

**City of Fortuna
Finance Department
Fiscal Year 2024/25**

Finance Department Activity Log	June 2024	July 2024	August 2024	September 2024	October 2024	November 2024
Payroll Checks Issued:	259	278	338	232	230	219
Accounts Payable Checks Issued:	218	298	218	196	286	188
Number of Invoices Processed:	442	574	433	423	546	394
CDBG Loan Payments/Payoff	0	1	0	0	1	0
# Telephone Calls	1674	1806	1690	1664	1586	1243
Avg Daily	88	82	77	83	69	69
Daily Walk-in Customers						
Utility	482	590	511	461	367	348
Bldg	38	35	39	34	49	12
Plan	14	21	21	15	10	5
Other	51	210	101	73	95	49
Total:	585	856	672	583	521	414
Average Daily Walk-in Customers	31	39	31	29	23	23
Monthly Bills	4622	4620	4632	4632	4621	4619
Reminder Notices	491	452	465	528	501	555
Shut Off Notices Mailed	255	296	284	277	306	306
Shut Offs	24	22	28	33	27	21
Ebills - Bills sent via email	509	518	541	569	578	599
Utility Bills paid online	1336	1358	1386	1400	1410	1442
% of Utility bills paid in person	10%	13%	11%	10%	8%	8%
Public Works Calls Dispatched:	120	93	103	89	90	86
				Avg Service Calls		96.8

Utility Billing Aging Report	Total Bal	Current	30 Days	60 Days	90 Days
	\$ 748,866	\$ 540,958	\$ 135,331	\$ 29,514	\$ 43,063
		72.2%	18.1%	3.9%	5.8%

