



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
Randi Heuberger, Accounting Clerk
DATE: November 19, 2018
SUBJECT: Monthly Finance Department Report

	October 2018	September 2018
Number of Bills Mailed	2,374	2,386
Number of Bills Emailed	388	378
Number of Bills on Auto-Pay	643	634
Delinquent Notices Sent Out	510	501
Courtesy Delinquent Notices Sent to Landlords	150	152
Notified of Impending Shut-Off & Penalty	119	102
Customers Issued Payment Extensions	25	26
Customers with Interrupted Services Non-Payment	17	15
Services Still Disconnected	0	1
Number of Checks Issued	183	158
Total Amount of Checks	\$1,201,848.59	\$504,365.87