

## Town of Windsor

### Memorandum

October 11, 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.

This is for your information.

Action List  
9/13/16 – 10/10/16

New Items

1. Visibility Issue at Lovers Lane and Shiloh Drive
  - Staff spoke to the homeowner and he indicated that he would have the issue resolved 9/14

Ongoing Items

1. Municipal Campus
  - We received a couple draft layouts for the spaces in the building and have provided comments to the architect.
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)
  - Isle of Wight County has started this work and will be managing the project. They are coordinating with the work that is ongoing with our Municipal building.
3. Streetlight Requests
  - No new requests
4. Town Patrols
  - 10/3 – Visited Holland Meadows, Lover’s Lane, Bank Street, Old Suffolk Road
  - 10/6 – Visited Windsor Woods, North Court Street, Church Street
5. Streetlight Outages
  - Police Officers have submitted a list of streetlights that are out. They have been reported to Dominion.
6. VDOT
  - No update
7. Church Street/Shiloh Drive Sidewalks
  - We have had the kickoff meeting with the engineer and they have begun work.
8. Drainage Committee
  - None
9. Business Visits/Calls
  - None
10. Civic Organization Meetings
  - I spoke to the Woman’s Club at their meeting on September 22<sup>nd</sup>.

11. Public Works Building

- Comments have been received from IOW. The contractor is having the building drawings completed.

12. Water Fountain in Centennial Park

- The fountain has been ordered and we are waiting for it to arrive so we can have it installed.

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