

# **CITY CLERK'S OFFICE**

## **BUDGET RETREAT FY2026-2027**

**APRIL 18, 2026**



CITY OF  
**SAN LUIS**  
A R I Z O N A  
[WWW.SANLUISAZ.GOV](http://WWW.SANLUISAZ.GOV)



# NEW POSITION REQUEST

## ➤ DEPUTY CITY CLERK

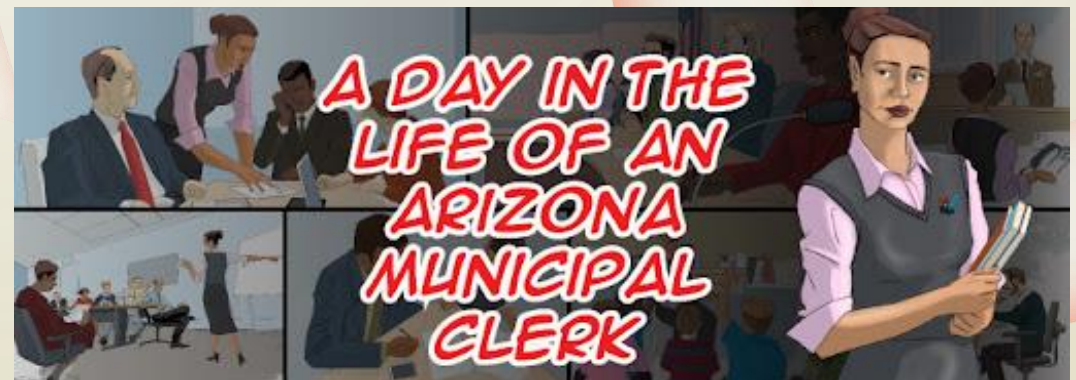
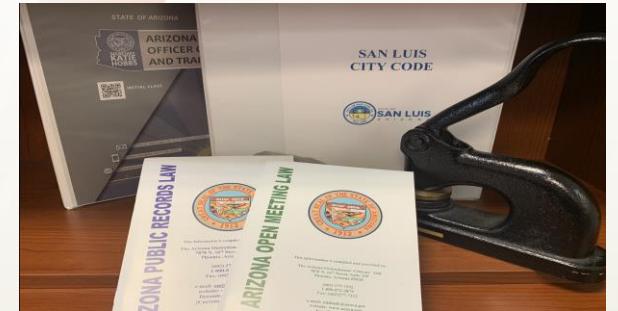
❑ \$107,080.00

## ➤ CURRENT CHALLENGES

- ❑ Increasing workload and strict legal deadlines
- ❑ Limited staffing and capacity constraints
- ❑ Risk of service delays and errors

## ➤ ROLE & KEY FUNCTIONS

- ❑ Agendas & meeting coordination
- ❑ Elections support
- ❑ Support to other boards/commissions
- ❑ Provide continuity of operations
- ❑ Ensures compliance and timeliness
- ❑ Improves efficiency and service



# QUESTIONS???



**THANK YOU!**

**SONIA CORNELIO**  
City Clerk

**MELISSA LOPEZ**  
Deputy City Clerk

**ISRAEL GOMEZ**  
Records Management Specialist

