



CITY COUNCIL AGENDA REPORT

CITY HALL

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

DATE: May 18, 2026

TO: Honorable Mayor and Members of the City Council

FROM: Chris Gorsky, City Administrator

SUBJECT: Administrative Services Departments Quarterly Report for January, February and March 2026.

RECOMMENDATION:

Receive the Administrative Services Departments Quarterly Report for January, February and March 2026.

DISCUSSION / ANALYSIS:



Administrative Services

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.

Quarterly Report to the City Council

3rd Quarter FY25/26

Highlights of General Fund Revenues:

	Current Period	YTD	FY24/25 Budget	% of Budget
Property Tax	\$ 279,252	\$ 901,684	\$ 1,581,100	57.0%
Sales Tax	\$ 880,251	\$ 2,631,645	\$ 3,281,900	80.2%
Measure Y	\$ 1,025,922	\$ 3,198,499	\$ 4,196,700	76.2%
Transient Occupancy Tax	\$ 333,606	\$ 595,644	\$ 711,000	83.8%
Public Benefit Fees	\$ 157,955	\$ 493,721	\$ 660,000	74.8%
Building & Encroachment Permits	\$ 19,659	\$ 63,075	\$ 141,100	44.7%
Business Licenses	\$ 68,907	\$ 121,111	\$ 130,000	93.2%

Highlights of General Fund Expenditures:

	Current Period	YTD	FY24/25 Budget	% of Budget
Salaries and Benefits	\$ 1,745,644	\$ 5,934,899	\$ 8,483,950	70.0%
Operating Expenditures	\$ 861,806	\$ 1,739,480	\$ 4,360,715	39.9%
Capital Improvement Projects	\$ 10,786	\$ 133,169	\$ 2,133,400	6.2%
Transfers	\$ 163,215	\$ 819,281	\$ 833,000	98.4%

	A/P	YTD	H/R	YTD
Total Number of WARRANTS/IACH/DD Processed:	394	1,457	312	1,042



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CORE COUNCIL PRIORITIES:

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