



# CITY COUNCIL AGENDA REPORT

CITY HALL



CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541  
*SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP*

**DATE:** February 18, 2025  
**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Chris Gorsky, Administrative Services Director  
**SUBJECT:** Administrative Services Department Report for December 2024

## RECOMMENDATION:

Receive the City of Sonora Administrative Services Department Report for December 2024 (FY24/25)

## DISCUSSION / ANALYSIS:



The Administrative Services Department provides a wide range of comprehensive support services which include: accounting, finance administration and reporting, budgeting, audit, compliance, treasury management, payroll, human resources, recruitments, accounts receivable, local tax collection, accounts payable, procurements, business license management, risk management, information technology for the City.

### Monthly Report to the City Council

#### December '24 (FY24/25)

**Highlights of General Fund Revenues:**

	Current Period	YTD	FY24/25 Budget	% of Budget
Property Tax	\$ 466,091	\$ 591,173	\$ 992,400	59.6%
Sales Tax	\$ 306,211	\$ 1,576,555	\$3,552,000	44.4%
Measure Y	\$ 348,710	\$ 2,098,915	\$4,300,000	48.8%
Transient Occupancy Tax	\$ 32,759	\$ 298,276	\$ 608,000	49.1%
Cannibis Public Benefit Fees	\$ 56,480	\$ 336,965	\$ 700,000	48.1%
Building & Encroachment Permits	\$ 8,099	\$ 83,763	\$ 101,000	82.9%
Business Licenses	\$ 6,501	\$ 113,037	\$ 129,900	87.0%

**Highlights of General Fund Expenditures:**

	Current Period	YTD	FY24/25 Budget	% of Budget
Salaries and Benefits	\$ 559,984	\$ 3,631,173	\$8,307,600	43.7%
Operating Expenditures	\$ 192,633	\$ 2,172,134	\$4,073,150	53.3%
Capital Improvement Projects	\$ 68,300	\$ 501,840	\$1,380,000	36.4%
Transfers	\$ -	\$ 1,046,255	\$1,072,000	97.6%

	A/P	YTD	H/R	YTD
<b>Total Number of Checks/DD Processed:</b>	158	782	96	627

	Current Month Zone A	Current Month Zone B	YTD Zone A	YTD Zone B
<b>Business License Activity:</b>				
Licenses Issued	3	4	11	86



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## CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Economic Development/Growth and General Plan, Staffing - Salary, Benefits, Training, and Retention