TOWN OF FOUR OAKS
BOARD OF COMMISSIONERS MEETING
JULY 20, 2026
MINUTES

Call to Order

Mayor Mike Hines called the regularly scheduled meeting of the Board of Commissioners to order on July 20, 2026, at 6:30 p.m. Present were Mayor Pro-Tem Tony Capps and Commissioners Kim Robertson, Sauyer Roberts, Linwood Parker, and Carles Surles. Also in attendance were Town Attorney Chip Hewett, Town Administrator Barry Stanley, Planning and Zoning/Building Inspector Mike Cook, Police Chief Stephen Anderson, Mike Dart of the Four Oaks-Benson News in Review, and Town Clerk Rhonda Lee, who recorded the minutes.

Invocation and Pledge of Allegiance

Invocation was led by Commissioner Carles Surles, and the American Heritage Girls, Troop NC0517, led the Pledge of Allegiance.

Agenda Approval

Mayor Pro Tem Tony Capps made a motion to amend tonight's agenda by deleting the closed session and adding item "c" under # 8 to discuss acquisition of property on W. Wellons St. Seconded by Commissioner Kim Robertson. Motion carried unanimously.

Consent Agenda Approval

Mayor Pro-Tem Tony Capps made a motion to approve all items on the consent agenda as presented. Commissioner Carles Surles seconded the motion. Motion carried unanimously.

Proclamation

Proclamation declaring July as Parks and Recreation Month was read by Commissioner Kim Robertson.

UDO Presentation

Anna Willis, representing Kimley Horn, presented an update on the UDO project. All slides from her presentation are included in the minute packet.

Public Comments

Abbey Bracken, Librarian at the James Bryan Creech Library, provided the Board with an update on the library and its recent activities. Since reopening in December 2025, the library has received an overwhelmingly positive response from the community. Residents have expressed their appreciation for the newly renovated space, and the library has experienced a steady

increase in visitors and participation. Abbey shared that the Four Oaks community has been incredibly supportive and generous, helping to make the library a welcoming place for all. She also expressed her excitement about the new programs, resources, and opportunities the library is bringing to the community and thanked everyone for their continued encouragement and support.

Kimetha Fulwood with the Johnston County Health Department provided the Board and residents with an overview of the many programs and services available to the community. She highlighted several free and low-cost resources, including free Narcan distribution, back-to-school immunizations, a diabetes prevention program, smoking cessation classes, and chronic pain management classes, as well as many other health and wellness services. Ms. Fulwood also provided informational handouts, which are attached for anyone interested in learning more.

Nichole Wilson, a resident of Parkertown Road just outside the town limits, appeared before the Board to express her sincere appreciation to the Town, the Mayor and Board of Commissioners, the Police Department, Mike Cook, Carol Allen, and Barry Stanley for their dedication and hard work in addressing and ultimately shutting down the drug-related activity at the property on Parkertown Road. Ms. Wilson shared that, as a result of those efforts, she and her husband, Dave, were able to purchase the property and are now working to clean it up and restore it.

Joan Pritchett, representing the Four Oaks Chamber of Commerce, addressed the Mayor and Board of Commissioners to provide an update on Chamber activities and upcoming events. Mrs. Pritchett shared that the recent Liberty Tree dedication was a meaningful event and a special addition to the Town of Four Oaks. She also announced that the Chamber is currently hosting a Back-to-School Supply Drive through the month of August. School supplies and monetary donations are being accepted, with all donations benefiting the local elementary, middle, and high schools. She informed the Board that the Rotary Club of Central Johnston County will host a cybersecurity seminar on Tuesday evening at Town Hall. Mrs. Pritchett reported that planning for the Acorn Festival is well underway and progressing smoothly. This year's festival will feature a continuous shuttle service from the new Johnston Community College campus to downtown Four Oaks. UNC Health Johnston has partnered with the Chamber by providing both a bus and driver for the shuttle service. In addition, she announced plans for an expanded health fair featuring representatives from UNC Health Johnston, CommWell Health Dental, the Johnston County Health Department, the Johnston County EMS bus, and vision screenings provided by the Lions Club. She concluded by sharing that the festival's Kids Zone will be larger than ever, offering even more activities and entertainment for children and families.

Public Hearings

Mayor Hines called for a motion to enter a public hearing. Commissioner Linwood Parker made a motion to enter a public hearing. Commissioner Carles Surles seconded the motion. Motion carried unanimously.

Mike Cook presented the case. Old School Road- LAN, LLC, Petitioner, and Thomas Clint Lee, Owner, request a rezoning from R-A to R-12 on Parcel # 08H10042A. The parcel is located on Hollingsworth Road and is within the Town's ETJ. Public notice was in the FO Benson News in Review on July 1, 2026, and July 8, 2026. A sign was placed on the property on July 2, 2026.

Letters were mailed to 15 property owners within a 500 ft radius on May 29, 2026. There were no inquiries about the letters that were mailed. The Planning Board met on July 14, 2026, and recommended approval to rezone the parcel from RA to R-12.

Trina Baker, a resident of the Town's Extraterritorial Jurisdiction (ETJ), addressed the Mayor and Board of Commissioners in opposition to the rezoning and subdivision request. Ms. Baker stated that she opposed the request because she did not favor slab homes and expressed concerns about the Town's ability to support additional major subdivisions with its current water capacity.

Brian Leonard of BRL Engineering, 112 E. Johnson Street, Smithfield, addressed the Mayor and Board of Commissioners on behalf of the developer. Mr. Leonard disclosed that he also serves as a contract engineer for the Town and explained that, to avoid any conflict of interest, another engineer would be responsible for reviewing the subdivision plans.

Mr. Leonard stated that the proposed subdivision would consist of 46 homes. He noted that a significant portion of the property would remain as open space due to wetlands located along the southern portion of the tract adjacent to the CSX Railroad. He further explained that all streets would be constructed to Town standards and would include sidewalks, valley curb, and gutter.

The Board discussed the differences between the RA and R-12 zoning districts. Mr. Leonard explained that the minimum lot size for the RA district is 20,000 square feet, while the R-12 district requires a minimum lot size of 12,000 square feet. He noted that the average lot size within the proposed subdivision would be approximately 19,500 square feet, which is very close to the minimum lot size required in the RA district.

There were no further questions, comments, or discussion from the Board or members of the public.

Mayor Hines called for a motion to close the Public Hearing. Commissioner Carles Surles made a motion to close the Public Hearing. Seconded by Commissioner Sauyer Roberts. Motion carried unanimously.

A motion to approve the rezoning of Parcel 08H410042A from RA to R-12 was made by Commissioner Sauyer Roberts, seconded by Mayor Pro-Tem Tony Capps. Motion carried unanimously.

A motion to open the Public Hearing was made by Mayor Pro-Tem Tony Capps, seconded by Commissioner Sauyer Roberts. Motion carried unanimously.

Mike Cook presented the case. Old School Road- LAN, LLC, Petitioner, and Thomas Clint Lee, Owner, request a single-family residential subdivision on Parcel # 08H10042A. The parcel is located on Hollingsworth Road and is within the Town's ETJ. Public notice was in the FO Benson News in Review on July 1, 2026, and July 8, 2026. A sign was placed on the property on July 2, 2026.

Letters were mailed to 15 property owners within a 500 ft radius on May 29, 2026. There were no inquiries about the letters that were mailed. The Planning Board met on July 14, 2026, and recommended approval of the subdivision with the following conditions. There will be a professionally managed HOA, and the property will be annexed into the Town's City Limits.

Brian Leonard of BRL Engineering appeared before the Mayor and Board of Commissioners on behalf of the developer. Mr. Leonard requested clarification regarding the Town's definition of a "professionally managed" homeowners association (HOA). Specifically, he asked whether the requirement referred to an HOA governed solely by a board of homeowners or if it required the association to be managed by a professional management company. Mayor Pro-Tem Tony Capps explained that the intent was for the HOA to be managed by an independent professional management company responsible for handling the association's finances, addressing homeowner concerns and complaints, and ensuring compliance with the HOA's covenants and regulations. Commissioner Mike Cook commented that having a professional management company oversee the HOA would help address many of Commissioner Linwood Parker's concerns regarding rental properties within the development.

Mayor Hines stated that he would like to meet with the developer to discuss the entrance to the subdivision, berms, etc. before plans are in place for those things.

The Board also discussed the possibility of connecting the proposed subdivision with the adjacent neighborhood to provide an additional point of access and improve connectivity. Board members noted that the connection would enhance public safety by providing another route for emergency access and creating a safer way for residents, including children walking or riding bicycles, to travel between the neighborhoods. Mr. Leonard stated that the developer was willing to work with the Town to explore a connection between the subdivisions. He acknowledged that accomplishing this may require the loss of up to two residential lots, but indicated the developer was willing to make that accommodation.

There were no further questions, comments, or discussion from the Board or members of the public.

Mayor Hines called for a motion to close the Public Hearing. Mayor Pro-Tem Tony Capps made a motion to close the Public Hearing. Seconded by Commissioner Carles Surles. Motion carried unanimously.

Mayor Pro-Tem Tony Capps made a motion to approve the subdivision as presented with the following stipulations. There will be a professionally managed HOA; the property is to be annexed into the Town's City Limits, and the developer will carve out a lot in each subdivision to provide a connecting road between the two subdivisions that will meet all town requirements. Commissioner Sauyer Roberts seconded the motion. Motion carried unanimously.

The next item of business was added to the agenda at the beginning of the meeting and concerned the acquisition of property located at 308 W. Wellons Street. The Board was asked to

approve and ratify the purchase contract for the property. Town Attorney Chip Hewett explained that the parcel is adjacent to the Town Shop and is needed to support the operational needs of the Public Works Department. Mr. Hewett stated that the Town Administrator acted within the scope of his authority in negotiating the purchase contract for the property. The proposed purchase price is $97,000, which includes a $4,000 due diligence fee to be paid as part of the transaction.

Commissioner Kim Robertson made a motion to ratify and affirm the contract to purchase 308 W. Wellons Street. Seconded by Commissioner Carles Surles. Motion carried unanimously.

New Business

a) Commissioner Robertson stated she still needs to set up a meeting with Skip to discuss grants. Town Administrator Barry Stanley stated he had been in discussion with board members at the Four Oaks Pool about future plans and potential projects.
b) Mayor Pro-Tem Tony Capps made a motion to accept the Clerk's Certificate of Sufficiency for voluntary annexation for parcels 08I10049B and 08I10050V. Commissioner Kim Robertson seconded the motion. Motion carried unanimously.
c) Mayor Pro-Tem Tony Capps made a motion to adopt the Resolution setting the date for a public hearing on the voluntary annexation of parcels 08I10049B and 08I10050V. Commissioner Carles Surles seconded the motion. Motion carried unanimously.
d) Mayor Hines explained the Business Incentive Policy, stating this is not an application process. This is meant for the town to seek out certain types of businesses to offer this incentive to. These will be businesses that will benefit our residents and help our town grow. He explained that the list of businesses can be changed at any time and is not limited to the ones on this list. Commissioner Kim Robertson stated that "steak house" should be changed to restaurant and not single out steak house.
Commissioner Sauyer Roberts made a motion to adopt the incentive policy as presented. Commissioner Kim Robertson seconded the motion. Motion carried unanimously.

Mayor's Comments

Mayor Hines commented that the Liberty Tree Ceremony was very nice and that is was an honor for Four Oaks to be the recipient. Mayor Hines thanked Joan Pritchett with the Chamber of Commerce and Paul Papke for all of their help. He stated that the town is lucky to have them.

Department Reports

Water and sewer, planning & zoning, inspections, and financial reports were provided to the Board for review.

Commissioner Linwood Parker stated the sewer report still looks bad and he felt some of the reason was infiltration. We will continue to monitor and work on repairs.

Commissioner Kim Robertson asked of the Town needed to look into a sound system for Barbour's Grove Park. Mayor Hines also thinks this would be a good idea.

Mayor Hines allowed time for the Board to review the departmental reports and invited any questions. With no further questions, Mayor Pro-Tem Tony Capps presented the financial report.

Mayor Pro-Tem Tony Capps made a motion to approve the bills as presented. Commissioner Linwood Parker seconded the motion. Motion carried unanimously.

Closed Session

Taken off of the agenda at the beginning of the meeting.

Adjournment

With no further business brought before the Board of Commissioners, a motion to adjourn at 8:30 p.m. was made by Commissioner Kim Robertson, seconded by Commissioner Carles Surles. The motion carried unanimously.

Mike Hines, Mayor

ATTEST:

Rhonda S. Lee, CMC
Town Clerk