



CITY OF STAYTON
M E M O R A N D U M

TO: Mayor Henry Porter and the Stayton City Council
FROM: Cindy Chauran, Associate Accountant
Elizabeth Baldwin, Accounting Clerk
DATE: August 20, 2018
SUBJECT: Monthly Finance Department Report

	July 2018	June 2018
Number of Bills Mailed	2,397	2,381
Number of Bills Emailed	361	356
Number of Bills on Auto-Pay	611	604
Delinquent Notices Sent Out	522	485
Courtesy Delinquent Notices Sent to Landlords	144	149
Notified of Impending Shut-Off & Penalty	101	172
Customers Issued Payment Extensions	21	21
Customers with Interrupted Services Non-Payment	19	39
Services Still Disconnected	1	0
Number of Checks Issued	108	180
Total Amount of Checks	\$649,793.25	\$548,107.44