

Town of Windsor

Memorandum

August 9, 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
7/12/16 – 8/8/16

New Items

1. Water Fountain in Centennial Park
 - We believe that this could be completed by Town staff. The total cost of this project is estimated to be around \$1,500.

Ongoing Items

1. Municipal Campus
 - We have our project orientation meeting scheduled for August 15th at 1pm.
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
 - 7/13 – Visited Windsor Woods, North Court Street, Church Street, Roberts Ave
 - 7/14 – Visited Windsor Manor, Hazelwood, Bank Street, East Griffin St, Old Suffolk Road, Tayler Ave
 - 7/26 – Visited Twin Ponds
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 are working on contract negotiations now.
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

- Visited Colonial Farm Credit for their 100 year anniversary celebration 7/27

10. Civic Organization Meetings

- None

11. Public Works Building

- We have received our first set of comments and they have been forwarded to the contractor/engineer for review and corrections.