



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

**TO:** Mayor Henry Porter and the Stayton City Council  
**FROM:** Susannah Sbragia, Finance Director  
**DATE:** November 1, 2021  
**SUBJECT:** Monthly Finance Department Report

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	Oct 21	Sept. 21
Number of Bills Mailed	2,463	2,469
Number of Bills Emailed	615	606
Number of Bills on Auto-Pay	797	825
Delinquent Notices Sent Out	839	448
Courtesy Delinquent Notices Sent to Landlords	136	99
Notified of Impending Shut-Off & Penalty	153	110
Customers Issued Payment Extensions	1	25
Customers with Interrupted Services Non-Payment	17	15
Services Still Disconnected	1	0