



CASWELL COUNTY

Board of Commissioners Agenda

Regular Meeting
Historic Courthouse

November 18, 2024
6:30 p.m.

Welcome

1. Moment of Silent Prayer Chairman Jefferies
2. Pledge of Allegiance
3. **Public Comments** County Manager Paschal

Each speaker will speak from the podium, and begin their remarks by giving their name and stating whether or not they are residents of the county. Comments will be directed to the full board. Speaker comments are limited to a maximum of three (3) minutes during the public comment period. Speakers must be courteous in their language and presentation. Personal attacks will not be tolerated. The Board of Commissioners or the Administration will not provide responses during Public Comments period or in the same meeting.

4. **Recognitions**

Agenda

5. **Approval of Agenda** Chairman Jefferies
6. **Approval of Consent Agenda** Chairman Jefferies
 - a. November 4, 2024 Regular Meeting Minutes
 - b. Public Health Amendment # 6 (received additional state funding)
 - c. Probation Lease Agreement

Discussion Items

Action Items

7. Family Services Amendment # 7 (Properly established budgets based on final grant awards in new funds for FY 25) County Manager Paschal

County Manager Updates

Commissioner Comments

Announcements and Upcoming Events

- November 21, 2024 Joint Town Meeting at 6 pm at the Yanceyville Municipal Building
- November 28 and 29, 2024 County Offices closed for Thanksgiving
- December 2, 2024 Board of Commissioners Meeting at 6:30 p.m. at the Historic Courthouse

Closed Session

To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged NCGS 143-318.11 (a) (3), and to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, which privilege is hereby acknowledged. NCGS 143-318.11(a)(4).

Adjournment

Meeting Date: November 18, 2024



AGENDA FORM

TO: Renee Paschal, County Manager

FROM: Carla Smith, County Clerk

SUBJECT: Consent Agenda

BACKGROUND INFORMATION:

Minutes reflecting decisions made by the Caswell County Board of Commissioners at their Regular Meeting held November 4, 2024, Budget Amendment # 6, and Probation Lease Agreement.

STAFF RECOMMENDATION, IF APPLICABLE:

N/A

RECOMMENDED ACTION/MOTION:

If the Board of Commissioners so chooses:

Move to approve the Consent Agenda

FISCAL IMPACT:

None

ATTACHMENTS:

- November 4, 2024 Regular Meeting Minutes
- Budget Amendment # 6-Public Health Amendment (additional State funding)
- Probation Lease Agreement

CASWELL COUNTY BOARD OF COMMISSIONERS
MEMBERS PRESENT

November 4, 2024
OTHERS PRESENT

Jeremiah Jefferies, Chair
Finch Holt, Vice Chair
Ethel Gwynn
Frank Rose

Renee Paschal, County Manager
Melissa Williamson, Deputy County Manager
Russell Johnston, County Attorney
Carla Smith, Clerk to the Board

The Board of Commissioners for the County of Caswell, North Carolina, met in a regularly scheduled meeting on Monday, November 4, 2024 at 6:30 pm at the Historic Courthouse.

WELCOME:

Chairman Jefferies called the meeting to order, and welcomed everyone to the Caswell County Board of Commissioners meeting on November 4, 2024. Then all paused for a moment of Silent Prayer, and the Board of Commissioners and all the guest in attendance recited the Pledge of Allegiance.

PUBLIC COMMENTS:

County Manager Paschal read the Public Comment Statement before the public comment period began.

John K. Roberts: I've been a resident of Caswell County for over 35 years, and I do have one question. I asked previous County Manager and he told me he would get back to me. He didn't know. Does this County have a Solar Farm Ordinance? Does anyone know? County Manager Paschal said I'm sorry. I didn't hear you. Mr. Roberts said does anyone know? Does this County have a Solar Farm Ordinance? County Manager Paschal said we do. Chairman Jefferies said this county does have some solar farms on it. Mr. Roberts said right, but is there an ordinance? County Manager Paschal said according to a County Planner, Jason Watlington, it falls under our HIDO ordinance (High Impact on Development). Mr. Roberts said okay the other thing is I just want to remind every I'm still interested in the County Manager's job. I applied last year and gave you all my information. I hope that you all would consider me. I don't expect you to respond right now, but when it comes time to consider a County Manager, I would like to be considered and get an interview. That's all I had to say. Thank you.

RECOGNITIONS:

Commissioner Gwynn: I gave you all on your desk the events of PTRC. Tomorrow or Wednesday, the new County Manager and I will be going. I would like to bring up one of the things that we will be adding, and one of the things I would like to see happen is if Carla Smith could be the secretary for our group here. The other person to be chosen in January. So I would like to make a **motion** to have Carla on as our secretary there as well so that she could attach the minutes from PTRC in our minutes to the Board. Then everybody would know what's going on at PTRC.

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After some discussion, Attorney Johnston said we could add that on the agenda for the next meeting. Chairman Jefferies said okay. We'll postpone this with the vote until the next agenda or the next meeting.

APPROVAL OF AGENDA:

A **motion** was made by Commissioner Rose and seconded by Commissioner Holt and **carried unanimously** to approve the agenda. (Ayes: Commissioners Rose, Gwynn, Holt, and Jefferies)

APPROVAL OF CONSENT AGENDA:

- a. October 21, 2024 Regular Meeting Minutes
- b. Budget Amendment #3, accepting state funding for additional DSS funds for foster care emergency placements
- c. Grange Grant & Budget Amendment #4
- d. Budget Amendment #5, moving funds from Finance Office budget to County Manager's Budget to cover cost of Interim County Manager

A **motion** was made by Commissioner Rose and seconded by Commissioner Holt and **carried unanimously** to approve the consent agenda. (Ayes: Commissioners Rose, Gwynn, Holt, and Jefferies)

DISCUSSION ITEMS:

There were no discussion items.

ACTION ITEMS:

ABC BOARD WORKING CAPITAL REQUEST:

County Manager Paschal said I will introduce this item, and then if you have any additional questions we can turn it over to Michael Reagan, who's the Administrator for the Caswell ABC Board. The Caswell ABC Board stores are either owned by the ABC board or leased. The county doesn't own their property. The ABC Board is a legal entity that is separate from County Government. Their main relationship with us is that their ABC Stores generate revenue, and a portion of which is shared with Caswell County. That is explained in your memo. The Board also appoints their board members. So the ABC Board undergoes an annual audit; they're required to maintain a certain level of working capital every year. This year in 24 they are over their working capital maximum by \$47,294. There are tremendous capital needs in the ABC Stores. I listed just a few of them. Both of the stores they own were built in the 60s, and they have significant maintenance issues. The Yanceyville store floor is sinking and contains asbestos. The Semora store has a 2 inch drop where a wall used to be and has some exterior deterioration. They also have a 2000 Freightliner delivery truck that has 380,000 miles that's used to deliver product from the Yanceyville store to the other stores. The roof leaks whenever it rains, and the boxes inside get wet. So the Board has saved over the past few years approximately \$150,000 for capital improvements to address some of those needs. Unfortunately, as we all know

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construction inflation has been massive, and so now they're unable after they saved this money to complete the repairs because they're coming in above what they had estimated. They're asking the county if they can retain or keep the \$47,294 in order to help offset the cost of the delivery truck and to maybe make some progress towards the improvements that they need. I'll note a couple of things: the trucks estimated to cost \$67,250. That is a used truck with 100,000 miles on it. This request, if you allow them to keep the \$47,000, it won't impact future distributions. I looked at the revenue that we budgeted versus what the stores have generated and across the board in the last three years the revenue that we've gotten from the ABC store has exceeded what we budgeted. So if you have any additional questions, I will let Mr. Reagan address those.

Michael Regan came up and greeted the Board. They asked questions and the took action.

A **motion** was made by Commissioner Rose and seconded by Commissioner Holt and **carried unanimously** to accept the request from the ABC Board to use the \$47, 294 for their capital needs. The motion was amended to approve the request from the ABC Board to use the \$47,294, that's above their capital maximum to be used for their truck as well as their floor in their building. (Ayes: Commissioners Rose, Gwynn, Holt, and Jefferies)

BUDGET CALENDAR:

County Manager Paschal said the next item is adoption of a budget calendar for preparation of the 25-26 budget. I think the budget process is one of the most important undertakings of County staff. The budget allocates resources, and in doing so sets out the plan of work for all departments. In other jurisdictions in which I've worked, the Board of Commissioners has adopted a budget calendar really at the beginning of the fiscal year to govern deadlines for preparation of the annual budget. The calendar helps the Manager, Finance Officer, as well as county departments plan their work. I've attached a recommended calendar. I will note that both the retreat and the work session dates can be changed if needed. The main change in this this calendar... Well the process has been used successfully in Chatham and Harnett, and it's made for a more transparent project as well as a better end product. A budget that's more transparent and meets the needs of the jurisdiction. The main change for the Board of Commissioners is that we are asking you to hold a budget planning to retreat in mid-January. We've included suggested dates, but they can be changed. In addition, the Board will receive the recommended budget at the first meeting in May giving more time for Board review. The main change for staff is we'll be preparing information for the retreat, holding meetings with department heads to review their budgets in detail, and provide a more detailed recommended budget to the Board. The main change for departments will be that we will request a lot more detail from them in justifying their requests. I will note that in the calendar the first set of dates through December 16th are italicized and that is because that's associated with a Capital Improvements Plan process. I wanted the county to have a road map for that. Obviously you know we can't undertake that in the current year. So the heads up document will also not be included in your retreat material as we're late getting into this process. I'll be glad to answer any questions.

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Commissioner Holt expressed his concern for the new Commissioners coming on board.

A **motion** was made by Commissioner Holt and seconded by Commissioner Rose and **carried unanimously** to accept the Budget Calendar. (Ayes: Commissioners Rose, Gwynn, Holt, and Jefferies)

APPROVAL OF AMENDMENT 3 TO GRANT ORDINANCE FOR THE CASWELL COUNTY AMERICAN RESCUE PLAN ACT OF 2021 AND APPROVAL OF BUDGET AMENDMENT # 2:

County Manager Paschal said so originally Caswell County had set aside \$600,000 for broadband development in the county. Two of the grants that we had budgeted money, or one of the grants that we had budgeted \$250,000 in match, the contract was terminated by the vendor. Not by us. So that match went away. The last two contracts have only required matches of \$10,000 each, which is a far cry from the \$600,000. We have committed to the CAB Grant process, and it's really gone through all of the hoops. We committed a match of \$304,000 and change. However, there is a bill in the General Assembly. Actually the bill has already been approved by the General Assembly that would take away that match requirement. So the Governor's vetoed the bill, but they've set a vote I think it's November 17th to reconsider it. So it's very possible that the only match we'll have are those two \$10,000 amounts. Under the ARPA regulation, we have to obligate all of our money by December 31st, 2024, which that deadline is quickly approaching. We need to make sure that we don't lose this money. So what we're recommending through the contract amendment or the ordinance amendment and through the budget amendment is to move that money into the general fund. If it's needed for the CAB Grant, if that legislation doesn't pass, then we can always move it out. But if we don't move that money and it's in there for broadband and we haven't obligated or spent it, we will lose that money. What we're proposing to do is just use it to offset Public Safety salaries, which has the effect of just moving it into general fund balance. Do you have any questions?

Commissioner Holt asked about the intentions of the grant and County Manager Paschal and Deputy County Manager Williamson responded to the questions.

A **motion** was made by Commissioner Holt and seconded by Commissioner Gwynn and **carried unanimously** to move the money. (Ayes: Commissioners Rose, Gwynn, Holt, and Jefferies)

COUNTY MANAGER UPDATES:

County Manager Paschal said so there are a few things that I want to bring to your attention. The first is my colleagues in Chatham County have developed an award-winning leadership program for their supervisors and other county staff. They are willing to come and provide a scaled down version of that leadership program free of charge to Caswell employees. It would be over the course of a year; it would be one day of instruction per month every other month. So it's not a great deal of commitment of time for employees. The second thing I want to bring to your attention is commissioner orientation. We are developing the orientation for the new Board, and we'll reach out to them as soon as we know the results of the election. We would like to include

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current board members in these sessions. It's a fairly robust orientation, and I think it would be helpful to existing members as well as new ones. It would also be, I think, helpful to have a mix of current board members and new board members in each session. Of course because of the open meetings law, we would have to have no more than three folks in the room at the same time. So I'll be reaching out to you after the election to try to schedule time. I would like to make a proposal, and you don't have to decide that tonight, but this is no reflection on Carla whatsoever. She has been told that she needs to do verbatim minutes of Commissioner meetings. That takes a tremendous amount of time to do, and it takes a tremendous amount of time as I'm looking through minutes to try to figure out what your actions were to find those actions. I'm accustomed to a summary of the discussion and the action. So it's very succinct and easy to find, and I'd ask you to consider that. I've talked with Carla and Russell as well about doing a new contracting process so that we have a repository for all of the contracts that the county has, and I think Carla's time would be better spent doing that contract database rather than verbatim minutes. The last thing I want to share is I've written a Manager's blog that I would like to post on the County's website and our Facebook page, and I'm going to ask Carla to do that tomorrow. I wrote this on my own time; I did not charge Caswell County for this. I do want to share a copy so that you're not surprised. Consensus was to post the blog.

COUNTY ATTORNEY UPDATES:

County Attorney Johnston said good evening Mr. Chairman. I don't have any updates during the open meeting, but we will have some updates and items of discussion in the Closed Session.

COMMISSIONER COMMENTS:

Commissioner Rose: Mr. Chairman, just a couple things. Just a reminder, as everybody is well aware, tomorrow's election day. If you have not voted, I would strongly encourage you to vote. That is the one thing that you can do to voice your opinion, and everybody has a right to vote. I think we have had extremely large turnout in early voting. The second thing I would have is just a reminder that there's going to be a Veterans Day Ceremony held on November the 11th at 11:00 am at the Yanceyville Pavilion to honor all those who have served and who are serving. I would encourage anybody that can attend to do that, and thank them for their service. That's all I have Mr. Chairman.

Commissioner Gwynn: On Friday, I don't remember the time, but I think it's one o'clock at the Old Dillard school. They have open house. It's going to be an apartment style living for elderly adults and disabled adults to some degree, but they must be able to care for themselves. I've been to one in Wilmington very similar to this. They are going to be one bedrooms or two bedrooms with a kitchenette, a living room, bedroom, and bath. They will need to do for themselves, and the one I visited in Wilmington, most of them had their own cars. They drove wherever they want to go. I'm not so sure, but I'm hearing that it's going to be the same type of thing at Dillard. It is open house on the 8th.

ANNOUNCEMENTS AND UPCOMING EVENTS:

- November 11, 2024 County Offices closed for Veterans Day
- November 18, 2024 Board of Commissioners Meeting at 6:30 p.m. at the Historic Courthouse
- November 21, 2024 Joint Town Meeting at 6 pm at the Yanceyville Municipal Building
- November 28 and 29, 2024 County Offices closed for Thanksgiving

CLOSED SESSION:

A motion was made at 7:04 pm by Commissioner Gwynn, and seconded by Commissioner Holt and **carried unanimously** to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged NCGS 143-318.11 (a) (3). (Ayes: Commissioners Rose, Holt, Gwynn, and Jefferies)

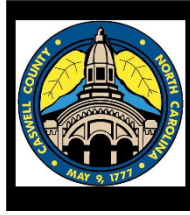
ADJOURNMENT:

A **motion** was made at 7:44 pm by Commissioner Gwynn and seconded by Commissioner Holt and **carried unanimously** to adjourn the meeting. (Ayes: Commissioners Rose, Holt, Gwynn, and Jefferies)

Carla R. Smith
Clerk to the Board

Jeremiah Jefferies
Chairman

November 4, 2024



AGENDA FORM

TO: Board of Commissioners

FROM: Jennifer Eastwood, Health Director

SUBJECT: Telehealth Infrastructure Grant (TIG) Program

BACKGROUND INFORMATION:

Grant: Telehealth Infrastructure Grant (TIG) Program
Funder: Office of Rural Health
Amount Awarded: \$250,000
County Match: \$0.00 – No Match Required
Time Period: January 01, 2025 – December 31, 2025

The Telehealth Infrastructure Grant Program is a very competitive funding initiative by the North Carolina Office of Rural Health (ORH) designed to support rural healthcare providers by providing grants for telehealth-related infrastructure. This includes equipment, high-speed internet access, and other necessary resources to establish or enhance telehealth services.

Deliverables:

1. Strengthen telehealth infrastructure at Caswell County Health Department
 - a. Build network redundancy
 - b. Purchase telehealth equipment (camera, monitor, etc.)
 - c. Subscription for telehealth software
 - d. Training for telehealth operations and billing
 - e. 0.5 FTE Nurse Practitioner dedicated to telehealth visits—this position will be combined with an existing 0.5 Nurse Practitioner, and the new 0.5 position will end at the end of the grant period. The county will not be requested to assume the position.
2. Increase access to telehealth in the community by collaborating with community partners to create dedicated telehealth sites in outlying areas of county
 - a. Set up 6-12 telehealth sites (ex. Churches, fire departments, community centers, etc.) Each site will receive medical supplies & equipment, telehealth equipment, internet costs, minimal funding for space
 - b. Hire Program Assistant to help set up and coordinate sites and scheduling. This position will end at the end of the grant period. The county will not be requested to assume the position.

- c. Work with community members who many need equipment in their home for health monitoring (blood pressure monitors, thermometers, glucose machines, etc.)

Even though this is a one-year grant, the effects will be lasting because we will have the technology in place to continue the virtual visits, particularly at churches.

STAFF RECOMMENDATION, IF APPLICABLE:

N/A

RECOMMENDED ACTION/MOTION:

If the Board of Commissioners so chooses:

Accept Telehealth Infrastructure Grant (TIG) from NC Office of Rural Health for \$250,000

FISCAL IMPACT:

Acceptance of this grant does not affect county appropriation or fund balance.

ATTACHMENTS:

CASWELL COUNTY BUDGET AMENDMENT # 6

HEALTH DEPARTMENT BUDGET AMENDMENT #2

Be it ordained, the FY 2024-2025 Budget Ordinance is hereby amended as follows:

PUBLIC HEALTH 5110

Amended 1

Amended 2

Expenditure Line	Account Code	Latest Revised Budget	Increases/Decreases	Revised Budget
Board Salries	517000	\$ 4,400.00	\$ -	\$ 4,400.00
Salaries	512100	\$ 1,805,095.00	\$ -	\$ 1,895,383.00
Salaries - On Call	512200	\$ 15,000.00	\$ -	\$ 15,000.00
Longevity	512700	\$ 19,762.00	\$ -	\$ 19,762.00
FICA	518100	\$ 139,610.00	\$ -	\$ 146,559.00
Retirement	518200	\$ 208,562.00	\$ -	\$ 216,767.00
Health Insurance	518300	\$ 246,752.00	\$ -	\$ 258,952.00
Bonuses		\$ 34,966.00	\$ -	\$ 34,966.00
Professional Services	529900	\$ 483,474.00	\$ -	\$ 505,074.00
Credit Card Fees	538800	\$ 400.00	\$ -	\$ 400.00
Supplies-Food and Provisions	522000	\$ 2,042.00	\$ -	\$ 2,042.00
Supplies - Pharma,Medical	523800	\$ 56,571.00	\$ -	\$ 62,571.00
Supplies - Motor Fuel	252000	\$ 19,362.00	\$ -	\$ 19,362.00
Supplies - Office	526000	\$ 16,107.00	\$ -	\$ 28,107.00
Supplies - Postage	526100	\$ 11,350.00	\$ -	\$ 11,350.00
Supplies - Other	529100	\$ 62,965.00	\$ -	\$ 77,026.00
Equipment (Small Tools <\$5000)	529500	\$ 36,899.00	\$ -	\$ 66,899.00
Training Expense - Employees	531000	\$ 15,100.00	\$ -	\$ 24,397.00
Travel Reimbursement-Mileage	531100	\$ 5,760.00	\$ -	\$ 5,760.00
Travel - Subsistence	531200	\$ 3,175.00	\$ -	\$ 3,175.00
Telecommunication	532100	\$ 12,000.00	\$ -	\$ 12,000.00
Maintenance & Repair - Equip	535200	\$ 7,540.00	\$ -	\$ 7,540.00
Maintenance & Repair - Vehicle	535300	\$ 7,600.00	\$ -	\$ 7,600.00
Advertising	537000	\$ 8,202.00	\$ 5,000.00	\$ 13,202.00
Printing and Reproductions	538200	\$ 1,850.00	\$ -	\$ 1,850.00
Laundry and Dry Cleaning	539200	\$ 550.00	\$ -	\$ 550.00
Rental Fee - Copier	543100	\$ 12,000.00	\$ -	\$ 12,000.00
Rental Fee - Postage Meter	543200	\$ 1,300.00	\$ -	\$ 1,300.00
Insurance & Bonding	545100	\$ 6,000.00	\$ -	\$ 6,000.00
Dues & Subscriptions	549100	\$ 32,132.00	\$ 20,000.00	\$ 52,132.00
Capital Outlay	550000	\$ 32,735.00	\$ -	\$ 32,735.00
Miscellaneous Operating Expenses		\$ -	\$ -	\$ -
Lease of Space		\$ 21,600.00	\$ -	\$ 36,000.00
TOTAL EXPENSE BUDGET		\$ 3,330,861.00	\$ -	\$ 3,580,861.00

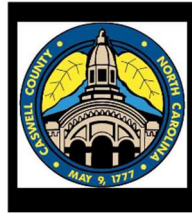
Revenue Lines	Account Code	Increases/ Decreases	Amended Budget
State - Public Health	333100	\$ 1,004,179.00	\$ 1,004,179.00
Cost Settlement		\$ 47,803.00	\$ 47,803.00
AUBP Payments	333110	\$ 126,200.00	\$ 126,200.00
County Appropriation	380100	\$ 504,000.00	\$ 504,000.00
Medicaid	333103	\$ 526,700.00	\$ 526,700.00
Medicare	333101	\$ 2,000.00	\$ 2,000.00
Direct Fees	333107	\$ 174,000.00	\$ 174,000.00
Private Insurance	333108	\$ 36,300.00	\$ 36,300.00
Capitation	333109	\$ 15,200.00	\$ 15,200.00
Grant Funds		\$ 7,735.00	\$ 257,735.00
Fund Balance	390101	\$ 886,744.00	\$ 886,744.00
TOTAL REVENUE BUDGET		\$ 3,330,861.00	\$ 3,580,861.00

Justification

Accepts \$250,000 from Office of Rural Health for Telehealth Infrastructure Grant Program.

That all Ordinances or portions of Ordinances in conflict, are hereby repealed.				
Approved by the Health Director				Date
Approved by Board of Health, Chair				Date
Clerk to the Board of County Commissioners				Date
APPROVED BY THE CASWELL COUNTY BOARD OF COUNTY COMMISSIONERS				

Meeting Date: November 18, 2024



AGENDA FORM

To: Caswell County Board of Commissioners
From: Renee Paschal, Interim County Manager
Subject: Probation Lease

BACKGROUND INFORMATION:

NC General Statute § 15-209 requires that counties provide office space for NC probation officers, a state function. According to the State Property Office that oversees the probation leases, all NC counties provide the space, utilities, janitorial services, and water/sewer free of charge.

Currently, the county provides two offices for probation, 205 E. Church Street (the address is incorrect in the lease agreement) and 251 E. Church Street. These current leases expire November 30, 2024.

STAFF RECOMMENDATION, IF APPLICABLE:

NIA

RECOMMENDED ACTION/MOTION:

Motion to approve the leases for 205 E. Church Street and 251 E. Church Street.

FISCAL IMPACT:

These expenses are already included in the approved budget. There is no additional expense created by approving the lease.

Attachments:

1. Probation lease agreement for 251 E. Church Street
2. Probation proposal for 251 E. Church Street
3. Probation lease agreement for 205 E. Church Street
4. Probation proposal for 205 E. Church Street

THE STATE OF NORTH CAROLINA SHALL NOT BE RESPONSIBLE FOR ANY EXPENSES INCURRED BY THE PROPOSER IN THE PREPARATION OF THIS PROPOSAL. THE STATE RESERVES THE RIGHT TO REJECT ANY PROPOSAL FOR ANY REASON IT DEEMS WARRANTED.

NON-ADVERTISED LEASE PROPOSAL

PROPOSAL TO LEASE TO THE STATE OF NORTH CAROLINA NON-ADVERTISED- PO-28

1. NAME OF LESSOR: Caswell County 2. LESSOR'S AGENT:

INDICATE EACH LESSOR'S BUSINESS CLASSIFICATION AS APPLICABLE: A. PROPRIETORSHIP B. PARTNERSHIP C. CORPORATION D. GOVERNMENTAL E. NON-PROFIT F. *** (HUB) HISTORICALLY UNDERUTILIZED BUSINESSES G. OTHER: TAX I.D. #

MAILING ADDRESS: 144 Court Square MAILING ADDRESS
 CITY: Yanceyville ZIP: 27379 CITY: ZIP:
 PHONE#: (336) 694-4193 CELL#: PHONE#: CELL#:
 E-MAIL: smeszaros@caswellcountync.gov E-MAIL:

3. SPACE LOCATION:(including building name, floors involved & suite or room numbers unless entire floor)

STREET ADDRESS CITY COUNTY ZIP CODE
 205 E. Church Street Yanceyville Caswell 27379

4. ATTACH FLOOR PLAN TO SCALE SHOWING THE SIZE AND LAYOUT OF SPACE OFFERED

5. GROSS SQUARE FOOTAGE BEFORE NET USAGE COMPUTED A. OFFICE B. WAREHOUSE C. OTHER

6. All proposals must be submitted on the basis of net square footage as defined on reverse side of this sheet and in the State Specifications (form PO-27 if applicable)

A. DESIRED PROPOSAL

TYPE OF SPACE	TOTAL NET SQ. FT.	ANNUAL RENTAL	ANNUAL RENT PER SQ. FT.	UTILITIES	JANITOR. SERVICES	WATER / SEWER	REQUIRED PARKING SPACES
OFFICE	1,000	\$0		YES	YES	YES	clientele (as available)
WAREHOUSE							state car
OTHER							
TOTALS	1,000	\$0	XXXX	XXXX			XXXX

Lessor will provide () employee parking spaces in above proposal at no additional charge to the State.

Comments: (upfit if applicable – continuation on separate blank page)

Refresh paint, repair any holes in walls or sidewalks; replace HVAC air filters; wash interior/exterior windows; repair and/or replace soiled carpet, flooring, toilet seats etc. etc. if applicable.

ERRORS BY PROPOSERS IN CALCULATING NET SQUARE FOOTAGE WILL REDUCE THE ANNUAL RENTAL WITHOUT CHANGING THE PROPOSED RATE PER SQUARE FOOT IN THE PROPOSAL (see NOTE on page #2)

B. OPTIONAL ALTERNATE PROPOSAL NO. 1

(FOR PROPOSALS NOT INCLUDING UTILITIES AND/OR JANITORIAL SERVICES)

TYPE OF SPACE	TOTAL NET SQ. FT.	ANNUAL RENTAL	ANNUAL RENT PER SQ. FT.	UTILITIES YES/NO	JANITORIAL SERVICES YES/NO	WATER/SEWER YES/NO
OFFICE	N/A					
WAREHOUSE						
OTHER						
TOTALS			XXXX	XXXX	XXXX	

Lessor will provide () clientele parking spaces, () employee parking spaces and () state vehicle parking spaces

Comments:

7. LEASE TERM: YEARS 3 BEGINNING DATE: December 1, 2024

8. RENEWAL OPTIONS, IF ANY: TERMS AND CONDITIONS:

NOTE: RATES THAT INCLUDE INDETERMINABLE PERCENTAGE INCREASES, SUCH AS UNCAPPED CPI INCREASES ETC., ARE NOT ACCEPTABLE DURING EITHER THE INITIAL TERM OR ANY RENEWAL PERIOD(S)

The State of North Carolina supports the use of products and materials having recycled content in renovation and construction. The proposed building must have facilities for handling materials to be recycled such as plastics, aluminum, wastepaper and cardboard.

THE PROPOSED BUILDING MUST BE COMPLETELY FREE OF ANY HAZARDOUS ASBESTOS OR HAZARDOUS LEAD PAINT THROUGHOUT THE STATE'S TENANCY.

Is the proposed building free of hazardous asbestos?	YES _____	NO _____
Is the proposed building free of hazardous lead paint?	YES _____	NO _____

DEPARTMENT: Adult Correction DIVISION: 2
 CITY: Yanceyville SQUARE FEET: 1,000 AGENT: _____
 DATE:

LESSOR:

9. ADDITIONAL INFORMATION (list any maintenance, replacements and/or paint touch-up if applicable - continuation on separate blank page)

10. Is Property To Be Leased Within An Area Designated By Fema To Be In A Flood Prone Area (100 Year, 500 Year)? If So, Please Provide Details Below

11. Does this space comply with local and State Building safety and zoning codes specifically including OSHA provisions for the handicapped and applicable sections of the State Building Code Volumes I-V?

YES NO PARTIALLY

EXPLAIN IF OTHER THAN "YES" IS CHECKED ABOVE:

12. This proposal is made in compliance with the specifications furnished by Caswell County I realize that the State reserves the right to reject this proposal for any reason it deems warranted. This proposal is good until I ACKNOWLEDGE AND FURTHER AFFIRM THAT I am aware of and familiar with the Americans with Disabilities Act of 1990 (42 United States Code, Section 12101 et seq.) and if the above firm is awarded the contract, it will comply with the provisions of said Act.

I am aware that annual per square foot rental rate(s) which include indeterminable percentage increase(s) such as uncapped Consumer Price Index increases etc., are not acceptable during either the initial term or any renewal period(s):

(HUB) HISTORICALLY UNDERUTILIZED BUSINESSES (HUB) CONSIST OF MINORITY, WOMEN AND DISABLED BUSINESS FIRMS THAT ARE AT LEAST FIFTY-ONE PERCENT OWNED AND OPERATED BY AN INDIVIDUAL(S) OF THE AFOREMENTIONED CATEGORIES. ALSO INCLUDED IN THIS CATEGORY ARE DISABLED BUSINESS ENTERPRISES AND NON-PROFIT WORK CENTERS FOR THE BLIND AND SEVERELY DISABLED.

N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of this proposal, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

Scott Meszaros
Printed Name of Lessor

Signature of Lessor Date

ELECTRONIC DELIVERY INSTRUCTIONS

NON-ADVERTISED PROPOSAL:

Questions should be directed to your NC agency contact or to NC State Property Office at: 984-236-0270

NOTE: Net square footage is a term meaning the area to be leased for occupancy by State Personnel and/or equipment. To determine net square footage:

- 1. Compute the inside area of the space by measuring from the normal inside finish of exterior walls or the roomside finish of fixed corridor and shaft walls, or the center of tenant separating partitions.
2. Deduct from the Inside area the following:
*a. Toilets and lounges
*b. Entrance and elevator lobbies
*c. Corridors
*d. Stairwells
*e. Elevators and escalator shafts
*f. Building equipment and service areas
*g. Stacks, shafts, and interior columns
*h. Other space not usable for State purposes

*Deduct if space is not for exclusive use by the State. Multiple State leases require a, b, and c to be deducted. The State Property Office may make adjustments for areas deemed excessive for State use.

DEPARTMENT Adult Correction DIVISION: 2

CITY: Yanceyville SQUARE FEET: 1,000 AGENT:

DATE:

**THIS LEASE DOES NOT BECOME EFFECTIVE UNTIL EXECUTED
BY THE NORTH CAROLINA DEPARTMENT OF ADULT CORRECTION**

STATE OF NORTH CAROLINA

COUNTY OF CASWELL

LEASE AGREEMENT

THIS LEASE AGREEMENT, made and entered into this the _____ day of _____, 2024, by and between, **COUNTY OF CASWELL**, hereinafter designated as Lessor, and the **STATE OF NORTH CAROLINA**, hereinafter designated as Lessee;

W I T N E S S E T H:

THAT WHEREAS, authority to approve and execute this lease agreement was delegated to the Department of Administration by resolution adopted by the Governor and Council of State on the 1st day of September 1981; and as amended on September 8, 1999 and December 7, 1999, and October 6, 2020 and

WHEREAS, the parties hereto have mutually agreed to the terms of this lease agreement as hereinafter set out,

NOW THEREFORE, in consideration of the rental hereinafter agreed to be paid and the terms and conditions hereinafter set forth, Lessor does hereby let and lease unto Lessee and Lessee hereby takes and leases from Lessor for and during the period of time and subject to the terms and conditions hereinafter set out certain space in the **City of Yanceyville, County of Caswell**, North Carolina, more particularly described as follows:

Being approximately ± 1,000 net square feet of office space located at 205 County Park Road; Caswell County; Yanceyville, North Carolina and further described in the floor plan, Exhibit "A".

**NC DEPARTMENT OF ADULT CORRECTION, PROBATION AND PAROLE,
DIVISION 2, DISTRICT 15**

THE TERMS AND CONDITIONS OF THIS LEASE AGREEMENT ARE AS FOLLOWS:

1. The term of this lease shall be for a period of **three (3) years**, commencing on **1st day of December 2024**, or as soon thereafter as the leased premises are ceded to the Lessee and terminating on the **30th day of November 2027**.
2. During the term of the lease, the Lessee shall pay to the Lessor as rental for said premises the sum of **\$1.00** dollar per annum, said rental to be payable within 15 days from receipt of invoice. The Lessee agrees to pay the aforesaid rental to the Lessor at the address specified, or, to such other address as the Lessor may designate by a notice in writing at least 15 days prior to the due date.
3. Lessor agrees to furnish to the Lessee, as a part of the consideration for this lease, the following services, and utilities to the satisfaction of the Lessee.
 - A. Heating facilities, air conditioning facilities, adequate electrical facilities, adequate lighting fixtures and sockets, hot and cold-water facilities, and adequate toilet facilities.
 - B. Maintenance of lawns, sidewalks, shrubbery, parking, paved areas and common areas and disposal of trash is required.

- C. Lessor provides required fire extinguishers and servicing, pest control, and outside trash disposal, including provision for the handling of recyclable items such as aluminum cans, cardboard, and paper. All pesticides must be applied by a licensed technician.
- D. All utilities except telecommunications.
- E. Daily janitorial service and supplies. Water and Sewer services.
- F. Parking (as available).
- G. If applicable elevator service.
- H. The leased premises are generally accessible to persons with disabilities. This shall include access to the premises from the parking areas (where applicable), into the premises via any common areas of the building and access to accessible restroom.
- I. Any fire or safety inspection fees, stormwater fees, or land transfer tax/fees.
- J. All other terms and conditions of the signed "Proposal to Lease to the State of North Carolina" Form PO-28 incorporated herein by reference and the "Specifications for Non-advertised Lease" (Exhibit B).

4. During the lease term, the Lessor shall keep the leased premises in good repair and tenantable condition, to the end that all facilities are kept in operative condition. Maintenance shall include but is not limited to furnishing and replacing electrical light fixture ballasts, air conditioning and ventilating equipment filter pads, if applicable, and broken glass. In case Lessor shall, after notice in writing from the Lessee in regard to a specified condition, fail, refuse, or neglect to correct said condition, or in the event of an emergency constituting a hazard to the health or safety of the Lessee's employees, property, or invitees, it shall then be lawful for the Lessee in addition to any other remedy the Lessee may have, to make such repair at its own cost and to deduct the amount thereof from the rent that may then be thereafter become due hereunder. The Lessor reserves the right to enter and inspect the leased premises, at reasonable times, and to make necessary repairs to the premises.

5. It is understood and agreed that Lessor shall, at the beginning of said lease term as hereinabove set forth, have the leased premises in a condition satisfactory to Lessee, including repairs, painting, partitioning, remodeling, plumbing and electrical wiring suitable for the purposes for which the leased premises will be used by Lessee.

6. The Lessee shall have the right during the existence of this lease, with the Lessor's prior consent, to make alterations, attach fixtures and equipment, and erect additions, structures, or signs in or upon the leased premises. Such fixtures, additions, structures, or signs so placed in or upon or attached to the leased premises under this lease or any prior lease of which this lease is an extension or renewal shall be and remain the property of the Lessee and may be removed therefrom by the Lessee prior to the termination of this lease or any renewal or extension thereof, or within a reasonable time thereafter. The Lessee shall have no duty to remove any improvement or fixture placed by it on the premises or to restore any portion of the premises altered by it. In the event Lessee elects to remove his improvements or fixtures and such removal causes damage or injury to the demised premises, Lessee will repair only to the extent of any such damage or injury.

7. If the said premises are destroyed by fire or other casualty without fault of the Lessee, this lease shall immediately terminate, and the rent shall be apportioned to the time of the damage. In case of partial destruction or damage by fire or other casualty without fault of the Lessee, so as to render the premises untenable in whole or in part, there shall be an apportionment of the rent until the damage has been repaired. During such a period of repair, Lessee shall have the right to obtain similar office space at the expense of Lessee or the Lessee may terminate the lease by giving 15 days written notice to the Lessor.

8. Lessor shall be liable to Lessee for any loss or damage suffered by Lessee which is a direct result of the failure of Lessor to perform an act required by this lease, and provided that Lessor could reasonably have complied with said requirement.

9. Upon termination of this lease, the Lessee will peaceably surrender the leased premises in as good order and condition as when received, reasonable use and wear and damage by fire, war, riots, insurrection, public calamity, by the elements, by act of God, or by circumstances over which Lessee had no control or for which Lessor is responsible pursuant to this lease, excepted.

10. The Lessor agrees that the Lessee, upon keeping and performing the covenants and agreements herein contained, shall at all times during the existence of this lease peaceably and quietly have, hold, and enjoy the leased premises free from the adverse claims of any person.

11. The failure of either party to insist in any instance upon strict performance of any of the terms and conditions herein set forth shall not be construed as a waiver of the same in any other instance. No modification of any provision hereof and no cancellation or surrender thereof shall be valid unless in writing and signed and agreed to by both parties.

12. Any hold over after the expiration of the said term or any extension thereof, shall be construed to be a tenancy from month to month, and shall otherwise be on the terms and conditions herein specified, so far as applicable; however, either party shall give not less than 60 days written notice to terminate the tenancy.

13. The parties to this lease agree and understand that the continuation of this lease agreement for the term period set forth herein, or any extension or renewal thereof, is dependent upon and subject to the appropriation, allocation, or availability of funds for this purpose to the agency of the Lessee responsible for payment of said rental. The parties to this lease also agree that in the event the agency of the Lessee or that body responsible for the appropriations of said funds, in its sole discretion, determines, in view of its total local office operations that available funding for the payment of rents are insufficient to continue the operation of its local offices on the premise leased herein, it may choose to terminate the lease agreement set forth herein by giving Lessor written notice of said termination, and the lease agreement shall terminate immediately without any further liability to Lessee.

14. All notices herein provided to be given, or which may be given by either party to the other, shall be deemed to have been fully given when made in writing and deposited in the United States mail, certified and postage prepaid and addressed as follows:

To the Lessor:
Caswell County
144 Court Street
Yanceyville, North Carolina 27379
w/copy to: N/A

To the Lessee:
NC Department of Adult Correction (DAC), Purchasing
3512 Bush Street (MSC 5227)
Raleigh, North Carolina 28542-5227

with a copy to:
State Property Office
Attn: Leasing Manager and Space Planning Section
1321 Mail Service Center
Raleigh, North Carolina 27699-1321

Nothing herein contained shall preclude the giving of such notice by personal service. The address to which notices shall be mailed as aforesaid to either party may be changed by written notice.

15. Within 30 days of Commencement Date, Lessor agrees to construct, upfit, repair and maintain the Premises in accordance with (a) the approved floor plan attached hereto as Exhibit A and (b) the applicable regulation and building code provisions of the governmental authority having jurisdiction over the Premises.

16. N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

IN TESTIMONY WHEREOF, this lease has been executed by the parties hereto, in duplicate originals, as of the date first above written.

The rest of this page is intentionally left blank.

LESSEE:

STATE OF NORTH CAROLINA

By: _____(SEAL)

**Joanne Rowland, Director
DAC Purchasing Office**

STATE OF NORTH CAROLINA

COUNTY OF _____

I, _____, a Notary Public in and for the County and State aforesaid, do hereby certify that **Joanne Rowland**, personally appeared before me this date and acknowledged the due execution by s/he of the foregoing instrument as Director of Purchasing of the Department of Adult Correction of the State of North Carolina, for the purposes therein expressed.

IN WITNESS WHEREOF, I have hereunto set my hand and Notarial Seal this the ____ day of _____, **2024**.

Notary Public

Printed Name: _____

My Commission Expires: _____

LESSOR:

CASWELL COUNTY

By: _____ (SEAL)

Scott Meszaros
Caswell County Manager

STATE OF NORTH CAROLINA
COUNTY OF _____

I, _____, a Notary Public in the
County of _____, and State aforesaid, do hereby certify that **Scott Meszaros**
personally came before me this day and acknowledge the due execution of the foregoing instrument on
behalf of the limited liability company and for the purposes stated herein.

IN WITNESS WHEREOF, I have hereunto set my hand and Notarial Seal this the ____ day of
_____, **2024**.

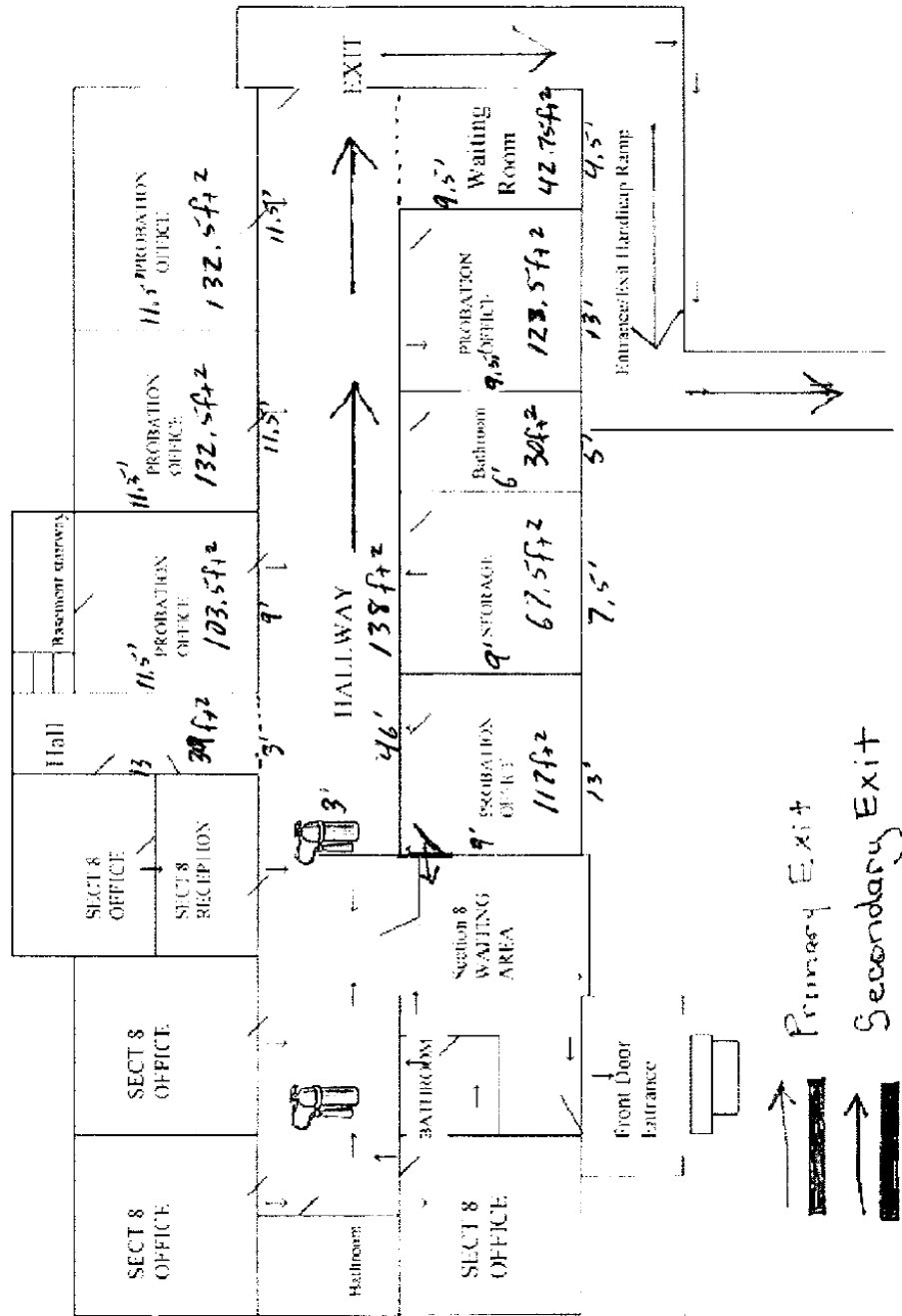
Notary Public

Printed Name: _____

My Commission Expires: _____

Exhibit A

FIRE ESCAPE ROUTE FOR SECTION 8 HOUSING AND PROBATION OFFICES



± 1,000 net square feet

Exhibit B

SPECIFICATIONS FOR NON-ADVERTISED LEASE

1. The floor plan should show building exits for the proposed space. Also, provide the year the building was constructed.
2. This facility must provide an environment that is barrier free and easily accessible to physically disabled staff, visitors and clientele. Compliance with the State Building Code and the Americans with Disabilities Act (ADA) is required. Toilet facilities shall be ADA accessible and code compliant.
3. The air conditioning and heating system shall be maintained by Lessor including frequent filter cleaning and replacement. Year-round ventilation shall be provided to prevent stale air problems and unacceptable CO2 content. Waiting areas, LAN room and conference room(s) may require additional HVAC.
4. Telecommunication room temperature should be within a range of 65° to a maximum of 75°. This is a 24-hour per day, 7-days per week requirement. A separate HVAC system may be required to maintain this temperature range.
5. All lighting and electrical maintenance shall be furnished by Lessor including the replacement of ballasts, light tubes and replacement bulbs.
6. The Lessor shall provide required fire extinguishers and servicing, pest control (by a licensed technician) and outside trash disposal including provision for the handling of recycling items such as aluminum cans, cardboard, and paper. Frequent trash and recycling pick-up required. Year-round maintenance is required to maintain a neat and professional appearance of the site at all times.
7. Lessor shall provide internal and external signs that will provide easy identification of the office by the general public (*if applicable NC DAC request please work to be performed by [Correction Enterprises](#)*).
8. Locking hardware is required on all storage rooms, equipment rooms, files rooms and LAN room. Supply storage closets require shelving.
9. The Lessor shall provide sufficient window coverings shall be provided to control glare within the space (venetian blinds or acceptable equivalent).

10. The Lessor shall provide vinyl tile or other floor covering acceptable to the State in all finished areas. Prefer carpeting for all offices and conference rooms. If floors are carpeted, they should be commercial grade 26 oz or 24 oz carpet squares preferred, acceptable to the Lessee. LVT tile is preferred in the waiting area, LAN room(s), kitchenette, restrooms and hallways. LAN room tile should be anti-static. New or like-new carpet is preferred. If not new, carpet must be professionally cleaned and all stains removed before occupancy. High traffic areas will require frequent cleaning and replacement of floor finishes to maintain a neat, clean, high-quality finish and will be at the State Property Office's discretion.
11. Lessor shall shampoo all carpet and clean the outside of the building windows annually.
12. Lessor shall be responsible for snow and debris removal as quickly as possible to avoid work delays.
13. The per square foot price proposal is based on the floor plan and repair lists agreed upon by the State of North Carolina and includes but it not limited to all partitions, demolition, and up fitting costs: building and grounds maintenance; property taxes; insurance; fire and safety inspection fees; stormwater fees; land transfer tax; common area maintenance and other building operational costs.
14. The number of keys to be provided to the State for each lockset shall be reasonably determined by the State prior to occupancy, at no cost to the State.
15. All parking areas shall be adequately lighted and located within a reasonable distance of the office.
16. Lessor shall provide all conduits and pull strings from above the ceiling to outlet boxes. State to install wiring and cover plates.
17. Lessor is responsible for providing all cleaning supplies, paper and soap products for kitchen and bathrooms regardless of who contracts for janitorial services.

The lessor is in agreement with the above conditions and the conditions of the also signed "proposal to Lease to the State of North Carolina" Form PO-28.

THE STATE OF NORTH CAROLINA SHALL NOT BE RESPONSIBLE FOR ANY EXPENSES INCURRED BY THE PROPOSER IN THE PREPARATION OF THIS PROPOSAL. THE STATE RESERVES THE RIGHT TO REJECT ANY PROPOSAL FOR ANY REASON IT DEEMS WARRANTED.

NON-ADVERTISED LEASE PROPOSAL

PROPOSAL TO LEASE TO THE STATE OF NORTH CAROLINA NON-ADVERTISED- PO-28

1. NAME OF LESSOR: Caswell County 2. LESSOR'S AGENT:

INDICATE EACH LESSOR'S BUSINESS CLASSIFICATION AS APPLICABLE: A. PROPRIETORSHIP B. PARTNERSHIP C. CORPORATION D. GOVERNMENTAL E. NON-PROFIT F. *** (HUB) HISTORICALLY UNDERUTILIZED BUSINESSES G. OTHER: TAX I.D. #

MAILING ADDRESS: 144 Court Square MAILING ADDRESS
 CITY: Yanceyville ZIP: 27379 CITY: ZIP:
 PHONE#: (336) 694-4193 CELL#: PHONE#: CELL#:
 E-MAIL: smeszaros@caswellcountync.gov E-MAIL:

3. SPACE LOCATION:(including building name, floors involved & suite or room numbers unless entire floor)

STREET ADDRESS CITY COUNTY ZIP CODE
 251 E. Church Street Yanceyville Caswell 27379

4. ATTACH FLOOR PLAN TO SCALE SHOWING THE SIZE AND LAYOUT OF SPACE OFFERED

5. GROSS SQUARE FOOTAGE BEFORE NET USAGE COMPUTED A. OFFICE B. WAREHOUSE C. OTHER

6. All proposals must be submitted on the basis of net square footage as defined on reverse side of this sheet and in the State Specifications (form PO-27 if applicable)

A. DESIRED PROPOSAL

TYPE OF SPACE	TOTAL NET SQ. FT.	ANNUAL RENTAL	ANNUAL RENT PER SQ. FT.	UTILITIES	JANITOR. SERVICES	WATER / SEWER	REQUIRED PARKING SPACES
OFFICE	273	\$0		YES	YES	YES	clientele (as available)
WAREHOUSE							state car
OTHER							
TOTALS	273	\$0	XXXX	XXXX			XXXX

Lessor will provide () employee parking spaces in above proposal at no additional charge to the State.

Comments: (upfit if applicable – continuation on separate blank page)
 Refresh paint, repair any holes in walls or sidewalks; replace HVAC air filters; wash interior/exterior windows; repair and/or replace soiled carpet, flooring, toilet seats etc. etc. if applicable.

ERRORS BY PROPOSERS IN CALCULATING NET SQUARE FOOTAGE WILL REDUCE THE ANNUAL RENTAL WITHOUT CHANGING THE PROPOSED RATE PER SQUARE FOOT IN THE PROPOSAL (see NOTE on page #2)

B. OPTIONAL ALTERNATE PROPOSAL NO. 1

(FOR PROPOSALS NOT INCLUDING UTILITIES AND/OR JANITORIAL SERVICES)

TYPE OF SPACE	TOTAL NET SQ. FT.	ANNUAL RENTAL	ANNUAL RENT PER SQ. FT.	UTILITIES YES/NO	JANITORIAL SERVICES YES/NO	WATER/SEWER YES/NO
OFFICE	N/A					
WAREHOUSE						
OTHER						
TOTALS			XXXX	XXXX	XXXX	

Lessor will provide () clientele parking spaces, () employee parking spaces and () state vehicle parking spaces

Comments:

7. LEASE TERM: YEARS 3 BEGINNING DATE: December 1, 2024

8. RENEWAL OPTIONS, IF ANY: TERMS AND CONDITIONS:

NOTE: RATES THAT INCLUDE INDETERMINABLE PERCENTAGE INCREASES, SUCH AS UNCAPPED CPI INCREASES ETC., ARE NOT ACCEPTABLE DURING EITHER THE INITIAL TERM OR ANY RENEWAL PERIOD(S)

The State of North Carolina supports the use of products and materials having recycled content in renovation and construction. The proposed building must have facilities for handling materials to be recycled such as plastics, aluminum, wastepaper and cardboard.

THE PROPOSED BUILDING MUST BE COMPLETELY FREE OF ANY HAZARDOUS ASBESTOS OR HAZARDOUS LEAD PAINT THROUGHOUT THE STATE'S TENANCY.

Is the proposed building free of hazardous asbestos?	YES _____	NO _____
Is the proposed building free of hazardous lead paint?	YES _____	NO _____

DEPARTMENT: Adult Correction DIVISION: 2

CITY: Yanceyville SQUARE FEET: 273 AGENT: _____

DATE:

LESSOR:

9. ADDITIONAL INFORMATION (list any maintenance, replacements and/or paint touch-up if applicable - continuation on separate blank page)

10. Is Property To Be Leased Within An Area Designated By Fema To Be In A Flood Prone Area (100 Year, 500 Year)? If So, Please Provide Details Below

11. Does this space comply with local and State Building safety and zoning codes specifically including OSHA provisions for the handicapped and applicable sections of the State Building Code Volumes I-V?

YES NO PARTIALLY

EXPLAIN IF OTHER THAN "YES" IS CHECKED ABOVE:

12. This proposal is made in compliance with the specifications furnished by Caswell County I realize that the State reserves the right to reject this proposal for any reason it deems warranted. This proposal is good until I ACKNOWLEDGE AND FURTHER AFFIRM THAT I am aware of and familiar with the Americans with Disabilities Act of 1990 (42 United States Code, Section 12101 et seq.) and if the above firm is awarded the contract, it will comply with the provisions of said Act.

I am aware that annual per square foot rental rate(s) which include indeterminable percentage increase(s) such as uncapped Consumer Price Index increases etc., are not acceptable during either the initial term or any renewal period(s):

(HUB) HISTORICALLY UNDERUTILIZED BUSINESSES (HUB) CONSIST OF MINORITY, WOMEN AND DISABLED BUSINESS FIRMS THAT ARE AT LEAST FIFTY-ONE PERCENT OWNED AND OPERATED BY AN INDIVIDUAL(S) OF THE AFOREMENTIONED CATEGORIES. ALSO INCLUDED IN THIS CATEGORY ARE DISABLED BUSINESS ENTERPRISES AND NON-PROFIT WORK CENTERS FOR THE BLIND AND SEVERELY DISABLED.

N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of this proposal, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

Scott Meszaros
Printed Name of Lessor

Signature of Lessor Date

ELECTRONIC DELIVERY INSTRUCTIONS

NON-ADVERTISED PROPOSAL:

Questions should be directed to your NC agency contact or to NC State Property Office at: 984-236-0270

NOTE: Net square footage is a term meaning the area to be leased for occupancy by State Personnel and/or equipment. To determine net square footage:

- 1. Compute the inside area of the space by measuring from the normal inside finish of exterior walls or the roomside finish of fixed corridor and shaft walls, or the center of tenant separating partitions.
2. Deduct from the Inside area the following:
*a. Toilets and lounges
*b. Entrance and elevator lobbies
*c. Corridors
*d. Stairwells
*e. Elevators and escalator shafts
*f. Building equipment and service areas
*g. Stacks, shafts, and interior columns
*h. Other space not usable for State purposes

*Deduct if space is not for exclusive use by the State. Multiple State leases require a, b, and c to be deducted. The State Property Office may make adjustments for areas deemed excessive for State use.

DEPARTMENT Adult Correction DIVISION: 2

CITY: Yanceyville SQUARE FEET: 273 AGENT:

DATE:

**THIS LEASE DOES NOT BECOME EFFECTIVE UNTIL EXECUTED
BY THE NORTH CAROLINA DEPARTMENT OF ADULT CORRECTION**

STATE OF NORTH CAROLINA

COUNTY OF CASWELL

LEASE AGREEMENT

THIS LEASE AGREEMENT, made and entered into this the _____ day of _____, 2024, by and between, **COUNTY OF CASWELL**, hereinafter designated as Lessor, and the **STATE OF NORTH CAROLINA**, hereinafter designated as Lessee;

W I T N E S S E T H:

THAT WHEREAS, authority to approve and execute this lease agreement was delegated to the Department of Administration by resolution adopted by the Governor and Council of State on the 1st day of September 1981; and as amended on September 8, 1999 and December 7, 1999, and October 6, 2020 and

WHEREAS, the parties hereto have mutually agreed to the terms of this lease agreement as hereinafter set out,

NOW THEREFORE, in consideration of the rental hereinafter agreed to be paid and the terms and conditions hereinafter set forth, Lessor does hereby let and lease unto Lessee and Lessee hereby takes and leases from Lessor for and during the period of time and subject to the terms and conditions hereinafter set out certain space in the **City of Yanceyville, County of Caswell**, North Carolina, more particularly described as follows:

Being approximately ± 273 net square feet of office space located at 251 E. Church Street; Caswell County; Yanceyville, North Carolina and further described in the floor plan, Exhibit "A".

**NC DEPARTMENT OF ADULT CORRECTION, PROBATION AND PAROLE,
DIVISION 2, DISTRICT 15**

THE TERMS AND CONDITIONS OF THIS LEASE AGREEMENT ARE AS FOLLOWS:

1. The term of this lease shall be for a period of **three (3) years**, commencing on **1st day of December 2024**, or as soon thereafter as the leased premises are ceded to the Lessee and terminating on the **30th day of November 2027**.

2. During the term of the lease, the Lessee shall pay to the Lessor as rental for said premises the sum of **\$1.00** dollar per annum, said rental to be payable within 15 days from receipt of invoice. The Lessee agrees to pay the aforesaid rental to the Lessor at the address specified, or, to such other address as the Lessor may designate by a notice in writing at least 15 days prior to the due date.

3. Lessor agrees to furnish to the Lessee, as a part of the consideration for this lease, the following services, and utilities to the satisfaction of the Lessee.

- A. Heating facilities, air conditioning facilities, adequate electrical facilities, adequate lighting fixtures and sockets, hot and cold-water facilities, and adequate toilet facilities.
- B. Maintenance of lawns, sidewalks, shrubbery, parking, paved areas and common areas and disposal of trash is required.

- C. Lessor provides required fire extinguishers and servicing, pest control, and outside trash disposal, including provision for the handling of recyclable items such as aluminum cans, cardboard, and paper. All pesticides must be applied by a licensed technician.
- D. All utilities except telecommunications.
- E. Daily janitorial service and supplies. Water and Sewer services.
- F. Parking (as available).
- G. If applicable elevator service.
- H. The leased premises are generally accessible to persons with disabilities. This shall include access to the premises from the parking areas (where applicable), into the premises via any common areas of the building and access to accessible restroom.
- I. Any fire or safety inspection fees, stormwater fees, or land transfer tax/fees.
- J. All other terms and conditions of the signed "Proposal to Lease to the State of North Carolina" Form PO-28 incorporated herein by reference and the "Specifications for Non-advertised Lease" (Exhibit B).

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5. It is understood and agreed that Lessor shall, at the beginning of said lease term as hereinabove set forth, have the leased premises in a condition satisfactory to Lessee, including repairs, painting, partitioning, remodeling, plumbing and electrical wiring suitable for the purposes for which the leased premises will be used by Lessee.

6. The Lessee shall have the right during the existence of this lease, with the Lessor's prior consent, to make alterations, attach fixtures and equipment, and erect additions, structures, or signs in or upon the leased premises. Such fixtures, additions, structures, or signs so placed in or upon or attached to the leased premises under this lease or any prior lease of which this lease is an extension or renewal shall be and remain the property of the Lessee and may be removed therefrom by the Lessee prior to the termination of this lease or any renewal or extension thereof, or within a reasonable time thereafter. The Lessee shall have no duty to remove any improvement or fixture placed by it on the premises or to restore any portion of the premises altered by it. In the event Lessee elects to remove his improvements or fixtures and such removal causes damage or injury to the demised premises, Lessee will repair only to the extent of any such damage or injury.

7. If the said premises are destroyed by fire or other casualty without fault of the Lessee, this lease shall immediately terminate, and the rent shall be apportioned to the time of the damage. In case of partial destruction or damage by fire or other casualty without fault of the Lessee, so as to render the premises untenable in whole or in part, there shall be an apportionment of the rent until the damage has been repaired. During such a period of repair, Lessee shall have the right to obtain similar office space at the expense of Lessee or the Lessee may terminate the lease by giving 15 days written notice to the Lessor.

8. Lessor shall be liable to Lessee for any loss or damage suffered by Lessee which is a direct result of the failure of Lessor to perform an act required by this lease, and provided that Lessor could reasonably have complied with said requirement.

9. Upon termination of this lease, the Lessee will peaceably surrender the leased premises in as good order and condition as when received, reasonable use and wear and damage by fire, war, riots, insurrection, public calamity, by the elements, by act of God, or by circumstances over which Lessee had no control or for which Lessor is responsible pursuant to this lease, excepted.

10. The Lessor agrees that the Lessee, upon keeping and performing the covenants and agreements herein contained, shall at all times during the existence of this lease peaceably and quietly have, hold, and enjoy the leased premises free from the adverse claims of any person.

11. The failure of either party to insist in any instance upon strict performance of any of the terms and conditions herein set forth shall not be construed as a waiver of the same in any other instance. No modification of any provision hereof and no cancellation or surrender thereof shall be valid unless in writing and signed and agreed to by both parties.

12. Any hold over after the expiration of the said term or any extension thereof, shall be construed to be a tenancy from month to month, and shall otherwise be on the terms and conditions herein specified, so far as applicable; however, either party shall give not less than 60 days written notice to terminate the tenancy.

13. The parties to this lease agree and understand that the continuation of this lease agreement for the term period set forth herein, or any extension or renewal thereof, is dependent upon and subject to the appropriation, allocation, or availability of funds for this purpose to the agency of the Lessee responsible for payment of said rental. The parties to this lease also agree that in the event the agency of the Lessee or that body responsible for the appropriations of said funds, in its sole discretion, determines, in view of its total local office operations that available funding for the payment of rents are insufficient to continue the operation of its local offices on the premise leased herein, it may choose to terminate the lease agreement set forth herein by giving Lessor written notice of said termination, and the lease agreement shall terminate immediately without any further liability to Lessee.

14. All notices herein provided to be given, or which may be given by either party to the other, shall be deemed to have been fully given when made in writing and deposited in the United States mail, certified and postage prepaid and addressed as follows:

To the Lessor:
Caswell County
144 Court Street
Yanceyville, North Carolina 27379
w/copy to: N/A

To the Lessee:
NC Department of Adult Correction (DAC), Purchasing
3512 Bush Street (MSC 5227)
Raleigh, North Carolina 28542-5227

with a copy to:
State Property Office
Attn: Leasing Manager and Space Planning Section
1321 Mail Service Center
Raleigh, North Carolina 27699-1321

Nothing herein contained shall preclude the giving of such notice by personal service. The address to which notices shall be mailed as aforesaid to either party may be changed by written notice.

15. Within 30 days of Commencement Date, Lessor agrees to construct, upfit, repair and maintain the Premises in accordance with (a) the approved floor plan attached hereto as Exhibit A and (b) the applicable regulation and building code provisions of the governmental authority having jurisdiction over the Premises.

16. N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

IN TESTIMONY WHEREOF, this lease has been executed by the parties hereto, in duplicate originals, as of the date first above written.

The rest of this page is intentionally left blank.

LESSEE:

STATE OF NORTH CAROLINA

By: _____(SEAL)

**Joanne Rowland, Director
DAC Purchasing Office**

STATE OF NORTH CAROLINA

COUNTY OF _____

I, _____, a Notary Public in and for the County and State aforesaid, do hereby certify that **Joanne Rowland**, personally appeared before me this date and acknowledged the due execution by s/he of the foregoing instrument as Director of Purchasing of the Department of Adult Correction of the State of North Carolina, for the purposes therein expressed.

IN WITNESS WHEREOF, I have hereunto set my hand and Notarial Seal this the ____ day of _____, **2024**.

Notary Public

Printed Name: _____

My Commission Expires: _____

LESSOR:

CASWELL COUNTY

By: _____ (SEAL)

Scott Meszaros
Caswell County Manager

STATE OF NORTH CAROLINA
COUNTY OF _____

I, _____, a Notary Public in the
County of _____, and State aforesaid, do hereby certify that **Scott Meszaros**
personally came before me this day and acknowledge the due execution of the foregoing instrument on
behalf of the limited liability company and for the purposes stated herein.

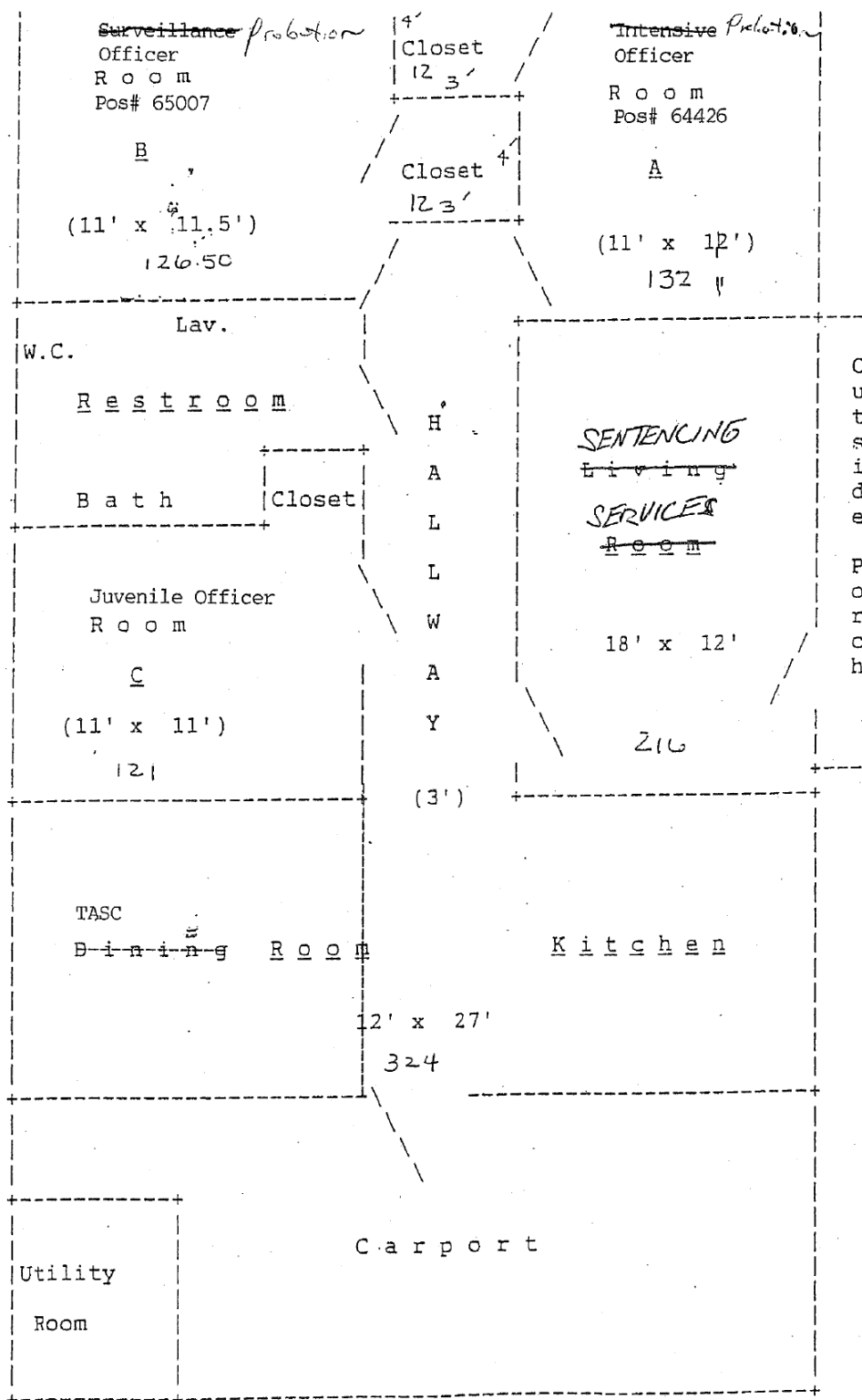
IN WITNESS WHEREOF, I have hereunto set my hand and Notarial Seal this the ____ day of
_____, **2024**.

Notary Public

Printed Name: _____

My Commission Expires: _____

Exhibit A



Note: Dimensions are not to scale.

± 273 net square feet

Exhibit B

SPECIFICATIONS FOR NON-ADVERTISED LEASE

1. The floor plan should show building exits for the proposed space. Also, provide the year the building was constructed.
2. This facility must provide an environment that is barrier free and easily accessible to physically disabled staff, visitors and clientele. Compliance with the State Building Code and the Americans with Disabilities Act (ADA) is required. Toilet facilities shall be ADA accessible and code compliant.
3. The air conditioning and heating system shall be maintained by Lessor including frequent filter cleaning and replacement. Year-round ventilation shall be provided to prevent stale air problems and unacceptable CO2 content. Waiting areas, LAN room and conference room(s) may require additional HVAC.
4. Telecommunication room temperature should be within a range of 65° to a maximum of 75°. This is a 24-hour per day, 7-days per week requirement. A separate HVAC system may be required to maintain this temperature range.
5. All lighting and electrical maintenance shall be furnished by Lessor including the replacement of ballasts, light tubes and replacement bulbs.
6. The Lessor shall provide required fire extinguishers and servicing, pest control (by a licensed technician) and outside trash disposal including provision for the handling of recycling items such as aluminum cans, cardboard, and paper. Frequent trash and recycling pick-up required. Year-round maintenance is required to maintain a neat and professional appearance of the site at all times.
7. Lessor shall provide internal and external signs that will provide easy identification of the office by the general public (*if applicable NC DAC request please work to be performed by [Correction Enterprises](#)*).
8. Locking hardware is required on all storage rooms, equipment rooms, files rooms and LAN room. Supply storage closets require shelving.
9. The Lessor shall provide sufficient window coverings shall be provided to control glare within the space (venetian blinds or acceptable equivalent).

10. The Lessor shall provide vinyl tile or other floor covering acceptable to the State in all finished areas. Prefer carpeting for all offices and conference rooms. If floors are carpeted, they should be commercial grade 26 oz or 24 oz carpet squares preferred, acceptable to the Lessee. LVT tile is preferred in the waiting area, LAN room(s), kitchenette, restrooms and hallways. LAN room tile should be anti-static. New or like-new carpet is preferred. If not new, carpet must be professionally cleaned and all stains removed before occupancy. High traffic areas will require frequent cleaning and replacement of floor finishes to maintain a neat, clean, high-quality finish and will be at the State Property Office's discretion.
11. Lessor shall shampoo all carpet and clean the outside of the building windows annually.
12. Lessor shall be responsible for snow and debris removal as quickly as possible to avoid work delays.
13. The per square foot price proposal is based on the floor plan and repair lists agreed upon by the State of North Carolina and includes but it not limited to all partitions, demolition, and up fitting costs: building and grounds maintenance; property taxes; insurance; fire and safety inspection fees; stormwater fees; land transfer tax; common area maintenance and other building operational costs.
14. The number of keys to be provided to the State for each lockset shall be reasonably determined by the State prior to occupancy, at no cost to the State.
15. All parking areas shall be adequately lighted and located within a reasonable distance of the office.
16. Lessor shall provide all conduits and pull strings from above the ceiling to outlet boxes. State to install wiring and cover plates.
17. Lessor is responsible for providing all cleaning supplies, paper and soap products for kitchen and bathrooms regardless of who contracts for janitorial services.

The lessor is in agreement with the above conditions and the conditions of the also signed "proposal to Lease to the State of North Carolina" Form PO-28.

FUND 260 FAMILY SERVICE LIINE ITEM SUMMARY

ORG TITLE	ORG	OBJECT	ACCOUNT DESCRIPTION	CURRENT BUDGET	BUDGET AMENDMENT	REVISED BUDGET
NCCFW - DOMESTIC VIOLENCE						
	REVENUES					
	2605480	335300	GRANT REVENUES	39,616.00	19,140.71	58,756.71
			County Match	11,384.00	(11,384.00)	-
				51,000.00	7,756.71	58,756.71
	EXPENDITURES					
	2605480	512100	SALARIES-FULL TIME	34,278	2,067.00	36,345.00
	2605480	512700	LONGEVITY	804	(564.00)	240.00
	2605480	518100	FICA	3,770	(989.60)	2,780.40
	2605480	518200	RETIREMENT	4,350	(142.00)	4,208.00
	2605480	518300	HEALTH INSURANCE		6,856.00	6,856.00
	2605480	525100	SUPPLIES-MOTOR FUEL	500		500.00
	2605480	526000	SUPPLIES-OFFICE	843		843.00
	2605480	526100	SUPPLIES-POSTAGE	110		110.00
	2605480	531100	TRAVEL-REIMB/MILEAGE	600		600.00
	2605480	532100	Communications/Advertising	2,000		2,000.00
	2605480	543100	RENTAL FEE-COPIER	1,000		1,000.00
	2605480	540000	CLIENT SERV-DV	2,745		2,745.00
	2605480	548000	Indirect/Admin. Cost		529.31	529.31
				51,000.00	7,756.71	58,756.71
County Match-NCCFW						
	REVENUES					
	2605490	380100	TRANSFER FROM GENERAL FUND		12,500.00	12,500.00
	EXPENDITURES					
	2605490	532100	TELECOMMUNICATION		4,800.00	4,800.00
	2605490	549966	MISCELLANEOUS EXPENSE		-	-
	2605490	532100	Communications/Advertising		3,496.61	3,496.61
	2605490	535300	MAINT AND REPAIR-VEHICLES		650.00	650.00
	2605490	540000	Client Services		458.43	458.43
	2605490	519900	PROFESSIONAL SERVICES		163.93	163.93
	2605490	549966	MISCELLANEOUS EXPENSE		281.03	281.03
	2605490	541300	Rent		2,650.00	2,650.00
				-	12,500.00	12,500.00
NCCFW - MARRIAGE LICENSE GRAN REVENUES						
	2605481	335301	GRANT REVENUES	17,000.00	1,500.00	18,500.00
	EXPENDITURES					
	2605481	512100	SALARIES-FULL TIME	14,164	(6,975.53)	7,188.47
	2605481	512200	SALARY-PT		3,379.00	3,379.00
	2605481	512700	LONGEVITY		80.00	80.00
	2605481	518100	FICA	1,018	(259.52)	758.48
	2605481	518200	RETIREMENT	1,818	(818.00)	1,000.00
	2605481	518300	HEALTH INSURANCE		1,200.00	1,200.00
	2605481	526000	SUPPLIES-OFFICE		149.40	999.40
	2605481	540000	CLIENT SERV-DV		1,764.87	1,764.87
	2605481	540002	CLIENT SERV-FOOD AND PROVISION			-

ORG TITLE	ORG	OBJECT	ACCOUNT DESCRIPTION	CURRENT BUDGET	BUDGET AMENDMENT	REVISED BUDGET
	2605481	532100	COMMUNICATIONS/ADVERTISING		2,129.78	2,129.78
	2605481	545100	INSURANCE/BONDING		850.00	-
				17,000.00	1,500.00	18,500.00

GOVERNORS CRIME COMMISSION REVENUES

2605482		GRANT REVENUES		52,000.00	477.17	52,477.17
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EXPENDITURES

2605482	512100	SALARIES-FULL TIME		33,840.70		33,840.70
2605482	518100	FICA		2,588.76		2,588.76
2605482	518200	RETIREMENT		4,600.00		4,600.00
2605482	518300	HEALTH INSURANCE		7,352.00		7,352.00
2605482	520000	SUPPLIES-GENERAL		-		-
2605482	525100	SUPPLIES-MOTOR FUEL		1,500.00		1,500.00
2605482	526000	SUPPLIES-OFFICE		500.00		500.00
2605482	540000	CLIENT SERV-DV		1,618.54	477.17	2,095.71
				52,000.00	477.17	52,477.17

NC DHHS FAMILY VIOLENCE PREV REVENUES

2605483		GRANT REVENUES		47,000.00	7,000.00	54,000.00
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EXPENDITURES

2605483	512100	SALARIES-FULL TIME		35,000	6,556.96	41,556.96
2605483	512200	SALARIES-PART TIME			-	-
2605483	512700	LONGEVITY			320.00	320.00
2605483	518100	FICA		2,677	223.00	2,900.00
2605483	518200	RETIREMENT		4,200	(312.00)	3,888.00
2605483	518300	HEALTH INSURANCE			3,700.04	3,700.04
2605483	525100	SUPPLIES-MOTOR FUEL		0		-
2605483	533100	UTILITIES-ELECTRICITY		0		-
2605483	540000	CLIENT SERV-DV		5,123	(3,488.00)	1,635.00
				47,000.00	7,000.00	54,000.00

County Match -FVPSA

REVENUES

2605489	380100	TRANSFER FROM GENERAL FUN		-	12,500.00	12,500.00
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EXPENDITURES

2605489	518300	HEALTH INSURANCE			5,939.96	5,939.96
2605489	518200	RETIREMENT			998.73	998.73
2605489	549966	MISCELLANEOUS EXPENSE			2,561.31	2,561.31
2605489	541300	Rent			3,000.00	3,000.00
				-	12,500.00	12,500.00

NCCFW-DIVORCE FILING FEES

REVENUES

2605484		GRANT REVENUES		19,000.00	-	19,000.00
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EXPENDITURES

2605484	512100	SALARIES-FULL TIME		15,309.00	(7,520.53)	7,788.47
2605484	512700	LONGEVITY			80.00	80.00

Information Items

Items

Caswell Tax Department October 2024 Taxes Collected and Turned Over to the County Report

Sheriff's Department September 2024 Monthly Report



CASWELL COUNTY
Office of the Tax Director

Thomas C. Bernard
Tax Director

November 5, 2024

CASWELL COUNTY
BOARD OF COUNTY COMMISSIONERS
YANCEYVILLE, NC 27379

DEAR COMMISSIONERS,

I RESPECTFULLY SUBMIT MY REPORT ON TAXES COLLECTED AND TURNED OVER TO THE COUNTY FOR THE MONTH OF **OCTOBER 2024** AS FOLLOWS:

DESCRIPTION	TOTAL
2024 Tax Collections	\$830,069.97
2025 Pre-Payments	\$50.00
County Maps	\$31.00
Beer/Wine License	\$30.00
GIS/Tax Data	\$0.00
Sheriff Levy	\$0.00
NSF/Refunded Check Fees	\$0.00
Re-Deposited NSF Check(s)	\$11.17
Solid Waste	\$77,960.31
Vehicle Fee	\$22.29
Interest	\$6,760.44
Foreclosure	\$9,612.51
Lien Fees	\$30.19
Advertisement	\$80.14
Garnishment Fee	\$1.58
Town of Yanceyville	\$24,741.16
Town of Milton	\$1,718.45
Casville FR21	\$2,318.55
FR31	\$323.02
Anderson FR01	\$5,252.65
Casville FR02	\$851.46
Cherry Grove FR03	\$5,339.31
Leasburg FR04	\$2,385.05
Milton FR05	\$1,323.89
Pelham FR06	\$6,479.27

139 East Church Street - P.O. Box 204 Yanceyville, NC 27379
Phone: (336) 694-4194 - Fax: (336) 694-1405



CASWELL COUNTY

Office of the Tax Director

Thomas C. Bernard

Tax Director

Prospect Hill FR07	\$3,495.57
Providence FR08	\$5,255.17
Semora FR09	\$4,726.75
Yanceyville FR10	\$7,093.18
Refunds	\$705.78
Deposit Overage	\$0.00
Deposit Shortage	\$0.00
Total	\$996,668.86
Prior Years Collections (Out of the total above)	\$29,034.42

SINCERELY,

THOMAS C. BERNARD

CASWELL COUNTY

TAX DIRECTOR

139 East Church Street - P.O. Box 204 Yanceyville, NC 27379

Phone: (336) 694-4194 - Fax: (336) 694-1405

Caswell County Tax Department Collections

RUN DATE: 11/4/2024 4:31:22 PM

TRANSACTION DATE 10/1/2024 THROUGH 10/31/2024							
		DEPOSIT					
Account Code	Description	CASH	CHECK OTHER	SUBTOTAL	MASS PAY	CARD	TOTAL
1000000.310000	Tax Collections	69,543.41	665,484.44	735,027.85	95,042.12		830,069.97
1000000.318000	Pre-Payments		50.00	50.00			50.00
1000000.351002	County Maps	31.00		31.00			31.00
1000000.323000	Beer/Wine License		30.00	30.00			30.00
1004310.351105	Sheriff Levy						
1000000.351800	NSF/Refunded Check Fees						
1000000.310000	Re-deposited NSF Check(s)	5.32		5.32	5.85		11.17
6004720.325010	Solid Waste	12,174.62	53,337.73	65,512.35	12,447.96		77,960.31
1000000.311000	Vehicle Fee	0.04	22.25	22.29			22.29
1000000.313000	Interest	991.02	4,509.11	5,500.13	1,260.31		6,760.44
1000000.315000	Foreclosure	1,537.07	4,928.44	6,465.51	3,147.00		9,612.51
1000000.314000	Lien Fees	6.68	15.21	21.89	8.30		30.19
1000000.314000	Advertisement	26.43	18.85	45.28	34.86		80.14
1000000.314000	Garnishment Fee	1.58		1.58			1.58
7304000.310200	Town of Yanceyville	797.84	23,230.16	24,028.00	713.16		24,741.16
7304000.310100	Town of Milton	223.29	1,444.55	1,667.84	50.61		1,718.45
2004341.319102	Casville FR21	324.00	1,840.34	2,164.34	154.21		2,318.55
2004341.319131	FR31	10.28	283.63	293.91	29.11		323.02
2004341.319101	Anderson FR01	311.59	4,316.34	4,627.93	624.72		5,252.65
2004341.319102	Casville FR02 Response	44.88	762.73	807.61	43.85		851.46
2004341.319103	Cherry Grove FR03	760.53	3,437.93	4,198.46	1,140.85		5,339.31
2004341.319104	Leasburg FR04	242.03	1,955.04	2,197.07	187.98		2,385.05
2004341.319105	Milton FR05	148.04	1,064.12	1,212.16	111.73		1,323.89
2004341.319106	Pelham FR06	714.54	4,906.55	5,621.09	858.18		6,479.27
2004341.319107	Prospect Hill FR07	158.46	2,840.90	2,999.36	496.21		3,495.57
2004341.319108	Providence FR08	199.44	4,094.02	4,293.46	961.71		5,255.17
2004341.319109	Semora FR09	209.63	4,161.35	4,370.98	355.77		4,726.75
2004341.319110	Yanceyville FR10	800.93	5,900.34	6,701.27	391.91		7,093.18
SUBTOTAL		89,262.65	788,634.03	877,896.68	118,066.40		995,963.08
1000000.318000	Refunds		705.78	705.78			705.78
1000000.319999	Deposit Overage						
1000000.319999	Deposit Shortage						
TOTAL DEPOSIT		89,262.65	789,339.81	878,602.46	118,066.40		996,668.86

RUN DATE: 11/5/2024 10:10 AM

CASWELL COUNTY ACTIVITY TOTALS REPORT
ACTIVITY FROM 10/01/2024 THRU 10/31/2024

PARAMETERS SELECTED FOR ACTIVITY TOTALS REPORT:

TRANSACTION DATE/TIME RANGE: 10/01/2024 - 10/31/2024

BILL TYPE: Both

BILL YEAR RANGE:

BILL# RANGE:

CITY:

DISTRICT/TYPE/FEE:

STATUS:

USER/OPERATOR:

EXCLUDE USER/OPERATOR:

BATCH MONTH RANGE:

BATCH YEAR RANGE:

BATCH REAL TIME:

PRINT BORDERS: Yes

LOCATION:

CASWELL COUNTY ACTIVITY TOTALS REPORT
ACTIVITY FROM 10/01/2024 THRU 10/31/2024

Caswell County Collections											PAGE: 10
Tax Year	County	Late	Solid Waste	Vehicle Fee	Interest	Subtotal	Pre Payments	Total			
1997		13.26	1.33			35.41		50.00		50.00	
2001		5.57				11.52		17.09		17.09	
2003		28.48	21.52					50.00		50.00	
2009		75.36	15.45			735.83		1,286.27		826.64	
2010		71.39				93.73		168.36		165.12	
2012		520.38	76.24	22.29		666.06		1,290.99		1,284.97	
2013		4.62				25.55		50.00		30.17	
2014		445.33	81.54			959.58		2,045.54		1,486.45	
2015		72.02	15.91			361.66		816.09		449.59	
2016		527.07	101.56			643.73		1,558.60		1,272.36	
2017		164.82	23.33			337.16		886.79		525.31	
2018		766.85	67.23			710.68		2,089.64		1,544.76	
2019		481.18				-68.45		853.15		412.73	
2020		647.86	46.08			246.59		948.10		940.53	
2021		941.03	162.00			402.68		2,524.92		1,505.71	
2022		2,309.37	352.83			999.60		7,006.81		3,661.80	
2023		3,218.56	734.08			498.91		6,756.85		4,451.55	
2024		819,753.97	76,284.06			100.20		896,138.23		896,138.23	
2025									50.00	50.00	
TOTALS:	830,047.12	22.85	77,960.31	22.29	6,760.44	924,537.43	50.00	914,863.01	50.00	914,863.01	

CASWELL COUNTY ACTIVITY TOTALS REPORT
ACTIVITY FROM 10/01/2024 THRU 10/31/2024

Tax Year	Other Collections							Total
	Foreclosure	Lien Fees	Advertisement	Garnishment	Road/Unit			
1997								
2001								
2003								
2009	459.12	0.51					459.63	
2010		3.24					3.24	
2012		6.02					6.02	
2013	19.77	0.06					19.83	
2014	556.60	2.49					559.09	
2015	364.75	1.75					366.50	
2016	282.75	3.49					286.24	
2017	359.80	1.68					361.48	
2018	538.33	6.55					544.88	
2019	434.44	4.40		1.58			440.42	
2020			7.57				7.57	
2021	1,005.00		14.21				1,019.21	
2022	3,324.16		20.85				3,345.01	
2023	2,267.79		37.51				2,305.30	
2024								
2025								
TOTALS:	9,612.51	30.19	80.14	1.58			9,724.42	

Tax Year	Fee Collections and Overages							Total
	Beer & Wine 100.3260	Maps Cards GIS 100.3	Sheriff Levy 100.343	NSF 100.3100.000.001	Refunds 100.3100.200	Drawer Over	Small Over	
1997								
2001								
2003								
2009								
2010								
2012								
2013								
2014								
2015				11.17				11.17
2016								
2017								
2018								
2019								
2020								
2021								
2022								
2023								
2024	30.00	31.00			705.78			766.78
2025								
TOTALS:	30.00	31.00		11.17	705.78			777.95

Yanceyville Collections							PAGE: 70
Tax Year	Tax	Late List	Subtotal	Interest		Total	
1997							
2001							
2003							
2009							
2010							
2012							
2013							
2014							
2015							
2016	9.46		9.46	6.79		16.25	
2017	0.43		0.43	0.27		0.70	
2018							
2019							
2020							
2021							
2022							
2023							
2024	24,724.21		24,724.21			24,724.21	
2025							
TOTALS:	24,734.10		24,734.10	7.06		24,741.16	

CASWELL COUNTY ACTIVITY TOTALS REPORT
ACTIVITY FROM 10/01/2024 THRU 10/31/2024

		Milton Collections					PAGE: 100
Tax Year	Tax	Late List	Subtotal	Interest		Total	
1997							
2001							
2003							
2009							
2010							
2012							
2013							
2014							
2015							
2016	9.60		9.60	6.89		16.49	
2017							
2018							
2019							
2020							
2021							
2022							
2023							
2024	1,701.96		1,701.96			1,701.96	
2025							
TOTALS:	1,711.56		1,711.56	6.89		1,718.45	

CASWELL COUNTY ACTIVITY TOTALS REPORT
ACTIVITY FROM 10/01/2024 THRU 10/31/2024

Casville Fire District (FR21) Collections							PAGE: 150
Tax Year	Tax	Late List	Subtotal	Interest			Total
1997							
2001							
2003							
2009	2.50		2.50	0.95			3.45
2010							
2012	13.34		13.34	14.94			28.28
2013							
2014	13.40		13.40	12.45			25.85
2015	1.93		1.93	2.00			3.93
2016	15.51		15.51	11.54			27.05
2017							
2018	27.44		27.44	14.78			42.22
2019							
2020	12.06		12.06	4.11			16.17
2021	24.36		24.36	6.15			30.51
2022	26.99		26.99	4.43			31.42
2023	30.22		30.22	2.28			32.50
2024	2,077.17		2,077.17				2,077.17
2025							
TOTALS:	2,244.92		2,244.92	73.63			2,318.55

Service Fire District (FR31) Collections							PAGE: 200
Tax Year	Tax	Late List	Subtotal	Interest		Total	
1997							
2001							
2003							
2009							
2010							
2012							
2013							
2014							
2015							
2016							
2017							
2018	12.49		12.49	8.99		21.48	
2019	24.16		24.16	-1.63		22.53	
2020							
2021							
2022							
2023							
2024	279.01		279.01			279.01	
2025							
TOTALS:	315.66		315.66	7.36		323.02	

Anderson Response District (FR01) Collections							PAGE: 250
Tax Year	Tax	Late List	Subtotal	Interest		Total	
1997							
2001							
2003							
2009							
2010							
2012							
2013							
2014							
2015							
2016							
2017							
2018							
2019							
2020	0.05		0.05	0.02		0.07	
2021	13.81		13.81	3.69		17.50	
2022	4.63		4.63	0.82		5.45	
2023	6.36		6.36	0.56		6.92	
2024	5,217.68		5,217.68	5.03		5,222.71	
2025							
TOTALS:	5,242.53		5,242.53	10.12		5,252.65	

CASWELL COUNTY ACTIVITY TOTALS REPORT
ACTIVITY FROM 10/01/2024 THRU 10/31/2024

Casville Response District (FR02) Collections							PAGE: 300
Tax Year	Tax	Late List	Subtotal	Interest			Total
1997							
2001							
2003							
2009							
2010							
2012							
2013							
2014							
2015							
2016							
2017							
2018							
2019							
2020							
2021							
2022							
2023							
2024	851.46		851.46				851.46
2025							
TOTALS:	851.46		851.46				851.46

CASWELL COUNTY ACTIVITY TOTALS REPORT
ACTIVITY FROM 10/01/2024 THRU 10/31/2024

Cherry Grove Response District (FR03) Collections							PAGE: 350
Tax Year	Tax	Late List	Subtotal	Interest			Total
1997							
2001							
2003							
2009							
2010							
2012							
2013							
2014							
2015							
2016							
2017							
2018							
2019							
2020							
2021							
2022							
2023	5.88		5.88	0.51			6.39
2024	5,332.92		5,332.92				5,332.92
2025							
TOTALS:	5,338.80		5,338.80	0.51			5,339.31

CASWELL COUNTY ACTIVITY TOTALS REPORT
ACTIVITY FROM 10/01/2024 THRU 10/31/2024

Leasburg Response District (FR04) Collections							PAGE: 400
Tax Year	Tax	Late List	Subtotal	Interest			Total
1997							
2001							
2003							
2009							
2010							
2012							
2013							
2014							
2015							
2016							
2017							
2018							
2019							
2020							
2021	0.77		0.77	0.21			0.98
2022							
2023	10.53		10.53	0.93			11.46
2024	2,372.61		2,372.61				2,372.61
2025							
TOTALS:	2,383.91		2,383.91	1.14			2,385.05

CASWELL COUNTY ACTIVITY TOTALS REPORT
ACTIVITY FROM 10/01/2024 THRU 10/31/2024

Milton Response District (FR05) Collections							PAGE: 450
Tax Year	Tax	Late List	Subtotal	Interest			Total
1997							
2001							
2003							
2009							
2010							
2012							
2013							
2014							
2015							
2016							
2017							
2018							
2019							
2020	0.76		0.76	0.27			1.03
2021							
2022							
2023	2.88		2.88	0.25			3.13
2024	1,319.73		1,319.73				1,319.73
2025							
TOTALS:	1,323.37		1,323.37	0.52			1,323.89

CASWELL COUNTY ACTIVITY TOTALS REPORT
ACTIVITY FROM 10/01/2024 THRU 10/31/2024

Pelham Response District (FR06) Collections							PAGE: 500
Tax Year	Tax	Late List	Subtotal	Interest			Total
1997							
2001							
2003							
2009							
2010							
2012							
2013							
2014							
2015							
2016							
2017							
2018							
2019							
2020	14.45		14.45	5.17			19.62
2021	8.30		8.30	2.22			10.52
2022	14.18		14.18	2.51			16.69
2023	96.01		96.01	9.25			105.26
2024	6,327.18		6,327.18				6,327.18
2025							
TOTALS:	6,460.12		6,460.12	19.15			6,479.27

Prospect Hill Response District (FR07) Collections							PAGE: 550
Tax Year	Tax	Late List	Subtotal	Interest			Total
1997							
2001							
2003							
2009							
2010							
2012							
2013							
2014							
2015							
2016							
2017							
2018							
2019							
2020							
2021							
2022							
2023							
2024	3,495.57		3,495.57				3,495.57
2025							
TOTALS:	3,495.57		3,495.57				3,495.57

Providence Response District (FR08) Collections							PAGE: 600
Tax Year	Tax	Late List	Subtotal	Interest			Total
1997							
2001							
2003							
2009							
2010							
2012							
2013							
2014							
2015							
2016							
2017							
2018							
2019							
2020	5.19		5.19	1.86			7.05
2021							
2022	26.10		26.10	4.62			30.72
2023	9.72		9.72	0.85			10.57
2024	5,206.83		5,206.83				5,206.83
2025							
TOTALS:	5,247.84		5,247.84	7.33			5,255.17

CASWELL COUNTY ACTIVITY TOTALS REPORT
ACTIVITY FROM 10/01/2024 THRU 10/31/2024

Semora Response District (FR09) Collections							PAGE: 650
Tax Year	Tax	Late List	Subtotal	Interest			Total
1997							
2001							
2003							
2009							
2010							
2012							
2013							
2014							
2015							
2016							
2017							
2018							
2019							
2020							
2021							
2022							
2023							
2024	4,726.75		4,726.75				4,726.75
2025							
TOTALS:	4,726.75		4,726.75				4,726.75

CASWELL COUNTY ACTIVITY TOTALS REPORT
ACTIVITY FROM 10/01/2024 THRU 10/31/2024

Yanceyville Response District (FR10) Collections							PAGE: 700
Tax Year	Tax	Late List	Subtotal	Interest			Total
1997							
2001							
2003							
2009							
2010							
2012							
2013							
2014							
2015							
2016							
2017							
2018							
2019							
2020							
2021							
2022	44.04		44.04	7.82			51.86
2023							
2024	7,041.32		7,041.32				7,041.32
2025							
TOTALS:	7,085.36		7,085.36	7.82			7,093.18

CASWELL COUNTY ACTIVITY TOTALS REPORT
ACTIVITY FROM 10/01/2024 THRU 10/31/2024

Tax Year	Total Collections					Grand Total
	County	Cities	Fires			
1997	50.00					50.00
2001	17.09					17.09
2003	50.00					50.00
2009	1,286.27		3.45			1,289.72
2010	168.36					168.36
2012	1,290.99		28.28			1,319.27
2013	50.00					50.00
2014	2,045.54		25.85			2,071.39
2015	827.26		3.93			831.19
2016	1,558.60	32.74	27.05			1,618.39
2017	886.79	0.70				887.49
2018	2,089.64		63.70			2,153.34
2019	853.15		22.53			875.68
2020	948.10		43.94			992.04
2021	2,524.92		59.51			2,584.43
2022	7,006.81		136.14			7,142.95
2023	6,756.85		176.23			6,933.08
2024	896,905.01	26,426.17	44,253.26			967,584.44
2025	50.00					50.00
TOTALS:	925,365.38	26,459.61	44,843.87			996,668.86

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ACTIVITY FROM 10/01/2024 THRU 10/31/2024