

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

Finance Department Activity Log	November 2022	December 2022	January 2023	February 2023	March 2023	April 2023
Payroll Checks Issued:	223	255	250	225	324	230
Accounts Payable Checks Issued:	243	210	248	205	236	239
Number of Invoices Processed:	522	454	516	465	455	454
CDBG Loan Payments/Payoff	0	0	0	1	0	0
# Telephone Calls	1829	2233	2347	2134	2137	1894
Avg Daily	91	112	117	112	93	95
Daily Walk-in Customers						
Utility	560	713	758	685	762	674
Bldg	43	58	66	57	53	52
Plan	34	40	35	23	25	32
Other	37	48	57	31	36	43
Total:	674	859	916	796	876	801
Average Daily Walk-in Customers	34	43	46	42	38	40
Monthly Bills	4599	4602	4598	4600	4600	4595
Reminder Notices	427	433	473	437	376	428
Shut Off Notices Mailed	250	270	262	280	200	226
Shut Offs	18	26	22	22	25	24
Ebills - Bills sent via email	392	398	401	408	412	413
Utility Bills paid online	1172	1171	1224	1199	1238	1228
% of Utility bills paid in person	12%	15%	16%	15%	17%	15%
Public Works Calls Dispatched:	86	70	116	104	150	80
					Avg Service Calls	101.0

Utility Billing Aging Report	Total Bal	Current	30 Days	60 Days	90 Days
	\$ 592,678	\$ 448,487	\$ 87,887	\$ 19,794	\$ 36,510
		75.7%	14.8%	3.3%	6.2%

