

TOWN CLERK MARCH 2014

Program	March '13	March '14	% Change (Month)	YTD FY 12-13	YTD FY 13-14	% Change Fiscal Year
Internal Activity:						
Internal research projects/requests	25	41	64%	332	288	-13%
Public records research/requests	50	49	-2%	484	334	-31%
Records destroyed (cubic feet)	0	0	N/A	183	649	255%
Bids/RFPs processed	0	0	N/A	9	13	44%
Contracts & Agreements processed	5	5	0%	43	46	7%
Documents added to Laserfiche	3510	2276	-35%	8440	25133	198%
Records microfilmed (rolls)	0	0	N/A	0	0	N/A
Documents recorded (County)	11	0	-100%	33	24	-27%

Budgetary Goals & Objectives:	March '13	March '14	% Change (Month)	YTD FY 13-14	Proposed FY 13-14	% Change vs. Proposed
Notice of Claims	0	0	N/A	7	30	23%
\$ Amount of insurance paid \$	-	-	N/A	\$14,066.77	\$25,000	56%
Ordinances & Resolutions Processed	4	5	25%	62	60	103%
Meeting Minutes Transcribed	3	3	0%	31	48	65%
Council Agenda Packets Prepared	4	3	-25%	35	48	73%
Official Postings	15	15	0%	102	100	102%
Legal Notices Published	3	4	33%	90	40	225%
Licenses:						
New liquor licenses	0	1	N/A	13	5	260%
Special event liquor licenses	0	0	N/A	5	5	100%
New business licenses	33	43	30%	400	500	80%
Renewed business licenses	200	190	-5%	1509	1900	79%
Special event business licenses	3	4	33%	360	400	90%
Peddler's licenses	2	4	100%	30	10	300%

Business License Monthly Trends:	New Business	Renewed Licenses	Active Total Licenses
Jan	48	154	2543
Feb	37	178	2553
Mar	43	190	2573
April			
May			
June			
July			
Aug			
Sept			
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.