



To: Robbins Board of Commissioners

From: Clint Mack, Town Manager

Subject: Manager Report

Date: 5 June 2026

PROJECTS/EFFORTS

2022 Water System Improvements:

Work Last 30 days:

- Change of Observer on project, Roger Johnson will now be full time on the project.
- Pay Request 3-\$356,165.60 (issued to vender by town and reimbursement received)
- Pay Request 4 – 71,340.02 (submitted for DEQ approval)
- Schedule Completion: 55% of the total contract time.
- Pipe Footage Completion: 65%
- Service Completion: 51%, however meter replacement is at 0% but will mobilize this month.

Next 30 days:

- Middleton St. Intersection completion.
- Working on Hemp St. up to Green St., past to ST. 20+00.
- Meter installation

2026 Sewer Project

- Drafting RFQ for over project design and management.

DEPARTMENT REPORTS

1. ADMINISTRATIVE

- a. Permitting (2), plat certifications (2), and appointments for land use (1) with one traditional rezoning packet being prepared for Planning Board.
- b. Continuing support of Robbins Theater.
- c. Monthly NCLM AIM mentor meeting. Mentor wants to brief commissioners on program and progress in upcoming meeting.
- d. Payroll vender changeover successful however, still adjusting the proper journal entries to accurately reflect on budget vs. actual.
- e. Staff final budget entries and EOY closeout.



- f. Additional water meter SOW received for \$134,000 for the additional meters; Town will handle as independent contract and get funding through DWI from contingency fund.
- g. Extensive staff work on annual audit, 2022 fully submitted to auditor. CPA opened 2023 portal and team is already submitting annual documents for 2023 pre-audit review by CPA, expecting much quicker turnaround moving forward. CPA firm logged over 79 hours this month updating fixed assets and project closeouts totaling \$8,967.49; funded through NCLM AIM Program.
- h. Studying and preparing for upcoming planner re-certification and AICP Exam.
- i. Weekly AMI software integration meetings; dashboard in now live.
- j. Supported NMRC annual fundraiser "Carnival."
- k. Attended by request Pinehurst Surgical Clinic opening.
- l. Met with OSA Regional Field Manager about overall OSA process and public relations.
- m. One administrative hearing conducted for encroachment/zoning complaint on 220 Pinehurst St. Both parties agree to resolve situation by removing shed from property.
- n. US Army Civil Affairs team initial planning/coordination briefing for upcoming training in Robbins July and August. Same template as last iteration with visits to WWTP, railyard, American Growler and Town Hall plus additional training interview/planning set with Fire Department and EMS personnel.
- o. Public WIFI proposal accepted by Moore County Schools and processing through their procurement office. We will draft a MOU for receiving and managing the equipment. Sites approved were Millikin Park, Tracy Brown Park and the Greenspace area to have access points.

2. FIRE

- a. See report.
- b. Annual Fire Commission Budget meetings and planning
- c. Farmers Day planning



3. POLICE

- a. See report.
- b. Multiple court cases were attended this month.

4. PUBLIC WORKS

- a. 18 work orders completed.
- b. Budget work.
- c. Mowing season began.
- d. Water line project support, repairs and meter verifications.
- e. Annual WWTP dredging competed.

CLINT E. MACK
Town Manager
Robbins, NC.