

City of Chipley

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TO: Mayor and Council

FROM: Jamie A. Richter, Finance Director

DATE: July 02, 2025

SUBJECT: Finance Office Report – June 2025

For the month of June, the finance staff processed the following:

	<u>May</u>	<u>June</u>
Number of utility bills for the normal billing cycle	2,041	2,043
Number of new accounts opened during the month	24	21
Number of accounts closed during the month	9	18
Number of accounts transferred during the month	1	1
Credit Card Payments at Counter/By Phone	295	300
Credit Card/E-check Payments Online	417	423
Issued Work Orders	83	83
Issued Availability of Service Forms	4	2
Issued Business Tax Licenses	3	10
Purchase Orders Issued	88(\$42,428.28)	92(\$51,850.58)
Accounts Payable Checks Issued	253(\$701,824.60)	253(\$714,462.89)

The following information pertains to disconnecting customer services for non-payment:

Number of customers with delinquent accounts	449 (04/16/25)	396(06/17/25)
Door knockers and telephone calls made to customers	93	84
Number of customers with delinquent accounts	131 (04/30/25)	243(06/23/25)
Actual disconnection of services for the month	34	23

Disconnects began on **June 17, 2025**, and were completed on **June 23, 2025**.

Please let me know if you have any questions or if you need additional information.