

M E M O

TO: District Manager

FROM: Finance Manager

SUBJECT: FINANCE DEPARTMENT STATUS REPORT
WEEK ENDING NOVEMBER 14, 2008

DATE: November 14, 2008

RECOMMENDATION:

It is recommended that the Board of Directors review and file the Finance Department status report for the week ending November 14, 2008.

BACKGROUND:

WATER AWARENESS

New water saving tips continue to be mailed out as bill inserts to all customers. Additionally, the front office has water conservation kits, refrigerator magnets and hose washers that are handed out on an individual basis.

FELTON

The finance office received training with the Neptune system this week. The first billing for the Felton customers will go out next week.

FISCAL YEAR END AUDIT

The firm of Charles Z. Fedak & Company has completed the audit for the fiscal year ending June 30, 2008 and will present the completed Financial Statement to the Board of Directors at the November 20, 2008 meeting.

Karen Alvarez
Finance Manager