admin OH						
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
03/31/2009	Check	1113	San Diego Power Clean	08/09 MAD	3/24 DUI accident street cleanup	175.00
04/28/2009	Check	1117	Brewer Lawn & Landscape	08/09 MAD	Mar Birdrock landscape maint	2,436.25
04/28/2009	Check	1117	Brewer Lawn & Landscape	08/09 MAD	Mar tree replacement balance	116.26
06/01/2009	Check	1125	Brewer Lawn & Landscape	08/09 MAD	Apr "Extra Accident Damage/Colima"	1,101.33
06/01/2009	Check	1125	Brewer Lawn & Landscape	08/09 MAD	Apr "Extra Colima Parkway" sprinklers	0.00
06/01/2009	Check	1125	Brewer Lawn & Landscape	08/09 MAD	Apr BR landscape maint & doggie stations (9)	2,396.25
06/02/2009	Check	1127	Brewer Lawn & Landscape	08/09 MAD	Apr "Extra Colima Parkway" sprinklers	278.61
						\$ 21,300.76
Total for 4217 Landscaping Services						

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

July 1 - June 19, 2009

Date	Type	Num	Name	Class	Memo/Description	Amount
11/04/2008	Check	Visa	Off Duty Officers, Inc.	08/09 MAD	Oct security services	880.00
						\$ 880.00
4222 Misc Contractual Services						
Total for 4222 Misc Contractual Services						
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	1103	La Jolla Mailbox	08/09 MAD	1/21 MAD mailing	781.59
02/05/2009	Check	1103	La Jolla Mailbox	08/09 MAD	1/27 MAD mailing	5.50
02/05/2009	Check	1103	La Jolla Mailbox	08/09 MAD	1/22 MAD mailing	29.15
04/07/2009	Check	1116	La Jolla Mailbox	08/09 MAD	Mar MAD mailing	7.79
05/08/2009	Check	1120	La Jolla Mailbox	08/09 MAD	Apr MAD mailing	10.93
06/09/2009	Check		La Jolla Mailbox	08/09 MAD	May MAD Mailings	0.89
						\$ 901.02
Total for 3102 Postage and Delivery Expenses						
3298 Waste Stations & Supplies						
03/02/2009	Check	1107	JUB Solutions Inc.	08/09 MAD	3 Waste Stations & Supplies	1,512.00
						\$ 1,512.00
4314 Photocopy						
01/20/2009	Check	1101	Opaque Graphics	08/09 MAD	Jan mailing inv. 12513	438.00
04/28/2009	Check	1118	Joe and/or Lorene LaCava	08/09 MAD	4/27 copies FY2010 MAD contract	14.62
06/09/2009	Check	1128	David D. Kirkwood	08/09 MAD	May reprographics	40.54
						\$ 493.16
Total for 4314 Photocopy						
4810 Insurance						
7/21/2008	Check	1075	Alliant Insurance Services, Inc.	08/09 MAD		2,854.38
						\$ 2,854.38
Total for 4810 Insurance						
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	1108	Caran Hardy Bookkeeping	08/09 MAD	Feb MAD bookkeeping	54.00
04/02/2009	Check	1114	Caran Hardy Bookkeeping	08/09 MAD	Mar bookkeeping	54.00
06/01/2009	Check	1124	Caran Hardy Bookkeeping	08/09 MAD	Apr bookkeeping	54.00
06/01/2009	Check	1123	Caran Hardy Bookkeeping	08/09 MAD	May bookkeeping	0.00
06/01/2009	Check	1126	Caran Hardy Bookkeeping	08/09 MAD	May bookkeeping	54.00
06/01/2009	Check	1121	Caran Hardy Bookkeeping	08/09 MAD	Apr bookkeeping	0.00
						\$ 3,594.00
Total for 4960 Acctg Dept Charges						
Total for MAD Expenditures						
						\$ 41,401.82
Net Balance						
			Friday, Jun 19, 2009 - Accrual Basis			\$ 12,434.53



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

20 June 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.

As our current agreement ends June 30, 2009 we are not requesting replenishment but instead will draw down our Cash Advance.

Summary

Cash Advance	\$ 21,800.00
Expenses This Period (See Attached)	(3,985.85)
Balance	\$17,814.15
Requested Replenishment	0.00

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 (5/30/2009)

cc: BRDC Board of Directors

**Status of FY 2009 Budget
Expenses Report as of: 30 May 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	820.28	18.72	161.00
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	1,512.00	0.00	488.00
4118	Engineering Services	10,000.00	0.00	0.00	10,000.00
4151	Unclassified Prof Services	24,750.00	7,066.50	1,400.00	16,283.50
4217	Landscaping Services	58,700.00	14,972.06	2,552.51	41,175.43
4222	Misc Cont Serv (Security)	3,000.00	880.00	0.00	2,120.00
4314	Photocopy Xerox	1,000.00	438.00	14.62	547.38
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	3,432.00	0.00	1,568.00
	Total	\$120,800.00	\$32,036.35	\$3,985.85	\$84,777.80

**Listing by Account
 FY 2009
 Expenses Report as of: 30 May 2009**

Account 3102 Postage/Mailing

Vendor	Explanation	Cost	Check No.
La Jolla Mailbox	Postage	7.79	1116
La Jolla Mailbox	Postage	10.93	1120
Total – Account :		\$ 18.72	

Account 3298 Unclas Mat & Supp

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

Account 4151 (Prof. Services/BRCC Admin OH)

Vendor	Explanation	Cost	Check No.
Dave Kirkwood	April Management	1,400.00	1119
Total – Account :		\$1,400.00	

Account 4217 (Landscaping Services)

Vendor	Explanation	Cost	Check No.
Brewer Landscape & Maint	March Service	2,436.25	1117
Brewer Landscape & Maint	February Change order, balance due	116.26	1117
Total – Account 4217:		\$2,552.51	

Account 4314 (Photocopy Xerox)

Vendor	Explanation	Cost	Check No.
Joe LaCava (reimbursement)	Copies of FY2009 Contract	14.62	1118
Total – Account 4314:		\$ 14.62	

Account 4810 (Insurance)

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

Account 4960 (Accounting Dept Charges)

Vendor	Explanation	Cost	Check No.
Total – Account 4351:		\$ 0.00	



THE CITY OF SAN DIEGO

June 9, 2009

Joseph LaCava
Bird Rock Community Council
5274 La Jolla Boulevard
San Diego, CA 92037

Dear Joe:

Please find attached the report for the quarterly inspection conducted on June 4, 2009, in accordance with the terms of the annual maintenance agreement between the City of San Diego and the Bird Rock Community Council for the Bird Rock Maintenance Assessment District. If you have any questions, please feel free to contact me at (619) 533-6724.

Best Regards,

A handwritten signature in blue ink, appearing to read "Andrew Field".

Andrew Field
Assistant Deputy Director

Attachment: June 4, 2009, Bird Rock MAD Inspection Report

cc: Dave Kirkwood, Bird Rock Community Council
Graham Hufford, Field Engineering Division, Engineering and Capital Projects Department
Margaret May, Open Space Division, Park and Recreation Department
Cory Peterson, Open Space Division, Park and Recreation Department
Tim Rogers, Open Space Division, Park and Recreation Department

Open Space Division • Park and Recreation

1250 Sixth Avenue MS 804A • San Diego, CA 92101-4215

Tel (619) 685-1350 • Fax (619) 685-1362

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**BIRD ROCK M.A.D.
Inspection Report – June 4, 2009**

The second inspection of 2009 required by the agreement between the City and the Bird Rock Community Council (BRCC) was conducted on Thursday, June 4, 2009.

Attendees:

Dave Kirkwood, BRCC Contract Manager
Cory Peterson, City of San Diego, Park and Recreation Department
Tim Rogers, City of San Diego, Park and Recreation Department
Eleazar, Brewer Landscaping, BRCC Landscape Maintenance Contractor

Overview:

During this inspection (second quarter of 2009), City staff and Bird Rock Community Council (BRCC) representative reviewed several areas of maintenance: the Seahaus area landscaping on La Jolla Boulevard, the Camino de la Costa @ Beaumont area, the Bird Rock Av. @ Bellevue roundabout, the Forward St. @ Taft median, and the La Jolla Mesa area. The inspection lasted from 9:15 a.m. until 11:30 a.m.

Wrelton Drive and La Jolla Boulevard

There is still the ongoing issue of fencing or covering the brow ditch areas to eliminate hazards. Fencing or a protective cover still needs to be installed at the edge of the drainage ditches. As noted in the November 18, 2008, inspection: “Reportedly this will be addressed by the Resident Engineer Graham Hufford as part of the completion of Bird Rock Traffic Calming Phase I. This is a safety hazard. While it is hoped that the capital project will address this, the City may need to find another way to finance it. The BRCC should continue to monitor this situation as required under the Sidewalk Safety Hazards section of the agreement.”

La Jolla Boulevard - Overview

Plants have been cut low in critical visibility areas (approximately 50 feet before approaching the crosswalks) for increased visibility in both the SeaHaus area and in Phase II. At some future point, MAD staff recommends replacing the current plants in Phase II with a more suitably sized plant choice to eliminate any sight distance or visibility issues (now that the BRCC has taken over maintenance in May 2009).

Several La Jolla Boulevard issues include:

1. Status of the repair of in-pavement flashing beacons at crosswalks.
2. Electrical Meter at 383 Midway has now been transferred to the BRCC.
3. At 5417 La Jolla Blvd., asphalt patching needs to be completed for better wheelchair access/safety. Tim Rogers will submit a new request to Streets Division.

La Jolla Boulevard and Colima Street

Some missing plants were noted at various locations around the intersection. BRCC plans to plant these areas in the coming weeks and months.

There is a fungal disease affecting the leptospermum plants in this area, which is relatively common to this plant. A fungicide application was recommended, as well as reducing soil compaction to improve drainage.

La Jolla Boulevard and Midway Street

Someone nailed a flyer to a Torrey Pine tree in the Midway Roundabout. It was suggested to Dave Kirkwood that the nails be removed.

Camino de la Costa @ Beaumont

The two Cercis trees appear to be stressed, and appear to have a fungal infestation with what looks like Black Spot, or possibly Anthracnose. Irrigation should be monitored here to determine if drought stress may be the cause.

La Jolla Mesa @ Linda Rosa

The curb at the southwest corner is getting damaged by vehicles. Tim Rogers will enter a service request to Streets Division to inspect medians for the possible addition of lights or reflective object markers to increase driver awareness/reduce vehicle damage to curbs in the area.

A resident of Linda Rosa spoke with us at this site. She was upset with the Traffic Engineering design of the pop-out area along La Jolla Mesa, especially regarding the layout of the sidewalk near the edge of the curve. She felt that this sidewalk is dangerous to pedestrians.

Overall

Once again, the inspection tour overall revealed improvements at nearly every location since the BRCC began its maintenance of the areas (Phase I, Seahaus, and Phase II).