

TOWN CLERK MAY 2014

Program	May '13	May '14	% Change (Month)	YTD FY 12-13	YTD FY 13-14	% Change Fiscal Year
Internal Activity:						
Internal research projects/requests	28	44	57%	359	370	3%
Public records research/requests	27	27	0%	536	398	-26%
Records destroyed (cubic feet)	0	0	N/A	183	649	255%
Bids/RFPs processed	2	4	100%	17	24	41%
Contracts & Agreements processed	6	19	217%	68	48	-29%
Documents added to Laserfiche	2589	2539	-2%	11343	27672	144%
Records microfilmed (rolls)	0	0	N/A	0	0	N/A
Documents recorded (County)	1	3	200%	36	30	-17%

Budgetary Goals & Objectives:	May '13	May '14	% Change (Month)	YTD FY 13-14	Proposed FY 13-14	% Change vs. Proposed
Notice of Claims	0	0	N/A	8	30	27%
\$ Amount of insurance paid	\$ 3,781.53	\$ -	-100%	\$15,060.81	\$25,000	60%
Ordinances & Resolutions Processed	9	11	22%	82	60	137%
Meeting Minutes Approved	2	7	250%	42	48	88%
Council Agenda Packets Prepared	5	5	0%	44	48	92%
Official Postings	10	6	-40%	121	100	121%
Legal Notices Published	2	16	700%	125	40	313%
Licenses:						
New liquor licenses	2	2	0%	16	5	320%
Special event liquor licenses	1	1	0%	6	5	120%
New business licenses	47	47	0%	492	500	98%
Renewed business licenses	177	182	3%	1873	1900	99%
Special event business licenses	206	121	-41%	659	400	165%
Peddler's licenses	3	0	-100%	31	10	310%

Business License Monthly Trends:	New Business	Renewed Licenses	Active Total Licenses
Jan	48	154	2543
Feb	37	178	2553
Mar	43	190	2573
April	45	182	2611
May	47	182	2573
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.