

Town of Windsor

Memorandum

September 8, 2015

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
8/11/15 – 9/7/15

New Items

Ongoing Items

1. Route 460 sidewalks (Sidewalks around Town Property)
 - I received a first draft proposal for the engineering work on this project this week. I will be reviewing the proposal and will bring something to Council once it is ready.

3. Streetlight Requests
 - No new requests

4. Town Patrols
 - 8/17 – Visited Windsor Woods, Bank Street, North Court Street, Duke Street, Church Street, Lovers Lane, Twin Circle.
 - 8/18 – visited Windsor Manor, Hazelwood, North Court Street, Old Suffolk Road, East Griffin Street, Randolph, Virginia, Duke Street

5. Streetlight Outages
 - Several new streetlight outages have been reported.

6. VDOT
 - VDOT has been doing some work on drop inlets and other issues that were identified last month on my ride around Town with the Residency Administrator.
 - Currently working with VDOT to start the process of using the SYIP funds to place sidewalks along Route 460 and Shirley Drive.
 - Sinkholes in front of the Veterinarian, Lovers Lane, 35 Church Street, and several others have been reported.
 - Severe erosion on Hazelwood Lane has been reported to VDOT. The roadway has been repaired, but the damage caused to yards in the area has not.

7. Church Street/Shiloh Drive Sidewalks
 - Talks have started with Holland Meadows.

8. Drainage Committee
 - We are finalizing a meeting of the committee for the week after the Town Council meeting.

9. Business Visits/Calls
 - 9/1 Met with several businesses at the Windsor Business Council sponsored by the Chamber of Commerce

10. Civic Organization Meetings
 - I am scheduled to attend the September 17th Woman's Club meeting.

11. Retreat