

Town of Windsor

Memorandum

May 10, 2016

TO: The Honorable Mayor and Town Council
FROM: Michael Stallings, Town Manager *MS*
SUBJECT: Action List

Attached is the action list since the last Council Meeting. I hope to get out and do more business visits this month as the bulk of the work on the budget has been completed.

This is for your information.

Action List
4/12/16 – 5/9/16

New Items

Ongoing Items

1. Municipal Campus
 - Proposals were received on April 29th. Staff will be doing an initial review and will do a presentation to Council at an upcoming meeting.
2. Town Code Update
 - The next four sections of the Town Code update have been reviewed and are on your agenda for discussion.
3. Route 460 sidewalks (Sidewalks in front of Town Property)
 - Some additional funds have been moved to the project. However, more funds are still needed to fully fund the engineering work.
3. Streetlight Requests
 - No new requests
4. Town Patrols
 - 5/2/16 – Visited Windsor Woods, North Court Street, Church Street, Lovers Lane, Bank Street, Old Suffolk Road.
5. Streetlight Outages
 - None
6. VDOT
 - No update
7. Church Street/Shiloh Drive Sidewalks
 - Staff has asked for revised proposals to include the engineering work for curb and gutter. We hope to have this information prior to the May 24th Council Meeting.
8. Drainage Committee
 - Staff is working with Isle of Wight to determine possible funding sources to help tackle some of the problems identified by the committee.
9. Business Visits/Calls
 - Spoke with owner of Windsor True Value – 5/2/16
10. Civic Organization Meetings
 - None

11. Public Works Building

- The final site plan will be delivered on 5/5/12. We will submit it to Isle of Wight County for erosion and sediment control review upon its receipt.