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## • **Cover Page and Brief Overview**

Chico Housing Action Team (CHAT) and Simplicity Village (SV):

CHAT currently successfully operates our “Housing Now” master lease program of 26 residences with 85 participants, including six owned by CHAT with 14 residents, who were facing or experiencing homelessness. After over five years of experience in housing, interviewing, screening and managing this population and years of research, CHAT proposes Simplicity Village, a community of 33 “tiny homes” that provide transitional, “bridge” housing for seniors who primarily have been referred from local agencies. SV will include on-site, supportive services to help participants help themselves economically, culturally and physically, so they can transition from SV to their own residences. CHAT worked with a team of SCORE counselors to refine the SV documents.

Homelessness in Chico:

The 2017 Point-in-Time (PIT) Homeless Survey pointed out what Chicoans have been living through for years: homelessness is way up. According to that survey, homelessness is up as much as 92% in two years. At the May 14, 2018 Continuum of Care (COC) full membership meeting, Ed Mayer, Housing Authority of the County of Butte, noted that the increase in homelessness in the county is part of “a national trend that is expected to continue.”

On October 2, 2018, the City of Chico joined the County of Butte in declaring a Shelter Crisis. This housing crisis was made all the more urgent by the Camp Fire disaster of November 8, 2018.

## 1. Executive Summary

### Overview

Simplicity Village will provide transitional housing to about 46 area seniors who are homeless, or at risk of being homeless, including singles and couples who have been vetted by CHAT's background check, interviewed by CHAT and referred from other service providers (e.g. Torres Shelter and the Jesus Center) and adjudged suitable for this form of residential housing.

Depending upon the approval of our proposal at NVCF we plan to prioritize about a third of the tiny homes to Camp Fire affected victims.

CHAT will coordinate the construction of 33 tiny homes on 2.6 acres of privately owned property that is currently subject to a binding letter of intent (LOI), subject to final City approval of the project. The LOI provides for a total lease term of 18 years, in two year increments at CHAT's election. CHAT would report to the City the progress of SV after the initial two year term and before the expiration of each succeeding two year term, or as agreed, so that the City can regularly appraise the project and its progress in meeting its goals. CHAT is the lessee with a private landlord and will require collaboration with the City to enable the project to fall within the terms of the State Shelter Crises statute. The property will be improved with Cal Water, City sewer, and electricity and is within a third of a mile of a B-Line bus route. It has no contiguous residential neighbors and a majority of the contiguous business neighbors are either supportive or neutral to the project.

See Section 6 below, Neighborhood Outreach.

#### ■ Tiny Homes with Community Facilities and Fenced Border

Our plans for the tiny homes will be to build them with the same materials and criteria typical of most of the residential homes that have been built in Chico, typical insulation, typical 2x4 wall construction, typical comp or steel roofing, and typical wood siding, along with other cutting edge technologies. In the interest of efficiency and because of the urgency of our crisis, the cabins will not have kitchens or flush toilets, except our ADA compliant units which will have flush toilets (apportioned as appropriate to residents.) Those cabins without flush toilets will be served by RV Sanipotties on pedestals with grab bars (see Attachment 1). All homes will be lockable and secure. In addition, the Village will include two (2) portable units, resting on pier blocks, plumbed to City sewer, with heating and cooling, and containing an office, bathrooms, showers, washers and dryers, and a community kitchen and one adjacent outdoor dining, seating, and food prep area. (see Site Plan.) There will be trash and recycle bin service by Waste Management. SV plans to include a portable multipurpose community building that will have heating and cooling and a plumbed restroom. The Gate Monitor

House will be a permanent structure with a separate ADA compliant plumbed restroom and shower. In addition there will be a workshop building for hobbies, crafts, and mini enterprises like furniture restoration and bicycle repair.

The site will have a securely fenced border controlled with one regular entrance and exit. The fence will be 7 foot high, solid wood construction, except for the north border, which will be chain link. There will be Gate Monitors (on rotating shifts) on duty 24 hours a day. The Gate Monitor will also be responsible to patrol the immediate outside area of the entrance to keep it clean and safe. (See Village Mgr. Job Desc. Attachment 5) There will be no unauthorized visitors, no unaccompanied visitors and no open fires allowed. Pets will be permitted at CHAT's discretion.

- Application/Vetting Process and Residency Rules and Fees

All applicants will complete an application and intake documents, which will include a background check and skills inventory. The CHAT Interview Committee (IC) will accept applicant candidates primarily by referral from other service providers and will employ a multi-layer interview process. CHAT has years of experience screening, housing and managing housing for the local homeless population and collaborating with other service providers. The CHAT IC will select the first six to ten villagers through the vetting process. Once that core group (the initial Village Council) is established, then some of their members will participate with the CHAT IC in the process for accepting new participants. Specific roles will be identified and filled in order to maintain a safe, clean and sanitary village. Initially there will be paid Village Managers and a paid Maintenance Manager. (See Village Manager Job Des. Attachment 2.) One of the houses will be for CHAT Board members or Board approved representatives to be able to stay overnight.

If an applicant is found to be a good fit for the village they must agree to and sign the Simplicity Village "Participant and Community Agreement" (see Attachment 3) that states required behaviors (and consequences for violations) which include no alcohol or illegal drugs on the premises and a commitment to work 10 hours a week for the maintenance and operation of the Village. New residents will be required to complete a four week probationary period before they achieve "Villager" status. During the probationary period denial of Villager status is a summary process. All new participants will receive a Village Manual (9 pages), and an existing participant will serve as a "guide" to orient them to the rules and expectations of the Village. Participants agree to pay a participation sliding scale fee based on an operating cost analysis and their income (from \$100 to \$456 per month not to exceed 1/3 of their monthly income). A portion (typically 10%) of each participant's rent is set aside in a savings account that accumulates and becomes available to them when they move into other housing.

- Supervision and Agency Services

This project will be under the supervision of the CHAT Board of Directors, the CHAT Steering Committee, the Village Council, the Village Managers and the Village Monitors. The construction phases will also employ a construction superintendent.

CHAT has received a Resolution of Support from the Butte County Board of Supervisors that commits the Departments of Behavioral Health, Employment and Social Services and Public Health to support our efforts with on-site wraparound services.

In addition to on-site Butte County Behavioral Health and Social Service caseworkers, the Village will have classes in vocational and social skill building workshops (such as money management), supported by the CHAT SV Advisory Board of retired and active general contractors, a well known local developer, master gardeners, medical doctors, attorneys, IT experts, and an architect. This model emphasizes tolerance, peer to peer support groups, and a participatory culture to re-engage the participants socially and give them needed sense of purpose. There will be Alcoholic Anonymous groups, a Narcotics Anonymous group, Nonviolent Communication training, art groups, and many other daytime programs like those at the Iversen Center. (See “Iversen Center activities, Attachment 4.)

## **2. Execution of the Plan**

A detailed Preliminary Schedule, prepared by CHAT with the help of Heather Post, a local Project Manager, sets forth every step of the construction phase of the development. (See SV Preliminary Schedule, Attachment 5.)

### **Structures Phase One:**

#### **Residents:**

Up to about 30 residents, 55 years of age and older, will occupy SV when the first 17 tiny home units are made available. The residents will be comprised of senior singles and couples primarily referred from local agencies, then interviewed, background-checked and vetted by trained CHAT Board Members and volunteers.

#### **Facilities :**

17 tiny homes will be constructed during Phase One (in sizes approximately 96 sq. ft., to 128 sq. ft.) typical 2x4 wall construction; insulated; and, windows for egress. The cabins will have solar/battery powered fans, charging outlets, lights, RV Sanipotties elevated on secure pedestals, grab bars, 12 vt evaporation coolers and heaters. As many as four cabins will be built ADA compliant with plumbed flush toilets.

1 – Portable unit, on pier blocks, plumbed to the City sewer, to provide office space, 2 restrooms w/ plumbed flush toilets, showers, washers and dryers, a kitchen and an office/dining room.

- 1 - Permanent Gate Monitor and ADA Restroom and shower building
  - 1 – Portable Multi-Purpose Community Building that will have heating and cooling for extreme weather days.
  - 1- 7' wood fenced perimeter with chain link on the north side
  - 1 – Regular steel entrance/exit gate monitored 24 hrs
  - 1 – Gravel road compacted to Chico Fire Dept. (CFD) specs for CFD access
  - 1 – ADA foot / wheelchair path of travel
  - 1 – Illuminated Entrance Directory
- Garden beds w/amended soil

### **Structures Phase Two:**

**Residents:** Up to a total of 46 participants may occupy SV upon completion of final build out.

### **Facilities:**

- 16 additional cabins
  - 1 -- Additional Portable unit, on pier blocks, plumbed to the City sewer, to provide office space, 2 restrooms w/ plumbed flush toilets, showers, washers and dryers, and a kitchen.
  - Grade & finish walkways
  - Landscaping and irrigation
  - 3– 8' x 20' Storage Containers
  - Final Inspections
- (See Simplicity Village Preliminary Schedule, Attachment 5; Site Plan.)

### **3. Management:**

The Village will be governed by a Village Council with CHAT Steering Committee oversight. The members of the Village Council will be the participants of the Village. 2 or more CHAT Steering Committee members will attend weekly meetings with the Village Council.

CHAT will provide on-site oversight: Members of the CHAT Board and or representatives will be on site checking in and occasionally staying overnight. Initially there will be a paid Village Manager and a paid Maintenance Manager who will provide hands-on oversight, provide regular site management, communications, problem resolution, and emergency response. They will attend regular meetings and compile reports. They will solicit bids and forge relationships with a variety of service providers. [See Village Manager/ Maintenance Manager Job Desc. Attachment 2.)

Additionally, the Village Council elects Village Monitors. See more under section 5 Organizational Structure below.

Individual residents will be identified to perform the following duties, and new residents shall be informed of the names of the residents who hold these roles:

- Maintenance of systems and equipment installed to prevent or control fires.
- Maintenance, housekeeping, and controlling fuel hazard sources; able to assist others and provide medical aid.

(See Village Manual; see SV Fire Safety & Evac Map, Attachment 6.)

## 4. Financials

Our current estimate for the first year initial capital investment and operational expenses is \$702,416 plus in-kind donations. The second year expenses are projected to be \$116,337 plus in-kind donations.

Opportunity Village and 14 Forward, were each launched when they had raised a little less than half of each of their total initial budgets. The balance was raised by local fund raising, sustainers, grants, in-kind donations and Villagers' fees. Based on these precedents and our own analysis we plan to raise about \$350,000 in private donations and grants to launch Phase 1 of SV. We have collected \$108,450 with a Beginning Cash Balance of \$63,550 in donations and have pledges of \$80,500 for a total of \$144,050 and we are launching a GoFundMe campaign in June 2019 for an additional \$100,000. Working with the CSU Chico Tiny House Club, Chico Country Day School Eighth Grade class, and three teams of local contractors, their employees and volunteers, CHAT has already nearly completed the construction of four tiny homes and one small outbuilding. Currently, CHAT has donations and commitments, including in-kind support, to fund 21 more tiny homes and is in communication with a number of groups from across Chico that are interested in sponsoring and building additional tiny homes. Once operational and self-managed SV, will be largely self-funding and sustainable based on the income from the fees collected from the residents of the tiny homes.

(See Budget and 24 Month Cash Flow Projection)

## 5. Organizational Structure:

The People: an overview of our team. **CHAT Board of Directors:** Chico Housing Action Team, (CHAT) is a non-profit 501(c)3 organization with a diverse and experienced Board of Directors that will oversee the SV Steering Committee, and both will oversee the Village Council.

Members of the CHAT Board: Bob Trausch, Leslie Johnson, Sheldon Praiser, Kathy Weeks, Gregg Hubbell, Dan Joseph, Charles Withuhn, Alan Mittman, Stevi Mittman, Ron Aker, Lorraine Forster, Nancy Park and Bill Kurnizki.

**CHAT SV Steering Committee (SC):** The CHAT SC is made up of members of the CHAT Board of Directors and volunteers who meet weekly to refine, plan and direct the project. Once the Village is operational, the main governing role of the Steering Committee will be to provide oversight of the Village Council. The purpose of this is to ensure that the Participant's Agreement, Village Manual and policies are being upheld. In cases where the Village is not in compliance and the Village Council has not taken action, the Steering Committee may step in to take action at its discretion. The Steering Committee is also responsible for ensuring that financial, legal, administrative, safety, and sanitation matters are being properly managed. Interface between the Village and the CHAT SC will occur by having a Village Council liaison at the Steering Committee meetings with voting rights and a CHAT SC member attending Village Council meetings. The Steering Committee will enumerate Village policies concerning animals, abandonment, cleaning, couples, food storage, medical and family leave, smoking and wait list, among other topics. (See Village Manual.)

Members of the CHAT SC: Eileen Robinson, Dave Hollignsworth, Carolyn Schrum, Renee Renaud, Bob Trausch, Leslie Johnson, Kathy Weeks, Charles Withuhn, Alan Mittman, Stevi Mittman, Ron Aker, Lorraine Forster, and Bill Kurnizki

**CHAT SV Interview Committee (IC):** Conducts interviews for admission to the Village.

Members of the CHAT IC:

Bob Trausch, Leslie Johnson, Greg Hubbell and Sheldon Praiser.

**CHAT SV Advisory Board:** Distinguished professional members of our larger community have agreed to be available for consultation to provide technical expertise, training and working with Villagers to start micro-businesses, conduct skill building workshops and help with the construction of the tiny homes, IT consultation, among other technical details.

Community members who have consented to accept nominations to be members of the CHAT SV Advisory Board:

Dave Daily, Gen. Contractor, Homer Lundberg of Lundberg Family Farms, Roger Mathews, Gen. Contractor, Gary Lee, Gen. Contractor, John-Michael Sun, Richard Harriman, Attorney at Law, Marcia Moore, M.D., Bill Kurnizki, Retired General

Contractor and President, CHAT, Tom Tarman, A.I.A., Tom Van Overbeek, Alan Mittman, Retired Attorney at Law, and Keith McElroy, I.T.

**Budget Committee:** Maintains the financials, and bookkeeping in coordination with North Valley Community Foundation. Also, reviews and documents items in the budget with CHAT BOD oversight.

Members of the Budget Committee:

Sheldon Praiser, Charles Withuhn, Bill Kurnizki, Nancy Park, Keith McElroy, Robert Trausch, and John Burge, CPA.

### **Fund Raising Committee:**

Charles Withuhn, Nancy Park, Ron Aker, Leslie Johnson, Sheldon Praiser, Lorraine Forster, Bob Trausch, Sue Hildebrand and Bill Kurnizki.

**Village Council:** Based on existing examples in Eugene, Portland and Seattle, and because commitment of the participating villagers is superior to compliance, the Village will be self governing, with CHAT oversight, through regular weekly meetings that all Villagers are expected to attend. Villagers make decisions by majority vote on how the Village will assign tasks and be organized within the aforementioned basic rules.

Specific roles will be identified and filled in order to maintain a safe, organized and sanitary environment, including implementation of the Fire Safety Plan, the Security Plan and the Intervention and Response Plan. Members of the neighborhood will be invited to meetings to get their concerns addressed by the Council.

**Village Monitors:** A small group of Villagers (3-7) will be elected by the Village Council as Village Monitors for set terms. The role of the Village Monitors (VMs) is to uphold orderly management of the Village. VMs are to respond to incidents when a Community/Participant Agreement is broken, and enacting the appropriate level of intervention as specified in the Village Manual. A primary responsibility of the VMs is to act between meetings when urgent situations arise. The VMs are to receive deescalation training and be familiar with non-violent communication as well as “Wellness Recovery Action Plan” training and first aid training. They are to hold at least two (2) regular meetings per week. During this time VMs:

- Set agenda for next weekly Village Council Meeting (any Villager can propose items)
- Review Incident Reports and listen to appeals
- Review Front Desk Log and make sure everyone is completing their volunteer shifts

- Deal with other issues relevant to maintaining orderly operation of the Village

**Village Managers:** For the first 23 months there will be a paid full-time Village Manager and (for the first 19 months) a Maintenance Manager. After which, the CHAT SC may determine if trained Village Monitors can fill these positions. (See Village Manager and Maintenance Manager Job Des.)

#### **6. Neighborhood Outreach:**

In meetings with the neighbors, the SV proposal was supported by the owner and President of Sunseri Construction, the manager at Aramark Corp. Chico, and the manager at United Domestic Workers of America. The manager at Inland Business Systems said she would not make a statement about SV to the press, and leaders at Neighborhood Church said they would not oppose SV. CHAT has and will continue to meet with all neighbors and address their concerns.