

## MEMO

TO: District Manager

FROM: Finance Manager

SUBJECT: FINANCE DEPARTMENT STATUS REPORT  
WEEK ENDING FEBRUARY 13, 2009

DATE: February 13, 2009

### **RECOMMENDATION:**

It is recommended that the Board of Directors review and file the Finance Department status report for the week ending February 13, 2009.

### **BACKGROUND:**

#### STATUS QUO

Staff continues to work on the normal duties of processing accounts payable, accounts receivable, payroll, customer relations and calls, etc.

#### FELTON

We have completed the second billing process of the new Felton customers.

#### PROPOSED RATE INCREASE

We have experienced some calls regarding the proposed rate increase. For the most part, however, people seem to understand that the increase is past due and is necessary to cover operating expenses and maintenance of an aging system.

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Karen Alvarez  
Finance Manager