



# TOWN OF PRINCEVILLE

## Board of Commissioners

### Regular Meeting

November 23, 2015

7:00 PM

Princeville Town Hall

## Agenda

- I. Board of Commissioners Call to Order**
- II. Invocation**
- III. Pledge of Allegiance**
- IV. Announcements**
  - a. **November 29:** Princeville Christmas Tree Lighting, North Side of Mutual Blvd. at Church St., 5 p.m.
  - b. **December 5:** Princeville Annual Christmas Parade, 2 p.m.
  - c. **December 5:** Santa & A Movie 4 p.m. at the Princeville Museum & Welcome Center
  - d. **December 8:** Historic Black Towns and Settlements Alliance presentation regarding the proposed National Heritage Trail and Grant Application, Princeville Museum, 5:30 p.m.
  - e. **December 17:** Princeville Volunteer Fire Department Board of Directors Meeting 7 p.m. at the Town Hall.
  - f. **December 21:** Board of Commissioners meeting, 7 p.m. at Town Hall. Newly-elected board members will be sworn in.
  - g. **April 30, 2016:** Princeville Founder's Day Celebration. More information to come.
- 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 – October 26, 2015 **(Attachment A)**

**VIII. Presentation:** None

**IX. Public Hearing:** None

**X. Old Business** – Budget Amendment #4 **(Attachment B)**

**XI. New Business**

A. Budget Amendment #5 **(Attachment C)**

**XII. Town Manager’s Report (Attachment D)**

**XIII. Town Attorney Report**

**XIV. Law Enforcement Report:**

**XV. Princeville Volunteer Fire Department Report**

**XVI. Senior Center Report**

**XVII. Closed Session:** Personnel Matter (NCGS 143-318.11 (a) (6))

**XVIII. General Concerns of the Board**

**XIX. 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 October 26, 2015 Regular Meeting

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

## **Attachment B**

**Subject:** Budget Amendment #4

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

**Attachments:** Budget Amendment #4

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

**Introduction and Background:** This is an adjustment to Budget Amendment #4 that was approved last month—the accountant requested that the general fund and the enterprise fund be separated. The net effect is the same on both documents.

**Recommendation:** Approve the adjusted Budget Amendment #4 to the 2015-16 FY budget as-presented.

## Attachment C

**Subject:** Budget Amendment #5

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

**Attachments:** Budget Amendment #5

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

**Introduction and Background:** Budget Amendment #5 decreases Capital Outlay in the Public Works Department by \$8,000 and increases Princeville Special Events expenditure by \$8,000 in order to fund the purchase of the new Christmas decorations.

**Recommendation:** Approve Budget Amendment #5 to the 2015-16 FY budget as-presented.

**Attachment D**

**Subject:** Town Manager's Report

**Action Requested:** Please Review

**Attachments:** Town Manager's Notes  
Other Information and Correspondence  
Financial Reports (If Available)

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

**Recommendation:** Review and act as necessary