



Board of Commissioners Work Session

August 20, 2025

MINUTES

The August 20, 2025 Work Session was called to order by Chair Angelena Kearney Dunlap. Commissioners present were Victor Hunt, Bertadean Baker, and Al Cooper. Commissioner Tare Davis was unable to attend. Others present include County Manager Crystal Smith and County Attorney Shiekel Richardson.

1. ADOPT SUGGESTED AGENDA

On motion of Commissioner Baker, seconded by Commissioner Hunt, and duly carried by unanimous vote, the Suggested Agenda, with addition of Item H, Appointment of Assistant County Manager Matthew Garner at a Starting Salary of \$90,000 and a Start Date of September 2, 2025, and Item I, Notification of Emergency Shelter Activation by North Carolina Department of Emergency Service was adopted.

2. DISCUSSION ITEMS

A. Summer Internship Program Update

Human Resources Director Sierra Thomas reported that the Summer Intern Program was a success.

B. Potential State Transportation Projects - Mark Bloomer, Planning and Zoning Director

Planning/Zoning Director Mark Bloomer provided information from the Kerr Tar Regional Council of Governments on potential State Transportation projects. There are projects concerning roads, rail, and bikeways that involve Warren County. Bloomer stated that the Board of Commissioners will need to vote on what projects they consider priorities and submit those to the Kerr Tar COG. Bloomer stated he is in favor of suggesting priority for all S Line projects. These items have been discussed with the Town of Warrenton, and will be discussed with the Town of Norlina, Town of Macon, and Community & Economic Development for their input.

C. Consider Approval to Schedule a Public Forum on Solar Farms at 4:30 p.m. on Monday, September 8, 2025 - Chair Angelena Kearney Dunlap

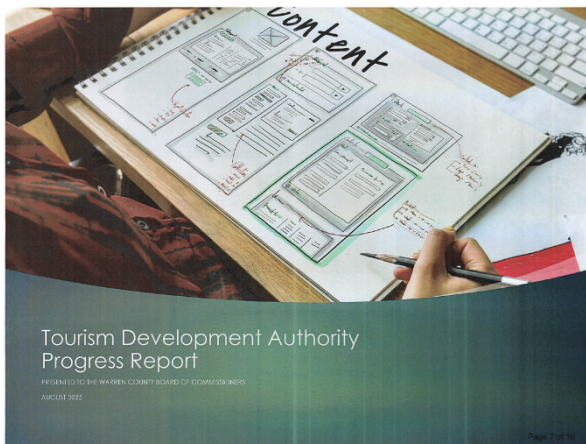
On motion of Commissioner Cooper and seconded by Commissioner Baker, a Public Forum on Solar Farms was scheduled for 4:30 on Monday, September 8, 2025. After discussion, Commissioner Cooper amended his motion to table the scheduling of the Public Forum until September 8, 2025, and Commissioner Baker agreed. This item will be discussed further at the Regular Meeting on September 8, 2025.

D. Consider Approval of Agreement with the State of North Carolina Department of Agriculture and Consumer Services for the Protection, Development and Improvement of Forest Lands in Warren County at a Cost to the County of \$167,035 and Cost to the State of \$250,553 for a Total Cost of \$417,588

On motion of Commissioner Hunt, seconded by Commissioner Cooper, and duly carried by unanimous vote, the Agreement with the State of North Carolina Department of Agriculture and Consumer Services for the Protection, Development and Improvement of Forest Lands in Warren County at a cost to the County of \$167,035 and cost to the State of \$250,553 for a total cost of \$417,588 was approved.

E. Tourism Development Authority Progress Report

Tourism Development Authority Manager Cherie Nelson provided an update on TDA progress.



Tourism Development Authority Progress Report

PRESENTED TO THE WARREN COUNTY BOARD OF COMMISSIONERS
AUGUST 2025

Page 7 of 16

Accomplishments Since March

Website RFP
finalized and
awarded (launch
planned January
2025)

Engaged local
influencers/bloggers
for county
promotion

Initiated cross-
promotion efforts
with neighboring
counties

Strengthened
relationships with
regional/state
tourism partners

Supported TDA
Board through
monthly meeting
prep and follow-up

Page 8 of 16

Strategic Priorities in Progress



Website Build-Out:
Modern, mobile-friendly,
centralized visitor hub



TDA Standard Operating
Procedures Manual



Mini-Grant Program for
FY26



Seasonal Marketing
Campaigns Fall,
Holidays, Spring



Email Newsletter &
Media Kits



Visitor Feedback Tools
(surveys, QR codes)

Page 9 of 16

Events & Programming



SUPPORT FOR
UPCOMING
LOCAL EVENTS



PUBLISH
'LOCAL'S GUIDE
TO WARREN
COUNTY'



STAKEHOLDER
WORKSHOPS
(FALL & SPRING)



REGIONAL
EVENT
PARTICIPATION



TOURISM
AWARDS OR
RECOGNITION
PROGRAM

Page 10 of 16

Visitor Experience Enhancements

Visitor brochures,
maps, and itineraries

Wayfinding/signage
improvements

Photo & Video Library

Heritage tourism
initiatives

Page 11 of 16



FY26 Measurable Outcomes

Page 12 of 16

Looking Ahead



FOCUS ON MEASURABLE RESULTS AND TRANSPARENT REPORTING



BUILD DEEPER COMMUNITY AND BUSINESS PARTNERSHIPS



STRENGTHEN WARREN COUNTY'S POSITION AS A PREMIER NC DESTINATION

Page 13 of 16

- Identifies unregistered short-term rentals and ensures compliance with occupancy tax regulations
- Provides detailed analytics to support tourism planning and decision-making
- Ensures fairness — all lodging operators contribute equally to occupancy tax
- Protects and potentially increases County revenue
- Frees up staff time by automating tracking

Deckard Technologies

Page 14 of 16

F. Consider Approval of Resolution Encouraging Support from Kerr Tar Regional Council of Governments of Expansion of NC Education Lottery Funds

On motion of Commissioner Cooper, seconded by Commissioner Hunt, and duly carried by unanimous vote, the Resolution Encouraging Support from Kerr Tar Regional Council of Governments of Expansion of NC Education Lottery Funds was approved.



WARREN COUNTY BOARD OF COMMISSIONERS
602 WEST RIDGEWAY STREET
POST OFFICE BOX 619
WARRENTON, NORTH CAROLINA 27589

Angela Kearney Dunlap,
Chairman
Victor Hunt, Vice Chairman
Tara Davis
Berledeen Baker
Al Cooper, Jr.
Crystal Smith
County Manager
Paula Pulley
Clerk to the Board

**RESOLUTION BY WARREN COUNTY BOARD OF COMMISSIONERS
ENCOURAGING SUPPORT FOR NC EDUCATION LOTTERY FUNDS
EXPANSION**

WHEREAS, the Warren County Board of Commissioners understand the value of Public Education; and

WHEREAS, local funding shortfalls and cuts to federal funding create hardships for local Public School Systems, especially those in rural, low-wealth, Tier 1 counties; and

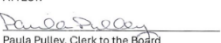
WHEREAS, NC Education Lottery Funds Expansion would provide much needed funding to local school systems; and

WHEREAS, the Warren County Board of Commissioners fully supports NC Education Lottery Funds Expansion for all 100 North Carolina Counties; and

NOW THEREFORE BE IT RESOLVED that the Warren County Board of Commissioners request Kerr Tar Regional Council of Governments to encourage it's five county membership to support expansion of NC Education Lottery Funds.

Adopted this 20th day of August, 2025.


Angela Kearney Dunlap, Chair

ATTEST:

Paula Pulley, Clerk to the Board

Phone: (252)257-3115
www.warrencountync.com

*This institution is an equal opportunity provider



G. Consider Approval of Resolution Encouraging Support from North Carolina Association of County Commissioners for Expansion of NC Education Lottery Funds

On motion of Commissioner Hunt, seconded by Commissioner Cooper, and duly carried by unanimous vote, the Resolution Encouraging Support from North Carolina Association of County Commissioners for Expansion of NC Education Lottery Funds was approved.



WARREN COUNTY BOARD OF COMMISSIONERS

602 WEST RIDGEWAY STREET
POST OFFICE BOX 619
WARRENTON, NORTH CAROLINA 27589

**RESOLUTION BY WARREN COUNTY BOARD OF COMMISSIONERS
ENCOURAGING SUPPORT FOR NC EDUCATION LOTTERY FUNDS
EXPANSION**

Angelena Kearney Dunlap,
Chairman
Victor Hunt, Vice Chairman
Tara Davis
Bartadean Baker
Al Cooper, Jr.

Crystal Smith
County Manager

Paula Pulley
Clerk to the Board

WHEREAS, the Warren County Board of Commissioners understand the value of Public Education; and

WHEREAS, local funding short-falls and cuts to federal funding create hardships for local Public School Systems, especially those in rural, low-wealth, Tier 1 counties; and

WHEREAS, NC Education Lottery Funds Expansion would provide much needed funding to local school systems; and

WHEREAS, the Warren County Board of Commissioners fully supports NC Education Lottery Funds Expansion for all 100 North Carolina Counties; and

NOW THEREFORE BE IT RESOLVED that the Warren County Board of Commissioners request North Carolina Association of County Commissioners to encourage all 100 North Carolina Counties to support expansion of NC Education Lottery Funds.

Adopted this 20th day of August, 2025.

A handwritten signature in blue ink, appearing to read "A. Kearney".
Angelena Kearney Dunlap, Chair

ATTEST:

A handwritten signature in blue ink, appearing to read "Paula Pulley".
Paula Pulley, Clerk to the Board

Phone: (252) 257-3115
www.warrencountync.com

"This institution is an equal opportunity provider."



H. Notification of Appointment of Assistant County Manager Matthew Garner at a Starting Salary of \$90,000 and a Start Date of September 2, 2025

County Manager Crystal Smith notified the Board of Commissioners of the appointment of Matthew Garner as Assistant County Manager at a starting salary of \$90,000 and a start date of September 2, 2025.

I. Notification of Activation of the Emergency Shelter by the North Carolina Department of Emergency Management

County Manager Crystal Smith notified the Board of Commissioners that the North Carolina Department of Emergency Services has activated our Emergency Shelter in response to Hurricane Erin. The shelter will be open to those leaving coastal areas ahead of the storm.

3. ADJOURN August 20, 2025 BOARD MEETING

On motion of Commissioner Cooper, seconded by Commissioner Hunt, and duly carried by unanimous vote, the August 20, 2025 Work Session was adjourned.

Paula Pulley, Clerk to the Board