



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 3, 2025
TO: Honorable Mayor and Members of the City Council
FROM: Chris Gorsky, Administrative Services Director
SUBJECT: Administrative Services Department Report for November 2024

RECOMMENDATION:

Receive the Administrative Services Department Report for November 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

November '24 (FY24/25)

Highlights of General Fund Revenues:

	Current Period	YTD	FY24/25 Budget	% of Budget
Property Tax	\$ 99,542	\$ 125,082	\$ 992,400	12.6%
Sales Tax	\$ 356,109	\$ 1,270,344	\$ 3,552,000	35.8%
Measure Y	\$ 392,377	\$ 1,750,205	\$ 4,300,000	40.7%
Transient Occupancy Tax	\$ 24,716	\$ 236,719	\$ 608,000	38.9%
Cannabis Public Benefit Fees	\$ 53,968	\$ 280,485	\$ 700,000	40.1%
Building & Encroachment Permits	\$ 7,412	\$ 75,664	\$ 101,000	74.9%
Business Licenses	\$ 101,955	\$ 106,536	\$ 129,900	82.0%

Highlights of General Fund Expenditures:

	Current Period	YTD	FY24/25 Budget	% of Budget
Salaries and Benefits	\$ 726,722	\$ 3,071,364	\$ 8,307,600	37.0%
Operating Expenditures	\$ 689,981	\$ 1,979,501	\$ 4,073,150	48.6%
Capital Improvement Projects	\$ 433,540	\$ 433,540	\$ 1,380,000	31.4%
Transfers	\$ -	\$ 1,046,255	\$ 1,072,000	97.6%

	A/P	YTD	H/R	YTD
Total Number of Checks/DD Processed:	89	624	137	531

	Current Month Zone A	Current Month Zone B	YTD Zone A	YTD Zone B
Business License Activity:				
Licenses Issued	2	4	8	82



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CORE COUNCIL PRIORITIES:

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