



TOWN OF ROBBINS
BOARD OF COMMISSIONERS REGULAR MEETING
THURSDAY, MARCH 13, 2025 – 6:00 PM
Robbins Fire Department

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. February Board of Commissioners Minutes
- 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
 - 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
- VIII. PUBLIC HEARINGS**
 - A. Public Hearing to consider Unified Development Ordinance Text Amendment of Section 152.029 to amend (N) (1) (a)
 - 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
 - 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
- IX. OLD BUSINESS**
 - A. Code Enforcement
- X. NEW BUSINESS**

- [A.](#) Resolution for Sewer System Rehabilitation Grant
- [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
- [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
- [D.](#) Public Hearing to consider Unified Development Ordinance Text Amendment of Section 152.029 to amend (N) (1) (a)

XI. MANAGER'S REPORT

- [A.](#) February 2025 Manager Report

XII. COMMISSIONER'S COMMENTS

XIII. CLOSED SESSION (*if needed*)

XIV. COMMISSIONER'S UPCOMING MEETING/EVENTS



MEMORANDUM TO THE BOARD OF COMMISSIONERS

FROM: Clint Mack

DATE: 03/04/2025

SUBJECT: February Minutes of Board of Commissioners

PRESENTER: Clint Mack

REQUEST:

To review and accept February Minutes of Board of Commissioners.

BACKGROUND:

IMPLEMENTATION PLAN:

FINANCIAL IMPACT STATEMENT:

None

RECOMMENDATION SUMMARY:

Approve Minutes from February meeting of Board of Commissioners.

SUPPORTING ATTACHMENTS:



TOWN OF ROBBINS
Board of Commissioners Regular Meeting
Thursday, February 13, 2025 – 6:00 PM
ROBBINS FIRE DEPARTMENT

I. CALL TO ORDER

6:00pm

PRESENT

- Mayor Cameron Dockery
- Mayor Pro Tem Nikki Bradshaw
- Commissioner Brandon Phillips
- Commissioner Jody Britt (attended late)
- Commissioner Kevin Stewart
- Commissioner Lonnie English

II. INVOCATION – Mayor

III. PLEDGE OF ALLEGIANCE – Mayor

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

Summer Mack spoke showing her support for the Ellie Jean Project.

Summer Mack-Ellie Jean Handicap Accessible Park- Express concern for all inclusive park and well equipped playground and asking for financial commitment from the Board. Leveraging the donation from Ellie Jean Project. 5 Letters to commissioners in support of park. Mayor Dockery has spoken with Legislatives and asked them to go to bat for us for appropriations. A quote has been given to us that is way under budget. Very encouraging and Dockery is in support of this.

Salem Rodriguez-Request for Speed Bumps on Lindale-An incident of a possible drunk driver that was speeding on the Lindale and had a child had been around they would have been killed. Children being dropped off at 3pm and people do speed down there around that time. Chief Haddock is in full support and has seen the video and chief will prosecute and also will increase patrol there around that time.

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.

Motion made by Commissioner Stewart.

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

- A. Resolution Prohibiting viewing of Pornography on Town Networks and Devices
- B. Approval of December Board of Commissioners Minutes 2024

VII. RECOGNITIONS

Introduce Hamaker

- A. Lieutenant Jody Dunlap was unable to make the meeting in order to recognize his years of service. Chief Haddock did recognize Johnathon Hamaker as a new patrol officer. Hamaker spent two years at the Moore County Detention Center and has completed BLET and is in training. Welcome.

VIII. PRESENTATIONS

- A. Wooten Sewer AIA Results
Review of Slide Show Presentation by Engineer John Grey. Review the inventory of Sewer system and assess the condition of the system. Also included a rate study.

IX. PUBLIC HEARINGS

- A. Call to Public Hearing for Text Amendment of UDO 152.029
- B. Call to 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
- C. Call to Public Hearing Conditional Rezoning I (Instructional) to R-8 -CZ of Par ID 00008769 and Par ID 990000409 3.90 acres on 250 E Hemp Street R-8-CZ

X. OLD BUSINESS

- A. Discussion of Code Enforcement
No motion made.
- B. Sign Water Purchase Contract with Montgomery County

Motion made by Commissioner Phillips.

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

- C. Budget Amendment 6

Lonnie to make motion to have a cap of \$48,000.

Voting Yea: Commissioner Stewart, Commissioner English

Voting Nay: Mayor Pro Tem Bradshaw, Commissioner Britt, Commissioner Phillips

Kevin to make a motion to amend to have a cap of \$30,000.

Voting Yea: Commissioner Phillips, Commissioner Stewart, Commissioner English

Voting Nay: Mayor Pro Tem Bradshaw, Commissioner Britt

XI. NEW BUSINESS

A. Sewer Capital Improvement Plan Adoption

Wooten Co

Hard copy available upon request

Motion made by Commissioner Stewart.

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

B. Budget Timeline 2025-2026

XII. MANAGER'S REPORT

A. January 2025 Report

Completed a recount of the Christmas Lights, there were some citizen complaints of the Lights. 9 of them are new, 41 total put up. I am asking for Board recommendation on this topic or if Board wants to set up a committee or a budget. The motion is made to form a committee for the Christmas Lights.

Motion made by Commissioner Stewart.

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

Update on playground equipment, playscapes gave a quote of \$150,000 less than original quote. Design is similar and bigger than the previous design.

Manager has been working with Fema lately to finalize Hurricane Debby payout of wear and tear of equipment.

Manager wants to recognize and say Thank you to Robbins First Baptist Church and Northern Moore Interact and Northern Moore Rotary Club for bringing the Dental Bus to Robbins. It's a dental mobile clinic free of charge.

XIII. COMMISSIONER'S COMMENTS

Nikki-n/a

Lonnie-n/a

Kevin-Our railroad Tim Carrol rest in peace, donated many items to depot and restored caboose. This was a tremendous loss to the railroad community.

Brandon-n/a

Jody-n/a

Cam- Thank you for joining us and commissioners thank you.

XIV. CLOSED SESSION *(if needed)*

Adjourned 6:54 pm

Motion made by Commissioner Britt.

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

XV. COMMISSIONER'S UPCOMING MEETING/EVENTS

This the _____ day of March, 2025.

Cameron Dockery, Mayor

Jessica Coltrane, Town Clerk, CMC



MEMORANDUM TO THE BOARD OF COMMISSIONERS

FROM: Clint Mack

DATE: 03/04/2025

SUBJECT: Review of Ordinance 152.09 definition of manufactured home in ETJ.

PRESENTER: Clint Mack

REQUEST:

Request to make recommendations, scrivener's error of 152.09 page 2 to correct manufactured home to modular home to stay in consistency with UDO.

BACKGROUND:

Scrivener's error in codification.

IMPLEMENTATION PLAN:

Planning Board approved change.

FINANCIAL IMPACT STATEMENT:

None

RECOMMENDATION SUMMARY:

Request to approve and adopt change in UDO scrivener's error.

SUPPORTING ATTACHMENTS:

Attachments

hearing, as discussed in § 152.029(F), the Planning Board will consider the planner's recommendation, written public comment and testimony during the public hearing. The Planning Board shall then prepare and submit a written recommendation to the Board of Commissioners as soon as practical, but not later than 35 days following the date of the Planning Board public hearing. Failure of the Planning Board to submit a recommendation to the Board of Commissioners within the prescribed time limit shall be construed as a favorable recommendation.

(H) *Board of Commissioners action.* At its first monthly meeting following receipt of the recommendations from the Planning Board, the Board of Commissioners will approve, deny or table each request of application for amendment of this chapter. The Board will consider the Planning Board's recommendation, written public comment, and testimony during the public hearing, and the planner's recommendations, in its decision. Additional testimony, not presented at the public hearing, will be considered at the Mayor's discretion.

(I) *Effect of denial or withdrawal on subsequent applications.* When the Board of Commissioners shall have denied an application for an amendment or the application shall have been withdrawn by the applicant by written notice after the publication of the first public hearing required, the Town Planner shall not accept another application for the same or similar amendment affecting the same property or portion thereof, until the expiration of a 12-month period extending from the date of denial or withdrawal as appropriate. Nothing in this section, however, shall prohibit the Board of Commissioners or Planning Board from initiating an amendment for any property at any time.

(J) *Protests.* In case, however, of a protest against the change, signed by the owners of 20% or no more either of the area of the lots included in a proposed change, or of those immediately adjacent thereto either in the rear thereof or on either side thereof, extending 100 feet there from, or of those directly opposite thereto extending 100 feet from the street frontage of the opposite lots, an amendment shall not become effective except by favorable vote of three-fourths of all the members of the Board of Commissioners. The foregoing provisions concerning protests shall not be applicable to any amendment which initially zones property added to the territorial coverage of the ordinance as a result of annexation or otherwise.

(K) *Protest petition form, requirements, time for filing.* No protest against any change in or amendment to a zoning ordinance or zoning map shall be valid or effective unless it be in the form of a written petition actually bearing the signatures of the requisite number of property owners and stating that the signers do protest the proposed change of amendment, and unless it shall have been received by the Town Clerk in sufficient time to allow the town at least two normal work days, excluding Saturdays, Sundays and legal holidays, before the date established for a public hearing on the proposed change or amendment to determine the sufficiency and accuracy of the petition. The Board of Commissioners may by ordinance require that all protest petitions be on a form prescribed and furnished by the town, and the form may prescribe any reasonable information deemed necessary to permit the town to determine the sufficiency and accuracy of the petition.

(L) *Manufactured Home Park Ordinance.* All future manufactured home communities shall have a minimum lot size of 10,000 square feet for each lot and a maximum density of four units per acre. House numbers shall be posted on each unit. All Manufactured homes located on existing nonconforming lots shall be grandfathered. If a grandfathered Manufactured home park is sold by the existing owner, the park will remain grandfathered.

(M) *Older Manufactured home units.* All Manufactured homes located within the town's jurisdiction, older than 1976, shall require a special use permit.

(N) *Residential units allowed per building lot.* There shall be no more than one principal residential building on a lot except as may be defined in § 152.084 on planned unit developments, and the Agricultural Residential Zone as provided for as follows:

(1) Two detached principle residential units may be situated on one lot provided:

Modular

(a) At least one of the units is a ~~manufactured~~ dwelling and one of the units is a single-family detached home (built according to State Building Code standards);

(b) The lot is at least two acres in area; and



MEMORANDUM TO THE BOARD OF COMMISSIONERS

FROM: Clint Mack

DATE: 3/5/2025

SUBJECT: Planning Report and Staff Analysis of proposed conditional rezoning of 120 N Rockingham St. (98000558, 00011204, 20060697/ 1.36 acres) to Throughfare Business District-CZ.

PRESENTER: Clint Mack

REQUEST:

To conditionally rezone the subject property from R-10 to TBD- CZ to facilitate a town “Food Park,” accompanying any additional conditions agreed upon by the board of commissioners and the applicant.

BACKGROUND:

The parcel was once a single home residence and has since been cleared and graded by current owners.

PLANNING CONSIDERATIONS:

- The submitted site plan for a fence and the park’s proposed operating hours are considerate of neighboring properties.
- The applicant has agreed to facilitate food trucks that are approved and permitted through Moore County Public Health Department and meet any/all operating statutes.
- Privatizing the coordinating efforts of food trucks in Robbins will increase safety and efficiency by allowing town employees to focus on special event operations and safety rather than food trucks' operational needs.
- The proposed park can increase citizen safety by centrally locating vendors to a concentrated space throughout events located at the Greenspace or Middleton St.
- Food trucks can be an asset to a small town by creating vibrant community spaces and providing residents and visitors with a variety of culinary experiences. When food trucks operate in areas with limited restaurant choices, food trucks can diversify the food scene, attract tourists, and foster a sense of excitement and novelty.
- Food trucks have often strengthened communities by participating in local events, collaborating with other small businesses, and contributing to the town's overall appeal.
- The Staff recommends continued adherence to Chapter 114 Section 115.01 of the Robbins Code of Ordinances:

"No person may establish or participate in outdoor booths, display, entertainment or vending in the town during Farmer's Day unless a permit for that activity has been issued. The Town of Robbins, its departments, and the Robbins Fire Rescue Association are exempt from this requirement."

-As stated in the Robbins Master Plan:

Principle 1: Active Town Center and Economic Hub

- *The town center will be an area targeted for economic revitalization, blight elimination, and economic development.*

-Please refer to the Planning Board's recommendations for garbage and rubbish control.

-Adequate town sewer and water are readily accessible, however not requested.

-No floodplain or watershed considerations.

IMPLEMENTATION PLAN:

The applicant will work closely with the Town Manager to produce a *final construction plan* that will include the agreed conditions of the BOC and applicant.

FINANCIAL IMPACT STATEMENT:

-No direct financial impact to current FY budget.

RECOMMENDATION SUMMARY:

Recommend **APPROVE** the conditional rezoning from R-10 to TBD-CZ and continue to assist the applicant through the planning process until project completion.

SUPPORTING ATTACHMENTS:

-Site Plan



Robbins Food Park, LLP
120 N. Rockingham Street
Robbins, NC 27325
robbinsfoodpark@gmail.com

Co-Owners:

Daltina M. Peele
dpee1964@gmail.com
919-770-0627 cell

William N. McDuffie, Jr
wlrncduffie@gmail.com
910-783-6955 cell

Site Plan:

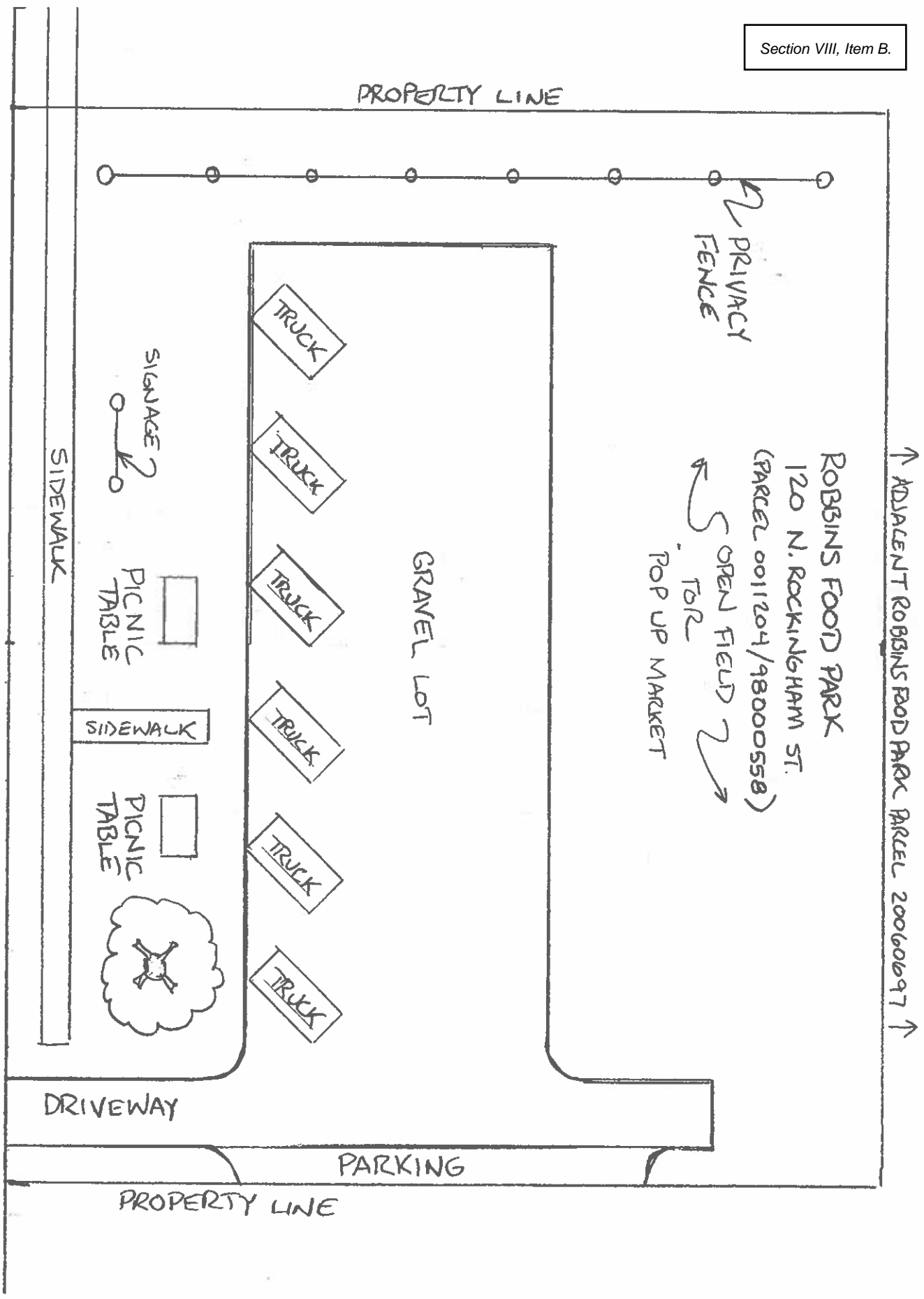
See the attached drawing of the proposal.

Key points:

- The Robbins Food Park will host trucks serving various foods, desserts, and non-alcoholic beverages.
- At the rear of the proposed site, there would be an area to host pop-up markets (handmade crafts, etc.)
- A privacy fence will border the left side of the property line next to the neighboring residential property.
- The proposed site will have parking for up to 7 cars on the right side of the property between the existing driveway and the right property line.
- 2 ADA picnic tables will be placed at the front of the property by the sidewalk.
- The area for the food trucks will be graveled. The area at the back of the property will be landscaped with grass and native plants.
- A small sign (see above) will be located at the front of the property.
- Future plans are to run water and electricity to the food truck area. To start, food trucks will provide their power using personal generators.
- There are no plans to host entertainment groups.
- There will be a small utility shed but no permanent structures.

Business Plan:

- The Robbins Food Park, LLP has all the necessary documentation to start business as soon as the rezoning is approved and landscaping is completed.
- Proposed Business Hours: Daily 5:00 PM-10:00 PM



SCALE: 1 CM = 6.25 FT

NORTH ROCKINGHAM ST.

Jessica Coltrane

From: Daltina Peele <dpeelee1964@gmail.com>
Sent: Saturday, March 1, 2025 5:01 PM
To: William; Clint Mack; Jessica Coltrane; robbinsfoodpark@gmail.com
Subject: Robbins Food Park Community Meeting

To whom it may concern:

Robbins Food Park held a community meeting on February 27, 2025, at 6:00 PM in the Town Hall. Clint Mack, Town Manager; Jessica Coltrane, Town Clerk; and representatives from the Robbins Food Park William and Lynne McDuffie and Wade and Daltina Peele were in attendance. No community members attended to gather more information or express disinterest in the rezoning at 120 N. Rockingham Street, Robbins, NC to allow the Robbins Food Park to open business on the property.

Thank you,

Daltina Peele and William McDuffie

2-27-

UPM

Community Meeting Sign In Sheet

WADE PEELIS

William M^cDuffin

Lynne M^cDuffin

Daltina M. Pease



MEMORANDUM TO THE BOARD OF COMMISSIONERS

FROM: Clint Mack

DATE: 3/3/2025

SUBJECT: Planning Report and Staff Analysis of proposed conditional rezoning of 250 E. Hemp Street (00008769, 99000409/ 3.96 acres) to R-8 CZ.

PRESENTER: Clint Mack

REQUEST:

To conditionally rezone the subject property from I-Industrial to Residential-8 CZ to facilitate a 47-unit market priced townhouse development IAW the Town of Robbins Unified Development Ordinance and any conditions agreed upon by board of commissioners and the applicant.

BACKGROUND:

The parcel was the site of a Primary School until its sale. After multiple transactions over the years, it settles with the current owners and was negotiated as an ordinance cleanup site until completion in 2021. Since 2021, the parcel has remained dormant other than a Phase 1 engineering report completed.

PLANNING CONSIDERATIONS:

-Given the proximity of neighboring residences, I do **NOT** consider the parcel’s current zoning classification harmonious or conducive to any future light or heavy industrial activities.

-The Robbins Future Land Use Map prescribed for the area to be developed into general commercial or town residential development.

-As stated in the Robbins Master Plan:

Principle 3- Safe and Affordable Housing

1. *Enhance stock of housing through creation and preservation*
2. *Reduce the costs of development through land purchases*
3. *Ease regulatory barriers where possible*
4. *Ensure fair share of housing production is affordable to lower income families*
5. *Balance affordable housing development with competing public interests including environmental and public safety*

Principle 6-Walkability and Community Amenities: This project supports the Robbins goal of “a 5-minute walk” to any park, civil, of business space.

-Adequate town sewer and water are readily accessible. (see attachment)

-No floodplain or watershed considerations.

IMPLEMENTATION PLAN:

The applicant will work closely with the Town Manager and County Planners to produce a *final construction plan* that will include the agreed conditions of the BOC and applicant.

FINANCIAL IMPACT STATEMENT:

-No direct financial impact to current FY budget.
-Given the current tax value of the parcel, it generates an annual property tax revenue of \$661.08 to the Town. Under the proposed development at the planned price point by the developer, the townhomes and land will generate a projected \$11,280,000 of *real property* value to the town's overall tax assessment, resulting in an annual property tax revenue of over \$77,000.

RECOMMENDATION SUMMARY:

Recommend **APPROVE** the conditional rezoning from I to R-8 CZ and continue to assist the applicant in the land/housing development planning process until project completion.

SUPPORTING ATTACHMENTS:

- Future Land Use Map
- Utilities diagram



Town of Robbins

101 N. Middleton St.
PO Box 296
Robbins, NC 27325
(910) 948-2431

| | |
|----------------------|-------|
| For office use only: | |
| Application No. | _____ |
| Date Received: | _____ |
| Amount Received: | _____ |

APPLICANT INFORMATION:

Applicant: QBA Management, LLC

Phone No. 9109447453 Cell No. — Email: homeforautoday@hotmail.com

Applicant's Address: 335 Fields Drive, Aberdeen, NC, 28315

Property Owner: Eric Williams

Owner's Address: 144 Chalfinch Rd, Robbins, NC, 27325

Property Location Address: 250^E Hemp Street LRK# 00008769;
99000409

SPECIAL USE OR CONDITIONAL USE REQUEST:

- A. Existing Zoning: I - industrial
- B. Existing land use on property: vacant
- C. Requested land use: multi-family

THE BOARD OF ADJUSTMENT OR BOARD OF COMMISSIONERS MUST MAKE THE FOLLOWING FINDINGS OF FACT IN ORDER TO APPROVE A CONDITIONAL USE PERMIT. PLEASE PROVIDE INFORMATION TO SUPPORT THE FOLLOWING STATEMENTS:

STATEMENT OF JUSTIFICATION:

- A. The use, if completed as proposed, will not materially endanger the public health or safety:
NO
- B. The use, if completed as proposed, will not substantially injure the value of adjoining or abutting property:
NO

C. The use, if completed as proposed, will be in harmony with the area in which it is located:

yes

D. The use, if completed as proposed, will be in conformity with the Town of Robbins Official Zoning Map, land use plan, thoroughfare plan or other plans officially adopted by the Board of Commissioners:

yes

E. Adequate utilities, access road, drainage and/or necessary facilities have or are being provided:

yes

F. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets:

yes

G. The use, if completed as proposed, conforms in all other respects to the applicable regulations of the district in which it is located:

yes

I certify that I have enclosed all information requested in the attached Appendix A.

Acceptance of this application does not imply approval of this request. I realize that this application may be denied or that conditions may be attached to this request to assure compliance with applicable Robbins Unified Development Ordinance requirements.

[Signature]
Applicant's Signature

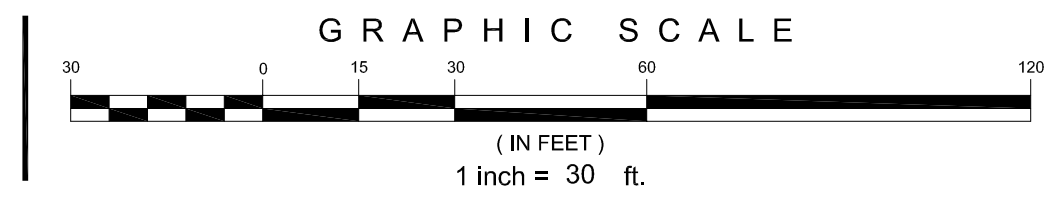
11/7/25
Date

Eric J. Williams
Property Owner's Signature

1-7-2025
Date

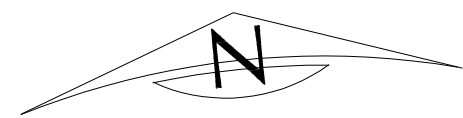
ROBBINS TOWNHOMES

Hemp St., Robbins, NC



A

(NOTES)



250 East Hemp Street:
 Parcel ID:00008769
 PIN:862119620411
 Deed Book:4974
 Deed Page:236
 Tax Acres:3.84
 Existing Zoning: I
 Proposed R-8CZ
 47 two floor town-homes
 w/1 car garage

Applicant:
 QBA Management, LLC
 homeforyoutoday@hotmail.com
 910-944-7453

Owner:
 Eric Williams
 144 Chalfinch Road
 Robbins, NC 27325

Engineer:
 Crawford Design Company
 Kevin S. Lindsay, PE
 910-920-7661

Note:
 This is a conceptual drawing based on GIS parcel data. Final design may be significantly different. This drawing is submitting to gain approval for:
 Constructing up to 47 town-homes on the site. Final design will be modified to meet Town and other local requirements and needs of applicant.

November 14, 2024



230C W. Pennsylvania Ave. - Southern Pines, NC 28087
 910.725.1107
 www.crawforddsn.com

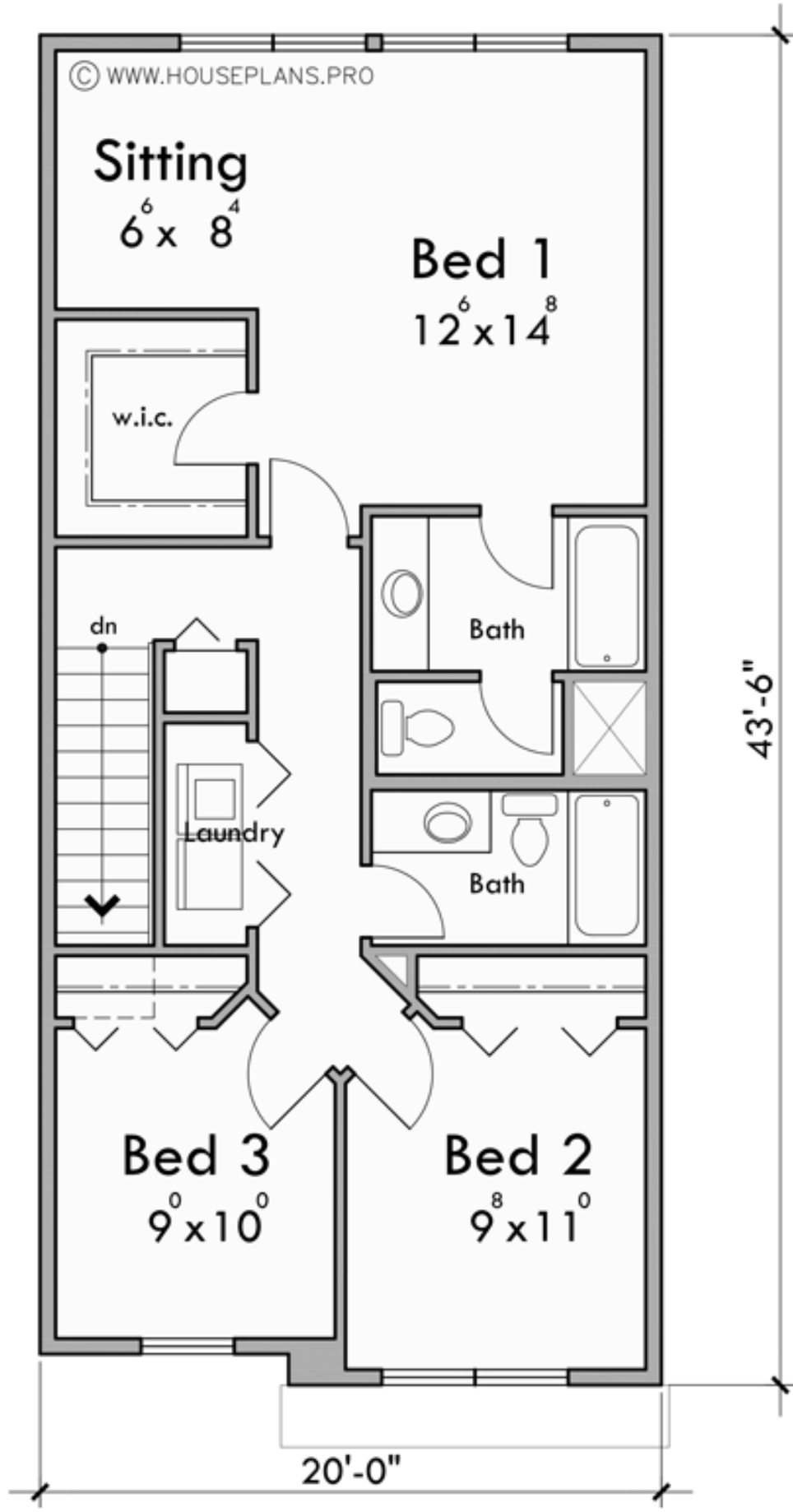
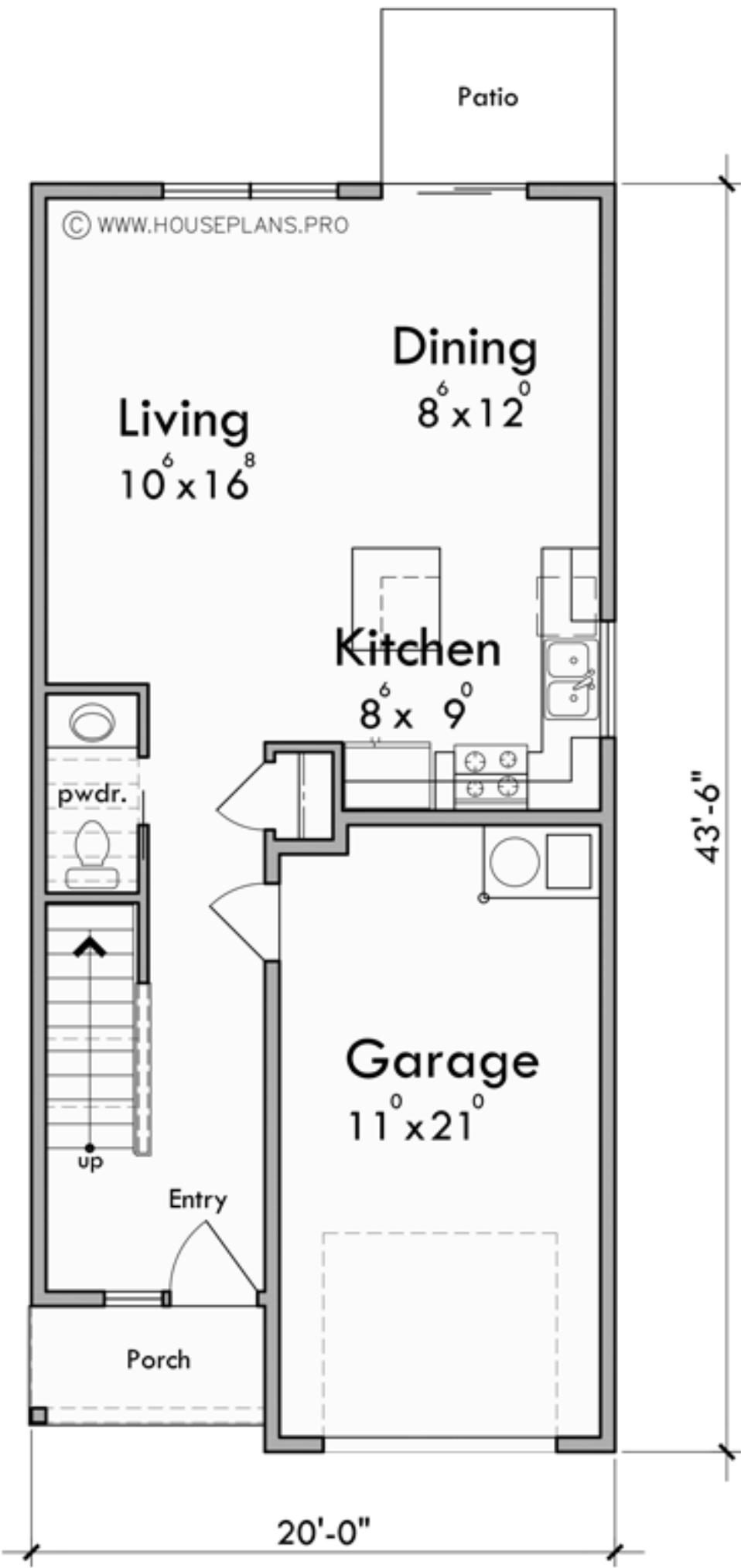
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Community Meeting

Sign In Sheet

BARBARA McNEILL
TERRI Holt



MEMORANDUM TO THE BOARD OF COMMISSIONERS

FROM: Clint Mack

DATE: 02/04/2025

SUBJECT: Code Enforcement (tabled from December meeting)

PRESENTER: Clint Mack

REQUEST:

Request to choose a Code Enforcement contract.

BACKGROUND:

Code Enforcement is the process local governments use to ensure compliance with laws, codes, and ordinances.

IMPLEMENTATION PLAN:

Board of Commissioners reviewed code enforcement contracts from tabled session in December and to choose a contract that best fits the needs and budget of the Town of Robbins.

FINANCIAL IMPACT STATEMENT:

Code Enforcement Contract price will impact budget 2024-2025 remaining year. Commissioners to decide what fund to be used.

RECOMMENDATION SUMMARY:

Approve contract that best fits needs of Robbins.

SUPPORTING ATTACHMENTS:

Attachments

CODE ENFORCEMENT QUOTES

N Focus, 315 s Main Street Suite 200, Kannapolis, NC Contact: Patti

[N-Focus | local government services | 315 South Main Street, Kannapolis, NC, USA](#)

\$81-85/ hour 6 month rotation 1 day and 2 days per week in Summer

| | <u>Wks</u> | | <u>Total Hrs</u> | <u>\$81</u> | <u>\$85</u> |
|--------------------|------------|----|----------------------|-------------|-----------------|
| Fall/Winter | 26 | 8 | 208 | \$16,848.00 | \$17,680.00 |
| Spring/Sum | 26 | 16 | 416 | \$33,696.00 | \$35,360.00 |
| Annual | | | | | \$53,040 |

TCOG

The contract with Mid-Carolina COG who has a code enforcement person on staff. Waiting to hear back.

State Code Enforcement, 1451 S Elm-Eugene Street, Greensboro, NC

Edward -familiar with Robbins GSO [State Code Enforcement](#)

Jessica, our hourly rate is \$65.00 per hour for the work hours but at a reduced rate of \$45.00 per hour for travel and like I said on the phone we will only need 12 to 16 hours per week to address the issues in Robbins. 16 hours per week will only be during the grass growing season. I have attached some other information for you as well. Hope we have the pleasure of helping Robbins again with your code enforcement needs.

| | <u>Wks</u> | <u>Travel</u> | <u>Total Hrs</u> | <u>Travel Rate \$45</u> | <u>Hrly Rate\$65</u> | <u>Total w/ travel</u> |
|--------------------|------------|---------------|----------------------|-----------------------------|--------------------------|------------------------|
| Fall/Winter | 26 | 52 | 312 | \$2,340.00 | \$20,280.00 | \$22,620.00 |
| Spring/Sum | 26 | 52 | 416 | \$2,340.00 | \$27,040.00 | \$29,380.00 |
| Annual | | | | | | \$52,000 |



“Your Source for Top Quality Professional Services”

I. **Current Code** - Ordinance Hosting Services.

- Annual Fees – Starting as low as \$600 per year.
- Ordinances always in Compliance with State Regulations and Laws.
- Amendments - LIVE on Your Website within 14 Days.

II. **Planning Services**

- Our Team of planners has Over 250 Years Experience in serving local governments in North Carolina. *Led by our Land Use Attorney Mr. Dave Owens.*
- Fulfill the temporary or supplemental Planning Services needs of local governments.
- Write and Update General & Development Ordinances & Land Use Plans
- GIS Mapping

III. **Code Enforcement**

- Minimum Housing Violations
- Non-Residential Maintenance Standards
- Nuisance: Vehicles, Overgrown lots, Junk and Debris, Outdoor Storage, Zoning, Illegal Signs, Etc.

IV. **IT and Security Services**

- Implement New IT Strategies
- Train Staff on how to use software
- Cloud Migration
- Improving Cyber Security
- Management Services for Devices – Servers, PC’s, and Phones
- Collaboration Services for Meetings

V. **Nuisance Abatement**

- Mowing Overgrown lots
- Junk Removal
- Demolition

Code Enforcement Services for the Town of Robbins

About Us

Central Pines Regional Council, formally Triangle J Council of Governments, is a resource and support hub for local governments, community members, and partners across Chatham, Durham, Johnston, Lee, Moore, Orange, and Wake counties. Our work is rooted in the belief that our region thrives when we come together with a common vision and plan for the future. We advance this goal through the support of regional policy, collaboration, and technical assistance.

On any given day, CPRC works with our partners to provide support in the following areas:

- Aging & Human Services
- Community & Economic Development
- Environment & Resilience
- Housing
- Member Support & Strategy
- Mobility & Transportation

Scope of Work

CPRC has executed a memorandum of understanding for intergovernmental services cooperation with the Mid-Carolina Regional Council. The staff of the CPRC and Mid-Carolina work cooperatively to deliver planning services. Working cooperatively, the CPRC and the MCRC are referred to as the “the Councils” in this proposal.

The Councils Responsibilities

The Councils will provide the following activities:

- A Code Enforcement Officer (CEO) to the Town on an hourly basis, as requested by the Town. The CEO will be responsible for:
 - Nuisance abatement according to the Town’s code of ordinance to include but not be limited to tall grass, junk vehicles, and junk debris.
 - Housing Code Enforcement. The CEO will work with the appropriate building code officials to enforce the building regulations to include but not be limited to minimum housing, condemnation, and commercial maintenance code.
 - Solid waste ordinance enforcement.
 - The CEO will investigate all complaints, send the appropriate violation letters, conduct follow-up, abate violations, and close all cases (if applicable).
- Provide a Zoning Enforcement Officer (ZEO) to the Town on an hourly basis, as requested by the Town.

Town Responsibilities

- Ensure Councils staff have access to relevant information that will be necessary for day-to-day tasks.
- Communicate regularly with Councils staff to share feedback and priorities.

Your Support Team

Key personnel are subject to change. All changes will be communicated proactively to the Town for planning and continuity.

Haley Hogg

Planning Director, Mid-Carolina Regional Council

Samantha Wullenwaber

Deputy Executive Director, Mid-Carolina Regional Council

Tony Porter

Code Enforcement Officer, Mid-Carolina Regional Council

Lindsay Whitson

Community and Economic Development Director, Central Pines Regional Council

Proposed Fee

The Town of Robbines will pay CPRC for the work stipulated in the outline of CPRC responsibilities. CPRC will send a detailed invoice at the end of each month for services provided.

- *Personnel: \$70 per hour of services provided.*
- *Travel/Milage: Mileage for travel from Mid-Carolina Council of Government offices and within the town will be reimbursed based at the current IRS rate.*

Acceptance

The Councils' staff will begin work as soon as we are notified of your acceptance. This confirms your intention to accept the scope of work as indicated in the proposal presented by the Councils and otherwise meet the responsibilities outlined, and you are confirming the encumbrance of funds sufficient to pay the fees for services rendered.

Questions and acceptance of proposal can be sent to:

Lindsay Whitson
Community and Economic Development Director
lwhitson@centralpinesnc.gov

If the Town of Robbins would like to proceed with this proposal, please accept the proposal by signing below.

IN WITNESS WHEREOF, the parties hereto cause this agreement to be executed in their respective names.

_____ *ATTEST* _____ *Title*
Signature

_____ *Date*

_____ *Title*

_____ *Date*

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

(Signature of Finance Director)



MEMORANDUM TO THE BOARD OF COMMISSIONERS

FROM: Clint Mack

DATE: 03/04/2025

SUBJECT: Resolution by Governing Board of Applicant

PRESENTER: Clint Mack

REQUEST:

Town of Robbins intends to construct, plan for or conduct a study in a project described Sewer System Rehabilitation.

BACKGROUND:

IMPLEMENTATION PLAN:

The Town intends to request State loan and/or grant assistance for the project.

FINANCIAL IMPACT STATEMENT:

The Town will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

RECOMMENDATION SUMMARY:

Recommend approval of Resolution by Board of Commissioners.

SUPPORTING ATTACHMENTS:



RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The **Town of Robbins** has need for and intends to construct, plan for, or conduct a study in a project described as **Sewer System Rehabilitation**, and

WHEREAS, The **Town of Robbins** intends to request State loan and/or grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE TOWN OF ROBBINS:

That **Town of Robbins**, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the **Town of Robbins** to make a scheduled repayment of the loan, to withhold from the **Town of Robbins** any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That **Clint Mack, Town Manager**, the **Authorized Representative** and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Representative**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the _____ day of March 2025, at Robbins, North Carolina.

Cameron Dockery, Mayor

FORM FOR CERTIFICATION BY THE RECORDING OFFICER

The undersigned duly qualified and acting **City Clerk** of the **Town of Robbins** does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the **Board of Commissioners of the Town of Robbins** duly held on the _____ day of March, 2025; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of March 2025.

(Signature of Recording Officer)

(Title of Recording Officer)

Note: an Attestation by the Clerk/Recording Officer may be used in lieu of the Form for Certification by the Recording Officer.

**AN ORDINANCE A CONDITIONAL ZONING DISTRICT FOR THE PROPERTY
LOCATED AT 120 N ROCKINGHAM ST**

Ordinance #2025-1 _____

WHEREAS, Robbins Food Park LLC has applied to have the property located 120 N Rockingham Street, Robbins, NC; Moore County PIN 98000558, 00011204, 20060697 in the planning and zoning jurisdiction of the Town of Robbins rezoned from R-10 to TBD-CZ;

WHEREAS, on February 27, 2025 and in accordance with Robbins Unified Development Ordinance (“UDO”) Sec. 152.30(B), the applicant held a community meeting to discuss the proposed rezoning;

WHEREAS, on January 28, 2025 the Town of Robbins Planning Board considered in the proposed rezoning and adopted a recommendation and a statement of consistency in accordance with N.C. Gen. Stat. § 160D-604; and

WHEREAS, on March 13, 2025 the Town of Robbins Board of Commissioners held a duly noticed public hearing to consider the requested rezoning;

NOW, THEREFORE, BE IT ORDAINED by the Commissioners of the Town of Robbins that:

Section 1. The property located at 120 N Rockingham Street, Robbins, NC (Moore County PIN 98000558, 00011204, 20060697) is hereby rezoned from R-10 to TBD-CZ. The site plan, if any, submitted as part of the rezoning application is hereby approved.

Section 2. The following standard conditions shall apply:

- A. Except as specifically amended by the ordinance, all other applicable provisions of the Robbins UDO and other Town ordinance shall apply.
- B. Except as Any and all required permits and/or approvals from other regulatory agencies must be in place prior to the commencement of any work on the property.
- C. Prior to the approval of final plat(s), if any, all infrastructure must be complete or guaranteed in accordance with the Robbins UDO.
- D. Construction on the property must begin within one (1) year after the approval of this ordinance. If work fails to timely commence or if after work commences all work authorized by this ordinance ceases for a continuous period of one (1) year, then the zoning of the property shall automatically revert back to the zoning in effect at the time the conditional zoning district was established. Upon the request of the developer, submitted **prior** to expiration of the time to begin construction, the Board of Commissioners may grant one or more one-year extensions on the time to begin construction.

E. In addition to any authority granted by the UDO, the Town Manager, of designee, is hereby authorized to administratively approve, without further review by the Robbins Planning Board of Board of Commissioners, minor modifications to the project approved herein. Such minor modifications include:

- i. Up to a five percent (5%) increase or decrease in required or allowable parking;
- ii. Up to a five percent (5%) or five-foot (5') , whichever is smaller, reduction in any required setback; and
- iii. Up to a five percent (5%) increase in the height of any structure approved by this ordinance.

Section 3. The following additional conditions shall apply:

Section 4. This ordinance shall not become effective until such time as all owners of the property have consented in writing to all conditions imposed by this ordinance. If written consent is not provided by all owners of the property within 120 days after the effective date of this ordinance, then the zoning of the property shall automatically revert back to the zoning in effect at the time the conditional zoning district was established. Proof of consent is shown below.

Section 5. The Robbins Town staff is hereby directed to amend the Town of Robbins Zoning Map to reflect the adoption of this conditional zoning district.

Section 6. All provisions of any Town ordinance or resolution in conflict with this ordinance are repealed.

Section 7. This ordinance shall become effective upon adoption.

Adopted this on the _____ of _____, 2025.

Ayes: _____

Noes: _____

Absent or Excused: _____

Cameron Dockery, Mayor

Attest:

Jessica C. Coltrane, CMC, Town Clerk

Property Owners Consent

(to be signed by all property owners)

I hereby state that (i) I am the owner of the property rezoned by this ordinance and (ii) I consent to all conditions imposed by this ordinance.

Signature: _____

Date: _____

Printed Name: _____

Signature: _____

Date: _____

Printed Name: _____

Signature: _____

Date: _____

Printed Name: _____

STATEMENT OF CONSISTENCY AND REASONABLENESS

WHEREAS, Robbins Food Park, LLC has applied to have the property located 120 N Rockingham Street, Robbins, NC (Moore County PIN98000558, 00011204, 20060697) in the planning and zoning jurisdiction of the Town of Robbins rezoned from R-10 to TBD-CZ; and

WHEREAS, N.C. Gen. Stat. § requires the Robbins Board of Commissioners to adopt a statement of consistency and reasonableness prior to adopting or rejecting any zoning text or map amendment;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Town of Robbins that:

Section 1. The proposed amendment is consistent/inconsistent with the Town of Robbins’s adopted comprehensive or land-use plan for the following reasons:

Section 2. The proposed amendment is/is not reasonable for the following reasons:

Adopted this on the _____ of _____, 2025.

Ayes: _____
Noes: _____
Absent or Excused: _____

Cameron Dockery, Mayor

Attest:

Jessica C. Coltrane, CMC, Town Clerk

**AN ORDINANCE A CONDITIONAL ZONING DISTRICT FOR THE PROPERTY
LOCATED AT 250 E HEMP ST**

Ordinance #2025-2 _____

WHEREAS, QBA Management LLC has applied to have the property located 250 E Hemp Street, Robbins, NC; Moore County PIN 00008769, 99000409 in the planning and zoning jurisdiction of the Town of Robbins rezoned from I to R-8-CZ;

WHEREAS, on February 27, 2025 and in accordance with Robbins Unified Development Ordinance (“UDO”) Sec. 152.30(B), the applicant held a community meeting to discuss the proposed rezoning;

WHEREAS, on January 28, 2025 the Town of Robbins Planning Board considered in the proposed rezoning and adopted a recommendation and a statement of consistency in accordance with N.C. Gen. Stat. § 160D-604; and

WHEREAS, on March 13, 2025 the Town of Robbins Board of Commissioners held a duly noticed public hearing to consider the requested rezoning;

NOW, THEREFORE, BE IT ORDAINED by the Commissioners of the Town of Robbins that:

Section 1. The property located at 250 E Hemp Street, Robbins, NC (Moore County PIN 00008769, 99000409) is hereby rezoned from I to R-8-CZ. The site plan, if any, submitted as part of the rezoning application is hereby approved.

Section 2. The following standard conditions shall apply:

- A. Except as specifically amended by the ordinance, all other applicable provisions of the Robbins UDO and other Town ordinance shall apply.
- B. Except as Any and all required permits and/or approvals from other regulatory agencies must be in place prior to the commencement of any work on the property.
- C. Prior to the approval of final plat(s), if any, all infrastructure must be complete or guaranteed in accordance with the Robbins UDO.
- D. Construction on the property must begin within one (1) year after the approval of this ordinance. If work fails to timely commence or if after work commences all work authorized by this ordinance ceases for a continuous period of one (1) year, then the zoning of the property shall automatically revert back to the zoning in effect at the time the conditional zoning district was established. Upon the request of the developer, submitted **prior** to expiration of the time to begin construction, the Board of Commissioners may grant one or more one-year extensions on the time to begin construction.

E. In addition to any authority granted by the UDO, the Town Manager, of designee, is hereby authorized to administratively approve, without further review by the Robbins Planning Board of Board of Commissioners, minor modifications to the project approved herein. Such minor modifications include:

- i. Up to a five percent (5%) increase or decrease in required or allowable parking;
- ii. Up to a five percent (5%) or five-foot (5') , whichever is smaller, reduction in any required setback; and
- iii. Up to a five percent (5%) increase in the height of any structure approved by this ordinance.

Section 3. The following additional conditions shall apply:

Section 4. This ordinance shall not become effective until such time as all owners of the property have consented in writing to all conditions imposed by this ordinance. If written consent is not provided by all owners of the property within 120 days after the effective date of this ordinance, then the zoning of the property shall automatically revert back to the zoning in effect at the time the conditional zoning district was established. Proof of consent is shown below.

Section 5. The Robbins Town staff is hereby directed to amend the Town of Robbins Zoning Map to reflect the adoption of this conditional zoning district.

Section 6. All provisions of any Town ordinance or resolution in conflict with this ordinance are repealed.

Section 7. This ordinance shall become effective upon adoption.

Adopted this on the _____ of _____, 2025.

Ayes: _____

Noes: _____

Absent or Excused: _____

Cameron Dockery, Mayor

Attest:

Jessica C. Coltrane, CMC, Town Clerk

Property Owners Consent

(to be signed by all property owners)

I hereby state that (i) I am the owner of the property rezoned by this ordinance and (ii) I consent to all conditions imposed by this ordinance.

Signature: _____

Date: _____

Printed Name: _____

Signature: _____

Date: _____

Printed Name: _____

Signature: _____

Date: _____

Printed Name: _____

STATEMENT OF CONSISTENCY AND REASONABLENESS

WHEREAS, QBA Management LLC has applied to have the property located 250 E Hemp Street, Robbins, NC (Moore County PIN 00008769,99000409) in the planning and zoning jurisdiction of the Town of Robbins rezoned from I to R-8-CZ; and

WHEREAS, N.C. Gen. Stat. § requires the Robbins Board of Commissioners to adopt a statement of consistency and reasonableness prior to adopting or rejecting any zoning text or map amendment;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Town of Robbins that:

Section 1. The proposed amendment is consistent/inconsistent with the Town of Robbins’s adopted comprehensive or land-use plan for the following reasons:

Section 2. The proposed amendment is/is not reasonable for the following reasons:

Adopted this on the _____ of _____, 2025.

Ayes: _____
Noes: _____
Absent or Excused: _____

Cameron Dockery, Mayor

Attest:

Jessica C. Coltrane, CMC, Town Clerk

AN ORDINANCE APPROVING A TEXT AMENDMENT TO THE TOWN OF ROBBINS UNIFIED DEVELOPMENT ORDINANCE

THAT WHEREAS, the Town of Robbins has enacted a set of development regulations that control land development and construction within the Town's incorporated and extraterritorial jurisdiction areas; and

WHEREAS, in order to promote the public health, safety and general welfare and to promote the best interests of the Town and community, it is necessary from time to time for the Planning Board and Town of Commissioners to consider appropriate revisions, modifications and updates to the Town's Regulations; and

WHEREAS, the Town staff identified a need to amend *Section 152.029 (N) (1) (a) At least one of the units is a manufactured dwelling and one of the units is a single-family detached home (built according to State Building Code standards)*;

WHEREAS, the Planning Board hereby recommends adoption of the proposed UDO Text Amendment to the Town Council and finds that the amendments are (i) consistent with the Town's 2014 Land Use Plan (Land Use Plan 2014-2030); and

WHEREAS, pursuant to N.C. General Statutes and Town ordinances, a public hearing, properly noticed, was held on January 28, 2025, where public comment was heard and considered by the Town Council regarding this issue; and

WHEREAS, the Commissioners for the Town of Robbins hereby find that proposed UDO Text Amendments are (i) consistent with the Town's 2014 Land Use Plan, and (ii) are in the public's interest because it will advance the public health, safety, and/or welfare of the Town of Robbins through updated statutory procedures and requirements for development within the Town's planning jurisdiction.

NOW, THEREFORE, BE IT ORDAINED by the Commissioners of the Town of Robbins that:

1. The *152.029 (N) (1) (a)* is hereby adopted and amended to as indicated in **bold**:
 - A. Statutory Authorization, Findings of Fact, Purpose, and Objectives

1. Statutory Authorization

At least one of the units is a modular dwelling and one of the units is a single-family detached home (built according to State Building Code standards);

2. **Repeal of Conflict Ordinances** - All parts of the UDO of the Town of Robbins conflicting or inconsistent with the provisions of this ordinance Amendment are hereby repealed.
3. **Severability** - If any section, part of a section, paragraph, sentence, clause, phrase, or word of this Ordinance is for any reason held or declared to be unconstitutional, inoperative or void, such holdings shall not affect the remaining portion of this Ordinance and it shall be construed to have been the legislative intent to pass the Ordinance without such unconstitutional, invalid or inoperative part therein, and the remainder of this Ordinance after the exclusion of such part or parts shall be deemed to be held valid as if such part or parts had not been included therein, or if this Ordinance or any of the provisions thereof shall be held inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holdings shall not affect the applicability thereof to any other person, property or circumstances
4. **Inclusion in code** - It is the intention of the Town Council entered as hereby ordained, that the provisions of this Ordinance shall become and be made part of the Unified Development Ordinance of the Town of Robbins, North Carolina; that the Section(s) of this Ordinance may be renumbered or re-lettered to accomplish such intention, and that the word “Ordinance” may be changed to “Section, or “Article” or other word.
5. **Effective Date** - This ordinance shall be effective upon adoption this 13th day of March 2025.

Adopted this on the 13th day of March 2025.

Cameron Dockery, Mayor

Attest:

Jessica C. Coltrane, CMC, Town Clerk



To: Robbins Board of Commissioners

From: Clint Mack, Town Manager

Subject: Manager Report

Date: 05 March 2025

PROJECTS/EFFORTS

2022 Water System Improvements:

- Easement mapping drafts to be completed this month. Preparing bidding documents. Awaiting state permits approval. Completed progress meeting for February.

DEPARTMENT REPORTS

1. ADMINISTRATIVE

- a. Permitting, plat certifications, and staff assistance meetings for land use. (see presentations)
- b. Awaiting a contract from Terracon engineering once the state publishes the scope of work needed on Brownfield site.
- c. Productive meeting with LGC explaining our audit situation. We will follow up after they meet with our auditor in 10 days.
- d. Playscape Design submitted a price quote of \$200,000 for Elle Jean Park.
- 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.
- f. Several FEMA representative meetings and signed full project submission. Expecting \$27,000.00 in reimbursements for TS Debby work and clean-up conducted.
- g. Meetings with Robbins Theater architect and Moore County Planning.
- h. Facilitated community meetings after hours at Town Hall for rezoning applicants (2).
- i. US Army Civil Affairs will be conducting exercises on the weekend of 30 March-2 April from Town Hall.
- j. Attended Moore 100 Housing Study debrief at Sandhills Community College.



- k. Attended Moore County Manager/Mayor Meeting to discuss downzoning legislation and its potential effects on municipalities.
- l. The reservoir dredging landscaping project began. Now that it rained on 5 March, another week is required to complete.
- m. Initial budget planning guidance issued to departments and started initial annual budget process.
- n. Horner paving reconnoitered Lindel Rd. for speed bumps, pothole filling near/around Pinehurst and Colonial St. along with resurfacing Millikin courts. (\$20k)
- o. Met with two contractors to get estimates for “Old Water Plant” demolition quotes. Staff are working with contractors to provide blueprints and research on DEQ and EPA regulations.
- p. A HWY 705 resident cited for rubbish; reinspection planned for this week.
- q. Ordered fire suppression meter and interconnect for *Reeder Pallets* (\$4k); we will assist with the project in hopes of streamlining their grand opening.
- r. Fiberoptic digging crews damaged a pressured release valve on Spies Road the night of 3 March. We contracted SKS Construction to repair it. We will seek reimbursement as soon as possible.
- s. Contacted HDZ digging with invoice for over \$12k in supplies and water after Virginia Street incident. If we are not paid this month, I will refer the case to legal counsel.
- t. Admin vehicle purchased under budget from Cooper Ford.
- u. Unforecasted hard and software updates are needed for Town Hall and Police Department. The state government standard will be Windows 11 by July 2025 however, 12 of our computers aren’t compatible due to RAM requirements along with both server stacks. We completed the purchase order for over \$40k from capital outlay and contingency funds.
- v. Chamber of Commerce MCLI Briefing generated several follow-up meetings with non-profit organizations and the class volunteered to complete a community service project in Robbins before November.



2. FIRE

- a. See report.
- b. Please support the Spaghetti Dinner Fundraiser.

3. POLICE

- a. See report.

4. PUBLIC WORKS

- a. 12 Work orders completed.
- b. Roger was on vacation for 1 week.
- c. Quarterly sewer/manhole inspections.

FOLLOW UP:

We worked to get multiple quotes for a code enforcement company based on commissioner's recommendations; however, no decision has been made. If we are NOT moving forward with a contract, I recommend purchasing "code enforcement" software that can track complaints, provide links to public, and prepare initial court documents. This will ensure enforcement is primarily complaint driven (as stated in our UDO) utilizing our town website. The software will ensure each complaint will become public record therefore, actions and follow up can be recorded and briefed more accurately rather than word of mouth, voicemails, etc. I've already attended one company's sales pitch, and it will cost \$4,500 annually for licensing and usage. I've also discussed additional incentives for RPD Officers who diligently enforce the Town's Code of Ordinances along with daily law enforcement.

CLINT E. MACK
Town Manager
Robbins, NC.

Activity Log Event Summary (Cumulative Totals)

Robbins Police Department

(02/01/2025 - 02/28/2025)

| | | | |
|-------------------------------------|----|-------------------------------------|----|
| 911 Hang Up Call | 3 | Administrative Duty | 5 |
| Alarm Activation | 3 | Animal Complaint | 3 |
| Arrest | 1 | Assist EMS | 3 |
| Assist Fire/Rescue | 3 | Assist Other Agency | 2 |
| Assist other Robbins Police Officer | 9 | Assist Sheriff Department | 13 |
| Attempted Warrant Service | 6 | Breaking and Entering | 2 |
| Business Check | 1 | Careless & Reckless | 1 |
| Cemetery Check | 1 | Checking Station | 4 |
| Citizen Assist | 2 | Disturbance | 3 |
| DWI | 1 | Follow up Investigation | 10 |
| Foot Patrol | 48 | Fraud | 2 |
| Illegal Parking | 1 | Investigation | 3 |
| Juvenile | 4 | Larceny | 4 |
| Loitering | 1 | Mental Subject | 2 |
| Noise Complaint | 1 | Ordinance Violation | 1 |
| Park Check | 3 | Public Service (Phone Call Request) | 3 |
| Saturation Patrol | 2 | Store Closing | 1 |
| Suspicious Person | 4 | Training | 16 |
| Trespassing | 2 | Vehicle Accident Property Damage | 3 |
| Vehicle Stop | 79 | Warrants Served | 2 |
| Welfare Check | 2 | | |

Total Number Of Events: 260

Drug Summary Totals

Robbins Police Department
(02/01/2025 - 02/28/2025)

B - Cocaine (All Forms Except "Crack")

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

G - Opium

| Status: | Measurement: | Total Quantity: | Total Estimated Value: |
|------------|---|-----------------|------------------------|
| 6 - Seized | DU - Dosage Unit/Items (Number of Capsules, Pills, Tablets, etc.) | 4.000 | \$0.00 |

Incident Drug Totals By Status

Robbins Police Department

(02/01/2025 - 02/28/2025)

6 - Seized

| Type of Drug: | Description: | Type of Measurement: | Quantity: | Est. Value: | Inc. Date: | Incident Number: |
|--|-------------------------|---|-----------|-------------|------------|------------------|
| B - Cocaine (All Forms Except "Crack") | White powdery substance | GM - Gram | 2 000 | | 02/17/2025 | 25020147 |
| G - Opium | Oxycodone | DU - Dosage Unit/Items (Number of Capsules, Pills, Tablets, etc.) | 4 000 | | 02/17/2025 | 25020147 |

Totals: 6.000



February 2025

To: Town of Robbins Board of Commissioners

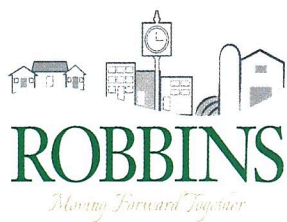
Thru: Town Clerk and Manager

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).
- Paid staff worked to get building pad ready for concrete.
- Getting ready for Spaghetti Dinner on March 14th.
- Planning has started for Farmers Day 2025.

Timmy Brown
Fire Chief



| | |
|--------------------------|-----------|
| Medical Calls | 40 |
| Service Calls | 11 |
| Outside Fires | 5 |
| Vehicle Fires | 1 |
| Structures Fires | 5 |
| Vehicle Accidents | 7 |
| Fire Alarms | 1 |
| Storm Damage | 2 |
| Total Calls | 72 |

February 2025

Monthly Report – Robbins Area Library – Sue Aklus

Programs:

Children: Story Time with Miss Sue, Hope Academy Story Time, Find Baby Hazel the Hedgehog, Puzzles, Coloring Sheets/Crafts, Movie, Special Valentine’s Day Craft

Adult: Crochet & Knitting Group, Chili Recipe Swap, Walking

| | 2025 | Attendance |
|--|------|------------|
| Days Open | 17 | |
| Reference Questions | 85 | |
| Volunteer Hours | 0 | |
| Computer Use | 43 | |
| Front Door Walk-ins & Pickups | 871 | |
| ADULT PROGRAMS IN THE LIBRARY: | 7 | 61 |
| Crochet & Knitting Group | 4 | 31 |
| Sweet Dessert Exchange | 1 | 8 |
| Valentine Book Date | 1 | 15 |
| US Presidential Trivia Contest | 1 | 7 |
| JUVENILE PROGRAMS IN THE LIBRARY: | 21 | 406 |
| Thursday Story time with Miss Sue | 3 | 52 |
| Wednesday/Friday Hope Academy Story Time with Miss Sue | 9 | 149 |

| | | |
|-------------------------------|---|-----|
| Saturday Movie Time | 1 | 8 |
| Special Valentine's Day Craft | 1 | 6 |
| Puzzles | 1 | 14 |
| Coloring Sheet/Crafts | 1 | 50 |
| Find Hazel The Hedgehog | 1 | 112 |
| Black History Month Bingo | 1 | 5 |
| Checker's Match Friday | 3 | 10 |
| CONFERENCE ROOM | 8 | 20 |
| Tutor | 7 | 13 |
| Committee Meeting | 1 | 7 |

Upcoming Programs for March 2025

- St. Patrick's Craft Week March 11-15, 2025
- Crochet/Knitting Group every Tuesday 2-4PM
- Hope Academy Pre-School Story time Wednesday from 9-11AM
- Preschool Story Time every Thursday 10AM
- Friday Family Game Gun 3-6PM
- Find Myrtle the Turtle in the Children's Area All Month
- Committee Meeting Thursday, March 6 @ 11:30AM
- Seed Swap March 1 & 29, 12-1PM
- Saturday Movie Time, March 3, 15, 22 @ 11AM
- Where The Heart Is Book/Movie Club, Makeup Date is Tuesday, March 18 @ 4:30PM
- A League of Their Own Book/Movie Club Tues. March 25 @ 4:30PM