



Town of
MINERAL
VIRGINIA

Town Council Meeting
October 2025

Agenda Item: Monthly Report - Mineral DMV Select 361

Date: October 2025

Report Prepared By: Kendra Ellis

- September 2025 monthly revenue totals:
 - Total monthly revenue: \$341,012.09
 - Town monthly revenue: \$16,810.93

- The Mineral DMV Select office has continued to operate without interruption, in providing exceptional customer service and titling transactions, etc. to the customers of this community and surrounding communities. This also includes our title vendors that visit our office daily. Many thanks to the DMV Select Team for their hard work and dedication.

- The Mineral DMV Select Team received revised policies and procedures from the DMV Select HQ Team regarding Report and Document Retention and Document Preparation Prior to Image Documents. We are reviewing revisions and applying updates accordingly.

- A new Agency initiative in regards to copy paper provided to DMV Select offices will be implemented on December 1, 2025. For DMV Selects, the Agency will provide an allotment of funds in January of each year to purchase copy paper needed specifically for DMV Select use. The contract addendum has been provided, signed and returned accordingly.