

## Town of Windsor

### Memorandum

November 14, 2017

**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  
10/10/17 – 11/13/17

New Items

Ongoing Items

1. Municipal Campus
  - Project is on hold.
2. Route 460 sidewalks (Sidewalks in front of Town Property)
  - No update
3. Streetlight Requests
  - No new requests
4. Town Patrols
  - 10/17 – Visited Windsor Woods, North Court Street, Church Street, Shiloh Drive, Lovers Lane, East Griffin Street, Tyler Ave, Bank Street.
  - 10/20 – Visited Church Street, Duke Street, Roberts Ave, Holland Drive, East Griffin Street, Bank Street
5. Streetlight Outages
  - Police Officers have submitted a list of streetlights that are out. They have been reported to Dominion.
7. VDOT
  - Sinkholes at Duke/Church and in front of Farmer's Bank have been reported to VDOT
  - VDOT has been contacted regarding the deteriorating condition of Route 460 in the area of Town Hall
8. Church Street/Shiloh Drive Sidewalks
  - Revenue Sharing application has been submitted to VDOT along with an HSIP application. Engineering work continues on the project.
9. Drainage Committee
  - I have reached out to ODU with no response. The last email I received said that I would be notified if our project was selected. Having received no notice, I have to assume that our project was not selected. Once the contract for annual engineering services is approved, I will discuss this with the engineers.
10. Business Visits/Calls
11. Civic Organization Meetings
  - None
12. Public Works Building
  - No Update