

**City of Fortuna
Finance Department
Fiscal Year 2023/24**

Finance Department Activity Log	April 2023	May 2023	June 2023	July 2023	August 2023	September 2023
Payroll Checks Issued:	230	214	273	256	228	321
Accounts Payable Checks Issued:	239	215	287	254	293	234
Number of Invoices Processed:	454	440	534	501	542	428
CDBG Loan Payments/Payoff	0	0	0	0	0	0
# Telephone Calls	1894	1888	1480	1909	1467	1452
Avg Daily	95	86	70	95	73	69
Daily Walk-in Customers						
Utility	674	701	496	434	382	387
Bldg	52	60	83	50	43	42
Plan	32	33	22	14	23	18
Other	43	57	78	184	122	57
Total:	801	851	679	682	570	504
Average Daily Walk-in Customers	40	39	32	34	29	24
Monthly Bills	4595	4593	4596	4605	4610	4607
Reminder Notices	428	424	506	498	423	420
Shut Off Notices Mailed	226	284	270	268	258	256
Shut Offs	24	16	0	51	24	31
Ebills - Bills sent via email	413	412	413	419	429	446
Utility Bills paid online	1228	1218	1205	1241	1246	1293
% of Utility bills paid in person	15%	15%	11%	9%	8%	8%
Public Works Calls Dispatched:	80	111	119	76	89	78
					Avg Service Calls	92.2

Utility Billing Aging Report	Total Bal	Current	30 Days	60 Days	90 Days
	\$ 608,553	\$ 462,303	\$ 90,886	\$ 19,825	\$ 35,540
		76.0%	14.9%	3.3%	5.8%

