



**CITY OF DAVIS  
SOCIAL SERVICES COMMISSION  
MEETING MINUTES**

**Monday, November 17, 2008**

**7:00 p.m.**

**Community Chambers**

**23 Russell Blvd.**

**Davis, CA 95616**

**Social Services  
Commission Members**

**Present:** Eric Gelber, Cathy Huff, Steven D. Lee, Vanessa Robinson (Vice Chairperson), Derrick Wydick

**Absent:** Hannah Biberstein (excused)

**Council Liaison:** Lamar Heystek, Don Saylor (Alternate)

**Staff:** Danielle Foster, Housing and Human Services Superintendent  
Elvia Garcia-Ayala, Community Services Director  
Kathleen Cames, Administrative Analyst II

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- 1. Meeting called to order at 7:02pm.**
  - 2. Approval of Agenda**  
E. Gelber moved to approve the agenda. D. Wydick seconded the motion. The motion passed, unanimously.
  - 3. Approval of Minutes:**  
V. Robinson moved to approve minutes without change. E. Gelber seconded the motion. The motion passed, unanimously.
  - 4. Public communications:**  
There were no comments.
  - 5. Commissioner and Staff Communications:**
    - Staff reminded commissioners of the upcoming city-hosted ethics training and encouraged commissioners to attend and be updated on conflict of interest and open meeting laws.
    - Staff stated that three affordable units are still being sold at Cassel Lane and that one affordable unit at Southfield Park is currently for sale.

## **6. Business Items:**

### **A. Presentation by Yolo County Homeless Coordinator on 10-Year Homeless Plan Process and Plans for 2009 Homeless Census.**

Janice Critchlow, Yolo County Homeless Coordinator, and Bill Pride, Executive Director for Davis Community Meals (DCM) provided information on the increased demand for a variety of local services, including: the Yolo Family Crisis Center, STEAC, DCM, and other organizations with food and clothing supplies. Both stated concerns about state funding cuts and the potential impacts that they might have on countywide services. The presenters provided an update on the preparation of the countywide 10-Year Plan to End Homelessness, including selection of a consultant. The pair ended with an overview of the planned 2009 Homeless Count that is set to take place January 29, 2009. Informational only, no action was taken.

### **B. Chiles Ranch Affordable Housing Plan.**

City staff provided an overview of the plans and the proposed Affordable Housing Plan. The applicant was represented by Don Fouts who provided additional information about the site layout, design, and open space being provided with the playground and barn area. Mr. Fouts explained that he and his partner attempted to balance the goals of density, accessibility, and affordability with their plans, including nine fully accessible units and many units with first-floor accessibility and visitability. Mr. Fouts asked that the Commission consider reducing the requirement in Condition 2E to withhold certificate of occupancies on the last 10 market rate building permits rather than the last 20 permits prior to the issuance of certificate of occupancy on all low-moderate and middle income units.

The Commission discussed the project. E. Gelber stated his concern with the lack of unit accessibility in the project, given its size. C. Huff agreed that accessibility should be incorporated more into new housing projects, as it addresses community needs to age-in-place. The Commission discussed Condition 2E, but decided not to change the requirement.

D. Wydick motioned to support staff recommendation and recommend approval of the Affordable Housing Plan, as conditioned.

V. Robinson seconded the motion. The motion passed, 3-2 with C. Huff & E. Gelber dissenting.

### **C. Senior and Other Special Needs Groups Housing Guidelines.**

E. Gelber, motioned that the draft guidelines be sent to the ADA Subcommittee for their review and recommendations. V. Robinson seconded the motion. The motion passed, unanimously.

### **D. ADA Subcommittee Membership and Structure Guidelines.**

V. Robinson motioned to adopt the ADA Subcommittee Membership and Structure Guidelines. S. Lee seconded the motion. The motion passed, unanimously.

**E. ADA Self Evaluation and Transition Plan Update.**

Staff provided an update on the self-evaluation process, including an internal questionnaire and the public facilities scheduled to be reviewed. Staff responded to Commissioner questions and announced selection of a consultant to assist with the facility review. Informational only, no action was taken.

**F. CDBG/HOME Critical Needs List.**

V. Robinson motioned to recommend adoption of the CDBG/HOME Critical Needs List for Program Year 2009-2010 and submittal to the City Council.

D. Wydick seconded the motion. The motion passed, unanimously.

**G. Accessory Dwelling Units Discussion.**

Staff presented information on accessory dwelling units, local requirements, and program options based on programs other cities have pursued. The Commission stated interest in more information about the potential for an expanded secondary unit program that could assist with more options for accessibility, affordability, and in-fill development. Council liaison, L. Heystek, suggested the possibility of surveying owners of lots of their interest in developing an accessory dwelling unit. Informational only, no action was taken.

**H. Schedule and Workplan**

The Commission discussed and made adjustments to the schedule, including the upcoming joint meeting with the ADA Subcommittee and the CDBG/HOME Funding Application Review Schedule.

V. Robinson motioned to pass the schedule & workplan as discussed with changes.

E. Gelber seconded the motion. The motion passed, unanimously.

7. V. Robinson moved and E. Gelber seconded a motion to adjourn the meeting. The meeting was adjourned by consensus at 9.15pm.

Submitted by:

Danielle Foster  
Housing and Human Services Superintendent



**CITY OF DAVIS  
SOCIAL SERVICES COMMISSION  
MEETING MINUTES**

**Wednesday March 4, 2009**

**7:00 p.m.**

**Community Chambers**

**23 Russell Blvd.**

**Davis, CA 95616**

**Social Services**

**Commission Members:**

George T. Hague (Vice Chairperson), Cathy Huff, Steven D. Lee, Vanessa Robinson (Chairperson), Jan Solorzano, Liz Yeh (Alternate)

**Council Liaison:**

Lamar Heystek, Don Saylor (Alternate)

**Staff:**

Danielle Foster, Housing and Human Services Superintendent  
Elvia Garcia-Ayala, Community Services Director  
Kathleen Comes, Administrative Analyst II-Grants  
Darlene Merschat, Program Assistant

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**1. Meeting called to order at 7:05 pm**

**2. Approval of Agenda**

S. Lee moved to approve the agenda. G. Hague seconded the motion. The motion passed, unanimously

**3. Approval of Minutes**

G. Hague moved to approve the February 23, 2009 Regular Meeting Minutes without change. S. Lee seconded the motion. The motion passed, unanimously.

**4. Public Communications:**

There were no public comments.

**5. Commissioner and Staff Communications:**

Staff announced that the City would be receiving \$216,403 in CDBG Stimulus Funds. Unknown parameters on Admin, Public Services and ADA Projects.

**6. Business Items:**

**A. Community Development Block Grant and Housing Investment Partnership Program-Public Hearing.**

The Commission heard presentations from the following groups and organizations who have submitted grant proposals for Community Development Block Grant (CDBG) and Housing Investment Partnership Program (HOME) funds. Each were given 3 minutes for their presentations with an opportunity for the Commission to ask questions.

- Citizens Who Care - Respite and Time Office
- CommuniCare health Centers
- Davis Community meals - CWS
- Davis community Meals - SRC
- Food Bank of Yolo County
- Inclusive Recreation
- People resources
- Yolo Adult Day Health Center
- Yolo community Care continuum
- Yolo county Homeless coordination - CWS
- Yolo Family Service Agency
- Accessible Space/Becerra - ADA
- City of Davis - ADA Special Projects
- Yolo Community Care Continuum-Group Home
- YMHA/SMHA - New Harmony Development
- YMHA-Twin Pines
- Rancho Yolo Community Association
- Yolo county Homeless Coordination - Administration
- City of Davis - Fair Housing Activities
- City of Davis - CDBG and Program Administration
- City of Davis - Home Program Administration

**The following groups/organizations were absent at the meeting and did not present their proposals;**

- Sexual Assault and Domestic Violence
- S.T.E.A.C.
- CHOC - Mace Parke Community Land Trust

All questions will be put in writing and submitted to the appropriate group/organization for their response via email by 12noon Wednesday, March 5, 2009, with a return response deadline of Friday, March 6th, 2009 at 5:00pm.

**7. Adjournment.** G. Hague moved and C. Huff seconded a motion to adjourn the meeting. The meeting was adjourned by consensus at 9:00p.m..

Submitted by:

Danielle Foster  
Housing and Human Services Superintendent

