

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

Finance Department Activity Log	August 2023	September 2023	October 2023	November 2023	December 2023	January 2024
Payroll Checks Issued:	228	321	215	220	236	236
Accounts Payable Checks Issued:	293	234	215	267	225	238
Number of Invoices Processed:	542	428	413	552	443	473
CDBG Loan Payments/Payoff	0	0	1	0	0	0
# Telephone Calls	1467	1452	1469	1409	1483	1671
Avg Daily	73	69	67	74	74	80
Daily Walk-in Customers						
Utility	382	387	391	411	457	454
Bldg	43	42	41	32	21	30
Plan	23	18	21	17	19	15
Other	122	57	77	52	50	54
Total:	570	504	530	512	547	553
Average Daily Walk-in Customers	29	24	24	27	27	26
Monthly Bills	4610	4607	4601	4613	4610	4608
Reminder Notices	423	420	487	451	473	443
Shut Off Notices Mailed	258	256	232	278	277	308
Shut Offs	24	31	39	21	31	23
Ebills - Bills sent via email	429	446	460	466	476	480
Utility Bills paid online	1246	1293	1267	1284	1297	1330
% of Utility bills paid in person	8%	8%	8%	9%	10%	10%
Public Works Calls Dispatched:	89	78	80	97	72	96
					Avg Service Calls	85.3

Utility Billing Aging Report	Total Bal	Current	30 Days	60 Days	90 Days
	\$ 615,286	\$ 463,086	\$ 88,272	\$ 21,364	\$ 42,564
		75.3%	14.3%	3.5%	6.9%

