

MEMO

TO: District Manager

FROM: Finance Manager

SUBJECT: FINANCE DEPARTMENT STATUS REPORT
WEEK ENDING APRIL 10, 2009

DATE: April 10, 2009

RECOMMENDATION:

It is recommended that the Board of Directors review and file the Finance Department status report for the week ending April 10, 2009.

BACKGROUND:

QUARTERLY REPORTS

Staff is busy working on various quarterly reports, payroll tax returns, 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 tentative Finance Committee meeting is scheduled for Friday, April 24, 2009 to review the proposed software upgrade.

RATE INCREASE

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

Karen Alvarez
Finance Manager