

MEMO

TO: District Manager

FROM: Finance Manager

SUBJECT: FINANCE DEPARTMENT STATUS REPORT
WEEK ENDING FEBRUARY 27, 2009

DATE: February 27, 2009

RECOMMENDATION:

It is recommended that the Board of Directors review and file the Finance Department status report for the week ending February 27, 2009.

BACKGROUND:

STATUS QUO

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

MEETING WITH DATASTREAM

Staff met with our current operating system and software provider, Datastream Business Solutions, Inc. to determine estimated costs for upgrading to automated billing as well as streamlining many other current processes.

PROPOSED RATE INCREASE

A public hearing regarding the rate increase will be held Thursday, March 5, 2009.

Karen Alvarez
Finance Manager