



Notice of Agenda Item Submission Deadline

If anyone wishes to have an agenda item considered by the Boone Town Council at one of their upcoming regular meetings, scheduled for Tuesday, December 18, 2018, or Thursday, December 20, 2018, it must be submitted to the Town Clerk by **December 7, 2018, at 5 p.m.**

The agenda item request form is available on the Town's Web site (www.townofboone.net) or can be picked up at Town Hall, 567 W. King Street. The request shall include a description of the subject matter involved and an explanation of the action which is requested. When appropriate, it shall be accompanied by such materials and documents as may be needed in order to explain or understand the request.

Please note: All water allocation requests that require Town Council's approval must be fully completed and turned into the Public Works Department by the first calendar day of the month by 5 p.m. (or closest prior weekday) in order to be placed on that month's Town Council agenda. Requests are taken on a first-come, first-serve basis with a limit of five per Council meeting.

If you have any questions, please contact Town Clerk Nicole Worley at 828-268-6200 or by e-mail at Nicole.worley@townofboone.net.