

## Town of Windsor

### Memorandum

July 12, 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  
6/14/16 – 7/11/16

New Items

1. 26 North Court Street Sinkhole
  - Staff filled the hole with dirt and did some minor repairs to the pipe to help reduce the rate at which sinkholes form in the future.

Ongoing Items

1. Municipal Campus
  - This item is on the agenda this evening for discussion.
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. However, it may be placed on hold until specifics of the A&E on the municipal project are determined as these projects may overlap.
3. Streetlight Requests
  - No new requests
4. Town Patrols
  - 6/21 – Visited Bank Street, Old Suffolk Road.
  - 7-1 – Visited Holland Meadows, Duke Street, Church Street, Lovers Lane, Windsor Woods.
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
  - None
10. Civic Organization Meetings

- None

11. Public Works Building

- The site plan has been submitted it to Isle of Wight County for erosion and sediment control review.