



TOWN OF PRINCEVILLE

Board of Commissioners

Regular Meeting

March 21, 2016

7:00 PM

Princeville Town Hall

Agenda

- I. **Board of Commissioners Call to Order**
- II. **Invocation**
- III. **Pledge of Allegiance**
- IV. **Announcements**
 - a. **April 25, 2016:** Board of Commissioners meeting, 7 p.m. at Town Hall.
 - b. **March 25, 2016:** Town Hall Closed for Good Friday.
- 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 – February 22, 2016 (**Attachment A**)

VIII. Public Hearing: Proposed Updated Zoning Map (**Attachment B**)

IX. New Business

- A. Schedule a Public Hearing for the updated Town Code of Ordinances (**Attachment C**)
- B. Budget Amendment #11 (**Attachment D**)
- C. Surplus K-9 (**Attachment E**)
- D. PARTF Grant (**Attachment F**)
- E. Zoning Map (**Attachment G**)

X. Town Manager’s Report (**Attachment H**)

XI. Town Attorney Report

XII. Law Enforcement Report

XIII. Princeville Volunteer Fire Department Report

XIV. Senior Center Report

XV. Closed Session: NONE

XVI. General Concerns of the Board

XVII. 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 February 22, 2016 Regular Meeting

Submitted By: Calvin Adkins, Town Clerk

Attachment B

Subject: Updated Zoning Map

Attachments: None

Submitted By: Calvin Adkins, Town Clerk

Introduction and Background: Edgecombe County Mapping has updated Princeville's Zoning Map to reflect all of the zoning changes through March 21, 2016. The zoning map can be adopted as the Town's official zoning map following a properly advertised public hearing.

Attachment C

Subject: Town of Princeville Code of Ordinances

Action Requested: Review and act as necessary

Attachments: None

Submitted By: Byron Ellis, Town Manager and Finance Officer

Introduction and Background: American Legal Publishing, through a contract with the NC League of Municipalities, has completed the codification and updating of the Town's code of ordinances. The completed ordinances have been returned to the Town and are ready for distribution and use following a properly advertised public hearing and the adoption of a resolution by the Town Board.

Recommendation: Schedule a Public Hearing regarding the updated code of ordinance for the next regular Board of Commissioner's meeting.

Attachment D

Subject: Budget Amendment #11

Action Requested: Review and act as necessary

Attachments: Budget Amendment #11

Submitted By: Byron Ellis, Town Manager and Finance Officer

Introduction and Background: This amendment in the amount of \$29,213.76 authorizes the payoff of the remaining mortgage on the senior center building.

Recommendation: Approve Budget Amendment #11 to the 2015-16 FY budget as-presented.

Attachment E

Subject: Surplus Property

Action Requested: Review and act as necessary

Attachments: Surplus Property Resolution

Submitted By: Calvin Adkins, Town Clerk

Introduction and Background: Former Princeville police officer William Barnes still has possession of one of the Town's former K-9 units. Mr. Barnes is requesting that the Town sell the dog to him for \$1.00.

Recommendation: Adopt the attached surplus property resolution and authorize the Town Manager to sell the dog to Mr. Barnes for the sum of \$1.00.

Attachment F

Subject: PARTF GRANT

Action Requested: Review and act as necessary

Attachments: Capital Improvement Ordinance

Submitted By: Calvin Adkins, Town Clerk

Introduction and Background: The Town is in the process of applying for a PARTF grant to renovate Heritage Park. The grant requires a dollar-for-dollar match from the Town and the project must be completed within three years following the award. The initial estimate for renovations was \$200,000 but, following a needs assessment by the Parks and Recreation Committee, it appears that \$300,000 will be needed (\$150,000 from the Town). If the project is completed over the three-year period, the Town would need to budget \$50,000 per year over the next three years to fund the Town’s match. The following amenities are planned at Heritage Park: renovated baseball field, new recreation center, new restroom facilities, an amphitheater, a walking trail, outdoor exercise equipment, improved picnic facilities, landscaping and access.

Recommendation: Adopt the Heritage Park Capital Project Ordinance as presented.

Attachment G

Subject: Updated Zoning Map

Action Requested: Review and act as necessary

Attachments: None

Submitted By: Calvin Adkins, Town Clerk

Introduction and Background: Edgecombe County Mapping has updated Princeville's Zoning Map to reflect all of the zoning changes through March 21, 2016. The zoning map can be adopted as the Town's official zoning map following a properly advertised public hearing

Recommendation: Adopt the updated Princeville zoning map as presented.

Attachment H

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