



MINERAL COUNCIL MEETING AGENDA

June 10, 2024 at 6:30 PM

312 Mineral Avenue Mineral Virginia 23117

Phone: 540-894-5100 | townclerk@townofmineral.net

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. ADOPT/AMEND AGENDA

E. PUBLIC COMMENT

F. PUBLIC HEARING

- [1.](#) Public Hearing - Comprehensive Plan Update
- [2.](#) Public Hearing for Water and Sewer Rate Increase
- [3.](#) Public Hearing - FY25 Budget

G. APPROVAL OF MINUTES

- [1.](#) May 21, 2024 Work Session Draft Minutes

H. ACCOUNTS PAID

- [1.](#) April 2024 Bills Paid

I. REPORTS AND COUNCIL COMMENTS

1. Committee Reports
2. Council Reports
3. Attorney Report

J. OLD BUSINESS

K. NEW BUSINESS

1. Little League

L. EXECUTIVE SESSION (AS NEEDED)

In accordance with §2.2-3711(A)(1) of the Code of Virginia, Town Council will convene in Closed Session.

M. BACK IN SESSION

N. ADJOURN

Mayor Edwin Jarvis - Vice Mayor Ronald Chapman

Council Members: Olivia McCarthy, Rebecca McGehee, Bernice Kube, David Hempstead, Michelle Covert

Nicole Washington, Town Manager, Vacant, Town Clerk, Kelly Singletary Town Treasurer, Catherine Lea, Town Attorney

Town Council meets for its regular session on the second Monday of each month at 6:30 p.m. Persons wishing to be heard or having an item to be placed on the agenda should make their request to the Clerk of Council by the final Monday of the month preceding the meeting.

Town Civility Pledge

The Town of Mineral pledges to practice and promote civility within the Mineral Town Council.

The elected officials of the Mineral Town Council enact this civility pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others, and their viewpoints, and finding solutions for the betterment of the community.

This pledge ensures all communication – both spoken and written – to be open, honest, and transparent as this is vital for cultivating trust and relationships.

This pledge ensures mutual respect to achieve municipal goals, recognizing that patience, tolerance, and civility is imperative to success.

This pledge creates opportunities for finding common ground and engaging in civil discussion to seek solutions through active listening and thoughtful participation.

Adopted February 13, 2023.

Town of Mineral Comprehensive Plan

2024



Acknowledgements

Town Council

- Edwin Jarvis *Mayor*
- Ron Chapman
- Bernice Kube
- Olivia Barrow McCarthy
- Dr. Michelle Covert
- Rebecca McGehee

Planning Commission

- Edward Kube *Chair*
- Lauren Ball
- Jolyn Bullock
- Lisa Wade
- Tony Williams

Town Manager

- Nicole Washington

Thomas Jefferson Planning District Commission

- Logan Ende, Regional Planner
- Ruth Emerick, Program Director
- Isabella O'Brien, Regional Planner

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About the Plan

Introduction

A comprehensive plan is a guiding document for a community's development that balances technical expertise with public input. It is not a set of rigid policies, but rather a roadmap for future decisions.

The plan's process begins with a thorough examination of the community's history and existing social, economic, and physical conditions. This analysis, along with public meetings and stakeholder discussions, informs recommendations and land-use plans.

The resulting comprehensive plan aims to:

- Enhance the community's overall well-being across social, economic, and environmental aspects.
- Guide future development for citizens, officials, and staff.
- Promote established community goals, objectives, and strategies.
- Foster a sense of community pride by encouraging citizen participation.
- Strike a balance between technical considerations and the political realities of development, avoiding duplication of efforts.

The plan serves as a framework for elected officials and town staff. It informs their decisions on regulations, enforcement, and adjustments needed to achieve the community's goals. The plan is a living document, subject to review and amendment every five years or as needed, to reflect the evolving attitudes and needs of the community.

Legal Authority and Code of Virginia Requirements

The Code of Virginia establishes the broad parameters for preparing and adopting a comprehensive plan. The Code states, in part: § 15.2-2223. Comprehensive plan to be prepared and adopted; scope and purpose.

A. The local planning commission shall prepare and recommend a comprehensive plan for the physical development of the territory within its jurisdiction and every governing body shall adopt a comprehensive plan for the territory under its jurisdiction.

In the preparation of a comprehensive plan, the commission shall make careful and comprehensive surveys and studies of the existing conditions and trends of growth, and of the probable future requirements of its territory and inhabitants. The comprehensive plan shall be made with the purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the territory which will, in accordance with present and probable future needs and resources, best promote the health, safety, morals, order, convenience, prosperity and general welfare of the inhabitants, including the elderly and persons with disabilities.

The comprehensive plan shall be general in nature, in that it shall designate the general or approximate location, character, and extent of each feature, including any road improvement and any transportation improvement, shown on the plan and shall indicate where existing lands or facilities are proposed to be extended, widened, removed, relocated, vacated, narrowed, abandoned, or changed in use.

Planning Process and Community Engagement

The last update to Mineral’s Comprehensive Plan was approved by the Mineral Town Council in April of 2018. After careful review, the Mineral Planning Commission and Town Council determined a substantive plan update was necessary to align the plan with the community of Mineral’s vision and goals.

This plan was developed through a comprehensive planning process that spanned from November to June and included ongoing community engagement.

- **Phase 1: Development of Vision, Goals, and Objectives (November-February)**
 - The process began with understanding existing conditions, growth projections, and past plans. A thorough review of local, regional, and statewide plans was conducted.
- **Phase 2: Public Engagement (March)**
 - Through community engagement and input from locally elected officials, a clear vision, goals, and objectives were established. Actionable steps were identified to achieve these goals.
- **Phase 3: Finalizing the plan (April-June)**
 - During this phase, community input helped prioritize objectives and actions. The draft plan was developed and finalized based on this feedback.

This approach ensured that the plan reflects the community's needs and priorities and has a clear path for implementation.

Public engagement opportunities were provided throughout the plan update process.

Public Workshop

The project team presented to the public, planning commission, and town council on the findings of Phase 1 of the plan update process, and solicited feedback from the public on initial goals and objectives of the plan. The public interacted with each goal and objective, as to whether it was a priority, and if they agreed or disagreed with it being included in the plan update.

PHASE 1 Development of Vision, Goals, and Objectives <i>February 2024</i>	PHASE 2 Public Engagement <i>March 2024</i>	PHASE 3 Plan Finalization <i>April-June 2024</i>
<ul style="list-style-type: none"> ➤ Identify key areas of focus ➤ Review previously set goals ➤ Existing demographic data collection ➤ Refine vision, goals, and objectives 	<ul style="list-style-type: none"> ➤ Engage public on proposed goals and objectives 	<ul style="list-style-type: none"> ➤ Public Hearings ➤ Public Comment Period and Electronic Survey ➤ Finalizing implementation strategies ➤ Plan finalization and adoption
Kickoff Meeting and Joint Facilitated Workshop	Public Engagement Open House and Monthly Planning Commission Meeting	Planning Commission Facilitated Workshop

Mineral Comprehensive Planning Timeline

Public Survey

Shared with the public on May 9th to provide feedback, input, and comment related to the draft plan update. The survey closed May 23rd.

Public Hearings

Public Hearing & Planning Commission Meeting:

A public hearing was held on May 23rd, 2024, at the Planning Commission Meeting to explain the process for the plan update, discuss the proposed amendment, and gather feedback from the public on the draft plan for incorporation into the final draft.

Public Hearing & Mineral Town Council Meeting:

A Public Hearing was held during the Town Council Meeting on June 10th, 2024, to hear feedback from the public on the plan and consider the approval of the final comprehensive plan.

Please see the Appendix for a detailed description, results, and other resources from the community engagement process.

Vision, Goals, and Objectives

Vision

The Town of Mineral aspires to become a thriving community that preserves and celebrates its historic character while fostering business and residential growth. The Town aspires to create an attractive, engaging downtown that is safe, accessible and an integral part of the surrounding area. The Town aspires to be an inclusive place where people live, work, play, and visit.

Goals

The town has identified the following 8 goals to support the town in achieving this vision:

- Grow as a compact, accessible, and connected town.
- Make housing accessible and affordable to all.
- Establish natural spaces for residents and visitors that fosters a sense of community, recreational opportunities, and wildlife habitats in support of Virginia's biodiversity.
- Support place-making inspired by the arts and the Town's history.
- Foster a strong economy and find pathways to prosperity for all.
- Develop in an environmentally sustainable way.
- Foster small town connections and a sense of community by providing opportunities to gather.
- Sustainably manage water, energy, and other environmental resources.

Objectives

The following objectives and actions have been identified to support the Town of Mineral in reaching its vision and goals.

Historic Resources

Objective 1: Revitalize historic landmarks

- 1.1** Investigate ownership, future plans, and funding for the acquisition (gift or purchase) and preservation of the historic Train Depot.
- 1.2** Develop plans for use of Historic Train Depot as a Town Welcome Center, Information Booth, and starting point for walking tours.
- 1.3** Restore the Old Town Cemetery, including preservation and marking of gravesites.
- 1.4** Establish a walking trail for public access to the Civil War Veteran Burial Site at the Old Town Cemetery.

1.5 Investigate funding and opportunities to remove attached construction and restore the Old Town Jail to become a historic site and location to visit on the Town’s walking/riding tours.

Objective 2: Promote and enhance the Historic Downtown Centre area

2.1 Work with the Mineral Historic Foundation to create a Historic Overlay District and define its borders.

2.2 Replace existing streetlights with historic style streetlights that provide a flag and banner display and effectively illuminate roads and sidewalks.

2.3 Foster and promote infill of commercial businesses that support residents and local schools, cater to other businesses, shoppers, and visitors, and comply with the Town Zoning Ordinance.

2.4 Encourage property owners to engage in renovations and maintenance to preserve the towns historic buildings and resources.

Transportation

Objective 1: Improve bicycle and pedestrian infrastructure, access, and safety

1.1 Explore opportunities to install pedestrian crosswalks on Mineral Avenue, Louisa Avenue, and East 1st Street.

1.2 Seek funding to construct new sidewalks on Mineral Avenue, Louisa Avenue, East 1st Street, and 5th Street. Fill in gaps in the town’s sidewalk network.

1.3 Seek funding to add bike lanes along Mineral Ave, East First Street, and Louisa Ave to better accommodate Route 76.

1.4 When improving sidewalk network, incorporate actions that designate bike lanes during construction wherever feasible.

1.5 Seek funding to construct a shared use path along Route 208 (Davis Highway) connecting the towns of Mineral and Louisa via the Betty Queen Center and the public schools.

Objective 2: Enhance traffic flow and safety

2.1 Explore traffic calming measures at the intersection of First Street and Mineral Avenue.

2.2 Reduce the frequency of access points along public roads.

2.3 Reduce the number and severity of bottlenecks by assessing opportunities such as optimized traffic signals, locations for roundabouts, turn lane restrictions, and improved public transportation.

2.4 Schedule and conduct regular meetings to discuss road, street, and traffic concerns with VDOT and Louisa County.

Objective 3: Encourage responsible development practices and enhance roadway aesthetics

3.1 Advocate for restriction of tractor trailer traffic through the Historic Downtown Centre comprised of Mineral Avenue, Louisa Avenue, and First Street.

3.2 Enforce the prohibition of parking of tractor trailers along the Historic Downtown Centre overnight.

3.3 Ensure transportation needs are targeted and addressed during site development in support of local land use priorities and in recognition of internal and external future traffic demands.

3.4 Improve the appearance of major gateways and roadways by mandating landscaped buffers and exploring grant opportunities .

3.5 Explore the opportunity of establishing Mineral as an Urban Development Area (UDA) alongside Louisa County with VDOT to facilitate access to grant and planning assistance.

Objective 4: Increase awareness of transportation options and address needs for diverse transportation users

4.1 Increase awareness and continue to support RideShare and Travel Demand Management (TDM) services.

4.2 Ensure the diverse needs of a changing population are met (elderly, disabled, and LEP, persons lacking access to private vehicles).

4.3 Improve access to transit and rail for all users.

Governance

Objective 1: Enhance legal framework and capital budgeting process

1.1 Review the Mineral Town Charter and Town Code and ensure they are congruent with one another.

1.2 Reestablish a subdivision ordinance consistent with the Mineral Comprehensive Plan, Zoning code, and Virginia Code, Title 15.2, Chapter 22, Article 6.

1.3 Prepare a Capital Improvements Plan (CIP) annually outlining long-term capital investment priorities.

1.4 Update Town ordinance to establish formal guidelines, instructions, procedures, and routes for public parades that are safe, civic and community minded in the Town of Mineral. Clarify approval authority and procedures with the Town of Mineral, VDOT, and Louisa County.

Natural Resources

Objective 1: Protect and enhance Mineral’s natural resources

1.1 Encourage open space retention, particularly as part of the PUD design for communal spaces.

1.2 Plan and design with native species to support habitats of species native to Virginia and utilize available grant opportunities.

1.3 Engage partners and provide resources to community members on strategies and funding opportunities to implement rain gardens, natural buffers, and other ecosystem services while educating the public alongside partners.

Objective 2: Promote resilience and environmental stewardship

2.1 Incorporate hazard mitigation plans into community plans.

2.2 Promote and encourage action towards pollution reduction through exploration of practices like protecting riparian buffers.

2.3 Engage in the development of TMDL (Total Maximum Daily Load) and watershed implementation plans where Mineral is included in the watershed.

2.4 Consider establishing a tree protection ordinance to protect, sustain, and enhance the towns forest resources to provide aesthetic, social, environmental, and economic benefits.

Parks and Recreation

Objective 1: Enhance existing park facilities

1.1 Explore opportunities to improve parking at Luck Field and Whitlock Park and increase safety for pedestrians.

1.2 Invest in making Luck Field and Whitlock Park an attractive, walkable, and inviting location for residents and visitors.

1.3 Identify and catalog current uses for Luck Field facilities and consider opportunities for expanded usage, such as the establishment of a formal system for residents to sign up to use facilities.

Objective 2: Expand recreational opportunities

2.1 Foster the inclusion and/or addition of any other properties, such as the land around the old school, into plans for the enhanced public use of the recreational, entertainment, and public venue of the Town-owned community park property near Luck Field, including the public playground lot, the LOVE sign, and the property surrounding the baseball diamond.

2.2 Make the Town and its public facilities accessible and inclusive to all.

Housing

Objective 1: Encourage the development of mixed-use and mixed-income communities

1.1 Align the zoning ordinance with state code regarding missing middle housing to facilitate accessibility to safe, attractive, and affordable housing.

1.2 Promote the use of the Accessory Dwelling Unit implementation guide/toolkit being developed by the TJPDC to promote the mutual affordability benefits of ADUs (accessory dwelling units) to homeowners and renters and promote grant programs targeted to ADU creation.

1.3 Leverage existing financial resources to lower barriers to the creation of new affordable housing and support the creation of new funding mechanisms, such as a regional trust fund, to expand the capacity for creating and preserving affordable housing.

1.4 Collaborate with Regional Housing Partnership to rework the PUD ordinance to provide for a more inclusive set of residents.

1.5 Evaluate areas for multi-family dwellings: expand areas where multi-family dwellings are allowed by code or by conditional use permit.

1.6 Encourage missing-middle housing such as two-family dwellings, manufactured homes, and modular homes.

1.7 Participate in regional housing studies, market studies, and strategic planning to identify gaps in the housing stock, including a Regional Housing Needs Assessment to be undertaken by the TJPDC.

Objective 2: Maintain and improve existing housing stock

2.1 Explore funding opportunities for repurposing vacant, underutilized, or town-owned structures for redevelopment for housing.

2.2 Work with regional partners to advertise and promote homebuyer education courses, resources, and financial and homeowner literacy, to either provide additional funding, directly assist in loan program promotion, or general homebuyer education. Support the development of a satellite program that is attended locally.

2.3 Promote existing household budgeting and financial literacy programs to increase awareness of the long-term costs of homeownership and better prepare residents.

2.4 Pursue the use of CDBG funds through DHCD for infrastructure to reduce the housing development cost.

2.5 Promote the use of existing local and regional resources that provide retrofit and rehabilitation support services.

Economic Development

Objective 1: Promote local business growth and infill

1.1 Explore grant opportunities to promote small business growth in the Town, such as Virginia's Rural Business Development grants.

1.2 Develop a formal economic plan and a formal marketing plan alongside regional partners.

1.3 Continue affiliation and increase participation with the Virginia Mainstreet Program. Consider incorporating concepts advocated by the Virginia Mainstreet Program and the Louisa County Chamber of Commerce.

1.4 Promote, encourage, and support public access to grants to develop existing vacant lots for infill and development.

1.5 Build on successes of Farmer's Market: secure a permanent covered structure and a stage for the town's market at Whitlock Family Park.

1.6 Update the website and promote usage of the website to support local businesses and growth opportunities.

1.7 Proactively pursue grants for the Town's beautification, preservation, and infrastructure, while seeking the support of local businesses.

Objective 2: Support development that complements and enhances Mineral's historic and aesthetic character

2.1 Develop a clear process for addressing blight and neglect in the Town by examining and updating relevant Town codes.

2.2 Create an Overlay District or other Town Code provisions to protect and preserve the Town's Historic Downtown Centre; specifically Mineral Avenue, and portions Louisa Avenue and First Street.

2.3 Encourage new commercial and residential development in the Town, while maintaining or expansion of existing structures, aligned with the character of the Historic Downtown Centre as specified in the federally recognized Mineral Historic District.

Objective 3: Direct future growth and development to appropriate areas and ensure adequate utility infrastructure

3.1 Direct business development to the Light Commercial, General Commercial and encourage prospects interested in the previous Planned Unit Development (PUD) location, in accordance with the Town’s Zoning Ordinance.

3.2 Assist with the availability of a cell tower, fiber optic internet, broadband and other quality infrastructure for ALL residents and businesses, including the Louisa County Fiber Development project.

3.3 Amend the PUD ordinance to direct mixed-use development there as both a commercial and residential growth area and review the PUD ordinance for changes to meet affordable housing needs.

3.4 Prioritize planning, budgeting, and capital improvements for its essential water and sewer systems. These systems should operate in a self-sufficient manner, with developers contributing to future expansions.

3.5 Ensure adequate and quality water supply.

Community Facilities and Services

Objective 1: Promote increased and improved communication between Mineral, local, and state agencies

1.1 Leverage relationship with the Louisa County Public School system to procure additional training and experiences for students to gain job skills from local businesses. Seek school input on support services that it can provide relating to essential town services.

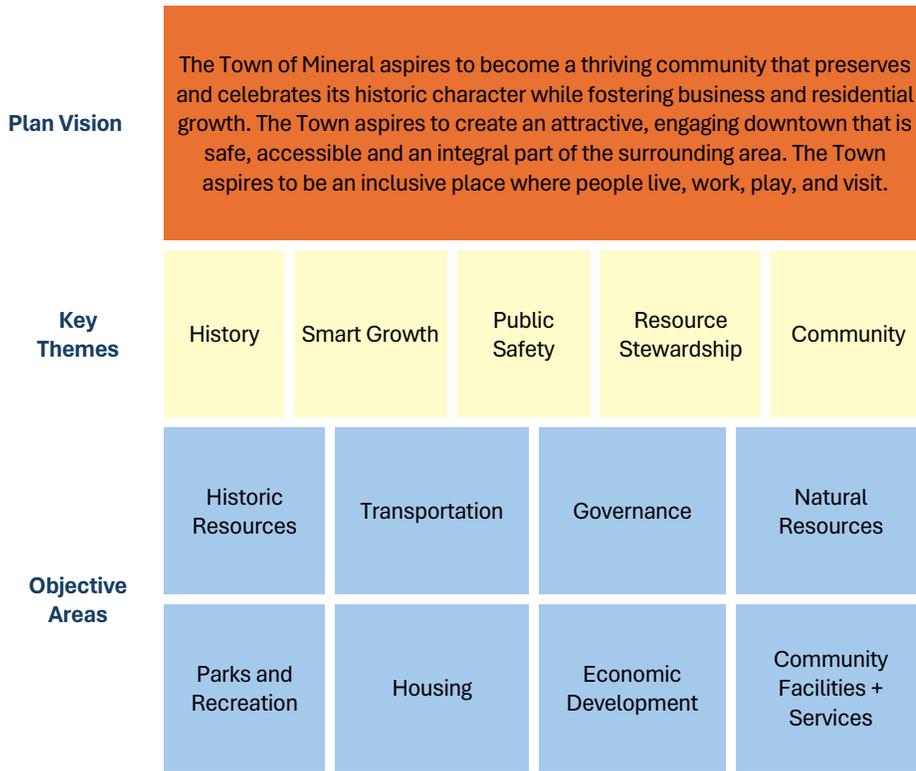
1.2 Promote the continuation of the professional and responsive services provided by the Town of Mineral’s DMV office by providing Town resources to support and enhance the provision of vital DMV services to the public.

1.3 Develop an Emergency Operations Plan in continued partnership with Louisa's Emergency Operations Team.

1.4 Fix GPS street address numbering errors that exist in the Town of Mineral, affecting package delivery and other issues.

Objective 2: Continue to operate and enhance existing community services and expand utilization of existing facilities

- 2.1 Pursue and evaluate the placement of electrical lines underground along Historic Downtown Centre streets.
- 2.2 Ensure all houses have clear address signage, easily visible during storms and other emergency situations.
- 2.3 Identify a gathering location, potentially at Luck Field or Whitlock Family Park, and install a park bench, trash receptacle, planters, a picnic area with tables, and a stage for performances. ,.
- 2.4 Develop an alert and communication system with citizens.
- 2.5 Add reflective markers to fire hydrants for large snowstorms.
- 2.6 Install emergency generator for wells.
- 2.7 Regularly inform citizens through emails, digital signage, and new resident resources. Implement a Town Emergency Alert System in coordination with the local PSAP.



Organization of Vision into Objectives

Background: Mineral in Context

A History of Mining

Originally known as Tolersville, the community known today as Mineral, Virginia was incorporated in 1902 as part of a mining boom based around the large mineral deposits in Louisa County. Gold was first mined in the area in 1831, and more mineral deposits of iron ore, sulfur, lead, zinc, and copper were mined in subsequent years. By the late 1830s, the Louisa Railroad was completed through the region and supported further mining activity in the area. Mineral became a community primarily built around corporate mines and railroad depots. After the Western Gold Rush of the 1850s, gold mining declined in the east, though the mines and furnaces of Mineral supplied the Confederacy’s Tredegar Ironworks in Richmond with iron during the Civil War. A second mining boom buoyed the town in the 1880s after advances in engineering found extensive use for pyrite.

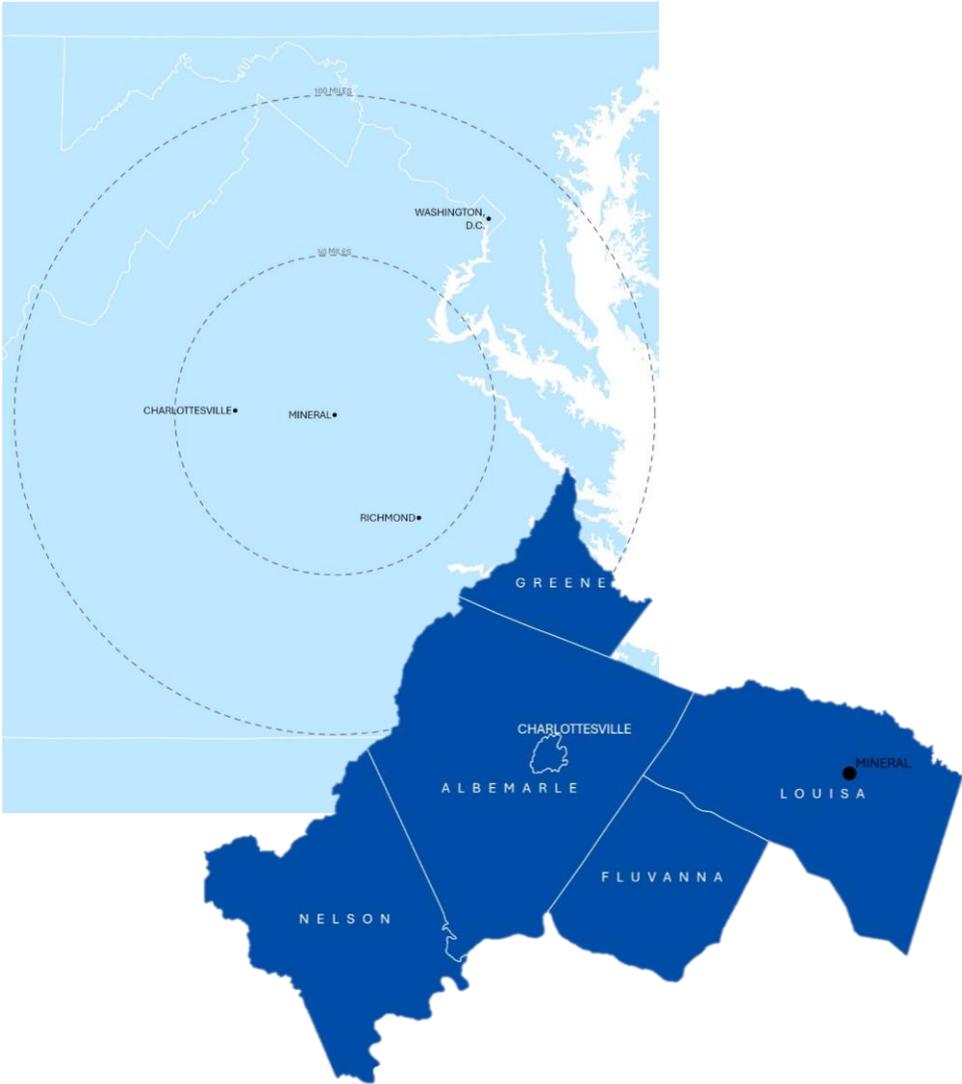
Large corporations, each employing hundreds of workers, began work in Mineral on the back of investment from across the country.

After the Mineral City Mining, Manufacturing and Land Company purchased approximately 477 acres of farmland in 1890, the land was divided into spacious plats with the vision of developing a thriving city to support their operations. The original investors and surveyors' vision of a dense, 151-block gridded development never came to fruition as Mineral developed at slower rate than anticipated. By 1920, competition bred from lower mining costs in other parts of the country began to close mines in Mineral. Later, the town's economy would rely more on agriculture, lumber, and the nuclear power plant which opened at Lake Anna in 1978.

The Town of Mineral holds several key historical and cultural amenities, most of which relate to its heyday as a mining center. Several locations in and around Mineral are contained within the National Register of Historic Places, such as the Harris-Poindexter House and Store, Cuckoo Tavern, Prospect Hill, and the Mineral Historic District. Many of Mineral's historic buildings line Mineral Avenue and date to the turn of the 20th century. The town's commercial center developed near the railroad depot, reflecting the town's past as economically reliant on the railroad. The Mineral Historic District was listed on the National Register of Historic Places in 2005 and contains over 200 contributing buildings featuring many architectural styles from the turn of the 20th century. However, a growing number of these buildings are in jeopardy of losing their historic status due to alterations incongruent with their historic status.

Current Conditions

Mineral is located approximately 40 miles from Richmond, Virginia and approximately 75 miles from Washington, D.C. Mineral is situated along the CSX Piedmont Subdivision rail line, which is still in use, but no longer stops in Mineral. The Town is approximately 15 miles from highway I-64, giving easy access to the mountains, beach, and state's capital in Richmond. With the construction of the North Anna Power Station approximately 10 miles northwest of town, Mineral has seen an influx of travel and tourism along U.S. Route 522 and U.S. 208 to recreate at Lake Anna. Lake Anna State Park is the closest state park to Mineral, while Shenandoah National Park is only about an hour's drive away to the west. Mineral's history and proximity to areas of regional significance position it well to continue to grow.



Mineral situated in its regional and local context.

Population

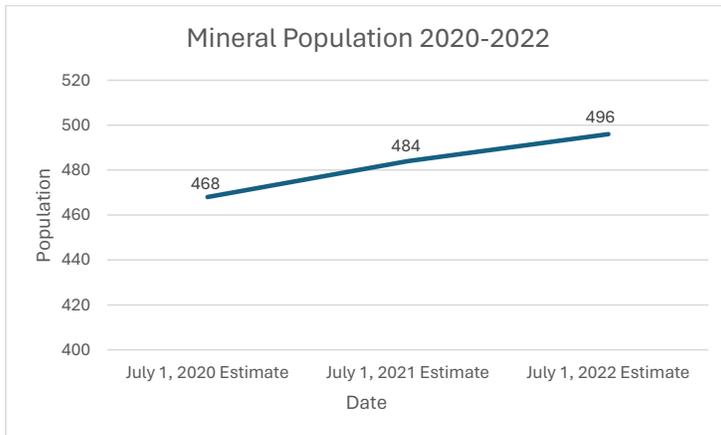
Population growth projections can help the Town assess what types of services or infrastructure may be needed to proactively plan for the future.

To estimate future population projections, this document examines historical growth trends, population estimates from the US Census Bureau, and population projections from the Weldon Cooper Center for Louisa County. These approaches provide both low and high estimates for the future 2050 population of the Town of Mineral.

The below graphs show estimates over time of Louisa County’s population and Mineral’s population produced by the US Census Bureau.

	Louisa County Population	Town of Mineral Population
2010	33,153	467
2020	37,798	468
2021	39,032	484
2022	40,116	496
% Change 2010-2022	21.0%	6.2%

US Census Data, County Population Totals and Components of Change: 2020-2022; City and Town Population Totals: 2020-2022; 2010 US Census



The University of Virginia Weldon Cooper Center produces population projections for Virginia and its composite counties and cities. Although the Weldon Cooper Center does not provide population projections for most towns, we can consider the population projections for Louisa County, which are displayed below. From 2022 to 2050, the Weldon Cooper Center forecasts that Louisa County will grow from 39,725 to 52,706 – an increase of 32.7%. Note that the below

data is from the Weldon Cooper Center estimates, which are different from the US Census estimates presented above.

Year	Louisa County Population
2022	39,725
2030	41,436
2040	46,722
2050	52,706

University of Virginia Weldon Cooper Center for Public Service. (2022). Virginia Population Projections. Retrieved from <https://coopercenter.org/virginia-population-projections>; University of Virginia Weldon Cooper Center for Public Service. (2022). Virginia Population Estimates. Retrieved from <https://coopercenter.org/virginia-population-estimates>

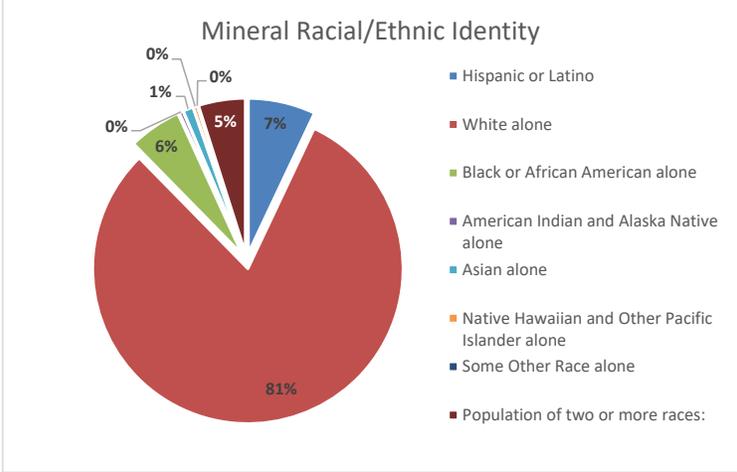
If the Town of Mineral grew at the same rate as Louisa County’s forecast, the Town would grow from 496 in 2022 to 658 in 2050 – an increase of 162. Historically, Mineral’s growth has lagged that of the County, though the growth rate in Mineral has increased in the last couple of years. If we assume growth continued at the same pace as from 2010 to 2022 in Mineral, then the population of Mineral would increase to about 571 in 2050.

Demographics

The information on Mineral’s demographics as collected by the US Census Bureau is shown below. Due to the low population of Mineral, many of these numbers are subject to high margins of error. Additional information can be accessed at data.census.gov.

Mineral’s population is 80.6% white according to the 2020 US census. The following graphs provide more detailed information on the racial/ethnic breakdown.

Hispanic or Latino	33	7.0%
White alone	379	80.6%
Black or African American alone	26	5.5%
American Indian and Alaska Native alone	2	0.4%
Asian alone	5	1.1%
Native Hawaiian and Other Pacific Islander alone	2	0.4%
Some Other Race alone	0	0.0%
Population of two or more races:	23	4.9%

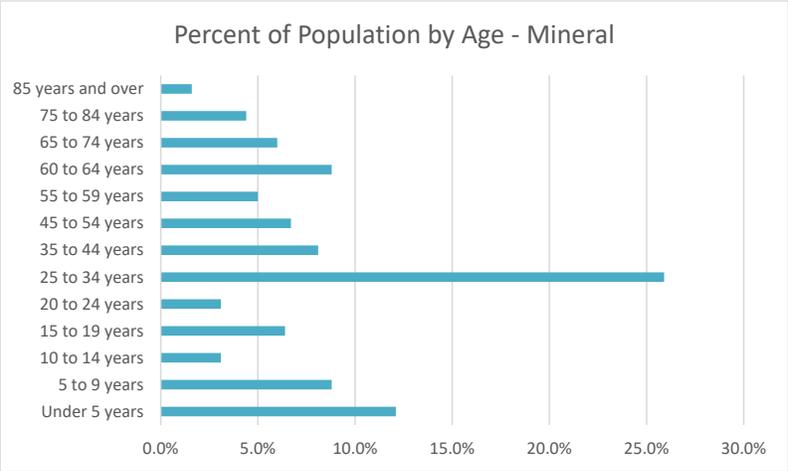


US Census Data 2020-2022

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Age Profile

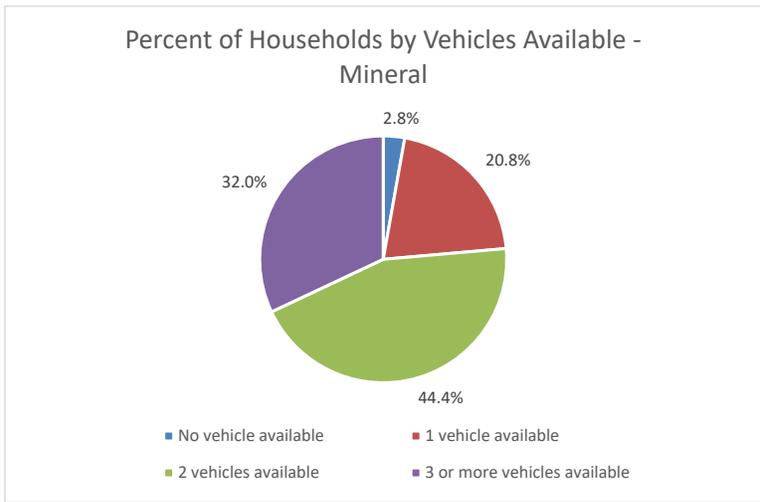
The median age in Mineral is 29.7 according to the 2022 American Community Survey 5-Year Estimates. The below graphs provide additional context. The population of Mineral shows a relatively high number of those age 25 to 34 and those under 9 years old. This likely reflects the presence of many young families residing in Mineral.



Age	Population	Percent
Under 5 years	74	12.1%
5 to 9 years	54	8.8%
10 to 14 years	19	3.1%
15 to 19 years	39	6.4%
20 to 24 years	19	3.1%
25 to 34 years	159	25.9%
35 to 44 years	50	8.1%
45 to 54 years	41	6.7%
55 to 59 years	31	5.0%
60 to 64 years	54	8.8%
65 to 74 years	37	6.0%
75 to 84 years	27	4.4%
85 years and over	10	1.6%

Vehicle Availability

The vast majority of Mineral households have access to at least one vehicle according to 2022 5-Year ACS data, with 32.0% having access to 3 or more vehicles. Detailed breakdowns of the number of vehicles available by household are presented below for additional context.



Mineral Households by Number of Vehicles Available

Vehicles Available	Number of Households	Percent of Households
No vehicle available	5	2.8%
1 vehicle available	37	20.8%
2 vehicles available	79	44.4%
3 or more vehicles available	57	32.0%

Mineral Households by Number of Vehicles Available

Recreational Amenities

Citizens have access to many resources, including Whitlock Family Park, Mineral Farmer’s Market, the Old Town Jail, the Old Town Cemetery, the Old Town Hall, Walton Park, Mineral Town Park/Luck Field, and the historic Mineral C&O Train Depot.



Mineral C&O Railroad Depot

Water and Sewer

The Town of Mineral owns and operates its own well system; however, the town also purchases water from Louisa County to supplement the Town’s well supply as needed. In 2019, the Town

disconnected its 2nd well leaving it with its current single well. Water from the well is treated with chlorine. Some properties are also served by private wells and septic systems.

As of its most recent budget for fiscal year 2024, Mineral had allocated \$75,000 of its \$613,000 operating budget to water and sewer facilities repair and maintenance.

In 2002, the Town of Mineral entered into a 40-year agreement with the Louisa County Water Authority, which can be extended upon an agreement between both parties. Water is provided to Mineral near the intersections of Routes 22 and 522 at the Western edge of the Town's limits. The Water Authority operates and maintains its own metering equipment at the point of delivery. The rate is \$2.24 per 1000 gallons as set by the Louisa County Water and Sewer Rate Commission. Wholesale connection fees are also set by the commission and developers within the Town are responsible for paying for such connection fees. In the event of an extended shortage of water supply, the Town's consumers will have reduced supply at the same ratio as the supply to all of the Authority's consumers.

One limitation on growth in Mineral is the water/sewer infrastructure. The current infrastructure is insufficient to accommodate intensive growth. In particular, the piping infrastructure that brings in water to Mineral and the pipes that move sewage out to treatment plants are of limited diameter: 10 inches and 8 inches, respectively. Louisa County could work to upgrade the water pipes, but the Town would need to upgrade its sewer system in the event of substantial growth in the area.

Finances

The Town of Mineral has an overall annual budget of \$1,131,979 in fiscal year 2024. Of that, \$613,460 is allocated to operations, including items such as electric services, insurance, debt services, trash service, and maintenance costs, and \$518,519 to personal services, such as salaries and VRS retirement contributions.

The Town of Mineral generates revenue through various sources, including taxes and fees. Some key taxes are listed below.

- Real Estate Tax: \$0.20/\$100
- Personal Property Tax: \$0.48/\$100
- Meals Tax: 6%

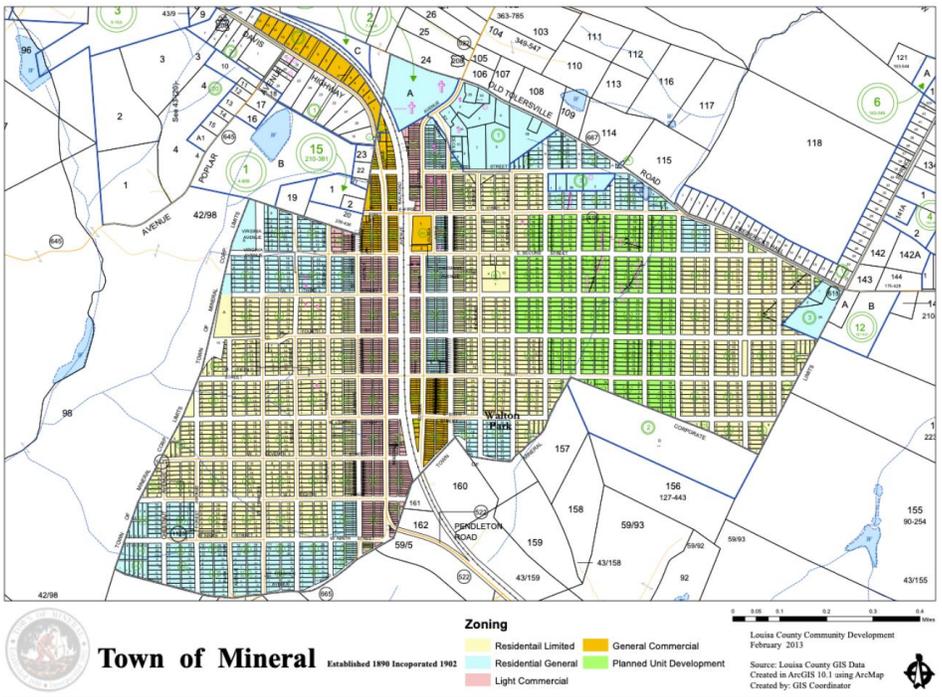
Other important revenue sources include water/sewer sales (\$282,500) and DMV Select Revenue (\$336,000).

The Town employs several staff on a part-time and full-time basis, including 3 Town Hall staff, 2 maintenance staff, and 6 Mineral DMV Select staff.

Zoning

The Town of Mineral has designated five zoning districts:

- Residential Limited
- Residential General
- Light Commercial
- General Commercial
- Planned Unit Development



Town of Mineral Zoning Map

A brief description of these zoning districts is provided below from the Town Code. Additional zoning information can be accessed online.

Residential Limited: “This district is composed of certain quiet, low-density residential areas plus certain open areas where similar residential development appears likely to occur. The regulations for this district are designed to stabilize and protect the essential characteristics of the district, to promote and encourage an enjoyable environment for family life, and to prohibit activities of a commercial nature. To these ends, development is limited to single-unit dwellings providing

homes for the residents plus certain other uses, such as schools, parks, churches, and public facilities that serve the residents of the district.”

Residential General: “This district shall be composed of certain quiet, medium-density residential uses plus certain open areas where similar development appears likely to occur. The regulations for this district are designed to stabilize and protect the essential characteristics of the district, to promote and encourage a suitable environment for family life and to prohibit activities of a commercial nature.”

Light Commercial: “The primary purpose of this district is to establish and protect a limited business district that will serve the surrounding residential districts. Traffic and parking congestion shall be held to a minimum to protect and preserve property values in the surrounding residential districts, and, as far as possible, all neighborhood business development shall take place in a limited business district.”

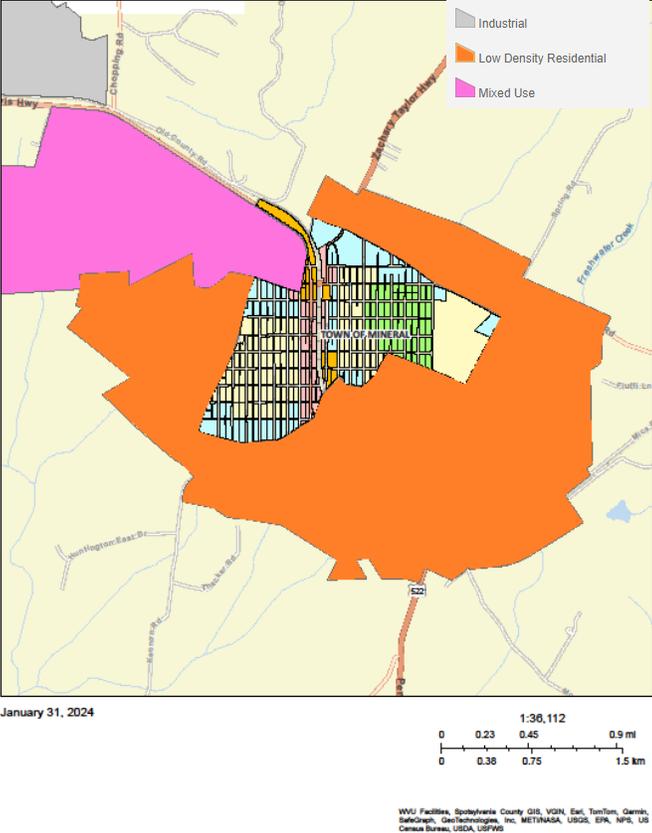
General Commercial: “This district shall include that portion of the community intended for the conduct of general business to which the public requires direct and frequent access.”

Planned Unit Development: “Planned unit development districts are intended to provide for variety and flexibility in design necessary to implement the varied goals of the Town. Through a planned unit development district approach, this article’s provisions are intended to accomplish the purposes of zoning and other applicable regulations to the same extent as regulations of conventional districts.

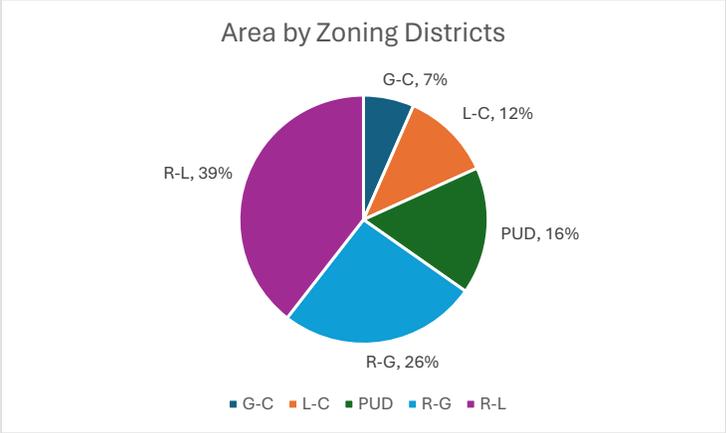
Planned unit development districts should be established along major corridors and in growth areas. Applicants’ planned unit development master plans should demonstrate a unified development with an interconnected system of internal roads, sidewalks, and paths, as well as management of access points along existing roads to maximize safety and the efficiency of existing roads. Pavement widths of internal and external roads shall minimize paving requirements while accommodating projected traffic generated from the district. Planned unit developments allow for a higher density of development for a more efficient use of the designated growth areas and for more effective preservation of the open areas of the Town. Other benefits of a planned unit development include less infrastructure costs, more efficient provision of public safety services, less environmental impact and, through the provision of affordable housing, the achievement of significant economic and social integration.”

Although the Town of Mineral has authority over its own zoning, Louisa County’s land use decisions are also relevant considerations for the Town. Louisa County has designated the Town of Mineral and its surrounding area as a growth area, with plans for low density residential development around most of the town and some mixed use beginning just north of the Town extending along Davis Highway up to the Louisa County High School. The following map shows

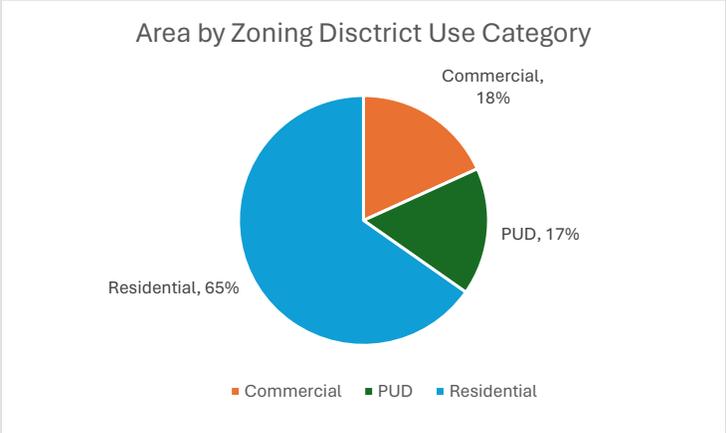
Mineral’s zoning map and the future land use designations surrounding Mineral in Louisa County’s Comprehensive Plan.



Louisa County Future Land Use Designations



Mineral Land Distribution by Zoning District, 2024



Mineral Land Distribution by Zoning Category, 2024

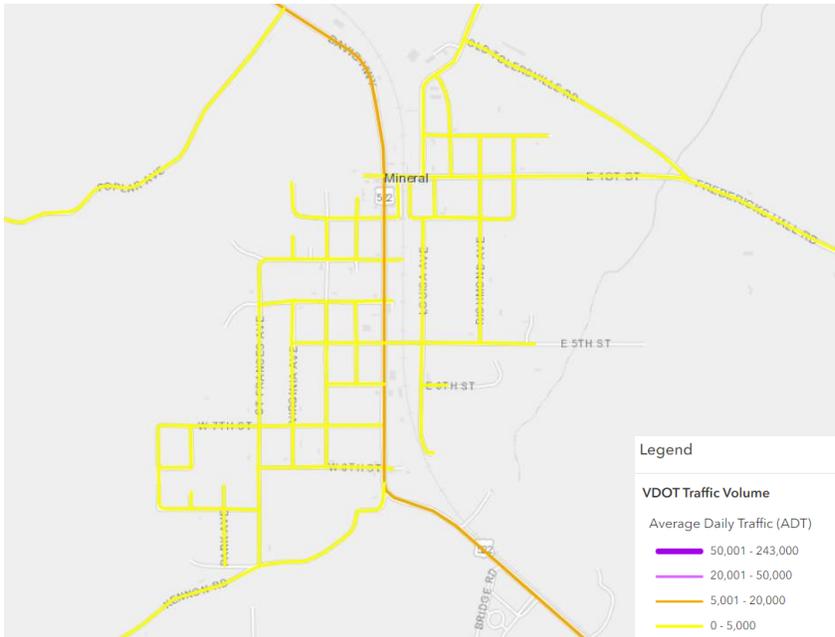
Transportation

Mineral’s main throughfares are Mineral Avenue and Louisa Avenue. Mineral Avenue operates as a minor arterial road with one lane moving in each direction, shoulders, and a left-turn lane in the center. Louisa Avenue operates as a minor arterial road with one lane moving in each direction. The below map displays VDOT’s classification of roadways in Mineral.



Virginia Department of Transportation Roadway Classifications (Mineral)

The Average Daily Traffic (ADT) of roadways in Mineral is provided in the following map. This data is collected by VDOT and can be accessed online.



Traffic Volume Along Roads (Mineral)

Although the ADT appears low on Mineral’s roads, the roadways themselves are relatively narrow and would not support high ADTs in their present condition. Many undeveloped parcels in Mineral lack roadway access and other key infrastructure. Indeed, many parcels in Mineral are located along “paper roads.” These are roads that were planned but never built. New development on many parcels would therefore require investment in new infrastructure.

The Average Annual Daily Traffic (AADT) is predicted by VDOT into 2035. VDOT estimates an increase of 1,000-2,000 vehicles daily on US 522 through the Town of Mineral, bringing traffic to between 6,000 and 8,000 vehicles daily. The pavement conditions on Route 522 have been ranked poorly and very poorly both North and South of Mineral, while Route 22 is rated excellent. There is also an operational intersection deficiency in Mineral on Route 522 at the Mineral Avenue, First Street intersection.

A Travel Demand Management (TDM) program, RideShare, is available to the residents of Mineral. The program aims to reduce trips by single occupancy vehicles and to provide more affordable transportation options compared to driving alone. TDM measures include carpooling and vanpooling programs, expanded peak hour public transit, commuter buses, park and ride lots, as well as better coordination between modes to facilitate intermodal transfers. The TJPDC

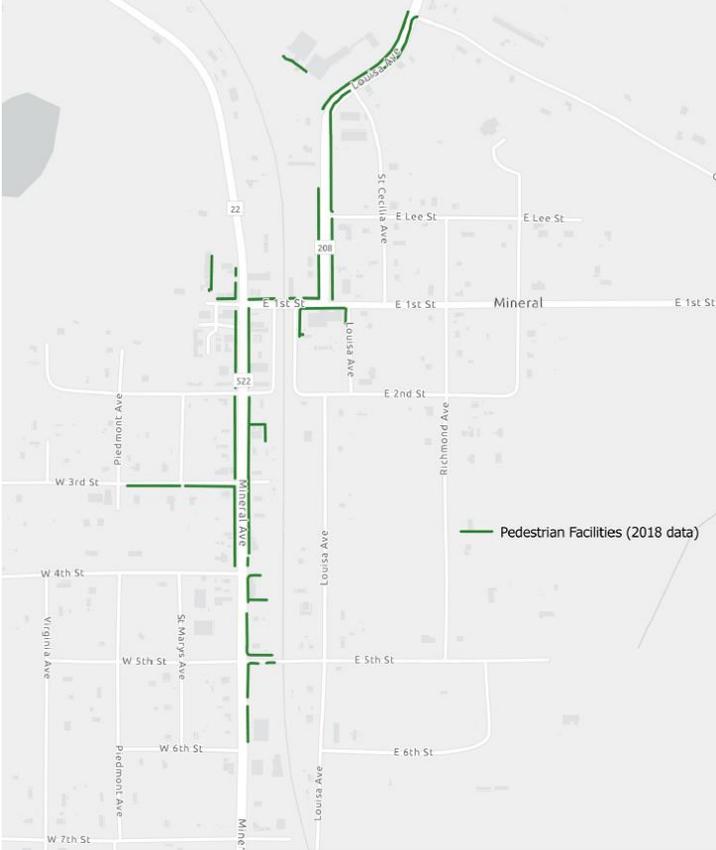
coordinates the RideShare program, whose services include car and vanpool matching, referrals to transit providers, conducting park and ride lot inventories, marketing and developing park and ride lots, operating the Guaranteed Ride Home Program, and promoting bicycle and pedestrian transportation. The Louisa County Industrial Airpark is located about 5 miles west of town between the Towns of Louisa and Mineral. The Louisa County Airport is a public-use airport and hosts several events throughout the year featuring airplane rides and introductory flight lessons, but it does not typically drive significant traffic.

VTRANS prioritizes transportation projects and allocates funding for major transportation infrastructure improvements across Virginia. Priority needs identified by the state include Corridors of Statewide Significance (CoSS), Safety, Urban Development Areas (UDAs), and Regional Networks. Currently, there are no mid-term planning needs within the Town of Mineral that qualify the town for SMART SCALE applications.

There are no Corridors of Statewide Significance in the town, the town is not part of a Metropolitan Planning Organization (regional network), and it is not designated as an Urban Development Area (UDA). Therefore, Mineral can currently only qualify for SMART SCALE funding through a VTRANS Safety need. The GAP-Technical Assistance Program available through the state can support multimodal planning within existing or planned UDAs or growth areas.

Bike / Pedestrian Facilities

The Town of Mineral has some limited sidewalk infrastructure, primarily along its main corridors. These facilities are somewhat disconnected though and do not serve all businesses or residences, even along the main throughfares. The following map highlights existing sidewalk infrastructure as of 2018 (the most recent data staff located). Continuing to build out its sidewalk network would help Mineral achieve a more walkable, historic downtown style of development.

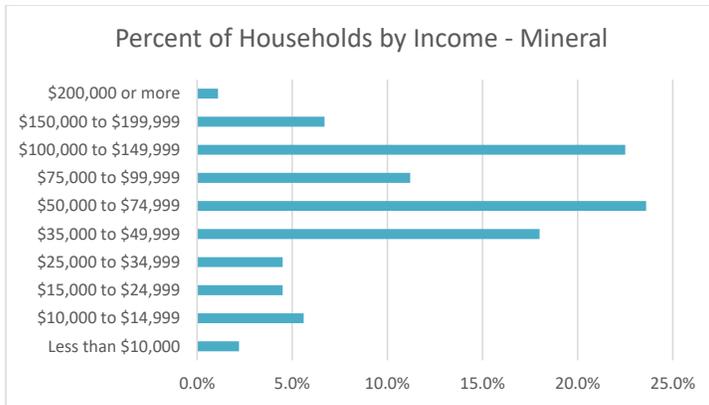


Pedestrian Facilities (Mineral, 2018)

Louisa County is rich in history and natural landscapes and contains roads that allow recreational bicyclists to view beautiful scenery and varied topography. As such, recreational bicycling on roads in the County is relatively common. Bicycling for transportation is less common, given the low residential, employment, and destination density in most of the County. The Town has no dedicated bicycle facilities presently, however, US Bicycle Route 76 passes through the Town.

Income and Housing

The Town of Mineral has a median household income of \$61,500 and a mean household income of \$78,083. This is somewhat lower than the median and mean income of the US overall: \$74,755 and \$105,555 respectively. Similarly, the median income in Louisa County is \$76,594 and the mean income in Louisa County is \$103,128. Of note, 88.4% of Mineral housing units are owner-occupied versus 11.6% that are renter-occupied. 88.8% of households are in 1-unit structures (typically, single-family homes). The following highlights some additional data from the 2022 ACS 5-Year Estimates regarding household income in Mineral.



Mineral Households by Income

Household Income	Percent of Households
Less than \$10,000	2.2%
\$10,000 to \$14,999	5.6%
\$15,000 to \$24,999	4.5%
\$25,000 to \$34,999	4.5%
\$35,000 to \$49,999	18.0%
\$50,000 to \$74,999	23.6%
\$75,000 to \$99,999	11.2%
\$100,000 to \$149,999	22.5%
\$150,000 to \$199,999	6.7%
\$200,000 or more	1.1%

Mineral Households by Income

Broadband

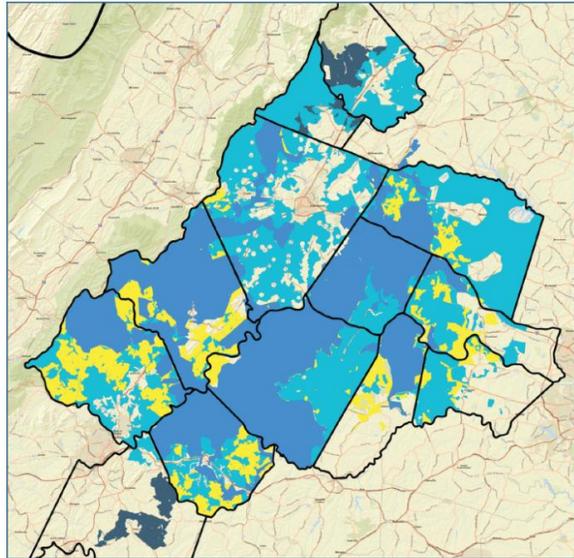
Currently, an initiative known as the Regional Internet Service Expansion (RISE) Project is working to provide internet access to all underserved homes and businesses in 13 counties within Central Virginia, including Louisa County. The projects are projected to be completed by 2025. Firefly Fiber BroadbandSM is a key partner in this process. Firefly will offer gigabit-speed internet via fiber to currently underserved areas. The project is intended to cover locations that do not have access to minimum qualifying service speeds that Virginia has established: 25 mbps download and 3 mbps upload from a fixed wireless or wired connection.

RISE funding is provided through the Virginia Telecommunication Initiative (VATI) and local match funding from local governments and utility service providers. Louisa County is providing the highest level of local match funding towards VATI out of all counties due to its extensive need for service.

VATI Local Match	
Locality	Contract Amount
ABBA	\$ 4,368,000.00
Amherst	\$ 3,025,400.00
Appomattox	\$ 1,166,200.00
Buckingham	\$ 1,500,000.00
Campbell	\$ 450,000.00
Cumberland	\$ 386,250.00
Fluvanna	\$ 601,500.00
Goochland	\$ 3,437,500.00
Greene	\$ 2,687,000.00
Louisa	\$ 8,949,000.00
Madison	\$ 2,101,000.00
Nelson	\$ 1,125,000.00
Powhatan	\$ 3,024,000.00
Total	\$ 32,820,850.00

Local Match Contributions by County for VATI

The map below shows the 13 counties involved in the RISE initiative. The areas that have existing Firefly access are highlighted in blue, and those included in the project expansion are highlighted in teal.



■ Firefly Footprint ■ VATI Project Area
■ VATI Leverage Area ■ VATI Contingent Area

VATI Project Map

The Town of Mineral is not included in the project area because it already meets minimum service speeds that render it ineligible for VATI under the 2022 grant year guidelines. However, under the 2024 new eligibility guidelines, which raised the minimum internet speed required to be served, there is potential for locations in Mineral to be included in broadband expansion through service provider Firefly. Funding decisions through VATI for the 2024 grant year have yet to be made by the Department of Housing and Community Development.

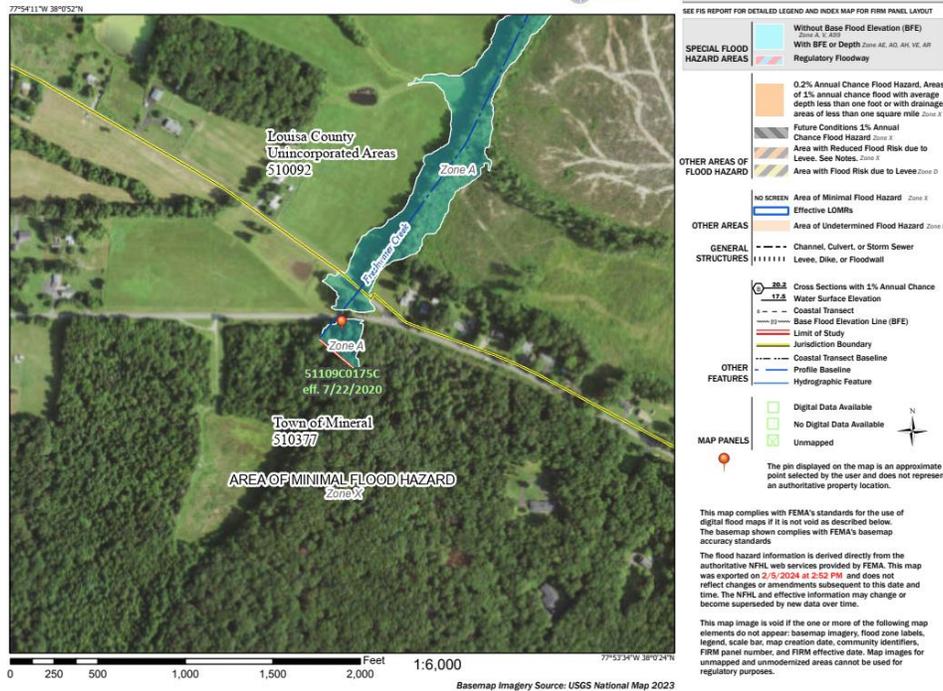
Environmental Conditions

Floodplains

Freshwater Creek in the northeast portion of the Town of Mineral is in Zone A, a special flood hazard area designated by the Federal Emergency Management Agency (FEMA), subject to inundation by the 100-year flood. This area can also be described as having a 1 percent annual probability of flooding in a given year. Typically, landowners in these areas are required to purchase flood insurance, however, Louisa County has elected to not participate in the National Flood Insurance Program (NFIP). This means the County has no access to subsidized flood

insurance, limited access to federal disaster assistance programs, and stricter FEMA development regulations.

National Flood Hazard Layer FIRMette



National Flood Hazard View (Mineral Town Line)

Soil Type

Data from the USDA's Natural Resources Conservation Service's Soil Survey Geographic Map informed the review of soil types within the town of mineral. This data can be utilized by townships for the purposes of natural resource planning and management. The most common soil type in Mineral is Ultisols, with some Inceptisols surrounding local streams.

Town of Mineral Soil Types



February 5, 2024

0 0.1 0.2 0.4 mi
0 0.17 0.35 0.7 km
1:18,056
Eri, NASA, NGA, USGS, FEMA, Esri Community Maps Contributors, WVU Facilities, Spotsylvania County GIS, VGIN, Esri, TomTom, Garmin.

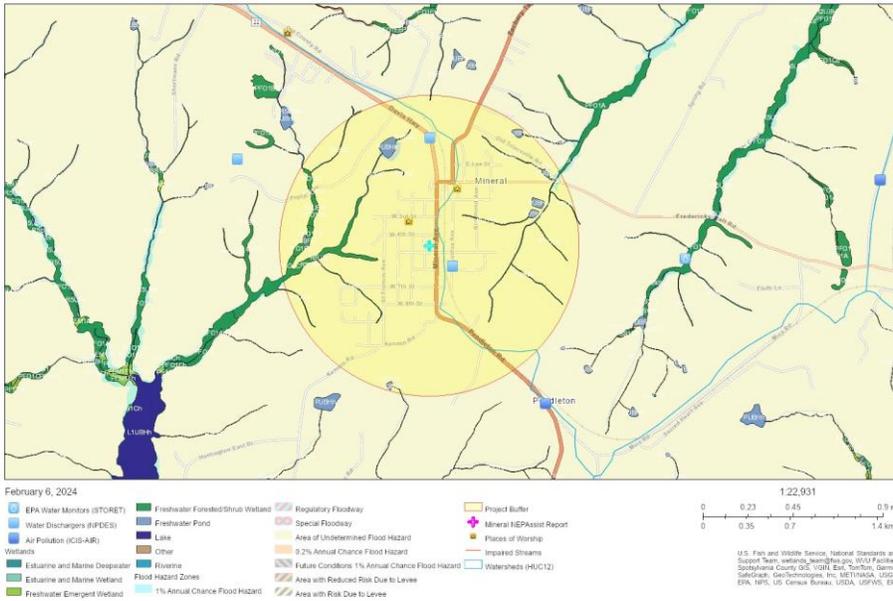
Soil Types in Mineral

Ultisols: (Yellow) These soils are found in humid areas and formed from intense weathering and leaching processes, resulting in a clay enriched subsoil. Ultisols often support productive forests, but leaching has led to low quantities of plant available Calcium, Magnesium, and Potassium, making them poorly suited for continuous agriculture without the use of fertilizer and lime. Effective stormwater management and sustainable practices are crucial to avoid erosion and water quality issues. Low impact development and other erosion control techniques should be integrated into urban development, especially on slopes.

Inceptisols: (Orange) This soil type is typically found on steep slopes and is a relatively young soil, still in the early stages of development. They often show signs of recent disturbances such as erosion or changes in vegetation. Depending on the specific characteristics of the inceptisols, determined through assessment, development may be discouraged due to environmental concerns like erosion or potential impact on sensitive habitats.

Environmental Justice

A3 Landscape



NEPAssist Characteristics Map (Mineral)

The NEPAssist Reporting Tool facilitates environmental reviews and project planning in relation to environmental conditions and considerations related to environmental justice. Sources of pollution, noise, and areas of environmental significance are some of the characteristics highlighted by NEPAssist.

Duke Oil Company on Louisa Avenue is both a permitted water discharger under the National Pollutant Discharge Elimination System (NPDES) and an air pollution emission facility. J and L Success Enterprises Incorporated is another water discharger (NPDES).

The wetlands within the town are freshwater, including freshwater ponds and forested/shrub wetland.

This information can support awareness of local environmental conditions, risks, and help to prioritize preservation efforts. This information can also inform land and water quality planning to

better manage stormwater runoff, prevent pollution, and identify impacts on nearby water sources.

The [Climate and Economic Justice Screening Tool](#) (CEJST) is an interactive mapping tool designed to identify communities facing significant environmental, health, and socioeconomic burdens across the United States. It serves to identify disadvantaged communities based on burdens including climate change, energy, health, housing, legacy pollution, transportation, water, wastewater and workforce development. The government uses it to inform decision making related to federal funding allocation and policy development.

The CEJST empowers communities by providing them with data and information about their environmental and socioeconomic disadvantages. This data can be used to advocate for policy changes, resource allocation, and community-driven solutions to address these challenges.

CEJST data is categorized based on census tract, and Mineral’s Tract (51109950202) is not designated as disadvantaged. However, it did identify the area within the 92nd percentile for transportation barriers based on the relative cost and time spent on transportation. It also identified that 16% of people ages 25 or older have less than a high school diploma within this tract.

Water Quality

The Town of Mineral is part of several watersheds. Rainfall over Mineral runs off to either Pamunkey or Contrary Creek, which both flow into the South Anna River. The South Anna River is a tributary to the York River, which then flows to the Chesapeake Bay. Land use practices in Mineral impact the health of each of these waterways.

The US EPA and VA Department of Environmental Quality set designated uses for waterways, such as supporting swimming, fish consumption, or aquatic life. To protect these designated uses, water quality standards are established to define the maximum allowable levels of various pollutants, such as bacteria, nitrogen, phosphorus, and sediment. These pollutants and other pathogens harm aquatic life and can pose health threats to humans and pets. DEQ and other organizations routinely monitor water quality, and based on their analysis, a determination is made about whether the water body supports its designated uses. If the water quality standards are consistently exceeded, the water body is considered impaired for that particular use.

The entire Chesapeake Bay watershed is impaired for [sediment, phosphorus and nitrogen](#). More locally, the Pamunkey River Watershed is impaired due to excess [total suspended solids \(sediment\), phosphorus, nitrogen, and bacteria](#). South Anna River is impaired due to [E. Coli](#). Typical sources of sediment are frequent flooding, debris, and erosion. Phosphorus and nitrogen are used for fertilizers, and runoff into waterways when over-applied. E. coli originates from

sewer systems, pet waste, wildlife, and manure. [Best management practices](#) of green infrastructure techniques can be integrated into land cover to improve these conditions.

Land Use and Land Cover

The Town of Mineral has many undeveloped parcels presently. The below graph from the most recent Louisa County Comprehensive plan provides some details on those parcels by land use designation.



Figure 1. Town of Mineral Land Use Existing Conditions

The US Geological Survey and the Chesapeake Conservancy partnered to produce 1-meter resolution land cover and land use data based on identification and classification of images derived from LIDAR (aerial imagery). Land cover represents the surface characteristics of the land with classes such as impervious cover, tree canopy, herbaceous, and barren. By comparing high resolution datasets from 2013/14 to 2017/18, one can observe where significant change occurred.

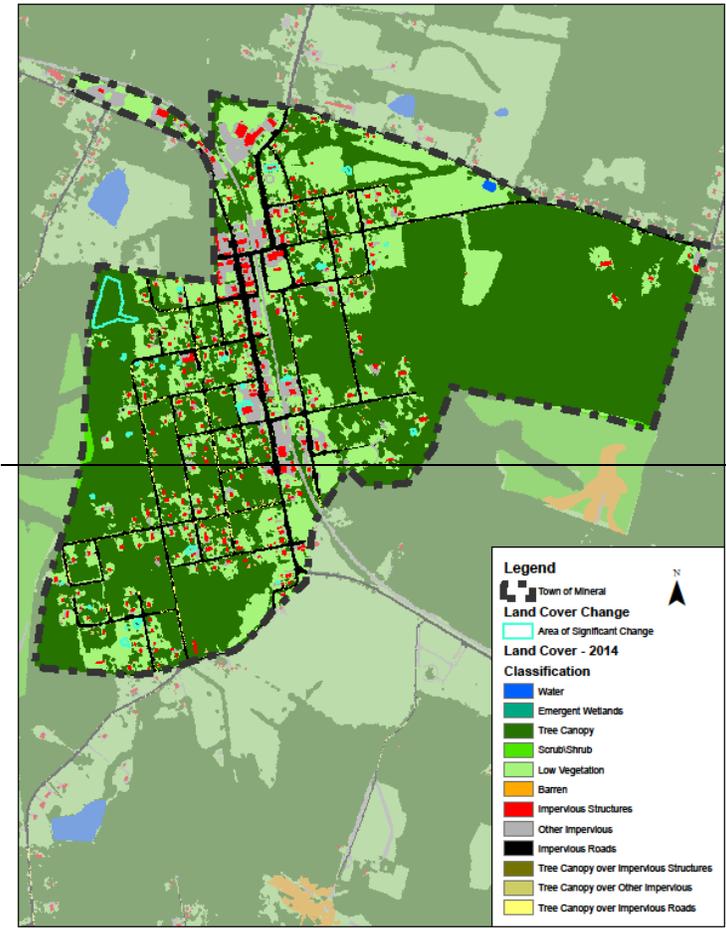
Mineral’s trend of change can be seen in the table below. The table shows the land cover classifications in 2014, and what they changed to in 2018. For instance, the first row shows 982 square feet of impervious road changed to herbaceous surface between 2014 and 2018. The town is adding impervious surfaces at 14 times the rate it is adding vegetation and tree canopy.

LandCover_2014	LandCover_2018	Square footage
Impervious Roads	Herbaceous	982
Low Vegetation	Herbaceous	21
Other Impervious	Herbaceous	10,337
Low Vegetation	Tree Canopy	163
Other Impervious	Tree Canopy	16
	Total	11,519
Low Vegetation	Structures	4,805
Low Vegetation	Other Impervious	4,413
Tree Canopy	Other Impervious	16,691
Tree Canopy	Herbaceous	131,791
	Total	157,700

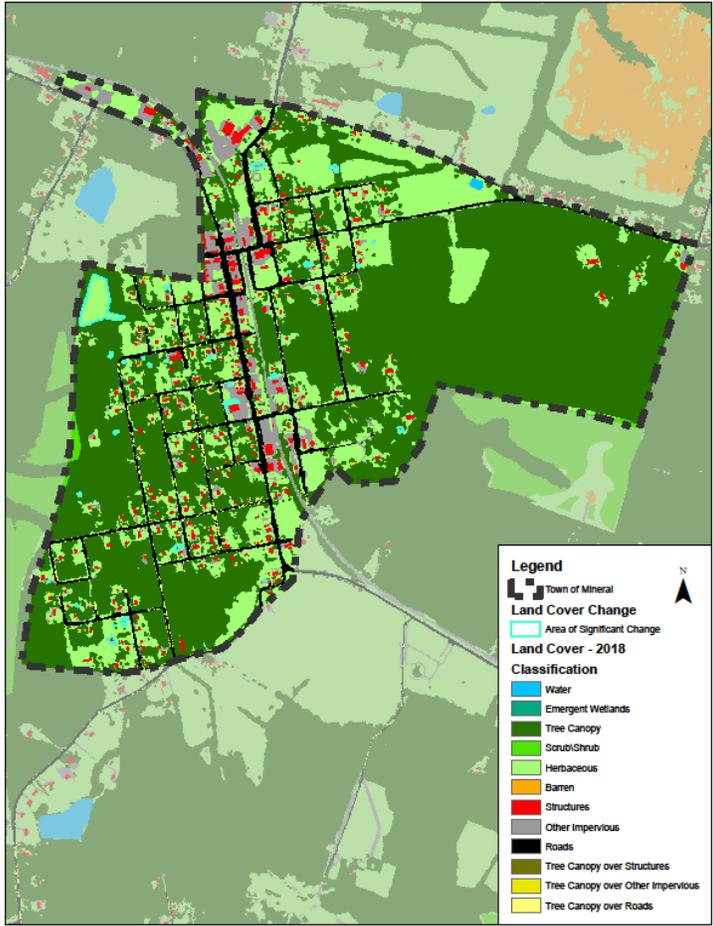
Land Cover Change from 2014 to 2018 in Mineral (Sq Ft)

A substantial share of the core downtown along Mineral Avenue is impervious structures or other impervious surfaces. Many of those other impervious surfaces are roadways or parking lots. These surfaces serve to break up the downtown into a more sprawling complex that creates a less pedestrian-friendly experience. The Town’s current minimum parking requirements may be contributing to this situation. Minimum parking requirements are often inconsistent with traditional neighborhood design and can impede pedestrian travel through the downtown.

The below images highlight land cover in the Town of Mineral in 2014 and 2018. Much of the town’s land outside its downtown remains undeveloped and covered by vegetation or tree canopy. The most intensive development is located along Mineral Avenue, where much of the land is dedicated to impervious surfaces, such as buildings and parking lots.



Map of Land Cover in Mineral (2014)



Map of Land Cover in Mineral (2018)

Implementation

Stakeholders, Partners, and Other Resources

This category identifies examples of community partners, state, federal, or local agencies, and resources that may be useful to call on for grant opportunities, technical support, or information. The identified stakeholders, partners, and resources are meant as a starting point for implementation and others can and should be identified over the timeframe of this Plan. Strategies may require an internal policy or function to be performed by the Town of Mineral in some capacity. Some programs or grant opportunities may not be feasible to pursue in the short term but could become available to Mineral in the future.

Timeframe

Each strategy is assigned an ideal timeframe for completion.

- Short-Term: Actions that should be completed within 0-2 years of the Plan's adoption
- Mid-Term: Actions that should be completed within 3-5 years of the Plan's adoption
- Long-Term: Actions that should be completed within 10+ years of the Plan's adoption
- Ongoing: Actions that are currently underway or can continue for the life of the Plan. Some are likely part of routine operations of the town while others may be reoccurring, such as grant opportunities.

Cost

Identifies in general terms whether a strategy is likely to be low-cost (\$), medium-cost (\$\$), or high-cost to implement (\$\$\$). Internal policies or staff time are examples of low-cost strategies; capital improvements are examples of high-cost strategies.

Implementation Matrix

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
Historic Resources					
Revitalize Historic Landmarks Related Goals: 1 & 7	Investigate ownership, future plans, and funding for the acquisition (gift or purchase) and preservation of the historic Train Depot.	Short	VDOT's Transportation Alternatives Program (TAP), Preservation Virginia, DHR, Louisa County, VMHC's Commonwealth History Fund, Dominion Energy, Truist, Mineral Historic Foundation	\$	H
	Develop plans for use of Historic Train Depot as a Town Welcome Center, Information Booth, and starting point for walking tours	Medium	Internal Function	\$\$-\$	M
	Restore the Old Town Cemetery, including preservation and marking of gravesites.	Long	DHR, Louisa County Historical Society, MHF	\$\$	M
	Establish a walking trail for public access to the Civil War Veteran Burial Site at the Old Town Cemetery	Long	DHR; Historic Preservation Fund, MHF	\$\$	L

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
	Investigate funding and opportunities to remove attached construction and restore the Old Town Jail to become a historic site and location to visit on the Town's walking/riding tours.	Long	DHR; Historic Preservation Fund, MHF	\$\$\$	L
Promote and enhance the Historic Downtown Centre Area Related Goals: 1, 7, & 9	Work with the Mineral Historic Foundation to create an Historic Overlay District and define its borders.	Short	TJPDC, MHF	\$	H
	Replace existing streetlights with historic style streetlights that provide a flag and banner display and effectively illuminate roads and sidewalks.	Medium	Internal Function	\$\$	H
	Foster and promote infill of commercial businesses that support residents and local schools, cater to other businesses, shoppers, and visitors, and comply with the Town Zoning Ordinance	Ongoing	Internal Function and Policy, TJPDC, CEDS, Louisa County Economic Development, Louisa County Chamber of Commerce	\$	H
	Update town ordinance to regulate murals and signage placed on the outside of buildings inside the Historic Downtown Centre while still encouraging the creation of these public murals.	Short	Internal Policy, surrounding towns, VML	\$	H

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
	Encourage property owners to engage in renovations and maintenance to preserve the towns historic buildings and resources.	Short	Internal Function; Tax Breaks, Loans, FLHF	\$	H
Transportation					
Improve bicycle and pedestrian infrastructure, access, and safety Related Goals: 1,3,7	Explore opportunities to install pedestrian crosswalks on Mineral Avenue, Louisa Avenue, and East 1st Street	Medium	OIPI, VDOT; Internal Function	\$	H
	Seek funding to construct new sidewalks on Mineral Avenue, Louisa Avenue, East 1st Street, and 5th Street. Fill in gaps in the town's sidewalk network.	Ongoing	Internal Function, VML	\$\$\$	M
	Seek funding to add bike lanes along Mineral Ave, East First Street, and Louisa Ave to better accommodate Route 76	Ongoing (Annually)	VDOT; Internal Function	\$\$\$	M
	When improving sidewalk network, incorporate actions that designate bike lanes during construction wherever feasible.	Long	VDOT; Internal Function	\$\$	M
	Seek funding to construct a shared use path along Route 208 (Davis Highway) connecting the towns of Mineral and Louisa via the Betty Queen Center and the public schools.	Long	Louisa County, Town of Louisa	\$\$	L/M

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
Enhance Traffic Flow and Safety Related Goals: 1,7	Explore traffic calming measures at the intersection of First Street and Mineral Avenue	Medium	VDOT	\$	H
	Reduce the frequency of access points along public roads;	Ongoing	Internal Policy and function	\$	H
	Reduce the number and severity of bottlenecks by assessing opportunities such as optimized traffic signals, locations for roundabouts, turn lane restrictions, and improved public transportation	Ongoing	VDOT; Internal Function	\$-\$\$\$	L/M
	Improve secondary roadway network by prioritizing improvements that enhance access for the most users, such as shoulder maintenance widening for all users;	Medium	VDOT	\$\$	M
	Schedule and conduct regular meetings to discuss road, street, and traffic concerns with VDOT and Louisa County.	Ongoing	VDOT, LCBS	\$	H
	Advocate for restriction of tractor trailer traffic through the Historic Downtown Centre comprised of Mineral Avenue, Louisa Avenue, and First Street	Ongoing	VDOT, LCBS	\$	M
	Enforce the prohibition of parking of tractor trailers along the Historic Downtown Centre overnight	Short	Internal Policy and function	\$	M

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
Encourage Responsible Development Practices and enhance roadway aesthetics Related Goals: 1,7	Ensure transportation needs are targeted and addressed during site development in support of local land use priorities and in recognition of internal and external future traffic demands	Ongoing	Developers, VDOT, Internal policy	\$	M
	Improve the appearance of major gateways and roadways by mandating landscaped buffers and exploring grant opportunities	Short	VDOT, Chesapeake Bay Landscaping Professionals, Green Streets, Green Jobs, Green Town Grant, Plant Virginia Natives	\$\$	M/H
	Explore the opportunity of establishing Mineral as an Urban Development Area (UDA) alongside Louisa County with VDOT to facilitate access to grant and planning assistance.	Short	Internal Function, VDOT, Louisa County, TJPDC	\$	H
Increase awareness of transportation options and address needs for diverse transportation users Related Goal: 7	Increase awareness and continue to support RideShare and Travel Demand Management (TDM) services	Short	TJPDC; Internal Function	\$	M
	Ensure the diverse needs of a changing population are met (elderly, disabled, and LEP, persons lacking access to private vehicles);	Ongoing	PATH (Mobility Management Program); JAUNT, TJPDC	\$\$	M
	Improve access to transit and rail for all users.	Medium-Long	JAUNT, CSX, VDRPT	\$	H
Governance					

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
Enhance Legal Framework and Capital Budgeting Process	Review the Mineral Town Charter and Town Code and ensure they are congruent with one another.	Short	Internal Function	\$	H
	Reestablish a subdivision ordinance consistent with the Mineral Comprehensive Plan, Zoning code, and Virginia Code, Title 15.2, Chapter 22, Article 6;	Short	Internal Policy and Function	\$	H
	Prepare a Capital Improvements Plan (CIP) annually outlining long-term capital investment priorities	Ongoing (Annually)	Internal Policy and Function	\$	H
	Update Town ordinance to establish formal guidelines, instructions, procedures, and routes for public parades that are safe, civic and community minded in the Town of Mineral. Clarify approval authority and procedures with the Town of Mineral, VDOT, and Louisa County.	Short	Internal Policy and Function; VDOT; Louisa County	\$	H
Natural Resources					
	Encourage open space retention, particularly as part of the PUD design for communal spaces;	Ongoing	Internal Policy and Function; Conservation Easements; Transfer of Development Rights	\$	H

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
Protect and enhance natural resources Related Goals: 3,5,6	Plan and design with native species to support habitats of species native to Virginia and utilize available grant opportunities	Ongoing	Internal Function; Virginia Conservation Assistance Program; Virginia Native Plant Society, Virginia Outdoors Foundation	\$	M
	Engage partners and provide resources to community members on strategies and funding opportunities to implement rain gardens, natural buffers, and other ecosystem services while educating the public alongside partners;	Ongoing	TJPDC, TJSWCD, Louisa County Extension Office, Louisa County Public Schools	\$	L/M
	Create a greenway of nature trail throughout the town that connects local recreational opportunities	Long	Landowners, Virginia Dept of Conservation and Recreation, Louisa County Public Schools	\$\$\$	H
Promote resilience and environmental stewardship Related Goals: 3,5,6	Incorporate hazard mitigation plans into community plans	Ongoing (Routine Operations)	TJPDC Hazard Mitigation Plan; Internal Function	\$	M
	Promote and encourage action towards pollution reduction through exploration of practices like protecting riparian buffers	Medium	Internal Policy and Function	\$	H
	Engage in the development of TMDL and watershed implementation plans where Mineral is included in the Watershed	Medium	DEQ, TJPDC, Internal Function	\$	L/M

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
	Consider establishing a tree protection ordinance to protect, sustain, and enhance the towns forest resources to provide aesthetic, social, environmental, and economic benefits	Long	Internal Policy and function; Virginia Tree Ordinances Database, VDOF	\$	L
Parks and Recreation					
Enhance Existing Park Facilities Related Goals: 1,4,5	Explore opportunities to improve parking at Luck Field and Whitlock Family Park and increase safety for pedestrians	Short	Internal Function	\$\$	H
	Invest in making Luck Field and Whitlock Family Park an attractive, walkable, and inviting location for residents and visitors;	Medium	DCR; Get Outdoors Fund; Virginia Conservation Assistance Program	\$\$\$	M
	Identify and catalog current uses for Luck Field facilities and consider opportunities for expanded usage, such as the establishment of a formal system for residents to sign up to use facilities.	Short	Internal Function, Louisa Little League, Louisa County Public Schools	\$	H
Expand recreational opportunities Related Goals: 1,4,5,8	Foster the inclusion and/or addition of any other properties, such as the land around the old school, into plans for the enhanced public use of the recreational, entertainment, and public venue of the Town-owned community park property near Luck Field, including the public playground lot, the LOVE sign, and the property surrounding the baseball diamond.	Long	Landowners, Virginia Dept of Conservation and Recreation, Louisa County Public Schools, Louisa Little League	\$\$\$	H

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
	Make the Town and its public facilities accessible and inclusive to all.	Ongoing	Trail Access Grants	\$\$	H
Housing					
Encourage development of mixed-use and mixed-income communities. Related Goals: 1,2,3,6,7	Align the zoning ordinance with state code regarding missing middle housing to facilitate accessibility to safe, attractive and affordable housing.	Short	Code of Virginia, TJPDC	\$	H
	Promote the use of the Accessory Dwelling Unit implementation guide/toolkit being developed by the TJPDC to promote the mutual affordability benefits of ADUs to homeowners and renters and promote grant programs targeted to ADU creation.	Short	TJPDC, FLHF, CDBG, HUD	\$	L
	Leverage existing financial resources to lower barriers to the creation of new affordable housing and support the creation of new funding mechanisms, such as a regional trust fund, to expand the capacity for creating and preserving affordable housing.	Long	FLHF; Housing Forward toolkits; Virginia Housing, TJPDC	\$	H
	Collaborate with Regional Housing Partnership to rework the PUD ordinance to provide for a more inclusive set of residents.	Short	Internal Function; TJPDC; Regional Housing Partnership	\$	H

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
	Evaluate areas for multi-family dwellings: expand areas where multi-family dwellings are allowed by code or by conditional use permit	Short	Internal Policy and Function	\$	H
	Encourage missing-middle housing such as two-family dwellings, manufactured homes, and modular homes.	Ongoing	Internal Policy	\$	H
	Participate in regional housing studies, market studies, and strategic planning to identify gaps in the housing stock, including a Regional Housing Needs Assessment to be undertaken by the TJPDC.	Medium	RHP, TJPDC, Internal Policy	\$	H
	Promote the use of existing local and regional resources that provide retrofit and rehabilitation support services.	Short	Internal Function, HPG, FLHF	\$	H
	Explore funding opportunities for repurposing vacant, underutilized, or town-owned structures for redevelopment for housing.	Ongoing	Internal Function	\$	H

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
Maintain and improve existing housing stock. Related Goals: 1,2,3,6,7	Work with regional partners to advertise and promote homebuyer education courses, resources, and financial and homeowner literacy, to either provide additional funding, directly assist in loan program promotion, or general homebuyer education. Support the development of a satellite program that is attended locally.	Medium	Internal Function; TJPDC; Regional Housing Partnership; FLHF	\$\$	H
	Promote existing household budgeting and financial literacy programs to increase awareness of the long-term costs of homeownership and better prepare residents.	Short	Internal Function; TJPDC; Regional Housing Partnership; FLHF	\$	H
	Pursue the use of CDBG funds through DHCD for infrastructure to reduce the housing development cost.	Ongoing (Annually)	Internal Function	\$\$	H
Economic Development					
Promote local business growth and infill.	Explore grant opportunities to promote small business growth in the Town, such as Virginia's Rural Business Development grants.	Ongoing (Annually)	USDA, VEDP, VSBFA, LISC	\$	H
	Develop a formal economic plan and a formal marketing plan alongside regional partners.	Medium	TJPDC CEDS; VEDP	\$	H

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
	Continue affiliation and increase participation with the Virginia Mainstreet Program. Consider incorporating concepts advocated by the Virginia Mainstreet Program and the Louisa County Chamber of Commerce.	Short	Internal Policy; Virginia Mainstreet Program Organization; Louisa County Chamber of Commerce, Shop Small USA, Small Town USA	\$	H
	Promote, encourage and support public access to grants to develop existing vacant lots for infill and development.	Medium	VEDP	\$	H
	Build on successes of Farmer’s Market: secure a permanent covered structure and a stage for the town’s market at Whitlock Family Park.	Short	Internal Function, Farmer’s Market	\$\$	H
	Update the website and promote usage of the website to support local businesses and growth opportunities.	Short	Internal Function	\$\$	H
	Proactively pursue grants for the Town’s beautification, preservation, and infrastructure, while seeking the support of local businesses.	Medium	Internal Function	\$	H
	Develop a clear process for addressing blight and neglect in the Town by examining and updating relevant Town codes.	Short	DHCD, DHR; Internal Policy	\$	H

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
Support development that complements and enhances Mineral's historic and aesthetic character.	Create an Overlay District or other Town Code provisions to protect and preserve the Town's Historic Downtown Centre; specifically Mineral Avenue, and portions Louisa Avenue and First Street.	Short	Internal Policy	\$	H
	Encourage new commercial and residential development in the Town, while maintaining or expansion of existing structures, aligned with the character of the Historic Downtown Centre as specified in the federally recognized Mineral Historic District.	Medium	DHR, MHF; Internal Function	\$	H
	Develop policies, procedures and conditions to evaluate terms of short term leases, particularly in Historic Downtown Centre	Short	Internal Function	\$	H
	Direct business development to the Light Commercial, General Commercial and encourage prospects interested in the previous Planned Unit Development (PUD) location, in accordance with the Town's Zoning Ordinance.	Ongoing	Internal Policy and Function	\$	H

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
Direct future growth and development to appropriate areas and ensure adequate utility infrastructure.	Assist with the availability of a cell tower, fiber optic internet, broadband and other quality infrastructure for ALL residents and businesses, including the Louisa County Fiber Development project.	Ongoing	Firefly, DHCD/CDBG, LECAP, LCBS, VATI	\$\$\$	H
	Amend the PUD ordinance to direct mixed-use development there as both a commercial and residential growth area and review the PUD ordinance for changes to meet affordable housing needs.	Short	Internal Policy	\$	H
	Prioritize planning, budgeting, and capital improvements for its essential water and sewer systems. These systems should operate in a self-sufficient manner, with developers contributing to future expansions.	Short	Developers; Internal Function; Louisa County Water Authority	\$\$	H
	Ensure adequate and quality water supply.	Ongoing (Routine Operations)	Louisa County Water Authority; Internal policy	\$	H
Community Facilities and Services					

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
Promote increased and improved communication between Mineral, local, and state agencies. Related Goals: 6,7	Leverage relationship with the Louisa County Public School system to procure additional training and experiences for students to gain job skills from local businesses. Seek school input on support services that it can provide relating to essential town services.	Short	Louisa County School System, Internal Function	\$-\$\$	M
	Promote the continuation of the professional and responsive services provided by the Town of Mineral’s DMV office by providing Town resources to support and enhance the provision of vital DMV services to the public.	Short	Internal Function, DMV	\$	L/M
	Develop an Emergency Operations Plan in continued partnership with Louisa’s Emergency Operations Team	Ongoing	Internal Function, Louisa County	\$	H
	Fix GPS street address numbering errors that exist in the Town of Mineral, affecting package delivery and other issues.	Short	USPS, FedEx, Louisa County, Emergency Services	\$	M/H
	Pursue and evaluate the placement of electrical lines underground along Historic Downtown Centre streets.	Medium	DHCD, Planning Department, Developers, Main Street America	\$\$\$	H

Objective	Strategies	Timeframe	Stakeholders, Partners & Other Resources	Cost	Priority
<p>Continue to operate and enhance existing community services, and expand utilization of existing facilities.</p> <p>Related Goals: 1,4,6,8</p>	Ensure all houses have clear address signage, easily visible during storms and other emergency situations.	Short	USPS, Internal Policy	\$	M
	Identify a gathering location, potentially at Luck Field or Whitlock Family Park, and install a park bench, trash receptacle, planters, a picnic area with tables, and a stage for performances.	Short	Louisa County School System, Louisa County Master Gardeners	\$	M
	Develop an alert and communication system with citizens.	Medium	Internal Function	\$	H
	Add reflective markers to fire hydrants for large snowstorms.	Short	Internal Function	\$\$	H
	Install emergency generator for wells.	Long	Internal Function	\$\$	H
	Regularly inform citizens through emails, digital signage, and new resident resources. Implement a Town Emergency Alert System in coordination with the local PSAP.	Short	Internal Function, Civic Plus/Civic Engage	\$	H

Implementation Resources

[LECAP](#) – The Line Extension Customer Assistance Program (LECAP) is a program offered through the Virginia Department of Housing and Community Development (DHCD) designed to support the extension of existing broadband networks for low-to-moderate income residents.

[VSBFA](#) – The Virginia Small Business Financing Authority (VSBFA) is a program offered through the Virginia Department of Small Business and Supplier Diversity and offers an economic development loan fund. Their Small Business Investment Grant Fund (SBIG) offers a way for localities and small businesses to invest in new opportunities.

[LISC](#) – The Local Initiatives Support Corporation (LISC) is a national non-profit with a Virginia branch that supports community development in rural areas, including the provision of funds in low-income areas with the goal of expanding affordable housing options. LISC also offers a Small Business Capital Access Loan Program.

[OIPI](#) – The Virginia Office of Intermodal Planning and Investment (OIPI) is state program that offers technical assistance to local governments in the form of a Multimodal Planning Technical Assistance Program and a growth and Accessibility Planning (GAP) Technical Assistance Program, though the latter of which requires the precondition of an Urban Development Area (UDA).

[CDBG](#) Community Development Block Grants, a Federal Housing and Urban Development (HUD) supported grant, offers funding for various community development activities. In Virginia, the DHCD offers a competitive CDBG Community Improvement Grant for non-entitlement communities. In the past, the TJPDC has contracted with local governments to undertake local projects. These funds could be used to expand broadband internet access or community improvement programs.

[VDOT TAP](#) – VDOT's Transportation Alternatives Program (TAP) Ready, Set, Go! program allows a VDOT consultant team to contract with a locality and assist in developing future applications for TA grant funding. This funding could be used to develop bike lanes, sidewalks, and other safety infrastructure. Importantly, the TAP program can also be leveraged to help restore or buy the historic train depot, as was the case for the Gladstone Train Depot in Nelson County.

[Regional Natural Hazard Mitigation Plan](#)- 2023 TJPDC Regional Plan designed to mitigate potential risks and build community resiliency. This plan can be used by Mineral to access FEMA grant funding and improve disaster preparedness.

[Regional Housing Plan](#) – 2021 Regional Housing Plan outlines a plan for affordability for Louisa County in which Mineral is designated as a growth area. This plan is a resource of housing needs and zoning information that can be paired with this plan to work towards the construction of more affordable housing.

[Plant Virginia Natives](#) - Plant Northern Piedmont Natives is the regional branch of the Plant Virginia Natives collaborative. Plant Virginia Natives works to increase the use and availability of native plants by providing resources on native plants for landscaping, stormwater protection, and pollination.

[VMHC Commonwealth History Fund](#) – The Virginia Museum of History & Culture offers this grant (with funding from Dominion Energy) for restoration, preservation and acquisition of property or land. Mineral would need a non-profit partner to apply, with \$400,0000 a year for 5 years available in total project funding if selected.

[FLHF](#) – The Fluvanna-Louisa Housing Foundation are a non-profit that works to assist residents with housing vouchers, homeownership, rental assistance, and home repairs.

Appendices

Appendix A: Acronyms

CDBG Community Development Block Grant Program

CEEDS TJPDC Community Economic Development Study

DCR Virginia Department of Conservation and Recreation

DEQ Department of Environmental Quality

DHCD Virginia Department of Housing and Community Development

DHR Virginia Department of Historic Resources

FLHF Fluvanna-Louisa Housing Foundation

HPG USDA Housing Preservation Grant

HUD U.S. Department of Housing and Urban Development

LCBS Louisa County Board of Supervisors

LECAP Line Extension Customer Assistance Program

LISC Local Initiatives Support Corporation

MHF Mineral Historic Foundation

OIPI Office of Intermodal Planning and Investment

PATH Partnership for Transportation Help

PSAP Public Safety Answering Points

RHP Regional Housing Partnership

TAP Transportation Alternatives Program

TJPDC Thomas Jefferson Planning District Commission

TJSWCD Thomas Jefferson Soil & Water Conservation District

USDA United States Department of Agriculture

USPS United States Postal Service

VATI Virginia Telecommunication Initiative

VDOT Virginia Department of Transportation

VDRPT Virginia Department of Rail and Public Transportation

VEDP Virginia Economic Development Partnership

VMHC Virginia Museum of History & Culture

VML Virginia Municipal League

VSBA Virginia Small Business Financing Authority

Appendix B: Review of Related Plans

- **Louisa County Comprehensive Plan (2019):** Providing valuable insights into the broader county context, outlining land use, transportation, zoning, and economic development goals that influence Mineral's own trajectory.
 - **Key Takeaways:** Mineral is one of Louisa County's identified growth areas and should be thoughtfully planned with compact cluster development to help manage Louisa County's growth and preserve the county's rural and natural areas from new development. Concurrently, the public water and sewer system remains a growth limiting factor due to modest planned infrastructure expansion. Additionally, improving the appearance of roadways, safeguarding historic resources, and maintaining community characteristics are goals of both Louisa County and the Town of Mineral.
- **Regional Housing Plan (2021):** This plan offers valuable insights into regional housing needs and trends, informing Mineral's strategies for providing adequate, diverse, and affordable housing options for its residents and accommodate future growth.
 - **Key Takeaways:** The Town of Mineral can leverage the Regional Housing Plan's recommendations to address its own affordability challenges. The plan provides specific solutions tailored to different income groups, from the unhoused to cost-burdened homeowners.
- **TJPC Hazard Mitigation Plan (2023):** Mitigating potential risks from natural disasters and other hazards is a key focus of the plan, providing guidance for Mineral to incorporate resiliency measures into its own comprehensive planning efforts.
 - **Key Takeaways:** The Town of Mineral can leverage the regional hazard mitigation plan to access critical FEMA grants and improve its disaster preparedness. Key actions include incorporating mitigation plans into Town documents, ensuring visible house addresses, designating an emergency representative, developing a citizen communication system, marking fire hydrants, installing a well generator, and burying utilities. These steps will enhance Mineral's resilience against earthquakes, wildfires, winter storms, and other potential hazards.
- **Virginia Watershed Implementation Plan:** The top priorities of the plan are reducing pollution entering local waterways and the Chesapeake Bay, educating the public, and integrating conservation and stormwater management into development and planning efforts in all jurisdictions across the Chesapeake Bay Watershed.
 - **Key Takeaways:** The Town of mineral can leverage recommendations from the plan, and information about local water quality impairments to implement best management practices throughout the Town that improve resiliency, provide native habitat, beautify gateways, reduce erosion and flooding, and attract tourism.
- **VTrans State Transportation Plan (2020):** Understanding the state's transportation priorities, including designated Corridors of Statewide Significance and safety concerns, ensures Mineral's plan aligns with the state's vision and positions the Town to leverage funding resources for transportation improvements efficiently.
 - **Key Takeaways:** There are currently no indicated VTrans mid-term needs in the Town of Mineral, which means the Town is currently unable to apply for SMART SCALE funding to

implement transportation improvements. Consider designating Mineral as an Urban Development Area (UDA) to attract funding and promote walkable, bikeable development. Future land use decisions should align with VTrans transportation plans to manage traffic and improve accessibility.

- **2040 Rural Long Range Transportation Plan (2018):** This plan provides insights into transportation challenges and opportunities specific to the region's rural areas, prioritizes transportation investments for each county in the region, helping inform Mineral's strategies for improving its local transportation network.
 - **Key Takeaways:** Traffic on US 522 through Mineral is predicted to increase significantly through 2035, requiring improvements like shoulder widening and intersection fixes. Mineral should consider working with the County to seek designation as an Urban Development Area (UDA). This can attract funding for walkable, bikeable, and mixed-use development, promoting economic growth and reducing traffic impact.
- **Jefferson Area Bicycle and Pedestrian Plan (2019):** Prioritizing active transportation options like cycling and walking was a central theme of this plan, informing Mineral's strategies and infrastructure investments for creating a more accessible, walkable, and bikeable community.
 - **Key Takeaways:** The Town is in a central location within Louisa County, along U.S. Bicycle Route 76, and is designated as a growth area. Providing multimodal transportation options, connecting the Town's existing sidewalk network, and developing shared use paths and bike lanes will increase accessibility, reduce single occupancy vehicle trips, improve health and quality of life, and create additional recreational amenities to residents and tourists to the Town.
- **Public Utilities:** These plans focus on the current state and projected capacity of critical infrastructure, such as water, sewer, electricity, and broadband, informing decisions about future growth and development within Mineral.
- **Comprehensive Economic Development Strategy (2024):** Aligning Mineral's growth and development goals with the broader regional economic strategy currently being developed will serve to maximize the Town's economic potential. The strategy will be completed in June 2024.

Staff identified compatible recommendations that could be leveraged for Mineral's benefit. Comparative analysis will serve as a foundation for crafting an equitable and informed update to Mineral's comprehensive plan, while ensuring the updated plan aligns with regional priorities and positions the Town for a sustainable future.

Summary of Findings: Attached reviews of each plan provide insights, including:

- a general description of the plan.
- key goals and objectives of the plan.
- relevant data related to Louisa County at large and the Town of Mineral.
- recommendations related to the Town of Mineral.

County of Louisa Comprehensive Plan 2040

Summary

The Plan guides future land use decisions in the County and provides successive public bodies a common framework for addressing desirable future land use planning. The three major themes that emerged during the Plan’s community engagement were conserving the County’s rural character and way of life, careful growth management, and the protection of established and future communities.

Vision, Goals, and Objectives

Vision: We strengthen our sense of community by providing resources for residents, promoting agriculture and forestry, ensuring environmental stewardship, establishing reasonable growth areas, and maintaining our rural character.

Goals:

- Preserve and protect our rural heritage and natural resources.
- Encourage open space retention.
- Safeguard historic resources.
- Maintain community characteristics.
- Ensure compatibility between land uses.
- Manage growth by concentrating development activity.
- Encourage high quality development.
- Maximize returns on the investment of public resources.

Recommendations

Louisa County’s goals to preserve its rural character, beautify gateways and roadways, and thoughtfully accommodate future growth informs Mineral’s Comprehensive Plan. The following actions recommended through the County’s Plan can be incorporated into the update:

- Directing growth away from rural areas.
- Encouraging compact cluster development in growth areas.
- Improving the appearance of major gateways and roadways and mandating meaningful landscaped buffers along primary roadways.
- Reduce the frequency of access points on public roads.
- Broadening the tax base by establishing business and industrial parks.
- Creating distinct water and sewer service districts to enhance growth areas.
- Infill development is encouraged, due to limited utilities and the lack of transportation throughways in Mineral.
- Intensive commercial uses or high-density residential projects are discouraged outside the Town’s boundaries due to the high cost of expanding the public water and sewer services and providing adequate transportation throughways.
- Ensure adequate and quality water supply.

- The Mineral Utility Service District, when established, should serve and support the more intense future land use designations in this growth area (Mixed Use and Industrial) and the Town of Mineral.
- Protect suitable forest land base from further fragmentation.
- Sustain and enhance forest productivity.

Regional Housing Plan

Summary

The purpose of the plan is to recommend housing strategies for each of the counties in Planning District 10 (TJPDC) that can be included in the housing chapters of their Comprehensive Plans. Code of Virginia [15.2-2223-D](#) requires the comprehensive plan to include “the designation of areas and implementation of measures for the construction, rehabilitation and maintenance of affordable housing, which is sufficient to meet the current and future needs of residents of all levels of income in the locality while considering the current and future needs of the planning district within which the locality is situated.” To assist other jurisdictions in the Commonwealth that may also be experiencing compliance issues with the above code, a template affordable housing element for Comprehensive Plans was created that may allow an expedited way towards compliance.

The plan’s vision is that Planning District 10 will have 100% alignment of supply and demand of affordable housing opportunities throughout the region so that every resident can find access to safe, decent, affordable housing in communities of their choice. The guiding principles of the plan are: Coordination, Engagement, Equity, Anti-Displacement, Mobility, Connectivity, and Accessibility.

Vision, Goals, and Objectives

Vision: Planning District 10 will have 100% alignment of supply and demand of affordable housing opportunities throughout the region so that every resident can find access to safe, decent, affordable housing in communities of their choice.

Guiding Principles:

1. **Coordinated:** Improve the coordination between the multiple localities in creating a housing vision for the region.
2. **Comprehensive:** Embed transportation, workforce development, and community health into the creation of housing strategies for the region.
3. **Data-driven:** Emphasize data-driven decision-making.
4. **Transparent:** Facilitate open communication and coordination between all stakeholders.

Goals:

Policy- Support a strategic approach to land use in providing affordable housing and promote inclusive land use policies that foster equitable communities of opportunity.

Programming- Promote and support the Regional Housing Partnership, identify metrics for tracking the implementation of affordable housing, continue to support the regional affordable housing locator service- PorchLightVA, and provide opportunities for continued community outreach, education, and engagement.

Capital- Leverage existing financial resources to lower barriers to the creation of new affordable housing and create new funding mechanisms, such as a regional trust fund, to expand the capacity for creating and preserving affordable housing.

Recommendations

The recommendations provide a comprehensive list of high-level tools available to address the affordable housing challenges in Louisa County. These recommendations are also relevant to the Town of Mineral, and many of the recommendations can be implemented there. These recommendations were identified through a series of stakeholder meetings of the Strategies and Analysis Committee of the Regional Housing Partnership, who provided their expertise to refine them.

As of 2021, 38 individuals comprise Louisa’s unhousted population.

Unhoused Population Recommendations:

1. Dedicate per capita proportional cost of local funds to the Consortium of Care emergency shelter program.
2. Dedicate local funds to the Continuum of Care Homeless prevention program to address Louisa County residents at risk of homelessness.
3. Apply for available programs such as the Low Income Housing Tax Credit Program, Housing Choice Voucher Program, Mainstream Voucher Program, and Section 202 Supportive Housing Program. Set aside units for people at risk of or experiencing homelessness.
4. Invest resources into identified community resource groups to increase their capacity to create affordable rental units available to people experiencing homelessness & provide home rehabilitation to prevent people from falling into homelessness.
5. Develop private landlord incentives to participate in voucher program or in accepting low-income renters. Incentives could take the form of security deposit payments, one-month rental funds in case of a tenant vacating early, funds for tenant damage repair, etc.

Of Louisa’s population housed in affordable rentals, 610 individuals are severely cost burdened or cost burdened.

Affordable Rental Recommendations:

1. Reduce or waive tap fees for projects that include affordable housing units.
2. Create an Accessory Dwelling Unit implementation guide/toolkit to promote the mutual affordability benefits of ADUs to homeowners and renters and promote grant programs targeted to ADU creation.
3. Encourage missing-middle housing such as two-family dwellings, single-family attached dwellings, and manufactured and modular homes.

4. Expand capacity of existing non-profit organizations that provide retrofit and rehabilitation supportive services, either through partnership or dedicated funding to rehab and preserve the aging housing supply.
5. Encourage residents to be proactive, involved, and informed in development review of new housing projects and about the housing need and supply in the county.
6. Examine homestay ordinance requirements and develop tracking methods to better understand the impact of short-term or vacation rentals have on the overall rental market in Louisa County.
7. Conduct a market study to identify gaps in the existing housing stock.
8. Work to reduce bureaucratic barriers in the permitting and approval process for new development or redevelopment that is consistent with the vision established in the updated Comprehensive Plan. Examples include expedited plan review, simplifying permitting and approvals, and greater transparency in the overall process.
9. Explore opportunities for repurposing vacant, underutilized, or county-owned structures, such as schools, for redevelopment for housing.

903 affordable housing property owners in Louisa are severely cost-burdened or in substandard housing units.

Sub-standard Housing Recommendations:

1. Create an Accessory Dwelling Unit implementation guide/toolkit to promote the mutual affordability benefits of ADUs to homeowners and renters and promote grant programs targeted to ADU creation.
2. Expand capacity of existing non-profit organizations that provide retrofit and rehabilitation supportive services, either through partnership or dedicated funding to rehab and preserve the aging housing supply.
3. Encourage missing-middle housing such as two family dwellings, single-family attached dwellings, and manufactured and modular homes.
4. Inventory county-owned land and determine the feasibility for the development of affordable or mixed-income housing.
5. Work to reduce bureaucratic barriers in the permitting and approval process for new development or redevelopment that is consistent with the vision established in the updated Comprehensive Plan. Examples include expedited plan review, simplifying permitting and approvals, and greater transparency in the overall process.
6. Work with regional partners to advertise and promote homebuyer education courses, resources, and financial and homeowner literacy, to either provide additional funding, directly assist in loan program promotion, or general homebuyer education. Encourage the development of a satellite program that is attended locally.
7. Explore opportunities for repurposing vacant, underutilized, or county-owned structures, such as schools, for redevelopment for housing (using Scottsville senior-housing school development for a potential model).
8. Utilize CDBG funds for infrastructure to reduce the housing development cost.

20 renter households of market rate rentals that are at or above 80% the area median income are cost burdened.

Market Rate Rentals Recommendations:

1. Create an Accessory Dwelling Unit implementation guide/toolkit to promote the mutual affordability benefits of ADUs to homeowners and renters and promote grant programs targeted to ADU creation.
2. Encourage missing-middle housing such as two-family dwellings, single-family attached dwellings, and manufactured and modular homes.
3. Encourage residents to be proactive, involved, and informed in development review of new housing projects and about the housing need and supply in the County.
4. Examine homestay ordinance requirements and develop tracking methods to better understand the impact of short-term or vacation rentals have on the overall rental market in Louisa County.
5. Conduct a market study to identify gaps in the existing housing stock.

One hundred Market Rate ownership households that are at or above the area median income are cost burdened.

Market Rate Ownership Recommendations:

1. Create an Accessory Dwelling Unit implementation guide/toolkit to promote the mutual affordability benefits of ADUs to homeowners and renters & promote grant programs targeted to ADU creation.
2. Work with regional partners to advertise and promote homebuyer education courses, resources, and financial and homeowner literacy, to either provide additional funding, directly assist in loan program promotion, or general homebuyer education. Encourage the development of a satellite program that is attended locally.
3. Encourage mixed-use and mixed-income communities.
4. Promote existing household budgeting and financial literacy programs to increase awareness of the long-term costs of homeownership and better prepare residents.

TJPDC Hazard Mitigation Plan

Summary

The purpose of the regional hazard mitigation plan is to prepare for natural disasters before they occur, thus reducing loss of life, property damage, and disruption of commerce. Having the plan in place is a condition for eligibility for some of FEMA’s disaster recovery and hazard mitigation grants. Because the Town of Mineral is involved in the planning process and has defined mitigation actions in the region’s FEMA-approved Hazard Mitigation Plan, the Town has access to several critical grant programs (Hazard Mitigation, Pre-Disaster Mitigation, Flood Mitigation Assistance, Building Resilient Infrastructure and Communities Grant Programs) and can continue to boost the community’s resilience against future disasters.

Vision, Goals, and Objectives

- Regional goals include reducing long- and short-term impact of hazard events on buildings and infrastructure, preparing to meet the immediate functional and access needs of the population during natural hazards, increasing mitigation and adaptation capacity through planning and project implementation, and building capacity with information and data development to refine hazard identification and assessment, mitigation targeting and funding identification.

Recommendations

Mineral’s Hazard Mitigation Action items or goals to further the objectives of the plan in the 5-year period include:

- Incorporate hazard mitigation plans into community plans.
- Ensure all houses have clear address signs, visible during storms.
- Designate a representative for Louisa’s Emergency Operations Committee.
- Develop an alert and communication system with citizens.
- Add reflective markers to fire hydrants for large snow storms.
- Install emergency generator for wells.
- Bury utilities underground in the Town of Mineral.

Virginia Watershed Implementation Plan

Summary



Mineral lies within the Chesapeake Bay Watershed. This plan outlines the actions needed to restore the health of local waterways and the Chesapeake Bay, and every jurisdiction across the Bay plays a vital role in its success.

The [Watershed Implementation Plan](#) sets goals for reducing pollution entering local waterbodies and the Chesapeake Bay, which directly benefits every jurisdiction within the Bay. Clean waterways support healthy ecosystems, protect recreational opportunities and public health, decrease water treatment costs, and promote economic activity like fishing and tourism. Additionally, Watershed Implementation Plans facilitate access to state and federal funding to implement projects that improve water quality, create access points to waterways, provide educational programs to the community, and integrate green infrastructure design into development. Addressing stormwater runoff and protecting

natural resources also increases flooding and climate change resiliency.

Vision, Goals, and Objectives

- Stormwater Management: Rain running off impermeable pavement and rooftops carries pollutants. The WIP emphasizes improving stormwater management through practices like green infrastructure, rain gardens, and permeable pavement. This can reduce flooding and groundwater and riverine pollution in Mineral while benefiting the Bay.
- Addressing Septic Failures: Failing septic systems can contaminate local water, and over a quarter of septic systems in the US are outdated and sources of pollution. The WIP offers funding and assistance for upgrading or replacing outdated septic systems, improving public health outcomes.

- Conservation and Restoration: Protecting and restoring forests, wetlands, and streams improves local water quality and benefits wildlife. The WIP encourages conservation efforts and provides resources for projects like sidewalk tree plantings, rain gardens, riparian buffers and conservation landscapes.
- Education and Outreach: Engaging residents in understanding water quality issues is another important aspect. The WIP supports educational programs and materials to raise awareness and encourage individual action in Mineral.

Recommendations

According to the document, jurisdictions should:

- Further optimize their choices of pollutant reduction practices.
- Incorporate lessons learned and new science and information from the midpoint assessment.
- Develop comprehensive local and federal engagement strategies so their contributions are clearly articulated.
- Ensure new and increased pollutant loads are offset.
- Build and sustain the necessary capacity needed to achieve their Phase III WIP commitments by 2025.

VTRANS Statewide Transportation Plan

Summary

VTrans is Virginia's statewide transportation plan that establishes the long-range vision for the state's transportation network, aiming for safety, efficiency, sustainability, and economic growth. VTrans long-term planning focuses on the impacts of climate, technological advancements, consumption patterns, and socio-demographic changes on Virginia's transportation system over the next 20 years. The long-term plan (20+ years) includes five steps to identify, analyze, and monitor powerful and transformative trends that impact the transportation system. It is prepared for the Commonwealth Transportation Board (CTB) by the Office of Intermodal Planning and Investment (OIP). VTrans lays out the overarching vision and goals for transportation in the Commonwealth and plans to achieve those goals. Vtrans is also a tool used to prioritize transportation system improvement needs to determine eligibility for project funding.

Vision, Goals, and Objectives

Vision: Virginia's transportation system will be Good for Business, Good for Communities, and Good to Go. Virginia will benefit from transportation system advances, attract a 21st century workforce, and promote healthy communities where Virginians of all ages and abilities can thrive.

Guiding Principles:

1. **Optimize Return on Investments** Implement the right solution at the right price, striving to meet current needs while advancing long-term prosperity and livability.

2. **Ensure Safety, Security, and Resiliency** Provide a transportation system that is safe for all users, responds immediately to short-term shocks such as weather events or security emergencies, and adapts effectively to long-term stressors such as sea level rise.
3. **Efficiently Deliver Programs** Deliver high-quality projects and programs in a cost-effective and timely manner.
4. **Consider Operational Improvements and Demand Management First** Maximize capacity of the transportation network through increased use of technology and operational improvements as well as managing demand for the system before investing in major capacity expansions.
5. **Ensure Transparency and Accountability, and Promote Performance Management** Work openly with partners and engage stakeholders in project development and implementation. Establish performance targets that consider the needs of all communities, measure progress towards targets. Adjust programs and policies as necessary to achieve the established targets.
6. **Improve Coordination Between Transportation and Land Use** Encourage local governments to plan and manage transportation-efficient land development by providing incentives, technical support, and collaborative initiatives.
7. **Ensure Efficient Intermodal Connections** Provide seamless connections between modes of transportation to harness synergies.

Goals:

- 1) **Economic Competitiveness and Prosperity** - Invest in a transportation system that supports a robust, diverse, and competitive economy.
 - a) Reduce the amount of travel that takes place in severe congestion.
 - b) Reduce the number and severity of freight bottlenecks.
 - c) Improve reliability on key corridors for all modes.
- 2) **Accessible and Connected Places** – Increase opportunities for people and businesses to efficiently access jobs, services, activity centers, and distribution hubs.
 - a) Reduce average daily trip lengths.
 - b) Increase the accessibility to jobs via transit, walking, and driving in metropolitan areas.
- 3) **Safety for All Users** - Provide a safe and secure transportation system for passengers and goods on all travel modes.
 - a) Reduce the number and rate of motorized fatalities and serious injuries.
 - b) Reduce the number of non-motorized fatalities and serious injuries.
- 4) **Proactive System Management** – Maintain the transportation system in good condition and leverage technology to optimize existing and new infrastructure.
 - a) Improve the condition of all bridges based on deck area.
 - b) Increase the lane miles of pavement in good or fair condition.
 - c) Increase percent of transit vehicles and facilities in good or fair condition.
- 5) **Healthy Communities and Sustainable Transportation Communities** – Support a variety of community types promoting local economies and healthy lifestyles that provide that provide travel options, while preserving agricultural, natural, historic, and cultural resources.
 - a) Reduce per-capita vehicle miles traveled.
 - b) Reduce transportation related initiatives.
 - c) Increase the number of trips traveled by active transportation (walking/biking).

Recommendations

A comprehensive plan can guide local transportation investments, like road improvements, gateway beautification, public transit options, bicycle and pedestrian infrastructure improvements. VTRANS prioritizes transportation system needs that are eligible to receive funding through statewide project implementation funding. Priority needs identified by the state include **Corridors of Statewide Significance (CoSS), Safety, Urban Development Areas (UDA), and Regional Networks.**

[UDAs](#) can be designated voluntarily by localities and qualify for SMART SCALE funding because they promote transportation efficient land use and land development patterns to reduce the impact of growth on the state’s transportation network. They also encourage walkable, bikeable, and mixed-use places as a means of attracting development and spurring local economic growth.

The Town of Mineral can benefit by understanding the state’s transportation priorities and following [VTRANS mid-term needs](#) to inform future applications to funding programs such as SMART SCALE. The Town currently has no mid-term needs designated through VTRANS. Ensuring future land use decisions align with future transportation plans and promote efficient development patterns can minimize traffic congestion and promote accessibility to the Town.

2040 Rural Long Range Transportation Plan (RLRP)

Summary

The RLRP incorporates recent and historical trends in transportation and serves as a tool to help rural localities prioritize transportation projects and prepare for Smart Scale applications. The transportation system was evaluated and a range of transportation improvements- roadway, rail, transit, air, bicycle and pedestrian- were developed into recommendations that would help address existing and future needs. The plan strives to achieve a balanced, multimodal transportation network that meets the travel needs of all populations in the planning district.

Vision, Goals, and Objectives

- 1. **Accessibility:** Improve inter- and intra-regional access and mobility for all users (people, goods, and service) by integrating various modes of transportation in an effort to improve connectivity and in the region.
 - a. Increase awareness and continue to support RideShare and Travel Demand Management (TDM) services.
 - b. Ensure the appropriate types, connections, and levels of freight service are provided to the entire region.
 - c. Improve access to transit for all users.
 - d. Ensure the diverse needs of a changing population are met (elderly, disabled, and LEP, persons lacking access to private vehicles).
- 2. **Economic Development and Land Use:** Support the region’s economic competitiveness by ensuring the integration of transportation and land use decisions in the planning process to enhance efficiency across all modes of transportation.

- a. Improve the effectiveness of the existing transportation network, recognizing internal and external future travel demands from tourism, freight, and commuters.
- b. Assure designated growth areas are designed to accommodate a range of transportation modes.
- c. Target transportation improvements to support local land use and development priorities.
- 3. **Operations and Management:** Encourage and promote cost-effective operations and maintenance of the regional transportation network that delivers optimum performance for all users.
 - a. Improve secondary roadway network by prioritizing improvements that enhance access for the most users; such as shoulder maintenance widening for all users.
 - b. Identify and prioritize addressing of physical deficiencies, to include pavement, bridges and other multi-modal deficiencies, on the existing transportation network.
 - c. Improving communication among stakeholders regarding transportation data, maintenance coordination, best practices, and emerging technologies.
 - d. Develop efficiencies for prioritizing rural roadway pave in place, rural rustic, and rural additions.
- 4. **Safety:** Improve the geometric conditions and physical characteristics of the transportation network to reduce fatalities and serious injuries.
 - a. Reduce the number and severity of crashes.
 - b. Incorporate the safety needs of all users.
 - c. Identify key safety deficiencies in roadway networks at intersections and along roadway segments (spot improvements, intersections, shoulders, railroad crossings).
 - d. Identify, evaluate, recommend, and prioritize other safety deficiencies.
- 5. **Congestion:** Where appropriate, improve roadway design to reduce congestion for vehicles, freight, and transit.
 - a. Improve efficiency wherever possible.
- 6. **Environment and Community:** Promote sustainable transportation improvements that mitigate impacts on the environment and ensure nondiscriminatory planning within the region.
 - a. Incorporate environmentally/context-sensitive design into roadway, bicycle/pedestrian facilities and transit improvements to improve or maintain the aesthetic values for the surrounding environment and to minimize environmental impacts and avoid encroachment on historic and culturally significant assets.
 - b. Promote the inclusion of minority and disadvantage populations in the planning process.

Recommendations

The table below summarizes Louisa County’s transportation priorities as they relate to Mineral; the final column displays the VTRANS need, if any, that is related to a transportation improvement. Projects that address VTRANS need(s) become eligible for state funding under the SMART SCALE program and receive priority consideration in VDOT’s Revenue Sharing Program.

Priority needs identified by the state include Corridors of Statewide Significance (CoSS), Safety, Urban Development Areas (UDA), and Regional Networks. Refer to the VTRANS section of this memo for more about how the Town of Mineral can apply for SMART SCALE funding by meeting a VTRANS need.

Louisa County Transportation Priorities Surrounding and Within Mineral						
Rank (1-43)	Project Name	Type	Route	From	To	VTRANS Needs
10	Pendleton Road	Segment	US 522	Town of Mineral, Southern Limits	US 33 (Jefferson Highway)	Safety
12	US 522/East First Street	Intersection	US 522	US 522 (Mineral Avenue/ Piedmont Avenue)	US 522 (East First Street)	None
21	Davis Highway	Segment	VA 22/ 208	Town of Louisa	Town of Mineral	Safety
26	Mineral Avenue	Segment	US 522	VA 22/208 (Piedmont Avenue)	Town of Mineral, Southern Limits	None
36	Louisa Avenue	Segment	US 522	US 522/618	Town of Mineral, Northern Limits	None
41	East First Street	Segment	US 522	US 22/208 (Piedmont Avenue)	US 522 (Louisa Avenue)	None

Jefferson Area Bike and Pedestrian Plan

Summary

The Jefferson Area Bicycle and Pedestrian Plan is regionally focused and intended to help plan and build bicycle and pedestrian infrastructure. The Plan seeks to encourage implementation by providing a focused list of regionally-significant bicycle and pedestrian projects that enhance connectivity and provide routes to important residential and economic centers. VDOT and local governments in the Planning District acknowledge that providing multimodal transportation choices is important to ensuring that the transportation system of the future is equitable, safe, and sustainable.

Vision, Goals, and Objectives

Vision: This Plan brings together multiple planning efforts to provide a guide for implementation on a regional scale.

Goal 1: Get Projects Implemented

- a. Identify all existing bicycle and pedestrian recommendations proposed in current approved planning documents.
- b. Identify new bicycle and pedestrian needs, through analysis and public input.
- c. Integrate recommendations in other planning documents, such as local comprehensive plans and the MPO Long-Range Transportation Plan.
- d. Implement a continuing process, with regular follow-up on priority projects.

Goal 2: Get the Right Projects Built

- a. Identify all existing bicycle and pedestrian recommendations.
- b. Identify new bicycle and pedestrian needs, through analysis and public input.
- c. Develop and adopt performance measures to prioritize recommendations.

Goal 3: Provide Localities with Valuable Tools

- a. Ensure the plan remains focused on implementation.
- b. Implement a continuing process, with regular follow-up on priority projects.
- c. Develop an online, interactive version of the plan recommendations.

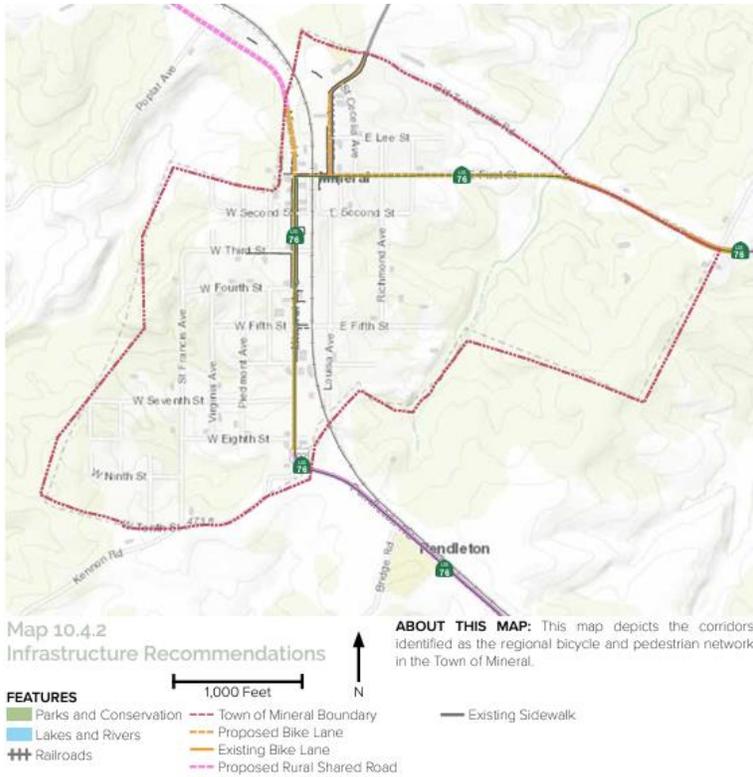
Goal 4: Encourage Public Participation

- a. Conduct meaningful public outreach.
- b. Interface with existing community and advocacy groups.
- c. Conduct workshops and engagement sessions within the community.

Recommendations

- Construct new sidewalks that connect gaps in the sidewalk network.
- Add bike lanes along Mineral Ave and East First Street and Louisa Ave to better accommodate Route 76.
- Add sidewalks to fill in gaps.
- Add pedestrian crossing at East 1st Street and Mineral Ave.
- Construct a shared use path along Route 208 (Davis Highway) connecting the Towns of Mineral and Louisa via the Betty Queen Center and the public schools.

The Jefferson Area Bicycle and Pedestrian Plan (2019) envisaged potential bike facilities in Mineral. A map from that plan is shown below.



Comprehensive Economic Development Strategy

The TJPDC was awarded an Economic Adjustment Assistance grant from the U.S. Economic Development Administration in 2022 to support development of a Comprehensive Economic Development Strategy (CEDS) for the region. A comprehensive Economic Development Strategy (CEDS) is a program of the United States Commerce Department’s Economic Development Administration (EDA) whose sole focus is on economic development. It provides funding in the form of grants, loans, and technical assistance to state governments, local governments, and economic development organizations.

As part of its disbursement of funds, it encourages communities to collaborate at a regional level to develop fully integrated strategies to support economic growth. A CEDS is a prerequisite for designation as an EDA Economic Development District (EDD). Once designated as an EDD, municipalities at all levels are provided priority consideration when applying for funds, not only for EDA’s programs, but many other federal sources of funding, such as transportation, labor, health, etc. EDA specific programs include public infrastructure, technology-based development,

innovation and entrepreneurship, community facilities, business attraction and expansion assistance, and workforce initiatives for disadvantaged communities.

The CEDS document, which is submitted to the EDA, is meant to be a blueprint for activity that will bring about greater economic prosperity throughout the region. Upon completion in 2024, the findings of the project should be reviewed to determine locally relevant opportunities.

Appendix C: Public Engagement Session

Background: As part of the Town of Mineral’s Comprehensive Plan update, the Planning Commission and the Town Council conducted a joint work session on February 22nd, 2024 facilitated by TJPDC staff to identify a set of shared visions, goals, and objectives for the Town. During the session, Councilors and Commissioners reviewed previously established goals, considered emerging issues and priorities, and discussed new goals and objectives for the Town with guidance provided by TJPDC staff.

Subsequently, these shared objectives were used to create public engagement materials, namely large boards with which the public could interact through a dot exercise, informing community opinion and prioritization of the objectives. On March 25th, the TJPDC conducted a public engagement session with members of the Town Council and Planning Commission present.

Vision: The Town of Mineral aspires to become a thriving community that preserves and celebrates its historic character while fostering business and residential growth. The Town aspires to create an attractive, engaging downtown that is safe, accessible and an integral part of the surrounding area. The Town aspires to be an inclusive place where people live, work, play, and visit.

Goals:

In addition to the large display boards, the public were given the opportunity to provide input on the comprehensive plan goals. Participants were asked to provide a prioritization of the goals and any comments they would like to offer. The following list constitutes a weighted ranking of the goals based upon the feedback we received:

1. Support place-making inspired by the arts, nature connections, and local history.
2. Grow as a sustainable, walkable, accessible, and compact town.
2. Support Virginia's biodiversity by designing with native plants that create vibrant wildlife habitats, fostering connections and a sense of community through shared experiences in nature.
4. Make housing accessible and affordable to all.
5. Create a network of interconnected greenways and natural trails, fostering recreational opportunities and a sense of connection to the surrounding environment for residents.
5. Promote ecologically responsible development that prioritizes sustainable practices for water, energy, and resource management, ensuring a thriving community and a healthy environment for generations to come.
7. Foster small town connections and a sense of community by providing opportunities to gather.

8. Foster a strong economy and find paths to prosperity for all.

9. Improve urban design and beautification.

Objectives:

Outputs from the objective boards are distilled below and include the objectives that were of the highest priority, ones that received red dots indicating disagreement with an objective, and objectives that received no dots at all. Objectives not included below accrued some level of support but were not highly prioritized.

Land Use

Highest Priority

- ***** Encourage new commercial and residential development in the Town, while maintaining or expanding existing structures, in alignment with the character of the Historic Downtown Centre (defined as the federally recognized Mineral Historic District).
- **** Eliminate physical and economic blight – implement strategies for renovating or removing blighted buildings. Develop a clear process for addressing blight and neglect in the Town by examining and updating relevant Town codes.

Red Dots

- Foster the economic development of existing businesses and promote new business in the Light Commercial and General Commercial zones and encourage development of the Planned Unit Development (PUD) location, in alignment with the Town’s Zoning Ordinance.

Historic Resources

Highest Priority

- ** Foster and promote infill of commercial businesses, in accordance with the adopted Town Zoning ordinance, particularly along and within the Historic Downtown Centre, to support and provide services to the residents and visitors of the community.

Red Dots

- Promote and enhance the Historic Downtown Centre area by replacing existing streetlights with historic style streetlights that provide a flag display and effectively illuminate roads and sidewalks.

No Dots

- Update town ordinance to regulate signage placed on buildings in the Historic Downtown Centre.
- Update town ordinance to regulate murals and art drawings placed on the outside of buildings inside the Historic Downtown Centre while still encouraging the creation of these public murals.

Transportation

Highest Priority

- ***** Seek funding to build and improve pedestrian facilities.

**** Seek funding to construct new sidewalks that connect gaps in the sidewalk network.

Red Dots

●●● Seek funding to add bike lanes along Mineral Ave, East First Street, and Louisa Ave to better accommodate Route 76.

No Dots

- Establish regular opportunities to discuss traffic concerns with VDOT and Louisa County.
- Explore the opportunity of establishing Mineral as an Urban Development Area (UDA) with VDOT to facilitate access to grant and planning/technical assistance.
- Improve the appearance of major gateways and roadways by creating landscaped buffers along major roadways. Explore grant opportunities such as the EPA Green Streets, Green Jobs, and Green Towns Grant.
- Ensure the diverse needs of a changing population are met (elderly, disabled, and LEP, persons lacking access to private vehicles).
- Work with developers to ensure transportation needs are targeted and addressed during site development in support of local land use priorities and in recognition of internal and external future traffic demands.
- Reduce the frequency of access points on major roads.
- Reduce the number and severity of bottlenecks.
- Improve access to transit for all users through Jaunt.

Parks and Recreation

Highest Priority

* All potential objectives were prioritized equally with one star.

No Dots

- Identify and catalog current uses for properties and facilities and consider opportunities for expanded usage, such as the establishment of a formal system for residents to sign up to use facilities.

Housing

Highest Priority

- * Evaluate areas for multi-family dwellings: expand areas where multi-family dwellings are allowed by code or by conditional use permit and consider reworking the PUD contract to allow for a more inclusive set of residents, in accordance with fair housing law.
- * Improve communication with residents: it is important that the citizens are informed and updated consistently through email, electronic message boards, and new resident information resources. Establish a Town Emergency Alert System and coordinate with local PSAP.
- * Explore funding opportunities for repurposing vacant, underutilized, or Town-owned structures for housing.

Red Dots

- Explore funding opportunities for repurposing vacant, underutilized, or Town-owned structures for housing.

No Dots

- Leverage existing financial resources to lower barriers to the creation of new affordable housing and create new funding mechanisms, such as a regional trust fund, to expand the capacity for creating and preserving affordable housing.
- Promote the use of existing local and regional resources that provide retrofit and rehabilitation support services.
- Promote the use of the Accessory Dwelling Unit implementation guide/toolkit developed by the TJPDC to promote the mutual affordability benefits of ADUs to homeowners and renters and promote grant programs targeted to ADU creation.
- Work with regional partners to advertise and promote homebuyer education courses, resources, and financial and homeowner literacy, to either provide additional funding, directly assist in loan program promotion, or general homebuyer education. Encourage the development of a satellite program that is attended locally.
- Participate in the regional Housing Needs Assessment to be undertaken by the TJPDC.
- Promote existing household budgeting and financial literacy programs to increase awareness of the long-term costs of homeownership and better prepare residents.

Economic Development

Highest Priority

- **** Ensure that capital improvements and maintenance for the Town’s essential public water and sewer systems are planned and budgeted adequately. Encourage self-sufficient operations and maintenance of those systems. Developers within the Town should be expected to participate in and/or to fund future expansions to the water and sewer systems.
- *** Explore grant opportunities to promote small business growth in the Town, including the development of a formal economic development plan and a formal marketing plan.
- *** Ensure adequate and quality water supply.
- ** Promote and encourage broadband/high speed internet access and availability to ALL residents and businesses within the town limits. Assist with the availability of a cell tower and fiber optic for ALL residents and businesses.

No Dots

- Amend PUD to require the completion of commercial development prior to housing development completion.

Natural Resources

Highest Priority

- ** Ensure new and increased water pollutant loads are offset by implementing stormwater best management practices.
- ** Create a greenway of nature trail throughout the town that connects local recreational opportunities.

No Dots

- Encourage open space retention, particularly as part of the PUD design for communal spaces.
- Incorporate hazard mitigation plans into community plans.
- Develop comprehensive local engagement strategies. Clearly articulate organizations responsible for community programs, such as: developing materials to promote and encourage individual action towards pollution reduction; or environmental educational opportunities in partnership with other organizations.
- Engage partners and community members on strategies to implement rain gardens, natural buffers, and other ecosystem services; educating the public alongside partners.

Community Facilities and Services

Highest Priority

- ★ Identify a gathering location, potentially at Luck Field, and install a park bench, trash receptacle, and planters to be used by pedestrians.
- ★ Promote increased and improved communication between the Town and the Louisa County Public School administration and establish shared beneficial resources. Leverage relationship with school system to promulgate additional training and learning experiences for students to gain job skills and experiences from local businesses.
- ★ Work with TJPDC, Louisa County, and any/all other resources necessary to determine how to fix the long documented and thus far unsuccessfully corrected GPS street address numbering errors that exist in the Town of Mineral, affecting package delivery and other issues.
- ★ Pursue and evaluate the placement of electrical lines underground along the three Historic Downtown Centre streets.
- ★ Ensure all houses have clear address signage, easily visible during storms and other emergency situations.
- ★ Install emergency generator for wells.

No Dots

- Add reflective markers to fire hydrants for large snowstorms.

Community Comments

“Curbing St. Cecilia” – listed as a note under objectives related to stormwater management and parking at Luck Field.

Referencing the comprehensive plan goal to make housing affordable and accessible for all, one participant wrote, “in a way not to devalue property”.

Referencing the comprehensive plan goal to improve urban design and beautification, one participant wrote that the goal was, “vague”.

Another comment wrote, “Work (with) Historic Resources to continue the growth of Historic Status”

Appendix D: Public Engagement Boards

Land Use

#	Potential objectives	Support Dots (●=disagree, ●=agree)	Priority (★)	Notes
1	Promote, encourage and support public access to grants to develop existing vacant lots for infill and development by seeking access to grant money.	●●		
2	Eliminate physical and economic blight – implement strategies for renovating or removing blighted buildings. Develop a clear process for addressing blight and neglect in the Town by examining and updating relevant Town codes.	●●●●●●	★★★★★	
3	Create an Overlay District or other Town Code provisions to protect and preserve the Town's Historic Downtown Centre such that no multi-family housing, townhomes or condominiums will be permitted along Mineral Avenue or on the portions of Louisa Avenue and First Street designated as part of the Historic Downtown Centre.	●●●		
4	Foster the economic development of existing businesses and promote new business in the Light Commercial and General Commercial zones and encourage development of the Planned Unit Development (PUD) location, in alignment with the Town's Zoning Ordinance.	●●		
5	Encourage new commercial and residential development in the Town, while maintaining or expanding existing structures, in alignment with the character of the Historic Downtown Centre (defined as the federally recognized Mineral Historic District).	●●●●●●	★★★★★	
6	Explore the viability of a form-based code or zoning overlay to protect historic character when infill or redevelopment occur.	●		
7	Safeguard historic resources.	●●	★★	

Historic Resources

#	Potential objectives	Support Dots (●=disagree; ●=agree)	Priority (★)	Notes
1	Investigate funding for the acquisition (gift or purchase) and preservation of the historic Train Depot, with potential to be used as a Town Welcome Center, Information Booth, and the starting point for Town walking tours.	●●●●		
2	Where feasible, preserve the Town's historic buildings by encouraging property owners to engage in renovations and maintenance.	●●●	★	
3	Update town ordinance to regulate signage placed on buildings in the Historic Downtown Centre.			
4	Update town ordinance to regulate murals and art drawings placed on the outside of buildings inside the Historic Downtown Centre while still encouraging the creation of these public murals.			
5	Preserve the Old Town Jail and investigate funding to remove attached construction, remodel, and/or restore the site to become a historic location to visit on the Town's walking/riding tours.	●		
6	Promote and enhance the Historic Downtown Centre area by replacing existing streetlights with historic style streetlights that provide a flag display and effectively illuminate roads and sidewalks.	●●●●	★	
7	Foster and promote infill of commercial businesses , in accordance with the adopted Town Zoning ordinance, particularly along and within the Historic Downtown Centre, to support and provide services to the residents and visitors of the community.	●●	★★	
8	Seek recommendations for the restoration of the Old Town Cemetery, including the preservation and marking of all gravesites. Establish a walking trail for public access to the Civil War Veteran Burial Site.	●●●●●		

Transportation

#	Potential objectives	Support Dots (●=disagree, ●=agree)	Priority (★)	Notes
1	Seek funding to build and improve pedestrian facilities.	●●●●●	★★★★★	
2	Seek funding to pursue roadway improvements and install bike lanes along Mineral and Louisa Avenues.	●●●	★	
3	Work with VDOT to explore traffic calming measures that control the intersection at First Street and Mineral Avenue to improve safety.	●●	★	
4	Establish regular opportunities to discuss traffic concerns with VDOT and Louisa County.			
5	Coordinate with VDOT to advocate for restriction of tractor trailer traffic through the Historic Downtown Centre comprised of Mineral Avenue, Louisa Avenue, and First Street. Prohibit the parking of any tractor trailers along the Historic Downtown Centre overnight.	●		
6	Explore the opportunity of establishing Mineral as an Urban Development Area (UDA) with VDOT to facilitate access to grant and planning/technical assistance.			
7	Improve the appearance of major gateways and roadways by creating landscaped buffers along major roadways. Explore grant opportunities such as the EPA Green Streets, Green Jobs, and Green Towns Grant.			
8	Ensure the diverse needs of a changing population are met (elderly, disabled, and LEP, persons lacking access to private vehicles).			
9	Work with developers to ensure transportation needs are targeted and addressed during site development in support of local land use priorities and in recognition of internal and external future traffic demands.			
10	Advocate with VDOT to improve the secondary roadway network by prioritizing improvements that enhance access for the most users, such as shoulder maintenance widening for all users.	●		
11	Reduce the frequency of access points on major roads.			
12	Reduce the number and severity of bottlenecks.			

Transportation

#	Potential objectives	Support Dots (●=disagree; ●=agree)	Priority (★)	Notes
13	Seek funding to add pedestrian crossing at East 1st Street and Mineral Ave.	●●●		
14	Seek funding to construct a shared use path along Route 208 (Davis Highway) connecting the towns of Mineral and Louisa via the Betty Queen Center and the public schools.	●●●	★	
15	Increase awareness and continue to support RideShare and Travel Demand Management (TDM) services.	●		
16	Improve access to transit for all users through Jaunt.			
17	Seek funding to add bike lanes along Mineral Ave, East First Street, and Louisa Ave to better accommodate Route 76.	●●●	★	
18	Seek funding to construct new sidewalks that connect gaps in the sidewalk network.	●●●●●	★★★★★	
19	Seek funding to add sidewalks to fill in gaps.	●●●●		

Parks and Recreation

#	Potential objectives	Support Dots (●=disagree; ●=agree)	Priority (★)	Notes
1	Explore opportunities to improve parking at Luck Field and increase safety for pedestrians.	●●●	★	Curbing St. Cecilia
2	Foster the inclusion and/or addition of any other properties, such as the land around the old school, into plans for the enhanced public use of the recreational, entertainment, and public venue of the Town-owned community park property near Luck Field, including the public playground lot, the LOVE sign, and the property surrounding the baseball diamond.	●●●●	★	
3	Seek to make the Town of Mineral as welcoming as possible to seniors, families, and kids. Seek to make the Town accessible and inclusive to all.	●	★	
4	Identify and catalog current uses for properties and facilities and consider opportunities for expanded usage, such as the establishment of a formal system for residents to sign up to use facilities.			
5	Invest in making Luck Field an attractive, walkable, and inviting location for residents and visitors.	●●●	★	

Housing

#	Potential objectives	Support Dots (●=disagree; ●=agree)	Priority (★)	Notes
1	Evaluate areas for multi-family dwellings: expand areas where multi-family dwellings are allowed by code or by conditional use permit and consider reworking the PUD contract to allow for a more inclusive set of residents, in accordance with fair housing law.	●●●●	★	
2	Improve communication with residents: it is important that the citizens are informed and updated consistently through email, electronic message boards, and new resident information resources. Establish a Town Emergency Alert System and coordinate with local PSAP.	●●	★	
3	Leverage existing financial resources to lower barriers to the creation of new affordable housing and create new funding mechanisms, such as a regional trust fund, to expand the capacity for creating and preserving affordable housing.			
4	Participate in regional housing studies, market studies, and strategic planning to identify gaps in the housing stock.	●		
5	Encourage missing-middle housing such as two-family dwellings, manufactured homes, and modular homes through the alignment of the existing zoning ordinance with state code regarding such dwellings.			
6	Promote the use of existing local and regional resources that provide retrofit and rehabilitation support services.			
7	Explore funding opportunities for repurposing vacant, underutilized, or Town-owned structures for housing.	●●●●	★	
8	Promote the use of the Accessory Dwelling Unit implementation guide/toolkit developed by the TJPDC to promote the mutual affordability benefits of ADUs to homeowners and renters and promote grant programs targeted to ADU creation.			
9	Work with regional partners to advertise and promote homebuyer education courses, resources, and financial and homeowner literacy, to either provide additional funding, directly assist in loan program promotion, or general homebuyer education. Encourage the development of a satellite program that is attended locally.			
10	Pursue the use of CDBG funds through DHCD for infrastructure to reduce the housing development cost.	●		
11	Participate in the regional Housing Needs Assessment to be undertaken by the TJPDC.			
12	Encourage mixed-use and mixed-income communities.	●		
13	Promote existing household budgeting and financial literacy programs to increase awareness of the long-term costs of homeownership and better prepare residents.			

Economic Development

#	Potential objectives	Support Dots (●=disagree, ●=agree)	Priority (★)	Notes
1	Explore grant opportunities to promote small business growth in the Town, including the development of a formal economic development plan and a formal marketing plan.	●●●	★★★	
2	Promote and encourage broadband/high speed internet access and availability to ALL residents and businesses within the town limits. Assist with the availability of a cell tower and fiber optic for ALL residents and businesses.	●●●	★★	
3	Build on the success of the Farmer's Market: secure a permanent covered structure for the market.	●		
4	Amend PUD to require the completion of commercial development prior to housing development completion.			
5	Promote continued affiliation and increased participation with the Virginia Main Street (VSM) program. Consider incorporation of concepts advocated by VSM and the Louisa County Chamber of Commerce, such as: encouragement of storefront businesses to be located on the street level; long-term housing in upstairs levels; height of buildings not to exceed three total floors; and owner occupied and/or long-term rental/leases permitted (one year length or more).	●	★	
6	Promote the beautification of the Town of Mineral and support the Mineral Historic Foundation. The Town should proactively pursue grants for the Town's beautification, preservation, and infrastructure with input from local businesses.	●●●●●●	★	
7	Ensure that capital improvements and maintenance for the Town's essential public water and sewer systems are planned and budgeted adequately. Encourage self-sufficient operations and maintenance of those systems. Developers within the Town should be expected to participate in and/or to fund future expansions to the water and sewer systems.	●●●●●●	★★★★	
8	Ensure adequate and quality water supply.	●●●	★★★	

Natural Resources

#	Potential objectives	Support Dots (●=disagree; ●=agree)	Priority (★)	Notes
1	Encourage open space retention, particularly as part of the PUD design for communal spaces.			
2	Incorporate hazard mitigation plans into community plans.			
3	Further optimize choices of pollutant reduction practices.	●		
4	Develop comprehensive local engagement strategies. Clearly articulate organizations responsible for community programs, such as: developing materials to promote and encourage individual action towards pollution reduction; or environmental educational opportunities in partnership with other organizations.			
5	Ensure new and increased water pollutant loads are offset by implementing stormwater best management practices.	●●	★★	Curbing St. Cecilia
6	Engage partners and community members on strategies to implement rain gardens, natural buffers, and other ecosystem services; educating the public alongside partners.			
7	Create a greenway of nature trail throughout the town that connects local recreational opportunities.	●●●●	★★	
8	Plan and design with native species to support habitats of species native to Virginia and utilize available grant opportunities such as the Virginia Conservation Assistance Program.	●●		

Governance

#	Potential objectives	Support Dots (●=disagree; ●=agree)	Priority (★)	Notes
1	Accomplish an overdue Mineral Town Charter review/comparison to the Mineral Town Code and prepare a Charter Update Request to submit to the Virginia General Assembly for its required consideration and approval.	●●●●	★	
2	Promote the creation of an annual Capital Improvements Plan (CIP) to be developed by the Planning Commission for approval by the Town Council. Public hearings shall elicit the public's participation and input into the Town's long-term capital investments and expenditures.	●●●	★	

Community Facilities and Services

#	Potential objectives	Support Dots (●=disagree;●=agree)	Priority (★)	Notes
1	Identify a gathering location, potentially at Luck Field, and install a park bench, trash receptacle, and planters to be used by pedestrians.	●●	★	
2	Promote increased and improved communication between the Town and the Louisa County Public School administration and establish shared beneficial resources. Leverage relationship with school system to promulgate additional training and leaning experiences for students to gain job skills and experiences from local businesses.	●	★	
3	Promote the continuation of the professional and responsive services provided by the Town of Mineral's DMV office by providing Town resources to support and enhance the provision of vital DMV services to the public.	●		
4	Update Town ordinance to establish formal guidelines, instructions, procedures, and routes for the conduction of public parades that are safe, civic and community minded in the Town of Mineral. Clarify approval authority and procedures with VDOT and Louisa County.	●		
5	Work with TJPDC, Louisa County, and any/all other resources necessary to determine how to fix the long documented and thus far unsuccessfully corrected GPS street address numbering errors that exist in the Town of Mineral, affecting package delivery and other issues.	●●●	★	
6	Pursue and evaluate the placement of electrical lines underground along the three Historic Downtown Centre streets.	●●	★	
7	Ensure all houses have clear address signage, easily visible during storms and other emergency situations.	●	★	
8	Designate a representative for Louisa's Emergency Operations Team.	●		
9	Develop an alert and communication system with citizens.	●●		
10	Add reflective markers to fire hydrants for large snowstorms.			
11	Install emergency generator for wells.	●●	★	

FY25 Proposed Water and Sewer Rate Increase

Users	Usage	Current Water Rate 7.10.2023	Current Sewer Rate 7.10.2023	Proposed 31% Water Increase	Proposed 31% Sewer Increase
<i>In-Town</i>	Under 1,500 gallons flat rate	\$20.00	\$30.00	\$26.20	\$39.30
<i>All Other In-Town</i>	1st 3,000 gallons	\$30.00	\$40.00	\$39.30	\$52.40
	Over 3,000 gallons	\$9.00/1,000 gallons	\$12.00/1,000 gallons	\$11.79/1,000 gallons	\$15.72/1,000 gallons
<i>Out-of-Town</i>	1st 3,000 gallons	\$35.00	N/A	\$45.85	N/A
	Over 3,000 gallons	\$10.00/1,000 gallons	N/A	\$13.10/1,000 gallons	N/A

FY25 Solid Waste Collection Rates - Out of Town (No Change)

<u>Solid Waste Collection Rate Schedule (Out-of-Town Only)</u>	
Residential Rate: Current Rate-\$310 per year Proposed Rate – No Change	
Current Tax Rates for Calendar Year 2023	Proposed Rate
Real Estate \$0.20/\$100	No Change
Personal Property \$0.48/\$100	No Change
Transient Occupancy Tax 5%	No Change
Meals Tax 6%	No Change
Business License \$0.14/\$100 Gross Receipts	No Change
Vehicle License Tax - \$20 for cars and light trucks and motorcycles	No Change

FY25 Water and Sewer Connection Rates (No Change)

CONNECTION RATES for WATER plus installation cost	Current	Proposed
Residential Water connection Fee-Per Single Family Unit-3/4"	\$6,780	No Change
Residential Water connection Fee-Per Single Family Unit-1"	NA	\$7,080
Commercial/Large Water Connection Fee - 1"	\$16,840	No Change
Commercial/Large Water Connection Fee - 1.5"	\$28,400	No Change
Commercial/Large Water Connection Fee - 2"	\$43,265	No Change
Commercial/Large Water Connection Fee - 3"	\$73,600	No Change
Commercial/Large Water Connection Fee - 4"	\$117,465	No Change
Commercial/Large Water Connection Fee - 6"	\$234,335	No Change
CONNECTION RATES for SEWER CONNECTIONS	Current	Proposed
Residential Sewer Connection Fee - 1" to 4" - Per family unit	\$10,720	No Change
Commercial/Large Sewer Connection Fee - 1.5"	\$23,865	No Change
Commercial/Large Sewer Connection Fee - 2"	\$86,200	No Change
Commercial/Large Sewer Connection Fee - 4"	\$211,000	No Change
Commercial/Large Sewer Connection Fee - 6"	\$430,000	No Change



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

Budget Summary

May 8, 2024

Re: Budget Summary

From: Nicole Washington, Town Manager
Kelly Singletary, Treasurer

The proposed budget takes into consideration the future revenue and expenditures that the Town may have over the next fiscal year. The numbers are shown as factual as the Town can present them. The revenues for past years are pre-audit and were acquired through deposit research and transaction reports for the Town. The Town has a few items they need to look at and work through on the budget. Below are a few scenarios to assist in the process. Also, in your packet are the rate adjustments for possible water increases as well as real estate increases.

Scenarios to think about:

- 1- Raising the water rates, real estate tax rate, personal property and charging the Fire Department for water and adjust the family health benefit that is proposed will assist with equalizing the budget.
- 2- Raise just the water rates and real estate rates

PROPOSED FY 2024-2025 BUDGET

OPERATING REVENUES	TOTAL REVENUE FISCAL YEAR 2023	FISCAL YEAR 2024 BUDGET	REVENUES AS OF 4-30-2024	FISCAL YEAR 2025 PLAN	FISCAL YEAR 2024 PLAN INC. / DEC.
<i>GENERAL & PROGRAM REVENUES</i>					
Anti-Liter Grant	\$1,000	\$1,000	\$0	\$1,000	\$0
Bank Stock Tax/Interest Income	\$50,000	\$50,000	\$43,541	\$50,000	\$0
Business License	\$33,436	\$29,000	\$29,542	\$30,000	\$1,000
Zoning applications	\$1,800	\$2,250	\$700	\$2,250	\$0
Bush Hog Service	\$0	\$0	\$0	\$0	\$0
Cemetery Income	\$54,400	\$35,000	\$58,030	\$40,000	\$5,000
Connection Fee Sewer	\$24,000	\$32,000	\$115,950	\$65,000	\$33,000
Connection Fee Water	\$24,500	\$36,000	\$150,080	\$40,000	\$4,000
DMV Select Revenue	\$392,140	\$336,000	\$414,487	\$500,000	\$164,000
Fines & Penalties	\$4,231	\$1,000	\$510	\$1,000	\$0
Fire Programs Income	\$15,000	\$15,000	\$15,000	\$15,000	\$0
Grant Income	\$0	\$0	\$0	\$0	\$0
Interest Income	\$7,000	\$36,000	\$39	\$36,000	\$0
Local Sales Tax	\$46,892	\$40,000	\$38,940	\$40,000	\$0
Meals Tax	\$78,176	\$90,000	\$87,865	\$90,000	\$0
Miscellaneous Income	\$0	\$1,000	\$655	\$1,000	\$0
Notary Services	\$415	\$300	\$275	\$300	\$0
Personal Property Tax	\$15,526	\$19,500	\$16,376	\$21,000	\$1,500
Postage Reimbursement	\$0	\$0	\$0	\$0	\$0
Public Service Corp. Tax	\$5,976	\$7,500	\$23,408	\$8,000	\$500
Real Estate Tax*	\$114,118	\$105,000	\$94,946	\$121,200	\$16,200
Rental Income	\$0	\$4,500	\$0	\$0	(\$4,500)
Rolling Stock Tax	\$22	\$1,200	\$0	\$1,200	\$0
Tax overpayment	\$0	\$500	\$0	\$500	\$0
Transient Occupancy Tax	\$2,557	\$2,000	\$1,943	\$2,000	\$0
Utility Construction Fee	\$0	\$0	\$25,000	\$0	\$0
Vehicle Tax	\$5,100	\$6,690	\$4,417	\$6,000	(\$690)
Water and Sewer Sales	\$221,352	\$250,000	\$255,221	\$439,632	\$189,632
Water Deposits	\$2,529	\$3,000	\$3,000	\$3,000	\$0
Surplus - Increase in unassigned fund balance	NA	\$0			\$0
Use of unassigned fund balance	NA	\$172,244			(\$172,244)
TOTAL REVENUE	\$1,100,170	\$1,276,684	\$1,379,925	\$1,514,082	\$237,398

PROPOSED FY 2024-2025 BUDGET

OPERATING EXPENSES		APPROPRIATED FISCAL YEAR 2023	CURRENT FISCAL YEAR 2024	EXPENDITURES AS OF APRIL 2024	FISCAL YEAR 2025 PLAN	FISCAL YEAR 2025 PLAN INC. / DEC.
GENERAL & OVERHEAD						
Personnel Services						
	Salaries	\$417,860	\$454,580	\$346,124	\$532,485	\$114,625
	FICA	\$31,966	\$34,755	\$26,186	\$40,735	\$8,769
	VRS-Retirement, Disability and Group Life	\$9,904	\$10,800	\$14,050	\$16,806	\$6,902
	Health Plan	\$58,789	\$32,832	\$26,910	\$113,051	\$54,262
	Total Personnel Services	\$518,519	\$532,967	\$413,270	\$703,076	\$184,558
Operating Budget						
	Accounting Consultants/Audit	\$0	\$30,000	\$42,273	\$0	(\$30,000)
	Advertising	\$3,000	\$7,000	\$2,175	\$3,500	(\$3,500)
	Asset Management	\$15,000	\$15,000	\$0	\$15,000	\$0
	Audit	\$14,000	\$14,000	\$0	\$20,000	\$6,000
	Bank Charges	\$50	\$100	\$0	\$100	\$0
	Beautification	\$3,000	\$3,000	\$419	\$3,000	\$0
	Buyback (Cemetery Plots)	\$1,000	\$1,000	\$0	\$1,000	\$0
	Comprehensive Plan Update	\$0	\$16,550	\$3,356	\$0	(\$16,550)
	Conference Room Upgrades	\$9,200	\$0	\$0	\$0	\$0
	County Wastewater Treatment	\$125,000	\$90,000	\$100,172	\$125,000	\$35,000
	County Water Purchased	\$120,000	\$60,000	\$59,349	\$75,000	\$15,000
	COVID Utility - Return of Unspent Funds	\$5,105	\$0	\$0	\$0	\$0
	Debt Service	\$71,580	\$71,580	\$53,775	\$71,700	\$120
	Deposits to Perpetual Care Fund	\$3,500	\$3,500	\$0	\$0	(\$3,500)
	Dues/Permits/Licenses	\$3,500	\$3,500	\$3,020	\$3,500	\$0
	Electricity	\$25,000	\$25,000	\$21,486	\$25,000	\$0
	Fertilizer, Mulch, and Maintenance	\$1,730	\$1,730	\$0	\$1,500	(\$230)
	Fire Programs Expense	\$15,000	\$15,000	\$0	\$15,000	\$0
	Gas for Maintenance Vehicles & Equipment	\$2,500	\$2,500	\$2,054	\$3,000	\$500
	Hook up fee paid to LCWA	\$15,000	\$15,000	\$0	\$20,000	\$5,000
	Insurance - VRSA	\$14,200	\$14,600	\$10,441	\$15,000	\$400

	APPROPRIATED FISCAL YEAR 2023	CURRENT FISCAL YEAR 2024	EXPENDITURES AS OF APRIL 2024	FISCAL YEAR 2025 PLAN	FISCAL YEAR 2025 PLAN INC. / DEC.
Internet/Email/Cloud Storage	\$4,200	\$13,164	\$23,493	\$48,000	\$34,836
IT Support	\$12,000	\$6,000	\$13,000	\$18,000	\$12,000
Computers / Server Room Upgrade	\$10,000	\$0	\$0	\$0	\$0
Legal Fees	\$15,000	\$15,000	\$12,000	\$24,000	\$9,000
Louisa Land Fill Charges	\$14,400	\$14,400	\$10,916	\$14,500	\$100
Mileage Reimbursement	\$2,000	\$2,000	\$767	\$1,000	(\$1,000)
Miscellaneous	\$500	\$500	\$778	\$500	\$0
Office Cleaning	\$9,000	\$3,600	\$2,100	\$3,600	\$0
Office Heat	\$1,500	\$1,500		\$1,500	\$0
Office Supplies	\$20,000	\$20,000	\$32,799	\$20,000	\$0
Police & Legal Matters	\$5,000	\$5,000	\$0	\$5,000	\$0
Postage	\$2,200	\$2,200	\$1,640	\$2,200	\$0
Refund for Tax overpayment	\$500	\$500	\$5,400	\$500	\$0
Repair & Maintenance- Town Facilities	\$40,000	\$40,000	\$12,610	\$20,000	(\$20,000)
Repairs & Maintenance - Water & Sewer	\$425,000	\$125,000	\$143,966	\$158,406	\$33,406
Security System Upgrade	\$0	\$0	\$0	\$0	\$0
Server Replacements	\$0	\$0	\$0	\$0	\$0
Software	\$8,000	\$8,000	\$24,000	\$40,000	\$32,000
Telephone	\$6,800	\$6,800	\$5,890	\$7,000	\$200
Training & Conferences	\$2,500	\$2,500	\$5,337	\$3,000	\$500
Trash Service	\$32,000	\$32,000	\$24,229	\$32,000	\$0
Uniforms	\$1,000	\$0	\$0	\$1,000	\$1,000
Upgrade firewall switch - untangle	\$1,300	\$0	\$0	\$0	\$0
Water Deposit Refunds	\$500	\$500	\$0	\$500	\$0
Water Testing/monitoring	\$13,000	\$13,000	\$5,895	\$13,000	\$0
Web Page & Agenda Management*	\$0	\$6,043	\$2,110	\$0	(\$6,043)
Contingency		\$50,000		\$0	(\$50,000)
Webpage Maintenance	\$3,500	\$0		\$0	\$0
Total Operating Budget	\$518,519	\$756,767	\$625,451	\$811,006	\$54,239
TOTAL EXPENSES	\$1,037,037	\$1,275,286	\$1,038,721	\$1,514,082	\$238,797

Salaries & Benefits Budget FY 2024-2025

Proposed 25% Family Health Benefit

Administration / Council									
Name	Salary	Fica	VRS	Health EE 85%	Health Fam 25%	Group Life	Disability	Total Cost to Town	
Town Manager	\$90,000	\$6,885	\$1,512	\$9,149	\$4,982	\$1,206	\$765	\$114,499	
Town Council	\$7,200	\$551	\$0	\$0	\$0	\$0	\$0	\$7,751	
Clerk	\$49,920	\$3,819	\$839	\$9,149	\$4,982	\$669	\$424	\$69,802	
Treasurer	\$55,120	\$4,217	\$926	\$9,149	\$4,982	\$739	\$469	\$75,601	
Special Projects/Interns	\$15,000	\$1,148	\$0	\$0	\$0	\$0	\$0	\$16,148	
Total	\$217,240	\$16,619	\$3,277	\$27,448	\$14,946	\$2,614	\$1,658	\$283,801	

Public Works / Water & Sewer / Cemetery									
PT-Maintenance	\$41,470	\$3,172	\$0	\$0	\$0	\$0	\$0	\$44,642	
PT-Maintenance	\$10,000	\$765	\$0	\$0	\$0	\$0	\$0	\$10,765	
PT-Maintenance	\$15,000	\$1,148	\$0	\$0	\$0	\$0	\$0	\$16,148	
PT-Maintenance	\$12,698	\$971	\$0	\$0	\$0	\$0	\$0	\$13,669	
Total	\$79,168	\$6,056	\$0	\$0	\$0	\$0	\$0	\$85,224	

DMV Select									
Name	Salary	Fica	VRS	Health EE 85%	Health Fam 20%	Group Life	Disability	Total Cost to Town	
DMV Manager	\$51,002	\$3,902	\$857	\$9,149	\$4,982	\$683	\$434	\$71,008	
DVV Assistant Manager	\$39,520	\$3,023	\$664	\$9,149	\$4,982	\$530	\$336	\$58,204	
DVV Clerk	\$35,360	\$2,705	\$594	\$9,149	\$4,982	\$474	\$301	\$53,565	
DVV Clerk	\$35,360	\$2,705	\$594	\$9,149	\$4,982	\$474	\$301	\$53,565	
PT-DVV Dedicated Services Rep	\$27,250	\$2,085	\$458	\$0	\$0	\$365	\$232	\$30,389	
DVV Dedicated Services Rep	\$37,586	\$2,875	\$631	\$9,149	\$4,982	\$504	\$319	\$56,047	
Overtime/Salary Adjustments	\$10,000	\$765	\$221	\$0	\$0	\$176	\$112	\$11,273	
Total	\$236,077	\$18,060	\$4,019	\$45,747	\$24,910	\$3,205	\$2,033	\$334,052	

Total	\$532,485	\$40,735	\$7,295	\$73,195	\$39,856	\$5,819	\$3,691	\$703,077	
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Capital Improvements: One-Year Plan

Introductory Memo

TO: Mineral Town Council

FROM: Nicole Washington, Town Manager

SUBJECT: Adoption of FY25 Capital Improvements Plan (CIP)

Background

As part of the Capital Improvements Plan (CIP) development process, in consultation with various members of Council and water and sewer personnel, this draft plan is being proposed to begin addressing the critical needs of the Town's water and sewer system. Staff is working closely with members of Council and water and sewer personnel, as well as with the Virginia Rural Water Authority to determine the most critical needs and the costs associated with correcting these needs. Additionally, through grant funding, the lead abatement program will be funded and needs assessed and issues addressed.

Discussion

It is proposed that \$50,000 be funded for the Capital Improvements Plan through the general fund as a starting point for water and sewer improvements and repairs that are most critical.

Financial Impact

The first year of the proposed CIP aligns with the FY25 recommended budget. Subsequent years of funding will be recommended based on financial obligations for the previous year.



MINERAL COUNCIL WORK SESSION MEETING MINUTES

May 21, 2024 at 6:30 PM

(Continued from May 13, 2024)

312 Mineral Avenue Mineral Virginia 23117

Phone: 540-894-5100 | townmanager@townofmineral.net

The Mineral Town Council held a meeting, continued from the May 13, 2024 regular council meeting for the purpose of a work session to discuss the fiscal year 2025 budget and appropriations, on May 21, 2024 at 6:30 p.m. in the Town Council's meeting room at 312 Mineral Avenue. Present were Councilmembers Bernice Kube, Michelle Covert, Olivia McCarthy, Rebecca McGehee and David Hempstead. Mayor Ed Jarvis and Vice-Mayor Ron Chapman were absent. Staff Members present were Town Manager Nicole Washington, Town Treasurer Kelly Singletary and Town Attorney Catherine B. Lea.

The Town Manager called the meeting to order and asked the council if, in light of the absence of the Mayor and Vice Mayor, they wished to elect a member of the body to preside over the meeting. The council members declined due to the nature of the meeting.

CALL TO ORDER

The town manager called the roll, a quorum being present, and led everyone in the pledge of allegiance.

The meeting being a continuation of the May 13, 2024 no additional agenda was presented.

TOWN COUNCIL HELD A DISCUSSION REGARDING THE FISCAL YEAR 2025 BUDGET.

The Town Manager presented the revenue figures on the draft budget, noting changes to the version presented on May 13 in response to comments from council and the public. She noted that the revisions were based on a review of the financials through the end of April 2024, in

addition to projections for the rest of fiscal year 2024, then made projections for next year. There were requests for clarifications regarding the budget document and the methodology used.

The Town Manager then addressed the need to review a thirty-one percent (31%) increase in water rates. She noted that the Louisa County Water Authority was meeting and it was anticipated that they would be approving a 24% increase in water rates to the Town of Mineral and that the town would have to cover that increase.

Councilmember McGehee raised concerns that an increase would affect some people in town who are just getting by, and asked if the rates would continue to provide a lower rate for those who used less water. The town manager provided documentation to illustrate that the rate structure would remain the same as it is now., including a tier for users consuming under 1500 gallons per month.

Councilmember Covert raised concerns about the condition of the water and sewer infrastructure and the need for significant investment to make repairs and replacements of water lines and asked for an increase in the amount budgeted for that work.

A discussion followed clarifying the Cemetery funds. Ten percent of revenues received are placed in a perpetual fund, that transfer was shown in the previous draft as an expense. The town manager stated that the perpetual fund is transferred for long term and capital expenditures at the cemetery. The new financial software will show the cemetery funds as an asset. The cemetery fund pays for any expense for the upkeep of the cemetery. A discussion followed of expected future expenses including setting out additional plots and a columbarium.

The town manager next discussed water connection fees and the expectation that new water connections will be lower next year, due to the bulk payment of water connection fees for 14 new residences this year. She then discussed DMV revenue and salaries paid for staff for the DMV Select.

Councilmember Covert raised her concern that the town not rely on the DMV revenue. A discussion followed, at the end of which it was confirmed that contracts were in place or under review which would confirm the continuance of the DMV for the term of the proposed budget.

Discussion moved to expenses, beginning with personnel expenses. In response to questions from Councilmember McGehee, the town manager and town treasurer informed council that the current cost to the town for individual employee health coverage is \$849 per month, of

which the town pays \$797, or 85%. The cost for family coverage is \$2,423, The proposed budget includes a 25% payment of family enrollment, or \$406. An alternative proposal of paying the full insurance cost for the employee only was discussed, as was the comparative benefits offered by similar employers.

Further budget formatting and income regarding interest income and auditing and accounting expenses. With the new software, there would not be an additional accounting expense, so that category was reduced to include the audit. The comprehensive plan expenses were completed in the current fiscal year and are not expected to recur in fiscal year 2025. The computer server upgrades are completed. The software expense is for the financial software and the website and meeting modules. Future expenses for this category are based on usage and the budgeted amounts were determined to meet the expected cost. The new financial software is scheduled to go live on August 1, 2024.

The current software does not provide a capital improvements budget. Councilmember Covert raised her concern that the budget for water and sewer repairs was insufficient and more money needs to be put towards that. Discussion continued regarding the problems with water and sewer infrastructure and whether there was a need to budget for engineering to develop a cost estimate for needed improvements in light of the experts from the Virginia Rural Water Association who are working with the town to identify problems, as well as the risks to the town associated with those problems, the water and sewer systems being the town's largest asset. The town manager confirmed that the water system needed to be a priority.

Councilmember McCarthy discussed the legislative versus executive roles of the council and the town manager. Councilmember Covert stated that the money in the budget was insufficient to address the problems and that the committee had the right to request a budget. The town manager reiterated that the budget included funds to hire an engineer to move the project forward.

The office supplies budget was lower than the current year because new chairs were purchased and the expense was not expected to repeat in the next fiscal year. Councilmember Covert asked about the increase in legal expense, and asked if that was due to pending litigation. The attorney responded that no litigation was expected, but that her time was almost double what was anticipated in the original negotiations with council.

The town manager informed council that the new financial software would produce better reporting for council to consider.

Council then held a further discussion regarding salaries and employee retention, at the end of which councilmember McCarthy asked that staff provide council with a report of the salaries and benefits offered by other localities as a reference for the June Council meeting.

Motion was made by councilmember McCarthy, seconded by councilmember Kube to authorize the town manager to advertise a public hearing on the budget for June 10. A roll call vote was held. Councilmember Covert, aye. Councilmember Hempstead, aye. Councilmember Kube, aye. Councilmember McCarthy, aye. Councilmember McGehee, aye.

The meeting was adjourned at 7:45 p.m.

Town Civility Pledge

The Town of Mineral pledges to practice and promote civility within the Mineral Town Council.

The elected officials of the Mineral Town Council enact this civility pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others, and their viewpoints, and finding solutions for the betterment of the community.

This pledge ensures all communication – both spoken and written – to be open, honest, and transparent as this is vital for cultivating trust and relationships.

This pledge ensures mutual respect to achieve municipal goals, recognizing that patience, tolerance, and civility is imperative to success.

This pledge creates opportunities for finding common ground and engaging in civil discussion to seek solutions through active listening and thoughtful participation.

Adopted February 13, 2023.

April 2024 Accounts Paid						
Vendor	Account	Account Number	Description			Amount
Anthem	Employee Insurance - Health	015-356	05.01.2024-05.31.2024	ACH	5.31.2024	\$ 5,743.00
Alfredo Vegas	IT Support	015-365	March Invoices			\$ -
All Install	Repair/Maintenance General	015-395	Generator Battery/Reg Maintenanc			\$ -
Axis Land Survey	Repair/Maintenance W & S	015-396	Lot Survey - East Third Street	21548	5.31.2024	\$ 3,300.00
Barton & Boyd	Repair/Maintenance W & S	015-396	Asphalt Patching Work			\$ -
Bernice Kube	Beautification	015-315	Love Sign	21525	5.9.2024	\$ 21.05
Besley Implements	Repair/Maintenance General	015-395	Mower Bumper/Weedeater Gas			\$ -
Catherine Lea	Legal Fees	015-360	March/April Fees	21549	5.31.2024	\$ 2,500.00
Cedar Moubntain Stone	Repair/Maintenance W & S	015-396	Old Tolersville Rd	21537	5.21.2024	\$ 670.40
Cedar Moubntain Stone	Repair/Maintenance W & S	015-396	CMH Homes Mineral Ave	21550	5.31.2024	\$ 1,854.28
Central Virginia Contractors	Repair/Maintenance W & S	015-396	Old Tolersville Rd, 923 Mineral	21526,38	5.9.2024	\$ 4,956.00
Central Virginia Contractors	Repair/Maintenance W & S	015-396	923 Mineral Ave.	21538	5.21.2024	\$ 2,795.00
CivicPlus LLC	Web Maintenance	015-490	Agenda/Mtg Mgmt Prem Annual			\$ -
CivicPlus LLC	Web Maintenance	015-490	DNS/Domaine Maintenance			\$ -
Clarence Kube	Mileage Reimbursement	015-465	VA Cert Planners Conference	21527	5.9.2024	\$ 159.46
Comcast Business	Internet	015-510	Montly Charges	ACH	5.15.2024	\$2,318.65
Coverall	Office Cleaning	015-520	May Cleaning	21539	5.21.2024	\$ 240.00
Dell Marketing	Office supplies	015-375	Laptops (sign, town mgr)	21540	5.21.2024	\$ 4,012.04
Dominion Virginia Power	Electricity	015-410/411	Electric	21528	5.9.2024	\$ 1,371.59
Duke Oil	Gas & Oil	015-345	Gas	21529	5.9.2024	\$ 150.35
Evergro	Repair/Maintenance W & S	015-396	Old Tolersville Rd/Shop Stock	21541	5.21.2024	\$ 80.00
Fortiline	Repair/Maintenance W & S	015-396	312 Mineral Ave	21530	5.9.2024	\$ 195.64
Fortiline	Repair/Maintenance W & S	015-396	923 Mineral Ave.	21542	5.21.2024	\$ 268.72
Fortiline	Repair/Maintenance W & S	015-396	CMH Homes Mineral Ave	21542	5.21.2024	\$ 53,096.58
Lakeway Publishers, Inc.	Advertising	015-305	3.28.24 Water Fees Increase			\$ -
Louisa Auto Parts	Gas & Oil	015-345	Bushhog, Tractor	21543	5.21.2024	\$ 38.96
Louisa County Landfill	Landfill	015-425	April Invoices	21531	5.9.2024	\$ 837.36
Louisa County Water Authority	County Water	015-325	water 50,720 gallons	21532	5.9.2024	\$ 427.89
Louisa County Water Authority	County Waste Water	015-320	sewer 1,186,613 gallons	21532	5.9.2024	\$ 13,545.25
Louisa County Water Authority	Connection Fees	015-396	CMH Homes (14), Chestnut (1)	21544	5.21.2024	\$ 15,000.00
Main Street Supply	Repair/Maintenance W & S	015-396	Chestnut Ave, Ballfield	21533	5.9.2024	\$ 72.27
Main Street Supply	Repair/Maintenance General	015-395	General Office	21533	5.9.2024	\$ 95.82
Rappahannock Electric Coop	Electric Water/Sewer	015-411	Electric Water & Sewer	21534	5.9.2024	\$ 588.55
Ricoh	Office supplies	015-375	Monthly Copies	21545	5.21.2024	\$ 1,224.18
Salaries-Employees (Net Pay)	Employee Salaries	015-400	March Net Salaries	Various	Apr	\$ 26,463.69
Salaries-Countil (Net Pay)	Council Salaries	015-540	March Net Salaries	Various	Apr	\$ 461.75
Thom Jeff Plan Dist	Dues	015-330	Comp Plan	21546	5.21.2024	\$ 12,606.02
Updike	Trash	015-569	Trash Service	21535	5.9.2024	\$ 2,692.06
USDA	Service Loan	015-385		ACH	5.20.2024	\$ 1,466.00
USDA	Water Loan	015-385		ACH	5.28.2024	\$ 4,509.00
Verizon Wireless	Cell Phone & Tablet	015-415		21547	5.21.2024	\$ 90.54
Verizon	Telephone	015-415	Phone Service	21536	5.9.2024	\$ 372.08
*Federal Tax Deposit	Payroll Taxes	380 & 500		ACH	5.10.2024	\$ 2,768.15
*Virginia Dept Taxation	Payroll Taxes	015-500		ACH	5.10.2024	\$ 1,411.25
VRS	Retirement		Retirement Payment	ACH	5.2.2024	\$ 1,703.19
VRSA	Insurance	015-355	Last quarterly payment	ACH		\$ -
VUPS - Virginia Utility Prot. Service	Misc	015-370	VA 811			\$ -
1st Choice Electrical	Repair/Maintenance General	015-395	Well House 4 heater/fan	21551	5.31.2024	\$ 1,779.76
Blue Ridge Bank - Mastercard						
Google	Internet	015-510		ACH	5.26.2024	\$ 384.00
I Love PDF	Office Supplies	015-375	online tool to merge pdf files	ACH	5.26.2024	\$ 7.00
Microsoft Office	Office Supplies	015-375		ACH	5.26.2024	\$ 25.00
OOMA, Inc	Telephone	015-415		ACH	5.26.2024	\$ 295.72
Amazon	Office Supplies	015-375	misc office/kitchen	ACH	5.26.2024	\$ 446.47
USPS	Postage	015-390		ACH	5.26.2024	\$ 438.38
Prepared by kas						\$ 173,483.10