

**City of Fortuna
Finance Department
Fiscal Year 2022/23**

Finance Department Activity Log	January 2023	February 2023	March 2023	April 2023	May 2023	June 2023
Payroll Checks Issued:	250	225	324	230	214	273
Accounts Payable Checks Issued:	248	205	236	239	215	287
Number of Invoices Processed:	516	465	455	454	440	534
CDBG Loan Payments/Payoff	0	1	0	0	0	0
# Telephone Calls	2347	2134	2137	1894	1888	1480
Avg Daily	117	112	93	95	86	70
Daily Walk-in Customers						
Utility	758	685	762	674	701	496
Bldg	66	57	53	52	60	83
Plan	35	23	25	32	33	22
Other	57	31	36	43	57	78
Total:	916	796	876	801	851	679
Average Daily Walk-in Customers	46	42	38	40	39	32
Monthly Bills	4598	4600	4600	4595	4593	4596
Reminder Notices	473	437	376	428	424	506
Shut Off Notices Mailed	262	280	200	226	284	270
Shut Offs	22	22	25	24	16	0
Ebills - Bills sent via email	401	408	412	413	412	413
Utility Bills paid online	1224	1199	1238	1228	1218	1205
% of Utility bills paid in person	16%	15%	17%	15%	15%	11%
Public Works Calls Dispatched:	116	104	150	80	111	119
					Avg Service Calls	113.3

Utility Billing Aging Report	Total Bal	Current	30 Days	60 Days	90 Days
	\$ 599,724	\$ 440,368	\$ 95,067	\$ 23,355	\$ 40,934
		73.4%	15.9%	3.9%	6.8%

