



Town of Mineral

P.O. Box 316
312 Mineral Avenue
Mineral, Virginia 23117
Phone 540-894-5100

July 31, 2025

Treasurer's Notes:

Budget Analysis Report:

- Total revenues and expenditures for the month of July 2025 are accurately reflected in this report. This is the first month of FY26. YTD revenues and expenditures will be accurately reflected for each month beginning with July 2025.
- Two expense line items were combined into one general ledger account. Both line items relate to web-based services, support, licenses and software. To avoid confusion and make for ease of posting, these two line items were combined (no difference in budgeted amounts).
 - 100-012410-3152 Web Based Services and Software
 - 100-012410-3320 Computer Licenses/Support

Transaction Report:

- This reflects all bills paid this month by check and cash disbursement

Monthly Water Consumption:

- Water loss was up again slightly, but still significantly lower than our highest loss percentage of over 50%. Staff and water personnel continue to monitor water loss and leak repair as needed.
- Beginning this month a sewer usage report is also included.
- Both reports show totals for consumption/usage as well as amounts paid to Louisa County Water Authority and amounts billed to residents. Reports show that we are making only a small amount of money each month (average of \$3,385.00 on water, \$746.31 on sewer). With ongoing work on leaks (both water and sewer) and the anticipated recovery of Well #4, our monthly amount of savings/revenue generated should increase significantly, allowing the Town to continue working on water and sewer leaks, repairs, and to begin to set money aside into a sinking fund to save for infrequent expenses and plan for larger expenses over time. This will allow the Town to reduce our need to incur any further debt and potentially reduce our debt load.

Other Items:

- If you are interested in receiving your utility bill by email, please let the Town office know. Within the next 30 days, we will begin offering our residents the ability to automatically have their water bill drafted from their bank account or credit card.
- Staff continue to collect past due utility bill payments. Past Due water bill notices were mailed June 15, 2025, for bills that were due June 15, 2025 (and prior). Disconnect notices were delivered August 4, 2025, and we continue to work with customers who have difficulty paying their outstanding water bill by establishing a payment plan with them.
- Included in this month's packet is a landlord/tenant agreement, which will be used once approved by Council, for all utility accounts that serve as rental property. This is to mitigate the loss of revenue when a



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tenant skips on the water bill. This will give us the ability to hold the property owner responsible for the utility bill by placing a lien on the property for unpaid utility bills. Using public records generated by the County of Louisa and our Town utility records, we will begin sending these agreements to all property owners who have tenants living in their property. New tenants will be required to have written authorization from the landlord to obtain utility services.

Respectfully submitted,
Kelly Singletary, Treasurer