



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

TO: Mayor Henry Porter and the Stayton City Council
FROM: Elizabeth Baldwin, Account Specialist
Randi Heuberger, Account Specialist
DATE: July 15, 2019
SUBJECT: Monthly Finance Department Report

	June 2019	May 2019
Number of Bills Mailed	2,362	2,362
Number of Bills Emailed	421	414
Number of Bills on Auto-Pay	721	698
Delinquent Notices Sent Out	495	481
Courtesy Delinquent Notices Sent to Landlords	137	141
Notified of Impending Shut-Off & Penalty	140	110
Customers Issued Payment Extensions	21	17
Customers with Interrupted Services Non-Payment	20	7
Services Still Disconnected	0	0
Number of Checks Issued	159	170
Total Amount of Checks	\$1,057,454.39	\$841,745.83