



**TOWN OF ROBBINS**  
**BOARD OF COMMISSIONERS REGULAR MEETING**  
**THURSDAY, FEBRUARY 12, 2026 – 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. Minutes of January Board of Commissioners
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
  - A. NMFRC renewal of lease and conveyance of PAR ID 00012455
  - B. Resolution to Form Committee for Community Police Grant
  - C. Budget Calendar for FY 2026-2027
- IX. MANAGER'S REPORT**
  - A. February 2026 Manager Report
- X. PUBLIC COMMENT PERIOD NC G.S. 160A-81, 160A-81.1**
- XI. COMMISSIONER'S COMMENTS**
- XII. CLOSED SESSION**  
*Permitted Purposes: (4), (6) and (1)*
- XIII. COMMISSIONER'S UPCOMING MEETING/EVENTS**

March 12th 6 pm -TBD

March 26th Budget Kickoff 6 pm-TBD



**MEMORANDUM TO THE BOARD OF COMMISSIONERS**

**FROM:** Clint Mack

**DATE:** 2/4/26

**SUBJECT:** Minutes of January Board of Commissioners Meeting

**PRESENTER:** Clint Mack

**REQUEST:**

Approval of the January Board of Commissioners Meeting

**BACKGROUND:**

Minutes from January Board of Commissioners Meeting

**IMPLEMENTATION PLAN:**

Approval of Minutes and entered into Public Record.

**FINANCIAL IMPACT STATEMENT:**

n/a.

**RECOMMENDATION SUMMARY:**

Recommend approval of January Meeting Minutes.

**SUPPORTING ATTACHMENTS:**



**TOWN OF ROBBINS**  
**Board of Commissioners Regular Meeting**  
**Thursday, January 08, 2026 – 6:00 PM**  
**Robbins Town Hall**

---

**I. CALL TO ORDER**

The January Board of Commissioners Meeting was called to order on Thursday, January 8, 2026, at 6:00 PM in Robbins, NC.

**PRESENT**

- Mayor Cameron Dockery
- Mayor Pro Tem Nikki Bradshaw
- Commissioner Brandon Phillips
- Commissioner Mark Gilbert

**ABSENT**

- Commissioner Jody Britt
- Commissioner Kevin Stewart

**II. INVOCATION – Mayor**

The invocation was led by the Mayor.

**III. PLEDGE OF ALLEGIANCE – Mayor**

The Pledge of Allegiance was led by the Mayor

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

No public comments were recorded during this period.

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

No comments were recorded during this period.

**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.*

Approved

Motion made by Mayor Pro Tem Bradshaw.

Voting Yea: Commissioner Phillips, Commissioner Gilbert

- A. Approval of Budget Amendment 25-04 Spill at Sewer Plant
- B. Minutes of Regular December Board of Commissioners Meeting
- C. Minutes of Special December Board of Commissioners Meeting

**VII. PRESENTATIONS**

- A. Water System Improvements Groundbreaking Briefing-John Grey Wooten Co.

By Engineer John Grey-Wooten (presentation attached hereto)

Mr. John Grey from the Wooten Co. provided an update on the water system improvement project. He explained that the project focuses on replacing old water lines in town, specifically on Hemp, Middleton, Elm, and Fousher Streets. The project also includes replacing all residential meters with an Automatic Meter Infrastructure (AMI) system that provides instantaneous information to town hall and allows residents access to their usage data.

Mr. Grey shared that the project is funded by the North Carolina Department of Environmental Quality, Division of Water Infrastructure and through American Recovery Plan Act money, which must be spent by the end of the year. The contract has been awarded to ELJ Incorporated, with field work scheduled to begin on January 19th. The estimated completion date is the end of June.

The project budget includes \$176,000 in contingency funds, which could potentially be used to replace additional meters if not needed for unexpected issues. Mr. Grey presented the construction schedule, noting they would begin with boring operations, then move to Middleton Street in February, Hemp Street in March and April, followed by Magnolia and Fousher, and finishing with Elm Street.

Commissioner Gilbert expressed concern about potential water outages affecting businesses in town. Mr. Grey assured that planned shutdowns would come with plenty of notice, though emergency situations might occur when crews unexpectedly hit unmarked lines. He mentioned that ELJ has already been communicating well with Town Manager Mack about the project.

**VIII. OLD BUSINESS**

No old business was discussed.

**IX. NEW BUSINESS**

- A. Public Trash Cans by Commissioner Gilbert

Commissioner Gilbert Jr. proposed adding public trash cans along the main thoroughfares in town, noting that without proper disposal options, some people leave trash on the ground. He presented examples of trash can options ranging from \$340 to \$1,200 each.

Commissioner Gilbert Jr. suggested implementing a partnership with local businesses where the town would provide the trash cans and bags, while businesses would be responsible for maintaining them. In exchange, businesses could have their \$14 monthly

garbage fee waived. If a business failed to maintain their trash can, they would be charged the fee for that month.

He recommended starting with 4 trash cans as a test run, potentially expanding to 8, which would require a town investment of \$3,000-\$5,000. Commissioner Gilbert Jr. noted that other Moore County towns like Southern Pines, Carthage, and Cameron all have public trash cans that help keep their streets clean. He proposed forming a committee to move forward with this initiative and planned to follow up on this matter in the future during budget season.

**X. MANAGER'S REPORT**

**A. January 2026 Manager Report**

Town Manager Clint Mack provided his January 2026 report, highlighting several accomplishments and updates:

- The town completed its first payroll using a new third-party system, which will handle all withholdings, insurance, and other payments automatically, preventing potential fines for late submissions.
- The audit portal has been established and documents are already being uploaded for the auditor and CPA contractors.
- The Brownfield budget swap from Iron Horse was approved, and the scope of work is now with the state. Additionally, the town received interest from an MTA program at Chapel Hill to use the Brownfield site as a class project to develop economic development recommendations at no cost to the town.
- The annexation process is progressing, with Carolina Survey completing an updated survey needed for the application.
- Town Manager Mack praised the fire and police departments for their excellent work during the holidays, noting there were many calls related to heaters and bonfires.
- The playground equipment project is moving forward, with a site reconnaissance completed. The area will be cleared of small trees, backfilled with gravel, and prepared for installation. Commissioner Gilbert Jr. mentioned that someone might donate used playground equipment to the town.

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

No comments were recorded during this period.

Discussion between the Town Attorney, Al Bensoff and, Town Manager Mack, and commissioners took place regarding a use agreement for the old police station. The Town Attorney clarified that while there is a signed use agreement that would take effect when the property is sold and run for 20 years, there is not an actual sale contract in place. The Town Attorney explained that for the town to sell property, they need a proper written offer and contract, not just an oral agreement.

The Board expressed some confusion about previous discussions regarding leasing versus selling the property. The Town Attorney emphasized that any lease longer than 10 years must be treated as a sale of property under state law, and that proper documentation is essential.

Commissioner Gilbert Jr. requested a copy of the use agreement for review, as he had never seen it. He also reported a constituent concern about a storm grate cover that had been knocked off at 416 East Salisbury Street, creating a potential hazard for vehicles.

**XII. COMMISSIONER'S COMMENTS**

Commissioner Gilbert Jr. thanked Timmy and his crew for their work taking down Christmas lights and caring for them properly. He wished everyone a happy New Year.

The Mayor mentioned that he is working with the police chief to establish a chaplaincy program for the town, as officers and firefighters sometimes have to make difficult visits to homes and having a chaplain present could be beneficial. He noted that local pastors would be qualified to serve in this capacity.

No other recorded comments.

**XIII. CLOSED SESSION**

No closed session needed

Motion to Adjourn at 6:33pm

Motion made by Commissioner Phillips.

Voting Yea: Mayor Pro Tem Bradshaw, Commissioner Gilbert

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

January 19th Observed for MLK -Town Hall Closed

February 12th Board of Commissioners Meeting

The upcoming events were noted as January 19th observance for MLK Day when Town Hall will be closed, and the next Board of Commissioners Meeting on February 12th.

This the \_\_\_\_\_ day of February, 2026.

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

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



**MEMORANDUM TO THE BOARD OF COMMISSIONERS**

**FROM:** Clint Mack

**DATE:** 2/4/26

**SUBJECT:** NMFRC renewal of lease and conveyance of PAR ID 00012455

**PRESENTER:** Clint Mack

**REQUEST:**

Discussion of Northern Moore Family Resource lease and conveyance of PAR ID 00012455

**BACKGROUND:**

**IMPLEMENTATION PLAN:**

Discussion and conveyance of PAR ID 00012455

**FINANCIAL IMPACT STATEMENT:**

n/a.

**RECOMMENDATION SUMMARY:**

Board Discussion

**SUPPORTING ATTACHMENTS:**

**The Northern Moore Family Resource Center  
Purchase Offer  
to The Town of Robbins**

**Purchase Offer**

The Northern Moore Family Resource Center (NMFRC), a nonprofit organization serving the Robbins and greater northern Moore County community, wishes to purchase the building in which it is currently housed from the Town of Robbins for \$1. The building's address is 116 Horner Street, Robbin, NC 27325. The Town of Robbins leased the building to NMFRC for \$1 a year for 10 years, with the understanding that the building needed extensive renovations and upgrades to be suitable to the needs of the organization. The lease expired in September of 2025.

NMFRC initially renovated the building in three phases, and the organization continues to maintain and upgrade the facility. Investments in "leasehold improvements" to the building total over \$500,000, with additional maintenance and repairs expenses totaling more than \$50,000.

Additionally, NMFRC, in partnership with the Town of Robbins, created a community green space with a permanent stage, which is behind the building, and which is a welcoming asset in the center of downtown. NMFRC successfully secured the donation of sod needed and recruited volunteers and equipment to install the sod. A grant from the State of North Carolina to NMFRC paid for construction of the stage. These "improvement" assets were conveyed by NMFRC to the Town of Robbins, as this space is owned and maintained by the Town for the enjoyment and use of all residents. NMFRC's investment in the green space totaled over \$100,000.

NMFRC currently seeks private financial support to improve its fenced in outdoor space behind the building which adjoins the green space, and which is used by NMFRC for its HOPE Academy Preschool program. Further, NMFRC seeks private financial support to renovate the remaining downstairs area of the building, which has not been improved to date. Both projects will be a significant investment, costing over \$300,000. Several potential donors have indicated that their interest is contingent on NMFRC having ownership of the building and space.

**Background and Future Sustainability**

NMFRC was founded 30 years ago and has been serving the community in various ways since its inception. The current Executive Director has served the organization for 20 years, and for her tenure the organization has had two main areas of focus: supporting

children in their education and working with the Town of Robbins to improve community and economic conditions. Support of children in their education has included the HOPE Academy Preschool for the past 10 years, which serves over 50 children annually. Additionally, NMFRC offers after school programs that have supported students at Robbins Elementary and Elise Middle Schools for more than 15 years, serving 150 and 200 students annually. NMFRC's longest running program is its free summer camp, which serves more than 200 children for six weeks each summer.

While the current Executive Director plans to retire in several years, the organization has a succession plan in place. Over the next several years, the current Director of Development will become well versed in all facets of the organization, so that she will be prepared to step into the Executive Director position at the appropriate time.

Further, because its HOPE Academy Preschool was designed to be affordable to the families it serves, the organization has worked diligently each year to raise the funds necessary to allow it to provide a 75% subsidy to its families. This has been a formidable challenge to the organization, which remains steadfast in its determination to provide high-quality, early-childhood education at a nominal cost to the community. One of the classrooms at the preschool has just received designation as an NC Pre-K classroom, which means that families of children qualifying for an NC Pre-K seat will pay no tuition, and NMFRC will receive monthly funding for those qualifying children. These funds will cover the annual cost of that classroom, and the funds will be reliable and consistent, eliminating some of the ongoing challenge of raising funds necessary for sustaining the program as a whole.

In summary, the organization is healthy and looks forward to serving and strengthening the community for many years to come.

### Conclusion

NMFRC is grateful for the collaboration between it and the Town of Robbins to serve and strengthen the community and its residents and looks forward to working with the Town well into the future. NMFRC respectfully requests serious consideration of this purchase offer by Town officials. Should officials have any questions or concerns, the Executive Director and/or the organization's Board of Directors will be happy to meet and address and answer those questions or concerns.

On behalf of Northern Moore Family Resource Center



Clare Ruggles, Executive Director

**AMENDED LEASE AGREEMENT**

THIS LEASE AGREEMENT (the "Lease") is executed this 10<sup>th</sup> day of September, 2015, entered into by the Town of Robbins, a North Carolina municipal corporation (the "Lessor"), and the Northern Moore Family Resource Center, Inc., a North Carolina non-profit corporation (the "Lessee").

**RECITALS**

WHEREAS, the Lessor owns the building that formerly housed the Robbins Fire Department and Robbins Rescue Squad, which is located at 141 S. Middleton Street, Robbins, NC 27325 (the "Premises");

WHEREAS, the Lessee is a non-profit organization seeking to provide high quality preschool education, which the parties acknowledge is a significant need for the Town of Robbins and northern Moore County;

WHEREAS, as part of its preschool education program, the Lessee intends to install new playground equipment at Tracy C. Brown Park, which is located at 110 South Rockingham Street, Robbins, NC 27325 (the "Park"); and

WHEREAS, on February 12<sup>th</sup>, 2015 the Lessor and Lessee entered into a Lease Agreement for the Premises (the "Original Lease"), and the parties now seek to amend Section 11, "Termination," of the Original Lease.

In consideration of the foregoing recitals and the mutual promises made herein, the parties agree as follows:

**TERMS OF THE LEASE**

- 1. **Term:** The Lessor hereby leases the Premises in their entirety to the Lessee for ten (10) years from February 12<sup>th</sup>, 2015 (i.e. effective date of the Original Lease), except that the following areas shall remain under the control and possession of the Lessor: The two (2) garage bays located underneath the old Robbins Fire Department building.
- 2. **Rent:** The Lessee shall pay rent of One 00/100 Dollar (\$1.00) per year, which shall be due and payable on the anniversary of the effective date of this Lease.
- 3. **Security Deposit:** A security deposit is not required.
- 4. **Condition, Use and Upkeep of the Premises:**
  - A. The Premises are provided in "as-is" condition, and the Lessor makes no warranties as to the fitness of the Premises for any particular use.
  - B. During the term of this Lease, the Lessee shall use the Premises exclusively for the following activities:
    - i. Preschool educational programming;

- ii. Other educational programming, including but not limited to programming for adults;
- iii. Community enrichment, including but not limited to afterschool programming; and
- iv. All administrative, custodial and/or kitchen activities that are typically associated with the uses listed herein.

The use of the Premises for any other purpose must be approved in advance by the Robbins Board of Commissioners. The Premises may not be used for any unlawful purposes whatsoever.

- C. During the term of this Lease, the Lessee may renovate, remodel and/or upfit the Premises as it deems appropriate, provided that no structural work may be made without the prior written approval of the Robbins Town Manager (the "Manager"), and such approval shall not be unreasonably withheld. The Lessee shall pay for such work, including permitting fees.
- D. Any improvements made to the Premises shall become the property of the Lessor at the expiration or termination of this Lease.
- E. The Lessee shall be responsible for all repairs, maintenance and upkeep of the Premises during the term of this Lease. The Lessee shall obtain prior written approval for any repairs or maintenance estimated to cost more than One Thousand 00/100 Dollars (\$1,000.00), and such approval shall not be unreasonably withheld.
- F. The Lessor shall continue to have the right, but not obligation, to perform repair and maintenance on any part of the Premises, as the Lessor deems necessary and appropriate.
- G. The Lessee may not store any materials or equipment outside of the Premises without the prior written approval of the Manager.
- H. Except as provided in section 5, the Lessor is not responsible in any way for property owned by the Lessee located in or near the Premises.

**5. Playground Equipment:**

- A. The parties acknowledge that the Park is a public park owned and operated by the Town of Robbins. The Lessee shall have no right to exclude members of the public from the use of the Park at any time.
- B. The Lessee has represented to the Town that it intends to install new playground equipment in the Park, and the Lessor hereby authorizes the installation of said equipment. The Lessor shall coordinate the installation of the equipment with the Manager.
- C. The parties understand that some or all of the funds for the playground equipment is being provided by Kaboom!, Inc., a 501(c)(3) charitable organization

headquartered in Washington, D.C., and/or Dr. Pepper Snapple Group, Inc., a Delaware corporation.

- D. From the effective date of this Lease, the Lessor shall pay Lessee \$1 per year for the term of this Lease for the public use and enjoyment of the playground equipment.
- E. The Lessor shall be responsible for the maintenance and upkeep of the playground equipment, provided that Lessee's use of the equipment does not exceed ordinary wear and tear for such equipment.
- F. If at some point in the future it becomes feasible to donate the playground equipment to the Lessor, the Lessee shall make a good faith effort to do so.

6. **Access:** The Manager and the Lessee shall work together to ensure that both parties have at all times reasonable access to their respective portions of the Premises. Further, the Lessee shall provide the Manager and any other representative of the Lessor access to any part of the premises for the purposes of conducting an inspection or for maintenance or repairs. Should Lessee change the locks on any exterior door or install any security equipment on the Premises, the Lessee shall promptly provide the Manager a copy of the key(s) to the door(s) and any passcodes or other information necessary to disarm the security equipment.

7. **Hold Harmless:** The Lessee shall, indemnify, hold harmless and defend the Lessor, its agents, officers, and employees, from all suits and actions, including for litigation costs, damages, and attorneys' fees, brought against the Lessor as a result of loss, damage or injury to person or property by third parties, including but not limited to actions brought by students and visitors of the Lessee, that are a result of Lessee's use of the Premises or the Park, including the playground equipment therein.

8. **Waiver:** The Lessee, by and for itself and its agents, officers, and employees, hereby waives any and all right to any claim or cause of action whatsoever against the Lessor, its agents, officers, or employees, for matters arising from any loss, damage or injury to person or property suffered by the Lessee, its agents, officers, or employees, while on, in or around the Premises or Park during the term of this Lease. This waiver shall include, but is not limited to, injuries or damaged caused by use of the playground equipment in the Park.

9. **Insurance:**

- A. The Lessee agrees to maintain general liability and accident insurance for claims that may arise while occupying the Premises. The Lessee shall provide the Lessor with a copy of its current insurance certificates, which shall identify "The Town of Robbins" as an additional insured with respect to Lessee's use of the Premises. The Lessee shall provide the Lessor a copy of its insurance policy within ten (10) business days after the effective date of this Lease. In the event that any damages occur to the Premises that result from the act, omission or negligence of the Lessee, its, employees, officials, visitors or guests, neither Lessor nor its insurance carrier will be liable in any way for any claim(s) for damages.

B. The Lessor shall add Kaboom!, Inc., and/or Dr. Pepper Snapple Group, Inc. and/or such other affiliated entities as may be legally necessary to use the playground equipment described herein, as additional insureds to its insurance. The Lessor shall provide a copy of its insurance certificate to Lessee upon written request.

10. **Utilities:** The Lessee shall be responsible for all utilities, provided that the Manager is hereby authorized to pay a pro rata share of those utilities that are jointly used by the Lessor and the Lessee.

11. **Termination:** Either party may terminate this Lease if the other party breaches or otherwise violates any term of the Lease. Prior to termination, the breaching party shall be given written notice of the other party's intent to terminate. The breaching party shall have thirty (30) days from the date of the written notice to cure the deficiency. If the deficiency is cured, the Lease shall not be terminated.

12. **Regulations:** The Lessee is responsible for complying with all applicable local, state and federal laws and regulations, and the Lessor makes no representations that Premises comply with said laws and regulations as of the effective date of this Lease.

13. **Disputes:** The parties agree to attempt in good faith to informally resolve any disputes by first addressing such disputes to the Manager and a representative of the Lessee. If a dispute cannot be informally resolved, the parties agree to submit the matter to nonbinding mediation before initiating litigation. All litigation shall be in the Moore County Courts or the North Carolina Middle District of the United States District Court.

14. **Notice:** Notices required by this Lease shall be provided in writing or by email to the following persons and addresses:

Town of Robbins	Northern Moore Family Resource Center, Inc.,
c/o Mr. Jeff Sheffield, Manager	c/o Ms. Clare Ruggles, Executive Director
P.O. Box 296	P. O. Box 190
Robbins, NC 27325	Robbins, NC 27325
robbsmanager@embarqmail.com	nmfrc@embarqmail.com

Either party may change the notice address at any time by providing written notice of the change to the other party.

15. **Entire Agreement; Execution:** This Lease constitutes the entire agreement of the parties and supersedes any prior oral or written agreements or understandings between the parties. This Lease may be executed in separate parts by the parties.

[This area has been left blank intentionally.]

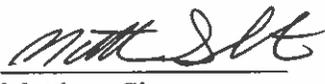
In witness whereof, the parties have set their hands and official seals, the day and year first written above.

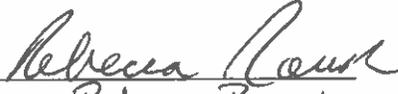
**LESSOR**  
The Town of Robbins

**LESSEE**  
Northern Moore Family  
Resource Center, Inc.,

By:   
Jeff Sheffield,  
Town Manager

By: Clare V. Ruggles  
Print Name: Clare V. Ruggles  
Title: Executive Director

Attest:   
Matthew Shuster,  
Town Clerk

Attest:   
Print Name: Rebecca Roush  
Title: Secretary



**MEMORANDUM TO THE BOARD OF COMMISSIONERS**

**FROM:** Clint Mack

**DATE:** 2/4/26

**SUBJECT:** Resolution to Form Committee for Community Police Grant

**PRESENTER:** Clint Mack

**REQUEST:**

Resolution to Form Committee for Robbins Safe Street Initiative

**BACKGROUND:**

COPS Microgrant funding support overtime deployments focused on disrupting drug markets through high-visibility patrols, deterrent traffic enforcement, and intelligence gathering in high-risk areas. Concurrently, officers will engage in community walks and outreach to build trust and provide service referrals. The program also includes a robust schedule of civic events, youth engagement activities, and town hall forums in collaboration with local stakeholders including faith-based organizations, businesses, schools, and the Moore County Sheriff's Office

**IMPLEMENTATION PLAN:**

Form committee to align with Department of Justice requirements.

**FINANCIAL IMPACT STATEMENT:**

n/a.

**RECOMMENDATION SUMMARY:**

Recommend adoption of Resolution

**SUPPORTING ATTACHMENTS:**



**A RESOLUTION TO FORM A COMMITTEE FOR ROBBINS SAFE STREET INITIATIVE**

**WHEREAS**, the Town of Robbins is involved in a grant named the Robbins Safe Streets Initiative; and

**WHEREAS**, this initiative will utilize the Department of Justice COPS Microgrant funding to support overtime deployments focused on disrupting drug markets through high-visibility patrols, deterrent traffic enforcement, and intelligence gathering in high-risk areas. Concurrently, officers will engage in community walks and outreach to build trust and provide service referrals. The program also includes a robust schedule of civic events, youth engagement activities, and town hall forums in collaboration with local stakeholders including faith-based organizations, businesses, schools, and the Moore County Sheriff's Office; and

**WHEREAS**, the Department of Justice requires community feedback relative to the grant's established goals and recommends a citizen involved committee be formed aligning with the Robbins Safe Street Initiative; and

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

A Committee be formed with nominations from the Chief of Police and Town Manager.

**Adopted this the \_\_\_ day of February, 2026 at a regular meeting of the Robbins Board of Commissioners.**

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

ATTEST:  
\_\_\_\_\_  
Town Clerk, Jessica Coltrane



**MEMORANDUM TO THE BOARD OF COMMISSIONERS**

**FROM:** Clint Mack  
**DATE:** 2/4/26  
**SUBJECT:** Budget Calendar for FY 2026-2027 Planning  
**PRESENTER:** Clint Mack

**REQUEST:**  
Approval of Meeting Dates for FY 2026-2027 Budget Planning

**BACKGROUND:**

**IMPLEMENTATION PLAN:**

**FINANCIAL IMPACT STATEMENT:**

n/a.

**RECOMMENDATION SUMMARY:**

Discussion and Approval

**SUPPORTING ATTACHMENTS:**

# 26-27 Budget Session Timeline

- February 2<sup>nd</sup> Issue Initial Planning Guidance to Department Chiefs**
- Initial budget guidance to Department Chiefs
  - Start budget resourcing and data collection (TM & FO)
  - February 27<sup>th</sup> Deadline for list of major proposed expenditures in FY 2027

**February 27<sup>th</sup> Deadline for list of major proposed expenditures in FY 2027**

**\*March 26<sup>th</sup> Budget Kickoff RFD Board Room 6:00-8:00 (BOC)**

- Strategic Town Goals Review
- Previous year review
- Debt schedule
- Grant money revenue
- Debate and discussion for FY 2026-27 Fiscal Goals

**April 1<sup>st</sup> Department Work Session (Police Chief @ 10:00am/ Fire @ 1:00pm)**

- Subscriptions
- Any other not budgeted 2027 items

**April 2<sup>nd</sup> Department Work Session (Street @ 10:00am/Public Works @ 11:00am)**

- Roger/Daniel -Chemical/Subscriptions
- Roger -Maintenance needs

**April 10<sup>th</sup> All Department Budgets Due to Town Manager!**

**April 17<sup>th</sup> Department Work Session (if needed)**

- Department update online: email the Manager before the 17<sup>th</sup> your status of progress

**\*April 23<sup>rd</sup> Budget Work Session RFD Board Room 6:00pm-8:00pm (BOC)**

- Tax projection brief (pending them issued from county)
- Analysis of tax projection
- Proposed FY2026-27 Utility Rates table presentation
- Tentative draft presentation/initial review

**May 1<sup>st</sup> Last Day for Department FY 2025-26 Purchase Order Requests**

**\*May 14<sup>th</sup> May BOC Regular Meeting 6:00pm (BOC)**

- Draft Budget Presentation @ Board Meeting

**June 1<sup>st</sup> FY 2025-26 Finance books locked, no new purchases without authorization**

**\*June 11<sup>th</sup> June BOC Regular Meeting 6:00pm (BOC)**

- Public Hearing for Budget FY 2026-2027
- Regular Board Meeting to follow

**\*June 18<sup>th</sup> Budget Work Session (if Budget not approved)**

# 26-27 Budget Session Timeline

## Board of Commissioners

- \*March 26th**      **Budget Kickoff RFD Board Room 6:00-8:00 (BOC)**
  
- April 23<sup>rd</sup>**      **Budget Work Session RFD Board Room 6:00pm-8:00pm (BOC)**
  
- May 14<sup>th</sup>**      **May BOC Regular Meeting 6:00pm (BOC)/Draft presentation to Public**
  
- \*June 11<sup>th</sup>**      **June BOC Regular Meeting 6:00pm (BOC)/Proposed budget adoption**
  
- \*June 18<sup>th</sup>**      **Budget Work Session (if Budget not approved)/Fall back budget approval**



To: Robbins Board of Commissioners

From: Clint Mack, Town Manager

Subject: Manager Report

Date: 5 February 2026

## PROJECTS/EFFORTS

### 2022 Water System Improvements:

- Notice to Proceed was issued for January 5, 2026. Substantial Completion (270 days) date is October 2, 2026. Final Comp (300 days) is November 1, 2026.
- The Contract Value is \$3,561,106.51
- Pay Request 1 from ELJ- \$441,205.60 – Under review
- Amount completed and stored to date \$464,426.95 representing 13% completion (6% w/o mat on hand)
- Schedule Completion: 10% of the total contract time has expired as of today.
- Pipe Footage Completion: 18%

## DEPARTMENT REPORTS

### 1. ADMINISTRATIVE

- a. Permitting, plat certifications, and staff assistance meetings for land use.
- b. Continuing state of emergency and sever weather support. Plan to apply for FEMA reimbursement for overtime and equipment usage.
- c. Continuing support of Robbins Theater plan development. (road access and plat reviews)
- d. Survey for annexation project completed (\$1,800), annexation recorded, GIS updated and Census boundary map updated. Annexation now considered complete.
- e. Awarded Digital Navigators Grant through Moore County Schools. Gathering quotes for their review and partnership agreement.
- f. Monthly NCLM AIM mentor meeting.
- g. Payroll vender changeover successful. Weekly update meetings ongoing.
- h. Coordinated meeting with state Office of Interior on historical districts.
- i. Analysis of security company proposals.



- j. Met with vender for Millikin upgrades (\$65k), proposal sent to Commissioner Bradshaw
- k. Auditor file upload and CPA coordination.
- l. Server updates and integration by Partners IT.
- m. AML meter installation kickoff meeting and introduction to software integration. Extensive staff work compiling data for account changeover.
- n. Streetlights repaired on Salisbury St. Commercial upgrade will cost \$49.00 a month per pole.
- o. Salisbury St. Storm drain and culvert repaired. (see images)
- p. Civil Affairs training event starting 30 March 2026 at Town Hall.
- q. Signed closing documents for Old Police Station, finalizing survey and paper deed to be recorded.
- r. Coordinated North Moore OCS student mentorship program consisting on the job training and mentorship in each department along with other skills such as landscaping and park rehab.

## 2. FIRE

- a. See report.
- b. State of emergency and Moore County EMS support.

## 3. POLICE

- a. See report.
- b. State of emergency and Moore County EMS support.
- c. Procurement of community outreach items began through awarded grant; requires community action committee to be formed.

## 4. PUBLIC WORKS

- a. 15 Work orders completed.
- b. Two major water leaks on Hemp St. repaired after snowstorm.
- c. One PW employee on extended family medical leave.
- d. Annual Water Distribution System Inspection (passed)



- e. Scheduling training for Montgomery County Water chloramine changeover.

CLINT E. MACK  
Town Manager  
Robbins, NC.



Salisbury St. storm drain repair



Culvert Repair



Hemp St. water main

# Activity Log Event Summary (Cumulative Totals)

## Robbins Police Department

(01/01/2026 - 01/31/2026)

911 Hang Up Call	1	Administrative Duty	5
Alarm Activation	2	Animal Complaint	9
Assist EMS	7	Assist Fire/Rescue	6
Assist Motorist	2	Assist Other Agency	1
Assist other Robbins Police Officer	29	Assist Public Works	4
Assist Sheriff Department	8	Attempted Warrant Service	1
Careless & Reckless	1	Checking Station	3
Citizen Assist	3	Civil Dispute	2
Court	1	Damage to Personal Property	2
Death	1	Direct Traffic	1
Disturbance	1	Escort	3
Follow up Investigation	1	Foot Patrol	46
Information	1	Larceny	4
Mental Subject	3	Ordinance Violation	4
Parking Violation	3	Public Assistance	1
Public Service (Phone Call Request)	2	Saturation Patrol	1
Shots Fired	1	Store Closing	1
Street Patrol	1	Subpoena	2
Suspicious Activity	1	Suspicious Person	1
Suspicious Vehicle	1	Training	2
Vehicle Accident Property Damage	5	Vehicle Stop	133
Warrants Served	1	Welfare Check	6

**Total Number Of Events: 314**

# Drug Summary Totals

Robbins Police Department  
(01/01/2026 - 01/31/2026)

---

## <No Drug Specified>

Status:	Measurement:	Total Quantity:	Total Estimated Value:
<No Status Specified>	<No Measurement Specified>	0.000	\$0.00

---

## E - Marijuana

Status:	Measurement:	Total Quantity:	Total Estimated Value:
6 - Seized	GM - Gram	55.010	\$5.00

---

## L - Amphetamines/Methamphetamines

Status:	Measurement:	Total Quantity:	Total Estimated Value:
6 - Seized	GM - Gram	1.000	\$0.00

---

## P - Other Drugs

Status:	Measurement:	Total Quantity:	Total Estimated Value:
6 - Seized	GM - Gram	1.000	\$0.00

---

# Incident Drug Totals By Status

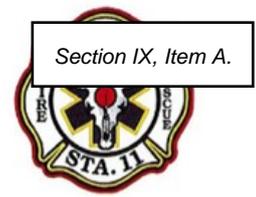
Robbins Police Department  
(01/01/2026 - 01/31/2026)

No Status Specified>

Type of Drug:	Description:	Type of Measurement:	Quantity:	Est. Value:	Inc. Date:	Incident Number:
					01/22/2026	26010232

Totals:

Type of Drug:	Description:	Type of Measurement:	Quantity:	Est. Value:	Inc. Date:	Incident Number:
E - Marijuana	Green leafy substance	GM - Gram	0.010	\$5.00	01/01/2026	26010028
E - Marijuana	Green Leafy Substance	GM - Gram	55.000		01/22/2026	26010232
L - Amphetamines/Methamphetamines	Brown Crystal-Like Substance Enclosed In White Paper	GM - Gram	1.000		01/07/2026	26010096
P - Other Drugs	Orange Hexagon Pills enclosed in brown paper	GM - Gram	1.000		01/07/2026	26010096
			<b>Totals: 57.010</b>	<b>\$5.00</b>		



## Monthly Call Report

INCIDENT ID	PSAP CALL DATE/TIME	DISPATCH TYPE	OVERALL DEPARTMENT ACTIONS TAKEN	PRIMARY INCIDENT TYPE
32420989	2026-01-02 19:30:35	F69 STRUCTURE FIRE	{10}	
32430581	2026-01-01 09:25:05	M0 UNK MEDICAL CALL TYPE	{32}	
32430687	2026-01-01 15:11:19	F67 OUTSIDE FIRE/WOODS/BRUSH	{93}	
32430759	2026-01-01 15:18:48	M17 FALLS	{70}	
32431490	2026-01-03 09:49:20	F53 ASSIST/SERVICE CALLS	{70}	
32444669	2026-01-03 21:10:00	F68 SMOKE INVESTIGATION (OUTSIDE)	{00}	
32469875	2026-01-05 03:19:56	M21 HEMORRHAGE/LACERATION	{32}	
32483709	2026-01-05 08:40:25	M9 CARDIAC/RESPIRATORY ARREST	{Emergency Medical Care - Provide Basic Life Support}	Medical - Illness - Cardiac Arrest
32509036	2026-01-05 16:25:28	M21 HEMORRHAGE/LACERATION	{Emergency Medical Care - Patient Assessment}	Medical - Injury / Trauma - Hemorrhage / Laceration
32509496	2026-01-05 16:48:31	F67 OUTSIDE FIRE/WOODS/BRUSH	{Suppression - Outside Fire Suppression - Fire Control / Extinguishment}	Fire - Outside Fire - Vegetation / Grass Fire
32696211	2026-01-06 18:22:40	M0 UNK MEDICAL CALL TYPE	{Command And Control - Notify Other Agencies}	Medical - Illness - No Appropriate Choice
32700710	2026-01-06 21:42:02	M6 BREATHING PROBLEMS	{Emergency Medical Care - Provide Basic Life Support}	Medical - Illness - Breathing Problems
32724004	2026-01-07 13:52:50	F71 VEHICLE FIRE	{Suppression - Outside Fire Suppression - Fire Control / Extinguishment}	Fire - Transportation Fire - Vehicle Fire - RV
32726275	2026-01-07 15:30:08	F68 SMOKE INVESTIGATION (OUTSIDE)	{Suppression - Outside Fire Suppression - Confinement}	No Emergency - Good Intent - Controlled Burning (Authorized)
32908454	2026-01-08 10:05:22	M17 FALLS	{Emergency Medical Care - Patient Assessment}	Medical - Injury / Trauma - Fall
32959357	2026-01-08 17:11:45	MCSO MOORE COUNTY SHERIFF OFFICE	{Emergency Medical Care - Provide Basic Life Support}	Medical - Injury / Trauma - Fall
32995088	2026-01-09 11:50:38	M19 HEART PROBLEMS	{Emergency Medical Care - Provide Basic Life Support}	Medical - Illness - Heart Problems
33007862	2026-01-09 18:33:56	M31 UNCONSCIOUSNESS/FAINTING (NEAR)	{Emergency Medical Care - Provide Basic Life Support}	Medical - Illness - Unconscious Victim
33028410	2026-01-10 17:42:01	P132 TRAFFIC VIOLATION/COMPLAINT/HAZARD	{Provide Services - Damage Assessment}	No Emergency - Cancelled

# Monthly Call Report

Robbins FD NC

Address: 301 Branson Cir, Robbins, NC, 27325

Section IX, Item A.



INCIDENT ID	PSAP CALL DATE/TIME	DISPATCH TYPE	OVERALL DEPARTMENT ACTIONS TAKEN	PRIMARY INCIDENT TYPE
33030373	2026-01-10 18:27:53	M26 SICK PERSON	{Emergency Medical Care - Provide Basic Life Support}	Medical - Illness - Sick Case
33031132	2026-01-10 18:59:39	M26 SICK PERSON	{Emergency Medical Care - Provide Basic Life Support}	Medical - Illness - Sick Case
33048719	2026-01-11 16:09:51	F69 STRUCTURE FIRE	{Suppression - Structural Fire Suppression - Inside and Outside the Building}	Fire - Structure Fire - Structural Involvement
33050063	2026-01-11 17:21:10	F67 OUTSIDE FIRE/WOODS/BRUSH	{Suppression - Outside Fire Suppression - Fire Control / Extinguishment}	Fire - Outside Fire - Wildfire - Wildland
33050375	2026-01-11 17:38:30	F18 STORM DAMAGE	{Hazardous Situation Mitigation - Remove Hazard}	Public Service - Disaster / Weather - Weather Response
33051995	2026-01-11 19:01:12	M32 UNKNOWN PROBLEM (MAN-DOWN)	{Command And Control - Notify Other Agencies}	No Emergency - Cancelled
33089022	2026-01-12 19:04:26	F67 OUTSIDE FIRE/WOODS/BRUSH	{Suppression - Outside Fire Suppression - Fire Control / Extinguishment}	Fire - Outside Fire - Trash / Rubbish Fire
33100676	2026-01-13 10:36:53	F69 STRUCTURE FIRE	{Suppression - Structural Fire Suppression - Inside and Outside the Building}	Fire - Structure Fire - Structural Involvement
33355170	2026-01-17 04:15:41	F77 MOTOR VEHICLE COLLISION	{Command And Control - Establish Incident Command}	Hazardous Situation - Hazard Non-Chemical - Motor Vehicle Collision
33367147	2026-01-17 17:03:10	F67 OUTSIDE FIRE/WOODS/BRUSH	{Suppression - Outside Fire Suppression - Fire Control / Extinguishment}	Fire - Outside Fire - Wildfire - Wildland
33387115	2026-01-18 16:16:27	M10 CHEST PAIN	{Emergency Medical Care - Provide Basic Life Support}	Medical - Illness - Chest Pain (Non-Trauma)
33398232	2026-01-19 05:38:01	F77 MOTOR VEHICLE COLLISION	{Information Enforcement - Refer To Proper AHJ}	No Emergency - Cancelled
33401631	2026-01-19 06:52:22	M6 BREATHING PROBLEMS	{Emergency Medical Care - Provide Basic Life Support}	Medical - Illness - Breathing Problems
33720423	2026-01-21 11:51:22	F77 MOTOR VEHICLE COLLISION	{Emergency Medical Care - Patient Assessment}	Medical - Injury / Trauma - Motor Vehicle Collision
33802445	2026-01-22 09:56:16	F53 ASSIST/SERVICE CALLS	{Provide Services - Assist Uninjured Person}	Public Service - Citizen Assist - Citizen Assist / Service Call
33856589	2026-01-22 16:36:48	P131 VEHICLE ACCIDENT (NO PI)/HIT & RUN	{Emergency Medical Care - Patient Assessment}	Medical - Injury / Trauma - Motor Vehicle Collision
33890281	2026-01-23 09:27:25	F53 ASSIST/SERVICE CALLS	{Provide Services - Assist Uninjured Person}	Public Service - Alarms (Non Medical) - Fire / Smoke Alarm
33969103	2026-01-23 19:12:57	F69 STRUCTURE FIRE	{Suppression - Structural Fire Suppression - Inside the Building}	Fire - Structure Fire - Structural Involvement

# Monthly Call Report

Robbins FD NC  
 Address: 301 Branson Cir, Robbins, NC,  
 27325

Section IX, Item A.



INCIDENT ID	PSAP CALL DATE/TIME	DISPATCH TYPE	OVERALL DEPARTMENT ACTIONS TAKEN	PRIMARY INCIDENT TYPE
34012637	2026-01-24 17:45:48	M10 CHEST PAIN	{Emergency Medical Care - Provide Basic Life Support}	Medical - Illness - Chest Pain (Non-Trauma)
34032348	2026-01-25 14:36:14	M12 CONVULSION/SEIZURE	{Emergency Medical Care - Patient Assessment}	Medical - Illness - Convulsions / Seizures
34039549	2026-01-25 20:12:01	F18 STORM DAMAGE	{Hazardous Situation Mitigation - Remove Hazard}	Public Service - Disaster / Weather - Weather Response
34043192	2026-01-25 23:23:42	M9 CARDIAC/RESPIRATORY ARREST	{Command And Control - Notify Other Agencies}	Medical - Illness - Cardiac Arrest
34124458	2026-01-27 15:29:36	M6 BREATHING PROBLEMS	{Emergency Medical Care - Provide Basic Life Support}	Medical - Illness - Breathing Problems
34132926	2026-01-27 17:02:14	M0 UNK MEDICAL CALL TYPE	{Emergency Medical Care - Provide Basic Life Support}	Medical - Illness - Unknown Problem
34206608	2026-01-28 13:55:38	M21 HEMORRHAGE/LACERATION	{Emergency Medical Care - Patient Assessment}	Medical - Injury / Trauma - Hemorrhage / Laceration
34273931	2026-01-29 08:57:27	M10 CHEST PAIN	{Emergency Medical Care - Provide Basic Life Support}	Medical - Illness - Chest Pain (Non-Trauma)
34336242	2026-01-29 17:32:12	M0 UNK MEDICAL CALL TYPE	{Emergency Medical Care - Provide Basic Life Support}	Medical - Illness - Pregnancy / Childbirth
34475351	2026-01-30 14:31:57	M31 UNCONSCIOUSNESS/FAINTING (NEAR)	{Emergency Medical Care - Provide Basic Life Support}	Medical - Illness - Altered Mental Status
34490988	2026-01-31 02:11:55	F52 ALARM-FIRE ACTIVATION	{Provide Services - Restore/Reset Alarm System}	No Emergency - False Alarm - Accidental Alarm
34491051	2026-01-31 02:17:28	F69 STRUCTURE FIRE	{Command And Control - Notify Other Agencies}	Hazardous Situation - Hazard Non-Chemical - Electrical Hazard / Short Circuit
34494832	2026-01-31 08:38:25	M9 CARDIAC/RESPIRATORY ARREST	{Emergency Medical Care - Provide Basic Life Support}	Medical - Illness - Cardiac Arrest
34500880	2026-01-31 13:49:31	F77 MOTOR VEHICLE COLLISION	{Provide Services - Control Traffic}	Hazardous Situation - Hazard Non-Chemical - Motor Vehicle Collision
34501129	2026-01-31 14:01:45	F77 MOTOR VEHICLE COLLISION	{Provide Services - Control Traffic}	Hazardous Situation - Hazard Non-Chemical - Motor Vehicle Collision
34508340	2026-01-31 19:22:32	F77 MOTOR VEHICLE COLLISION	{Command And Control - Notify Other Agencies}	No Emergency - Cancelled

## January 2026

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

#### Programs:

*Children:* Story Time with Miss Sue, Hope Academy Story Time, Find Sammy the Snowman, Snowman Scavenger Hunt, Puzzles, Coloring Sheets, Crafts, Lego Fun, Checkers Match, Family Game Day

*Adult:* Crochet & Knitting Group, Rachel Brower Book Club, Misty Clark Book Club, National Puzzle Day, Hobby Talk, Walking Club

	2025	Attendance
Days Open	18	
Reference Questions	79	
Volunteer Hours	11	
Computer Use	18	
Front Door Walk-ins & Pickups	1075	
<b>ADULT PROGRAMS IN THE LIBRARY:</b>	15	46
Crochet & Knitting Group	4	25
Misty Clark Book Club	1	3
Rachel Brower Book Club	1	8
Walking Club	8	6
Hobby Talk	1	0
National Puzzle Day	1	4
<b>JUVENILE PROGRAMS IN THE LIBRARY:</b>	28	636
Thursday Story Time with Miss Sue	4	86

Lego Fun	5	26
Family Game Day	1	5
Hope Academy Story Time with Miss Sue	9	174
Wednesday Craft Fun	4	28
Find Sammy The Snowman	1	144
Coloring Sheets	1	29
Puzzles	1	32
Winter Crafts	1	11
Snowman Scavenger Hunt	1	101
<b>CONFERENCE ROOM</b>	15	43
Tutor	14	35
Committee	1	8

## Upcoming Programs for February 2026

- Find Hazel the Hedgehog – Win a Prize
- Valentine Hearts Scavenger Hunt for Kids
- Lego Saturday, Feb. 7, 10AM-2PM
- Crochet/Knitting Group every Tuesday 2-4PM
- Hope Academy Story time Wednesdays 9-11:30AM
- Wednesday Afternoon Crafts (2-6PM)
- Preschool Story time every Thursday @ 10AM
- Committee Meeting, Thursday, Feb. 5 @ 11:30AM
- Misty Clark Book Club – Friday, Feb. 6 @ 4PM
- Lego Fun Every Friday Afternoon from 2:30-5:30PM
- How many Hersey Kisses are in the Jar? Contest
- Friday Movies @ 4PM
- Lego Saturday, Feb. 7, 10AM-2PM
- Valentine Craft Day, Saturday, Feb. 14, 10AM-2PM
- Celebrate National Sticky Bun Day - Saturday, Feb. 21, 10:30-11:30AM (Buns Donated by Heritage Bakery)
- Seed Swap, Saturday, Feb. 28, 10AM-2PM