



City Clerk's Office

Budget Retreat

April 27, 2024

2023 – 2024 PERFORMANCE

➤ NOTICES, AGENDAS AND MINUTES:

- 35 Council meetings (18 Regular Council meetings, 11 Special Council meetings, 5 Work Sessions and 1 Budget Retreat)

➤ PUBLIC RECORD REQUESTS:

- 175 Requests

➤ IRON MOUNTAIN:

- 94 Boxes for storage

➤ 2024 ELECTIONS:

- Special Election – Primary Property Tax 5/21/2024
- Primary Election – 3 Council Member 7/30/2024
- General Election – Southwest Gas Franchise; if needed election of Council Member(s) 11/5/2024

BUDGET FY 2024-2025

City of San Luis
Annual Budget by Organization Report
Detail

	2024 Amended Budget	2025 Proposed Continuation Budget
Fund: 100 General Fund		
Expenditures		
Department: 116 City Clerk		
S&RE - Salaries & Related Expenses	\$402,320.00	\$341,470.00
SP - Supplies	\$19,430.00	\$8,200.00
M - Maintenance	\$17,250.00	\$17,730.00
SS - Special Services	\$108,020.00	\$121,110.00
ND - Non-Departmental	(\$172,365.00)	(\$164,890.00)
Department Total: City Clerk	\$374,655.00	\$323,620.00
Expenditure Totals	\$374,655.00	\$323,620.00
Fund Total: General Fund	(\$374,655.00)	(\$323,620.00)
Revenue Grand Totals:	\$0.00	\$0.00
Expenditure Grand Totals:	\$374,655.00	\$323,620.00
Net Grand Totals:	(\$374,655.00)	(\$323,620.00)

Department's Budget Request:

- City Clerk Specialist

THANK YOU!

Sonia Cornelio, City Clerk

Melissa Lopez, Deputy City Clerk

Candy Lara
Records Management Specialist

