

TOWN CLERK SEPTEMBER 2013

Program	Sept '12	Sept '13	% Change (Month)	YTD FY 12-13	YTD FY 13-14	% Change Fiscal Year
<b>Internal Activity:</b>						
Internal research projects/requests	53	28	-47%	83	91	10%
Public records research/requests	53	37	-30%	139	111	-20%
Records destroyed (cubic feet)	183	191	4%	183	191	4%
Bids/RFPs processed	2	3	50%	5	6	20%
Contracts & Agreements processed	6	4	-33%	14	21	50%
Documents imaged	354	1,803	409%	715	2,435	241%
Records microfilmed (rolls)	0	0	N/A	0	0	N/A
Documents recorded (County)	1	6	500%	3	15	400%

Budgetary Goals & Objectives:	Sept '12	Sept '13	% Change (Month)	YTD FY 13-14	Proposed FY 13-14	% Change vs. Proposed
Notice of Claims	5	1	-80%	4	30	13%
\$ Amount of insurance paid	\$ -	\$ -	N/A	\$3,609.16	\$25,000	14%
Ordinances & Resolutions Processed	6	3	-50%	28	60	47%
Meeting Minutes Transcribed	5	4	-20%	14	48	29%
Council Agenda Packets Prepared	5	4	-20%	14	48	29%
Official Postings	10	16	60%	33	100	33%
Legal Notices Published	6	9	50%	30	40	75%
<b>Licenses:</b>						
New liquor licenses	0	0	N/A	2	5	40%
Special event liquor licenses	0	1	N/A	3	5	60%
New business licenses	44	52	18%	143	500	29%
Renewed business licenses	148	150	1%	545	1900	29%
Special event business licenses	144	214	49%	347	400	87%
Peddler's licenses	0	1	N/A	5	10	50%

Business License Monthly Trends:	New Business	Renewed Licenses	Active Total Licenses
Jan	34	163	2,493
Feb	37	147	2,495
Mar	33	200	2,497
April	52	191	2,508
May	47	177	2,516
June	34	140	2,525
July	52	209	2,498
Aug	39	186	2,509
Sept	52	150	2,513
Oct			
Nov			
Dec			

The mission of the Town of Prescott Valley is to inspire and sustain a dynamic, innovative, and prosperous community through the combined talents of our citizenry.