



**TOWN OF ROBBINS**  
**BOARD OF COMMISSIONERS REGULAR MEETING**  
**THURSDAY, APRIL 10, 2025 – 6:00 PM**  
**Robbins Fire Department**

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**AGENDA**

- I. CALL TO ORDER**
- II. INVOCATION** – Mayor
- III. PLEDGE OF ALLEGIANCE** – Mayor
- IV. PUBLIC COMMENT PERIOD NC G.S. 160A-81, 160A-81.1**
- V. CONFLICT OF INTEREST** – *Does any Commissioner have a conflict of interest concerning agenda items the Board will address in this meeting?*
- VI. APPROVAL OF CONSENT AGENDA**  
*All items below are considered routine and will be enacted by one motion. No separate discussion will be held except on request of a member of the Board of Commissioners.*
  - A. March Board of Commissioners Minutes
- VII. OLD BUSINESS**
- VIII. BOARD OF ADJUSTMENT**
  - A. Special Variance Request: Lot 10 and 11 N Frye Street, Robbins R-10 to adjust side setbacks for QBA Management
- IX. NEW BUSINESS**
  - A. Resolution of Closing Streets for Good Friday Celebration
  - B. Budget Amendment 7
  - C. Budget Amendment 8
  - D. Budget Amendment 9
- X. MANAGER'S REPORT**
  - A. April 2025 Managers Report
- XI. COMMISSIONER'S COMMENTS**
- XII. CLOSED SESSION** (*if needed*)
- XIII. COMMISSIONER'S UPCOMING MEETING/EVENTS**

April 18th Good Friday Town Hall Closed

April 24th Budget Work Session 6:00-8:00pm

May 8th Board of Commissioners Meeting



**MEMORANDUM TO THE BOARD OF COMMISSIONERS**

**FROM:** Clint Mack

**DATE:** 04/01/2025

**SUBJECT:** Board of Commissioner March Minutes

**PRESENTER:** Clint Mack

**REQUEST:**

To accept into record March Board of Commissioners Minutes

**BACKGROUND:**

**IMPLEMENTATION PLAN:**

To approve minutes into public record.

**FINANCIAL IMPACT STATEMENT:**

None.

**RECOMMENDATION SUMMARY:**

Recommend approval of March Board of Commissioners Minutes.

**SUPPORTING ATTACHMENTS:**



**TOWN OF ROBBINS**  
**Board of Commissioners Regular Meeting**  
**Thursday, March 13, 2025 – 6:00 PM**  
**Robbins Fire Department**

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**I. CALL TO ORDER**

**PRESENT**

Mayor Cameron Dockery  
Mayor Pro Tem Nikki Bradshaw  
Commissioner Brandon Phillips  
Commissioner Kevin Stewart  
Commissioner Lonnie English

**ABSENT**

Commissioner Jody Britt

**II. INVOCATION – Mayor**

**III. PLEDGE OF ALLEGIANCE – Mayor**

**IV. PUBLIC COMMENT PERIOD NC G.S. 160A-81, 160A-81.1**

**V. CONFLICT OF INTEREST – *Does any Commissioner have a conflict of interest concerning agenda items the Board will address in this meeting?***

**VI. APPROVAL OF CONSENT AGENDA**

*All items below are considered routine and will be enacted by one motion. No separate discussion will be held except on request of a member of the Board of Commissioners.*

**A. February Board of Commissioners Minutes**

Motion made by Commissioner Phillips.

Voting Yea: Mayor Pro Tem Bradshaw, Commissioner Stewart, Commissioner English

**VII. PRESENTATIONS**

- A. Conditional Rezoning of PAR ID 11204, PAR ID 98000558, PAR ID 20060697 1.36 acres at 120 N Rockingham Street from R-10 to TBD-CZ for Food Establishment**  
Conditional rezoning from R-10 to TBD for a Food Truck Park. The overview of the zoning map was presented. Centrally located adjacent to the Greenspace. Also reviewed the future land use map to show no conflict. There are no town utilities needed however



there is water/sewer access if needed. Staff analysis was presented to the board and the applicants, Daltina Peele and William McDuffie went over their presentation (attached)

- B. Conditional Rezoning I (Industrial) to R-8 -CZ of Par ID 00008769 and Par ID 990000409 3.90 acres on 250 E Hemp Street R-8-CZ

Conditional Rezoning to R-8 -CZ from Industrial. I reviewed the land use map and future land use along with the utilities map. Higher density lower footprint is what you want. Staff Analysis was presented. Applicant engineer makes presentation, Kevin Lindsay regarding townhomes. The units will be 3 bedroom 2 bath. Dockery inquired about the sidewalks around the property. Price point \$200-\$250K

## **VIII. PUBLIC HEARINGS**

- A. Public Hearing to consider Unified Development Ordinance Text Amendment of Section 152.029 to amend (N) (1) (a)  
Motion to Open by Commissioner Bradshaw  
Public Comment: Kelly Decker talked about ETJ Issues experienced with recent mobile home purchase.  
Motion to Close by Commissioner Bradshaw
- B. Public Hearing of Conditional Rezoning of PAR ID 11204, PAR ID 98000558, PAR ID 20060697 1.36 acres at 120 N Rockingham Street from R-10 to TBD-CZ for Food Establishment  
Motion to Open by Commissioner Phillips  
Public Comment: None  
Motion to Close by Commissioner Bradshaw
- C. Public Hearing Conditional Rezoning I (Industrial) to R-8 -CZ of Par ID 00008769 and Par ID 990000409 3.90 acres on 250 E Hemp Street R-8-CZ  
Motion to Open by Commissioner Stewart  
Public Comment: None  
Motion to Close by Commissioner Phillips

## **IX. OLD BUSINESS**

- A. Code Enforcement  
Commissioner Stewart suggests to move to budget meeting.

## **X. NEW BUSINESS**

- A. Resolution for Sewer System Rehabilitation Grant  
Motion made by Commissioner Phillips.  
Voting Yea: Mayor Pro Tem Bradshaw, Commissioner Stewart, Commissioner English
- B. Approval of Conditional Rezoning of PAR ID 11204, PAR ID 98000558, PAR ID 20060697 1.36 acres at 120 N Rockingham Street from R-10 to TBD-CZ for Food Establishment  
Consistency Statement Adoption  
Motion to adopt by Commissioner Phillips

All in favor

- C. Approval of Conditional Rezoning I (Industrial) to R-8 -CZ of Par ID 00008769 and Par ID 990000409 3.90 acres on 250 E Hemp Street R-8-CZ

Condition to repair sidewalks

Consistency Statement

Motion to adopt by Commissioner English

All in favor

- D. Public Hearing to consider Unified Development Ordinance Text Amendment of Section 152.029 to amend (N) (1) (a)

Consistency Statement

Motion made to adopt by Commissioner Stewart.

Voting Yea: Mayor Pro Tem Bradshaw, Commissioner Phillips, Commissioner English

## **XI. MANAGER'S REPORT**

- A. February 2025 Manager Report

Reviewed Managers Report attached, nothing new to report

## **XII. COMMISSIONER'S COMMENTS**

Phillips: It was brought to my attention about the Game Rooms to close down in 30 days and someone expressed they were in favor of them, I explained how people want to spend their money that is up to them however the State has been very clear and consistent and they are not allowed. This is a state issue not a Town issue. I explained if they are in favor of them they needed to take it up with their State Senator.

Stewart: The Car show/Cruise In is March 22nd.

Bradshaw: Thank you to everyone who came. Budget season is coming I would like to schedule some community meetings to gather guidance on how our taxpayers would like our board to spend their tax dollars. Be nice to hear those needs of our town to be sure we are prioritizing those needs. (Mack stated Town Hall is always open and if you would like to facilitate that meeting please let us know; Stewart commented our Budget meetings were open to public)

English: Appreciate the Food park, you need control, people are unreal. Appreciate all you do and what the police dept is doing.

Dockery Thank you it's a great asset for our town. Excited about moving forward, we have had a good night here and excited about the possibilities.

## **XIII. CLOSED SESSION *(if needed)***

G.S. 143-318.11 (3) Attorney Client Privilege

Commissioner Stewart makes a motion to go into a closed session at 6:58 pm

Motion at 7:13 to come out of closed session into open session by Commissioner Stewart

Motion to adjourn at 7:13 pm by Commissioner Bradshaw

**XIV. COMMISSIONER'S UPCOMING MEETING/EVENTS**

This the \_\_\_\_\_ day of April, 2025.

\_\_\_\_\_  
Cameron Dockery, Mayor

\_\_\_\_\_  
Jessica Coltrane, Town Clerk, CMC



## MEMORANDUM TO THE BOARD OF COMMISSIONERS

**FROM:** Clint Mack  
**DATE:** 04/02/2025  
**SUBJECT:** Hearing on Petition for Variance Permit  
**PRESENTER:** Clint Mack

**REQUEST:**  
QBA Management, LLC Variance Permit relating to setbacks.

**BACKGROUND:**

**IMPLEMENTATION PLAN:**  
QBA Management LLC has filed a Petition for Variance Permit in regards to setbacks on Lot 10 and Lot 11( 111 and 115 N Frye Street), stating a house cannot fit on a lot this size with ordinance set 20' side setbacks. Adjacent owners have been notified by mail about this hearing involving this variance.

**FINANCIAL IMPACT STATEMENT:**

None.

**RECOMMENDATION SUMMARY:**

According to our Ordinance 152.062 NONCONFORMING LOTS.

(A) When a nonconforming lot can be used in conformity with all of the regulations applicable to the intended use, except that the lot is smaller than the required minimums set forth in §§ 152.063 through 152.067 below, then the lot may be used as proposed just as if it were conforming. However, no use (e.g., a two-family residence) that requires a greater lot size than the established minimum lot size for a particular zone is permissible on a conforming lot. The recommendation is to approve the variance permit.

**SUPPORTING ATTACHMENTS:**  
Variance, Site Plan, GIS address



## BOARD OF ADJUSTMENT PETITION FOR VARIANCE PERMIT

Town of Robbins  
 101 N Middleton Street  
 Robbins, NC 27325  
[www.townofrobbins.com](http://www.townofrobbins.com)  
 910-948-2431

General Information Date: 3/28/25

Petitioner: QBA Management, LLC  
 Address: 335 Fields Dr Aberdeen NC 28315  
 Phone Number: 9109447453 Email: homeforyoutoday@hotmail  
 Property Owner: George Frye  
 Address: 317 Palm Warbler Rd, Johns Island, SC  
 Telephone Number: 843-304-0278 Email: \_\_\_\_\_  
 Legal relationship of Petitioner to Property Owner: \_\_\_\_\_

Property Information Location:

111 (10+ 11) & 115 (10+ 10) N Frye St, Robbins

Tax ID Number: 00008769

Zoning District: R-10

Reason for Variance So that the above-mentioned property can be used in a manner indicated by the plot plan attached to this form and as more fully described herein:

a house cannot fit on a lot this size with 20'  
side setbacks

Which ordinance section is the requested variance related: side setbacks

Findings of Fact (provide a statement for each of the following) -continued on the following page Briefly describe situation and hardship experienced by the property:

R10 zoning has 20' side setbacks. That would  
only leave a 10' wide building envelope.

(1) How would strict compliance with the regulations constitute an unreasonable hardship upon the property: The building envelope wouldn't allow a home  
wider than 10' to be built.

(2) Explain how the hardship suffered is peculiar to the property rather than conditions that are common to the neighborhood or the general public:

There are no homes 10' wide that could be built

Section VIII, Item A.

(3) Explain how the hardship is **not** a result of the applicant's or owner's own actions:

Setbacks are required to be 20' in current zoning.

(4) Explain how the requested variance is consistent with the spirit, purpose, and intent of the counties land development ordinances:

It calls for single family dwellings to be built.

(5) Explain how the variance will **not** substantially interfere with or injure the rights of others whose property would be affected by granting of the variance:

There are single family homes in surrounding area.

(6) Explain how the hardship is related to the property rather than resulting from the existence of a nonconforming situations in the vicinity:

With 10' setbacks, a single family home will not fit.

(7) Explain how the variance would **not** violate the provisions of Chapter 14 Article X –Nonconformities by allowing the enlargement, extension, or greater permanence or intensity of a nonconforming use or feature:

It would be similar in size to other single family dwellings in the area.

I certify that I am the owner, or have the consent of the owner to act in his behalf in petitioning for this variance. Further, all information presented in this petition and "Findings of Fact" are accurate to the best of my knowledge and belief. I understand that incomplete, inaccurate, or illegible petitions will not be processed. Further, I grant permission for members of the Board of Adjustment and Town Staff to visit the site in question for informational and advertisement needs. I agree that if this variance is granted, based on the information presented herein, it may be revoked in the event of any breach of representation or conditions, which may be attached.

Petitioner/Property Owner Date

Debra Burgers

3/28/25



# ROBBINS

## APPLICATION FOR ZONING COMPLIANCE PERMIT

PLEASE TYPE OR PRINT

APPLICATION NUMBER: \_\_\_\_\_

SUBMIT TO: TOWN OF ROBBINS  
PO BOX 296  
ROBBINS, NC 27325

1. Applicant: QBA Management, LLC
2. Address: 335 Fields Drive, Aberdeen, NC
3. Phone Number: 910 944 7453
4. Owner of Property: George Frye
5. Owner's Address: 317 Palm Warbler Rd, Johns Island, SC
6. Phone Number: 843 364 0278
7. Location of Property: South Broad St
  - a. Street & House: 111 N Frye Street (lot 11)
  - b. Township: 10
  - c. LRK #: 00009437
  - d. Deed Book & Page #: 2011E/796
8. Acreage of Property: 0.404
9. Present Zoning: R-10

10. Type of Project (new  
build, fence, addition  
etc.):

new construction; single family  
dwelling

Attach two (2) copies of a plan or map showing the following in sufficient detail to enable the Zoning Administrator to ascertain whether the proposed activity is in conformance with the zoning ordinance.

SUCH PLAN OR MAP SHALL:

- ✓ 1. Be: (a) in black and white (b) on 8 ½ X 11" paper (c) drawn to scale
- ✓ 2. The shape and dimensions of the lot on which the proposed building or use is to be erected or conducted
- ✓ 3. The location of said lot with respect to adjacent right-of-way
- ✓ 4. The shape, dimensions, and location of all buildings, existing and proposed, on the said lot
- ✓ 5. The nature of the proposed use of the building or land, including the extent and location of use on the said lot
- ✓ 6. The location and dimensions of off-street parking and loading space and the means of ingress and egress to such space; and
- ✓ 7. Any other information which the Administrative Officer may deem necessary for consideration in enforcing the provisions of the Ordinance.

A fee, set by the Town of Robbins Board of Commissioners, shall be charged for the processing of such application. The adopted fee schedule shall be posted in the Town Clerk's Office.

How would you prefer the completed permit to be delivered? Please circle or annotate.

☐ In-Person pickup

✓ Email (Please provide email address) homeforyoutoday@hotmail

☐ Certified Mail to: \_\_\_\_\_



The following acreage/scale comparisons will give the applicant an idea about the scale needed to show various sized parcels on 8 1/2 X 11" paper.

10 acres or less - 1" = 400'

Between 10 acres and 30 acres - 1" = 600'

30 acres or more - 1" = 1000'

11. The proposed building/mobile is to be used for: new, single  
family dwelling

12. Accessory Building: \_\_\_\_\_  
\_\_\_\_\_

13. Other: \_\_\_\_\_  
\_\_\_\_\_

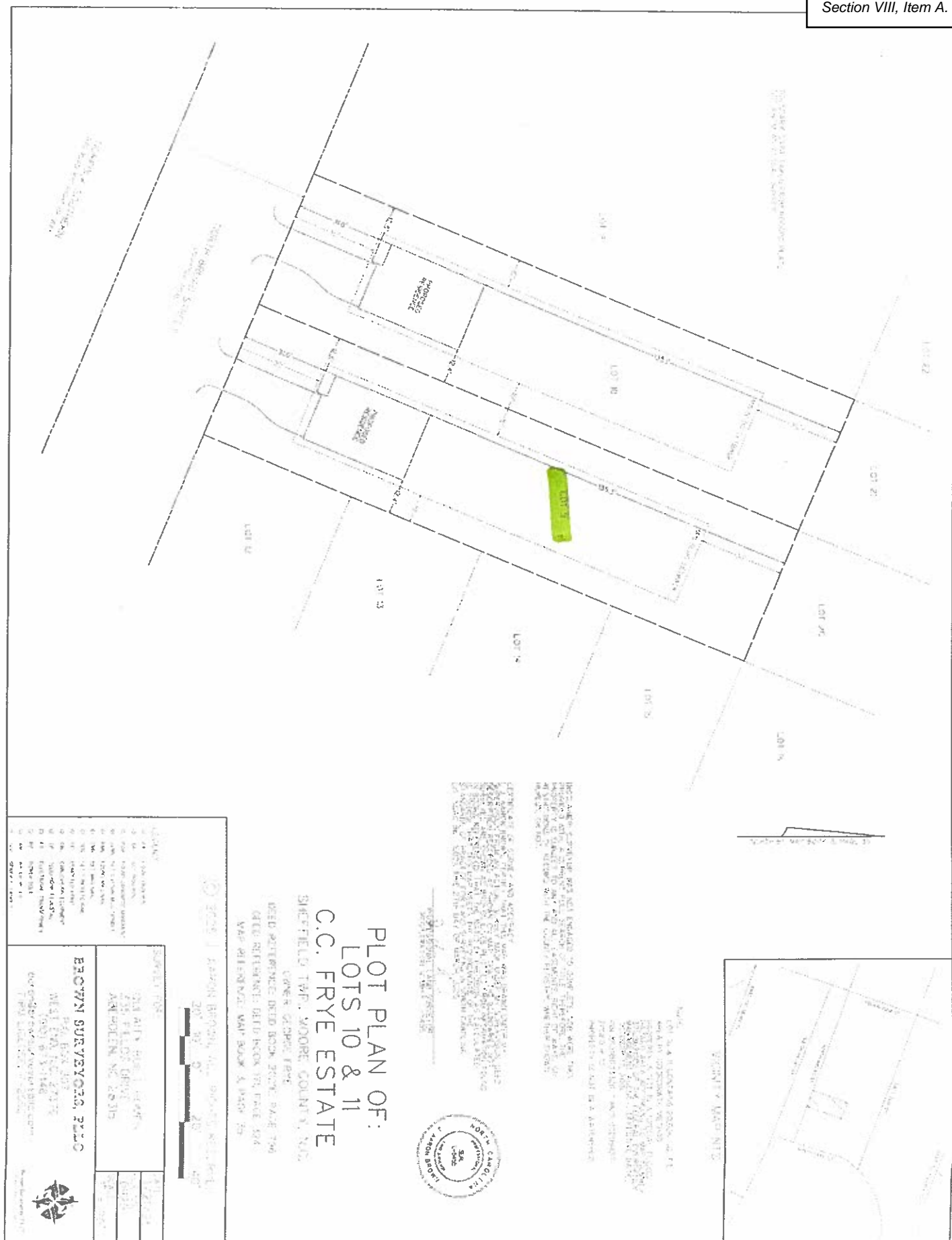
I, hereby certify that I, the undersigned, making an application on behalf of and with the full authority of George Frye Owner(s), of property and that the statements herein are true and correct to the best of my knowledge.

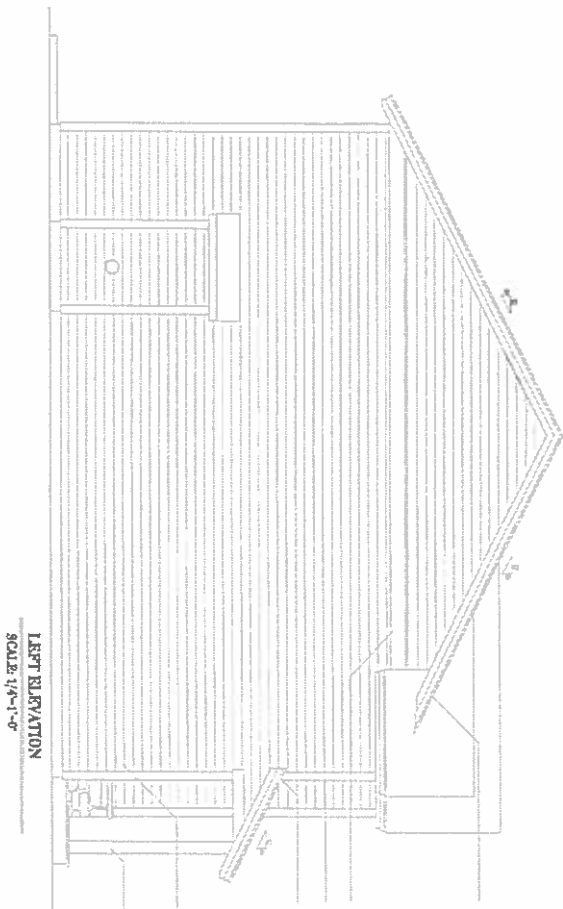
DeAnna Burgess  
Applicant

11/21/25  
Date

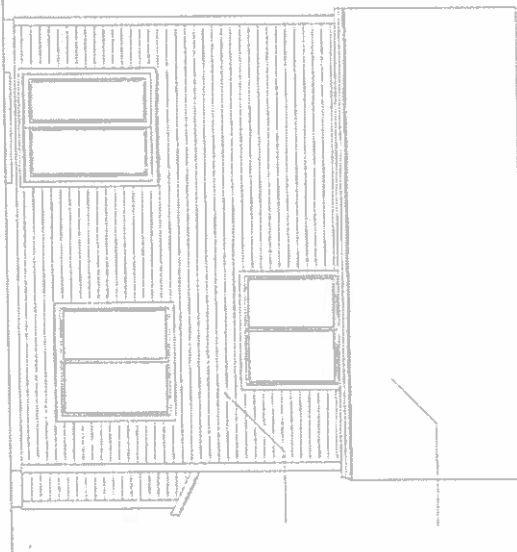
**DISCLOSURE:** Most zoning related permits will require the Town Manager/Zoning Official to complete an on-site inspection to conduct property measurements when completing the zoning compliance verification. This does NOT give unrestricted access to your private property. However, the inspection will entail the reasons applied for permitting unless an immediate threat of danger, life, or public safety is witnessed by inspector. If there is any protest to a properly credentialed inspector entering your private property, it must be stated in writing by the property owner and attached this application so alternative arrangements can be made.

Office Use Only:  
Date Received: \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Approved By: \_\_\_\_\_  
Zoning Permit Number: \_\_\_\_\_

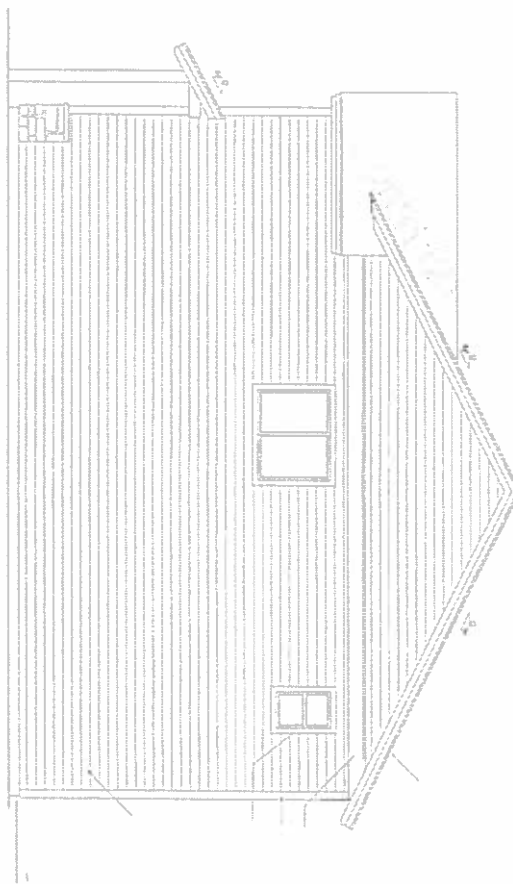


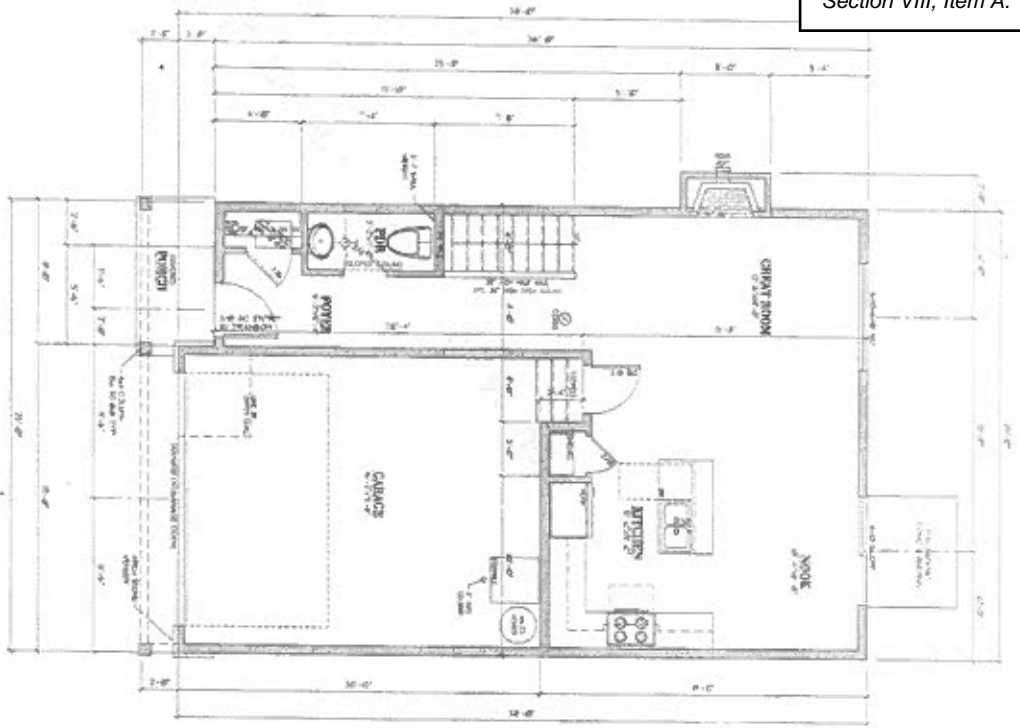


REAR ELEVATION  
SCALE 1/4"=1'-0"



RIGHT ELEVATION  
SCALE 1/8"=1'-0"





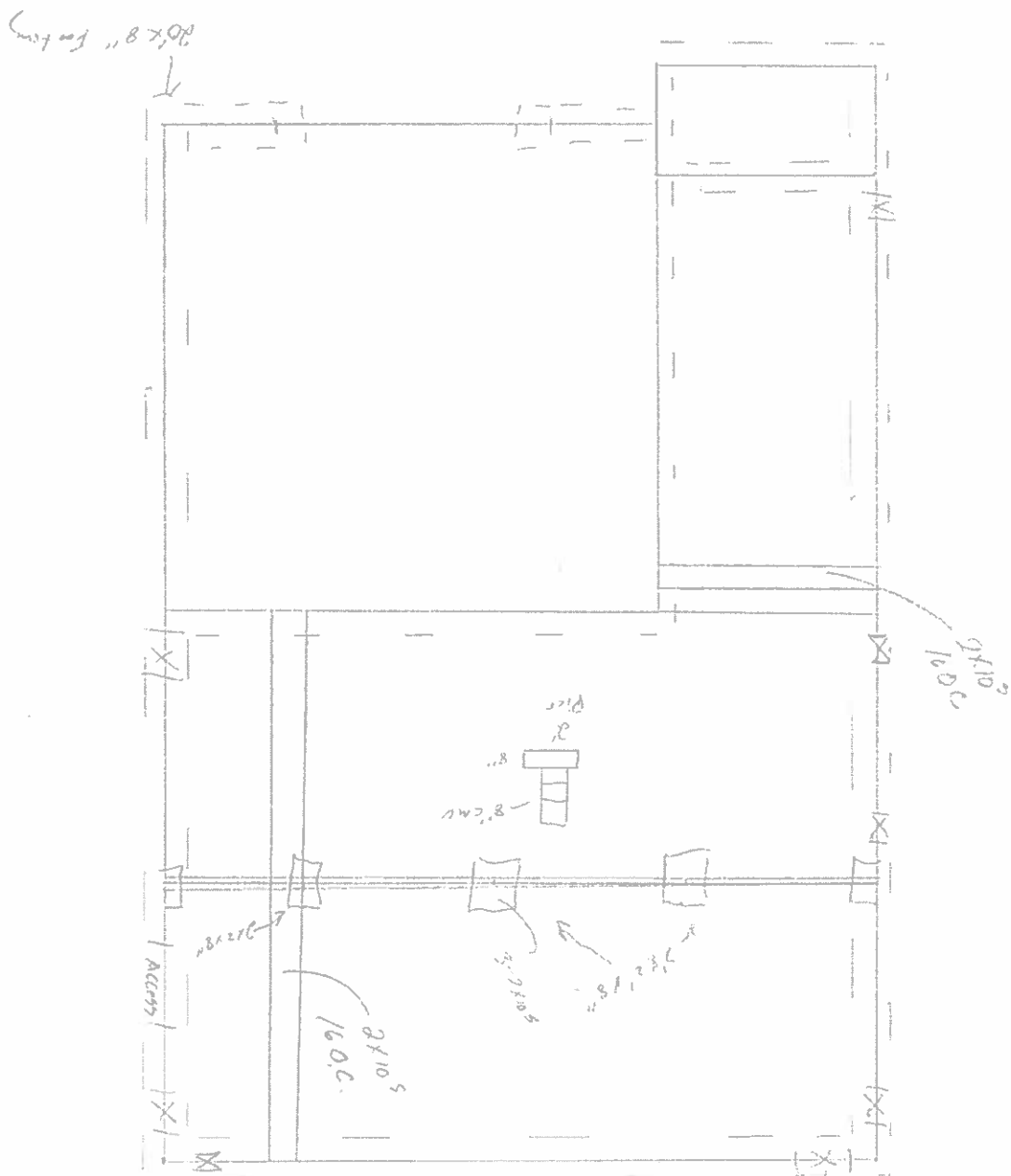
MAIN LEVEL FLOOR PLAN  
SCALE: 1/4"=1'-0"  
595 SQ. FT.

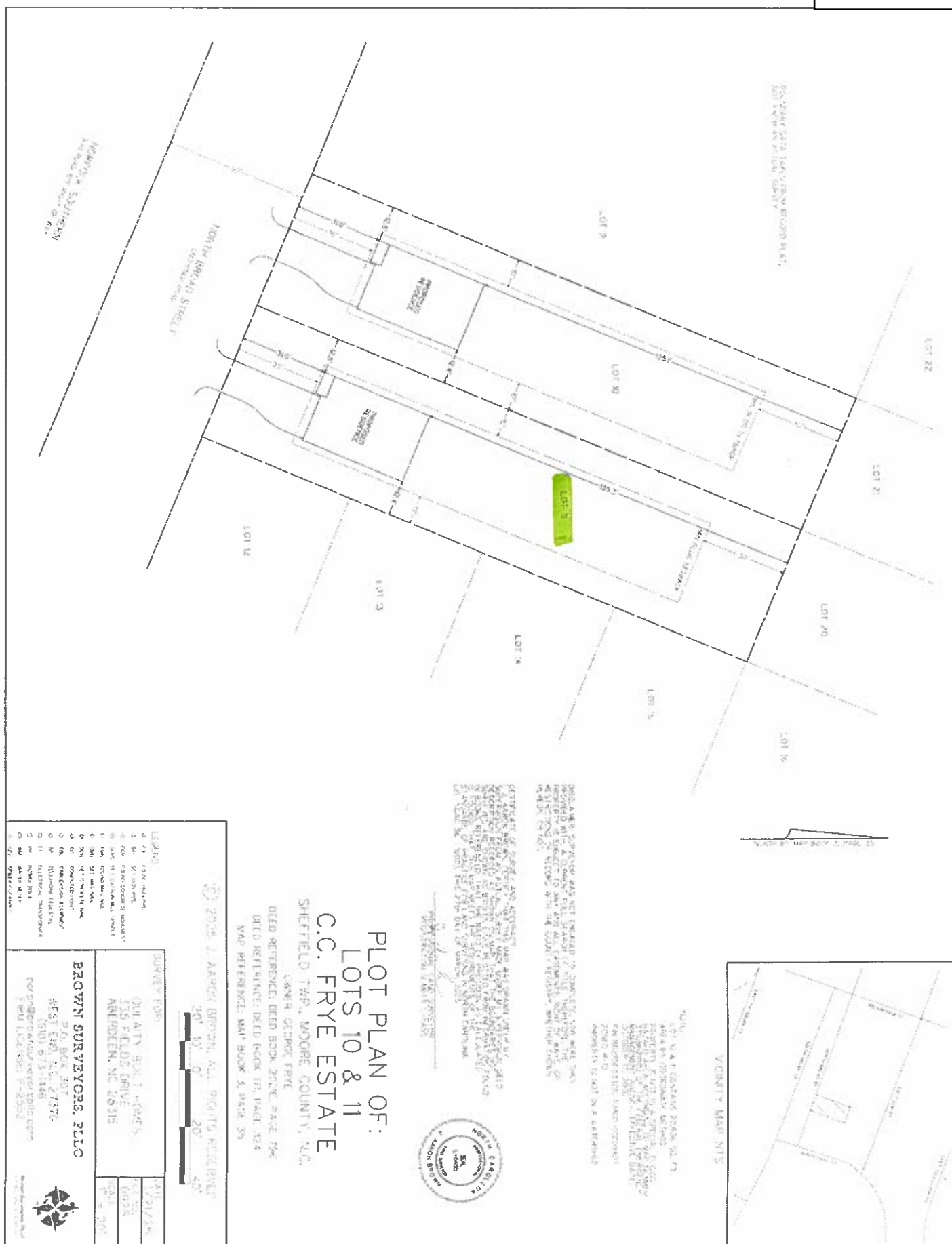


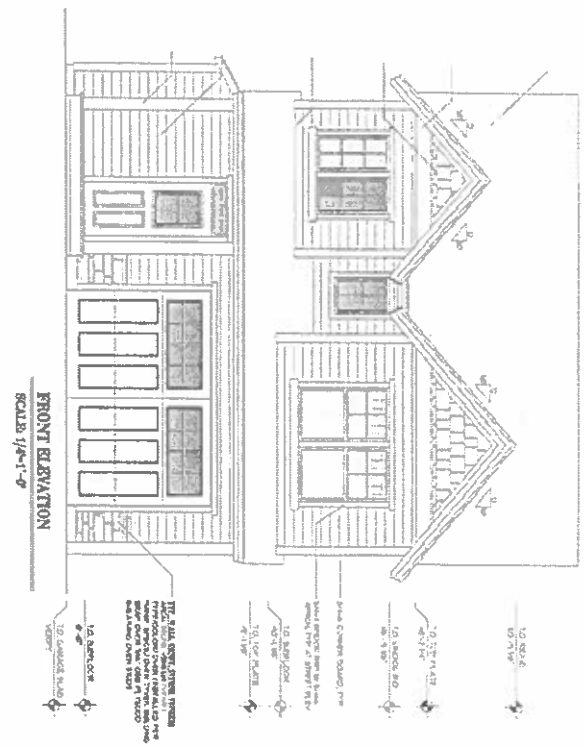
UPPER LEVEL FLOOR PLAN  
SCALE: 1/4"=1'-0"  
577 SQ. FT.

$\frac{1}{2} = \frac{1}{2}$ 

Foundation Plane

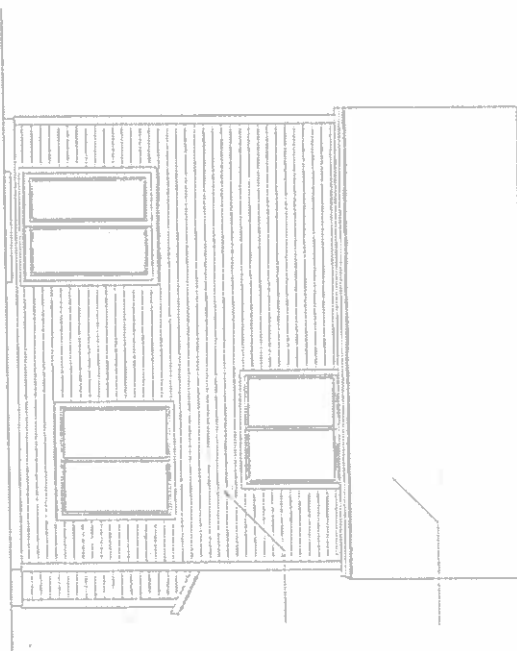




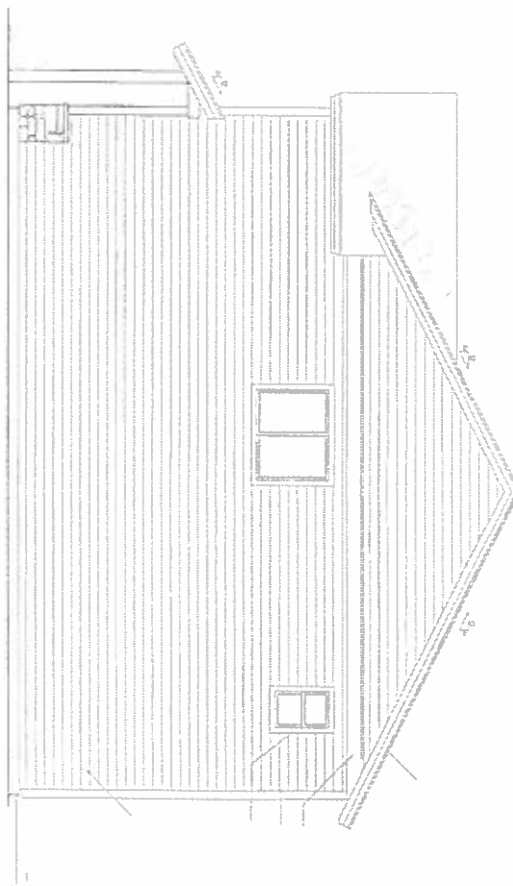


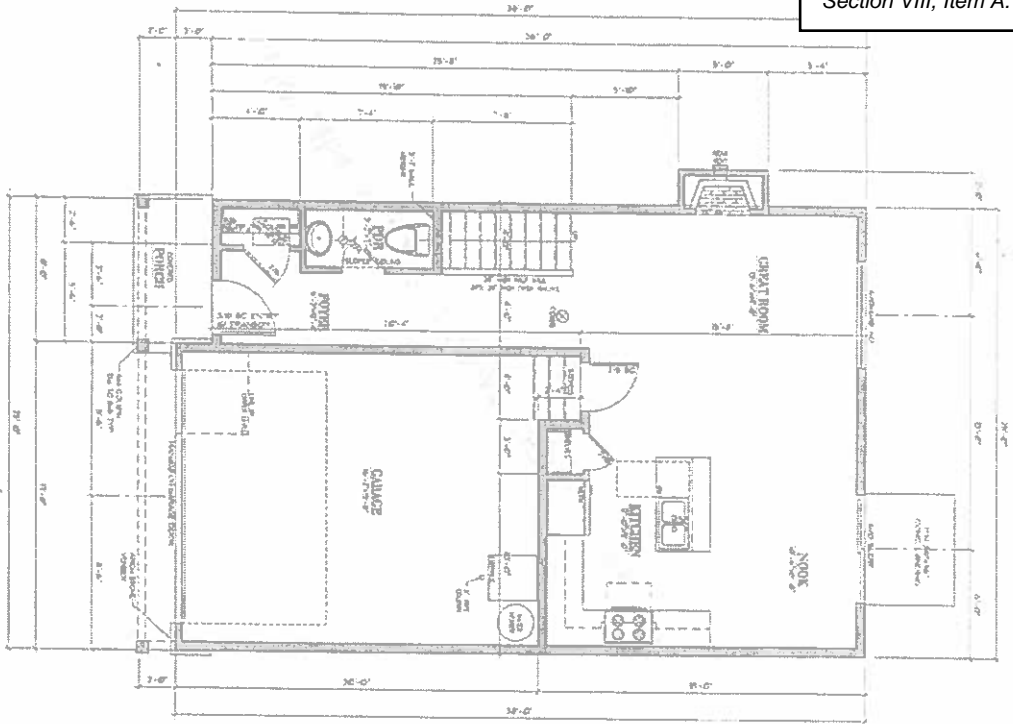


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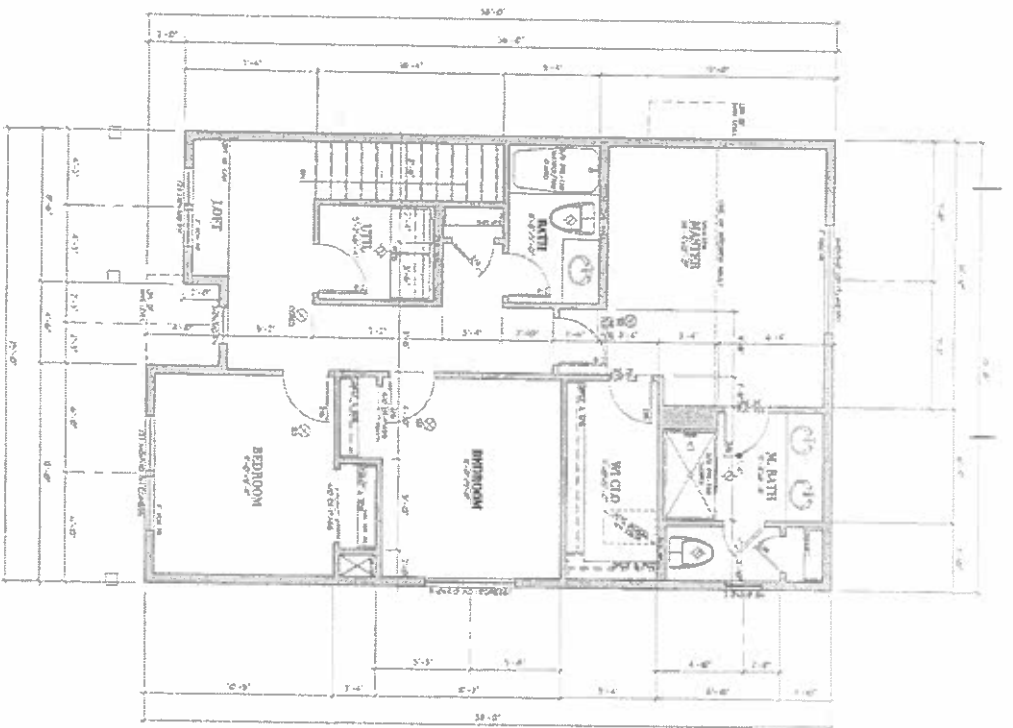


RIGHT ELEVATION  
SCALE 1/4"=1'-0"





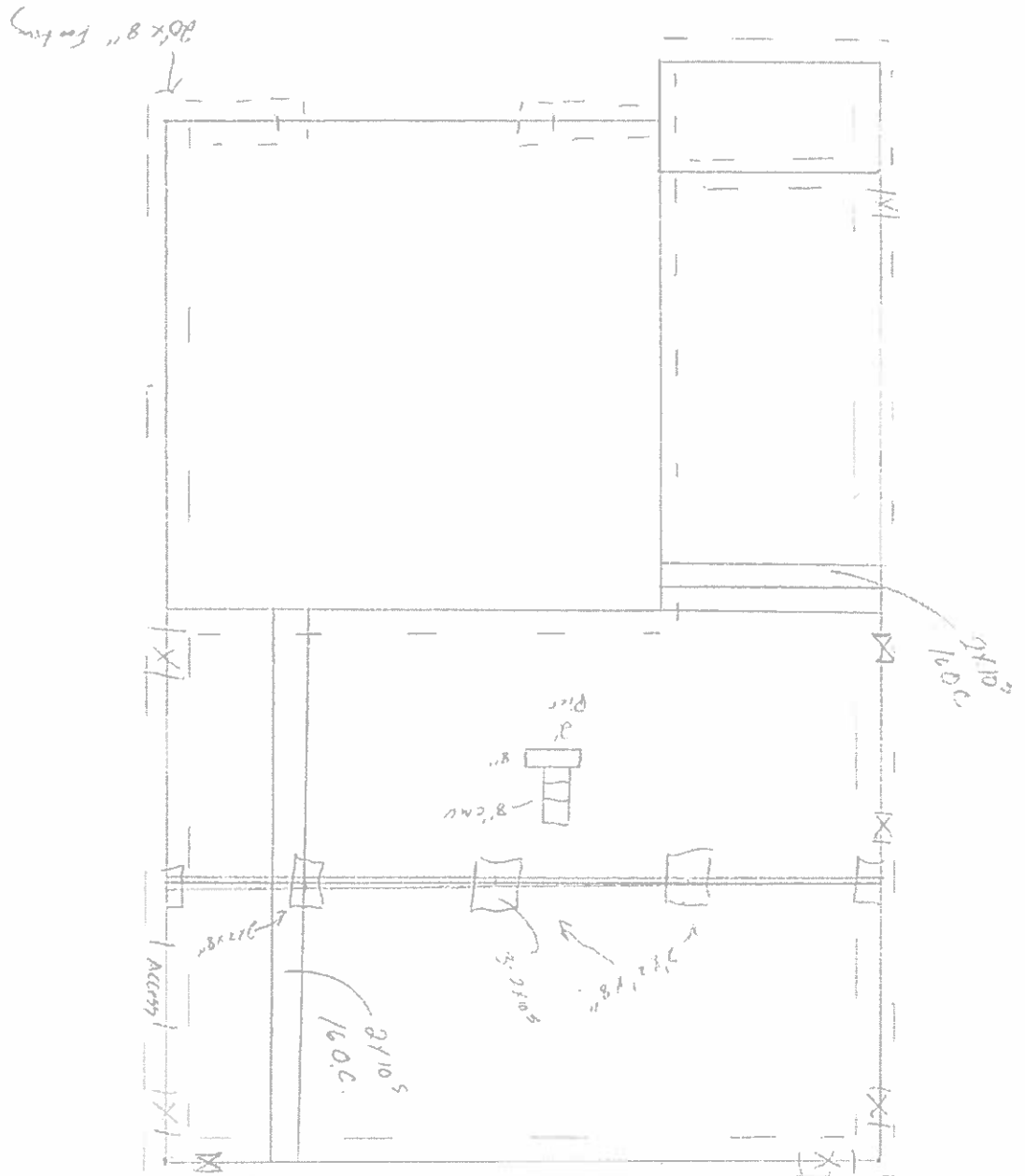
MAIN LEVEL FLOOR PLAN  
SCALE: 1/8"=1'-0"  
595 SQ. FT.



UPPER LEVEL FLOOR PLAN  
SCALE: 1/8"=1'-0"  
877 SQ. FT.

$\frac{1}{4} = \frac{1}{4}$ 

Foundation Plate





**Moore County IT Department - GIS Division**  
P.O. Box 905 | 707 Pinehurst Ave | Carthage, NC 28327  
Telephone: (910) 947.1078

March 13, 2025

Dear Property Owner:

This letter is in reference to the property FRYE, GEORGE, Pin # 862115633326/ Parcel ID 00009437. Please be advised an E-911 physical/mailling address for this property has been added:

Lot 10	115 N FRYE ST
Lot 11	111 N FRYE ST

The new address is effective immediately. Please contact your local post office to establish your mail service. Please post your new number immediately to assist emergency vehicles in locating your home or business. You should place the new address numbers on your house or business so that the numbers can be easily identified from the road.

If your house or business is more than 75 feet from the road, or not visible because of trees or shrubs, regulations require that the address numbers should also be located at the entrance to your driveway. The residential address numbers must be a minimum of four (4) inches high and a stroke width not less than 1/2 inch, within a three (3) foot perimeter at the end of the driveway or easement nearest the road that provides access to the building, of a color that contrasts with your home or business and are to be reflective so they can be seen at night. For commercial address numbers must be a minimum of six (6) inches high and a stroke width not less than 3/4 inch. Address numbers should be placed on your mailbox according to U.S. Postal Regulations. The proper posting of your house numbers will allow emergency service vehicles to reach your location in the fastest possible response time in case of an emergency and will also help with the delivery of mail and packages. Our goal is to ensure the best possible emergency service, and we ask for your cooperation in this matter. If you have any questions, please give me a call at 910-947-1078.

If this new address is to be your new tax mailing address, please contact the Tax Department at 910-947-2255. Also, if you are registered to vote and this is your new permanent residence, please contact the Moore County Board of Elections at 910-947-3868 to update your address.

Thank you,

*Rachel W. Smith*  
Rachel W. Smith  
GIS Programmer/Analyst  
E-911 Address Administrator

cc Robbins (27325), Tax Department, Board of Elections, & Public Safety/E-911



APPLICATION FOR ZONING COMPLIANCE PERMIT  
PLEASE TYPE OR PRINT

APPLICATION NUMBER: \_\_\_\_\_

SUBMIT TO: TOWN OF ROBBINS  
PO BOX 296  
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7. Location of Property: South Broad St
  - a. Street & House: 115 N Frye Street (lot 10)
  - b. Township: 10
  - c. LRK #: 00009437
  - d. Deed Book & Page #: 2011E/796
8. Acreage of Property: 0.464
9. Present Zoning: R-10

10. Type of Project (new  
build, fence, addition  
etc.):

new construction; single family  
dwelling

Attach two (2) copies of a plan or map showing the following in sufficient detail to enable the Zoning Administrator to ascertain whether the proposed activity is in conformance with the zoning ordinance.

**SUCH PLAN OR MAP SHALL:**

- ✓ 1. Be: (a) in black and white (b) on 8 ½ X 11" paper (c) drawn to scale
- ✓ 2. The shape and dimensions of the lot on which the proposed building or use is to be erected or conducted
- ✓ 3. The location of said lot with respect to adjacent right-of-way
- ✓ 4. The shape, dimensions, and location of all buildings, existing and proposed, on the said lot
- ✓ 5. The nature of the proposed use of the building or land, including the extent and location of use on the said lot
- ✓ 6. The location and dimensions of off-street parking and loading space and the means of ingress and egress to such space; and
- ✓ 7. Any other information which the Administrative Officer may deem necessary for consideration in enforcing the provisions of the Ordinance.

A fee, set by the Town of Robbins Board of Commissioners, shall be charged for the processing of such application. The adopted fee schedule shall be posted in the Town Clerk's Office.

How would you prefer the completed permit to be delivered? Please circle or annotate.

☐ In-Person pickup

✓ Email (Please provide email address) homeforyoutoday@hotmail

☐ Certified Mail to: \_\_\_\_\_

The following acreage/scale comparisons will give the applicant an idea about the scale needed to show various sized parcels on 8 1/2 X 11" paper.

10 acres or less - 1" = 400'

Between 10 acres and 30 acres - 1" = 600'

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11. The proposed building/mobile is to be used for: new, single  
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\_\_\_\_\_

13. Other: \_\_\_\_\_  
\_\_\_\_\_

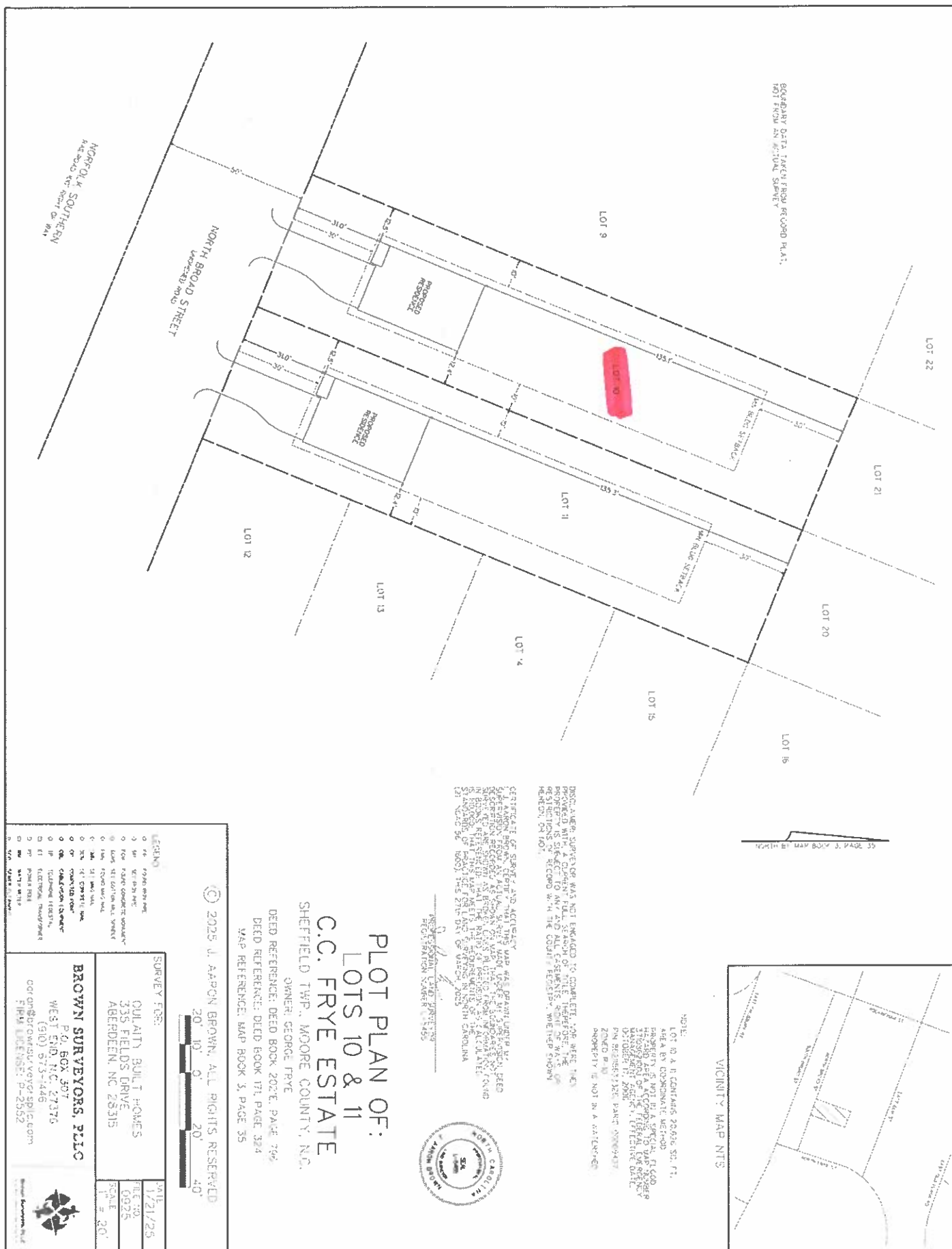
I, hereby certify that I, the undersigned, making an application on behalf of and with the full authority of George Frye Owner(s), of property and that the statements herein are true and correct to the best of my knowledge.

DeAnna Burger  
Applicant

1/21/25  
Date

**DISCLOSURE:** Most zoning related permits will require the Town Manager/Zoning Official to complete an on-site inspection to conduct property measurements when completing the zoning compliance verification. This does NOT give unrestricted access to your private property. However, the inspection will entail the reasons applied for permitting unless an immediate threat of danger, life, or public safety is witnessed by inspector. If there is any protest to a properly credentialed inspector entering your private property, it must be stated in writing by the property owner and attached this application so alternative arrangements can be made.

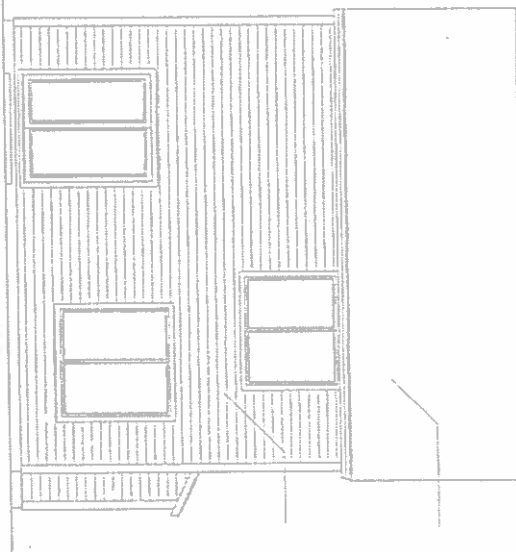
Office Use Only:  
Date Received: \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Approved By: \_\_\_\_\_  
Zoning Permit Number: \_\_\_\_\_



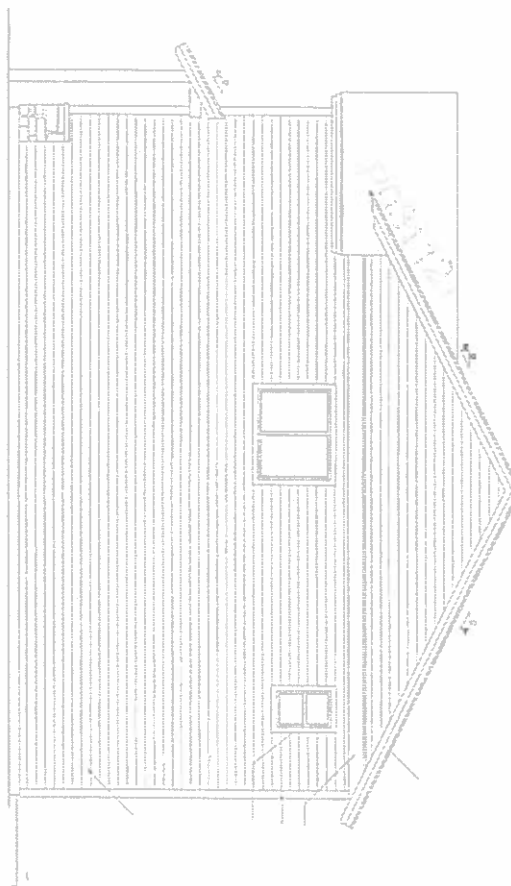


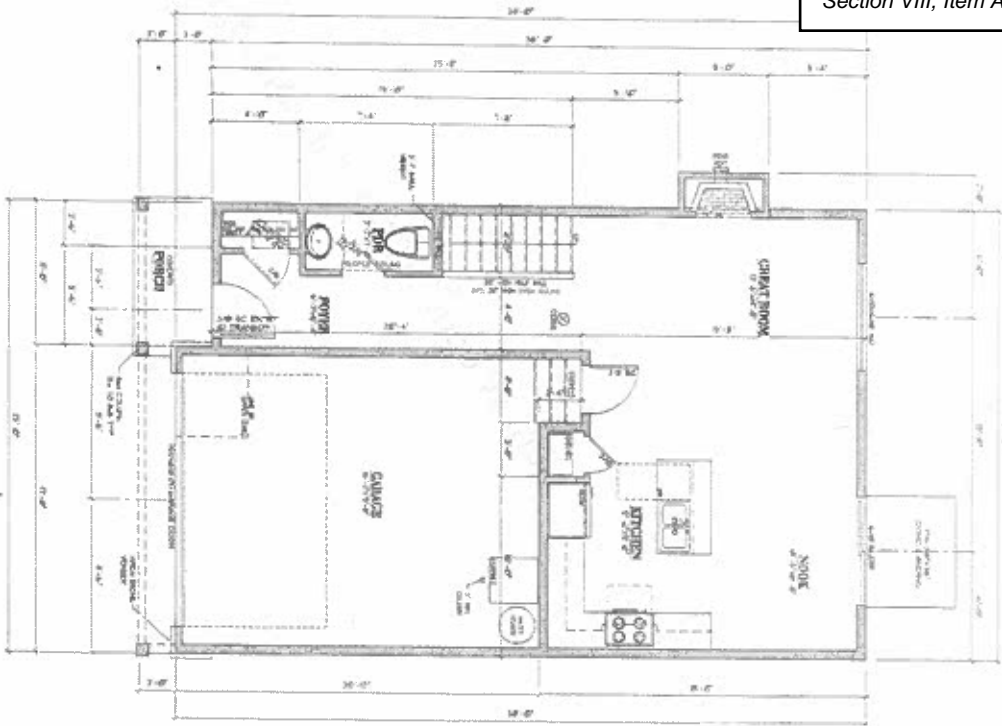


REAR ELEVATION  
SCALE 1/8"=1'-0"

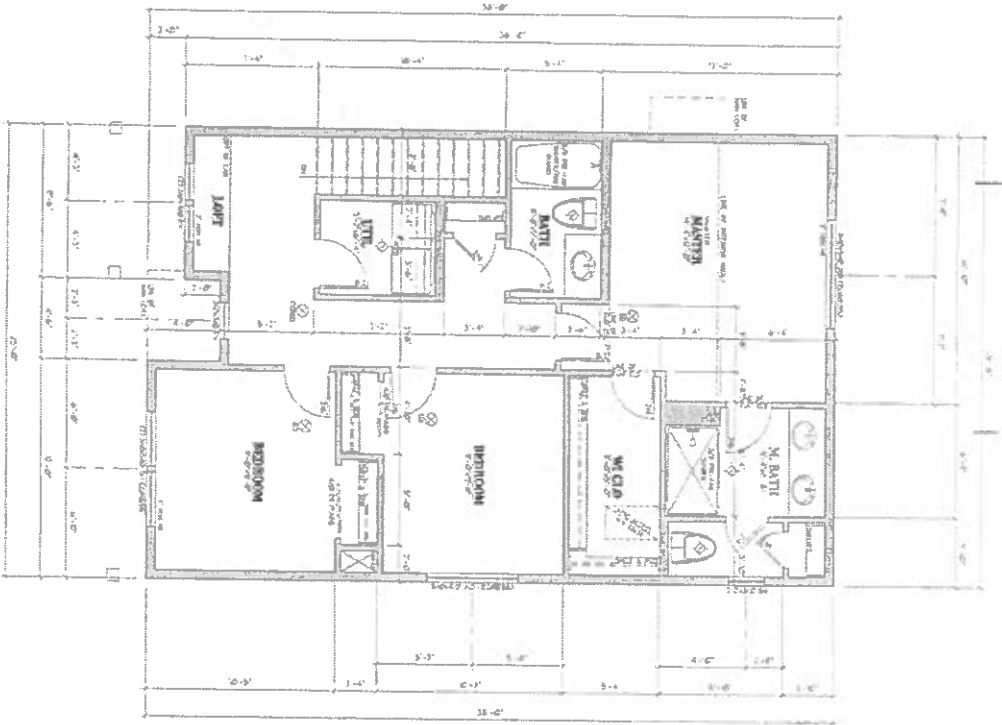


RIGHT ELEVATION  
SCALE 1/8"=1'-0"





MAIN LEVEL FLOOR PLAN  
SCALE: 1/4"=1'-0"  
595 SQ. FT.

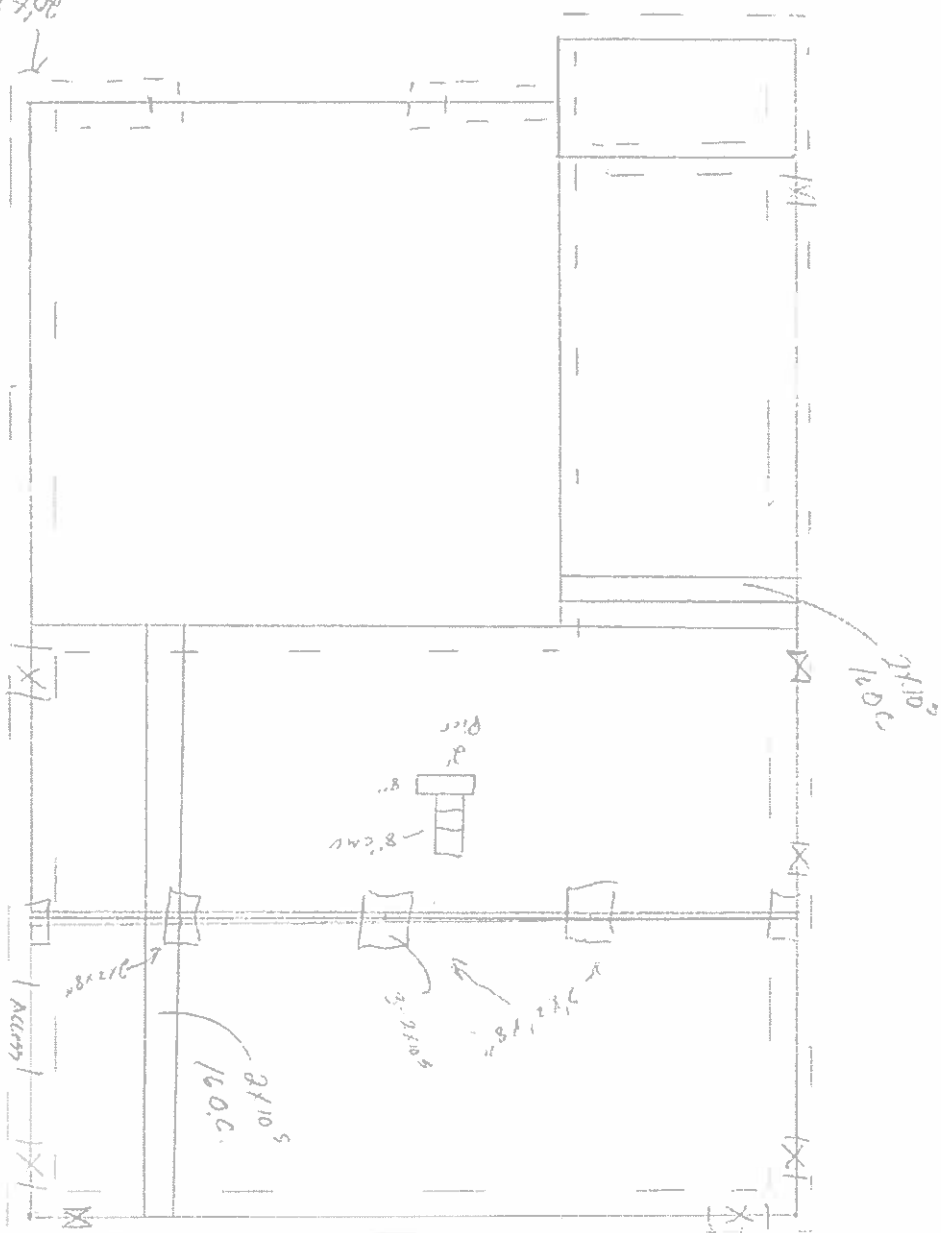


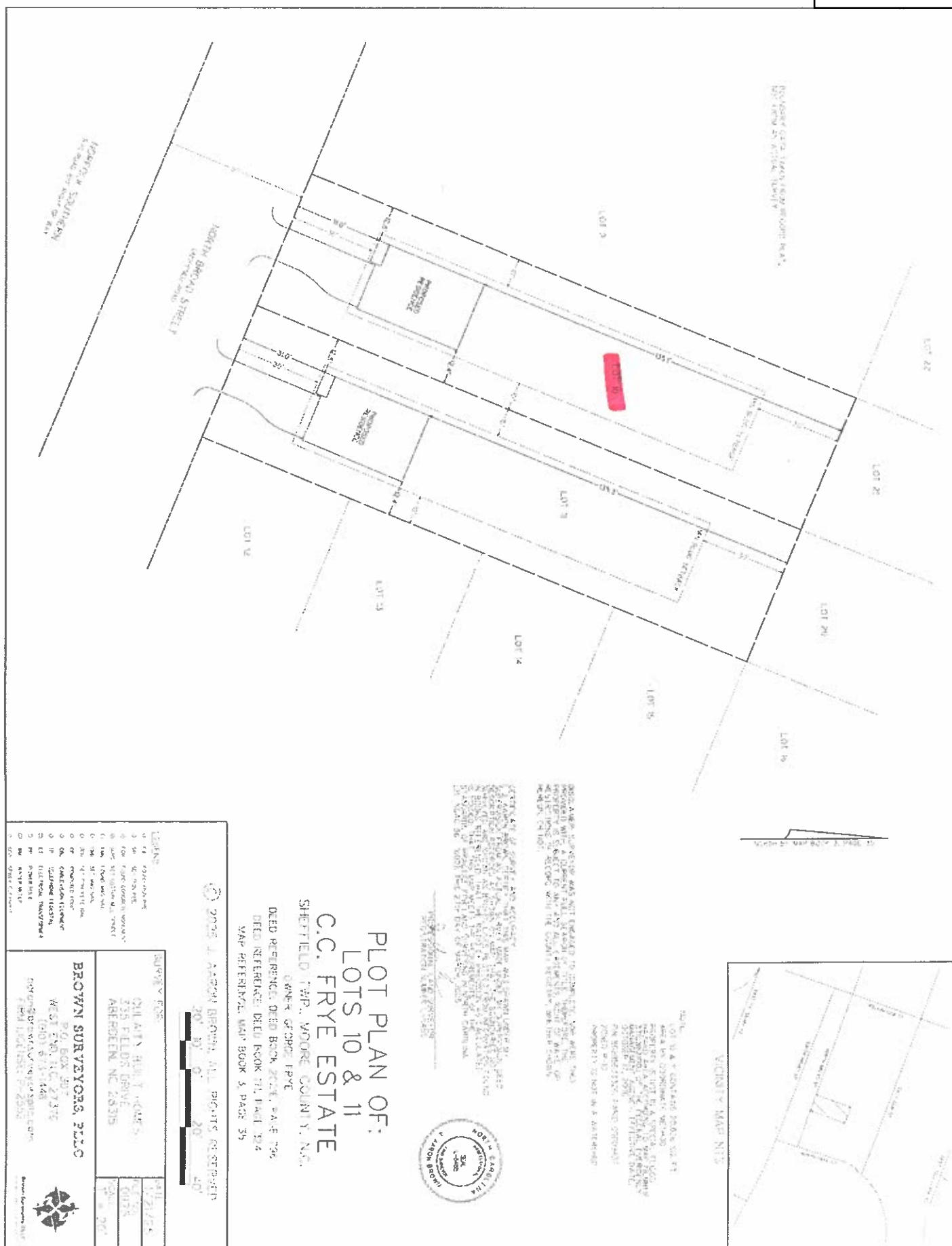
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SCALE: 1/4"=1'-0"  
877 SQ. FT.

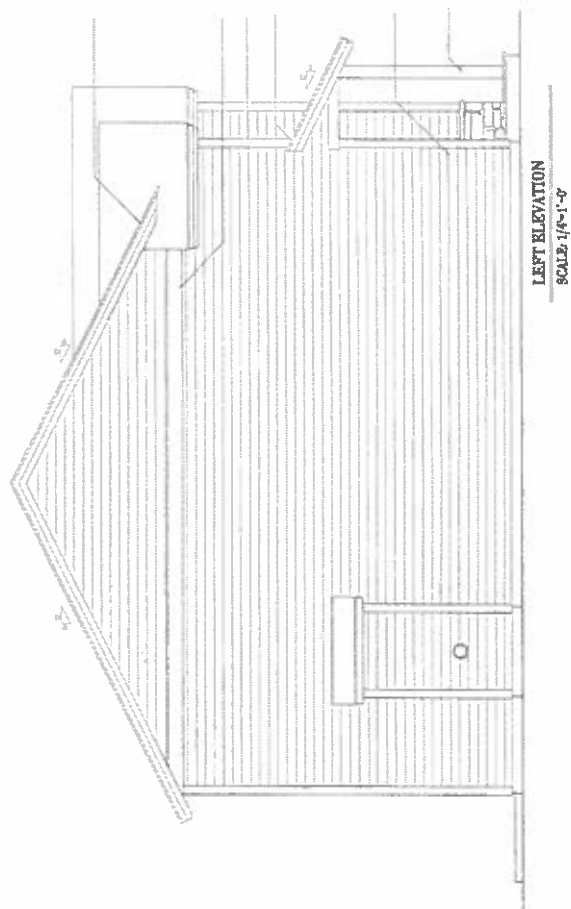
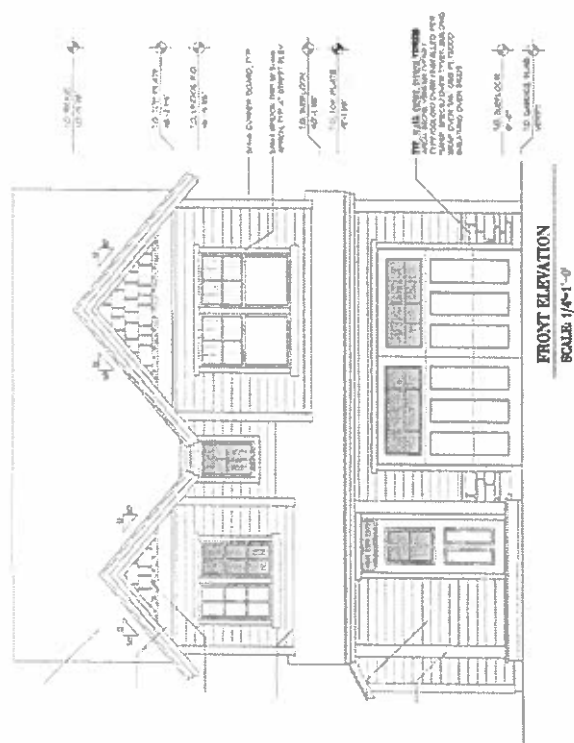
$\frac{1}{2} = \frac{1}{1}$ 

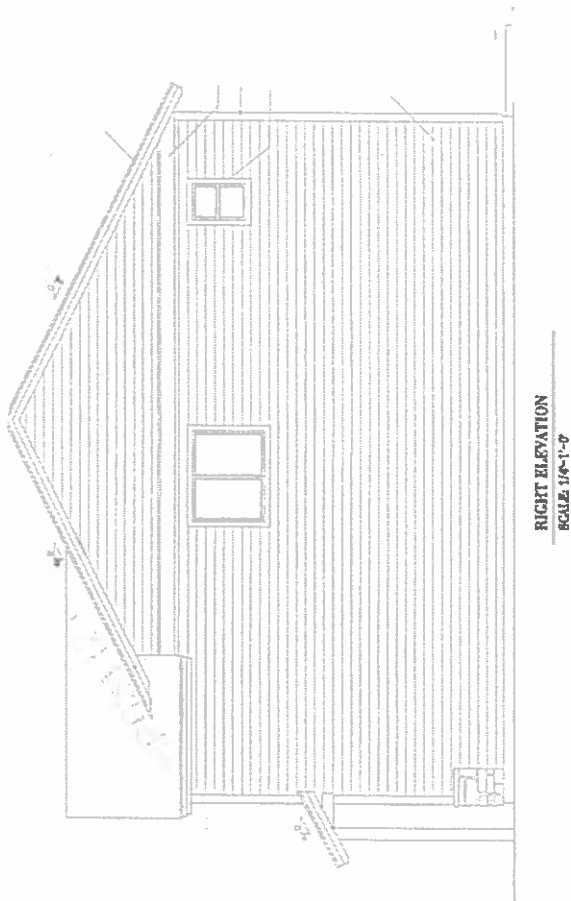
Foundation Plane

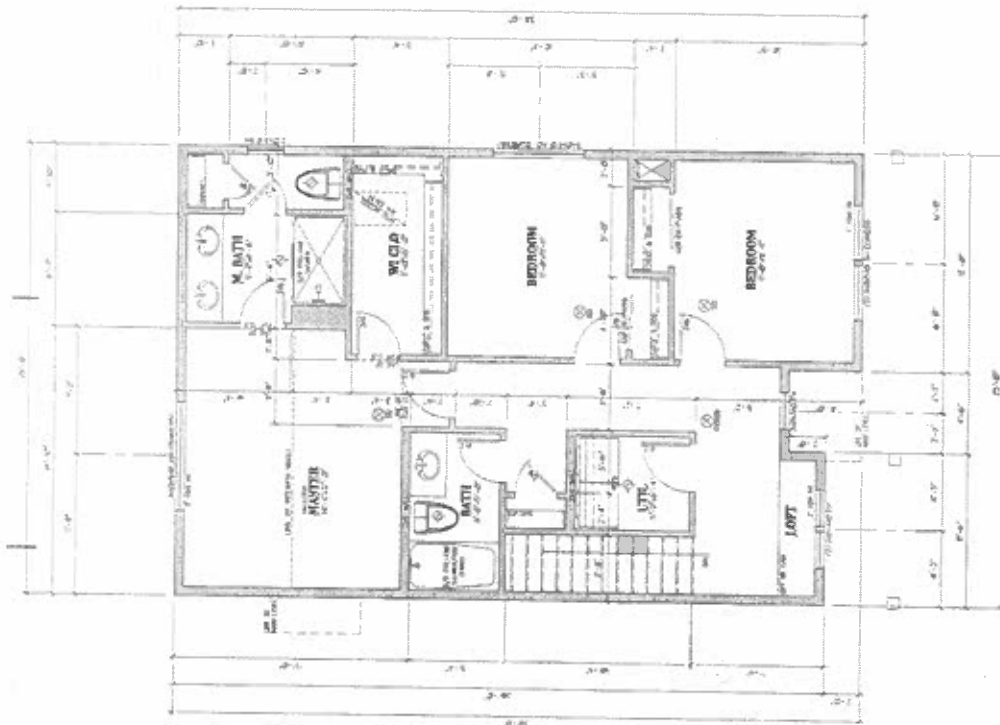
87 x 8 " 8 x 10"



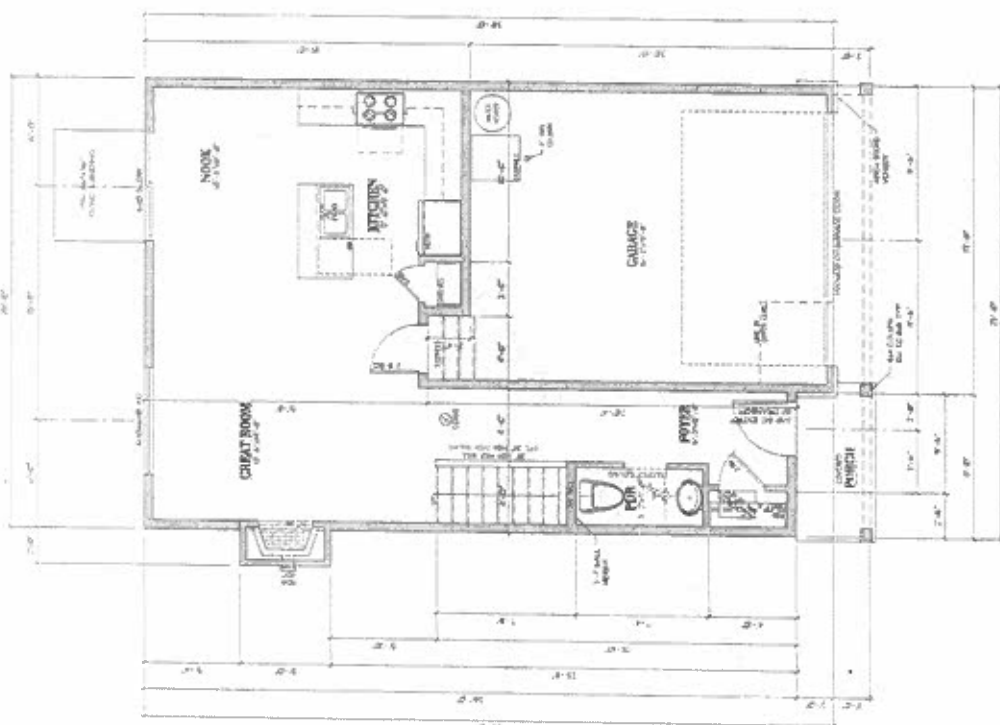






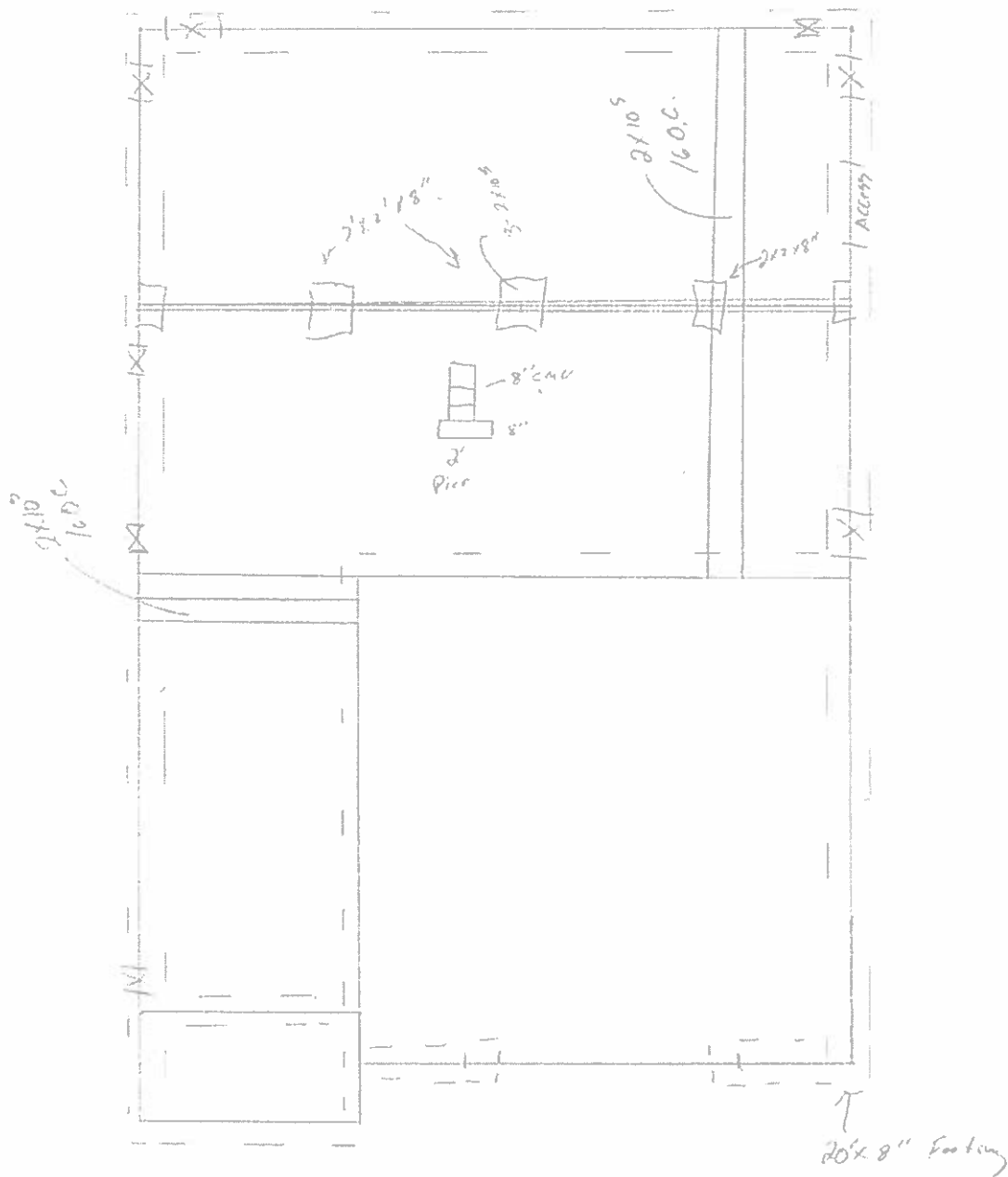


MAIN LEVEL FLOOR PLAN  
SCALE: 1/8"=1'-0" 995 SQ. FT.



UPPER LEVEL FLOOR PLAN  
SCALE: 1/8"=1'-0" 877 SQ. FT.





Foundation Plan

1/4" = 1'


**Moore County IT Department - GIS Division**

P.O. Box 905 | 707 Pinehurst Ave | Carthage, NC 28327

Telephone: (910) 947.1078

March 13, 2025

Dear Property Owner:

This letter is in reference to the property FRYE, GEORGE, Pin # 862115633326/ Parcel ID 00009437. Please be advised an E-911 physical/mailling address for this property has been added:

<del>Lot 10</del>	<del>115 N FRYE ST</del>
Lot 11	111 N FRYE ST

The new address is effective immediately. Please contact your local post office to establish your mail service. Please post your new number immediately to assist emergency vehicles in locating your home or business. You should place the new address numbers on your house or business so that the numbers can be easily identified from the road.

If your house or business is more than 75 feet from the road, or not visible because of trees or shrubs, regulations require that the address numbers should also be located at the entrance to your driveway. The residential address numbers must be a minimum of four (4) inches high and a stroke width not less than 1/2 inch, within a three (3) foot perimeter at the end of the driveway or easement nearest the road that provides access to the building, of a color that contrasts with your home or business and are to be reflective so they can be seen at night. For commercial address numbers must be a minimum of six (6) inches high and a stroke width not less than 3/4 inch. Address numbers should be placed on your mailbox according to U.S. Postal Regulations. The proper posting of your house numbers will allow emergency service vehicles to reach your location in the fastest possible response time in case of an emergency and will also help with the delivery of mail and packages. Our goal is to ensure the best possible emergency service, and we ask for your cooperation in this matter. If you have any questions, please give me a call at 910-947-1078.

If this new address is to be your new tax mailing address, please contact the Tax Department at 910-947-2255. Also, if you are registered to vote and this is your new permanent residence, please contact the Moore County Board of Elections at 910-947-3868 to update your address.

Thank you,

Rachel W. Smith  
GIS Programmer/Analyst  
E-911 Address Administrator

cc Robbins (27325), Tax Department, Board of Elections, &amp; Public Safety/E-911



**MEMORANDUM TO THE BOARD OF COMMISSIONERS**

**FROM:** Clint Mack

**DATE:** 04/02/2025

**SUBJECT:** Ordinance of Closing Streets for Good Friday Celebration

**PRESENTER:** Clint Mack

**REQUEST:**

Ordinance to request closure of Broad Street-McSwain Street and Salisbury Street finishing up on Ross Street on Good Friday from 12:00-2:00pm

**BACKGROUND:**

**IMPLEMENTATION PLAN:**

To barricade the above-mentioned streets to make it safe for pedestrians during the Stations of the Cross from 12:00-2:00 pm on Good Friday, April 18, 2025

**FINANCIAL IMPACT STATEMENT:**

None.

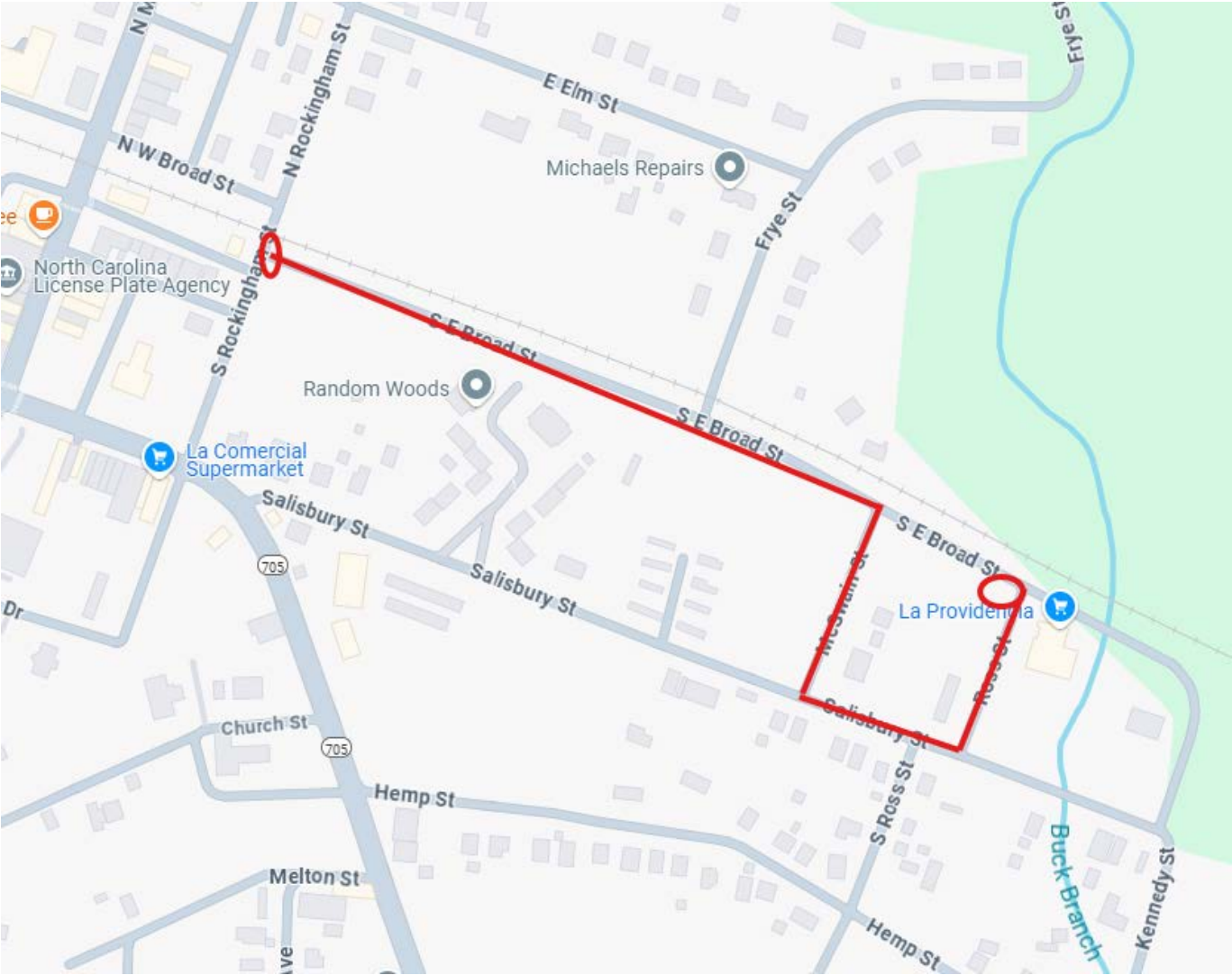
**RECOMMENDATION SUMMARY:**

Recommend approval Ordinance to close down town streets and one DOT street for April 18, 2025 for Good Friday Stations of the Cross.

**SUPPORTING ATTACHMENTS:**

Map  
Letter  
Ordinance

Stations of the Cross Map.





**SAN JUAN DIEGO  
ROMAN CATHOLIC MISSION**

Section IX, Item A.

March 09, 2025

Clint Mack  
Town Manager  
Town of Robbins  
101 N. Middleton St.  
Robbins NC 27325

Dear Clint,

I would like to express my sincere appreciation for all the support that you have presented to our community, I honestly feel that if we keep working together, we will move forward exceptionally.

I would also like to take advantage of this opportunity to request assistance on closing Broad St. down to turn on McSwain St and again on Salisbury St. finishing up on Ross St. (I attached the map), this would be on Good Friday April 18th, 2025, beginning at 12:00 pm. and ending at 2:00 pm. The parishioners will be making a living Stations of the Cross, and we will clean after all.

You are more than welcome to witness this event.

If you have any questions, please feel free to contact me at (910)690-9288 or [fr.javier.castrejon@raldioc.org](mailto:fr.javier.castrejon@raldioc.org)

I hope you can answer me ASAP.

Sincerely,



Father Javier Castrejon



IGLESIA CATOLICA DE SAN JUAN DIEGO, DIÓCESIS DE RALEIGH.  
6963 NC 705 HWY ROBBINS, NC. 27325 – UNITED STATES OF AMERICA -  
<http://www.sanjuandiegorobbins.org/>

**AN ORDINANCE DECLARING A ROAD CLOSURE FOR THE TOWN OF ROBBINS  
SAN JUAN CATHOLIC CHURCH WAY TO THE CROSS**

**WHEREAS**, the Robbins Board of Commissioners acknowledges that the parade will require that E Salisbury Street-McSwain Street-South Broad Street-S Ross Street be temporarily closed to all motor vehicle traffic;

**NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS  
OF THE TOWN OF ROBBINS THE FOLLOWING:**

**Section 1.** Pursuant to authority granted by G.S. § 20-169, E Salisbury Street-McSwain Street-South Broad Street-S Ross Street will be temporarily closed to all motor vehicle traffic in this square from 12:00 p.m. to 2:00 p.m. on April 18, 2025;

**Section 2.** A copy of this adopted ordinance shall be provided to the North Carolina Department of Transportation.

**Section 3.** All provisions of any town ordinance or resolution in conflict with this ordinance are repealed.

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted this \_\_\_\_ day of \_\_\_\_\_, 2025.

Ayes: \_\_\_\_\_

Noes: \_\_\_\_\_

Absent or Excused: \_\_\_\_\_

\_\_\_\_\_  
Cameron Dockery, Mayor

ATTEST:

\_\_\_\_\_  
Jessica Coltrane, Town Clerk



Agenda Item : C  
Meeting Date:4/02/25

**MEMORANDUM TO THE BOARD OF COMMISSIONERS**

**FROM:** Clint Mack

**DATE:** 4/2/2025

**SUBJECT:** Budget Amendment 7

**PRESENTER:** Clint Mack

**REQUEST:**

Budget Amendment 7 of 2024-2025.

**BACKGROUND:**

**IMPLEMENTATION PLAN:**

Budget Amendment for Tank maintenance and re enrolling Hemp Street Tank into annual services contract, also emergency Middleton Street pump station repair times 2.

**FINANCIAL IMPACT STATEMENT:**

\$48,000 from FUND 30 balance to 30-810-18 and 30-811-75

**RECOMMENDATION SUMMARY:**

The recommendation is to approve budget amendment for tank maintenance and re enrolling Hemp Street Tank into annual services contract, also emergency Middleton Street pump station repair times 2.

**SUPPORTING ATTACHMENTS:**

**Town of Robbins  
Budget Amendment 7  
Fiscal Year Ending 2025**

**02-Apr-25**

<b>Account Number</b>	<b>Description</b>	<b>Current Budget</b>	<b>Amendment Increase (Decrease)</b>	<b>Amended Budget</b>
<b>Revenues</b>				
<b>Fund 30</b>				
<b>30-399-00</b>	Approp W/S Fund Balance	\$ 115,714.29	\$48,000	\$ 163,714.29

**Total Revenues**

**\$48,000.00**

**Expenditures  
Fund 30**

	Tank Maintanance/Reenrolled Hemp St. Tank into annual services contract	\$12,000.00	\$18,000.00	\$30,000.00
<b>30-810-18</b>				
<b>30-811-75</b>	Emergency Middleton St. Pump Station Repair x2	\$69,714.00	\$30,000.00	\$99,714.00

**Total Expenditures**

**\$48,000.00**

Revenues - Expenditures

Requested By

Clint Mack, Town Manager

Approved By Board of Commissioners

**Date:**

Approved By

**Signature**

Fill in cells highlighted in yellow

Formula - Do not enter in these cells





## MEMORANDUM TO THE BOARD OF COMMISSIONERS

**FROM:** Clint Mack

**DATE:** 04/02/2025

**SUBJECT:** Budget Amendment 8

**PRESENTER:** Clint Mack

**REQUEST:**

Request to approve Budget Amendment 8.

**BACKGROUND:**

**IMPLEMENTATION PLAN:**

Quotes gathered for Demolition of Water Plant and gravel overlay; Privacy Fence for Cemetery; Sewer Plant Security Fence and Camera System; and Millikan Park Wiring and Light Repairs

**FINANCIAL IMPACT STATEMENT:**

Request to move \$111,000 Fund 10 to 10-420-65

**RECOMMENDATION SUMMARY:**

Request motion to fully adopt Budget Amendment 8

**SUPPORTING ATTACHMENTS:**

Invoices

**Town of Robbins**  
**Budget Amendment 8**  
**Fiscal Year Ending June 25**

**02-Apr-25**

Account Number	Description	Current Budget	Amendment Increase (Decrease)	Amended Budget
Revenues				
Fund 10				
10-399-00	Appr General Fund Balance	\$ -	\$ 111,000.00	\$ 111,000.00
Total Revenues		\$ 111,000.00		
Expenditures				
Fund 10				
10-420-65	Special Capital Purchase	\$ 82,000.00		
	Water Plant Demo and Gravel overlay		\$ 70,000.00	
	Cemetary Fence		\$ 17,000.00	
	Sewer Plant Security Gate and Camera System		\$ 20,000.00	
	Millikin Wiring and Light Repairs		\$ 4,000.00	
Total Expenditures		\$ 82,000.00	\$ 111,000.00	\$ 193,000.00
Revenues - Expenditures			\$ -	
Requested By		Clint Mack, Town Manager		

Approved By Board of Commissioners

**Date:** \_\_\_\_\_

Approved By

**Signature** \_\_\_\_\_

Fill in cells highlighted in yellow  
Formula - Do not enter in these cells

**Jessica Coltrane**

**From:** SANFORD ELECTRICAL CONTRACTORS, INC. <no\_reply@intuit.com>  
**Sent:** Friday, February 28, 2025 9:39 AM  
**To:** Jessica Coltrane  
**Subject:** Estimate 3668 from Sanford Electrical Contractors, Inc.



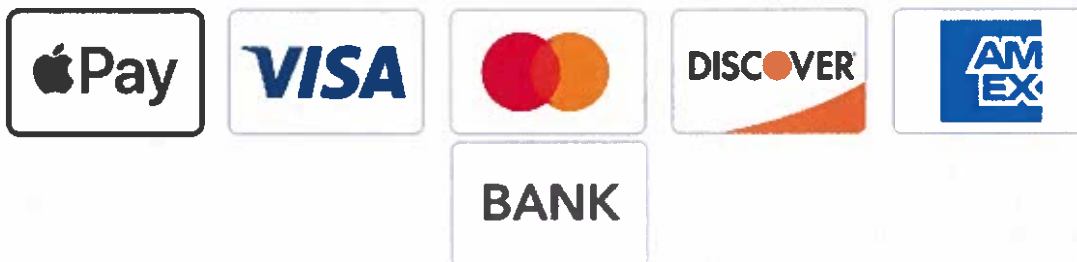
**Your estimate is ready!**

Total Estimate

**\$3,376.00**

or starting at /month with financing (36 mo)\*

[Review and accept](#)



Dear Customer,

Below are your estimate details. To move forward with this estimate, please review and select **Accept** and SANFORD ELECTRICAL CONTRACTORS, INC. will reach out with next steps.

There are various payment methods available for you, you also have the option to **pay this monthly**.

Have a great day!

Estimate #53151

SANFORD ELECTRICAL CONTRACTORS, INC.

- **Labor - municipal bid**  
\$1,600.00

20 X \$80.00

- **Materials**  
\$1,664.00

1 X \$1,664.00

**Total                    \$3,376.00**

or starting at /month with financing (36 mo)\*

SANFORD ELECTRICAL CONTRACTORS, INC.

[office@sanfondelectricalcontractors.com](mailto:office@sanfondelectricalcontractors.com)

\* Personal loans made through Upgrade feature Annual Percentage Rates (APRs) of 8.49%-35.99%. All personal loans have a 1.85% to 9.99% origination fee, which is deducted from the loan proceeds. Lowest rates require Autopay and paying off a portion of existing debt directly. Loans feature repayment terms of 24 to 84 months. For example, if you receive a \$10,000 loan with a 36-month term and a 17.59% APR (which includes a 13.94% yearly interest rate and a 5% one-time origination fee), you would receive \$9,500 in your account and would have a required monthly payment of \$341.48. Over the life of the loan, your payments would total \$12,293.46. The APR on your loan may be higher or lower and your loan offers may not have multiple term lengths available. Actual rate depends on credit score, credit usage history, loan term, and other factors. Late payments or subsequent charges and fees may increase the cost of your fixed rate loan. There is no fee or penalty for repaying a loan early.  
\*Approval not guaranteed. Your loan terms will be determined based on your credit, income, and certain other information provided in your loan application. Not all applicants will qualify for the full amount.

Loan services offered through Credit Karma Offers, Inc. NMLS ID# 1628077 | [Licenses](#) | [NMLS Consumer Access](#). California Loans arranged pursuant to a California Financing Law License.  
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## DEMOLITION BID - TOWN OF ROBBINS

### MARCH 6, 2025

---

To Whom it May Concern,

This Bid was prepared for: Jessica Coltrane

Below are the steps we would take as EMR SERVICES INC in the Demolition of the water plant located on water plant rd.

EMR Services Inc will be completing the labor on the project.

EMR Services is Minority Owned and Historically Underutilized Business - Women Owned Certified.

EMR Services Inc, are pleased to have the opportunity to present this proposal.

#### DEMOLITION GUIDELINES WE FOLLOW

Demolition will be performed with strict regulations as outlined by OSHA and State of North Carolina.

We provide daily safety inspections for the working crew and on our equipment to make sure it is up to standard.

## DEMOLITION

### SCOPE OF WORK

- Ultimate goal is the demolition of the entire water plant.
- One the pictures below there will be the explanation of the process for our demoliton.
- First demolition would be the concrete cover slab.
- Cover Slab will be pulverized and begin to fill the 13' deep area.
- Building will be demolished secondly
- Roof and any other C&D that is not concrete will be removed and separated to load to landfill
- Rest of building will be pulverized and thrown into the first area demolished to fill up and compact as much as possible.
- Thirdly we will be demolishing the tanks on the other side of the building. Primarily we will pulverize the concrete that is above ground and pulverize it to begin filling void of 13' as well on this side.
- Well will be the last portion. We will pulverize what is above ground and compact it down.
- Please see images below.
- We believe that all holes will not be filled. It is to the discretion of the owner, if they want to provide backfill we will fill and compact.

### PRE-DEMO STEPS

- We will confirm water has been removed from all areas
- Hard Hats, Safety Glasses, Steel
- Toe Boots, Gloves, Fire
- Extinguishers, GFCI's, Safety
- Vests, Ladders, Lifts, Manual Tools,
- Mechanical Tools.

### OSHA REGULATIONS TO FOLLOW IN DEMOLITION

29 CFR 1926.1101 | 29 CFR 1926.59 | 29 CFR 1926 Sub Part O | 29 CFR 1926 Sub Part C | 29 CFR 1926 Sub Part N | 29 CFR 1926 Sub Part P 29 CFR 1926 Sub Part M | 29 CFR 1926 Sub Part C | 29 CFR 1926 Sub Part C | 29 CFR 1926 Sub Part N



**DEMOLITION WORK PLAN AND SCHEDULE**

MONDAY - FRIDAY 7 AM TO 5:30 PM

(IF WEEKENDS ARE ALLOWED WE MIGHT COME ON SATURDAY)

**SECTION 1:**

Demolition of the concrete slab cover and pulverize it into same hole.

**SECTION 2:**

Demolition of the building and pulverizing so it goes into section 1. We will continue to fill section one with building.

**SECTION 3:**

Demolition of the above ground concrete and pulverize it into its own tanks, filling them up as much as possible.

**SECTION 4:**

Demolition of above ground concrete from well and pulverize it to drop into well.





DEMO • ASBESTOS • MOLD • LEAD

**PROPOSAL LOCATION**  
**WATER PLANT**  
**ROBBINS NC**

Section IX, Item C.

**PROPOSAL COST**

**61,958.00**

Per EMR observation on the property, we have included in our cost what entails the demolition of building and of pulverization of all concrete from tanks and well and building. We will fill voids with all that we pulverize. EMR does believe that it will not be enough. There is not a price for backfill. If the owner provides the backfill, EMR will compact and level out.

**FINAL WORDS**

We commit to follow all rules and regulations set before us by OSHA, EPA and HHCU to properly remove and dispose of asbestos materials safely and demolish the building effectively.

It would be an honor to be a part of this project for the Town of Robbins.

We have can provide different references upon request.

Regardless of the outcome we want to thank you for the opportunity to be a part in bidding for this project.

## EMR SERVICES TERMS AND CONDITIONS

1. A change in the price of an item of material of more than 5% between the date of this bid proposal and the date of installation shall warrant an adjustment in the subcontract price.
2. EMR Services shall be entitled to equitable adjustments of the schedule and contract price, including but not limited to any increased costs of labor, supervision, equipment or materials, and reasonable overhead and profit, for any modification of the project schedule differing from the bid schedule, and for any other delays, acceleration, out-of-sequence work and schedule changes beyond its reasonable control. EMR change proposals must be processed in not more than (60) 60 days or as otherwise indicated on the change proposal.
3. EMR shall be entitled to equitable adjustments of the contract time for extra work it performs in accordance with the subcontract documents, and for extra work it performs pursuant to written or verbal instructions of Customer, provided that EMR gives Customer notice (except in an emergency threatening bodily injury or loss of property), prior to starting such extra work, identifying the date and source of the instructions considered as requesting extra work.
4. No backcharge or claim of Customer for services shall be valid except by an agreement in writing by EMR before the work is executed, except in the case of EMR's failure to meet any requirement of the subcontract. In such event, Customer shall notify EMR of such default, in writing, and allow EMR reasonable time to correct any deficiency before incurring any costs chargeable to EMR.
5. EMR is not responsible for damage to its work by other parties, and any repair work necessitated by such damage is extra work.
6. Customer shall make no demand for liquidated damages or actual damages for delays in excess of the amount paid by the Customer for unexcused delays actually caused by EMR. EMR's maximum liability for delay damages shall not exceed 5% of the original subcontract value. Customer expressly waives all claims for special, incidental or consequential damages it may have against EMR, including without limitation damages for principal office expenses, loss of financing, loss of business and reputation, and loss of use.
7. EMR Services' schedule of values shall be used to determine progress payments. All sums not paid when due shall bear interest at the rate of 1½ % per month from due date until paid or the maximum rate permitted by law whichever is less; and all costs of collection, including a reasonable attorney's fee, shall be paid by Customer. The proper venue to resolve any disputes arising under the subcontract shall be the place where the project is located, and the laws of said place shall govern all such disputes.

### PAYMENT TERMS:

The work shall be invoiced upon completion of each phase of work, or upon completion of the entirety of work as applicable. Payment shall be made upon receipt of invoice. Interest of 1.5% per month shall be charged on any unpaid balance over 30 days. In lieu of non-payment of funds within 30 days, the client is responsible for any and all costs incurred by EMR in the collection of this debt, including but not limited to legal, collection, lien and related fees.

Enter your Address, City, State, & Zip Code.  
Click on your address from the drop-down.  
Click "Add Fence"  
Use the cursor to click the first point for your fence and move the cursor to the endpoint.  
Repeat step 7 until you have completed all sides of your fence.  
Click "Next" Follow the prompts until complete.  
Click "Please contact me about this estimate" when complete.

**Your Estimation is :**

**\$ 14109 - \$ 16280**

Personal Information	
Name	Jessica C Coltrane
Email	jcoltrane@townofrobbins.com
Phone	+19109482431

Fence Details	
Feet	542.66
Fence Type	Wood
Fence Style	Pine Wood Privacy
Height	6
No of single gates	0
No of double gates	0

Hi there, have a question? X

Text us here.

1:32 PM

4/2/2025

# VECTOR SECURITY. Installation & Monitoring Agreement

Cust. No.	Section IX, Item C.
Job No(s).	

Customer			
Name	Town Of Robbins		
Street 1	PO Box 296		
Street 2			
City	Robbins	State	NC
Zipcode	27325		
Contact			
Phone 1	(336) 302-9635	Phone 2	
Fax			
E-mail	manager@townofrobbins.com		
Other Contact	Phone		

Site (the secured premises)			
Site Identifier	Town Of Robbins		
Street 1	256 Bear Ridge Road		
Street 2			
City	Robbins	State	NC
Zipcode	27325		
Site Contact	Town Of Robbins		
Phone 1	(336) 302-9635	Phone 2	
Fax			
E-mail	manager@townofrobbins.com		

Services Provided
<b>System 1</b> Cell Comm. Path - Primary ADS SecureDoor (Per Door) ADS SecureDoor Service Agreement
New Services Subtotal \$40.00

Installation	
Total Purchase/Installation Charges	\$14,897.24
Deposit Due (with Agreement*)	\$0.00
Balance Due (upon installation)	\$14,897.24

\*Agreement restrictions based on credit rating may apply.

**IMPORTANT NOTE ABOUT SALES TAX:** The contracted amounts on this form **DO NOT** include any local or state sales taxes. Sales taxes will be charged (where applicable) when the installation is completed.

Contract/Renewal Terms; Billing Cycle & Method	
Initial Term	Three (3) Years
Renewal Terms	Thirty (30) Days
Billing Cycle	Monthly
Billing Method	Invoice via E-mail (eBill)

Existing Monthly Charges*	\$0.00
New Monthly Charges	\$40.00
Total Monthly Charges	\$40.00

Notes





## Schedule of Equipment and Installation Instructions

Cust. No.

Section IX, Item C.

CS No.

Job No.

### System 1

#### Equipment to be Installed (summary by location)

Location/Description	Quantity
<b>Area 1</b>	
Keypad	1
Access Control Module	1
Control Panel	1
Cellular Communicator	1
Access Control Accessory	2

#### Equipment to be Installed (summary by equipment type)

Description	Quantity
<b>Keypad</b>	
PKP-DMP-7060	1
<b>Access Control Module</b>	
ACM-DMP-734	1
<b>Control Panel</b>	
CPN-DMP-XR150DNL-G	1
<b>Cellular Communicator</b>	
CCM-DMP-263LTE-V	1
<b>Access Control Accessory</b>	
ACA-DMP-DELTA6.4	2

#### Communication Paths

Primary

Secondary

#### Control Panel Programming

By Technician

#### Special Conditions

Sub-contracted Services, 1 unit(s) - To Furnish and install new 18' double drive gate. Install All-O-Magic 325 swing gate operating system with double gooseneck stand, free exit loop, photo eye.

#### Notes & Special Installation Instructions

of the [illegible] [illegible] [illegible]  
to [illegible] [illegible] [illegible] [illegible]

[illegible text block]

1

[illegible text block]

# VECTOR SECURITY. Installation & Monitoring Agreement

Cust. No.	Section IX, Item C.
Job No(s).	

Customer			
Name	Town Of Robbins		
Street 1	PO Box 296		
Street 2			
City	Robbins	State	NC Zipcode 27325
Contact			
Phone 1	(336) 302-9635	Phone 2	
Fax			
E-mail	manager@townofrobbins.com		
Other Contact	Phone		

Site (the secured premises)			
Site Identifier	Town Of Robbins		
Street 1	265 Bear Ridge Road		
Street 2			
City	Robbins	State	NC Zipcode 27325
Site Contact	Town Of Robbins		
Phone 1	(336) 302-9635	Phone 2	
Fax			
E-mail	manager@townofrobbins.com		

Services Provided	
System 1	
Service Agreement	
New Services Subtotal \$20.00	

Installation	
Total Purchase/Installation Charges	\$4,972.58
Deposit Due (with Agreement*)	\$0.00
Balance Due (upon installation)	\$4,972.58

\*Agreement restrictions based on credit rating may apply.

**IMPORTANT NOTE ABOUT SALES TAX:** The contracted amounts on this form **DO NOT** include any local or state sales taxes. Sales taxes will be charged (where applicable) when the installation is completed.

Contract/Renewal Terms: Billing Cycle & Method	
Initial Term	Three (3) Years
Renewal Terms	Thirty (30) Days
Billing Cycle	Monthly
Billing Method	Invoice via E-mail (eBill)

Existing Monthly Charges*	\$0.00
New Monthly Charges	\$20.00
Total Monthly Charges	\$20.00

Notes



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# Schedule of Equipment and Installation Instructions

System 1

Cust. No.	Section IX, Item C.
CS No.	
Job No.	

Equipment to be Installed (summary by location)		Equipment to be Installed (summary by equipment type)	
Location/Description	Quantity	Description	Quantity
<b>Area 1</b>		<b>EasyLink Wireless Bridge Kit (a</b>	
EasyLink Wireless Bridge Kit (a	2	EasyLink Wireless Bridge Kit	2
Monitor (LCD/LED)	1	<b>Monitor (LCD/LED)</b>	
Video Accessory	1	MON-AGN-A2-LW22	1
Camera Bracket	2	<b>Video Accessory</b>	
Network Video Recorder	1	VDA-WBX-0E-HDMI06	1
IP Camera	2	<b>Camera Bracket</b>	
		BKT-HWL-HQA-BB1	2
		<b>Network Video Recorder</b>	
		NVR-HNW-XRN-820S-2TB	1
		<b>IP Camera</b>	
		CIP-HNW-QNO-8010R	2

Communication Paths		Control Panel Programming
Primary	Secondary	By Technician

Special Conditions

Notes & Special Installation Instructions

SECTION IX, ITEM C

SECTION IX, ITEM C

Item	Quantity	Unit	Price	Total
1.000	1.000	1.000	1.000	1.000
2.000	2.000	2.000	2.000	2.000
3.000	3.000	3.000	3.000	3.000
4.000	4.000	4.000	4.000	4.000
5.000	5.000	5.000	5.000	5.000
6.000	6.000	6.000	6.000	6.000
7.000	7.000	7.000	7.000	7.000
8.000	8.000	8.000	8.000	8.000
9.000	9.000	9.000	9.000	9.000
10.000	10.000	10.000	10.000	10.000

SECTION IX, ITEM C

SECTION IX, ITEM C

SECTION IX, ITEM C



**MEMORANDUM TO THE BOARD OF COMMISSIONERS**

**FROM:** Clint Mack

**DATE:** 04/02/2025

**SUBJECT:** Budget Amendment 9

**PRESENTER:** Clint Mack

**REQUEST:**

Request to approve Budget Amendment 9.

**BACKGROUND:**

**IMPLEMENTATION PLAN:**

To install speed bumps on Lindale Drive

**FINANCIAL IMPACT STATEMENT:**

Request to move \$2,000 Fund 10-399-10 to 10-570-00 Powell Bill

**RECOMMENDATION SUMMARY:**

Request motion to fully adopt Budget Amendment 9

**SUPPORTING ATTACHMENTS:**

Town of Robbins  
Budget Amendment 9  
Fiscal Year Ending June 25

02-Apr-25

Account Number	Description	Current Budget	Amendment Increase (Decrease)	Amended Budget
<b>Revenues</b>				
<b>Fund 10</b>				
10-399-10	Appr. Fund Balance Powell Bill	\$ -	\$ 40,000.00	\$ 40,000.00
<b>Total Revenues</b>		<b>\$ 40,000.00</b>		

<b>Expenditures</b>				
<b>Fund 10</b>				
10-570-00	Powell Bill-Resurface/Maint. Asphalt Repairs/Speed Bumps	\$ 2,000.00	\$ 40,000.00	\$ 42,000.00

<b>Total Expenditures</b>	<b>\$ 2,000.00</b>	<b>\$ 40,000.00</b>	<b>\$ 42,000.00</b>
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Revenues - Expenditures	\$ -
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Requested By	Clint Mack, Town Manager
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Approved By Board of Commissioners	<b>Date:</b> _____
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Approved By	<b>Signature</b> _____
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Fill in cells highlighted in yellow  
Formula - Do not enter in these cells



To: Robbins Board of Commissioners

From: Clint Mack, Town Manager

Subject: Manager Report

Date: 02 April 2025

## PROJECTS/EFFORTS

### 2022 Water System Improvements:

- Easement mapping drafts being reviewed by Wooten Co. Easement agreements will be drafted this month and distributed to property owners. Preparing bidding documents for May bidding, June, awarding and September mobilization. Awaiting final state permits approval. Completed progress meeting for March.

## DEPARTMENT REPORTS

### 1. ADMINISTRATIVE

- a. Permitting, plat certifications, and staff assistance meetings for land use. (
- b. Drafting contract from Terracon engineering once the state publishes the scope of work needed on Brownfield site.
- c. LGC audit meeting was completed. They suggested holding the course and completing it as soon as possible.
- d. Attended the annual NCLM Finance training in Fayetteville.
- e. Met with Wooten to work on an estimated \$6.5 million wastewater funding packet for Fall 2025 round of grants based off the completed sewer AIA. However, VUR was underfunded this year; recommend submitting for direct appropriations.
- f. Met with Sandhills Community College reps about workforce education programs and possible summer leadership programs.
- g. Final reconciliation meeting with FEMA. Once money is dispersed, a final FEMA meeting is required.
- h. US Army Civil Affairs conducts exercises on site of town hall, rail spur, WWTP, and reservoir throughout this month.
- i. Robbins Sage begins 18 April-3 May.
- j. Attended Moore 100 meeting.



- k. The reservoir dredging landscaping complete. We will improve the road to the reservoir with remaining funds.
- l. Budget Planning sessions.
- m. Assisted *Reeder Pallets* with water line and vault installation.
- n. Unforecasted computer and software updates are being installed to Town Hall and Police Department. We completed the purchase order for over \$40k from capital outlay and contingency funds.

2. FIRE

- a. See report.

3. POLICE

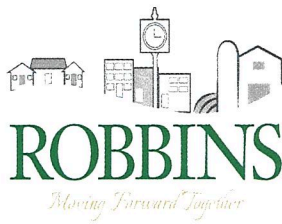
- a. See report.

4. PUBLIC WORKS

- a. 18 Work orders completed.
- b. Mowing and landscaping season began.

**FOLLOW UP:**

CLINT E. MACK  
Town Manager  
Robbins, NC.



March 2025

To: Town of Robbins Board of Commissioners  
Thru: Town Clerk and Manager  
From: Timmy Brown, Robbins Fire Chief  
Re: Monthly BOC Report

- Members are still taking fire classes at night.
- Paid staff are doing their daily duties (truck check off, equipment check).
- Justin Garner has completed Fire Officer 1 class.
- We are working on our 25/26 budget request.
- Planning has started for Farmers Day 2025.

Timmy Brown  
Fire Chief





Structure fires	7
Medical Calls	26
Outside Fires	11
Vehicle Fires	1
Traffic Accidents	6
Service Calls	3
Smoke Investigation	11
CPR	1
Total Calls	66

# Activity Log Event Summary (Cumulative Totals)

Robbins Police Department

(03/01/2025 - 03/31/2025)

911 Hang Up Call	1	Administrative Duty	2
Animal Complaint	2	Assist EMS	9
Assist Fire/Rescue	1	Assist Motorist	2
Assist Other Agency	1	Assist other Robbins Police Officer	2
Assist Public Works	1	Assist Sheriff Department	10
Attempted Warrant Service	1	Barring Notice	2
Breaking and Entering	2	Checking Station	1
Citizen Assist	8	Damage to Personal Property	1
Death	2	Disturbance	2
Follow up Investigation	8	Foot Patrol	25
Found Property	1	Illegal Gaming	2
Illegal Parking	3	Information	1
IVC	2	Juvenile	2
Loitering	2	Ordinance Violation	2
Park Check	2	Store Closing	1
Subpoena	3	Suspicious Person	10
Suspicious Vehicle	3	Training	14
Trespassing	2	Unruly Juveniles	1
Use of Service Weapon	1	Vandalism	1
Vehicle Accident Property Damage	3	Vehicle Maintenance	2
Vehicle Pursuit	1	Vehicle Stop	109
Vehicle Unlock	1	Warrants Served	5
Welfare Check	2		

Total Number Of Events: 259

# Drug Summary Totals

Robbins Police Department

(03/01/2025 - 03/31/2025)

## E - Marijuana

Status:	Measurement:	Total Quantity:	Total Estimated Value:
6 - Seized	GM - Gram	8.001	\$0.00

## H - Other Narcotics

Status:	Measurement:	Total Quantity:	Total Estimated Value:
6 - Seized	GM - Gram	2.000	\$0.00

## L - Amphetamines/Methamphetamines

Status:	Measurement:	Total Quantity:	Total Estimated Value:
6 - Seized	GM - Gram	1.000	\$20.00

## P - Other Drugs

Status:	Measurement:	Total Quantity:	Total Estimated Value:
6 - Seized	DU - Dosage Unit/Items (Number of Capsules, Pills, Tablets, etc.)	1.000	\$0.00

# Incident Drug Totals By Status

## Robbins Police Department

### (03/01/2025 - 03/31/2025)

**6 - Seized**

Type of Drug:	Description:	Type of Measurement:	Quantity:	Est. Value:	Inc. Date:	Incident Number:
E - Marijuana	Green leafy substance	GM - Gram	1.000		03/11/2025	25030080
E - Marijuana	Green leafy substance	GM - Gram	2.000		03/18/2025	25030127
E - Marijuana	Green Leafy Substance	GM - Gram	0.001		03/26/2025	25030195
E - Marijuana	Green Leafy Substance	GM - Gram	5.000		03/29/2025	25030221
H - Other Narcotics	Light Blue powdery substance	GM - Gram	1.000		03/14/2025	25030108
H - Other Narcotics	Purple powdery substance	GM - Gram	1.000		03/14/2025	25030108
L - Amphetamines/Methamphetamines	Crystal-like substance	GM - Gram	1.000	\$20.00	03/17/2025	25030119
P - Other Drugs	Shard of a pink pill(suboxone)	DU - Dosage Unit/Items (Number of Capsules, Pills, Tablets, etc.)	1.000		03/11/2025	25030080
Totals:			12.001	\$20.00		

**March 2025**

**Monthly Report – Robbins Area Library – Sue Aklus**

**Programs:**

*Children:* Story Time with Miss Sue, Hope Academy Story Time, Find Myrtle The Turtle, Puzzles, Coloring Sheets/Crafts, Movie, Special Leprechaun Craft Week, Family Game Night

*Adult:* Crochet & Knitting Group, Book Movie Clubs, Seed Swap

	2025	Attendance
Days Open	20	
Reference Questions	96	
Volunteer Hours	8	
Computer Use	41	
Front Door Walk-ins & Pickups	994	
<b>ADULT PROGRAMS IN THE LIBRARY:</b>	7	52
Crochet & Knitting Group	4	32
Seed Swap	2	8
Book/Movie Club	2	12
<b>JUVENILE PROGRAMS IN THE LIBRARY:</b>	24	462
Thursday Story time with Miss Sue	4	82
Wednesday/Friday Hope Academy Story Time with Miss Sue	9	158
Saturday Movie Time	3	6
St. Patrick Craft Week	1	19
Puzzles	1	31

Coloring Sheet/Crafts	1	25
Find Myrtle The Turtle	1	134
Family Game Night	4	7
<b>JUVENILE PROGRAMS OUTSIDE LIBRARY:</b>	1	15
Magic Years	1	15
<b>CONFERENCE ROOM</b>	12	34
Tutor	11	25
Committee Meeting	1	9

### Upcoming Programs for April 2025

- National Library Week Quiz/Scavenger Hunt/Draw A Picture
- Crochet/Knitting Group every Tuesday 2-4PM
- Hope Academy Pre-School Story time Wednesday from 9-11AM
- Preschool Story Time every Thursday 10AM
- Special NC SCiFest Saturday Programs 11:30am-1:30PM
- Find Humpty Dumpty in the Children's Area All Month
- Committee Meeting Thursday, April 3 @ 11:30AM
- Charlie The Cracked Meteorologist April 22 @ 4:PM
- An Unfinished Life Book/Movie Club, April 29 @ 4:30pm
- Easter Program Tuesday April 8 @ 4:30PM