

MEMO

TO: District Manager

FROM: Finance Manager

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

DATE: March 27, 2009

RECOMMENDATION:

It is recommended that the Board of Directors review and file the Finance Department status report for the week ending March 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. A proposal was received and is being reviewed by the District Manager.

RATE INCREASE

Water rates (both basic and usage) increased 12% effective March 15, 2009. Bills are being prorated accordingly.

Karen Alvarez
Finance Manager