

**TOWN OF FOUR OAKS
BOARD OF COMMISSIONERS MEETING
JUNE 15, 2026
MINUTES**

Call to Order

Mayor Mike Hines called the regularly scheduled meeting of the Board of Commissioners to order on June 15, 2026, at 6:30 p.m. Present were Mayor Pro-Tem Tony Capps and Commissioners Kim Robertson, Sawyer Roberts, Linwood Parker, and Carles Surles. Also in attendance were Town Attorney Chip Hewett, Town Administrator Barry Stanley, 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 by Coach Brandon Lee with the FO 8U Softball Team leading the Pledge of Allegiance.

Agenda Approval

Commissioner Sawyer Roberts made a motion to approve tonight's agenda as presented. Seconded by Commissioner Carles Surles. 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 honoring the 250th Anniversary of the United States read by Commissioner Carles Surles.

Public Comments

Joan Pritchett with the Four Oaks Chamber of Commerce came before the board to give some updates on what the Chamber has going on. The summer education series is kicking off with "Scam Aware," hosted by State Employees Credit Union, and will be held this Thursday at 10:00 am in the Council Chambers. July 21st will be on Cyber Security. June 25th is the Liberty Tree dedication at the new JCC training facility at 10:00 am. Joan encourages everyone to attend.

Budget Amendments

Finance Officer, Rachel Raynor, presented the 2025-2026 budget amendments as of May 31, 2026. Each Commissioner received a copy of the amendments. These are attached to the minutes. With no further discussion, Commissioner Linwood Parker made a motion to approve

the 2026-2027 budget amendments as presented and to approve Mayor Pro-Tem Tony Capps and Finance Officer Rachel Raynor to make budget amendments as necessary as of June 30, 2026. Seconded by Commissioner Robertson. Motion carried unanimously.

Public Hearings

Mayor Hines called for a motion to enter into a quasi-hearing. Commissioner Carles Surles made a motion to enter into a quasi-hearing. Commissioner Kim Robertson seconded the motion. Motion carried unanimously.

Attorney Chip Hewett swore in Town Administrator Barry Stanley, Planning Board Chairman Vic Medlin, and property owners Jonathan and Wendy Huff to testify for or against the special use request.

- a) Barry Stanley presented the case. Jonathan Huff, Petitioner and Colonel Jones, Owner, Request for a Special Use to allow a short-term rental on Parcel # 08001002. Parcel is located at 215 W. Lewis St and is within the Town's City Limits. Parcel is currently zoned RA-6. Parcel is in the Town's City Limits. Public notice was in the FO Benson News in Review on May 27, 2026, and June 3, 2026. Sign was placed on the property on May 29, 2026. Letters were mailed to 43 property owners within a 500 ft radius on May 29, 2026. There were no inquiries from letters that were mailed. The Planning Board met on June 9, 2026, and recommended approval.

Planning Board Chair Vic Medlin addressed the Board and reported that the Planning Board unanimously approved the Special Use Permit request with the stipulation that, should ownership of the property change, the new owner must return before the Board for approval. Mr. Medlin noted that the current owners are local residents who intend to be actively involved with the property. He acknowledged concerns raised regarding the potential for the property to operate as a "party house," but stated that he does not believe this will be an issue. Mr. Medlin also expressed the need for a more specific definition of "short-term" within the ordinance to provide clear guidance on its meaning and application. Additionally, he stated that any regulations in effect at the time the Unified Development Ordinance (UDO) is adopted should be followed. Mr. Medlin concluded by reiterating that the Planning Board's approval was unanimous.

Jonathan and Wendy Huff, applicants and owners, presented to the board "The Tiny Oak". Stating that as of May 28, 2026, they own the property and would like to ask permission to use it as a short-term rental. This house is very tiny, so it will be limited to small families for short periods of time. This will not be a party house. The Huff's state that they will have rules and guidelines in place and will be very involved in the day-to-day activity. This is intended to be a clean, quiet, and quaint space that will be an asset to the community. Local marketing and possibly Airbnb at this time.

Mayor Pro-Tem Tony Capps stated that he supports approving the Special Use Permit with the stipulation that the approval be limited to 18 months to allow for alignment with the forthcoming Unified Development Ordinance (UDO). He further stated that, at the end of the 18 months, the applicant could return to the Board for reconsideration and that the Town could waive any

associated application fees for that review. Commissioner Linwood Parker suggests waiting until the UDO is finalized to make any decisions.

There were no further questions or comments from the board.

Mayor Hines called for a motion to close the Quasi-Hearing. Commissioner Kim Robertson made a motion to close the Quasi-Hearing. Seconded by Commissioner Linwood Parker. Motion carried unanimously.

Attorney Chip Hewett followed up with the four findings of fact. He reminded the Commissioners that if any questions are answered false, the SUP will not pass.

- a) Will not endanger the public health or safety: Motion to approve findings of fact “a” was made by Mayor Pro Tem Tony Capps, seconded by Commissioner Sawyer Roberts. Motion carried unanimously.
- b) Will not injure the value of the adjoining property: Motion to approve findings of fact “b” was made by Commissioner Charles Surles, seconded by Commissioner Kim Robertson. Motion carried unanimously.
- c) Will be in harmony with the area in which it is located: Motion to **Deny** findings of fact “c” was made by Mayor Pro-Tem Tony Capps. Seconded by Commissioner
- d) Motion carried unanimously.
- e) Will be in conformity with the future land use plan, thoroughfare plan, or other plans officially adopted by the Board of Commissioners: Motion to **Deny** findings of fact “d” was made by Mayor Pro-Tem Tony Capps, seconded by Commissioner Sawyer Roberts. Motion carried unanimously.

Mayor Pro Tem Tony Capps made a motion to **Deny** the special use permit on Parcel #08001002 based on findings of facts “d” and “e”. Commissioner Kim Robertson seconded the motion. Motion carried unanimously.

New Business

Motion to direct the Clerk to investigate the sufficiency of the annexation petition for Meadow Hills subdivision, located off E. Sanders Street, Track one Parcel #08I10049B and Track two Parcel #08I10050V, was made by Commissioner Robertson. Commissioner Roberts seconded the motion. Motion carried unanimously.

Commissioner Robertson led a discussion regarding future Parks and Recreation initiatives and the implementation of the Town’s Parks and Recreation Master Plan developed by Withers Ravenel. She requested guidance from the Board on priorities moving forward, including whether to consider acquiring additional land for recreational purposes as part of the plan. The Board discussed potential grant opportunities, funding sources, and the possibility of installing lights at the football fields. Following the discussion, Commissioner Robertson was directed to research potential land acquisition options and develop estimated costs associated with the proposed projects. She will present this information, including funding needs and available options, for further consideration at the July Board meeting.

Mayor's Comments

Mayor Hines reported that he and Barry met with Fred Smith to do a walk-through on phase III of the Streetscape Project. Fred Smith will have estimated costs to us this week, so the town can make some decisions on what we can do. Mayor Hines also complimented Mrs. Patricia Chisolm Jones on the celebration she held Saturday at the Fire Department, stating it was very nice. Commissioner Robertson added that it was a beautiful event and the park looks great. Smith Park is now known as Robert Lee Holt Park, and Mrs. Pat has put in a lot of work to transform this into a really nice park.

Department Reports

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

Commissioner Linwood Parker spoke on the water/sewer report, stating that we will continue to camera and make repairs so these numbers continue to look better.

Commissioner Kim Robertson stated that football registration opened on Saturday and is already full. There are 67 registered to play football and 53 cheerleaders. Practice will begin on August 1st.

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. Commissioner Linwood Parker made a motion to approve the bills as presented. Commissioner Kim Robertson seconded the motion. Motion carried unanimously.

Closed Session

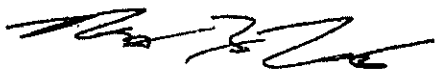
Mayor Mike Hines called for a motion to go into closed session under G.S. 143-318.11 (a) (6) to discuss personnel matters. Mayor Pro-Tem Tony Capps made a motion to go into closed session; Commissioner Carles Surles seconded the motion. Motion carried unanimously.

The Commissioners held a brief discussion on personnel matters. There was no action taken in closed session.

Mayor Pro Tem Tony Capps made a motion to come out of closed session. Commissioner Sawyer Roberts seconded the motion. Motion carried unanimously.

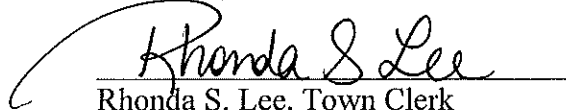
Adjournment

With no further business brought before the Board of Commissioners, a motion to adjourn at 7:55 p.m. was made by Mayor Pro-Tem Tony Capps, seconded by Commissioner Carles Surles. The motion carried unanimously.



Mike Hines, Mayor

ATTEST:


Rhonda S. Lee, Town Clerk