

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

Finance Department Activity Log	November 2023	December 2023	January 2024	February 2024	March 2024	April 2024
Payroll Checks Issued:	220	236	236	217	311	210
Accounts Payable Checks Issued:	267	225	238	190	203	217
Number of Invoices Processed:	552	443	473	415	430	433
CDBG Loan Payments/Payoff	0	0	0	0	0	0
# Telephone Calls	1409	1483	1671	1600	1490	1578
Avg Daily	74	74	80	80	71	72
Daily Walk-in Customers						
Utility	411	457	454	417	430	425
Bldg	32	21	30	25	33	22
Plan	17	19	15	12	14	12
Other	52	50	54	59	48	92
Total:	512	547	553	513	525	551
Average Daily Walk-in Customers	27	27	26	26	25	25
Monthly Bills	4613	4610	4608	4609	4608	4609
Reminder Notices	451	473	443	475	483	484
Shut Off Notices Mailed	278	277	308	263	279	235
Shut Offs	21	31	23	38	23	32
Ebills - Bills sent via email	466	476	480	489	487	487
Utility Bills paid online	1284	1297	1330	1339	1347	1377
% of Utility bills paid in person	9%	10%	10%	9%	9%	9%
Public Works Calls Dispatched:	97	72	96	108	89	80
				Avg Service Calls		90.3

Utility Billing Aging Report	Total Bal	Current	30 Days	60 Days	90 Days
	\$ 602,195	\$ 457,810	\$ 84,096	\$ 19,501	\$ 40,788
		76.0%	14.0%	3.2%	6.8%

