



## Notice of Agenda Item Submission Deadline

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If anyone wishes to have an agenda item considered by the Boone Town Council at one of their upcoming regular meetings, scheduled for Wednesday, April 12, 2023 at 12:00 p.m. and Wednesday, April 26, 2023 at 6:00 p.m., it must be submitted to the Town Clerk by **Friday, March 31, 2023 at 5 p.m.**

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

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

If you have any questions, please contact Town Clerk Nicole Harmon at 828-268-6200 or by e-mail at [Nicole.harmon@townofboone.net](mailto:Nicole.harmon@townofboone.net).