

## FIRST AMENDMENT TO AGREEMENT

THIS **FIRST AMENDMENT** is made effective as of \_\_\_\_\_, 2025 (the "Effective Date") between **Levy County**, a political subdivision of the State of Florida ("County") and **Rebuilding Together North Central Florida, Inc.**, a Florida not for profit corporation ("Consultant"), collectively referred to as the "Parties."

**WHEREAS**, on November 19, 2024, the Parties entered into an Agreement for a Hurricane Housing Recovery Program for Hurricane Idalia (the "Agreement");

**WHEREAS**, Consultant has been successful in expending/encumbering the funds originally provided in the Agreement and time remains for them to assist additional households with HHRP program funding that is available to the County; and

**WHEREAS**, the Parties desire to amend the Agreement to allow Consultant to do this further work and expend additional funds.


**NOW THEREFORE** in consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt of which is acknowledged, the Parties agree as follows:

The Agreement is amended by replacing the original Attachment A referenced in **Article 1 – Incorporation of Documents** with a new Attachment A (consisting of 6 pages) that is attached to this First Amendment. Except as amended herein, the Agreement remains in full force and effect.

**IN WITNESS WHEREOF** the parties have executed this First Amendment.

### Contractor

**Rebuilding Together North Central Florida, Inc.**

  
Name: E.D. Donnan  
Title: Executive Director

ATTEST: Clerk of the Circuit Court  
And Ex Officio Clerk to the Board

\_\_\_\_\_  
Matt Brooks, Clerk

### County

Levy County Board of County  
Commissioners

\_\_\_\_\_  
Desiree Mills, Chair

Approved as to form & legal sufficiency

\_\_\_\_\_  
Nicole M. Shalley, County Attorney



# Attachment A to First Amendment to HHRP Agreement

## **Background and Context:**

On Friday, October 18, 2024, RD Bonnaghan, Executive Director at Rebuilding Together North Central Florida (RTNCF) was contacted by Marlon Gayle, Housing Planner for Levy County, to request a meeting.

On Monday, October 21, 2024, RD Bonnaghan, Johnette Ross (Rural Program Manager at RTNCF), Marlon Gayle, and Shelia Jackson met to discuss the feasibility of RTNCF performing services for Levy County by administering the currently available Hurricane Housing Recovery Program (HHRP) funds. The funds are available to assist qualified Levy County residents affected by Hurricane Idalia in 2023. Levy County staff gave RTNCF staff guidance on what the program was designed for, how funds are to be used, and a general sense of the timeline in which funds need to be spent and/or encumbered. RTNCF staff were asked to submit a proposal with the appropriate details within ten days of the meeting.

On Wednesday, October 23, 2024, Levy County staff advised RTNCF that a proposal was needed by the morning of Monday, October 28th in order to be added to the agenda for the Levy County Board of Commissioners meeting on November 4th.

With a nearly 20 year history of providing housing programs in North Central Florida, and an office in Bronson, FL, RTNCF is uniquely positioned to provide services in the area at short notice, and the following proposal is a good-faith effort to partner with Levy County in administering these available funds. There are concerns with the timelines for activities, as the full first year for program administration is closing, and with the potential to recruit qualified applicants following three additional storms in the 2024 year. That said, RTNCF is ready, willing, and excited to partner with Levy County to use available HHRP funds to provide assistance to as many qualified Levy County residents as possible within the constraints.

## **Proposal Details:**

### **Organization Name and Contact Info:**

Rebuilding Together North Central Florida, Inc.

Primary Address: 4550 SW 41st Blvd, Suite 2; Gainesville, FL 32608

Levy County Address: 150 N Hathaway Ave; Bronson, FL 32621

Office Phone: 352-373-2573

Primary Contact: RD Bonnaghan, Executive Director

Primary Contact Phone: 386-503-1269

Primary Contact Email: [rd@rebuildingtogetherncf.org](mailto:rd@rebuildingtogetherncf.org)

**Mission Statement:**

Repairing homes, revitalizing communities, rebuilding lives.

**History and Capacity:**

RTNCF's efforts to assist low-income homeowners in repairing unsafe conditions began in 1998 as a volunteer effort named Rebuild Gainesville, Inc. which incorporated in May 2005, as a non-profit organization to access greater numbers of volunteers and donors and to expand services to additional homeowners within Gainesville, FL. RTNCF then became an affiliate of the national organization Rebuilding Together and expanded services to all of Alachua County in 2008. Since its inception, RTNCF has repaired 12-30 homes per year through its critical repair program and engages hundreds of individual volunteers in thousands of hours of service annually. Due to the complications of the COVID-19 Pandemic, RTNCF piloted an Emergency Repair Program (ERP) in the summer of 2020 to make repairs for homeowners in need more quickly and to reduce volunteer activities, and to the best of our ability, person-to-person contact. The program completed repairs for 130% of the pilot goals. Due to the effectiveness of the program, and the ability to preserve homes in this way, RTNCF plans to offer ERP services in perpetuity to stabilize families and prevent further damage that could lead to displacement. The ERP focuses on roof repair, plumbing and septic repair, emergency electrical repair, and accessibility. Since then, RTNCF offers both Critical and Emergency Repairs for Alachua County residents. In 2022 we opened a satellite office in the city of Bronson in order to provide accessibility modifications for seniors in Levy County, and in 2022/23 began a new partnership with Alachua County's Energy Efficiency and Weatherization Program, to provide energy-efficiency upgrades to landlord/tenant applicants who meet the program criteria. The program continues to grow and expand to meet local housing needs in our communities. Rebuilding Together programs have very successfully served thousands of people in hundreds of unique homes over the course of our nearly 20 year history. The organization has considerable infrastructure and experience.

**Operational Structure:**

RTNCF is overseen by a 10-member Board of Directors. The day-to-day operations and authority are designated to the Executive Director, RD Bonnaghan, who manages and oversees the organization. Repair and Revitalization are currently managed by staff and AmeriCorps members under the direction of the Executive Director. Energy Efficiency Program staff include a Program Director and several Program Assistants. The program trains and oversees hundreds of volunteers per year locally. In Levy County, RTNCF has an office in Bronson and a full-time staff member operating there, as well as access to the support network of other staff and AmeriCorps members who work and serve primarily in the organization's Alachua County office, just 20 minutes away.

**Proposed Activities:**

Based on discussions with Levy County Housing staff, RTNCF proposes usage of Levy County designated Hurricane Housing Recovery Program (HHRP) funds in the following allowable activities:

- 1) Provision of flood insurance, and/or reimbursement of deductibles paid by qualified Levy County residents affected by Hurricane Idalia in grants of up to \$10,000 per housing unit.

- 2) Provision of repair and rehabilitation of homes affected by Hurricane Idalia for qualified Levy County residents, via deferred payment loan (DPL) as outlined in the Levy County Local Housing Assistance Plan of up to \$30,000 per housing unit.
- 3) Demolition and replacement of qualified housing units in Levy County via deferred payment loan (DPL) of up to \$170,000 as outlined in the Levy County Local Housing Assistance Plan, 2022-2025.

RTNCF proposed to implement a local strategy in Levy County, focusing on hard hit areas of the County most-likely to have been affected by Hurricane Idalia that includes a mixture of activities 1-3 listed above. RTNCF's history and experience lends itself well specifically to strategy 1-2 but 3 will be considered if eligible homes are recruited.

RTNCF proposes to utilize or encumber up to \$1,000,000 in program costs for these activities, as recruitment and deadlines allow. Given the short grant window, there is a good chance not all funds will be utilized by June 30, 2025, but RTNCF will put forth a good-faith effort to utilize as much as possible.

#### **Application Process / Recruitment / Qualification:**

RTNCF proposes to first contact the list of applicants carried over from a previous service provider. Additionally, local RTNCF staff and board members will compile lists of affected property addresses, names, and phone numbers of residents and property owners in the area who were affected by the storm. All available leads from these methods will be contacted directly by RTNCF staff to begin the qualification process.

Additionally, RTNCF proposes to do some localized door-to-door outreach in communities highly impacted by Hurricane Idalia, specifically Inglis and Yankeetown, as well as contacting local municipalities to identify any potential applicants they may know of. The unknown nature of how many applicants will be recruited and qualified contributes to our hesitation to commit to expending the full amount of available funding.

When applicants are recruited, RTNCF staff will qualify the households based on two criteria:

- 1) Income -- Households will be qualified utilizing the guidelines of the Levy County Local Housing Assistance Plan 2022-2025. Households at or below \_\_\_% AMI will be considered qualified utilizing the chart below:

## FY 2024 Income Limits Summary

FY 2024 Income Limit Area	Median Family Income <a href="#">Click for More Detail</a>	FY 2024 Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
Levy County, FL HUD Metro FMR Area	\$64,700	Very Low (50%) Income Limits (\$) <a href="#">Click for More Detail</a>	22,850	26,100	29,350	<b>32,600</b>	35,250	37,850	40,450	43,050
		Extremely Low Income Limits (\$)* <a href="#">Click for More Detail</a>	15,060	20,440	25,820	<b>31,200</b>	35,250*	37,850*	40,450*	43,050*
		Low (80%) Income Limits (\$) <a href="#">Click for More Detail</a>	36,550	41,750	46,950	<b>52,150</b>	56,350	60,500	64,700	68,850

- 2) Unit eligibility based on hurricane impact -- Households will be qualified based on evidence of storm damage and/or flooding from Hurricane Idalia based on: photographic evidence, claims via insurance, claims via FEMA or other disaster assistance organizations.

RTNCF will have the authority to qualify and accept applicants for HHRP assistance utilizing these guidelines.

### **Project Cycle:**

#### ***For Repair / Rehabilitation / Demolition and Reconstruction***

RTNCF projects will officially open after a homeowner has signed a work agreement. Work agreements are provided to the homeowner and then generally read aloud to ensure accessibility and comprehension by a trained RTNCF representative during an in-person or phone appointment. SHIP-specific documents are executed in an official capacity by Levy County, but RTNCF is available and willing to be part of the process to whatever degree is practical and helpful.

Most projects are designed to take place over several weeks or months of professionally subcontracted work to address all the hazards identified in the initial inspection. When repairs are completed, they are reviewed by 1) RTNCF staff, 2) the homeowner, and 3) the City or County Building Inspector (when a permit is required).

Trained RTNCF representatives then work one-on-one with each family to educate them on home maintenance procedures, potential cost of future repairs/maintenance, and energy efficiency. Timely execution of the subrecipient agreement and contract will be necessary to assure that RTNCF will have the available cash flow and sufficient time to complete proposed project home repairs.

To assure cash flow, RTNCF will require a net-15 payment for repair/rehab projects with the option to submit a minimum of twice per month for reimbursement for the duration of the project. Alternately, if Levy County is able to provide an advance payment, a longer reimbursement schedule will be possible.

#### ***For provision of flood insurance and/or reimbursement of deductibles***

RTNCF will collect the appropriate documentation from homeowners, and as funds are available will:

- 1) Assure coverage for flood insurance for a 12-month period is bound, and provide documentation for eligible Levy County residents affected by Hurricane Idalia;
- 2) Reimburse deductibles for insurance claims resulting from damage from Hurricane Idalia for eligible Levy County residents; or
- 3) Both, as budget allows with a maximum allowable expenditure of \$1,000,000.00

RTNCF will work directly with qualified applicants to bind coverage, and will submit invoices to Levy County staff for reimbursement along with proof of insurance and/or initially paid deductibles in accordance with the Levy County Local Housing Assistance Plan 2022-2025.

**Time Schedule:**

RTNCF is hyper aware of the time schedule requirements of administering Hurricane Housing Recovery Program funds with a deadline of June 30, 2025 to utilize or encumber funds. As such, RTNCF plans to immediately begin outreach when the Board of County Commissioners votes to pursue an agreement and plans to complete outreach in targeted neighborhoods with high likelihood of damage from Hurricane Idalia on or before January 1, 2025. Insurance and deductible reimbursement expenditures can take place within days or weeks of application, while repair/rehabilitation projects will take additional time.

Repair/Rehab projects will begin as soon as a formalized contract is in place. The sooner we are able to execute a contract with Levy County, the more funds we will be able to administer within the time limits of the grant.

RTNCF estimates that all flood insurance and deductible reimbursements can/will be processed and submitted by the July 31<sup>st</sup> 2025, while repair/rehab/demolition and replacement may require an encumbrance by June 30, 2025, with a completion date of no later than June 30th, 2026. In all cases, RTNCF will expedite project activities to the fullest degree possible.

<b>Budget:</b>	
Direct Program Services	Up to \$1,000,000.00*
Program Delivery Cost**	Up to \$20,000.00
Administration Fee***	Up to \$60,000.00
TOTAL:	Up to \$1,080,000.00

\* Maximum possible to spend, \$1,000,000 is the not-to-exceed amount. Maximum grants/agreements per household in each category as follows: \$10,000 for flood insurance and deductible reimbursement, \$30,000 for repair and rehab, \$170,000 for demolition/reconstruction

**\*\* As allowed by LHAP, 2% of total, not to exceed \$20,000**

**\*\*\* As allowed by LHAP, 6% of total, not to exceed \$60,000**

Note: For future awards, RTNCF will require a higher administration fee, but is working with Levy County under the present conditions in good-faith

**Available Upon Request:**

Copy of Certificates of Insurance

Copy of most recent (and past) Agency Audit(s)

Organizational Chart

List of current Board Members/Officers.

Copy of current Annual Budget

Copy of Annual Report

Certificate of Nonprofit Incorporation and Tax Exempt [501(c)(3)] Designation