

**Town of Boone
Town Council Regular Meeting
9:00 AM, May 13, 2026
Town Council Chambers
1500 Blowing Rock Road**

I. Call to Order

II. Moment of Silence

III. Announcements

1. Announcement of Board Vacancies
For Action

IV. Tentative Agenda Adoption

V. Public Comment

VI. Approval of Proclamations and Resolutions

1. Resolution - Flock Cameras
For Action

VII. Requested Appearances

1. New River Light & Power
For Information

VIII. Approval of Items on Consent Agenda

1. Approval of Resolution Allowing Electronic Notice Instead of Newspaper Publication for Certain Purchases and Sales
For Action
2. Consideration and Approval of Change Order - Horn in the West Improvements
For Action
3. Approval of Budget Amendments
For Action
4. Approval of Minutes
For Action

IX. Council Matters

1. Appointment and Seating of New Council Member
For Action
2. Request for Direction Regarding Employee Permit Spaces Downtown
For Action

3. Discussion of Noise Ordinance
For Action
4. Presentation of CivicBrand Roll-out
For Action
5. Consideration and Approval of CivicPlus Agenda Management System
For Action
6. Discussion and Reconsideration of Proclamations Policy
For Action
7. Appointment to ABC Board
For Action
8. Appointment to Cultural Resources Advisory Board
For Action
9. Appointment to Human Relations Commission
For Action
10. Appointment to Planning Commission
For Action

X. Mayor Report

XI. Town Manager Report

XII. Town Attorney Report

XIII. Board Liaison Report

XIV. Closed Session

1. N.C. Gen. Stat. § 143-318.11(a)(1), to review, approve, and seal closed session minutes from Council's prior closed session(s).

2. N.C. Gen. Stat. § 143-318.11(a)(3), to consult with the Town Attorney in order to preserve the attorney-client privilege between the attorney and the Town Council, and obtain legal advice, consider, and/or give instructions to the attorney concerning one or more potential legal claims.

XV. Potential Action Following Closed Session

XVI. Adjournment



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Administration

Contact Phone # 828.268.6200

Date Submitted: May 6, 2026

Email: nicole.harmon@boonenc.gov

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Announcement of Board Vacancies

Summary of Information:

Please see attached a list of current board vacancies.

PUBLIC NOTICE

The Town of Boone is currently soliciting applications from people who would like to serve on the following boards:

POSITIONS OPEN

ABC BOARD

One regular position

BOARD OF ADJUSTMENT

One regular position, two alternate positions

CULTURAL RESOURCES

Three regular positions

HISTORIC PRESERVATION COMMISSION

One regular position, one student position

HUMAN RELATIONS COMMISSION

Three regular positions

PLANNING COMMISSION

Three regular positions, one student position

SUSTAINABILITY COMMITTEE

Three regular positions, three student positions

TOWN COUNCIL

One position

The next application deadline is May 29, 2026, by 5 p.m. If you qualify for any of the positions and would like to apply, please contact Town Clerk Nicole Harmon at 268-6200 or e-mail Nicole.harmon@boonenc.gov for more information. You may also visit the Town's Website at www.townofboone.net to view information about the various boards and to download an application form.



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Town Council

Contact Phone # 828.268.6200

Date Submitted: April 30, 2026

Email: dalton.george@boonenc.gov

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Resolution - Flock Cameras

Summary of Information:



Flock and Security Cameras Transparency and Accountability Resolution

Whereas; Safety and privacy concerns have been raised related to Flock cameras and other forms of surveillance across the country and by a number of residents in our Town;

Whereas; the Town of Boone wants to respond to those concerns and safeguard our residents and their rights to privacy and protect them from intrusion by unregulated technological systems;

Whereas; the Town of Boone has no authority under North Carolina State law to regulate or remove Flock cameras or other security systems from private property, university property, or other non-Town-controlled property;

Whereas; the Town of Boone does have the authority to alter the uses of the systems we maintain on our own property and in the Town of Boone right of way;

Whereas; Boone's current systems do not collect facial identification and are used solely to monitor vehicle plates;

Whereas; the Town of Boone does not issue traffic citations based on these recordings;

Whereas; the Town of Boone currently only operates 3 cameras of the roughly 15 in Watauga County, with no plans to add any additional cameras;

Whereas; to respond to constituent concerns, the Town must re-evaluate these systems;

Now, Therefore, Be it Resolved; that the Town of Boone Town Council instructs the Boone Police Department to do the following:

1. Create a transparency portal for the current Flock Systems in place.
2. Ensure that the data collected is managed locally by the Town of Boone Police Department.
3. Pause plans to implement any additional Flock cameras.

4. Continue researching and evaluating ways to safeguard privacy and assessing the potential issues posed by these systems

Adopted by vote of the Town Council on the day of _____May, 2026.

Dalton George, Mayor

ATTEST:

_____(SEAL)
Nicole Harmon, Clerk



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Administration

Contact Phone # 828.268.6200

Date Submitted: April 23, 2026

Email: greenemc7@appstate.edu

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Information

Title: New River Light & Power

Summary of Information:

NRLP will provide a brief informational update to Town Council and the public regarding ongoing conversations and coordination with Town leadership.

This presentation is intended to support customer awareness and preparedness ahead of upcoming seasonal higher regional grid demand periods.

The presentation will include information on Energy Emergency Alerts (EEAs) and related customer communication practices. EEAs are a regional and statewide notification tool used during periods of high system demand or other grid-related conditions.

A slideshow is provided, which includes a section on recent conversations and EEAs. The final section, Additional Information on Rates, will be included in the materials for public reference but will not be presented during the meeting.

Additional information and resources are available to the public through website links included in the presentation, as well as through NRLP's customer service team, which can assist with questions related to outages, communications and rates.

Town of Boone Council Presentation

May 13, 2026



Recent Conversations

A Recap of Useful Information

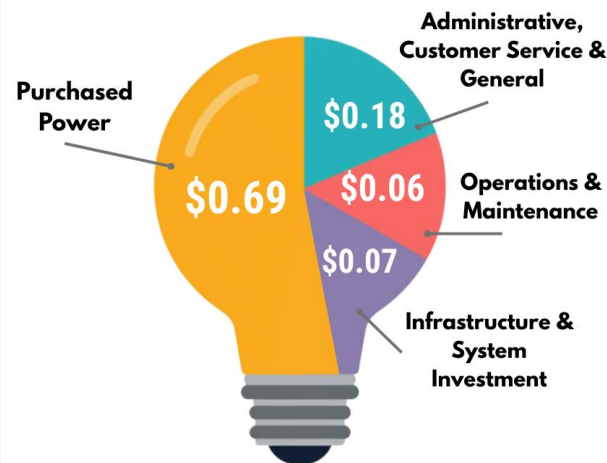
What's on Your Bill

Basic Facility and Distribution Charges:

- **Base rates** —remain steady for longer periods
- Support day-to-day operations
 - Personnel, system improvements & maintenance
 - Equipment & technology

Purchased Power – Wholesale Supply:

- Cost of purchasing electricity — largest portion of your bill
- Fluctuates annually
- Cost passed through from wholesale markets
- Reviewed each March as part of the **Purchased Power Adjustment** (PPA) update

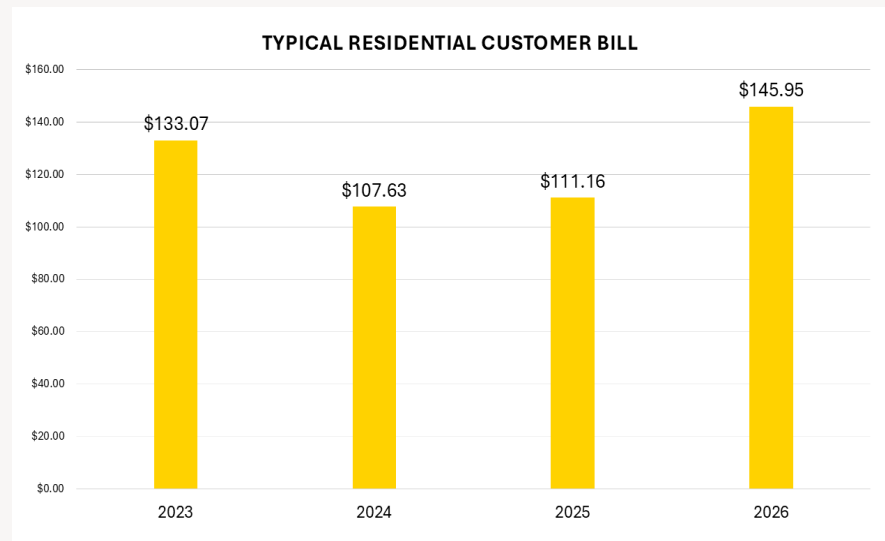


Where Your Dollar Goes

How Your Bills Compare Over Time

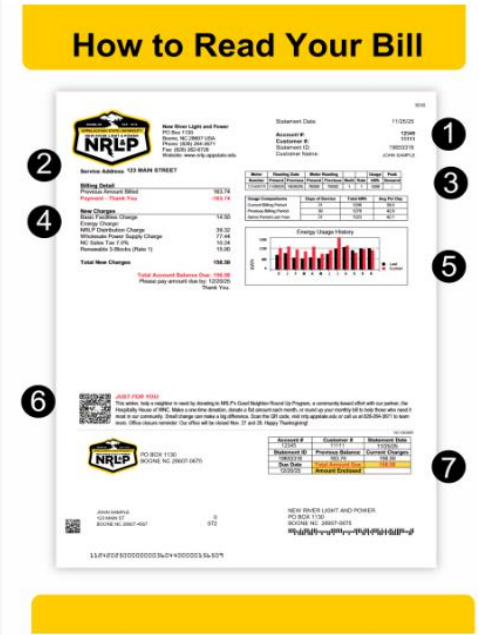
Comparing a typical residential bill

- Base Rates were set in 2023
- Changes can happen because of
 - Increased usage
 - Changes in wholesale power supply cost
 - Extreme weather and other significant events



Staying Informed and Energy Smart

- How to stay up-to-date and build energy awareness
 - Website at nrlp.appstate.edu
 - PPA updates, FAQs, billing resources and tools
 - **Resource Center** — energy audits, tools and more
 - Direct communications: mail, email, newsletters, bills
 - Ongoing support: customer service team & community outreach
 - Socials: FB @ newriverlightpower and Insta & X @newriver_lp



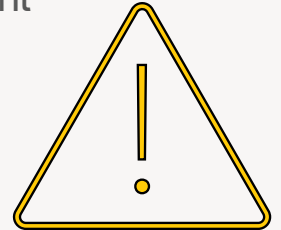
Energy Emergency Alerts (EEAs)

Preparedness Planning: Protecting the Grid Together

EEA Background

- **North American Electric Reliability Corporation (NERC)** – Sets reliability standards for the U.S. power grid
- **Energy Emergency** – When electricity demand can't be met due to lack of resources or transmission capacity
- **Duke Energy** (in our case) must take necessary **systemwide actions** to ensure reliability 24/7 per NERC
 - Instituted a **tiered alert level procedure** after December 24, 2022 event
- NRLP **must** follow directives by Duke Energy during EEAs

Understanding EEAs helps customers and community partners prepare ahead of summer peak demand and support system reliability.



Potential Causes for an EEA

- Expected **Most Likely** Causes
 - High power demand due to extreme temperatures
 - Impacts from severe weather events
- Other **Possible** Causes
 - Other regional or local system damage
 - Equipment failure, damage or overload
 - Unknowns



How NRLP Participates

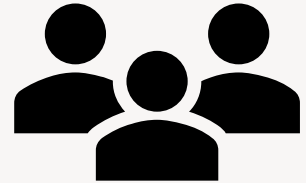
NRLP receives the alerts directly from Duke Energy

- Internal utility actions to reduce load are taken
- Notifies App State and Town of Boone leadership at **appropriate** stages of response
- **Communicates** with customers based on the requests received
 - **May elevate slowly** (example – forecasted extreme weather or temperature event)
 - **May elevate quickly** (example - unexpected failure)
- Alert period **may** last for **several hours to several days**
- Gradual return to normal may be needed instead of a quick restoration

How We Communicate Alerts

- **NRLP will share updates through:**

- Website alerts – banner on home page
- Social media – Facebook, X, Instagram
- Local media when appropriate
- Direct emails for those with email addresses when needed



- **Our goal**

- Provide **clear and timely** information so customers know what to expect
- Voluntary ask customers conserve when necessary for the benefit of all customers
- Give customers time to prepare for controlled temporary outages **if** ever necessary

Example Customer Messaging

Due to continued high energy demand, NRLP is asking customers to reduce electricity use where possible.

- Service is not expected to be impacted. Conservation efforts help protect reliable power across the region.

Helpful tips:

- Adjust thermostats a few degrees
- Delay EVs, washers, dryers, and dishwashers
- Turn off non-essential lights and electronics

Thank you for helping support the grid.



**Declares
Energy Emergency Alert Level 2**

North Carolina is experiencing extreme low temperatures. Public power communities across the state are coming together to conserve energy to protect the electrical grid.



NRLP.APPSTATE.EDU

Have an Outage, Need Additional Information?

Contact NRLP Customer Service

8 am to 5 pm Weekdays

828-264-3671

Email: nrlp-csr@appstate.edu

nrlp.appstate.edu

nrlp.appstate.edu/resources/power-outage-preparedness

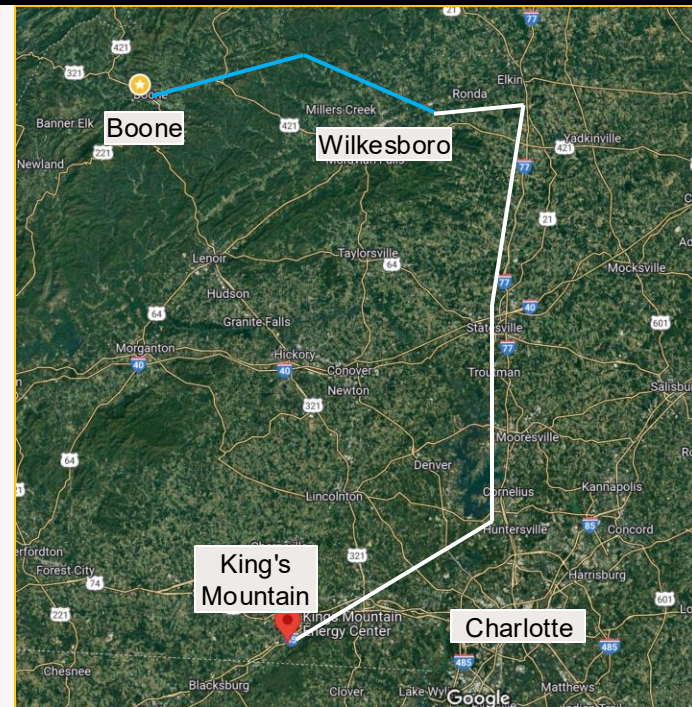


Additional Information on Rates

Understanding supply, costs and electric bills

NRLP's Power Supply

- **NRLP does not generate power** — 100% purchased through contract
- Our power supply partners:
 - Carolina Power Partners at King's Mountain Energy Center
 - Natural Gas (94%) + Hydroelectric (6%)
 - Duke and Blue Ridge Energy provide power transport
- What these agreements must provide:
 - Guarantee to meet customer needs 24/7 X 365
 - Purchase of all fuels and other requirements



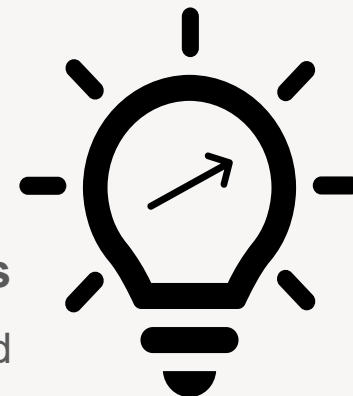
NRLP Rate Making Process

- **Requires NC Utilities Commission (NCUC) Approval per Statute 116.35**
- **Based on all utility operating costs**
- **Establishes Base Rates, Fees and Riders (modifiers)**
 - Detailed accounting analysis completed about every 5-10 years
 - Checks for cross-subsidization funding between customer types
 - **Establishes baseline for wholesale purchase power charge**
 - Fully reviewed and audited by the North Carolina Public Staff (**The representatives** of the using and consuming public)
 - Last completed in 2023

Recent Billing Changes:

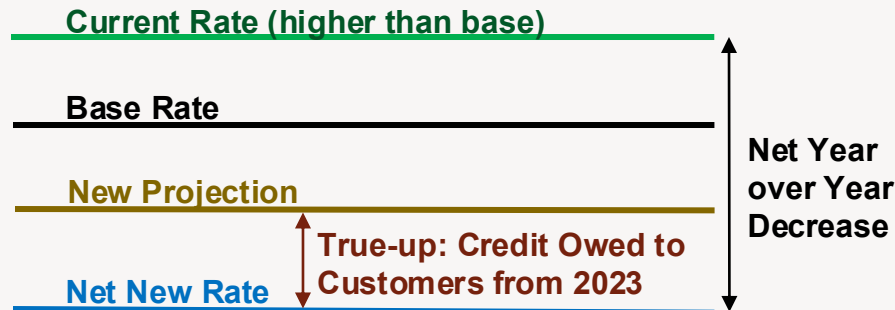
Annual Purchased Power Adjustment Update

- **What is the Purchased Power Adjustment (PPA)?**
 - **Pass-through charge - actual purchase costs** with a **projection** for the coming year
 - Adjusted annually in March via tried-and-true process
 - Fully audited by the Public Staff and approved by the NCUC
 - No public hearing required, normal course of business
- **Cost are driven by market conditions and updated projections**
 - 2025 costs were higher than projected and 2026 remains elevated
 - Impacted by supply, demand, weather, world events, etc.

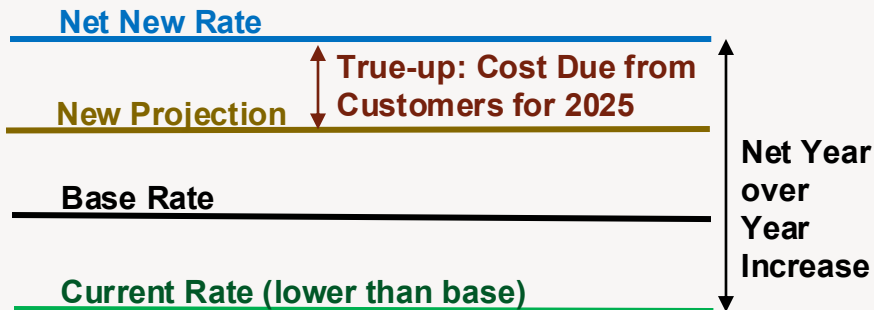


How Costs Are Adjusted Over Time via PPA

2024 Example



2026 Example



Base rates stay consistent — the annual changes **only** reflect true-up and cost of wholesale power we purchase on customers' behalf using the PPA process

What Customers Are Seeing from 2023-2026

Bills over time since last base rate update: Approx 10% net overall increase

TYPICAL RESIDENTIAL CUSTOMER BILL



TYPICAL SMALL COMMERCIAL CUSTOMER BILL



All graphs available on nrlp.appstate.edu/understanding-your-electric-rates

Additional Customer Resources

Stay informed:

- NRLP website at nrlp.appstate.edu for
 - Outage updates
 - Customer correspondence
 - Resource Center
 - News
 - Customer Services & Billing
 - Assistance programs & more



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Town Attorney

Contact Phone # 828.865.5555

Date Submitted: April 15, 2026

Email: ameade@meade-law.com

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Approval of Resolution Allowing Electronic Notice Instead of Newspaper Publication for Certain Purchases and Sales

Summary of Information:

State law allows the town, following approval by Town Council, to advertise proposals for contracts for construction, purchase of equipment and supplies, and public auction of real or personal property. Proceeding with solely electronic notice rather than newspaper notice in appropriate cases would provide substantial savings to the town.



Resolution # _____

**A RESOLUTION AUTHORIZING ADVERTISEMENT AND NOTICE
SOLELY BY ELECTRONIC MEANS**

WHEREAS, North Carolina law permits local governments to publish certain notices and advertisements electronically in lieu of newspaper publication; and

WHEREAS, the Town of Boone seeks to reduce costs, increase efficiency, and expand vendor participation by utilizing electronic publication methods;

NOW, THEREFORE, the Town Council of the Town of Boone resolves:

Section 1. Authorization: The Town Manager is hereby authorized to publish advertisements and notices using electronic means instead of publishing in a newspaper for the purpose of soliciting bids and proposals for contracts and for the purchase or sale of property. This authority includes using solely electronic means for publication of:

- (a) Soliciting bids for construction or repair contracts pursuant to G.S. §143-129;
- (b) Soliciting bids for the purchase of apparatus, supplies, or equipment pursuant to G.S. §143-129 (including those made under the piggybacking procedures of G.S. §143-129(g));
- (c) Resolutions, orders, or notices related to the sale of real or personal property by public auction pursuant to G.S. §160A-270.

Section 2. Method of Publication: Electronic publication may include posting on the Town's official website or other electronic platforms reasonably calculated to provide public notice and promote competitive bidding.

Section 3. Discretion: The Town Manager may elect to use newspaper publication, in addition to or in lieu of electronic publication, when deemed in the best interest of the Town or when required by law.

Section 4. No Limitation of Authority: Nothing in this resolution shall be construed to limit the Town's authority under any other ordinance, resolution, or applicable law.

Section 5. Effective Date: This resolution shall be effective upon adoption.

ADOPTED this the ____ day of _____, 2026.

Dalton George, Mayor

ATTEST:

Town Clerk



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Public Works

Contact Phone # 828.268.6230

Date Submitted: May 7, 2026

Email: justin.stines@boonenc.gov

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Consideration and Approval of Change Order - Horn in the West Improvements

Summary of Information:

Attached for Council's consideration and approval is Change Order number 3 for Phase 2 of the Horn in the West Site Improvement project. This Change Order reflects an increase of \$81,553.00 for additional materials and labor.

Change Order No. 3

Date of Issuance: 5-5-26	Effective Date: 5-6-26
Owner: Town of Boone	Owner's Contract No.:
Contractor: The JW Hampton Company	Contractor's Project No.:
Engineer: Municipal Engineering Inc.	Engineer's Project No.: B24033
Project: Horn in the West Site Improvements Phase 2	Contract Name: Horn in the West Site Improvements Phase 2

The Contract is modified as follows upon execution of this Change Order:

Description: Additional asphalt pavement and paved swale around the concession building, additional 3" of compacted aggregate base course under asphalt pavement through the site, rock hammer at existing bathroom building for utilities, additional concrete for accessible path to top of amphitheater, paint concession building, new handrail at top of the amphitheater for an additional cost of \$81,553.00.

Attachments: **CONTRACTOR EQUIPMENT AND LABOR EXPENSES FOR CHANGE ORDERS 2A AND 2B**

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ 2,004,280.00	Original Contract Times: Substantial Completion: <u>180 Calendar Days</u> Ready for Final Payment: <u>195 Calendar Days</u> days or dates
[Increase] [Decrease] from previously approved Change Orders Nos. <u>1 & 2</u> \$ 404,412.32	[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : n/a Substantial Completion: <u> </u> Ready for Final Payment: <u> </u> days
Contract Price prior to this Change Order: \$ 1,601,867.68	Contract Times prior to this Change Order: Substantial Completion: <u>180 Calendar Days</u> Ready for Final Payment: <u>195 Calendar Days</u> days or dates
[Increase] [Decrease] of this Change Order: \$ 81,553.00	[Increase] [Decrease] of this Change Order: n/a Substantial Completion: <u> </u> Ready for Final Payment: <u> </u> days or dates
Contract Price incorporating this Change Order: \$ 1,683,420.68	Contract Times with all approved Change Orders: Substantial Completion: <u>May 29, 2026</u> Ready for Final Payment: <u>June 13, 2026</u> days or dates

RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By: <u>[Signature]</u>	By: <u> </u>	By: <u> </u>	By: <u> </u>	By: <u> </u>	By: <u> </u>
Engineer (if required)	Owner (Authorized Signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)	Contractor (Authorized Signature)	Contractor (Authorized Signature)
Title: <u>Project Engineer</u>	Title: <u> </u>	Title: <u> </u>	Title: <u> </u>	Title: <u> </u>	Title: <u> </u>
Date: <u>5-6-26</u>	Date: <u> </u>	Date: <u> </u>	Date: <u> </u>	Date: <u> </u>	Date: <u> </u>

Approved by Funding Agency (if applicable)

By: Date:
Title:



3632 Old 421 South
Boone, NC 28607
Phone: (828) 264-7103
Fax: (828) 264-7107

Change Order Horn in the West CO 3A

TO: Alan Crees, Municipal Engineering
FROM: Kevin Harward, JW Hampton Company
SUBJECT: Horn in the West CO 3A
DATE: 4/23/2026
NOTE: Concession Asphalt

Project: Horn in the West

This change order is for the additional asphalt being added around the concession building. This area constitutes 95 LF of paved asphalt ditch and 1,175 SF of fine grading, 6" of ABC stone, and 2" asphalt.

<u>Equipment and Labor</u>		<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>30% Burden</u>	<u>Amount</u>
Concession Asphalt						
1	Fine Grading	131.00	SY	\$15.00	\$0.00	\$1,965.00
2	ABC Stone	51.00	TN	\$50.00	\$0.00	\$2,550.00
3	Asphalt	17.00	TN	\$250.00	\$0.00	\$4,250.00
4	Asphalt Ditch	95.00	LF	\$60.00	\$0.00	\$5,700.00
5	Rock Swale	33.00	LF	\$55.00	\$0.00	\$1,815.00

TOTAL: \$16,280.00

ACCEPTANCE OF PROPOSAL

Client Signature

J.W. Hampton Company Signature

[Signature] 5/6/26

Owner / Representative

Date

Kevin Harward

Date

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.



3632 Old 421 South
Boone, NC 28607
Phone: (828) 264-7103
Fax: (828) 264-7107

Change Order Horn in the West CO 3B

TO: Alan Crees, Municipal Engineering
FROM: Kevin Harward, JW Hampton Company
SUBJECT: Horn in the West CO 3B
DATE: 4/23/2026
NOTE: 3" Additional ABC

Project: Horn in the West

This change order is for the removal of existing material to get to needed subgrade, fine grade the subgrade and add 3in of ABC stone more than was previously planned for on the plans. This area covers 15,129SF.

<u>Equipment and Labor</u>		<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>30% Burden</u>	<u>Amount</u>
3" Additional ABC						
1	Removal of existing material	140.00	CY	\$25.00	\$0.00	\$3,500.00
2	Fine Grading	1681.00	SY	\$8.00	\$0.00	\$13,448.00
3	3" Additional ABC	306.00	TN	\$50.00	\$0.00	\$15,300.00

TOTAL: \$32,248.00

ACCEPTANCE OF PROPOSAL

Client Signature

J.W. Hampton Company Signature

[Signature] 5/6/26

Owner / Representative

Date

Kevin Harward

Date

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.



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Boone, NC 28607
Phone: (828) 264-7103
Fax: (828) 264-7107

Change Order Horn in the West CO 3C

TO: Alan Crees, Municipal Engineering
FROM: Kevin Harward, JW Hampton Company
SUBJECT: Horn in the West CO 3C
DATE: 4/23/2026
NOTE: Additional Sidewalk

Project: Horn in the West

This change order is for the additional sidewalk needed to lessen the slope of the sidewalk.

<u>Equipment and Labor</u>		<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>30% Burden</u>	<u>Amount</u>
Additional sidewalk						
1	Fine Grading	42.00	SY	\$15.00	\$0.00	\$630.00
2	57 Stone	17.00	TN	\$55.00	\$0.00	\$935.00
3	Concrete Sidewalk	315.00	SF	\$22.00	\$0.00	\$6,930.00

TOTAL: \$8,495.00

ACCEPTANCE OF PROPOSAL

Client Signature

J.W. Hampton Company Signature

[Signature] 5/6/26

Owner / Representative

Date

Kevin Harward

Date

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.



3632 Old 421 South
Boone, NC 28607
Phone: (828) 264-7103
Fax: (828) 264-7107

Change Order Horn in the West CO 3D

TO: Alan Crees, Municipal Engineering
FROM: Kevin Harward, JW Hampton Company
SUBJECT: Horn in the West CO 3D
DATE: 4/23/2026
NOTE: Paint Concession Building

Project: Horn in the West

This change order is to paint the existing concession building to match the new bathroom building. This work was discussed between the town and Greene Construction.

<u>Equipment and Labor</u>		<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>30% Burden</u>	<u>Amount</u>
1	Paint the Concession Building	1.00	LS	\$11,763.00	\$0.00	\$11,763.00

TOTAL: \$11,763.00

ACCEPTANCE OF PROPOSAL

Client Signature

J.W. Hampton Company Signature

[Handwritten Signature] 5/6/26

Owner / Representative

Date

Kevin Harward

Date

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.



3632 Old 421 South
Boone, NC 28607
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Fax: (828) 264-7107

Change Order Horn in the West CO 3E

TO: Alan Crees, Municipal Engineering
FROM: Kevin Harward, JW Hampton Company
SUBJECT: Horn in the West CO 3E
DATE: 5/1/2026
NOTE: Iron Mountain Hammering

Project: Horn in the West

This change order is for hammering rock by the old bathroom building to install the new water line.

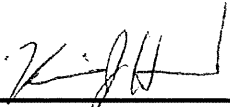
<u>Equipment and Labor</u>		<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>30% Burden</u>	<u>Amount</u>
	Rock Hammering					
1	Rock Hammering	9.00	HR	\$175.00	\$0.00	\$1,575.00

TOTAL: \$1,575.00

ACCEPTANCE OF PROPOSAL

Client Signature

J.W. Hampton Company Signature

 5/1/26

Owner / Representative

Date

Kevin Harward

Date

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.



3632 Old 421 South
Boone, NC 28607
Phone: (828) 264-7103
Fax: (828) 264-7107

Change Order Horn in the West CO 3F

TO: Alan Crees, Municipal Engineering
FROM: Kevin Harward, JW Hampton Company
SUBJECT: Horn in the West CO 3F
DATE: 5/4/2026
NOTE: Handrail

Project: Horn in the West

This change order is for a new handrail around the top of the amphitheater. This change order does not include handrail going down the steps or new painting.

<u>Equipment and Labor</u>		<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>30% Burden</u>	<u>Amount</u>
	Handrail					
1	Handrail	1.00	LS	\$11,192.00	\$0.00	\$11,192.00

TOTAL: \$11,192.00

ACCEPTANCE OF PROPOSAL

Client Signature

J.W. Hampton Company Signature

[Signature] 5/4/26

Owner / Representative

Date

Kevin Harward

Date

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Finance Department

Contact Phone # 828.268.6200

Date Submitted: April 24, 2026

Email: guy.miller@boonenc.gov

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Approval of Budget Amendments

Summary of Information:

Police Department:

TO:	Crime Prevention	010-500-300-513103	\$4,400.00
FROM:	Contributions/Donations	010-000-000-482200	(\$4,400.00)

Explanation: Donations from various organizations for Police Department use.

**TOWN OF BOONE
TOWN COUNCIL BUDGET AMENDMENT REQUEST**

DATE: April 23, 2026

TO: Mayor & Town Council

FROM: Assistant Chief Shane Robbins



Signature

I hereby request that the following BUDGET AMENDMENTS be approved by the Boone Town Council:

	LINE ITEM DESCRIPTION	ACCOUNT NO.	AMOUNT
TO:	<u>Crime Prevention</u>	<u>010-500-300-513103</u>	<u>\$4,400.00</u>
	_____	_____	_____
	_____	_____	_____
 FROM:	 <u>Contributions/Donations</u>	 <u>010-000-000-482200</u>	 <u>(\$4,400.00)</u>
	_____	_____	_____
	_____	_____	_____

EXPLANATION/JUSTIFICATION: Donations from various organizations for Police Department use.

Date

Town Clerk



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Administration

Contact Phone # 828.268.6200

Date Submitted: April 23, 2026

Email: nicole.harmon@boonenc.gov

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Approval of Minutes

Summary of Information:

Please see attached for Council's consideration and approval the following sets of minutes:

- March 11, 2026 Regular Town Council Meeting
- March 23, 2026 Special Town Council Meeting
- April 22, 2026 Regular Town Council Meeting



**MINUTES – REGULAR
MEETING BOONE TOWN COUNCIL
March 11th, 2026**

CALL TO ORDER

A regular meeting of the Boone Town Council was called to order at 9:00 a.m. on Wednesday, February 11, 2026 in the Town Council Chambers located at 1500 Blowing Rock Road in Boone. Mayor Dalton George presided. Councilmembers present included Mayor Pro-Tem Todd Carter, Councilmember Virginia Roseman, Councilmember Eric Plaag, Councilmember Adrian Tait, and Councilmember Anne Pruitt. Staff present included Interim Town Manager Dale Presnell, Grants Coordinator Laney Wise, Public Works Director Todd Moody, Planning Director Jane Shook, Deputy Planning Director Brandon Wise, Cultural Resources Director Mark Freed, Finance Director Guy Miller, Police Major Jon Houck, and Parking Manager Reta Jackson. Town Attorney Allison Meade was also in attendance.

MOMENT OF SILENCE

Mayor George asked for a brief moment of silence.

ANNOUNCEMENTS

Announcement of Board Vacancies

Mayor George read the following board vacancies:

BOARD OF ADJUSTMENT

Two alternate positions

HUMAN RELATIONS COMMISSION

Two regular positions

PLANNING COMMISSION

Two regular positions

Council Member Announcement

Mayor George asked Councilmember Plaag to begin. Councilmember Plaag thanked Mayor George, and asked to read the letter he submitted to the agenda packet into the record. Councilmember Plaag read the following:

As I have informally and privately expressed to many of you in the past few weeks, for a variety of personal and family reasons, my wife Teresa and I have determined that it is no longer tenable for us to reside year-round in Boone. When we moved to Boone in 2011, we believed wholeheartedly that this community would be our "forever home," the place where we would one day retire. Almost from the moment that we arrived, I became involved in local organizations and government boards that help support this tremendous community. I was proud to be a member of the Appalachian Theatre Task Force beginning in 2011, then to transition in 2012 to service on the board of the Appalachian Theatre. As a professional historian, I delighted in serving on the Historic Preservation Commission, first from 2012 to 2014 as a member, then from 2014 to 2023 as the HPC Chair, overseeing countless preservation projects for our downtown area and surrounding resources. I firmly believe that my service on the Downtown Boone Development Association from 2013 to 2016 and as Vice Chair of the Planning Commission from 2018 to 2023 helped me build key relationships and learn more about our local government so that I could serve responsibly on Town Council beginning in 2023. And of course, I am so grateful to have met Bettie Bond and worked with her to resurrect the Watauga County Historical Society and co-found the Digital Watauga Project in 2014. I have learned so much about Boone and Watauga County through the generosity of our collection donors and the stories about our past that they have so graciously shared with me and the project more broadly over the years.

Now, though, it is time to step aside as Teresa and I prepare to pursue new adventures outside of this amazing community. While we are keeping our house in Boone and plan to return annually (if not more often) to see friends, colleagues, and our found family here, I will not be able to continue my ongoing service to Boone in the form of elected office. My resignation from my position on Town Council will be effective at 11:59pm on March 29, 2026. It has been an honor and a pleasure to serve with all of you. I am so grateful for the friendships I have made and relationships I have built with all of you and so many members of the Town staff over the years. I have learned so much from you and deeply appreciate your commitment to making Boone an outstanding place to live, work, and play, and a community worthy of calling one's "forever home."

Mayor George stated that he had enjoyed working alongside Councilmember Plaag and noted the effort he had put into helping the Boone community. Councilmember Tait acknowledged Councilmember Plaag's thoughtful approach to issues affecting the Boone community and explained that he had inspired him to run for elected office. Attorney Meade noted Councilmember Plaag's comprehensive approach to difficult issues and

thanked him for his open-mindedness while serving on the Boone Town Council. Mayor Pro-Tem Carter stated that he respected Councilmember Plaag's perspective on multiple issues affecting the Boone community and wished him well in his next endeavor. Councilmember Roseman thanked Councilmember Plaag for his ability to relate to all councilmembers and for his ability to lighten the mood when conversations became tense. Councilmember Pruitt wished Councilmember Plaag well in his next adventure. Mr. Presnell thanked Councilmember Plaag for his service on the Boone Town Council. Councilmember Plaag thanked everyone for allowing him to serve.

TENTATIVE AGENDA ADOPTION

Mayor George asked for a motion to approve the agenda as presented. Councilmember Roseman made the motion, which was seconded by Councilmember Tait, to approve the agenda as presented.

VOTE:

Aye: Todd Carter, Virginia Roseman, Eric Plaag, Adrian Tait, Anne Pruitt
Nay: None
Absent: None

PUBLIC COMMENT

Mayor George opened the public comment period and invited Mr. David Jackson to speak.

- Mr. Jackson thanked Council and wished Councilmember Plaag well in his future endeavors. He then provided a brief overview of newly released information regarding the Blue Ridge Parkway road project, which could begin as early as March 13, 2026. Councilmember Plaag asked whether work on Wilson Ridge Road would occur during the same timeframe, and Mr. Jackson stated that he had been assured it would not.
- Ms. Nancy LaPlaca provided an overview of a recent rate increase implemented by Appalachian State University's New River Light and Power. She noted that no public hearing had been held and requested that Council ask New River Light and Power to conduct one. Councilmember Plaag shared that he had raised the issue during the previous week's budget retreat and expressed concern that a 30% increase would negatively impact Boone households. Mayor George indicated support for a public hearing, and Councilmember Roseman confirmed that the rate increase had not yet exceeded the 45-day period, which Mayor George also affirmed. Ms. LaPlaca stated that she would return at the next meeting to continue the discussion.

Mayor George then asked if anyone else wished to provide public comment. Hearing none, he thanked those who spoke and moved to the next item on the agenda.

REQUESTED APPEARANCES

Informal Discussion of Proposed Multi-Family Development at 1505-/1525-/1545 US Highway 421 S

Mr. Wise opened the discussion and explained that he, Ms. Shook, and Attorney Meade had conferred and determined that, since the applicant would be presenting at the public hearing later in the month, the informal discussion was not appropriate at this time. He added that there were no changes to the plans and noted that the applicant was present in the audience to observe. Attorney Meade clarified that informal discussions are intended to allow applicants to be heard by Council prior to submitting an application, not afterward, and that the current situation resulted from a miscommunication. Mayor George asked if Council had any questions for Mr. Wise, and Mayor Pro Tem Carter stated that he looked forward to discussing the project further at the upcoming public hearing. Mayor George thanked the applicant for attending and moved to the next requested appearance.

New River Conservancy

Mr. Jack Reeves began by introducing himself as the attorney for New River Conservancy and explained that he was providing a brief overview of a project in Boone Creek, as the organization's staff member was unable to attend. He stated that the project is a partnership with Appalachian Cookie Company, the Temple of the High Country, and Watauga County, and identified the project location. He noted that construction is anticipated to begin next month and raised concerns about increasing traffic along Poplar Grove Road, which is within the project area. He asked whether Council would consider working with NCDOT and New River Conservancy to install a sidewalk alongside the restoration project and Poplar Grove Road. He then opened the floor for questions. Councilmember Plaag noted the presence of abutments in the creek from a previous structure, possibly predating a tobacco warehouse that once spanned the creek, and suggested that a pocket park near the restoration site could provide an opportunity to display the Town's historic tobacco scale. Councilmember Roseman stated her understanding that the Rivers Walk development had committed to an easement for a trail behind the property and asked whether a sidewalk could be designed to connect to that trail rather than run directly along Poplar Grove Road, allowing for a more natural and continuous pedestrian route. Mr. Moody explained that while a portion of trail exists behind Rivers Walk, there are challenges related to steep slope changes on property owned by Watauga County. He added that they are currently working to secure an encroachment agreement from NCDOT to allow for sidewalk installation in that area. Mayor George expressed support for the project and stated that the Town would assist however possible. Councilmember Roseman then asked Mr. Santucci whether extending a path behind the Watauga County Agricultural Center to connect with the Temple of the High Country would be feasible. Mr. Santucci responded that he would defer to Mr. Moody for a more definitive answer, but suggested that extending a sidewalk along Poplar Grove Road may be the more straightforward option. He acknowledged that challenges remain

with that approach but emphasized its value as a piece of community infrastructure. Hearing no further questions, Mayor George moved to the next requested appearance.

Craig Hughes - AppalCART

Mr. Craig Hughes thanked Council for their time and provided a brief overview of AppalCART's role in Boone. He explained that, according to Boone's Community Climate Action Plan, transportation is the leading source of greenhouse gas emissions, and emphasized that AppalCART plays a significant role in reducing vehicular traffic in the community. He then reviewed AppalCART's current fleet, system map, and financials, including revenues and expenditures. Mr. Hughes noted that the Town currently contributes \$115,000 annually to AppalCART and asked Council to consider increasing that contribution to \$120,000 per year. He then invited questions from Council. Mayor Pro Tem Carter thanked Mr. Hughes and shared that he had greatly enjoyed serving on the AppalCART Board. He commended Mr. Hughes for his leadership and noted that the organization is operated very efficiently. Councilmember Roseman asked whether other communities offer fare-free transit systems, and Mr. Hughes responded that, within North Carolina, Chapel Hill is the only example he was aware of. He added that there are both tangible and intangible costs associated with charging fares and emphasized the importance of maintaining free transit. Councilmember Plaag referenced a potential development at the Fun and Wheels property that included a park-and-ride component with AppalCART and asked about other strategies communities use to support local transit agencies. Mr. Hughes explained that AppalCART benefits from strong public support and noted that he continues to learn about new approaches through professional conferences. Councilmember Plaag also asked whether any communities have implemented a fee-in-lieu structure for transit, similar to those used for sidewalks. Mr. Hughes cautioned that such approaches must be considered carefully and noted that he had worked out an agreement with the potential developer of the Fun and Wheels property to help cover the cost of installing an additional AppalCART stop. Mayor George concluded by expressing his appreciation for AppalCART, thanking Mr. Hughes for his time and leadership.

CONSENT AGENDA

Mayor George asked Council if they had any questions regarding the items on the consent agenda. Mayor George thanked Ms. Wise for her work on securing funding for Hurricane Helene repairs, and thanked Mr. Moody for his continual work on the repairs on Hunting Hills Lane. Hearing no further comments,, Mayor George asked for a motion to approve the consent agenda.

Councilmember Plaag made a motion, which was seconded by Councilmember Roseman, to approve the consent agenda as presented .

VOTE:

Aye: Todd Carter, Virginia Roseman, Eric Plaag, Adrian Tait, Anne Pruitt

Nay: None

Absent: None

The following items were approved:

1. Approval of Change Order - Horn in the West Site Improvements
2. Approval of Ordinance - Town of Boone July 4th Parade
3. Approval of Contracts Between the Town of Boone and the Office of State Budget Management for the Helene Local Government Capital Grants Program
4. Approval of Budget Amendments
5. Approval of Minutes
 - a. February 11, 2026 Regular Town Council Meeting
 - b. February 25, 2026 Regular Town Council Meeting

PLANNING MATTERS

Consideration for Scheduling a Ribbon-Cutting Ceremony for the Stoneman's Raid Interpretative Panel

Ms. Mitchell reported that installation of the Stoneman's Raid interpretive panel is anticipated in late April and shared that the Historic Preservation Commission had recommended two potential dates for a ribbon-cutting ceremony: Tuesday, May 19 at 3:00 p.m. and Thursday, May 21 at 2:30 p.m. She noted that she is coordinating with Civil War Trails on event communications and has invited the Chair of the Historic Preservation Commission to provide remarks. She added that she has also reached out to project funding partners to see if representatives would like to speak and asked whether a member of Council would be interested in offering remarks. Councilmember Roseman expressed support for the May 21 date and indicated her interest in speaking. Mayor Pro Tem Carter agreed with selecting May 21 and suggested that it would be appropriate for Mayor George to provide remarks as well, if available. Mayor George stated that he expected to be able to attend and asked Ms. Mitchell if she needed any additional direction from Council. Ms. Mitchell indicated that no further guidance was needed, and Mayor George thanked her for her work on the project.

Mayor George then called for a brief recess at 10:20 a.m.

COUNCIL MATTERS

Town Manager Job Posting Finalization

Mayor George called the meeting back to order at 10:30 a.m..

Mayor George introduced Ms. Linda Council and asked Council for feedback on the proposed job description. Councilmember Plaag expressed concern that during Hurricane

Helene, the Town Manager was unable to report to Boone due to not residing within Town limits, noting that while residency had not been required at the time, a similar issue could arise in future emergencies. He also raised concerns about a Town Manager making decisions on taxation or ordinances without being directly affected, emphasizing that Councilmembers are required to live within Town limits for that reason. Mayor Pro Tem Carter referenced earlier comments regarding residency and stated that, as the Town Manager functions similarly to a chief executive officer, it is important for the individual to live within the community. He acknowledged Boone's housing challenges but noted that the position's compensation should allow for in-town residency. Councilmember Roseman asked whether language could be included to allow residency on property that could potentially be annexed into Boone. Mayor George responded that requiring residency within one year of hire would provide flexibility, while Councilmember Plaag suggested that annexation could be discussed informally with candidates but may not always be feasible. Councilmember Pruitt added that such a provision did not need to be written into the job description, as annexation could not be guaranteed. Councilmember Tait expressed support for requiring the Town Manager to reside within Town limits within one year of hire. At Councilmember Plaag's request, Mr. Presnell shared that the previous Town Manager had delegated emergency responsibilities during Hurricane Helene due to being unable to access Town, and he emphasized the importance of community connection while agreeing that a one-year residency requirement was reasonable. Mayor George asked Ms. Councilll if this direction was sufficient, and she confirmed that it was. Mr. Presnell noted that the Town of Blowing Rock requires its Town Manager to live within the fire district, though Council reiterated their preference for in-town residency.

Council reached consensus to include the requirement that the Town Manager must live within the corporate limits of the Town of Boone within one year of the date of hire in the job description.

Mayor George then turned to the benefits and compensation section, stating that the listed benefits were sufficient and asking whether a salary range should be included. Ms. Councilll noted that salary ranges had not previously been included, and Councilmember Pruitt stated that qualified candidates would have a general understanding of expected compensation and could access public salary records. Ms. Councilll noted that some applicants had inquired about salary range. Councilmember Plaag observed that health insurance was not explicitly listed, and Attorney Meade stated that she would work with Ms. Councilll and Dr. Mitchell to refine the benefits language. Ms. Councilll clarified that the comprehensive benefits package includes health, dental, and vision coverage, and Mayor Pro Tem Carter requested that all three be explicitly listed. Councilmember Plaag asked whether a medical examination requirement was necessary. Ms. Councilll explained that such requirements apply to certain positions but could be removed for this role, while

confirming that background checks and controlled substance testing would remain standard for all employees. Councilmember Pruitt asked about relocation assistance, and Ms. Council stated that she would review prior agreements for reference. Attorney Meade suggested including relocation assistance as a negotiable benefit, which Council supported, and noted that she would revise the language accordingly. Attorney Meade also raised questions about including a preference for ICMA-credentialed managers. Dr. Mitchell provided a brief overview of the organization, and Attorney Meade suggested adding broader language to account for comparable credentials. Mayor George summarized the discussion, noting that the job description would require in-town residency within one year, omit a salary range, and clarify the benefits section to note that health, dental, and vision coverage were provided, as well as relocation assistance and other refinements. Councilmember Plaag asked about including language clarifying that the Town operates under a Council-Manager form of government and that the Town Manager serves at the pleasure of Council. Attorney Meade stated that appropriate language could be added. Mayor George indicated he was comfortable with Attorney Meade making the discussed revisions and minor grammatical edits, and direct staff to post the position once the discussed revisions and minor grammatical edits were complete.

With no further discussion, Mayor George called for a motion.

Mayor Pro Tem Carter made a motion, seconded by Councilmember Pruitt, to approve the Town Manager job advertisement with the discussed amendments and to direct Attorney Meade to finalize the revisions and direct staff to post the position once the discussed revisions and minor grammatical edits were complete.

VOTE:

Aye: Todd Carter, Virginia Roseman, Eric Plaag, Adrian Tait, Anne Pruitt

Nay: None

Absent: None.

Branding Boone Presentation

Ms. Wise presented the final branding package for Council approval. Councilmember Tait asked whether the branding guide would include guidance on the use of the seal, logo, and story badges, and Ms. Wise confirmed that it would. He also inquired about a deployment plan, and Ms. Wise explained that the consultant would provide an implementation plan following approval of the branding package. She noted, however, that funding for large-scale implementation, such as vehicle wraps and signage replacement, was not included in the current fiscal year budget. Councilmember Plaag suggested removing one of the mountains from the seal, and Attorney Meade agreed, referencing the "rule of three" in design. Councilmember Pruitt asked whether the

branding package could be approved with modifications, and Ms. Wise confirmed that it could. Mayor George noted that the mountain range in the seal reflects the actual view of Boone, and Councilmember Roseman agreed. Mayor George added that he would support removing one of the mountains if it allowed the package to move forward. He also expressed a preference for the circular logo over the square version, which Council supported. Mayor George summarized the proposed direction, including approval of the seal with the modification, adoption of the circular logo, and recognition that story badges may evolve as Town programs change. Mayor Pro Tem Carter asked whether a comprehensive style guide would be included, and Ms. Wise confirmed that it would.

Councilmember Pruitt made a motion, seconded by Mayor Pro Tem Carter, to approve the official seal with the discussed modification, the circular logo, and the story badges as presented.

Mayor George asked for further discussion. Councilmember Plaag reiterated his concerns with the “3,333” story badge based on prior comments. Councilmember Tait asked whether staff supported the new branding, and Ms. Wise confirmed that they did. Hearing no additional comments, Mayor George called for a vote.

VOTE:

Aye: Todd Carter, Virginia Roseman, Eric Plaag, Adrian Tait, Anne Pruitt
Nay: None
Absent: None.

Request to Allow Open Containers at Rivers Park for Earth Third Friday Celebration

Mr. Freed provided a brief overview of the upcoming ribbon cutting and Earth Third Friday event scheduled for April 17 at 3:30 p.m. He explained that he, Mr. Jordan Sellers of Blue Ridge Conservancy, and Town staff had met to discuss event details, and that Mr. Sellers had inquired about allowing open containers, with beer donated by local breweries. Mr. Freed stated that he was comfortable with either allowing or prohibiting open containers and requested Council’s input. Councilmember Roseman asked whether any revenue would be generated from alcohol at the event, and Mr. Freed clarified that no sales would occur. Any donations collected during the event would go to Blue Ridge Conservancy. Attorney Meade noted that, under Town Code, events involving alcohol service typically require approval only from the Town Manager, but stated that she understood why the request had been brought before Council. Council also discussed the condition of the parking lot at the Rivers House property. Mayor Pro Tem Carter expressed support for allowing open containers, noting that doing so could help inform future discussions about establishing a social district in downtown Boone. Hearing no further discussion, Mayor George called for a motion.

Mayor Pro Tem Carter made a motion, seconded by Councilmember Roseman, to allow open containers during Earth Third Friday from 3:00 p.m. to 7:00 p.m. in conjunction with the ribbon cutting event at Rivers Park.

VOTE:

Aye: Todd Carter, Virginia Roseman, Eric Plaag, Adrian Tait, Anne Pruitt

Nay: None

Absent: None

Update and Request for Direction Regarding Downtown Employee Parking Meters

Ms. Reta Jackson requested direction from Council regarding the pilot program for Downtown Boone employee parking at designated meters. Mayor George stated that he supported the program overall but shared that a business owner had expressed concerns about the group of spaces on Burrell Street, noting that those spaces reduced accessible parking for nearby businesses. Councilmember Plaag responded that the spaces were not directly in front of the business, while Mayor George clarified that they were the most accessible options for that location. Councilmember Plaag asked about feedback from the approximately 30 program participants, and Ms. Jackson reported that participants had responded positively. She added that demand exceeded availability, requiring the Parking Department to turn away applicants. Ms. Jackson noted that the spaces in front of First Baptist were often underutilized and asked whether Council would consider reallocating some of those spaces to other locations. Councilmember Plaag suggested that the jury parking spaces on King Street could be a viable alternative and expressed concern that Watauga County continues to use those spaces despite the construction of its parking deck. He also recommended expanding the program to 40 or 45 permits to ensure that designated spaces are consistently used. Councilmember Pruitt cautioned that expanding the program too much could lead to frustration among permit holders if spaces are unavailable, and Ms. Jackson clarified that participants are informed that parking is not guaranteed. Councilmember Plaag proposed relocating half of the spaces from Burrell Street and half from the First Baptist area to King Street. Mayor George asked whether the Town could revisit its agreement with Watauga County to regain spaces on Queen Street currently designated for County employees. Ms. Jackson explained that those spaces are part of an arrangement allowing the Town to use spaces at the Watauga County Library. Mayor George indicated interest in revisiting that agreement at a later date. Attorney Meade asked about the term lengths for Town parking permits, and Ms. Jackson stated that they range from quarterly to annual. Councilmember Plaag noted his understanding that the agreement with Watauga County may have expired in 2008, and Ms. Jackson indicated that could be the case. Attorney Meade asked how Council would like to initiate further discussion with the County, and Mayor George suggested that the Town Manager send a letter to the County Manager outlining the agreement as a starting point. Mayor Pro Tem Carter recalled that the Town had anticipated regaining King Street

spaces after construction of the Watauga County parking deck and noted that this would be an appropriate time to revisit the arrangement before permit renewals. Council also discussed signage and current parking permit fees. Councilmember Roseman asked about revenue impacts, and Ms. Jackson explained that while the program reduced revenue from parking fees, it generated additional revenue through citations issued to unauthorized vehicles. Attorney Meade noted that only a portion of citations issued had been paid and asked whether staff had reviewed a debt collection program she had previously shared; Mr. Presnell stated that they had not yet done so. Council also discussed the impact of student parking in downtown Boone. Mayor George concluded by noting that the Town maintains a positive relationship with Watauga County but that it may be an appropriate time to revisit parking arrangements and consider potential adjustments.

Discussion of Possible Use of Wyn Property as Temporary Emergency Shelter

Mayor George explained that the Red Cross had contacted him regarding the potential use of the Wyn Property as an emergency shelter, noting that they currently lack a suitable facility for that purpose. Ms. Shook stated that using the building as an emergency shelter would require compliance with both building and zoning codes and explained that the structure does not currently meet the requirements for overnight occupancy. She added that the building is presently better suited for use as a community center or office space and that significant modifications would be necessary to make it safe for sleeping accommodations. Council discussed the scope of improvements that would be required. Councilmember Plaag noted the historical significance of the Wyn Property as the first upgraded consolidated school for Black students and emphasized that any substantial changes should involve consultation with the Junaluska community. Mayor George added that a sprinkler system would be required for such a use and acknowledged the scale of the undertaking, which prompted him to bring the matter forward for discussion. Ms. Shook recommended that Council hold a work session with Fire Marshal Amy Flieg and Mr. Stacey Miller to review what upgrades would be necessary. Councilmember Tait asked whether there was an established long-term vision for the property and stressed that any interim use should not conflict with that vision. Mayor Pro Tem Carter noted that the property had been purchased using affordable housing funds, with the understanding that it and the surrounding land would ultimately be used for affordable housing. Mayor George agreed with the recommendation to hold a work session and reiterated the importance of establishing a clear vision for the property moving forward.

Mayor George called for a brief recess at 12:10 p.m..

Discussion Regarding Digital Watauga's Possible Move Into the Records Storage Room in the Planning & Inspections Office

Mayor George resumed the meeting at 12:20 p.m..

Mayor George provided a brief overview of the proposal and opened the floor for discussion. Mayor Pro Tem Carter noted that the Records Storage Room is currently filled with old records and asked whether a decision had been made to either rent off-site storage or contract with a firm to digitize the records. Ms. Shook explained that if Council approved relocating Digital Watauga into the Records Storage Room, one wall would need to remain dedicated to storage for the Planning and Inspections department. She stated that she was not comfortable outsourcing the digitization of records to an external vendor and instead recommended hiring a temporary employee to assist with scanning. Ms. Shook clarified that the discussion was specifically about relocating Digital Watauga's operations into the space, not about establishing Digital Watauga as a Town entity, which would be a separate matter. Councilmember Plaag provided an overview of Digital Watauga's current structure and explained that grant-funded positions through the Watauga County Library would remain with the Library through the end of the calendar year. Mr. Presnell reiterated that the discussion was not related to creating a Town Historian position. Ms. Shook added that access to the space would be limited to business hours and noted that interns would not be provided building access codes, consistent with current Town policy. Councilmember Tait asked whether the arrangement would be temporary or permanent, and Councilmember Plaag clarified that it would be permanent. Mayor George asked whether Council was comfortable directing staff to proceed with relocating Digital Watauga into the space and beginning the process of clearing the Records Storage Room. Ms. Shook requested that Council also consider funding a temporary part-time position to assist with document scanning. Mr. Presnell asked Mr. Miller to determine whether funding was available within the administration internship budget line, but Mr. Miller reported that no funds were currently available. Councilmember Plaag noted that Digital Watauga would require some furnishings and asked whether furniture from the Wyn Property was still available. Ms. Shook confirmed that usable furniture should still be on-site. She also noted that while there is currently a memorandum of understanding between Digital Watauga and the Watauga County Library, a similar MOU would be needed between Digital Watauga and the Town of Boone to formalize the arrangement.

Council provided consensus on approving Digital Watauga's move into the Records Storage Room in the Planning & Inspections Office.

Audio Visual Audit Presentation

Mayor George introduced Mr. Ryan Gilbert of RygidAV and invited him to present his findings. Mr. Gilbert thanked Council and asked whether they would prefer he first review his assessment or discuss Council's vision for the space. Mayor George requested that he begin with his findings. Mr. Gilbert provided an overview of the current audiovisual conditions in Council Chambers. He noted the use of OWL cameras in place of an

integrated system, inadequate acoustic treatment, and a speaker system that does not sufficiently support clear audio throughout the room. He also highlighted the lack of a reliable streaming setup and stated that the space is not fully ADA compliant. He concluded that a comprehensive system overhaul would be necessary to address these issues. Mayor George invited Council comments. Councilmember Roseman noted that the monitors on the dais were cumbersome and suggested their removal. She also observed that the new stone wall is frequently obstructed by the projector screen. Mayor George asked whether televisions could be mounted on either side of the room. Councilmember Plaag emphasized the importance of ensuring the system accommodates users who do not utilize Town-issued iPads and suggested lowering the existing monitors. Mayor Pro Tem Carter stated that each seat on the dais should have a functioning screen and microphone. Attorney Meade advised that any significant equipment upgrades would require an informal bid process and that a formal scope of work should be developed. Mr. Gilbert indicated he could prepare both a quote and assist in drafting the scope of work. He also asked Council whether they preferred a system that relies on staff operation and training or a more automated solution. Councilmember Plaag suggested including both options in the scope to allow for competitive bidding. Mayor George stated that his primary priority was improving accessibility of meeting recordings. Councilmember Plaag added that remote participation is currently difficult due to audio and visual limitations. Ms. Shook encouraged Council to also consider the needs of other users of the space, including boards such as the Planning Commission. Councilmember Tait asked whether the podium microphone could be made wireless. Mayor George inquired about the possibility of implementing electronic voting, prompting further discussion on that option. Councilmember Tait asked about camera quality, and Mr. Gilbert stated that a conference-grade system would be sufficient. Mayor Pro Tem Carter asked about next steps. Attorney Meade requested permission to review RFPs from other municipalities before returning to Council with recommendations. She also asked Mr. Gilbert for an estimated cost to develop the scope, and he stated that preparing the scope of work would cost \$1,500. Attorney Meade recommended engaging RygidAV for the scope development.

Mayor Pro Tem Carter made a motion, seconded by Councilmember Plaag, to contract with RygidAV to develop a scope proposal for updating the audiovisual systems in Council Chambers.

VOTE:

Aye: Todd Carter, Virginia Roseman, Eric Plaag, Adrian Tait, Anne Pruitt
Nay: None
Absent: None

Discussion of Board Liaison Appointments for New Council Member

Mayor George presented the following board liaison appointments:

- Councilmember Pruitt: Appoint to the Downtown Boone Development Association
- Councilmember Tait: Relinquish the Downtown Boone Development Association board position to Councilmember Pruitt, Appoint to the Sustainability Committee

A brief discussion followed. Councilmember Plaag requested that current Council members coordinate among themselves regarding committee assignments and upcoming vacancies, including positions currently held by him. Mayor George then called for a motion.

Councilmember Plaag made the motion, seconded by Councilmember Tait, to reassign Councilmember Tait's position on the Downtown Boone Development Association to Councilmember Pruitt.

VOTE:

Aye: Todd Carter, Virginia Roseman, Eric Plaag, Adrian Tait, Anne Pruitt

Nay: None

Absent: None

Appointment to Human Relations Commission

Mayor George explained that there was one application, and asked for discussion. Mayor Pro Tem Carter explained that he had nothing but support for this applicant. Hearing no further discussion, Mayor George asked for a nomination. Mayor Pro Tem Carter nominated Joan Lacefield to the vacant one year term position on the Human Relations Commission. Mayor George closed the nominations, and asked if Council was in favor of the nomination.

Council provided consensus regarding appointing Joan Lacefield to the open one year term position on the Human Relations Commission.

MAYOR REPORT

Mayor George noted that the Mayor's ecological task force had completed their first workday and had removed barberry at Strawberry Hill. He explained that it was well attended, and that the next invasive species removal would take place at the Rivers House. He explained that he had missed the Downtown Boone Development Association meeting, and that the Sustainability Committee meeting would take place next month. He went on to provide a brief overview from his first meeting with the High County Council of Governments, and felt it was important that the Town continue to represent themselves in that space.

TOWN MANAGER REPORT

Mr. Presnell shared the following report:

- Ms. Moody and members of the Downtown Boone Development Association were attending the NC Main Street Conference in New Bern.
- The Boone Police Department were meeting with a representative of the Governor's Office to discuss the work of the Community Care Program.
- Ms. Councilill was in the process of preparing for Open Enrollment for town employees in May.

Mr. Presnell noted that he had met with BREMCO, and that they were still offering \$4.7 million for the Bolick Property. He noted that he and Mr. Miller had met with DEC Associates regarding financing opportunities for the Public Works Facility. A discussion was held to increasing the marketing efforts for the sale of the Bolick Property.

TOWN ATTORNEY REPORT

Attorney Meade did not make a report.

BOARD LIAISON REPORT

The following Councilmembers provided reports:

- Councilmember Tait provided an overview of the economic development meeting at the Boone Area Chamber of Commerce, and noted that they had discussed the incoming Blue Ridge Parkway improvements. He noted that he had also toured the Appalachian State University Hickory campus.
- Councilmember Pruitt: Nothing to report.
- Councilmember Roseman: The Cultural Resources Advisory Board did not meet in March, and asked for Mayor Pro Tem Carter to provide the overview for the Human Relations Commission. She noted that the Historic Preservation Commission was currently focused on the history of Kraut Creek and that a list of priorities was discussed. The Watauga County Parks and Recreation Board were interested in the topic of food trucks, and noted that a new app was currently being onboarded for the Parks and Recreation department for registration and payments.
- Councilmember Plaag: Nothing to report. He noted that he was almost finished with the photography for the Daniel Boone Park Local Historic Report, and that he would continue to work on the report. He went on to say that the Watauga County Historical Society was working on the Downtown Boone Historic Walking Tour, and noted that the content for the tour was about two-thirds complete. He closed by stating that he would uphold his promise of completing the report for Ice House Alley by the end of the year.
- Mayor Pro-Tem Carter: Mayor Pro Tem Carter noted that Mr. Hughes had provided a good update regarding AppalCART. The Human Relations Commission had appointed Drew Finley as Chair, Tori Rodriguez as Vice Chair, and Kristin Morgan as Secretary. The commission was finalizing the date for the Civil Rights and Fair Housing Summit, with the hope of utilizing the Watauga County Agricultural

Center. He closed by noting that the Watauga Tourism Summit would be taking place on March 31st.

CLOSED SESSION

Councilmember Roseman made the motion, seconded by Councilmember Plaag, to enter into Closed Session, as pursuant to N.C. Gen. Stat. § 143-318.11(a)(1) and N.C. Gen. Stat. § 143-318.11(a)(3) at 1:30 p.m.

VOTE:

Aye: Todd Carter, Virginia Roseman, Eric Plaag, Adrian Tait, Anne Pruitt

Nay: None

Absent: None

ADJOURNMENT

The meeting was adjourned at 1:40 p.m..

**BOONE TOWN COUNCIL
PUBLIC HEARING
MONDAY, MARCH 23, 2026, 5:00 PM
1500 BLOWING ROCK ROAD AND WEBEX**

COUNCIL MEMBERS PRESENT: Mayor Dalton George, Mayor Pro Tem Todd Carter, Eric Plaag, Anne Pruitt, Virginia Roseman (arrived at 5:05 p.m.), and Adrian Tait (arrived at 5:15 p.m.)

PLANNING & INSPECTIONS STAFF PRESENT: Brandon Wise-Deputy Director of Planning & Inspections, Amy Snider-Commercial Zoning Specialist, and Brenda Henson-Administrative Coordinator

OTHER TOWN STAFF AND REPRESENTATIVES PRESENT: Dale Presnell-Interim Town Manager, and Todd Moody-Public Works Director

Call to Order

Mayor George called the meeting to order at 5:02 p.m.

Moment of Silence

A moment of silence was observed.

Case A26-0124 Moratoria on Cryptocurrency, Data Centers & Similar Uses

Pursuant to N.C.G.S. 160D-107 and 160D-601, the Town of Boone is conducting a public hearing to consider a 12-month moratorium on cryptocurrency mining, data centers, and similar uses, during which 12-month period the Town would not accept or approve applications for development of such uses.

Brandon Wise introduced the request.

Mayor George clarified that the Town was not considering a data center coming to Boone. The purpose of this public hearing was to consider a moratorium on data centers and other similar uses. Mayor George explained that a moratorium would be a one-year ban on these uses. This would allow staff time to examine the ordinance to determine whether the proper mechanisms were in place to protect the community from the environmental concerns associated with data centers and similar uses, such as pressure on water systems and infrastructure. The Council brought this forward to be proactive in ensuring that the community would not be harmed before such a use came forward with a plan to locate in Boone.

Council Member Plaag added that one reason they were requesting this moratorium was that the current Unified Development Ordinance was silent on data centers, crypto mining, and other similar uses.

Mayor George invited public comment.

Andy Hill thanked the Council for bringing forward the moratorium and appreciated the time and research that would go into pre-empting data centers from locating in the community.

Richard Gray thanked the Council for taking this action. He stated that he very strongly supported a moratorium on data centers and crypto mining within the Town of Boone. Mr. Gray noted that data centers and crypto mining took enormous amounts of energy and water, and their backup generators would be a source of pollution. He stated that progress in designing and manufacturing the complex computer chips for both data centers and crypto mining was advancing rapidly, and advances in software and other efficiency measures would make data centers built today or at the end of this moratorium obsolete within a few years. Mr. Gray urged the Council to consider extending the moratorium until data centers could be built without enormous environmental impacts and energy requirements. He hoped

that this moratorium would encourage the Watauga County Commissioners and other town councils and county commissions in the area to adopt similar moratoria.

Dale Kirkley thanked the Council for the preemptive work. He stated that he represented the Blue Ridge group of the North Carolina Sierra Club, which strongly supported the moratorium. Mr. Kirkley felt it was important to provide a model and encouragement to other rural counties in the high country to preemptively consider this issue as well. He stated that he had a list of all the issues that would need to be addressed to create regulations. Council Member Plaag asked Mr. Kirkley to email the list to Council members because it could be helpful in the regulation process.

Rebecca Shaw echoed the other speakers' comments and urged the Council to extend the moratorium beyond one year.

Shane Watson did not speak.

Nancy Oliver did not speak.

Allison Blanks, an architect and resident of Watauga County, stated that she had experience in the design of data centers and supported the proposed moratorium. She felt that a moratorium would allow time to connect regionally with other jurisdictions that have passed similar moratoria to create cohesive regulations. Ms. Blanks stated that the moratorium would also allow time to prepare local emergency services for the complexity of these projects. She added that data centers primarily brought temporary construction jobs, but many data center systems were specialized and required specific subcontractors and vendors who would have to travel from regional metros and were not guaranteed to be sourced from local labor pools. Ms. Blanks stated that a moratorium would allow time to define locally how sustainability would be measured. Data Centers often consume twice as much power daily as the entire city of New Orleans. Ms. Blanks stated that a moratorium would allow time for critical thinking about the nature of data center work.

Marty Steele did not speak.

John Callahan, a retired geology professor, stated he had been fighting for clean air and clean water in Boone for over 50 years. He felt that a data center would take our precious water, and water and air were two of our most precious commodities. Mr. Callahan stated that he foresaw a countywide water system in the future and that water needed to be preserved because conditions would worsen with climate change.

Charlotte Revels did not speak.

Max Shirihjian did not speak.

Brianna Vanover stated that she came from Hickory and noted that four data centers are currently being built in Catawba County. Over a billion dollars was going into the construction, and the data centers were getting extreme tax cuts for locating there. Ms. Vanover stated that she did not want to see that happen to Boone, where it was so quiet and peaceful. She noted that the construction itself was loud, and that when the data centers were operating, they would disturb the wildlife and the peace that brings people to Boone.

Kate Houck asked why so many data centers were being built and what the implications were countrywide.

Annie Woodford stated that Ray Russell posted on Facebook that he knew of a very serious inquiry into a data center and a large manufacturing facility in rural Watauga County. She urged residents of Watauga County to attend a County Commissioners meeting and voice their concerns about data centers.

With nothing further, Mayor George closed the public comment period and thanked everyone for attending and for their comments.

VOTE

Council Member Plaag made a motion to adopt, as written, the moratorium on cryptocurrency mining, data centers, and similar uses, during which 12-month period the Town would not accept or approve applications for development of such uses. The motion was seconded by Mayor Pro Tem Carter.

Vote: Aye – 5
Nay – 0

The motion passed.

Adjournment

With nothing further, Mayor George adjourned the meeting at 5:23 p.m.

Dalton George, Mayor

Brenda Henson, Administrative Coordinator

**MINUTES – BOONE TOWN COUNCIL
REGULAR MEETING
APRIL 22, 2026**

CALL TO ORDER

A regular meeting of the Boone Town Council was called to order at 5:03 p.m. on Wednesday, April 22, 2026, in the Town Council Chambers located at 1500 Blowing Rock Road in Boone. Mayor Pro-Tem Todd Carter presided. Council members present included Virginia Roseman, Anne Pruitt, and Adrian Tait. Staff members present included Interim Town Manager/Human Resources Director Dale Presnell, Town Clerk Nicole Harmon, Grants Coordinator/Communications Laney Wise, Public Works Director Todd Moody, Planning Director Jane Shook, Deputy Planning Director Brandon Wise, Finance Director Guy Miller, Sustainability and Special Projects Manager George Santucci, Police Chief Daniel Duckworth, Fire Chief Jimmy Isaacs (Remote), Advanced Planning Specialist Jessica Mitchell, and Town Attorney Allison Meade.

MOMENT OF SILENCE

A brief moment of silence was observed.

WORK SESSION

Councilmember Tait asked for consideration of a request from the Daniel Boone Native Gardens (DBNG) to install fencing along Horn in the West Drive. It was noted that DBNG had previously been approved to proceed with the installation, but that a decision regarding funding had not been made. Councilmember Tait reported that the proposed fence would be a black chain link design, with a total project cost of \$12,850. DBNG proposed contributing one-half of the cost and requested that the Town fund the remaining balance. Mr. Presnell noted that sufficient funds were available within the Council projects budget line to accommodate the request.

Councilmember Roseman stated that she did not support the fence, noting that the Gardens are located within a natural habitat and that the presence of deer should be expected. Mayor Pro-Tem Carter expressed support for the project, citing the organization's ongoing efforts to cultivate and maintain plantings and to provide educational opportunities to the public. Councilmember Pruitt also voiced support, emphasizing the importance of protecting the Gardens' plantings from wildlife damage.

Following a brief discussion, Councilmember Tait moved to provide funding for the DBNG fencing project in the amount of \$6,425, representing the Town's one-half share of the total project cost. Councilmember Pruitt seconded the motion.

VOTE: Aye: Tait, Pruitt, Carter
 Nay: Roseman
 Absent: George

Next, Public Works Director Todd Moody presented an item for discussion regarding the remaining funding for Horn in the West received from the North Carolina General Assembly. Mr. Moody advised that there may be surplus funds remaining and that staff had identified additional eligible improvements, including installation of a safety rail and repairs to the concession stand, which could be completed within the required timeframe. He noted that a change order would be brought forward for Council consideration in May, and that the project must be completed by June, or any unused funds would be returned to the State. Ms. Meade confirmed that the proposed improvements were consistent with the original funding authorization. Councilmember Roseman supported bringing the item back in May and emphasized the importance of addressing safety concerns. Mayor Pro-Tem Carter indicated support for the proposed improvements.

Mr. Moody also provided an update on the Bamboo Road improvement project, noting that NCDOT plans to include a multi-use path along Brookhollow Road. He advised that NCDOT would not assume maintenance responsibility for the path and indicated that, if the Town declined to maintain it, the path would be removed from the project scope. Mr. Moody stated that there would be no upfront cost to the Town, but that the Town would be responsible for ongoing maintenance and future repaving. He further noted that Watauga County had declined to assume responsibility for maintenance. Ms. Meade inquired whether maintenance responsibilities or costs could be split based on jurisdictional boundaries, to which Mr. Moody responded that he was uncertain but could discuss the matter with NCDOT and inquire whether the County would be willing to maintain its portion. Mayor Pro-Tem Carter suggested coordinating with the County Manager, and Mr. Moody agreed to initiate those discussions, noting that the matter required timely consideration, though no formal deadline had been provided.

Additional discussion included the possibility of engaging nearby residents, including those involved with the Harmony Lanes organization, to provide input to the County. Councilmember Roseman inquired whether the property could be annexed. Council members also discussed whether there were existing examples of shared maintenance responsibilities for greenway segments, with Mr. Moody noting that he was not aware of any. In response to a question regarding another NCDOT-installed greenway segment near New Market Center, Mr. Moody confirmed that the Town would also be responsible for maintaining that section.

Councilmember Pruitt presented a proposed scoring sheet for use in evaluating Outside Agency Funding (OAF) applications. Mayor Pro-Tem Carter expressed support for the tool, noting concerns following recent training that some applicants may misunderstand

OAF as a discretionary or unrestricted funding source. He emphasized that funding must be awarded in accordance with applicable statutory and constitutional requirements. Councilmember Roseman agreed, stating that the scoring sheet would help ensure a fair and consistent process and reduce the perception of awards being based on popularity.

Council members discussed whether limitations should be placed on the number of years an organization may receive funding. Mayor Pro-Tem Carter noted that such considerations must remain consistent with statutory authority. Councilmember Pruitt indicated that the relevant considerations had already been incorporated into the proposed scoring criteria. Ms. Meade advised that the Town may not make funding commitments beyond a single fiscal year. In response to a question from Councilmember Roseman regarding transparency, Ms. Meade noted that applicants are not required to be informed of the scoring methodology. Councilmember Pruitt stated that the scoring sheet should be used as a guiding tool rather than a strict formula. Council members expressed appreciation for Ms. Pruitt's work in developing the document. Ms. Meade further clarified that OAF decisions remain within Council's legislative discretion, and while a scoring tool may be helpful, each Council member retains the authority to evaluate applications independently.

Mayor Pro-Tem Carter reported that he and Mayor George have discussed implementing a Town-wide AI policy. He noted that they had met with Mr. Presnell to draft a policy on AI usage.

Mayor Pro-Tem Carter declared a break at 5:51 p.m. Council reconvened at 6:01 p.m.

TENTATIVE AGENDA ADOPTION

Councilmember Roseman made a motion to approve the agenda as presented. Councilmember Tait seconded, and the motion carried.

VOTE: Aye: Roseman, Tait, Pruitt, Carter
 Nay: None
 Absent: George

APPROVAL OF PROCLAMATIONS AND RESOLUTIONS

Councilmember Roseman read the following resolution into the record and expressed thanks to the Human Relations Commission for its help in drafting the document:

Sexual Assault Awareness Month Resolution

WHEREAS, since 2001, April has been federally observed as Sexual Assault Awareness Month (SAAM), calling attention to the facts that sexual violence is widespread and impacts all persons in one fashion or another, and

WHEREAS, the Town of Boone and its Council, the Mayor, employees, and citizens alike stand in solidarity to support all individuals who have experienced sexual assault of all kinds; and

WHEREAS, we acknowledge the people who have suffered criminal assaults, not limited to: rape, sexual assault, sexual harassment, sexual advancement, and sexual exploitations are currently at the statistics reported by National Sexual Violence Recovery Center (NSVRC 2023) 53% women, 29% men, 32.9% adults with intellectual disabilities, and 47% of transgender and non-binary people have been sexually assaulted at some point in their lives; and

WHEREAS, child sexual abuse is a reality of the world. More than (NSVRC 2018) 20% of the world's children will experience one form or another of sexual abuse by the age of 18; and

WHEREAS, young people, ages twelve to seventeen, experience a heightened rate of sexual assault at the hands of adults or older peers that they know; and

WHEREAS, online cyberbullying and harassment are becoming an increasingly used form of sexual assault and violence for all people across every spectrum, causing instant and widespread mental and emotional damage to its victims; and

NOW, THEREFORE, We, the Town of Boone government officials, will help reinforce our community support groups for sexual assault victims: Boone Police Department, OASIS, Sexual Assault Response Team (SART), and Domestic Abuse Response Team (DART), and others.

It is hereby resolved that April 2026 is observed as Sexual Assault Awareness Month by the Town of Boone Council and its Mayor, and we call on all of our fellow citizens to speak out against all forms of sexual assault and to help support our community in assisting victims of these crimes and help provide healing.

Adopted by vote of the Town Council on the 22nd day of April, 2026.

Dalton George, Mayor

ATTEST:

_____(SEAL)

Nicole Harmon, Clerk

Councilmember Tait read the following proclamation into the record:

**PROCLAMATION
TOURETTE SYNDROME AWARENESS DAY**

WHEREAS, Tourette Syndrome is an inherited neurological disorder that is characterized by involuntary physical and vocal tics that occur many times a day; and

WHEREAS, Tourette Syndrome is often accompanied by other mental health disorders such as attention deficit and obsessive-compulsive disorder, learning disabilities, and anxiety; and

WHEREAS, Tourette's syndrome and persistent tic disorders affect 1 in 50 children. More than 22,871 school-age children in the State of North Carolina alone are dealing with Tourette Syndrome, and although some of these cases are aided by medication, there is no standard treatment or known cure for the disorder; and

WHEREAS, there is an important need for more professional help with interest and expertise to identify, counsel, and treat people with Tourette Syndrome, a disorder that is often misdiagnosed and misunderstood; and

WHEREAS, positive actions to assist children and families living with Tourette Syndrome would result from a broadening of public and professional knowledge and acceptance of Tourette Syndrome; and

WHEREAS, the Tourette Association of America is actively providing services to families, educating medical professionals and teachers, and supporting research to better understand the signs and treatments of TS;

NOW THEREFORE BE IT RESOLVED that June 4, 2026, will be recognized as "Tourette Syndrome Awareness Day" in Boone, North Carolina, as a special day to promote understanding, compassion, and acceptance for all of our fellow citizens who deserve and need our support to break the stigma that surrounds Tourette Syndrome.

This the 22nd day of April, 2026.

Dalton George, Mayor

ATTEST:

_____(SEAL)
Nicole Harmon, Clerk

Councilmember Roseman made a motion, which was seconded by Councilmember Pruitt, to approve the following:

- Resolution – Sexual Assault Awareness Month
- Proclamation – Tourette Syndrome Awareness Day

VOTE: Aye: Roseman, Pruitt, Carter, Tait
 Nay: None
 Absent: George

PUBLIC COMMENT

Mayor Pro-Tem Carter read the public comment rules about emailed comments and asked speakers to limit comments to three minutes each.

Kelly Reid-Ashcraft, Executive Director of the Watauga Housing Council, addressed the Council regarding housing conditions in Watauga County. Mrs. Ashcraft stated that the organization's mission is to increase the supply of housing and spoke in support of proposed income-restricted housing developments currently under consideration. She presented data indicating that, as of 2026, approximately 66 percent of renters in Watauga County are considered cost-burdened. Mrs. Ashcraft noted a significant lack of available housing options for both renters and prospective homebuyers. She explained that affordability and availability remain the most critical housing challenges in the community, and that while these issues existed prior to Hurricane Helene, the storm has further exacerbated existing conditions. She further referenced a recent study indicating that Watauga County ranks as the least affordable county for housing in North Carolina.

Liz Mason, who resides in Blowing Rock but owns a home adjacent to the proposed site, stated that she has owned the property for approximately 12 years and that it borders the development on two sides. She noted that the property was zoned R-1 at the time of purchase, which was an important factor in her decision. While expressing support for the need for affordable housing, she indicated that she believes the

proposed project is not appropriate for the location. She stated that the surrounding neighborhood is residential in character, primarily consisting of single-story homes, and expressed concern that the proposed four-story development would significantly alter the area's character. She expressed additional concerns, including impacts on privacy, livability, and property values, as well as potential light pollution, increased traffic, and activity in parking areas. She urged Council to consider requiring the preservation of a natural buffer of mature trees, reducing the scale of the development, or identifying alternative locations for affordable housing.

Sean Morris, a Town of Boone resident, member of the Human Relations Commission, and Emergency Shelter Coordinator for Hospitality House, addressed Council in support of the proposed affordable housing development for 55+ residents. Mr. Morris highlighted the community's ongoing need for affordable housing, particularly for low-income elderly residents. He acknowledged concerns related to construction and changes in neighborhood character but noted that the community has historically struggled to meet its housing needs. He further stated that Wynnefield Properties has been a dependable development partner in previous projects he has been involved in and expressed support for moving the project forward.

Carolyn Ward, resident of Chestnut Drive, spoke in opposition to the proposed Chestnut Drive development, noting that she and others in the area have consistently voiced concerns since the project's initial presentation. She urged Council to carefully consider the scale of the project and its impact on the existing R-1 single-family neighborhood, which she described as modest and worth protecting.

Ms. Ward stated that the proposed building would be significantly larger than nearby structures, noting it would exceed the size of the Pinnacle Storage building by approximately 20,000 square feet and rise to over 53 feet in height at four stories. She expressed concern that the building's placement on elevated terrain would cause it to tower over adjacent homes, negatively impact viewsheds, and alter the visual character of the area. Her additional concerns included the proximity of the structure to neighboring homes, the scale and elevation of the associated parking area, and the overall effect of multiple large buildings in close proximity at a prominent entrance to the town.

Ms. Ward further expressed dissatisfaction with the developer's approach, stating that there had been little effort to revise the project to better align with the surrounding neighborhood and to include residents in the planning process. She referenced prior site disturbance, including tree removal, and indicated that remediation efforts had been minimal. While emphasizing that the neighborhood is welcoming and not opposed to affordable or age-restricted housing, she reiterated opposition to the scope and scale of the proposed development and what she described as a lack of responsiveness from the developer.

Ms. Ward suggested that the property could instead be rezoned or developed with smaller-scale residential uses, such as duplexes, townhomes, or one- to two-story structures, which would be more compatible with the surrounding area while still adding to the town's housing supply. She offered to participate in the planning process and encouraged Council to utilize the conditional zoning process as an opportunity for meaningful dialogue and refinement of the proposal. Ms. Ward concluded by urging Council to protect existing neighborhoods while continuing to pursue appropriate solutions to address housing needs.

Ava Gant, a social worker with Hospitality House, addressed Council in support of the proposed Wynnefield development. Ms. Gant emphasized the importance of fair and accessible housing, stating that the project would help address the community's housing crisis. She shared that a significant portion of the individuals she serves at the shelter would meet the eligibility criteria for the proposed housing.

Ms. Gant explained that many of her clients, particularly older adults, face increasing housing instability as they age, often due to the loss of support systems or the onset of health issues that limit their ability to maintain housing. She further noted that federal housing programs, including those administered by the U.S. Department of Housing and Urban Development (HUD), often prioritize families with children for housing vouchers, leaving many single adults and elderly individuals with limited options and reliant on shelter services.

While acknowledging community concerns related to development impacts, Ms. Gant stressed that the Chestnut Drive project represents a meaningful opportunity to provide stable housing for some of the community's most vulnerable residents and urged Council to consider its importance in addressing unmet housing needs.

Casey Maslow, OASIS Housing Program Manager, addressed Council in support of the proposed Wynnefield development. Ms. Maslow emphasized that the project represents more than a building, but rather an opportunity to provide stable housing for individuals seeking to remain within their existing community support systems.

Ms. Maslow shared that, over the past year, approximately 37 clients served through OASIS would have qualified for the proposed housing, with the majority experiencing a clear need for stable housing. It was noted that OASIS currently has only five apartments available to serve clients, highlighting the limited availability of resources.

In response to concerns that the development may serve individuals from outside the area, Ms. Maslow stated that there is sufficient local need within Boone to fully occupy the units. She concluded by noting that the project would serve a demographic that is

often overlooked and would provide meaningful benefits to vulnerable members of the community.

Joanne Puliatti, a resident of Chestnut Drive, addressed Council in opposition to the proposed development on her street. Ms. Puliatti stated that she believes the project is not appropriate for the location or the current time. She expressed concern that the proposed housing does not align with local income levels, noting that projected qualifying incomes exceed what many Boone residents earn. She urged Council to consider alternative uses for the property that would be more compatible with the surrounding neighborhood.

Sophia DeCamera, a graduating student at AppState, addressed Council in support of the proposed affordable housing developments. Ms. DeCamera stated that through her work with two housing-focused organizations, she has observed increasing difficulty for individuals to remain in the Boone community due to rising housing costs. She noted that many long-term residents are being priced out of the area despite their contributions to the community.

Ms. DeCamera referenced supporting data and emphasized that developments of this nature provide opportunities for individuals to remain in Watauga County and maintain community ties. She urged Council to consider the needs of vulnerable populations and to support the proposed projects.

Adelia Daly, representing Digital Watauga, addressed Council regarding the organization's work and impact. Ms. Daly explained that her responsibilities include scanning and rehousing archival materials, as well as managing the organization's website and social media platforms. She noted that these efforts have provided significant value to the community by preserving and increasing access to local historical resources.

Ms. Daly stated that Digital Watauga's collections are utilized by a wide range of users, including local businesses, writers, and private individuals seeking historical images and information. She emphasized that the project's impact has been substantial and continues to serve as an important resource for the community.

Ralph Lentz II, Vice President of the Watauga County Historical Society and a member of the Appalachian State University history faculty, addressed Council in support of the Digital Watauga staffing proposal. Mr. Lentz expressed appreciation to the Town of Boone for its continued support of both the Historical Society and Digital Watauga. He also thanked former Councilmember Plaag for his service to the community.

Bettie Bond addressed Council in support of Digital Watauga. Ms. Bond emphasized the importance of the project, noting that much of downtown Boone's revitalization and

cultural uplift has been supported by the availability of its historical resources. She stated that the work is ongoing and continues to provide value to the community, and expressed appreciation for the project's new location at the Post Office.

Virginia Williams, a resident of Chestnut Drive located across from the proposed development, addressed Council in opposition to the project. Ms. Williams stated that she supports the need for affordable housing in Boone, but believes this proposal is not appropriate for the location. She explained that she and her neighbors purchased or constructed their homes with the understanding that the area was zoned R-1 with associated deed restrictions, and that no commercial or large-scale developments would be introduced.

Ms. Williams expressed concern that the proposed four-story building would be incompatible with the surrounding one-story homes and would significantly alter the character of the neighborhood. She indicated that residents feel misled and disheartened by the scale and nature of the proposal. Ms. Williams urged Council to vote against the project based on its incompatibility with the neighborhood, rather than opposition to affordable or age-restricted housing in general.

Camille Zimmerman, a resident of Chestnut Drive, addressed Council virtually in opposition to the proposed development. Ms. Zimmerman expressed frustration with some of the characterization of neighborhood concerns, stating that her opposition is not rooted in wealth or aesthetics, but in practical impacts. She shared that she is unable to work due to health issues, resides with her mother, and expressed concern that the height and scale of the proposed building could block sunlight to her mother's home.

Ms. Zimmerman also questioned the income assumptions associated with the development, noting that the projected qualifying income levels do not reflect the financial realities of many elderly or disabled individuals in the community. She urged Council to consider these factors in evaluating the proposal.

REQUESTED APPEARANCES

Dr. Eric Plaag, Chairperson of the Digital Watauga Project, gave a brief presentation requesting funding to support the project's ongoing operations and to expand its coordination role.

For FY 2026–2027, the request totals \$30,000 and includes two components, including the continuation of \$6,000 in recurring support (previously provided since FY 2018–2019) to offset waived image fees and provide limited historical research for the Town, and \$24,000 to fund approximately 19 weeks of a senior technician to perform Digital Watauga Coordinator duties, including research support.

Dr. Plaag indicated that this request follows prior discussions of a hybrid Town Historian/Digital Watauga Coordinator position. He noted that after Ms. Meade determined that the position could not be structured as a Town employee, Digital Watauga was encouraged to submit a funding request through the Historical Society. He announced that the organization anticipates requesting funding in FY 2027–2028 for a full-time Historian/Coordinator position employed by the Historical Society, with an estimated annual cost of approximately \$75,000.

In addition to the funding request, Dr. Plaag stated that Digital Watauga will complete several projects at no cost to the Town during FY 2026–2027, including the Downtown Boone Walking Tour app and draft historic reports related to Daniel Boone Park and Ice House Alley.

Dr. Plaag reported that potential funding sources would include support from the Tourism Development Authority, adjustments to parking rates and residential permit fees, and contributions from Downtown Boone Development Association MSD funds.

Mayor Pro-Tem Carter expressed support for the organization's work and inquired about contributions from other local governments. Dr. Plaag indicated that the current request is focused solely on work performed for the Town of Boone, noting that he has not been approached by other municipalities and does not have the capacity to expand services at this time. He explained that approximately 60–70 percent of Digital Watauga's work is Town-related, and that while the organization's mission is countywide, the proposed coordinator position would primarily support Town needs. He added that if other jurisdictions wished to participate, an additional position would likely be required.

Dr. Plaag noted that Digital Watauga has previously requested funding from Watauga County without success, though the County has recently contributed to other historical initiatives. In response to questions regarding funding structure, he confirmed that the recurring \$6,000 request is effectively in lieu of services provided to the Town, and that while Digital Watauga has not recently done work for other municipalities, it does charge private entities for certain uses. He added that the Blowing Rock Historical Society has provided financial support, and that the organization otherwise relies on private donations and grant funding.

Councilmember Pruitt inquired whether the Town is the sole governmental funding source, to which Dr. Plaag confirmed that it is. Councilmember Tait noted the difficulty of assigning a monetary value to the organization's contributions but acknowledged their benefit to the community, particularly given the loss of other volunteer-based efforts during the COVID-19 pandemic. Councilmember Roseman commented on the importance of Digital Watauga and the Historic Preservation Commission in maintaining

the Town’s historical identity, while also expressing uncertainty about prioritizing the full request within the budget. She indicated comfort with the \$6,000 recurring request and the \$24,000 for the current fiscal year, but noted reservations about long-term funding commitments.

Dr. Plaag clarified that the request was not intended for immediate action and should be considered as part of the upcoming budget process. Mayor Pro-Tem Carter noted that the presentation had shifted his perspective and distinguished the \$24,000 request from other staffing considerations. Ms. Meade advised that any proposed funding sources discussed would need to be reviewed for legal compliance prior to implementation.

APPROVAL OF ITEMS ON THE CONSENT AGENDA

Upon a motion by Councilmember Roseman and seconded by Councilmember Pruitt, Council voted to approve the following items on the Consent Agenda:

1. Resolution – Endangered Species Day
2. Budget Amendments
3. Minutes
 - a. Town Council Special Meeting January 9, 2026 (Planning Retreat)
 - b. Town Council Regular Meeting April 8, 2026

VOTE: Aye: Roseman, Pruitt, Carter, Tait
 Nay: None
 Absent: George

.....

RESOLUTION Designating May 15, 2025, as “Endangered Species Day”

Whereas, plants and wildlife provide incalculable services for humankind, including health, cultural, economic, recreational, and spiritual benefits, among others;
Whereas, in the United States and around the world, thousands of species are recognized as at risk of extinction now or in the foreseeable future, and many more are experiencing declines in populations and future viability;
Whereas, the United States has prioritized the conservation and recovery of imperiled species by enacting the Endangered Species Act of 1973 and other landmark conservation statutes;
Whereas, conservation and protection efforts implemented under the Endangered Species Act of 1973 have successfully prevented the extinction of 99 percent of species designated as threatened or endangered;
Whereas, this year’s theme for Endangered Species Day is "Celebrating America’s Wildlife Comeback Stories," with iconic species like the Bald Eagle benefiting from recovery due to the ESA;

Whereas, North Carolina is home to a number of endangered and threatened species, all of which deserve to thrive in their native habitats;

Whereas Boone has been heavily invested in the restoration of waterways and conservation efforts, preserving habitat for threatened species like the Eastern Hellbender;

Whereas the protection and recovery of species under the Endangered Species Act of 1973 is a remarkable success that should be celebrated;

Now, therefore, be it resolved that the Town of Boone designates May 15th, 2026, as Endangered Species Day and encourages the Town and its citizens to work towards the conservation of endangered and threatened species everywhere;

Be it further resolved that the Town of Boone sends a copy to our U.S House Representative, Dr. Foxx, and Senators Tillis and Budd, showing appreciation for the federal tools provided for conservation;

Adopted by vote of the Town Council on the 22nd day of April, 2026.

Dalton George, Mayor

ATTEST:

_____(SEAL)
Nicole Harmon, Clerk

.....
Cultural Resources:

TO:	CR Boonerang	010-418-000-549139	\$167,578
FROM:	Boonerang-Contributions/Donations	010-000-000-482206	\$167,578

Explanation: Sponsorship money for Boonerang Music & Arts Festival.

Public Works:

TO:	Capital Outlay-Hunting Hills Bridge	010-600-403-574201	\$576,349.00
FROM:	NCDOT	010-000-000-448025	\$576,349.00

Explanation: North Carolina Department of Transportation reimbursement for Hunting Hills Bridge, Pay App 2.

Fire Department:

TO:	Capital Outlay-Large Trucks	051-451-000-573300	\$1,373,136.00
FROM:	Appropriated Fund Balance	051-451-000-499900	\$1,373,136.00

Explanation: Fire truck for Station 4.

Fire Department:

TO:	Station 4	010-411-000-575023	\$500,000.00
	Transfer to General Fund (Rural Fire)	051-451-000-598010	\$500,000.00
FROM:	Appropriated Fund Balance	051-451-000-499900	(\$500,000.00)
	Transfer from Rural Fire Tax	010-000-000-498051	(\$500,000.00)

Explanation: Transfer to cover expenditures for Station construction.

PLANNING MATTERS

Case A26-0066 Wynnefield Forward, LLC – The Villas at South Fork Conditional District Zoning Map Amendment

Deputy Planning Director Brandon Wise presented the above case and noted that the Planning Commission did not recommend approval. He provided clarification regarding vested rights associated with the previously approved development plan on the site. He explained that, pursuant to North Carolina Session Law 2025-97, any development approval that was valid as of September 25, 2024, is automatically granted a 12-month extension beyond its original expiration date. Mr. Wise advised that the prior plan for this site, approved in May 2024, met these criteria and would have otherwise expired in May of this year. As a result of the statutory extension, the vested rights for that approval now extend through May of 2027. He noted that this extension is based upon earlier legislation adopted in response to Hurricane Helene-related impacts.

Ms. Meade further clarified that this extension does not directly affect Council's decision on the current proposal under consideration. However, if the revised project is denied, the developer retains the right to proceed with the previously approved development during the extended vesting period. She noted that moving forward with the prior approval would primarily require obtaining building permits, which is a routine process.

Councilmember Roseman stated she was disheartened by suggestions that opposition to the project meant that she was opposed to affordable housing. She reaffirmed her support for affordable and age-restricted housing but emphasized her responsibility to protect established neighborhoods and the expectations of residents who purchased homes under existing zoning. She indicated her intent to vote against the proposal on that basis.

Councilmember Tait noted that while single-family housing has traditionally been prioritized, housing affordability has shifted, making homeownership increasingly unattainable for many. He acknowledged the site as a transitional area where residential development is appropriate but expressed concern that the revised four-story proposal was too large in scale relative to adjacent single-family homes. He stated he would vote against the current version but would have supported the previously approved, smaller-scale design.

Mayor Pro-Tem Carter requested clarification from the developer regarding changes and constraints related to Low-Income Housing Tax Credit (LIHTC) funding. The developer explained that the height difference between the three- and four-story versions was less than nine feet and that the revised plan reduced overall site disturbance, including approximately 2,500 fewer truckloads of soil removal, lower construction costs, reduced retaining walls, and preservation of approximately one-half acre of undisturbed land. Additional changes included the relocation of dumpsters, increased buffering, and improved visibility from Chestnut Drive. The developer stated that reverting to a three-story design would increase site disturbance and reduce preserved natural areas. He added that funding had been secured and that he planned to move forward.

Mayor Pro-Tem Carter expressed strong support for the project, stating that a vote against it would effectively be a vote against affordable housing. He noted that the Town has not approved a comparable affordable housing project in many years and emphasized the importance of providing housing for residents who contribute to the community but cannot afford homeownership. He stated his intent to vote in favor of the proposal, indicating that the relatively minor height difference did not outweigh the project's benefits.

Council next discussed potential design modifications, including the possibility of a flat roof to reduce overall height and adjustments to building orientation, buffering, and

parking placement. The developer indicated willingness to consider certain changes, including a flat roof design that would reduce the building height to near that of the previously proposed version, increased buffering, and further site adjustments to minimize impacts to neighboring properties.

Councilmember Pruitt reiterated that the decision before Council was not whether development would occur, but which version would proceed, noting that the developer retains the right to construct the previously approved project if the current proposal is denied.

Mayor Pro-Tem Carter reopened public comment to hear from Carolyn Ward, who requested additional mitigation measures, including reduced height, enhanced landscaping, and improved compatibility with the surrounding neighborhood, stating that earlier versions of the project were more acceptable. The developer responded by outlining efforts made throughout the process to address community concerns, including relocating access away from Chestnut Drive at significant cost, increasing buffers, adjusting site layout, and incorporating feedback from staff and stakeholders.

Councilmember Roseman made a motion that the proposed development is not consistent with the Town's comprehensive plan and any other adopted plan(s) of the Town that are applicable because of the following from Boone Next:

- Planning Principle 7: Support the town's established neighborhoods and new residential developments through neighborhood-level engagement and planning.
- Policy 1.2.1: Support Income-Restricted Housing: Support permanently affordable housing for low- and middle-income residents geographically located throughout the town. Prioritize permanent affordability, particularly for those at or below 60 percent of the area median income, through community land trusts, nonprofit ownership and management, the Housing Authority, town ownership, and restricted deeds and covenants. Consider programs that fund home improvements for low-income homeowners in exchange for the right of first refusal to purchase homes for affordable housing partners.
- Policy 1.2.5: Use Appropriate Transitions Between Different Scales and Intensities: Use appropriate transitions between different building uses and intensities by stepping down building heights and scale from areas allowing taller buildings to primarily residential neighborhoods.

This motion died for lack of a second.

Mayor Pro-Tem Carter made a motion that the proposed amendment to the Town's zoning map is consistent with the Town's comprehensive plan and any other adopted plan(s) of the Town that are applicable because of the following from Boone Next:

- Planning Principle 7: Support the town's established neighborhoods and new residential developments through neighborhood-level engagement and planning.
- Policy 1.2.1: Support Income-Restricted Housing: Support permanently affordable housing for low- and middle-income residents geographically located throughout the town. Prioritize permanent affordability, particularly for those at or below 60 percent of the area median income, through community land trusts, nonprofit ownership and management, the Housing Authority, town ownership, and restricted deeds and covenants. Consider programs that fund home improvements for low-income homeowners in exchange for the right of first refusal to purchase homes for affordable housing partners.
- Conditions including: flat roof, extra buffering, and larger trees as defined in the ordinance to buffer the site line along the entire Chestnut Street boundary, with the exception of ingress and egress.

The developers expressed agreement with the proposed conditions. Councilmember Tait seconded the motion.

VOTE: Aye: Carter, Tait, Pruitt
 Nay: Roseman
 Absent: George

Mayor Pro-Tem Carter made a motion to approve Ordinance 26-0066, including the above conditions, and that approval is reasonable and in the public interest because Boone needs affordable housing options so that people who want to live here can and so that older people can stay in their hometown instead of having to move away. Councilmember Pruitt seconded the motion.

VOTE: Aye: Carter, Pruitt, Tait
 Nay: None
 Abstain: Roseman
 Absent: George

Case A26-0067 Hemlock Ridge Trace Conditional District Zoning Map Amendment

Councilmember Roseman stated that this type of affordable housing is the kind she would like to support, noting that the location offers strong connections to the community, including proximity to existing businesses and access to the greenway.

Mr. Wise noted that the applicant requested a 4-year vesting period rather than 2 years and that the Planning Commission recommended approval.

Councilmember Roseman made a motion that the proposed amendment to the Town's zoning map is consistent with the Town's current comprehensive plan and any other

adopted plan(s) of the Town that are applicable, including the 4-year vesting period, because of the following from Boone Next:

- Policy 1.6.1: Support permanently affordable housing for low- and middle-income residents geographically located throughout the town. Prioritize permanent affordability, particularly for those at or below 60 percent of the area median income, through community land trusts, nonprofit ownership and management, the Housing Authority, town ownership, and restricted deeds and covenants. Consider programs that fund home improvements for low-income homeowners in exchange for the right of first refusal to purchase homes for affordable housing partners.
- Policy 1.6.3: Diversity Boone's Housing Options: Promote a variety of housing types as well as housing tenure options around Boone. While the town should continue to build single-family, townhome, and multifamily buildings, explore other types of well-designed and contextually compatible housing, such as quadplexes and small-scale multiplexes. The town can use creative tools, like zoning "opt-in" districts, to ensure additional densities come with public benefits like income-restricted units. Also, support alternative housing tenure options like the community land trust model and cooperative housing. Unless Boone's rugged terrain precludes it, consider the use of pre-approved blueprints to reduce construction costs while ensuring high-quality building designs and materials.
- Policy 4.4.3: Promote Smart Growth: Ensure new growth and development is fiscally balanced in the long run while directing more growth to areas with existing services and infrastructure. Some types of developments and land uses are necessary to the social needs of the town and do not necessarily directly improve the town's fiscal balance, such as recreation and cultural facilities or affordable housing. Encourage compact development that can be more efficiently served, especially as indicated on the Future Land Use Map.
- Policy 1.2.1: Build the Town for People: To the extent possible, the built environment should be human-scale and pedestrian-oriented rather than large-scale and auto-oriented. There are urban design characteristics that transcend eras, styles, and typologies that help to explain why Boone's beloved downtown makes human beings comfortable. Human-scale development is not defined by density, but instead by urban design that makes human beings comfortable and happy navigating streets, activity centers, and neighborhoods on foot. Human-scale built environments might consider terminating vistas at the end of streets or the width and frontage of new buildings.

Mayor Pro-Tem Carter seconded the motion.

VOTE: Aye: Roseman, Carter, Pruitt, Tait
 Nay: None
 Absent: George

Councilmember Roseman made a motion to approve Ordinance A26-0067 and believes approval is reasonable and in the public interest because it will allow income-based housing for multiple demographics in our community, which is a need in our town. Councilmember Pruitt seconded the motion.

VOTE: Aye: Roseman, Pruitt, Carter, Tait
 Nay: None
 Absent: George

Case A26-0073 Town of Boone (PW Facility) Satellite Annexation/Conditional District Zoning Map Amendment

Planning Director Jane Shook presented the above case and noted that the Planning Commission recommended approval. Ms. Shook noted a condition from the Planning Commission that had been placed in relation to the project's approval and added that the item did not need to be formally included as a condition of approval, as it would instead be treated as a deviation within the existing framework. Councilmember Roseman emphasized the importance of ensuring that a sidewalk is included as part of the project. Ms. Shook responded that NCDOT approval has not yet been obtained, and that installation may be deferred until a future project in the area moves forward.

Councilmember Tait made a motion that the proposed amendment to the Town's zoning map is consistent with the Town's current comprehensive plan and any other adopted plan(s) of the Town that are applicable because of the following from Boone Next:

- Policy 4.2.1: Maintain and Improve Levels of Service: As the population grows, ensure high quality services and infrastructure are maintained or improved. Support improvements especially within areas of need through strategic planning, community benefits agreements, bonds, and the capital improvements program.
- Policy 1.5.2: Guide Utility Service Extensions and Annexations Using the Utility Service and Annexation Criteria: Use the Utility Service and Annexation Criteria of this chapter to evaluate applications for annexation of lands into the town and extension of public utilities to new areas. These criteria serve as the primary guide for making annexation and utility extension decisions. The criteria provide a framework for ensuring decisions are made consistently and in accordance with the Comprehensive Plan. They are complemented by the Growth Management Tiers Map.
- Policy 1.1.1: Use the Future Land Use Map: Use the Future Land Use Map to guide development, growth, and conservation decisions.

Additionally, use the Focus Area Plans for more detailed policy direction within each of those areas.

Councilmember Roseman suggested a friendly amendment to include the following:

- The amendment is in alignment with the Growth Management Tiers map
- Planning Principle 1: Prioritize thoughtfully designed development of underutilized land within the town's existing built-upon areas over development of undeveloped land on the town's outer limits.
- Planning Principle 2: Emphasize quality design to create an attractive, inspiring public and private realm-architecture, streetscape, corridors, gateways, and edges-that is uniquely Boone.
- Planning Principle 3: Encourage compact, human-scale development that integrates a vertical mix of uses (residential, commercial, office, institutional, civic, etc.) and connects with existing developed areas.
- Policy 1.5.1: Manage Growth to Balance Protection of Community Character and Natural Areas While Directing Desired Growth to Identified Centers: The town will manage growth in a manner that balances the protection of community character and natural lands while accommodating future population. Change in the community will be carefully managed to protect critical natural lands, provide a variety of housing options for a diversity of households, support economic development, support fiscal balance, ensure adequate public safety services, and utilize growth patterns that support regional and local transit services. Lands within the town's current corporate limits are priorities for infill and redevelopment. New development areas contiguous with the town and in identified activity centers should be secondary priorities for development and ahead of areas outside centers.
- Goal 4.2: High Quality Public Services and Facilities: Boone will provide high quality public services and facilities that meet the needs of all Boone residents.

Councilmember Tait accepted this amendment, and Councilmember Roseman seconded the motion.

VOTE: Aye: Tait, Roseman, Pruitt, Carter
 Nay: None
 Absent: George

Councilmember Tait made a motion to approve Ordinance A26-0074 and believes approval is reasonable and in the public interest because building a new Public Works facility in this location will help maintain and improve Town of Boone services. Councilmember Roseman seconded the motion.

VOTE: Aye: Tait, Roseman, Pruitt, Carter
 Nay: None
 Absent: George

Councilmember Roseman made a motion to approve Ordinance 26-04 to extend the corporate limits of the Town of Boone – Town of Boone Satellite Voluntary Annexation. Mayor Pro-Tem Carter seconded the motion.

VOTE: Aye: Roseman, Carter, Pruitt, Tait
 Nay: None
 Absent: George

Case A26-0123 Signs, Phasing, Nonconformity – UDO Text Amendment

Councilmember Roseman made a motion that the proposed amendment to the Town's Unified Development Ordinance (UDO) is consistent with the Town's current comprehensive plan and any other adopted plan(s) of the Town that are applicable because of the following from Boone Next:

- Planning Principle 7: Support the town's established neighborhoods and new residential developments through neighborhood-level engagement and planning.
- Planning Principle 10: Encourage appropriate development to meet the town's urgent need for housing or other specific community needs by means of density bonuses or other mechanisms.
- Goals & Policies o Goal 1.2: Development True to Boone's Vision: Boone's development and redevelopment will enhance the best of the town's existing built environment and reinforce the vision set forth in this plan.
- Policy 1.2.2: Infill Development Enhances the Town: Infill development is important because it directs growth away from natural areas, but it must be done well. Infill development shall enhance and not detract from the building character of the town by replicating key elements of Boone's cherished historic design features (like building scale, proportion, setbacks, character) with high quality, pedestrian-oriented design and providing public goods like plazas, wide sidewalks, public art, and affordable spaces for living, artists, and small businesses. Rules for new development should avoid financially incentivizing displacement of vulnerable populations.

Councilmember Pruitt seconded the motion.

VOTE: Aye: Roseman, Pruitt, Carter, Tait
 Nay: None
 Absent:George

Councilmember Roseman made a motion to approve Ordinance A26-0123, and that approval is reasonable and in the public interest because the change will make the verbiage consistent with the Boone Next policy.

Councilmember Pruitt seconded the motion.

VOTE: Aye: Roseman, Pruitt, Carter, Tait
 Nay: None
 Absent:George

Mayor Pro-Tem Carter adjourned the meeting at 8:15 p.m. without objection.

Nicole Harmon, Clerk

Todd Carter, Mayor Pro-Tem



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Administration

Contact Phone # 828.268.6200

Date Submitted: April 15, 2026

Email: nicole.harmon@boonenc.gov

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Appointment and Seating of New Council Member

Summary of Information:

With Councilmember Plaag's resignation, one vacancy currently exists on the Town Council. After advertising in my usual venues, I have received three applications for Council's consideration (attached). Should Council choose to make an appointment, the selected individual will be sworn in and seated immediately following the appointment.

Print**Application for Appointment to the Town Council - Submission #7146****Date Submitted: 3/25/2026****Personal Information****Full Name***

Joan Ann Smyth

Home Address*

172 Cherrybrook Ln Boone, NC 28607

Email Address*

joansmyth1@gmail.com

Telephone*

9198151494

Have you been a resident of the Town of Boone for over 30 days?*☒ Yes☐ No

To ensure your address is located within the Town of Boone corporate limits, please visit the following website: [Boone, N.C. GIS](#)

Are you over the age of 21 years old?*☒ Yes☐ No**Please upload your most current resume/CV***

JSmythCV.pdf

Please upload a cover letter describing why you would like to serve on the Boone Town Council*

Smyth Town Council Cover Letter March 2026.pdf

Qualifications and Why You Are Interested in Serving on the Boone Town Council**Why are you interested in serving on the Boone Town Council? What is your overall vision for the Town of Boone?***

I am interested in serving on the Town Council because I am interested in helping Boone improve the town and better support our citizens. I have also worked with many municipalities during my career and understand the complex issues that the Council manages. As a consultant, I have assisted municipalities with engaging marginalized communities through Environmental Justice initiatives. I believe this experience could be useful to the Town. My overall vision for the town is to ensure the residents needs are supported, from affordable housing to parking with both short and long-term planning.

What are your qualifications for the position?*

As the Vice President of a company, I have extensive knowledge regarding budget management, identifying goals and setting forth tasks and strategies to achieve long-term goals. As both a Hydrogeologist and as a Professor, I have experience with discussing difficult and complex subjects in a manner that a lay person can understand as well as listening to and addressing clients/students/stakeholder concerns and problems.

What unique perspectives and experiences would you bring if appointed to the Boone Town Council?*

Having represented clients with utility development plans and water quality remediation plans before various Town Councils and Boards, I bring an understanding of how local government works. In my work preparing Environmental Justice Engagement Plans and during the implementation of those plans, I understand the importance of ensuring that a population is given the opportunity to speak, that their concerns are heard, and that their concerns are addressed with clear actions that they are invited to participate in.

What are your top 3 issues you would like to tackle if appointed to the Boone Town Council?*

Affordable housing and parking are serious issues in the town as well as ensuring development is strategic and keeps the goals and needs of the citizens in mind. I applaud the Council on their recent vote to prevent data centers for a year. I also believe in the power of community engagement. As such I would work on outreach to various civic organizations and to the University to engage people to assist the Town on various goals.

Are you familiar with the Town of Boone's Comprehensive Plan - Boone Next?*

☒ Yes

☐ No

[Boone Next \(Adopted June 25, 202\) \(PDF\)](#)

Rate your support for Boone Next (1 being not supportive at all and 10 being extremely supportive):*

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

☐ 7

☐ 8

☐ 9

☒ 10

Please explain your support for Boone Next.*

The Town needs an updated plan that supports the needs of the citizens. If a comprehensive plan is not developed and implemented, developers will chip away at any ordinance or zoning one variance at a time. A comprehensive vision that incorporates the needs of the citizens is necessary to ensure that development occurs in a manner in harmony with future plans and needs.

Previous Service on Town Boards and Commissions**Have you ever served on any Town board, commission, task force, advisory board, or committee?***

☒ Yes

☐ No

Name of Town board, commission, task force, advisory board, and/or committee and approximate dates of service

I was appointed by Governor Cooper and currently serve on the Board for Licensing of Geologists

Please briefly describe your experience and what was accomplished during your time.

We have implemented two initiatives since I was appointed to the Board, one is an outreach program to the universities in North Carolina that offer degrees in Geology to ensure that the students are properly prepared and eligible to take the Professional Licensure exams. The other is outreach to the membership to ensure they know what work the Board is currently engaged in.

If you are not appointed to the vacant Council position, would you be willing to serve on a committee? If so, which one(s)?*

Yes. The Sustainability Committee

[Town of Boone Boards and Commissions](#)

Thoughts and Ideas on Current Town of Boone Projects and Procedures

Currently, the Town of Boone is in the process of figuring out how to finance a new Public Works Facility. What are your ideas on how to finance large capital projects such as this?*

Funding large infrastructure projects typically relies on several funding mechanisms such as grants (with or without matching funds), municipal bonds and/or public-private partnerships. Grants that do not require repayment are obviously the best possible sources of funding. As an environmental consultant, I have applied for several infrastructure grants on behalf of my clients.

What ideas would you have to help expedite the needed public infrastructure projects (i.e. street and sidewalk improvement projects, utility projects, etc.) in the Town of Boone? Is there a project you think should be at the top of the list?*

I imagine funding is the biggest hurdle to expediting infrastructure projects. I think using grant funds to the greatest extent possible is probably the best way to expedite a project, or use Conditional Zoning to ensure that future development includes public infrastructure (sidewalks) as development occurs. One project I would like to see is parking infrastructure outside downtown with associated bus/shuttle service to alleviate parking and traffic issues in downtown.

Share what you think about public safety (Police & Fire) in our community and what you see as Town Council's role in providing public safety to our citizens and visitors.*

The Town Council is responsible for public safety within the town. This means the Town Council must act as the director of these services, ensuring qualified individuals are hired and providing guidance where needed to ensure public safety is managed in an equitable manner for the benefit of all citizens and visitors.

Do you support or oppose providing water and sewer to areas not subject to the Town's zoning regulations? Why or why not?*

I think this decision would need to be made on a case by case basis and would be determined by a variety of factors including the benefit the project provides to the Town versus the cost.

Do you support the implementation of Conditional Districts in the Town of Boone? Why or why not?*

I think Conditional Districts could be a useful tool to assist in alleviating the lack of affordable housing in Boone. Any tool that the Council can use to require low-income housing as a part of development should be implemented and used to alleviate this issue. However, as with any issue, the details of the proposal would dictate my final opinion on the matter.

What are your thoughts on the recent growth in the Town of Boone? What are your thoughts regarding the impact this growth has on the Town as a whole?*

Boone is situated to be a climate refuge as climate change exacerbates storm intensity and heat indices in lower elevations. Based on this, it is likely that growth will continue and will probably increase in Boone and Watauga County. It is likely that this growth will continue to affect the town with increased demands for services, increased storm response, and increased traffic and parking demands. This is why Boone Next and proper zoning are critical. They are the best tools for the town to use to manage the impact of this growth and it is important that these are implemented sooner rather than later.

In 2018 the Town Council adopted resolutions to reach climate neutrality in municipal operations by 2030, reach 100% use of clean, renewable energy in municipal operations by 2040, and to reach 100% use of clean renewables by the entire town by 2050. Do you support these resolutions and what sustainability initiatives should the Town pursue next? How would you support these initiatives?*

I fully support these resolutions. Given the small size of the Town, I think a sustainability initiative to make the town more bike friendly would be helpful to residents as many can, and would, ride to work if it were safer to do so. To support this and other initiatives I would work to build coalitions between the Town and various stakeholders to get their input and ideas to assist the town in meeting its goals.

Conflicts of Interest

Do you have any known or potential conflicts of interest (including membership in any organization, your employment, and the memberships and employment of any family member) that might arise if you are appointed? If so, please explain.*

No. My environmental consulting firm does not work with the Town (or the County for that matter) so I see no conflict there. I work at Appalachian State University, but again, I do not see that as a conflict so much as an opportunity to perhaps build coalitions with the Town.

I hereby certify that the foregoing answers are true, and that should I be appointed to the Town Council, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and recuse myself from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by myself or a member of my family, and other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature*

Joan A. Smyth

Date*

3/25/2026

09:45 PM

Joan A. Smyth, P.G., RSM

Boone, NC 28607

e-mail: joan@smithgardnerinc.com

Current Positions:

Vice President and Senior Hydrogeologist – Smith Gardner, Inc
Part-time Adjunct Professor of Geology, Department of Geological & Environmental Sciences, Appalachian State University

Citizenship: U.S. Citizen by birth

Education

B.S. Hydrogeology Northern Arizona University, Flagstaff, AZ - 1988

Research Interests

Research interests include contaminants of emerging concern and the nexus of science and environmental policy.

Employment

Dept. Geology and Environmental Sciences, Appalachian State University 2023 - Present

Smith Gardner, Inc. Raleigh, North Carolina 1194 – Present

ATEC Associates, Inc. Raleigh, North Carolina 1992 – 1994

International Technology Corporation Stratford, Connecticut 1989 - 1992

Awards

2012 Excellence in Site Reuse – U.S. EPA for work on the Hwy 321 Landfill Superfund Site, Cayce, South Carolina

Formal Teaching Experience (2023-present)

Appalachian State University

Geology Senior Seminar (GES 4210), Fall, 2023 - Present

- Developed new curriculum based on core competencies and skills needed for entering the workforce
- Focused curriculum on transferrable skills within the workforce
- Developed field trips to expand core skills knowledge
- Developed content to assist with job searches, resume preparation, interviewing and graduate school applications
- Critiqued students resumes to assist them with their job searches
- Provided insight on typical job search terms and what they mean in practical parlance
- Provided insight on salary ranges for entry level geologists
- Provided guidance on salary negotiations
- Prepared students for the business environment with practical tips and information
- Developed assignments based on common activities for working geologists to familiarize students with concepts they will likely need to develop in their career

Engineering Geology (GES 4705) laboratory Spring 2026

- Assisted students with Engineering Geology lab assignments including both physical soil characterization testing and mathematical evaluations

Hydrogeology (GES 4630) laboratory Fall 2025

- Revised Water Table Mapping lab to provide more accurate and up to date content
- Answered student questions and assisted them in lab completion as needed

IDS 3010 Guest Lecturer Fall 2025

- Prepared presentation for IDS 3010 class regarding the intersection of health-based criteria for emerging contaminants, evaluation of the impact of PFAS contaminants on Wastewater treatment plants in NC and discussed potential political actions based on non-scientific criteria

Water: Mountains to Sea (GES1104) laboratory, Fall 2023, Spring 2024, Spring 2025

- Provided editorial comments to improve lab continuity between lecture and other labs
- Provided updates for labs with conflicting information
- Answered student questions and assisted them in lab completion as needed

Environmental Change, Hazards and Resources (GES 1103) laboratory Fall 2024

- Developed presentations for the start of each lab to ensure students understand key concepts
- Answered student questions and assisted them in lab completion as needed
- Prepared revised mid-term and final test content based on changing lab schedule due to Hurricane Helene

Appalachian State University AEG Student Chapter

- Developed student engagement for a student chapter of the Association of Environmental and Engineering Geologists
- Gauged student interest
- Assisted students with preparation of a chapter Constitution
- Taught students about the various officer positions the chapter might have and assisted them in voting on officer positions and personnel
- Taught students Robert's Rules of Order
- Assisted the President with ideas for chapter activities
- Assisted the President with preparation of agendas
- Prepared all paperwork to create an Appalachian State University AEG club
- Prepared all paperwork to create an Appalachian State University AEG Student Chapter
- Arranged for working professionals to come speak to the club (Spring 2024)
- Continues to provide field trips to AEG chapter meetings to support student engagement in the chapters and connections with working professionals

Proposed Class – Applied Environmental investigations

- Developed a class to apply student knowledge toward an environmental site investigation
- Class will utilize student knowledge from a variety of prior coursework with the goal of understanding how this knowledge and the skills learned are applied to real-world problems

Consulting Hydrogeologist Experience (1989 – Present)

Smith Gardner, Inc. (1994 – Present)

- Vice President (2016 – Present)
- Board of Directors (2010 – Present)
- Corporate Secretary (1998 – Present)
- Sr. Marketing Director (2011 – Present)
- Senior Hydrogeologist (2008 – Present)
- Plans geologic and hydrogeologic investigations for a variety of sites across the southeastern U.S.
- Plans and performs assessments for emerging contaminants (such as 1,4 Dioxane and Per and Polyfluoroalkyl substances – PFAS) in groundwater, surface water and potable water at landfill facilities
- Performs and oversees geologic investigations to understand subsurface conditions that could affect contaminant migration at a variety of facilities throughout the southeast, including sites in the Coastal Plain, Piedmont and Blue Ridge physiographic provinces of North Carolina
- Performs and oversees aquifer testing including aquifer slug tests, aquifer step-tests, and 24-hour aquifer pumping tests
- Analyzes aquifer testing data using a variety of techniques including evaluation of data accuracy for site hydrogeologic evaluations
- Evaluates vertical and horizontal hydrogeologic gradients across a variety of facilities
- Plans, oversees and reviews 3-dimensional geologic modeling to evaluate subsurface conditions that might affect contaminant fate and transport
- Oversees the collection of water quality samples for contaminant evaluation
- Evaluates the interaction between groundwater contaminants and surface water bodies
- Researches and evaluates emerging contaminants on water quality at a variety of facilities
- Works with University laboratories for evaluation of PFAS contaminants in various media, including optimizing leaching tests for materials with no appropriate standard leaching procedures.
- Oversees geophysical investigations (both above ground and downhole)
- Utilizes geophysical investigation data to design groundwater monitoring networks in areas with unconsolidated sediment groundwater flow, fracture flow, and influence from diabase dikes
- Designs and installs water quality assessment monitoring networks to evaluate the horizontal and vertical extent of contaminant migration at a variety of facilities
- Evaluates various remedial techniques for impacted water quality and determined the appropriate remedial strategies that were technologically effective, cost effective and likely to produce desired results
- Assists with remedial system design and development
- Evaluates the effectiveness of natural attenuation as a water quality remedial strategy

- Designs and has installed bioremediation systems to address groundwater contamination at a landfill facility
- Oversaw remedial system design and installation at a large Superfund site in South Carolina
- Evaluated current PCB concentrations at a closed PCB landfill in Warren County and presented the findings of this investigation to the County Commissioners - https://www.warrenrecord.com/news/article_ff2ec4a4-91b5-11ed-994f-3bfa2fa5ed2d.html
- Utilized waste materials (tire chips) as part of a remedial action at a Superfund site in South Carolina that resulted in the reuse of all the scrap tires in South Carolina in 1997
- Was awarded the U.S. EPA's Excellence in Site Reuse award for my remedial action work at the Hwy 321 Superfund site in Cayce, South Carolina. This project included reuse of materials for remedial action, reuse of recovered water to ensure grass stabilization of slopes, reuse of the landfill area as the University of South Carolina Gamecock Golf team practice facility
- Planned and led numerous public meetings to share information regarding water quality, plans for remedial strategies, or plans for site development
- Presented summaries of reports, remedial strategies and budgetary needs to a variety of public entities such as County Commissioners, etc.
- Interviews, hires, and trains junior staff including geologists and environmental scientists on concepts and tasks needed for environmental consulting including drilling/well installation, soil, and water sample collection, data collection, management and evaluation, project planning and management, budgeting and client interaction
- Evaluated numerous sites for landfill gas migration in the subsurface
- Planned and performed landfill gas migration assessments onto off-site properties including in neighboring home basements for a highly publicized project <https://spectrumlocalnews.com/nc/triad/news/2015/06/5/winston-salem-expands-methane-testing-around-bowman-gray-stadium>
- Prepared information for negotiations for Brownfield property transfer
- Designed and oversaw the installation of landfill gas remediation systems to prevent off-site migration of landfill gasses
- Assisted the NCDEQ in preparation of their Landfill Gas Monitoring Guidance (2010)
- Evaluated aquifer characteristics for the design of an approximately 120-acre landfill underdrain system constructed to lower the aquifer. This project included:
 - performing and overseeing several aquifer pump tests,
 - 2-dimensional aquifer modeling,
 - preparing documentation proving the effectiveness of design,
 - overseeing construction of the underdrain system,
 - installing monitoring wells to monitor water table elevation changes after installation; and
 - preparation of final documentation proving model accuracy.
- Long-term evaluation of the underdrain system comparing actual water table elevations versus the modeled potentiometric surface, which indicates continued model accuracy
- Evaluated aquifer conditions around a paper mill wastewater pond for a project that involved dewatering a portion of the pond to construct a landfill for paper mill sludge

- Prepared site conceptual models for a variety of facilities across North Carolina
- Provided data, guidance and management for preparation of a Three-Dimensional hydrogeologic model prepared by others for a project site conceptual model
- Evaluated and revised groundwater and surface water monitoring networks for solid waste facilities across the Southeast
- Planned and performed assessment investigations for the North Carolina Department of Environmental Quality (NCDEQ) for pre-regulatory landfills across the state and prepared initial remedial strategies for each site
- Assisted the NCDEQ in their review of solid waste management rules to evaluate how to improve the rules to meet regulatory intent
- Served as consultant to the Coal Ash Management Commission to assist in their ability to regulate the assessment and remediation of coal ash facilities in North Carolina
- Prepared a protocol for evaluation of natural attenuation of inorganic metals for the Coal Ash Management Commission
- Served as Health and Safety officer for the company (1994 – 2004)
- Performs site specific safety assessments for various projects
- Performed water quality monitoring at dozens of facilities across North and South Carolina
- Performed water quality data evaluation and project planning
- Performed client liaison for a variety of public and private sector clients
- Prepared statements of qualification to obtain new projects for a variety of industrial sectors
- Oversaw marketing consultants who assisted our firm with rebranding
- Created branding documents and items for marketing purposes
- Prepares annual budgets for clients
- Plans project site work on an annual basis including all environmental compliance events and deadlines
- Prepares comprehensive Site Hydrogeologic reports and Design Hydrogeologic Reports for NCDEQ review and approval for permitting solid waste facilities across North Carolina
- Prepares semi-annual water quality reports for solid waste facilities across North Carolina for NCDEQ review
- Oversaw implementation of a new water quality database for management of over 30 years of water quality data for dozens of solid waste facilities across North Carolina
- Assisted facilities that accepted waste from Chemours to evaluate the potential impact of that waste stream to groundwater quality
- Performed special waste evaluations for clients to determine if a waste stream is hazardous or can be accepted at a Subtitle-D municipal solid waste landfill
- Performed brownfield soil evaluations to determine if the soils were acceptable to be disposed in a land clearing and inert debris landfill
- Retained by Marshall Dennehey Warner Colman Goggin –Lobar Inc., vs. County of Lycoming (assisted expert witness) – March 2022
- Retained by RivkinRadler group vs. Duke Energy (assisted expert witness) – 2019 – 2020 – prepared rebuttals of opposing counsel's expert opinions which included evaluations of facility operations from the 1950s to present as well as regulatory requirements for various aspects of operations during that time

- Retained by RivkinRadler group vs. AEP (participated in mediation) – July – August 2020 – reviewed historical site operations and regulatory requirements from initial site operations through the early 1990s
- Retained by USDOJ - Emhart Industries, Inc. vs. United States, Et. Al. (Counterclaim) 2014 USDOJ Centredale (assisted expert witness). Outcome in favor of USDOJ – assisted in preparation of a rebuttal of opposing counsel's expert and assisted USDOJ expert with testimony preparation
- NC Department of Transportation Turnpike Authority vs. Greenway Waste Solutions of Apex, LLC, Wells Fargo Bank, NA (Testimony – accepted in court as an expert) – 2013 Highway Condemnation Case Settled for \$1.2M
- Retained by Wyrick Robbins Yates & Ponton, PC, testifying as a fact witness for Waste Industries USA, Inc. v. State of North Carolina and North Carolina Department of Environment and Natural Resources (NCDENR); 2010 – North Carolina Superior Court – Deposition – outcome in favor of NCDENR.
- Representative for the U.S. Environmental Protection Agency and the Department of Protection of Natural Resources (DPNR) for an industrial remedial action on St. Croix which includes reviewing and ensuring site investigations are conducted by the regulated entity in accordance with the site Consent Decree
- Reviewed hydrogeologic site conceptual model for an industrial site in St. Croix
- Prepared hydrogeologic cross-sections for site conceptual model
- Reviewed aquifer pump test data performed by others and provided comments on deficiencies
- Assisted in the evaluation of the interaction of groundwater contamination with surface water as the groundwater discharged into an industrial shipping channel
- Assisted in the geochemical evaluation of groundwater samples at an industrial facility with inorganic chemical impacts
- Representative for U.S. DOJ and DPNR for solid waste permit application review for the Anguilla landfill on St. Croix
- Representative for the New Mexico Environment Department – reviewed a solid waste permit application on behalf of the department
- Performed industrial impoundment annual audits to evaluate the condition of impoundment levees and reported items for repair prioritized by severity to the industrial client

ATEC Associates, Inc. (1992 – 1994)

- Planned and performed geologic investigations for underground storage tank facilities across North Carolina
- Planned and performed aquifer testing at underground storage tank facilities across North Carolina
- Installed groundwater monitoring wells into shallow and deep aquifers (both Type II and Type III installations)
- Analyzed aquifer slug and pumping test data to evaluate hydrogeologic conditions
- Oversaw removal and replacement of underground storage tanks and gasoline station facilities across North Carolina
- Performed soil testing to evaluate effectiveness of source removal for leaking underground storage tanks
- Designed groundwater remediation systems including “pump and treat” with packed air stripper, and aeration tray systems

- Designed and oversaw installation of air sparging systems
- Oversaw installation of groundwater remediation systems
- Performed and oversaw operation and maintenance of groundwater remediation systems
- Performed and managed all aquifer Modflow™ modeling for the Southeast Region
- Prepared and managed budgets for various projects
- Trained field personnel
- Prepared hydrogeological investigation reports for regulatory review and approval
- Prepared contaminant fate and transport evaluation reports for various underground storage tank facilities
- Prepared potentiometric surface maps and managed water quality and elevation data for a variety of sites across North Carolina

International Technology Corporation (1989 – 1992)

- Planned and oversaw drilling and well installation at underground storage tank facilities
- Planned and oversaw drilling and well installation at petroleum bulk storage facilities
- Performed petroleum remediation system operations at two bulk storage facilities in Brooklyn, NY including over 200 petroleum recovery wells
- Prepared potentiometric surface maps for a variety of facilities in Connecticut and New York
- Prepared drilling soil boring logs
- Evaluated remedial strategies for groundwater remediation
- Designed groundwater remediation systems
- Managed water quality data for dozens of sites for routine monitoring
- Performed water quality sample collection and data evaluation
- Met with clients to discuss project needs, budgets and results

Service:

Board for the Licensure of Geologists (Appointed by Governor Cooper July 2024 – Present)

- Reviews applications to take the Fundamentals of Geology (FG) Exam and the Professional Geologist (PG) Exam
- Reviews complaints against licensed geologists
- Reviews applications for Continuing Education Credits
- Reviews Board financial documents and expenditures
- Review legal documents along with periodic review of existing rules
- Manages/participates in other board business

Association of State Boards of Geology Council of Examiners Subject Matter Expert (2022 – Present)

- Reviews FG and PG exams prior to spring and fall examinations for content accuracy and appropriateness
- Reviews FG and PG examinations after administration in conjunction with applicant comments for content accuracy and appropriateness
- Designs questions for the FG and PG exam

- Reviews questions prepared by other hydrogeologists for inclusion in the question bank for both tests

Association of Environmental and Engineering Geologists (AEG) – AEG ASBOG Liaison (Sept 2022 – 2025)

- Serve both the AEG and ASBOG Board as a point of communication between the two organizations to ensure the coordinated efforts to support the field of geological sciences
- Assist leadership in both organizations to understand current activities of each group and coordinate activities where beneficial

Solid Waste Association of North America Landfill Liquids PFAS Focus Group (Sept 2020 – Present)

- Serve on the subcommittee within SWANA to ensure membership and leadership are informed of the latest advances/regulations (globally) regarding PFAS constituents
- Assemble and maintain a library of information regarding PFAS research for the organization

Professional Society Memberships

Association of Environmental and Engineering Geologists (AEG),
Solid Waste Association of North America (SWANA)

Publications and Presentations: Joan A. Smyth

2025

Smyth, Joan A. *PFAS in Landfill Leachate and Wastewater Treatment Plant Discharges, OR Diet Coke and the Illusion of Progress*, Appalachian State University, October 30, 2025

Smyth, Joan A., Murray, Jeffrey, Cooper, Ivan et. al. *PFAS Roundtable Discussion*, SWANA Region Six Conference Chattanooga, TN, September 11, 2025

2024

Smyth, Joan A. *PFAS in Biosolids* NC SWANA 2024 Fall Conference, Sept. 9, 2024

2023

Smyth, Joan A. *Emerging Contaminants and You* Appalachian State University Colloquium Seminar Sept. 29, 2023

Smyth, Joan A. *PFAS: Who Will Take My Leachate?* AEG Annual Fall Conference September 22, 2023

Smyth, Joan A. *PFAS Treatment Alternatives* NC SWANA PFAS Roundtable Nov. 17, 2023

2022

Smyth, Joan A. *Non-PFAS Emerging Contaminants: What's Next?* NC SWANA Fall Conference October 26, 2022

Smyth, Joan A. *PFAS and the Body Or: Why Regulate PFAS?* NC SWANA Fall Conference October 26, 2022

2021

Smyth, Joan A. *1,4 Dioxane: What Do We Know?* AEG Webinar January 26, 2021

Smyth, Joan A. *1,4 Dioxane: What Do We Know?* NC SWANA Conference October 26, 2021

2018

Smyth, Joan A. *Post-Closure Monitoring – Can We Be Done Yet?* SC SWANA Spring Conference, Pawleys Island, SC. May 08, 2018

2017

Smyth, Joan A. *Landfills and Groundwater: A Case Study of Impact in North Carolina* SC SWANA May 10, 2017

2016

German, Madeline and Smyth, Joan A. *Landfills and Groundwater: A Case Study of Impact in North Carolina* AEG Annual Meeting Sep 22, 2016

2013

Smyth, Joan A. *Re-use and Recycle – The Basis for Landfill Closure, Remediation and Redevelopment* SWANA Quad-State Conference, Myrtle Beach, South Carolina Aug 29, 2013

2009

Smyth, Joan A., P.G. *Groundwater Standards: How Are They Determined?* 2009 NC SWANA Conference Apr 14, 2009

2008

Smyth, Joan A. and Stacey A. Smith. *Passive Aquifer Mining for Landfill Expansion* Wessex Institute of Technology, Waste Management Conference 2008, Granada, Spain Jun 03, 2008

and $\mathcal{H}^1$ is the Hausdorff measure of dimension 1. The first term on the right-hand side of (2.1) is the energy of the field $\mathbf{E}$ and the second term is the energy of the field $\mathbf{B}$.

Let $\mathbf{E}$ and $\mathbf{B}$ be a solution of (2.1) in $L^2(\mathbb{R}^3; \mathbb{R}^3)$. Then, by (2.1), we have $\mathbf{E} = -\nabla \phi$ and $\mathbf{B} = \nabla \psi$ for some scalar functions ϕ and ψ . The energy of the field $\mathbf{E}$ is then given by

$$\int_{\mathbb{R}^3} |\mathbf{E}|^2 dx = \int_{\mathbb{R}^3} |\nabla \phi|^2 dx = \int_{\mathbb{R}^3} |\nabla \psi|^2 dx = \int_{\mathbb{R}^3} |\mathbf{B}|^2 dx.$$

Therefore, the energy of the field $\mathbf{E}$ is equal to the energy of the field $\mathbf{B}$. This is the first part of the proof. The second part of the proof is to show that the energy of the field $\mathbf{E}$ is finite. This is done by showing that the energy of the field $\mathbf{B}$ is finite.

Let $\mathbf{E}$ and $\mathbf{B}$ be a solution of (2.1) in $L^2(\mathbb{R}^3; \mathbb{R}^3)$. Then, by (2.1), we have $\mathbf{E} = -\nabla \phi$ and $\mathbf{B} = \nabla \psi$ for some scalar functions ϕ and ψ . The energy of the field $\mathbf{E}$ is then given by

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March 25, 2026

Mr. Dalton George
Mayor
Town of Boone
567 W. King St
Boone, NC 28607

RE: Application for Appointment to the Town Council

Dear Mr. George:

I am writing to express my interest in being appointed to Boone's Town Council. I am a licensed professional hydrogeologist with over 30 years of experience as an environmental consultant. During my years as a consultant, I have worked with a variety of municipalities on their infrastructure (solid waste landfill facility) development plans and permitting. In that role, I have worked within a strict regulatory framework to prepare solid waste facility permits as well as Special Use zoning requests on behalf of my clients.

I have also worked with municipalities to identify marginalized communities and engage those communities in ways that ensure they can voice their concerns about various projects and that their concerns are addressed by the municipality in meaningful ways. In this role, I frequently communicate complex issues in ways that a lay person can understand.

I also currently work as a part-time adjunct professor at Appalachian State University in the Geologic and Environmental Sciences Department. In this capacity I teach students both introductory and advanced courses, including a senior capstone class.

I am currently serving on the North Carolina Board for the Licensing of Geologists. In this role, I work with the Association of State Boards of Geology (ASBOG) to ensure qualified candidates are approved to sit for the geology licensing exams. I have also worked with the Board on an outreach initiative to the universities in North Carolina with geology degrees to ensure the students are being properly prepared to meet the requirements for licensure.

I am interested in serving on the Town Council because I would like to assist the town in their long-term planning for the future in ways that address the short-term needs of the citizens for items such as affordable housing. I am also passionate about coalition building and would seek to engage stakeholders in a manner that supports the Town and the Council's goals. Ultimately, I would like to use my skills to help the town address its challenges to benefit of the citizens.

Thank you for your consideration.

Sincerely,

Joan A. Smyth, P.G. RSM

Print**Application for Appointment to the Town Council - Submission #6870****Date Submitted: 4/27/2026****Personal Information****Full Name***

Donald Allen Cox Jr

Home Address*

270 Brookside Dr

Email Address*

don@baldguybrew.com

Telephone*

8284062021

Have you been a resident of the Town of Boone for over 30 days?*☒ Yes☐ No

To ensure your address is located within the Town of Boone corporate limits, please visit the following website: [Boone, N.C. GIS](#)

Are you over the age of 21 years old?*☒ Yes☐ No**Please upload your most current resume/CV***

Will provide CV and Cover Letter on 02.04.2026.pdf

Please upload a cover letter describing why you would like to serve on the Boone Town Council*

Will provide CV and Cover Letter on 02.04.2026.pdf

Qualifications and Why You Are Interested in Serving on the Boone Town Council**Why are you interested in serving on the Boone Town Council? What is your overall vision for the Town of Boone?***

Over the past 25 years as CEO of Bald Guy Brew Coffee Roasting Company, I have had the privilege of serving individuals, local businesses, and nonprofits by providing quality organic coffee. Through these relationships, I've come to deeply appreciate that Bald Guy Brew exists because of the residents of Boone and Watauga County—not the other way around. This community's strength, generosity, and resilience have reinforced my commitment to give back to the town that has given so much to me and my business.

What are your qualifications for the position?*

While I have not previously held elected office, my 25 years leading Bald Guy Brew have equipped me with directly applicable skills: resilience, disciplined execution, fiscal responsibility, and the ability to evaluate situations and pivot when needed.

As a business owner and resident, I understand the growth we are experiencing and the challenges we face. I bring practical problem-solving ability, common sense, and a genuine commitment to collaborative decision-making.

Most importantly, I'm willing to listen, learn, and work alongside fellow council members and residents to pursue what's best for Boone.

What unique perspectives and experiences would you bring if appointed to the Boone Town Council?*

I bring a small business owner's perspective on how town decisions impact job creation, operating costs, and economic vitality. For 25 years, I've balanced growth with sustainability and fiscal responsibility—experience directly relevant to Boone's challenges today.

I've built teams made up of local residents, mentoring young people through high school and college. I don't want our young people to leave after graduation—I want them to stay and thrive here, building careers and lives in Boone, not just passing through.

What are you top 3 issues you would like to tackle if appointed to the Boone Town Council?*

Traffic Safety and Infrastructure: Boone's growth has created significant traffic challenges that directly impact resident safety, particularly for cyclists and pedestrians. I want to work on practical solutions that balance our growing population with the safety of all who navigate our roads.

Community Integration and Support: Having lived in Mexico for three years and being bilingual, I understand the importance of building strong bridges between our Latino community and long-time residents. Hurricane Helene demonstrated both our community's resilience and our need for better support systems. I'm committed to enhancing these relationships and ensuring all residents feel valued and connected.

Local Economic Development and Job Security: I want to support policies that help local businesses thrive so our residents—especially young people—can build careers here rather than leaving after college. Strong local businesses create the jobs that keep families in Boone and build the tax base that funds our community needs.

Are you familiar with the Town of Boone's Comprehensive Plan - Boone Next?*

- ☒ Yes
☐ No

[Boone Next \(Adopted June 25, 2022\) \(PDF\)](#)

Rate your support for Boone Next (1 being not supportive at all and 10 being extremely supportive):*

- | | |
|----------------------------|--|
| ☐ 1 | ☐ 6 |
| ☐ 2 | ☐ 7 |
| ☐ 3 | ☐ 8 |
| ☐ 4 | ☐ 9 |
| ☐ 5 | ☒ 10 |

Please explain your support for Boone Next.*

I fully support the Boone Next Comprehensive Plan because it addresses my core priorities: supporting local businesses, creating quality jobs so young people can stay and thrive here, tackling affordable housing challenges that affect our workforce, and improving transportation safety. The plan's approach to responsible growth—managing our limited space thoughtfully while preserving what makes Boone special—reflects the same balance between sustainability and vitality I've practiced in business for 25 years. It provides a solid framework for the Boone I want to help build.

Previous Service on Town Boards and Commissions

Have you ever served on any Town board, commission, task force, advisory board, or committee?*

☒ Yes

☐ No

Name of Town board, commission, task force, advisory board, and/or committee and approximate dates of service

Please briefly describe your experience and what was accomplished during your time.

If you are not appointed to the vacant Council position, would you be willing to serve on a committee? If so, which one(s)?*

Even though it is not active, the Human Relations Committee caught my attention.

[Town of Boone Boards and Commissions](#)

Thoughts and Ideas on Current Town of Boone Projects and Procedures

Currently, the Town of Boone is in the process of figuring out how to finance a new Public Works Facility. What are your ideas on how to finance large capital projects such as this?*

The need for a new Public Works Facility is real, especially as our infrastructure demands grow with the town. I don't claim to have all the answers on financing large capital projects, but I believe we need to look at multiple funding sources and review all the options, and work toward fiscally responsible decisions that balance what we need now with our long-term financial health.

What ideas would you have to help expedite the needed public infrastructure projects (i.e. street and sidewalk improvement projects, utility projects, etc.) in the Town of Boone? Is there a project you think should be at the top of the list?*

To move infrastructure projects forward, I'd focus on work that solves multiple problems at once—bike lanes that improve safety and support our climate goals, or sidewalks that help pedestrians and drive foot traffic to local businesses.

Share what you think about public safety (Police & Fire) in our community and what you see as Town Council's role in providing public safety to our citizens and visitors.*

I have the highest respect for our public safety professionals. When our business experienced a seven-alarm fire in Valle Crucis, both our fire department and law enforcement demonstrated exceptional dedication—from emergency response to the persistent investigation that brought accountability.

The Town Council's role is to ensure our public safety departments have the resources, training, and support they need to protect residents and visitors effectively. This means responsible budgeting for equipment, staffing, and competitive compensation to retain experienced professionals.

Do you support or oppose providing water and sewer to areas not subject to the Town's zoning regulations? Why or why not?*

I understand the frustration with this issue—I experienced it firsthand under the old ETJ system, where my business paid for services and followed regulations without receiving full town benefits. That said, I'm open to extending water and sewer to areas outside town limits if there's a well-thought-out plan that ensures fairness.

Do you support the implementation of Conditional Districts in the Town of Boone? Why or why not?*

Yes, I support Conditional Districts. This approach lets the Town Council work with developers on a case-by-case basis to ensure projects address their impacts on traffic, infrastructure, and our community. As a business owner, I appreciate flexibility, but we need tools to protect what makes Boone special while allowing responsible growth. Conditional Districts provide that balance.

What are your thoughts on the recent growth in the Town of Boone? What are your thoughts regarding the impact this growth has on the Town as a whole?*

Our recent growth has strained our infrastructure, and we need to work strategically with Appalachian State University to address these challenges. The University is integral to Boone's identity and economy, but we must collaborate on proactive planning around traffic, housing availability, and infrastructure improvements that minimize negative impacts while allowing both the town and the University to thrive together.

In 2018 the Town Council adopted resolutions to reach climate neutrality in municipal operations by 2030, reach 100% use of clean, renewable energy in municipal operations by 2040, and to reach 100% use of clean renewables by the entire town by 2050. Do you support these resolutions and what sustainability initiatives should the Town pursue next? How would you support these initiatives?*

Yes, I support these resolutions. As a business owner, I've demonstrated my commitment by delivering over 5,000 pounds of coffee by bike over the years. The Town should prioritize infrastructure that makes sustainable practices practical.

I would support these initiatives by advocating for policies that help local businesses adopt renewable energy, reduce waste, and source locally to cut transportation emissions. The key is balancing environmental goals with economic viability, ensuring our sustainability efforts strengthen rather than burden our community.

Conflicts of Interest

Do you have any known or potential conflicts of interest (including membership in any organization, your employment, and the memberships and employment of any family member) that might arise if you are appointed? If so, please explain.*

No

I hereby certify that the foregoing answers are true, and that should I be appointed to the Town Council, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and recuse myself from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by myself or a member of my family, and other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature*

Donald A Cox, Jr

Date*

4/27/2026

11:19 AM

To the Boone Town Council Selection Committee:

I am submitting my name for consideration to serve on the Boone Town Council because my 20+ years of business leadership, deep community roots, and commitment to collaborative problem-solving position me to contribute meaningfully to our town's future.

As COO of Bald Guy Brew Coffee Roasting Company, I've learned an essential truth: my business exists because of the residents of Boone and Watauga County—not the other way around. This community's strength became clear after our seven-alarm fire in Valle Crucis, when neighbors, businesses, and first responders rallied behind us. That experience reinforced my commitment to give back to the town that has given so much to me.

I bring practical experience in fiscal responsibility, team building, and balancing growth with sustainability—challenges Boone faces today. I've built teams made up of local residents, mentoring young people through high school and college. My priority is creating a Boone where the next generation can stay and thrive, not just pass through.

I'm passionate about traffic safety and infrastructure, community integration, and supporting local economic development—priorities that align with Boone Next. I support responsible growth that preserves what makes our community special while addressing affordable housing, transportation safety, and infrastructure challenges.

I don't claim to have all the answers, but I'm committed to asking tough questions, listening to all voices, and working collaboratively toward fiscally responsible decisions that serve our entire community.

I would be honored to serve Boone in this capacity.

Respectfully,

Donald Allen Cox, Jr.

CV

DONALD ALLEN COX, JR.

270 Brookside Drive, Boone, NC ZIP 28607 | 828.406.2021 |

don@baldguybrew.com

EDUCATION

Trinity Episcopal School for Ministry, Ambridge, PA

Masters of Divinity — 1996

Focus: Cross-Cultural communication & adolescent development

Appalachian State University, Boone, NC

B.A. History — 1993

Areas of Concentration: European History

Minor: Religion

CERTIFICATIONS

Instructor Development Program, Specialty Coffee Association — 2016
- Present

Licensed Q Grader, Coffee Quality Institute — 2016 – Present

Authorized SCA Trainer, Specialty Coffee Association — 2017 –
Present

Premier Campus Accreditation, Specialty Coffee Association — 2017 -
Present

TEACHING EXPERIENCE

La Fundacion Eden- Costa Rica

Lecturer – "Coffee Evaluation and Coffee Defects" — 2017

Worked with the local farmers, agro-engineers, and ICAFE delegates to prepare green coffee for evaluation with a focus on improving quality.

Academy of Coffee Excellence - SCA Premier Campus

Assistant – "Foundations of Coffee Roasting, Level 1" — 2017

Assisted SCA Instructor Tod Arnette by teaching on Coffee Origins, overseeing practical exams for sample roasting and class schedule.

Topeca Instruments Division - SCA Premier Campus

Assistant – "Foundations of Coffee Roasting, Level 2" — 2017

Assisted SCA Instructor Ian Picco by preparing practical exams on

sensory evaluation and profile roasting. Co-taught on processing methods of green coffee at Origin.

Appalachian State University, Boone, NC

Assistant – WCOB "Supply Chain Management of Coffee - Costa Rica" — 2014-2016

Collaborated with Dr. Ken Corley on overall course structure. Provided logistical support, translation services, and in depth analysis of the supply chain of coffee in Costa Rica.

Appalachian State University, Boone, NC

Assistant – Appropriate Tech "Post Harvest Technology - Costa Rica" — 2015, 2016

Provided logistical support, translations services, and course structure for two separate groups to Costa Rica with a focus on applied technology for post-harvest processing.

TESM, Ambridge, PA

Lecturer – January Term "Understanding a Culture of Poverty" — 1997, 1998

Worked with Dr. Sam Wilson to provided logistical support and onsite meetings in Ciudad Juarez, Mexico.

RELATED EXPERIENCE

Bald Guy Brew Coffee Roasting Co., Boone, NC

COO — 2005 – Present

Provided oversight, managed accounts, and daily affairs for a wholesale/retail coffee roasting business.

Coffee Roasting Institute, Boone NC

Director & Lead Instructor — 2017 – Present

Director of North Carolina's first SCA Premier Campus offering students certificates in Sensory Evaluation, Coffee Roasting, Foundations of Coffee, and Green Coffee Buying.

PUBLIC SPEAKING & WORKSHOPS

2006 - Guest speaker: Cross-Cultural Communication & Leadership, University of the Martyrs, Nkozi, Uganda

2003 - Guest speaker: Leadership Development with Emerging Leaders from the Genocide, Kigali, Rwanda

2001 - Guest speaker: Southern Cone Leadership Gathering, Lima, Peru

1999 - Guest speaker: Developing a Vision for Change, Lima, Peru

LANGUAGES

English – native language

Spanish – speak fluently and read/write with high proficiency

Hebrew - read only

Greek – read only

Print**Application for Appointment to the Town Council - Submission #7355****Date Submitted: 4/29/2026****Personal Information****Full Name***

Anitra Ball

Home Address*

188 Summer Drive

Email Address*

anitraball@gmail.com

Telephone*

8284069430

Have you been a resident of the Town of Boone for over 30 days?*

- ☒ Yes
☐ No

To ensure your address is located within the Town of Boone corporate limits, please visit the following website: [Boone, N.C. GIS](#)

Are you over the age of 21 years old?*

- ☒ Yes
☐ No

Please upload your most current resume/CV*

A.Ball Resume 2026.pdf

Please upload a cover letter describing why you would like to serve on the Boone Town Council*

Cover Letter.pdf

Qualifications and Why You Are Interested in Serving on the Boone Town Council**Why are you interested in serving on the Boone Town Council? What is your overall vision for the Town of Boone?***

I love this Town. I want to be apart of making difficult decisions, while also supporting our local residents. Visibility and accountability are extremely important. Bringing diverse representation is also important to serving on this council. All perspectives are essential. Creating a safe place for residents is imperative.

What are your qualifications for the position?*

I was born and raised in Boone. I have been employed by Appalachian State for over 21 years. I feel I have a deep understanding of Institutional systems and the community. I feel I have a strong level of professionalism, communicatin skills. I can work along side anyone and maintain a respectful work environment. I feel I'm motivated by service and not status. I feel truly have the best interest of our town and residents in my heart.

What unique perspectives and experiences would you bring if appointed to the Boone Town Council?*

I have lived and worked in Boone for over two decades. I've seen the growth and also challenges that come with growth. I have engaged with people from many backgrounds and experiences over the years. I feel this has strenghtened my ability to listen, build relationships and advocate when necessary. I understnd the importance of making every voice be heard.

What are you top 3 issues you would like to tackle if appointed to the Boone Town Council?*

Low income family issues

Affordable senior living

Work to strengthen communication between the underrepresented communities and the Town Council

Are you familiar with the Town of Boone's Comprehensive Plan - Boone Next?*

☒ Yes

☐ No

[Boone Next \(Adopted June 25, 2022\) \(PDF\)](#)

Rate your support for Boone Next (1 being not supportive at all and 10 being extremely supportive):*

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

☐ 7

☒ 8

☐ 9

☐ 10

Please explain your support for Boone Next.*

I strongly support the goals of Boone. I feel it reflects the growth that we're trying to develop for our community. Growth is great but I also want to hear the voices and concerns of our local residents. We as a council will have to make sure we stay the course by making it about benefitting the community in a positive way. I understand we will not make everyone happy but we can do our best to show those that don't agree still matter. Sometimes laying the plan out in ways that help others understand, will get a great results.

Previous Service on Town Boards and Commissions**Have you ever served on any Town board, commission, task force, advisory board, or committee?***

☐ Yes

☒ No

Name of Town board, commission, ask force, advisory board, and/or committee and approximate dates of service

Please briefly describe your experience and what was accomplished during your time.

If you are not appointed to the vacant Council position, would you be willing to serve on a committee? If so, which one(s)?*

Yes

[Town of Boone Boards and Commissions](#)

Thoughts and Ideas on Current Town of Boone Projects and Procedures

Currently, the Town of Boone is in the process of figuring out how to finance a new Public Works Facility. What are your ideas on how to finance large capital projects such as this?*

We need to explore creative ways that won't necessarily hurt the taxpayers. Possible grants, public and private donors

What ideas would you have to help expedite the needed public infrastructure projects (i.e. street and sidewalk improvement projects, utility projects, etc.) in the Town of Boone? Is there a project you think should be at the top of the list?*

Stong communication between the Town, contractors and tpartners(financial support) Prioritizing projects is imperative.

Share what you think about public safety (Police & Fire) in our community and what you see as Town Council's role in providing public safety to our citizens and visitors.*

Public safety one of the most important responsibilities in this country but specifically in our Town. Safety for the entire community should be a priority. Trust should never be in question and each resident should be treated with equal care. It's also essential for the community to respect our public servants. The ocuncil can work to bridge any gaps between residetns and public servants.

Do you support or oppose providing water and sewer to areas not subject to the Town's zoning regulations? Why or why not?*

This is a topic that will need a deeper discussion. I'm not oppsed or in support at the moment. I understnad providing does support growth and improve areas in the county but we need to be careful not to risk getting in over our heads where we would be removed from the ability to navagate how the growth happens.

Do you support the implementation of Conditional Districts in the Town of Boone? Why or why not?*

Yes i do support.The case by case needs will be different. What might work for one more than likely will not work for the other. It's importnat also approach carefully but with consistency.

What are your thoughts on the recent growth in the Town of Boone? What are your thoughts regarding the impact this growth has on the Town as a whole?*

I can see the benefits in the gowth but I also know it has created challenges in the communities.The growth has made Boone a desirable place to visit and experiemce, which brings economic benefits but it has also created challenges in the community. This is a situation where voices need to be heard but also coming up with ways to implementing a plan to allow them to see they will also benefit from this growth.

In 2018 the Town Council adopted resolutions to reach climate neutrality in municipal operations by 2030, reach 100% use of clean, renewable energy in municipal operations by 2040, and to reach 100% use of clean renewables by the entire town by 2050. Do you support these resolutions and what sustainability initiatives should the Town pursue next? How would you support these initiatives?*

Yes I certainly support this project. We need to try and reach these goals in such a way that will not be a burden on families or small businesses. Meaning providing timelines and implementing accountability on these projects. Helping residents realize these special projects will benefit them tremendously.

Conflicts of Interest

Do you have any known or potential conflicts of interest (including membership in any organization, your employment, and the memberships and employment of any family member) that might arise if you are appointed? If so, please explain.*

I do not have any conflicts of interest. I checked with App State's Human resource department and also the General Counsel to confirm.

I hereby certify that the foregoing answers are true, and that should I be appointed to the Town Council, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and recuse myself from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by myself or a member of my family, and other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Electronic Signature Agreement*

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☒ I agree.

Electronic Signature*

Anitra Ball

Date*

4/29/2026

12:15 PM

Anitra D. Ball

P.O. Box 2794 • Boone, NC 28607

Cell: 828-406-9430

anitraball@gmail.com

Dedicated administrative professional and higher education leader with extensive experience supporting executive leadership at Appalachian State University, student engagement, and community-centered service. Experienced in working with multicultural student groups and supporting programs that promote inclusion and equity across diverse communities. Committed to serving the residents of Boone through collaborative, inclusive and responsive leadership that will value and support residents of all backgrounds.

Core Strengths

- Community Engagement
- Organizational Leadership & Office Management
- Fund Reconciliations
- Customer Service
- Program Coordination & Student Support
- Multicultural Engagement & Inclusive Programming
- Team Leadership & Staff Development
- Problem Solving & Decision Making

Professional Experience

Executive Assistant – Division of University Operations

Appalachian State University, Boone, NC

- Provide high-level support to the Deputy Chief Operating Officer in a complex institutional environment
- Manage financial reconciliations and P-Card transactions with accuracy and accountability
- Support initiatives such as the Impact Scholars Program, contributing to student success and access
- Coordinate administrative processes that support efficient university operations

Executive Assistant – Finance & Operations

Appalachian State University, Boone, NC

- Supported the Chief Financial Officer in overseeing financial and operational activities
- Conducted fund reconciliations and maintained detailed financial records
- Contributed to transparent and accountable financial practices
- Assisted with Staff Development opportunities

University Program Associate – Intercultural Student Affairs

Appalachian State University, Boone, NC

- Managed the departmental budget
- Managed budgets for multiple student organizations
- Managed office operations
- Supervised student staff

University Program Associate – Division of Student Affairs

Appalachian State University, Boone, NC

- Served as primary administrative liaison to senior leadership, including the Associate Vice Chancellor and Dean of Students
- Supported multicultural student groups and coordinated programs that promoted inclusion, equity, and cross-cultural engagement
- Assisted with Diversity Scholars initiatives, contributing to student success and retention
- Managed front-line communication with students, families, and community members from diverse backgrounds
- Recruited, trained, and mentored student employees, fostering leadership and professional growth
- Oversaw daily office operations, ensuring accessible and responsive service

Committee Involvement

- Usher Board, chair Boone Mennonite Brethren church
- Church Leadership Team, Boone Mennonite Brethren church
- Executive Director of Residence Life Committee
- Associate Vice Chancellor for Student Affairs Committee
- Director of Multicultural Student Affairs Committee
- Diversity scholarship reader

Awards

- Randy Rice service award
- Phyllis Yates service award
- Rick Geis service award
- Trail Blazer award
- Queen in You mentor award

References

Mike Mathes, Pastor
Boone Mennonite Brethren Church
(828) 430-0062
skipabread@aol.com

Traci Royster, Assistant Dean of Students
Appalachian State University
(828) 719-0042
roystertrd@appstate.edu

Pegge Laine
Junaluska Heritage Foundation
(828) 773-3950
delaneylaine@bellsouth.net

Loretta Clawson, Former Mayor
Town of Boone
(828) 264-3093
lorettaclawson@msn.com

Dana Folk, Community Member & Former Town Council Member
(828) 379-3572
danaleonfolk@yahoo.com

Reggie Hunt, Pastor
Cornerstone Church
(828) 719-7098
huntrka@gmail.com

April 29, 2026

Anitra Ball
PO Box 2784
Boone, NC 28607
828-406-9430

Dear Boone Town Council Selection Committee,

I am writing to express my interest in serving as a member of the Boone Town Council. As a committed and native resident with a strong interest in local governance, I am eager to contribute my time, perspective, and energy to help guide our community's future in a thoughtful and responsible way.

Living in Boone, specifically in the Junaluska Community, has given me a deep appreciation for the values, challenges, and opportunities that shape our town. I have a strong passion for the high country and Junaluska community, with a particular commitment to ensuring that the African American community is seen, heard, and supported in local decision-making. I believe effective leadership requires not only sound judgment, but also active listening, transparency, and genuine dedication to representing all residents.

As someone who grew up in this town, I bring both personal experience and a deep sense of responsibility to serve. I am especially interested in supporting initiatives that promote equality, economic opportunity, and sustainable growth for all members of our community.

It is also important that our Town Council reflects the people it serves. As a person of color, I offer a perspective that is valuable in ensuring more inclusive representation and decision-making. I am committed to working collaboratively with fellow council members and residents to build a stronger, more equitable Boone.

I understand the responsibility that comes with serving on the Town Council and the importance of making decisions that reflect both current needs and long-term impacts. If selected, I will dedicate myself to being accessible, informed, and accountable to the town.

Thank you for considering my application. I would welcome the opportunity to further discuss how I can contribute to the continued success of Boone and the community at large.

Respectfully,

Anitra D. Ball



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Administration

Contact Phone # 828.268.6200

Date Submitted: April 7, 2026

Email: reta.jackson@boonenc.gov

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Request for Direction Regarding Employee Permit Spaces Downtown

Summary of Information:

Staff requests Council direction regarding the continuation, modification, or discontinuation of the downtown employee permit parking program.



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Town Council

Contact Phone # 828.268.6200

Date Submitted: April 30, 2026

Email: dalton.george@boonenc.gov

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Discussion of Noise Ordinance

Summary of Information:

Mayor George requests a discussion specific to construction and renovations to potentially lower the weekday noise ordinance restrictions in occupied, multi-unit dwellings from 6 a.m. to 9 a.m.

Chapel Hill

The following are exempt from the provisions of this article:

(b)

Construction operations from 7:00 a.m. to 9:00 p.m. on weekdays and 8:00 a.m. to 9:00 p.m. on weekends for which building permits have been issued, or construction operations not requiring permits due to ownership of the project by an agency of government; providing all equipment is operated in accord with the manufacturer's specifications, and with all standard equipment, and with manufacturer's mufflers and noise-reducing equipment in use, and in proper operating condition.

Boone

The following noises are declared to be in violation of § [82.02](#) if generated between the hours of 10:00 p.m. and 6:00 a.m. and are prohibited between those hours. This enumeration shall not be construed to be an exclusive list of actions or noises that violate § [82.02](#) nor shall satisfying any requirements of this section render a sound in itself reasonable.

Construction activity. Noise resulting from construction activity audible within another person's temporary or usual place of abode, unless conducted by a governmental entity or its contractor and specifically authorized by the Boone Town Council following general notice to the public and a public hearing. For purposes of the notice required by this section and all subsequent sections, it shall be sufficient that the specific topic of the public hearing is included in the agenda of the meeting during which it is to take place and the agenda, with the item listed, is posted in advance of the meeting on the town's official website.



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Administration

Contact Phone # 828.268.6200

Date Submitted: April 29, 2026

Email: laney.wise@boonenc.gov

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Presentation of CivicBrand Roll-out

Summary of Information:

Town Staff will provide an overview of the new Town of Boone branding implementation plan, which will include a cost estimate for full implementation.



IMPLEMENTATION GUIDELINES

SPRING 2026



Getting Started

- 04. Overview
- 05. Quick Wins / In the First Six Months

Brand Objectives, Strategies, & Actions

- 06. Overview
- 08. Authenticity, Inclusion & Community Connection
- 10. Stewardship of Place
- 12. Small-Town Character with University & Regional Balance
- 14. Growth, Housing & Livability

Closing

- 16. Final Note

GETTING STARTED

Getting the fundamentals in place is a key part of rollout and “earning” the brand. For Boone, this is especially important because the brand is not a single logo, but a comprehensive system that reflects how Boone lives with its mountains, connects its community, and plans for the future.

These early actions ensure that staff, partners, and the public begin to see and experience the brand consistently from day one.

Quick Wins:

- ❑ Refresh the Town of Boone website and all digital channels with updated brand messaging, visuals, and tone
- ❑ Introduce the full brand system across communications, including the heritage seal, primary logo system, and story badges
- ❑ Update staff email signatures, presentations, and internal templates for brand consistency
- ❑ Develop and distribute a basic brand toolkit for staff, boards, and partners
- ❑ Begin incorporating brand language into everyday communications across departments
- ❑ Order initial branded materials such as signage, banners, apparel, and public-facing collateral

In the First Six Months:

- ❑ Conduct internal brand training sessions across all Town departments
- ❑ Roll out updated print materials including maps, guides, and public-facing documents
- ❑ Introduce brand elements into the built environment such as banners, wayfinding, and civic spaces
- ❑ Execute a coordinated media rollout explaining the full brand system
- ❑ Begin integrating story badges into communications, storytelling, and placemaking
- ❑ Establish consistent content across social media and Town communication channels

BRAND OBJECTIVES, STRATEGIES, & ACTIONS

This section outlines the core goals that guide the Boone brand and provides clear, actionable steps for implementation. Each objective reflects Boone's identity as a mountain town that is rooted in place, connected to community, and intentional about its future.

**Authenticity,
Inclusion &
Community
Connection**

OBJECTIVE 01

**Stewardship
of Place**

OBJECTIVE 02

**Small-Town
Character with
University &
Regional Balance**

OBJECTIVE 03

**Growth, Housing
& Livability**

OBJECTIVE 04

Authenticity, Inclusion & Community Connection

Celebrating Boone as a welcoming, resilient community rooted in Appalachian heritage, where people feel connected, valued, and included.

Boone is defined by its people. This objective ensures the brand is clearly understood, consistently applied, and genuinely reflective of the community. It begins with internal alignment and extends outward through transparent communication, storytelling, and everyday interactions.

OBJECTIVE 01

STRATEGY

Train Staff & Partners To Understand & Use the Brand

01

Roll Out the Brand Clearly to the Public & Media

02

Create Ongoing Transparency & Community Connection

03

ACTIONS

- ❑ Conduct brand training sessions for all Town departments to ensure consistent understanding
 - ❑ Provide clear guidance on how to use the heritage seal, primary logo system, and story badges
 - ❑ Develop messaging tools that help staff communicate in a consistent, approachable voice
 - ❑ Equip frontline staff with simple ways to talk about Boone's identity
 - ❑ Integrate brand education into onboarding for new employees
-
- ❑ Develop a rollout narrative that positions the brand as a system, not just a logo
 - ❑ Clearly communicate the three-part brand system:
 1. Heritage Seal for official and ceremonial use
 2. Primary Logo System for everyday Town communication
 3. Story Badge System to highlight Boone's many stories
 - ❑ Prepare talking points for staff, elected officials, and media
 - ❑ Emphasize how the system improves clarity, efficiency, and consistency across Town communications
 - ❑ Coordinate press releases, social content, and public announcements around launch
-
- ❑ Share updates on how the brand is being implemented across departments
 - ❑ Use social media and digital platforms to explain decisions and initiatives
 - ❑ Highlight everyday work of Town staff to build trust and visibility
 - ❑ Create opportunities for residents to engage with and shape the brand
 - ❑ Conduct periodic feedback efforts to measure awareness and alignment

Stewardship of Place

Protecting and celebrating Boone’s natural environment, cultural heritage, and mountain identity while planning responsibly for the future.

Boone’s identity is inseparable from its mountains, rivers, and landscapes. This objective ensures the brand reinforces Boone as a responsible steward of place, where sustainability and preservation are part of everyday life and long-term decision-making.

OBJECTIVE 02

STRATEGY

Make Stewardship Visible in the Built Environment

01

Tell the Story of Boone’s Environmental Leadership

02

Connect Past, Present, & Future Through Place-Based Storytelling

03

ACTIONS

- ❑ Implement branded signage, wayfinding, and gateways that reflect Boone’s mountain identity
- ❑ Introduce banners, murals, and public art that highlight natural and cultural themes
- ❑ Integrate story badges into physical spaces to highlight key assets
- ❑ Develop branded maps and guides that emphasize Boone’s landscape and layout
- ❑ Ensure consistency across Town spaces and facilities

- ❑ Highlight sustainability initiatives such as EV adoption, renewable energy, and stream restoration
- ❑ Develop content around Boone’s natural systems, seasons, and outdoor culture
- ❑ Share stories that connect residents to stewardship efforts
- ❑ Partner with local organizations to amplify conservation messaging
- ❑ Reinforce that stewardship is a daily practice, not a one-time initiative

- ❑ Use story badges to highlight Boone’s history, culture, and evolving identity
- ❑ Share stories of transformation that reflect Boone’s growth and resilience
- ❑ Celebrate Appalachian heritage, local traditions, and craft culture
- ❑ Develop content that shows continuity between Boone’s roots and its future
- ❑ Reinforce Boone as a place that is evolving while staying true to itself

Small-Town Character with University & Regional Balance

Positioning Boone as a university-powered mountain hub that maintains its small-town feel while balancing the needs of residents, students, and visitors.

Boone’s identity is shaped by its unique balance of small-town character and university energy. This objective ensures the brand reinforces that balance, positioning Boone as a place where different audiences coexist without compromising local identity.

OBJECTIVE 03

STRATEGY

Clarify Boone’s Identity Beyond the University

01

Make Boone Easy To Navigate & Experience

02

Strengthen Connection Between Residents, Students, & Visitors

03

ACTIONS

- Develop messaging that positions Boone as a community first, with the university as one part of the story
- Highlight local businesses, neighborhoods, and year-round residents
- Avoid over-reliance on university branding in Town communications
- Promote Boone as the High Country’s broader hub
- Reinforce Boone’s distinct identity across all channels

- Improve wayfinding systems for parking, walking, and accessing downtown
- Develop maps and digital tools that support exploration
- Promote walkability and connectivity across key areas
- Encourage discovery of lesser-known businesses and districts
- Align navigation tools with the overall brand system

- Support events and programming that bring different groups together
- Promote shared experiences that reflect Boone’s culture
- Partner with ASU on initiatives that align with Boone’s identity
- Reinforce messaging around belonging and participation
- Highlight Boone as a place to live, connect, and contribute

Growth, Housing & Livability

Guiding Boone’s growth in a way that expands opportunity while preserving the character, accessibility, and quality of life that residents value.

Boone’s future depends on how it grows. This objective ensures the brand communicates a clear commitment to thoughtful development, housing accessibility, and maintaining the qualities that make Boone livable and unique.

OBJECTIVE 04

STRATEGY

Promote Livability & Everyday Quality of Life

01

Balance Growth with Preservation of Identity

02

ACTIONS

- Develop messaging around housing, accessibility, and community needs
- Highlight improvements to infrastructure, mobility, and public spaces
- Share content that reflects daily life in Boone
- Promote initiatives that support residents staying in Boone
- Reinforce Boone as a place to live, not just visit

- Communicate clearly how growth is being managed and why
- Highlight development that respects Boone’s scale and viewsheds
- Promote policies that protect natural and cultural assets
- Partner with organizations advocating for responsible growth
- Reinforce the message that Boone is growing with intention

FINAL NOTE

Boone's brand is not a static identity.

It is a framework for how the Town communicates, makes decisions, and shows up every day. The goal is not just consistency. It is alignment. When implemented well, this brand will help Boone remain unmistakably itself while continuing to evolve as a mountain community rooted in stewardship, connection, and purpose.







Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Administration

Contact Phone # 828.268.6200

Date Submitted: May 6, 2026

Email: nicole.harmon@boonenc.gov

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Consideration and Approval of CivicPlus Agenda Management System

Summary of Information:

Council is asked to consider the attached quote and agreement from CivicPlus for a potential new meeting management system. If approved, the cost would be comparable to the Town's current agreement with Granicus and would take affect in the new fiscal year upon expiration of the existing contract. The Town Attorney has reviewed the attached agreement.

CivicPlus Master Services Agreement

This Master Services Agreement (this “Agreement”) governs all Statements of Work (“SOW”) entered into by and between CivicPlus, LLC (“CivicPlus”) and the customer entity identified on the SOW (“Customer”). This Agreement governs the use and provision of any Services purchased by Customer, as described in any signed SOW, and the effective date of this Agreement shall commence on the date of signature of the SOW (“Effective Date”). If a SOW has not been executed, then the Effective Date shall be determined as the start date of implementation of any software solution by CivicPlus for Customer. CivicPlus and Customer referred to herein individually as “Party” and jointly as “Parties”.

Recitals

I. WHEREAS, CivicPlus is engaged in the business of developing and providing access to proprietary community engagement and government content, workflow, and general management software solutions, platforms and associated services (the “Services”); and

II. WHEREAS, Customer wishes to engage CivicPlus for the procurement of the Services and/or receive a license subscription for the ongoing use of the Services, as set forth in the SOW;

NOW, THEREFORE, Customer and CivicPlus agree as follows:

Agreement

Term & Termination

1. This Agreement shall commence on the Effective Date and shall remain in full force and effect for as long as any SOW is in effect between CivicPlus and Customer, or Services are being provided by CivicPlus to Customer, unless terminated in accordance with this §1 or as otherwise provided in this Agreement (the “Term”). Either Party may terminate this Agreement or any SOW as set forth in such SOW, or at its discretion, effective immediately upon written notice to the other Party, if the other Party materially breaches any provision of this Agreement and does not substantially cure the breach within thirty (30) days after receiving notice of such breach. A delinquent Customer account remaining past due for longer than 90 days is a material breach by Customer and is grounds for CivicPlus termination. CivicPlus reserves the right to withhold, remove and/or discard Customer Data without notice for any breach, including, without limitation, Customer’s non-payment. Upon termination for Customer’s breach, Customer’s right to access or use Customer Data immediately ceases, and CivicPlus shall have no obligation to maintain or forward any Customer Data.

2. Upon termination of this Agreement or any SOW for any reason, (a) the licenses granted for such relevant SOW by §11 below will terminate and Customer shall cease all use of the CivicPlus Property and Services associated with the terminated SOW and (b) any amounts owed to CivicPlus for work performed prior to termination shall immediately become due in full and payable. If Customer has paid in advance for the Services, and this Agreement terminates due to material breach of this Agreement by CivicPlus, CivicPlus shall refund Customer a prorated amount of any amount already paid. Upon termination by Customer for convenience or due to material breach by Customer, in addition to any remedy provided in this Agreement or provided in law or equity, CivicPlus shall be entitled to retain any amounts already paid.

Sections 7, 8, 10, 14, 15, 18, 32 -34, 40, and 42 will survive any expiration or termination of this Agreement.

3. At any time during the Term, CivicPlus may, immediately upon notice to Customer, suspend Customer and any of its Users access to any Service due to a threat to the technical security or technical integrity of the Services.

Invoicing & Payment Terms

4. Customer will pay the amounts owed to CivicPlus for the development and implementation of the Customer's Services, as defined in the SOW ("Project Development"), subscription and licensing, and annual hosting, support and maintenance services ("Annual Recurring Services") in accordance with the payment schedule set forth on the applicable SOW. Invoices shall be sent electronically to the individual/entity designated in the SOW's contact sheet that is required to be filled out and submitted by Customer (the "Contact Sheet"). Customer shall provide accurate, current and complete information of Customer's legal business name, address, email address, and phone number in the Contact Sheet upon submission of a signed SOW. Customer will maintain and promptly update the Contact Sheet information if it should change. Upon Customer's request, CivicPlus will mail hard-copy invoices for a \$5.00 convenience fee to be added to the mailed invoice.

5. Each SOW will state the amount of days from date of invoice payment is due. Unless otherwise limited by law, a finance charge of 1.5 percent (%) per month or the maximum rate permitted by applicable law, whichever is less, will be added to past due accounts from due date until paid. Payments received will be applied first to finance charges, then to the oldest outstanding invoice(s). If the Customer's account exceeds 60 days past due, support will be discontinued until the Customer's account is made current. If the Customer's account exceeds 90 days past due, CivicPlus may suspend in progress Project Development and Annual Recurring Services will be discontinued, and the Customer will no longer have access to the Services until the Customer's account is made current. Customer will be given 15 days' notice prior to discontinuation of Services for non-payment.

6. During the performance of Project Development, if Customer requests a change that requires repeated efforts to previously approved work product and such change causes CivicPlus to incur additional expenses (i.e. airline change fees, resource hours, consultant fees, Customer does not show up for scheduled meetings or trainings), Customer agrees to reimburse CivicPlus for such additional expenses. CivicPlus shall notify Customer prior to incurring such expenses and shall only incur those expenses which are approved by Customer.

Ownership & Content Responsibility

7. Upon full and complete payment of amounts owed for Project Development under the applicable SOW, Customer will own any website graphic designs, Services content, module content, importable/exportable data, and archived information ("Customer Content") created by CivicPlus on behalf of Customer pursuant to this Agreement. "Customer Content" also includes, without limitation, any elements of text, graphics, images, photos, audio, video, designs, artworks, logos, trademarks, services marks, and other materials or content which Customer provides to CivicPlus for processing, transmission, storage, or inputs into any website, software or module in connection with any Services. Customer Content excludes any content in the public domain and any content owned or licensed by CivicPlus, whether in connection with providing Services or otherwise.

8. Upon completion of the Project Development, Customer will take over the management and control of the Services and Customer will assume full responsibility for Customer Content maintenance and administration. Customer, not CivicPlus, shall have sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness, and intellectual property ownership or right to use of all Customer Content. Customer hereby grants CivicPlus a worldwide, non-exclusive right and license to reproduce, distribute and display the Customer Content as necessary to provide the

Services. Customer represents and warrants that Customer owns all Customer Content or that Customer has permission from the rightful owner to use each of the elements of Customer Content and that Customer has all rights necessary for CivicPlus to use the Customer Content in connection with providing the Services. Customer agrees that CivicPlus shall not be responsible or liable for the content of messages created by Customer or by Customer's Users or end-users who access Service. Notwithstanding the foregoing, CivicPlus retains the right, but not the obligation, to remove any Customer Content that is libelous, harassing, abusive, fraudulent, defamatory, excessively profane, obscene, abusive, hate related, violent, harmful to minors, that advocates racial or ethnic intolerance, intended to advocate or advance computer hacking or cracking, or other material, products or services that violate or encourage conduct that would violate any laws or third-party rights.

9. At any time during the term of the applicable SOW, Customer will have the ability to download the Customer Content and export the data that is processed through the Services ("Customer Data"). Customer may request CivicPlus to perform the export of Customer Data and provide the Customer Data to Customer in a commonly used format, at any time, for a fee to be quoted at time of request and approved by Customer. Upon termination of the applicable SOW for any reason, whether or not Customer has retrieved or requested the Customer Data, CivicPlus reserves the right to permanently and definitively delete the Customer Content and Customer Data held in the Services thirty (30) days following termination of the applicable SOW. During the thirty (30) day period following termination of the SOW, regardless of the reason for its termination, Customer will not have access to the Services.

10. Intellectual Property in the software or other original works created by or licensed to CivicPlus, including all software source code, documents, and materials used in performing the Services ("CivicPlus Property") will remain the property of CivicPlus. CivicPlus Property specifically excludes Customer Content. Customer shall not (i) license, sublicense, sell, resell, reproduce, transfer, assign, distribute or otherwise commercially exploit or make available to any third party any CivicPlus Property in any way, except as specifically provided in the applicable SOW; (ii) adapt, alter, modify or make derivative works based upon any CivicPlus Property; (iii) create internet "links" to the CivicPlus Property software or "frame" or "mirror" any CivicPlus Property administrative access on any other server or wireless or internet-based device that may allow third party entities, other than Customer, to use the Services; (iv) reverse engineer, decompile, disassemble or otherwise attempt to obtain the software source code to all or any portion of the Services; (v) make any attempt to gain unauthorized access to the Services and/or any of CivicPlus' systems or networks; or (vi) access any CivicPlus Property in order to: (a) build a competitive product or service, (b) build a product using similar ideas, features, functions or graphics of any CivicPlus Property, or (c) copy any ideas, features, functions or graphics of any CivicPlus Property. The CivicPlus name, the CivicPlus logo, and the product and module names associated with any CivicPlus Property are trademarks of CivicPlus, and no right or license is granted to use them outside of the licenses set forth in this Agreement.

11. Provided Customer complies with the terms and conditions herein, the relevant SOW, and license restrictions set forth in §10, CivicPlus hereby grants Customer a limited, nontransferable, nonexclusive, non-assignable license to access and use the CivicPlus Property associated with any valid and effective SOW, for the term of the respective SOW. The license set forth herein, shall only apply to the extent that Customer is using the Services for legitimate business use as intended by the purpose of the Services and not for the purpose of comparing the Services to a competitor or similar product of CivicPlus. Customer hereby warrants and affirms its purpose in accessing or otherwise using the Services is for their intended purpose only and understands and agrees that any other use shall be considered fraud.

12. All CivicPlus helpful information and user's guides for the Services ("Documentation") are maintained and updated electronically by CivicPlus and can be accessed through the CivicPlus "Help Center". CivicPlus does not provide paper copies of its Documentation. Customer and its Users are granted a limited license to access Documentation as needed. Customer shall not copy, download, distribute, or make derivatives of the Documentation.

13. Customer acknowledges that CivicPlus may continually develop, alter, deliver, and provide to the Customer ongoing innovation to the Services, in the form of new features and functionalities. CivicPlus reserves the right to modify the Services from time to time. Any modifications or improvements to the Services listed on the SOW will be provided to the

Customer at no additional charge. In the event that CivicPlus creates new products or significant enhancements to the Services (“New Services”), and Customer desires these New Services, then Customer will have to pay CivicPlus the appropriate fee for the access to and use of the New Services. CivicPlus shall use its reasonable best efforts to provide workarounds in the event any modification to the Services causes Customer to lose substantial functionality of the Services.

14. CivicPlus in its sole discretion, may utilize all comments and suggestions, whether written or oral, furnished by Customer to CivicPlus in connection with its access to and use of the Services (all reports, comments and suggestions provided by Customer hereunder constitute, collectively, the “Feedback”). Customer hereby grants to CivicPlus a worldwide, non-exclusive, irrevocable, perpetual, royalty-free right and license to incorporate the Feedback in the CivicPlus products and services.

Indemnification

15. CivicPlus will defend at its expense or settle any third-party claim against Customer alleging that the Services provided under this Agreement infringe intellectual property rights. CivicPlus will pay infringement claim defense costs, CivicPlus–negotiated settlement amounts, and damages finally awarded by a court. CivicPlus has no obligation for any claim of infringement arising from Customer's use of the Services for purposes not contemplated by this Agreement. CivicPlus's indemnification obligations under this Section 15 are conditioned upon the Customer (i) promptly notifying the CivicPlus of any claim in writing; (ii) cooperating with CivicPlus in the defense of the claim; and (iii) **granting CivicPlus sole control of the defense or settlement of the claim.** The indemnification obligations of CivicPlus herein shall not apply to any claims of intellectual property infringement related to Customer Content.

Responsibilities of the Parties

16. CivicPlus will not be liable for any act, omission of act, negligence or defect in the quality of service of any underlying carrier, licensor or other third-party service provider whose facilities or services are used in furnishing any portion of the Service received by the Customer.

17. CivicPlus will not be liable for any failure of performance that is caused by or the result of any act or omission by Customer or any entity employed/contracted on the Customer's behalf. During Project Development, Customer will be responsive and cooperative with CivicPlus to ensure the Project Development is completed in a timely manner.

18. Customer agrees that it is solely responsible for the end-user's personal data that Customer decides to solicit, collect, store, or otherwise use in connection with any Service provided by CivicPlus. Customer understands and agrees that CivicPlus provides certain solutions with increased security measures for the solicitation and storage of any sensitive data, and it is Customer's responsibility to determine whether the data it solicits and collects should be stored in such solutions. Customer understands and agrees that CivicPlus does not have knowledge or control over what type of data Customer solicits therefore CivicPlus has no responsibility for the use or storage of end-users' personal data in connection with the Services or the consequences of the solicitation, collection, storage, or other use by Customer or by any third party of any personal data. Customer has the sole control and responsibility over the determination of which data and information shall be included in the content that is to be transmitted and stored by CivicPlus. Customer shall not provide to CivicPlus or allow to be provided to CivicPlus any content that (a) infringes or violates any 3rd party's intellectual property rights, rights of publicity or rights of privacy, (b) contains any defamatory material, or (c) violates any federal, state, local, or foreign laws, regulations, or statutes.

19. Customer is responsible for all activity that occurs under Customer's accounts by or on behalf of Customer. Customer agrees to (a) be solely responsible for all designated and authorized individuals chosen by Customer (“User”) activity,

which must be in accordance with this Agreement and the CivicPlus Terms of Use; (b) be solely responsible for Customer Data; (c) obtain and maintain during the term all necessary consents, agreements and approvals from end-users, individuals or any other third parties for all actual or intended uses of information, data or other content Customer will use in connection with the Services; (d) use commercially reasonable efforts to prevent unauthorized access to, or use of, any User's log-in information and the Services, and notify CivicPlus promptly of any known unauthorized access or use of the foregoing; (e) use commercially reasonable efforts to prevent unauthorized access to or use of the Services and CivicPlus Property and shall promptly notify CivicPlus of any unauthorized access or use of the Services and/or CivicPlus Property and any loss or theft or unauthorized use of any n User's password or username and/or personal information; and (f) use the Services only in accordance with applicable laws and regulations.

20. The Parties shall comply with all applicable local, state, and federal laws, treaties, regulations, and conventions in connection with its use and provision of any of the Services or CivicPlus Property.

21. CivicPlus shall not be responsible for any act or omission of any third-party vendor or service provider that Customer has selected to integrate any of its Services with.

22. Customer understands that CivicPlus must fastidiously allocate resources across all of its customers and specifically reserves necessary resources for Customer's Project Development. If any professional services, such as consulting or training, purchased by Customer are not used during the Project Development phase solely due to the inaction or unresponsiveness of Customer, then these services shall expire 30 days after completion of Project Development. The Customer may re-schedule any unused professional services during this 30-day period as mutually agreed upon by the Parties. Any professional services that have not been used or rescheduled shall be marked as complete and closed upon the expiration of the 30-day period.

Data Security

23. CivicPlus shall, at all times, comply with the terms and conditions of its [Privacy Policy](#). CivicPlus will maintain commercially reasonable administrative, physical, and technical safeguards designed to protect the security and confidentiality of Customer Data. CivicPlus will not modify Customer Data or disclose Customer Data, except (a) in order to provide the Services; (b) to prevent or address service or technical problems in connection with support matters; (c) as specifically directed or expressly permitted in writing by Customer, (d) in compliance with our [Privacy Policy](#); or (f) if compelled by law. Notwithstanding the foregoing, CivicPlus reserves the right to delete, suspend, or block known malicious accounts without Customer authorization. Customer understands that CivicPlus has no obligation to provide the Services or maintain the Customer Data, information or other material if Customer's accounts are past due and unpaid as set forth in this Agreement.

24. Customer acknowledges and agrees that CivicPlus utilizes third-party service providers to host and provide the Services and store Customer Data and the protection of such data will be in accordance with such third party's safeguards for the protection and the security and confidentiality of Customer's Data. Notwithstanding anything to the contrary, CivicPlus shall have the right to collect and analyze data and other information relating to the provision, use and performance of various aspects of the Services and related systems and technologies (including, without limitation, information concerning Customer Data and data derived therefrom), and CivicPlus will be free (during and after the term hereof) to use such information and data to improve and enhance the Services and for other development, diagnostic and corrective purposes in connection with the Services and other CivicPlus offerings.

25. CivicPlus may offer Customer the ability to use third-party applications in combination with the Services. Any such third-party application will be subject to acceptance by Customer. In connection with any such third-party application agreed to by Customer, Customer acknowledges and agrees that CivicPlus may allow the third-party providers access to Customer Data as required for the interoperation of such third-party application with the Services. The use of a third-party

application with the Services may also require Customer to agree to a separate agreement or terms and conditions with the provider of the third-party application, which will govern Customer's use of such third-party application.

26. In the event of a security breach due to the sole negligence, malicious actions, omissions, or misconduct of CivicPlus, CivicPlus, as the data custodian, will comply with all remediation efforts as required by applicable federal and state law.

CivicPlus Support

27. CivicPlus will use commercially reasonable efforts to perform the Services in a manner consistent with applicable industry standards, including maintaining Services availability 24 hours a day, 7 days a week with 99.9% uptime. Customer will have 24/7 access to the online CivicPlus Help Center ([civicplus.help](https://www.civicplus.help/hc/en-us/requests/new)) to review use articles, software best practices, receive maintenance release notes, as well as submit and monitor omni-channel support tickets and access solution specific support contact methods (<https://www.civicplus.help/hc/en-us/requests/new>).

28. CivicPlus provides live support engineers based in the domestic United States to respond to basic questions concerning use and configuration, to diagnose software code-related errors, and proactively identify potential systems issues. CivicPlus support engineers serve a preliminary function in the agile development process and escalate defects to software developers or architects for remediation. For security purposes, CivicPlus support engineers are not permitted to modify user accounts, and permissions nor distribute access outside of accounts established by means of a support interaction for testing. Customer delegated Users may receive tutorials and guidance on account modifications but will perform the action themselves.

29. CivicPlus support hours span between the hours of 7 am to 7 pm CST, but may vary by product. Customer may access the CivicPlus Help Center ([civicplus.help](https://www.civicplus.help)) to obtain each product's support hours. After hours support is available by toll-free phone call only. Non-emergency support requested outside of support hours will be subject to additional fees, such fees will be quoted to Customer at the time of the request and will be subject to Customer acceptance and invoiced the next business day following the non-emergency support. CivicPlus shall have the sole discretion to determine in good faith whether support requests qualify as an emergency, exceed reasonable use or are outside the scope of services outlined in any SOW.

30. If a reported problem cannot be solved during the first support interaction, Customer will be provided a ticket number that will be used as communication method throughout ticket escalation until a solution is provided. Support service does not include support for errors caused by third party products or applications for which CivicPlus is not responsible.

Marketing

31. Customer hereby authorizes CivicPlus to include CivicPlus's name and logo inconspicuously within the Customer's instance of the Services. Customer may publicly refer to itself as a customer of the CivicPlus Services, including on Customer's website and in sales presentations. Notwithstanding the foregoing, each Party hereby grants the other a limited, worldwide, license to use the other's logo in conformance with such Party's trademark usage guidelines and solely for the purposes of providing the Services. In no event will either Party issue a press release publicly announcing this relationship without the approval of the other Party, such approval not to be unreasonably withheld.

Limitation of Liability

32. CivicPlus' liability arising out of or related to this Agreement, or any associated SOW, will not exceed the amounts paid by Customer for the Annual Recurring Services in the year prior to such claim of liability.

33. In no event will either Party to this Agreement be liable to the other Party for any consequential, indirect, special, incidental, or punitive damages arising out of or related to this Agreement.

34. The liabilities limited by Section 32 and 33 apply: (a) to liability for negligence; (b) regardless of the form of action, whether in contract, tort, strict product liability, or otherwise; (c) even if Customer is advised in advance of the possibility of the damages in question and even if such damages were foreseeable; and (d) even if Customer's remedies fail of their essential purposes. If applicable law limits the application of the provisions of this Limitation of Liability section, CivicPlus' liability will be limited to the maximum extent permissible.

Warranties and Disclaimer

35. Each person signing the SOW, or otherwise agreeing to the terms of this Agreement, represents and warrants that he or she is duly authorized and has legal capacity to execute and bind the respective Party to the terms and conditions of the SOW and this Agreement. Each Party represents and warrants to the other that the execution and delivery of the SOW and the performance of such Party's obligations thereunder have been duly authorized and that this Agreement is a valid and legal agreement binding on such Party and enforceable in accordance with its terms. Customer represents and warrants that Customer has not provided any false information to gain access to the Service and that Customer's billing information provided on the Contact Sheet is correct; and it has all necessary rights in the Customer Content to permit Customer's use of the Service and to grant the licenses contained in this Agreement without infringing the intellectual property or other rights of any third parties, violating any applicable laws, or violating the terms of any license or agreement to which it is bound.

36. CivicPlus warrants that the Services will perform substantially in accordance with documentation and marketing proposals, and free of any material defect. CivicPlus warrants to the Customer that, upon notice given to CivicPlus of any defect in design or fault or improper workmanship, CivicPlus will remedy any such defect. CivicPlus makes no warranty regarding, and will have no responsibility for, any claim arising out of: (i) a modification of the Services made by anyone other than CivicPlus, even in a situation where CivicPlus approves of such modification in writing; or (ii) use of the Services in combination with a third-party service, web hosting service, or server not authorized by CivicPlus.

37. The Services may be temporarily unavailable for scheduled maintenance or for unscheduled emergency maintenance, either by CivicPlus or by third-party providers, or because of other causes beyond CivicPlus's reasonable control, but CivicPlus shall use reasonable efforts to provide advance notice in writing or by e-mail of any scheduled service disruption. HOWEVER, SERVICE PROVIDER DOES NOT WARRANT THAT THE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE; NOR DOES IT MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF THE SERVICES. EXCEPT FOR THE EXPRESS WARRANTIES IN THIS AGREEMENT, THE SERVICES ARE PROVIDED "AS IS" AND CIVICPLUS HEREBY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR ARISING FROM A PRIOR COURSE OF DEALING.

38. EACH PROVISION OF THIS AGREEMENT THAT PROVIDES FOR A LIMITATION OF LIABILITY, DISCLAIMER OF WARRANTIES, OR EXCLUSION OF DAMAGES IS TO ALLOCATE THE RISKS OF THIS AGREEMENT BETWEEN THE PARTIES. THIS ALLOCATION IS REFLECTED IN THE PRICING OFFERED BY CIVICPLUS TO CUSTOMER AND IS AN ESSENTIAL ELEMENT OF THE BASIS OF THE BARGAIN BETWEEN

THE PARTIES. EACH OF THESE PROVISIONS IS SEVERABLE AND INDEPENDENT OF ALL OTHER PROVISIONS OF THIS AGREEMENT.

Force Majeure

39. No party shall have any liability to the other hereunder by reason of any delay or failure to perform any obligation or covenant if the delay or failure to perform is occasioned by force majeure, meaning any act of God, storm, pandemic, fire, casualty, unanticipated work stoppage, strike, lockout, labor dispute, civil disturbance, riot, war, national emergency, act of public enemy, internet service provider failure or delay, third party application failure, denial of service attack, or other cause of similar or dissimilar nature beyond its control.

Taxes

40. The amounts owed for the Services exclude, and Customer will be responsible for, all sales, use, excise, withholding and any other similar taxes, duties and charges of any kind imposed by any federal, state or local governmental entity in connection with the Services (excluding taxes based solely on CivicPlus's income). If the Customer is tax-exempt, the Customer must provide CivicPlus proof of their tax-exempt status, within fifteen (15) days of contract signing, and the fees owed by Customer under this Agreement will not be taxed. If such exemption certificate is challenged or held invalid by a taxing authority then Customer agrees to pay for all resulting fines, penalties and expenses.

Other Documents

41. This Agreement, including all exhibits, amendments, and addenda hereto and all SOWs, constitutes the entire agreement between the Parties and supersedes all prior and contemporaneous agreements, proposals or representations, written or oral, concerning its subject matter. No modification, amendment, or waiver of any provision of this Agreement or any SOW will be effective unless in writing and signed by each Party. However, to the extent of any conflict or inconsistency between the provision in the body of this Agreement and any exhibit, amendment, or addenda hereto or any SOW, the terms of such exhibit, amendment, addenda or SOW will prevail. Notwithstanding any language to the contrary therein, no terms or conditions stated in a Customer purchase order or other order documentation (excluding SOWs) will be incorporated into or form any part of this Agreement, all such terms or conditions will be null and void, unless such term is to refer and agree to this Agreement.

Interlocal Purchasing Consent/ Cooperative Purchasing

42. With the prior approval of CivicPlus, which may be withheld for any or no reason within CivicPlus's sole discretion, this Agreement and any SOW may be extended to any public entity in Customer's home-state to purchase at the SOW prices and specifications in accordance with the terms stated herein.

43. To the extent permitted by law, the terms of this Agreement and set forth in one or more SOW(s) may be extended for use by other local government entities upon execution of a separate agreement, SOW, or other duly signed writing by and between CivicPlus and such entity, setting forth all of the terms and conditions for such use, including applicable fees and billing terms.

Miscellaneous Provisions

44. The invalidity or unenforceability, in whole or in part, of any provision of this Agreement shall not void, affect the validity or enforceability of any other provision of this Agreement.
45. The Parties negotiated this Agreement with the opportunity to receive the aid of counsel and, accordingly, intend this Agreement to be construed fairly, according to its terms, in plain English, without constructive presumptions against the drafting Party. The headings of Sections of this Agreement are for convenience and are not to be used in interpreting this Agreement. As used in this Agreement, the word “including” means “including but not limited to.”
46. The Parties will use reasonable, good faith efforts to resolve any dispute between them in good faith prior to initiating legal action.
47. This Agreement and any SOW, to the extent signed and delivered by means of a facsimile machine or electronic mail, shall be treated in all manner and respects as an original agreement or instrument and shall be considered to have the same binding legal effect as if it were the original signed version thereof delivered in person. The Parties agree that an electronic signature is the legal equivalent of its manual signature on this Agreement and any SOW. The Parties agree that no certification authority or other third party verification is necessary to validate its electronic signature and that the lack of such certification of third party verification will not in any way affect the enforceability of the Parties’ electronic signature or any resulting agreement between CivicPlus and Customer.
48. Due to the rapidly changing nature of software as a service and digital communications, CivicPlus may unilaterally update this Agreement from time to time. In the event CivicPlus believes such change is a material alteration of the terms herein, CivicPlus will provide Customer with written notice describing such change via email or through its website. Customer’s continued use of the Services following such updates constitutes Customer’s acceptance of the same. In the event Customer rejects the update to the terms herein, Customer must notify CivicPlus of its objection within ten (10) days receipt of notice of such update.



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Town Council

Contact Phone # 828.268.6200

Date Submitted: April 30, 2026

Email: dalton.george@boonenc.gov

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Discussion and Reconsideration of Proclamations Policy

Summary of Information:

Mayor George requests discussion and Council's reconsideration of the attached Proclamations Policy.

Town of Boone Proclamations Policy

Purpose

Proclamations are ceremonial documents issued by the Mayor as a public service to recognize and celebrate events, causes, and individuals of significance to the Town of Boone.

Proclamations are intended to raise public awareness, honor notable contributions, and highlight civic, cultural, and charitable initiatives.

Proclamations are honorary in nature, are not legally binding, and do not constitute an endorsement of policies, positions, or viewpoints by the Town of Boone.

Proclamations constitute government speech, and no person or group has the right to have a proclamation issued. It is within the Mayor's discretion, exercised consistent with this policy, to determine which proposed proclamations are consistent with this policy and the Town's policies and positions generally.

Appropriate Uses of Proclamations

Proclamations may be issued for:

- Public awareness initiatives of local concern
- Local charitable and nonprofit fundraising campaigns
- Local arts and cultural celebrations
- Local civic events and community observances
- Special honors recognizing individuals or organizations with significant contributions to the Boone community

All proclamations must demonstrate a clear and direct relationship to the Town of Boone and its residents.

Ineligible Uses of Proclamations

Proclamations will not be issued for:

- Matters of political controversy, ideological advocacy, or religious beliefs
- Events, organizations, or causes without a direct relationship to Boone

- Activities or campaigns contrary to Town policies
- Commercial promotion, advertising, or business interests
- Birthdays, retirements, weddings, anniversaries, church events, conferences, or meetings

A Certificate of Recognition or a Congratulatory Letter may be issued as an alternative when the proclamation criteria are not met.

Eligibility and General Standards

- Proclamations must serve a town-wide purpose or provide educational or community value to a significant number of residents.
- An organization may request only one proclamation per calendar year.
- Proclamations will not be repeated within the same calendar year
- Multiple causes or observances may be recognized simultaneously.
- Proclamations relating to a specific day, week, or month are not exclusive as to other proclamations for the same day, week, or month
- Proclamations will not be automatically renewed; requests must be submitted annually
- Draft language must be factually accurate and may be edited or rewritten at the discretion of the Mayor's Office.

Approval Authority

- The Mayor's Office reserves the right to approve, modify, or deny any request to ensure consistency, fairness, and alignment with Town policies.
- Requests involving Town boards, commissions, or committees must be approved in advance by the relevant Department Director or by the Town Manager.
- Requests involving Town employees must be approved in advance by the applicable Department Director.

Request Process

To request a proclamation:

- Submit a request using the **Town of Boone Proclamation Request Form** or in writing via email or other official correspondence.
- Requests must include draft proclamation language and relevant supporting information.
- Requests must be submitted at least two (2) weeks in advance of the requested date; however, three (3) weeks is strongly encouraged.
- Requests not submitted within the required timeframe may be denied.
- All requests will be reviewed on a case-by-case basis to ensure compliance with this policy.

Once submitted, requests will be reviewed by the Town Clerk's Office. Applicants may expect a response within two to four business days.

Proclamations will be presented by the Mayor in the Mayor's office. To schedule an appointment, please contact Town Hall at (828)268-6200.

For questions or follow-up, contact the Town Clerk's Office at (828) 268-6200.



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Administration

Contact Phone # 828.268.6200

Date Submitted: May 6, 2026

Email: nicole.harmon@boonenc.gov

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Appointment to ABC Board

Summary of Information:

There is currently one vacancy on the ABC Board. After advertising in my usual venues, I have received one application for reappointment from Charlie Wallin (attached). Also attached is the current board roster.

Print

Town of Boone Board Application - Submission #7375

Date Submitted: 4/29/2026

Name*

Charlie Wallin

Email:*

wallincr@gmail.com

Address*

295 High Meadows Drive

City*

Boone

State*

NC

Zip Code*

28607-6179

Is this Address Your Preferred Address?*

Yes

Address

City

State

Zip Code

Phone Number*

8287731382

Jurisdiction of Residence*

- ☐ Town of Boone (Inside Town Limits)
- ☒ Watauga County
- ☐ Other

Please Specify:*

How Long Have You Been a Resident in Your Jurisdiction?*

30 years

Do Yow Own Real Property (Land) in the Town of Boone?*

No

Name of Board, Commission, Task Force, Advisory Board, or Committee Appointment Sought*

Town of Boone ABC Board

Only choose one (1)

Why Do You Wish to Obtain this Appointment?*

I have a current working knowledge of the Board and the store. My time on the board has seen significant changes in what we are able to give back to the community and the Town of Boone. I feel that I have tried to do what is right for the store and the Town and have significantly increased the return on investment for the Town. Last year alone we gave back over a million dollars before the taxes and other fees. I have the confidence and support of the store employees and Board members.

Are Your Familiar with the Town of Boone's Comprehensive Plan - Boone Next?*

Yes

[Boone Next \(Adopted June 25, 2025\)\(PDF\)](#)

Rate Your Support for Boone Next (1 Being Not Supportive at All and 10 Being Extremely Supportive)*

- | | |
|----------------------------|---------------------------------------|
| ☐ 1 | ☐ 6 |
| ☐ 2 | ☐ 7 |
| ☐ 3 | ☒ 8 |
| ☐ 4 | ☐ 9 |
| ☐ 5 | ☐ 10 |

Please Explain Your Level of Support for Boone Next:*

I was please with the Boone Next plan. I believe it was a good plan put together. I can embrace this more than I can the last plan. It addresses the core problems that the Town has and lays out a plan to overcome. It leverages the strengths and weaknesses that Town has to offer. While I didn't give it a ten it was only because I feel no plan is perfect. Plus to think someone totally agrees is unrealistic. Everyone can find something that could be better or different.

What Skills, Education, Training, Experience or Area(s) of Expertise Would You Bring to the Appointment?*

I have over 35 years in the food and beverage industry with Alcohol being a key component. I feel I have an understanding of the statues that govern the board 18b. I have been used as a resource by many business owners to help them navigate the permitting process and rules as well as always wanting to shape what the store can be. I also have 35 years of management in the food and beverage industry so I know the ins and outs of running a restaurant and I feel that helps me to be more connected to the store and it's clients. I feel I have a good balance of letting the store run without interfering but also staying abreast of the needs of the store from customers to employees.

Have You Had Issues With the Town of Boone Which Relate to the Work of the Body to Which You Seek Appointment?*

Yes

Do You Know of Any Known or Potential Conflicts of Interest (Including Membership in Any Organization, Your Employment and the Memberships and Employment of Family Members) that Might Arise if You're Appointed?*

No

Explain:

I believe that it has all been a matter of misunderstanding and communication. When I came on the board there was never a desire by the Town to be engaged with the ABC Board. As the representation has changed on the Council there became an increasing awareness and inquisitively by the Council to know more. As we learned what each expected I believe the relationship has evolved so that what the Board wants we can provide.

Explain:

Have You Previously Served on any Town Board, Commission, or Committee?*

Yes

Explain:

Town of Boone ABC-See Above. Current

Please Include the Name of Board, Commission, Task Force, Advisory Board, or Committee Appointment, the Approximate Date(s) Served and a Brief Description of the Quality of Your Service

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, commission, task force, advisory body or committee, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and recuse myself from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by myself or a member of my family, and other interest which impairs my ability to participate fairly in the deliberations and actions in question.*

Charlie Wallin

Signature

Date*

4/29/2026

ABC Board Roster

Five Members Serving Three-Year Terms-No More Than Six Consecutive Terms

1 Member	Jacqueline Dunbar (2nd Term) Post Office Box 2268 Boone, NC 28607 dunbarjacque@gmail.com 773.6607 Appointed: 4/2022, 4/2025 Expires: 4/2025, 4/2028	Town Council Voting Liaison	Dalton George Expires with Term
2 Member	Charlie Wallin (3rd Term)CHAIR 295 High Meadows Drive Boone, NC 28607 Wallincr@gmail.com Appointed: 2/2017, 5/2020, 5/2023 Expires: 5/2026		
3 Member	Ronnie Holste (2 nd Term) 151 Buckshot Circle Boone, NC 28607 919-451-9360 reholste@gmail.com Appointed: 5/2018, 6/2021, 6/2024 Expires: 6/2024, 6/2027	5 Member	Will Burrow 2129 Browns Chapel Road Unit 1 Boone, NC 28607 will@grandfathervineyards.com Appointed: 9/2024 Expires: 9/2027



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Administration

Contact Phone # 828.268.6200

Date Submitted: May 6, 2026

Email: nicole.harmon@boonenc.gov

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Appointment to Cultural Resources Advisory Board

Summary of Information:

As of May 30, there will be three vacancies on the Cultural Resources Advisory Board. After advertising in my usual venues, I have received one application for consideration from Michelle Dineen (attached). Also attached is the current board roster. Please note that Board member Hancock has served two consecutive terms and is ineligible for reappointment at this time.

Print

Town of Boone Board Application - Submission #7390

Date Submitted: 5/1/2026

Name*

Michelle Dineen

Email:*

wataugacountyfarmersmarket@gmail.com

Address*

1734 Pigeon Roost Rd.

City*

Banner Elk

State*

NC

Zip Code*

28604

Is this Address Your Preferred Address?*

Yes

Address

City

State

Zip Code

Phone Number*

(443) 878-8871

Jurisdiction of Residence*

- ☐ Town of Boone (Inside Town Limits)
- ☒ Watauga County
- ☐ Other

Please Specify:***How Long Have You Been a Resident in Your Jurisdiction?***

16 years (Town of Boone resident 2010-2023)

Do Yow Own Real Property (Land) in the Town of Boone?*

No

Name of Board, Commission, Task Force, Advisory Board, or Committee Appointment Sought*

Cultural Resources Advisory Board

Only choose one (1)

Why Do You Wish to Obtain this Appointment?*

I'm interested in serving on the Cultural Resources Advisory Board because I am already engaged in work that sits at the intersection of agriculture, arts, and community life, and I would value the opportunity to contribute to the Town's broader conversations around cultural resources and programming.

As Director of the Watauga County Farmers' Market, held at Daniel Boone Park, I coordinate a weekly public space that brings together farmers, artists, musicians, and residents, while also serving as a point of connection for visitors to experience local culture and directly support the local economy. Through this work, I've seen how place-based and land-based experiences - alongside the preservation and co-creation of arts and culture - contribute meaningfully to community well-being, local identity, and stewardship, while also shaping how people engage with and invest in their community.

I would bring a grounded, systems-oriented perspective to the board, with an interest in how the Town's cultural resources can be supported, connected, and sustained in ways that serve a broad cross-section of the community.

I understand the importance of transparency in this role and would recuse myself from any discussions where a direct conflict of interest may arise.

Are Your Familiar with the Town of Boone's Comprehensive Plan - Boone Next?*

Yes

[Boone Next \(Adopted June 25, 2025\)\(PDF\)](#)**Rate Your Support for Boone Next (1 Being Not Supportive at All and 10 Being Extremely Supportive)***

- | | |
|----------------------------|---------------------------------------|
| ☐ 1 | ☐ 6 |
| ☐ 2 | ☐ 7 |
| ☐ 3 | ☐ 8 |
| ☐ 4 | ☒ 9 |
| ☐ 5 | ☐ 10 |

Please Explain Your Level of Support for Boone Next:*

I am broadly supportive of Boone Next and the Town's effort to take a proactive, long-term approach to planning for growth, cultural resources, and quality of life. I appreciate the plan's emphasis on supporting local businesses, strengthening community spaces, and recognizing the role that cultural programming plays in both economic vitality and community well-being.

I also see Boone Next as a strong foundation for continued conversation, and I would be interested in contributing to how its goals are implemented in ways that remain responsive to the community and reflective of Boone's unique identity.

What Skills, Education, Training, Experience or Area(s) of Expertise Would You Bring to the Appointment?*

I bring a combination of experience in cultural programming, nonprofit management, and community-based economic development. My professional background includes serving as Director of the Watauga County Farmers' Market, as well as previous roles with Blue Ridge Women in Agriculture, the Appalachian Theatre, and Valle Crucis Community Park, where I helped develop and coordinate public programming, including live music and community events.

Through these roles, I have experience working across sectors - supporting local farmers, artists, and small businesses; coordinating events and cultural programming; and collaborating with community partners, boards, and local government. I have been involved in the development and launch of new initiatives, including the High Country Food Hub, additional farmers' market outlets, and the early administrative and operational setup of the Appalachian Theatre. I also bring experience stewarding long-standing, community-rooted programs, including the Watauga County Farmers' Market, now in its 53rd season, and Music in the Valle, a beloved tradition for over two decades. This range of experience has given me insight into both strategic planning and the ongoing care and continuity required to sustain meaningful cultural resources over time.

I hold a Master of Public Administration with a focus on nonprofit management from Appalachian State University, as well as an undergraduate degree in Philosophy and Art. In addition to my professional work, I am a farmer, fiber artist, and small business owner, which grounds my perspective in the lived experience of contributing to the local economy and cultural landscape.

Overall, I would bring a practical, community-informed perspective, along with experience in program development, stakeholder collaboration, and supporting cultural and place-based initiatives.

Have You Had Issues With the Town of Boone Which Relate to the Work of the Body to Which You Seek Appointment?*

No

**Do You Know of Any Known or Potential Conflicts of Interest (Including Membership in Any Organization, Your Employment and the Memberships and Employment of Family Members) that Might Arise if You're Appointed?***

Yes

**Explain:****Explain:**

As Director of the Watauga County Farmers' Market, I work closely with a Town-supported program and a network of local farmers, artists, and small businesses. While I do not see any inherent conflicts, there may be instances where matters related to the market or its partners come before the board. In those cases, I would disclose any potential conflict and recuse myself from discussion or decision-making as appropriate.

Have You Previously Served on any Town Board, Commission, or Committee?*

Yes

**Explain:**

Boone Planning Commission (Student Member), Dec. 2015 - June 2016. I participated in regular meetings and contributed to discussions on local planning matters, gaining experience with public process and advisory decision-making. I approached the role with reliability and thoughtful engagement and valued the opportunity to learn from and contribute to the Commission's work.

Please Include the Name of Board, Commission, Task Force, Advisory Board, or Committee Appointment, the Approximate Date(s) Served and a Brief Description of the Quality of Your Service

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, commission, task force, advisory body or committee, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and recuse myself from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by myself or a member of my family, and other interest which impairs my ability to participate fairly in the deliberations and actions in question.*

Michelle Dineen

Signature

Date*

5/1/2026

Cultural Resources Advisory Board
Three-year Terms, No More Than Six Consecutive Years

1 Member	Judith Phoenix judithgphoenix@gmail.com Appointed: 02-08-23; 05-14-25 Expires: 05-30-25; 05-30-28	7 Member	Trent Margrif 144 Ridge Point Drive Boone, NC 28607 2831931 Margrif1@gmail.com Appointed: 5/2024 Expires: 5/2027
2 Member	Sean Owens – Student 621 River Breeze Dr Creston, NC 28615 seanowens1624@gmail.com Appointed: 09-10-25 Expires: 09-30-28	8 Member	Lindsay Miller 589 Grand Boulevard Boone, NC 28607 Millerlw1@appstate.edu Expires: 5-30-24, 27
3 Member	John Carnahan 145 Trillium Ridge Road Boone, NC 28607 Post Office Box 1811 jbcarnahanak@gmail.com 907-590-7337 Expires: 5-30-23, 5-30-26	9 Member	Loretta Clawson 218 VFW Drive Boone, NC 28607 lorettaclawson@msn.com 264-3093 Expires: 5-30-26
4 Member	Jill Juris 141 Crest Drive Boone, NC 28607 773-9229 jurisjj@appstate.edu Appointed: 5/2024 Expires: 5/2027	10 Member	Jeannette Hancock 255 Westbrook Drive Boone, NC 28607 Cjs.star0022@gmail.com 964-5696 Expires: 5-30-26
5 Member	Chewi Lockhart 214 US HWY 421 1301 Boone, NC 28607 515-441-0010 chewi@eyesuphere.com Appointed: 05-14-25 Expires: 05-30-28	Town Council Liaisons	Eric Plaag Virginia Roseman
6 Member	Justin Butler 2124 Olde Farm Road Hudson, NC 28638 jbutler@cccti.edu Appointed: 07-09-25 Expires: 05-30-28	Staff	Mark Freed, Cultural Resources Director

- Initial appointments will be for two (3 members), three (3 members) and four years (3 members) with all subsequent appointments being for three years.
- 2 consecutive terms – May be eligible for reappointment following one – year period of non-membership
- Preference given to persons affiliated with cultural, historical or artistic group, but not currently on the group's board



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Administration

Contact Phone # 828.268.6200

Date Submitted: May 6, 2026

Email: nicole.harmon@boonenc.gov

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Appointment to Human Relations Commission

Summary of Information:

As of June 14, three positions on the Human Relations Commission will be vacant. After advertising in my usual venues, two applications were received for consideration: Dr. Kirstin Morgan (reappointment) and Camilla Anderson. Current Commission member Yordy has indicated they will not seek reappointment due to scheduling conflicts. Also attached is the current board roster.

[Print](#)**Town of Boone Human Relations Commission Application - Submission #7410****Date Submitted: 5/6/2026****Values and Purpose of the Human Relations Commission:**

The Boone Town Council finds that prejudice and the practice of discrimination against any individual or group based on actual or perceived age, mental or physical disability, sex, religion, creed, race, color, sexual orientation, gender identity or expression, familial or marital status, economic status, veteran status or national origin, may menace the peace and public welfare.

To work towards elimination of such prejudice and discrimination, a commission has been established through which the citizens of Boone may be kept informed of developments in human relations, the officers and departments of the town may obtain advice and assistance concerning practices to keep peace and good order, and private persons and groups may be officially encouraged to promote tolerance and goodwill to all people.

The purpose of the Human Relations Commission is to promote and improve human relations and equity among all citizens in the town. The Commission will work with town government and partner with communities and outside agencies in an effort to encourage and ensure diversity, fairness, equity and inclusion throughout the town. In furtherance thereof, the Commission should endeavor to identify and assist in addressing all forms of individual, institutional and community discrimination through education, advocacy and policy recommendations.

Name*

Kirstin Morgan

Email:*

morgan.kirstin3@gmail.com

Address*

639 Country Place Dr

City*

Boone

State*

NC

Zip Code*

28607

Phone Number*

9253006367

Jurisdiction of Residence*

- ☐ Town of Boone (Inside Town Limits)
☒ Watauga County
☐ Other

Please Specify:*

How Long Have You Been a Resident in Your Jurisdiction?*

9 years

Do Yow Own Real Property (Land) in the Town of Boone?*

No

Are You Committed to the Values Listed at the Beginning of the Application?*

I am fully committed to doing what I can to promote equity for all citizens in my community, especially in their access to services and housing. And I fully support local government leveraging the law, commissions, and citizen engagement to reach those goals. As I reach the end of my current 2-year term, I feel confident that I have done my part to uphold the values of the Commission and hope the Town Council will reappoint me to continue doing so.

Please explain

Why Do You Wish to Obtain this Appointment?*

Each person deserves equitable access to opportunities, services, and housing, which is something local governments can do much to provide. In my 2-year term on the HRC I have successfully planned multiple community events. Boone Pride, for which I have been an organizer for the last 3 years, provides a space for our LGBTQIA+ community to celebrate and connect with each other as well as services. Last year I introduced a new event, How Local Government Works, with the goal of connecting citizens with local government officials and services, and hopefully combatting lack of understanding about the roles local government can and does play in the high country. I am in the process of planning this event for a second year and hope to increase attendance. Further, I have supported events planned by other HRC members and helped bring forth proclamations to the Town on important issues such as breast cancer. My goal is to continue to work to support all the peoples and communities in and around Boone as part of this Commission.

Please explain

What Skills, Education, Training, Experience or Area(s) of Expertise Would You Bring to the Appointment?*

Since moving to the Boone area in 2017, I have been involved in community work to promote justice and equity, both through volunteer opportunities with various nonprofits and through my work as faculty in the Dept. of Government and Justice Studies at AppState. My expertise is in the area of courts, law, and politics, which I believe has made me an invaluable addition to the HRC as I approach my work through the lens of justice and community engagement with government. As discussed above, I have not been idle with my time on the HRC and commit to continuing that level of event organizing and community support as well as continuing in my role as Secretary for the Commission.

I thank the Town Council for considering my reappointment.

Please explain

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, commission, task force, advisory body or committee, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and recuse myself from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by myself or a member of my family, and other interest which impairs my ability to participate fairly in the deliberations and actions in question.*

Kirstin A Morgan

Signature

Date*

5/6/2026

[Print](#)**Town of Boone Human Relations Commission Application - Submission #7368****Date Submitted: 4/29/2026****Values and Purpose of the Human Relations Commission:**

The Boone Town Council finds that prejudice and the practice of discrimination against any individual or group based on actual or perceived age, mental or physical disability, sex, religion, creed, race, color, sexual orientation, gender identity or expression, familial or marital status, economic status, veteran status or national origin, may menace the peace and public welfare.

To work towards elimination of such prejudice and discrimination, a commission has been established through which the citizens of Boone may be kept informed of developments in human relations, the officers and departments of the town may obtain advice and assistance concerning practices to keep peace and good order, and private persons and groups may be officially encouraged to promote tolerance and goodwill to all people.

The purpose of the Human Relations Commission is to promote and improve human relations and equity among all citizens in the town. The Commission will work with town government and partner with communities and outside agencies in an effort to encourage and ensure diversity, fairness, equity and inclusion throughout the town. In furtherance thereof, the Commission should endeavor to identify and assist in addressing all forms of individual, institutional and community discrimination through education, advocacy and policy recommendations.

Name*

Camila E Aranda

Email:*

Camila.e.aranda@gmail.com

Address*

614 Howard ST Box 05415

City*

Boone

State*

NC

Zip Code*

28608

Phone Number*

6313840484

Jurisdiction of Residence*

- ☒ Town of Boone (Inside Town Limits)
☐ Watauga County
☐ Other

Please Specify:*

How Long Have You Been a Resident in Your Jurisdiction?*

One Year

Do Yow Own Real Property (Land) in the Town of Boone?*

No

Are You Committed to the Values Listed at the Beginning of the Application?*

Yes, I am. I understand the values and purpose of the Human Relations Commission and am committed to supporting efforts that promote fairness, equity, and inclusion within the Town of Boone. I recognize the importance of addressing discrimination in all its forms and the role that education, advocacy, and thoughtful policy recommendations play in strengthening community trust and well-being. If appointed, I would approach this responsibility with a commitment to listening to diverse perspectives, treating all individuals with respect and dignity, and working collaboratively with others to help ensure that town policies and practices reflect the values of equity and good human relations.

Please explain

Why Do You Wish to Obtain this Appointment?*

After reading through the purpose statement of the human relations commission it aligned with my personal morals, goals, and aspirations for my future plans. As a first generation hispanic student I think inclusivity is important, but the practice of staying away from prejudice and discrimination is incredibly powerful, and something I have worked hard to deter others from doing.

Please explain

What Skills, Education, Training, Experience or Area(s) of Expertise Would You Bring to the Appointment?*

I am a first generation Honors student studying Criminal Justice and Political science as a double major. I'm involved in countless organizations such as The Student Government Association which ill be going onto my second term as a representative. Kappa Alpha Pi a pre-law co-ed fraternity, as well as work experience as an intern in a criminal defense law firm, and I'm in the process of helping create a new organization called App State Commerce. My background in being organization who strongly align with the views of this commission shows I can bring valuable insight, and even though I'm only just finishing my first year as an App State Student I have a lot of experience to bring to the table.

Please explain

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, commission, task force, advisory body or committee, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and recuse myself from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by myself or a member of my family, and other interest which impairs my ability to participate fairly in the deliberations and actions in question.*

Camila Aranda

Signature

Date*

4/29/2026

Human Relations Commission
Up to 10 Members

1 3-Year Term	Trevor Moody 7286 Old US Highway 421 Zionville, NC 28698 Moody.t2009@gmail.com Appointed: 03.26.25 Expires: 03.26.28		7 1-Year Term	Jack Yordy 330 W. King Street 302 Boone, NC 28607 jvyordy@gmail.com Appointed: 05.14.25 Expires: 05.14.26
2 3-Year Term	Sean Morris 334 George Wilson Road Boone, NC 28607 Seanmorris928@gmail.com 678.382.7949 Appointed: 9.13.23, 1.22.25 Expires: 9.13.24; 1.22.28		8 1-Year Term	Alex Castillo 275 E. King Street, Unit 310 Boone, NC 28607 Ajcastillo2019@gmail.com Appointed: 09.10.25 Expires: 09.10.26
2 3-Year Term	Drew Finley 2016 US Hwy 421 S. Apt. 2107 Boone, NC Dfinley845@gmail.com Appointed: 2.12.25 Expires: 2.12.28		9 1-Year Term	Joan Lacefield 241 Shadowline Drive Boone, NC 28607 Appointed: 03.11.26 Expires: 03.11.27
4 2-Year Term	Joanne Puliatti 275 Chestnut Drive Boone, NC 28607 veganslp@gmail.com Appointed: 03.26.25 Expires: 03.26.27		10	VACANT
5 2-Year Term	Dr. Kirstin Morgan 639 Country Place Dr. Boone, NC 28607 morgan.kirstin3@gmail.com Appointed: 3.13.24 Expires: 6.14.26			
6 2-Year Term	Tori Rodriguez 1240 Old Bristol Road Boone, NC 28607 Rodrigueztori3@gmail.com Appointed: 4.9.25 Expires: 4.9.27			Todd Carter Dalton George

The HRC shall consist of up to 10 members, appointed by the Town Council for staggered terms. 3 members shall be appointed to 3-year terms, 3 members shall be appointed to 2-year terms, and 3 members shall be appointed to 1-year terms.



Town Of Boone AGENDA ITEM ACTION REQUEST

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon

Department: Administration

Contact Phone # 828.268.6200

Date Submitted: May 7, 2026

Email: nicole.harmon@boonenc.gov

Date of Council Meeting to Consider this Item: May 13, 2026

Council Action Requested: For Action

Title: Appointment to Planning Commission

Summary of Information:

There are currently two vacancies on the Planning Commission, with two more positions coming vacant on June 30 (one regular, one student). After advertising in my usual venues, I have received two applications from David Luther and Myles Harrison (attached). Also attached is the current board roster.

Planning staff have spoken to both applicants and will be available to answer questions and provide additional information.

Print

Town of Boone Board Application - Submission #7192

Date Submitted: 4/1/2026

Name*

David Luther

Email:*

davidhluther@gmail.com

Address*

139 Sunnyside Dr

City*

Boone

State*

NC

Zip Code*

28607

Is this Address Your Preferred Address?*

Yes

Address

City

State

Zip Code

Phone Number*

3366818435

Jurisdiction of Residence*

- ☒ Town of Boone (Inside Town Limits)
- ☐ Watauga County
- ☐ Other

Please Specify:*

How Long Have You Been a Resident in Your Jurisdiction?*

Five years

Do Yow Own Real Property (Land) in the Town of Boone?*

Yes

Name of Board, Commission, Task Force, Advisory Board, or Committee Appointment Sought*

Planning Commission

Only choose one (1)

Why Do You Wish to Obtain this Appointment?*

I serve on the Board of Adjustment, where I see the consequences of land use decisions after they've already become problems — violations, appeals, variances. Running for county commissioner this year showed me the other side of that equation. I spent months talking to renters, workers, and families across Watauga County about housing, childcare, and how local government decisions shape their daily lives. That experience made clear that the most impactful work happens upstream, in the planning and policy that shapes what gets built and who it serves. The Planning Commission is where Boone Next becomes real through UDO updates, and I want to help make sure that work reflects the community's priorities, especially around housing and equity.

Are Your Familiar with the Town of Boone's Comprehensive Plan - Boone Next?*

Yes

[Boone Next \(Adopted June 25, 2025\)\(PDF\)](#)

Rate Your Support for Boone Next (1 Being Not Supportive at All and 10 Being Extremely Supportive)*

☐ 1☐ 6☐ 2☐ 7☐ 3☐ 8☐ 4☒ 9☐ 5☐ 10

Please Explain Your Level of Support for Boone Next:*

Boone Next is the right plan at the right time. It puts housing, equity, and resilience front and center, and it was built on real community input — not just a consultant's best guess. The housing and equity pillars especially resonate with me. I see on the Board of Adjustment how zoning decisions affect real people, and Boone Next gives the Town a framework to make those decisions more intentionally. The emphasis on walkable, mixed-use development and preserving what makes Boone feel like Boone is smart growth done right. I'm a 9 and not a 10 only because the plan's value depends on execution, and I'd like to be part of making sure it delivers.

What Skills, Education, Training, Experience or Area(s) of Expertise Would You Bring to the Appointment?*

Current Board of Adjustment member with direct experience applying the UDO in quasi-judicial proceedings. Army veteran. MBA candidate. Marketing professional managing complex budgets. Hospitality House board member with firsthand exposure to housing insecurity. Volunteer firefighter and EMT. Recent candidate for county office with ground-level understanding of how land use policy affects working families across the community.

Have You Had Issues With the Town of Boone Which Relate to the Work of the Body to Which You Seek Appointment?*

No

Do You Know of Any Known or Potential Conflicts of Interest (Including Membership in Any Organization, Your Employment and the Memberships and Employment of Family Members) that Might Arise if You're Appointed?*

No

Explain:

Explain:

Have You Previously Served on any Town Board, Commission, or Committee?*

Yes

Explain:

I serve on the Board of Adjustment. If a matter I participated in on the Planning Commission later came before the BOA on appeal, I would recuse. No other known conflicts.

Please Include the Name of Board, Commission, Task Force, Advisory Board, or Committee Appointment, the Approximate Date(s) Served and a Brief Description of the Quality of Your Service

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, commission, task force, advisory body or committee, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and recuse myself from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by myself or a member of my family, and other interest which impairs my ability to participate fairly in the deliberations and actions in question.*

David Luther

Signature

Date*

4/1/2026

Print

Town of Boone Board Application - Submission #7359

Date Submitted: 4/29/2026

Name*

Myles Harrison

Email:*

mylesedward@gmail.com

Address*

293 Madison Ave

City*

Boone

State*

NC

Zip Code*

28607

Is this Address Your Preferred Address?*

Yes

Address

City

State

Zip Code

Phone Number*

6084699125

Jurisdiction of Residence*

- ☒ Town of Boone (Inside Town Limits)
- ☐ Watauga County
- ☐ Other

Please Specify:***How Long Have You Been a Resident in Your Jurisdiction?***

9 months

Do Yow Own Real Property (Land) in the Town of Boone?*

No

Name of Board, Commission, Task Force, Advisory Board, or Committee Appointment Sought*

Planning Commission

Only choose one (1)

Why Do You Wish to Obtain this Appointment?*

With my area of study in school being political science, I learn best from hands on experience in any form or shape. This is my first year in Boone and I've been falling in love with the town and want to see how I can get more involved and expand my skills in a place I've come to very much love and appreciate.

Are Your Familiar with the Town of Boone's Comprehensive Plan - Boone Next?*

Yes

[Boone Next \(Adopted June 25, 2025\)\(PDF\)](#)**Rate Your Support for Boone Next (1 Being Not Supportive at All and 10 Being Extremely Supportive)***

☐ 1	☐ 6
☐ 2	☐ 7
☐ 3	☒ 8
☐ 4	☐ 9
☐ 5	☐ 10

Please Explain Your Level of Support for Boone Next:*

while I love this plan's focus on community input, affordable housing, and sustainable development shows a strong effort to balance economic growth with quality of life and environmental protection. However, my support is not higher because the plan is not legally binding, meaning its effectiveness depends heavily on whether future leaders choose to follow it. Additionally, some goals like improving housing affordability may be difficult to fully achieve in practice due to market forces and development constraints. The community driven support and the well structured roadmap does make this very solid.

What Skills, Education, Training, Experience or Area(s) of Expertise Would You Bring to the Appointment?*

- Previous experience working in my local town hall as a clerk for the History Committee.
- Obtained my paralegal certification. Working as a paralegal, research and legal structures.
- Currently working a degree in Political Science.
- Currently in SGA, YPA, and App state commerce. All these organizations help plan and talk about ways to improve students way of life on campus.

Have You Had Issues With the Town of Boone Which Relate to the Work of the Body to Which You Seek Appointment?*

No

Do You Know of Any Known or Potential Conflicts of Interest (Including Membership in Any Organization, Your Employment and the Memberships and Employment of Family Members) that Might Arise if You're Appointed?*

No



Explain:

Explain:

Have You Previously Served on any Town Board, Commission, or Committee?*

Yes



Explain:

A small position on the History Committee for my home town in Brewster MA, helping keep track of appointments and catalog approved projects.

Please Include the Name of Board, Commission, Task Force, Advisory Board, or Committee Appointment, the Approximate Date(s) Served and a Brief Description of the Quality of Your Service

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, commission, task force, advisory body or committee, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and recuse myself from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by myself or a member of my family, and other interest which impairs my ability to participate fairly in the deliberations and actions in question.*

Myles Harrison

Signature

Date*

4/29/2026

Planning Commission Private Roster as of February 25, 2026
7 Members

1	Frank Veno, Chair Term 524 Grand Blvd. 828-719-7151 frank.veno@gmail.com Appointed: 06-21-18 Reappointed: 05-20-21 Reappointed: 06-12-24 Expires: 06-30-27	3 rd		5 - Student	Michael Mileski (ASU Rep) 850 Blowing Rock Rd. 919-208-7419 mileskimj@appstate.edu Appointed: 06-11-25 Expires: 06-30-26	1-year Term
2 - Renter	Frida Paz-Miranda Term 184 Winter Dr., Lot 49 828-719-1150 frida.paz11@gmail.com Appointed: 06-11-25 Expires: 06-30-28	1 st		6	Adrian Tait (To Town Council 12/10/25) 1 st Term 595 Eastview Dr. 828-545-1323 adrian.tait@gmail.com Appointed: 09-13-23 Expires: 06-30-26	
3	Declan King Term 565 Yosef Dr., Apt Y 980-701-1731 kingdj3@appstate.edu Appointed: 09-10-25 Expires: 06-30-28	1 st		7	Anne Pruitt , Vice-Chair (To Town Council 2/25/26) 1 st Term 143 E Glendale Dr. 704-604-2872 annepruitt.pc@gmail.com Appointed: 09-11-24 Expires: 06-30-27	
4	Garrett Kight Term 508 Green St. 704-663-9572 garrettkight@gmail.com Appointed: 05-08-24 Expires: 06-30-26	1 st		P & I Staff	Brenda Henson, Board Clerk brenda.henson@townofboone.net Jane Shook, Director of Planning & Inspections jane.shook@townofboone.net	

1. 3-year staggered terms (except for student who serves a 1-year term)
2. Terms expire on June 30
3. Members can serve no more than 3 consecutive terms