

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

Finance Department Activity Log	October 2023	November 2023	December 2023	January 2024	February 2024	March 2024
Payroll Checks Issued:	215	220	236	236	217	311
Accounts Payable Checks Issued:	215	267	225	238	190	203
Number of Invoices Processed:	413	552	443	473	415	430
CDBG Loan Payments/Payoff	1	0	0	0	0	0
# Telephone Calls	1469	1409	1483	1671	1600	1490
Avg Daily	67	74	74	80	80	71
Daily Walk-in Customers						
Utility	391	411	457	454	417	430
Bldg	41	32	21	30	25	33
Plan	21	17	19	15	12	14
Other	77	52	50	54	59	48
Total:	530	512	547	553	513	525
Average Daily Walk-in Customers	24	27	27	26	26	25
Monthly Bills	4601	4613	4610	4608	4609	4608
Reminder Notices	487	451	473	443	475	483
Shut Off Notices Mailed	232	278	277	308	263	279
Shut Offs	39	21	31	23	38	23
Ebills - Bills sent via email	460	466	476	480	489	487
Utility Bills paid online	1267	1284	1297	1330	1339	1347
% of Utility bills paid in person	8%	9%	10%	10%	9%	9%
Public Works Calls Dispatched:	80	97	72	96	108	89
					Avg Service Calls	90.3

Utility Billing Aging Report	Total Bal	Current	30 Days	60 Days	90 Days
	\$ 609,082	\$ 450,753	\$ 94,418	\$ 21,828	\$ 42,083
		74.0%	15.5%	3.6%	6.9%

