



# TOWN OF MINERAL

## TOWN COUNCIL MEETING FEBRUARY MONTHLY REPORT / PROJECT UPDATE

**AGENDA ITEM: DMV Select 361**

**DATE: 02/2024**

**PREPARED BY: Shannon Hawkins**

### **MONTHLY REPORT / PROJECT UPDATE:**

January's Monthly Revenue is up 13,697 totaling around 49 thousand in revenue for the Town of Mineral.

February's Revenue is up from 49 thousand to 58 thousand, that's an 11 thousand dollar increase from January.

The DMV Select has had an influx of titling work. The staff has been doing a wonderful job working together to get all work done promptly. This would not be possible without the great staff we have working as a team!

I reached out to Lake Anna Signs and asked for pricing on DMV Select door decals for the two front doors. I also asked for pricing on business cards for the DMV Select, a banner about the Connect Team to put around town, as well as shirts and tumblers. I feel having a little swag to give to employees will boost morale. I will bring the pricing before the council and or the town manager for approval before purchasing. I asked for the Town Logo and DMV SELECT logo to be on all items.

\*Improvements made this month have been:

\*Privacy Screen Filters for all monitors (under the DMV contract all computer screens that show DMV information should be out of view from the public.)

\*We agreed to slowly (one monthly) purchase new chairs. We will not be getting rid of the old chairs, we will reuse them in the titling rooms and offices.

Every month I continue to reach out to titling companies and vendors to recruit more work.

Do not forget to spread the word about the Connect Team that will be at our office on March 22. Appointments will be available starting March 8th. Flyers are also available to take to other locations for display.

*The employees of Mineral, Virginia are committed to providing the highest quality service to the community as directed by the Town Council within the constraints of the town's resources and will do so without regard to personal gain or privilege.*

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