



# TOWN OF PRINCEVILLE

**Board of Commissioners  
Regular Meeting  
February 22, 2016  
7:00 PM  
Princeville Town Hall**

## Agenda

- I. Board of Commissioners Call to Order**
- II. Invocation**
- III. Pledge of Allegiance**
- IV. Announcements**
  - a. **March 25, 2016:** Town Hall closed for Good Friday
  - b. **March 28, 2016:** Board of Commissioners meeting, 7 p.m. at Town Hall.
- V. Public Comments** (This agenda item is included to allow input to the Town Board of Commissioners from any citizen who wishes to address the Board without requesting to be on the agenda. Those who wish to address the Town Board are required to provide their name, address, and topic to be addressed. The Board will only listen and not respond, but may decide to place a topic on a future agenda. A speaker will be allowed no more than two minutes to speak, with a total Public Comment period of 15 minutes.)
- VI. Adjustments to Agenda**

**VII. Consent Agenda** (The Consent Agenda is the first order of business. Items listed are believed to be non-controversial and are administrative in nature. There will be no separate discussion of the items unless a Commissioner or citizen requests and is granted permission to speak. The item(s) then will be removed from the Consent Agenda and considered individually. Otherwise, all items will be enacted by one motion.)

a. Minutes of Regular Meeting – January 25, 2016 (**Attachment A**)

**VIII. Presentation:** Neighborhood Watch Program

**IX. New Business**

- A. Public Hearing for Updated Zoning Map (**Attachment B**)
- B. Parking on Town-Owned Property (**Attachment C**)
- C. PARTF Grant Funding (**Attachment D**)
- D. Change of Meeting Date

**X. Town Manager's Report (Attachment E)**

**XI. Law Enforcement Report:**

**XII. Princeville Volunteer Fire Department Report**

**XIII. Senior Center Report**

**XIV. Closed Session:** To discuss personnel matters (NCGS 143-318.11 (a) (6))

**XV. General Concerns of the Board**

**XVI. Adjournment**

**Attachment A**

**Subject:** Minutes of Previous Board Meeting

**Action Requested:** Review minutes of previous meeting, amend if necessary, and approve. These minutes were delivered to the Board in advance of the meeting.

**Attachments:** Minutes of the January 25, 2016 Regular Meeting

**Submitted By:** Calvin Adkins, Town Clerk

**Attachment B**

**Subject:** Updated Zoning Map

**Action Requested:** Review and act as necessary

**Attachments:** NONE

**Submitted By:** Byron Ellis, Town Manager and Finance Officer

**Introduction and Background:** The County mapping department is preparing an updated zoning map for the Town which will reflect all of the changes and amendments which have been adopted by the Board since the last update (Spring 2014). A public hearing is appropriate since the zoning map affects land use within Princeville's jurisdiction.

**Recommendation:** Set a public hearing regarding the updated zoning map to occur during the next regular Princeville Board of Commissioner's meeting on March 28, 2016.

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## **Attachment C**

**Subject:** Parking on Town-Owned Property

**Action Requested:** Review and act as necessary

**Attachments:** Proposed Parking Policy

**Submitted By:** Byron Ellis, Town Manager and Finance Officer

**Introduction and Background:** Recently, vehicles have been parking at town hall, the museum and Heritage Park for extended periods of time. There was also a recent incident on Otis Avenue where vehicles began parking in the grass, on Town-owned property, between Otis and Asbury Park.

**Recommendation:** Adopt the attached proposed parking policy and authorize the Town staff to install 'No Parking' and 'No Overnight Parking' signs as-appropriate.

## **Attachment D**

**Subject:** PARTF Grant Application

**Action Requested:** Review and act as necessary

**Attachments:** None

**Submitted By:** Byron Ellis, Town Manager and Finance Officer

**Introduction and Background:** The PARTF Grant application that is being prepared by the UCPCOG to upgrade Heritage Park requires a 50% match from the Town and requires that the funds be committed as part of the application process. If the grant is awarded, the Town would have up to three years to complete the upgrades and apply for reimbursement—the amount committed could be spread over three years.

**Recommendation:** Commit to a \$100,000, 50% match of Town funds to be used for the upgrades at Heritage Park in the event that the Town is awarded a PARTF Grant.

**Attachment E**

**Subject:** Town Manager's Report

**Action Requested:** Please Review

**Attachments:** Town Manager's Notes  
Other Information and Correspondence  
Financial Reports (Previously emailed to the Board)

**Submitted By:** Byron Ellis, Town Manager

**Recommendation:** Review and act as necessary