

TOWN CLERK NOVEMBER 2013

Program	Nov '12	Nov '13	% Change (Month)	YTD FY 12-13	YTD FY 13-14	% Change Fiscal Year
Internal Activity:						
Internal research projects/requests	38	23	-39%	162	138	-15%
Public records research/requests	108	40	-63%	310	181	-42%
Records destroyed (cubic feet)	0	0	N/A	183	191	0%
Bids/RFPs processed	3	0	-100%	8	7	0%
Contracts & Agreements processed	7	9	29%	29	31	7%
Documents imaged	384	12232	3085%	1342	15675	1068%
Records microfilmed (rolls)	0	0	N/A	0	0	200%
Documents recorded (County)	11	5	-55%	14	20	43%

Budgetary Goals & Objectives:	Nov '12	Nov '13	% Change (Month)	YTD FY 13-14	Proposed FY 13-14	% Change vs. Proposed
Notice of Claims	1	1	0%	6	30	20%
\$ Amount of insurance paid \$	-	\$ 457.61	N/A	\$4,066.77	\$25,000	16%
Ordinances & Resolutions Processed	5	7	40%	38	60	63%
Meeting Minutes Transcribed	2	4	100%	22	48	46%
Council Agenda Packets Prepared	3	2	-33%	20	48	42%
Official Postings	6	9	50%	55	100	55%
Legal Notices Published	10	6	-40%	44	40	110%
Licenses:						
New liquor licenses	0	1	N/A	6	5	120%
Special event liquor licenses	0	0	N/A	5	5	100%
New business licenses	33	33	0%	231	500	46%
Renewed business licenses	149	155	4%	851	1900	45%
Special event business licenses	2	1	-50%	350	400	88%
Peddler's licenses	0	9	N/A	14	10	140%

Business License Monthly Trends:	New Business	Renewed Licenses	Active Total Licenses
Jan	34	163	2493
Feb	37	147	2495
Mar	33	200	2497
April	52	191	2508
May	47	177	2516
June	34	140	2525
July	52	209	2498
Aug	39	186	2509
Sept	52	150	2513
Oct	55	171	2535
Nov	33	155	2534
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.