



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

**Monday, March 17, 2014**

**7:00 pm**

**Community Chambers**

**23 Russell Blvd.**

**Davis, CA 95616**

**Social Services  
Commission Members  
Present:** Donald Kalman, Sarah Mungas,  
Jenna Templeton (Vice Chairperson), Bernita Toney,  
R. Matthew Wise, Judy Wolf (Chairperson)

**Commissioners Absent:** Mindy Romero, Amanda Steidlmayer

**Council Liason:** Brett Lee

**Staff:** Danielle Foster, Housing and Human Services Superintendent  
Adrienne Heinig, Administrative Aide

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**1. Called to Order:**

The meeting was called to order at 7:06 p.m. by Chairperson Wolf.

**2. Approval of Agenda:**

The agenda was approved unanimously as written.

**3. Approval of the Minutes:**

Commissioner Wise moved to approve the minutes of February 10, 2014, with one minor correction. This was seconded by Commissioner Kalman. The motion passed unanimously.

Commissioner Templeton moved to approve the minutes of March 3, 2014 as written, seconded by Commissioner Mungas. The motion passed unanimously.

**4. Public Comment:**

None.

**5. Commissioner and Staff Communications:**

Staffmember Foster reminded commissioners to fill out and submit their Form 700s before the deadline, April 1, 2014, and discussed an upcoming meeting with Parks, Community Services, Housing and Human Services staff and the school district regarding the school's Summer Lunch program. Further updates will be provided at the next meeting of the commission. She also mentioned that staff is taking names for an interest list for the four upcoming affordable ownership units to be built in the new Willowbank Park development in South Davis.

Commissioner Templeton mentioned the Soroptimist's biggest fundraiser of the year, Texas Hold 'Em Night, and the Beer and Wine Booth at the Farmer's Market, beginning on Wednesday night and running through October. She said the booth helps to support many local non-profits, including many CDBG applicants, and encouraged people to check it out.

**6. Business Items:**

**A. Staff Recommendations and Information- CDBG and HOME.**

Staffmember Foster reviewed the staff report and presented the staff recommendations for the 2014/2015 CDBG/HOME program year. She mentioned that although there were no definite numbers from HUD at the time of the meeting, there could be a one to two percent cut in the City allocation this year, since demand for the program has risen as budgets have become smaller. Amounts for the meeting were calculated at current fiscal year funding levels.

Following staff recommendations, Commissioner Wolf opened public comment on this item. Christi Skibbins, Executive Director of Elderly Nutrition Program/Meals on Wheels of Yolo County, gave an overview of her program, having missed the previous meeting for applicant presentations.

**B. CDBG and HOME Commission Deliberations.**

Staffmembers Foster and Heinig answered Commission questions. Afterwards, the Commissioners submitted their individual funding recommendations for compilation on an excel spreadsheet to determine the Commission's initial funding averages for each applicant.

**C. Commission Funding Recommendations- CDBG and HOME.**

The funding averages were projected on the screen for everyone to view. Commissioners then discussed their reasons for funding the various applicants. Commissioners made adjustments to their initial funding recommendations.

There was concern after the average funding amounts were calculated that the amount allocated to FARM Davis would be too small for the group to use the funds. Commissioner Templeton asked staff to contact FARM Davis to see if they would be able to use the \$5,000 allocation. She suggested if FARM Davis could not use the funding, the commission could have another plan to allocate the money. Commissioner Templeton then made a motion to recommend that Council approve the CDBG Public Service allocations as listed in Plan A, and to create a "Plan B" if FARM Davis does not accept the \$5,000. Commissioner Kalman requested to amend the motion, recommending if FARM Davis does not accept the \$5,000 directed to them, the Commission would revert to the staff recommendations as listed. Commissioner Wolf also requested to amend the motion, to ensure that the money allocated to FARM Davis could only be used to fund the farm manager position. Commissioner Templeton accepted both amendments. Commissioner Kalman accepted Commissioner Wolf's request. The motion passed 4-1-1 with Commissioner Wise voting no and Commissioner Toney abstaining.

**SOCIAL SERVICES COMMISSION RECOMMENDATIONS  
 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) –PUBLIC SERVICES**

**PLAN A**

<b>ORGANIZATION</b>	<b>COMMISSION RECOMMENDATION</b>
California Institute for Rural Studies	\$ 0
Center for Families	\$ 5,000
Citizens Who Care	\$ 5,000
CommuniCare Health Centers	\$ 9,833
Davis Community Meals - CWS	\$ 7,833
Davis Community Meals - SRC	\$ 12,353
<b>FARM Davis</b>	<b>\$ 5,000</b>
Northern Calif. Children's Therapy Center	\$ 5,333
People Resources-Elderly Nutrition Program	\$ 7,729
Sexual Assault & Domestic Violence	\$ 6,229
Short Term Emergency Aid Committee	\$ 7,562
Yolo Community Care Continuum	\$ 7,500
Yolo County Court Appointed Special Advocate Program	\$ 5,000
Yolo Family Service Agency	\$ 5,000
<b>Total Public Service</b>	<b>\$ 89,372</b>

**PLAN B**

<b>ORGANIZATION</b>	<b>COMMISSION RECOMMENDATION</b>
California Institute for Rural Studies	\$ 0
Center for Families	\$ 5,000
Citizens Who Care	\$ 5,000
CommuniCare Health Centers	\$ 12,000
Davis Community Meals - CWS	\$ 8,000
Davis Community Meals - SRC	\$ 14,372
<b>FARM Davis</b>	<b>\$ 0</b>
Northern Calif. Children's Therapy Center	\$ 5,000
People Resources-Elderly Nutrition Program	\$ 8,000
Sexual Assault & Domestic Violence	\$ 6,000
Short Term Emergency Aid Committee	\$ 8,000
Yolo Community Care Continuum	\$ 8,000
Yolo County Court Appointed Special Advocate Program	\$ 5,000
Yolo Family Service Agency	\$ 5,000
<b>Total Public Service</b>	<b>\$ 89,372</b>

Note: The recommended funding for each applicant is based on the average of the six Commissioner's individual recommendations. As such, many allocations end in unusual amounts.

The Commission next discussed the funding recommendations for both Public Facilities and for CDBG Administration. Following discussion, Commissioner Wise moved, seconded by Commissioner Mungas, to approve the staff recommendations as listed in the staff report (shown below) for both the Public Facilities and CDBG Administrative allocations. The motion passed unanimously.

**SOCIAL SERVICES COMMISSION RECOMMENDATIONS  
 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) –PUBLIC FACILITIES AND ADA  
 IMPROVEMENTS AND REPAIRS**

<b>ORGANIZATION</b>	<b>COMMISSION RECOMMENDATION</b>
City of Davis ADA Projects	\$ 425,000*
Community Housing Opportunities Corporation (CHOC) – Olive Court Rehabilitation	\$ 81,357
Solar Community Housing Association - Davis Abundance Project	\$ 7,104
<b>Total Public Facilities</b>	<b>\$513,461*</b>

\* Includes \$126,184 in prior year funding.

**SOCIAL SERVICES COMMISSION RECOMMENDATIONS  
 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) – ADMINISTRATION**

<b>ORGANIZATION</b>	<b>COMMISSION RECOMMENDATION</b>
City of Davis – Fair Housing	\$ 35,000
City of Davis – CDBG Program Administration	\$ 84,162
<b>Total CDBG Administration</b>	<b>\$119,162</b>

Next, the Commission discussed the funding recommendations for HOME projects and administration. Following discussion, Commissioner Templeton made a motion, seconded by Commissioner Kalman, to approve the staff recommendations for both the Housing and Administrative categories under HOME as noted below. The motion passed unanimously.

**SOCIAL SERVICES COMMISSION RECOMMENDATIONS  
 HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) – HOUSING PROJECTS**

<b>ORGANIZATION</b>	<b>COMMISSION RECOMMENDATION</b>
CHOC – Sterling Court, Rosa Parks, and Sojourner Truth Rehabilitation	\$ 286,991
CHOC – Olive Court Rehabilitation (HOME Funds)*	\$ 226,087
<b>Total Housing</b>	<b>\$ 513,078</b>

\* These funds come from \$226,087 in HOME money previously set-aside for the rehabilitation of aging affordable housing properties.

**SOCIAL SERVICES COMMISSION RECOMMENDATIONS  
HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) – ADMINISTRATION**

<b>ORGANIZATION</b>	<b>COMMISSION RECOMMENDATION</b>
City of Davis – HOME Program Administration	\$31,887
Total HOME Administration	\$31,887

In regards to the second staff recommendation, asking the Commission to approve submission of the funding awards as a one-year Action Plan to the Department of Housing and Urban Development (HUD), Commissioner Wolf made a motion, seconded by Commissioner Kalman, to approve submission of the above funding recommendations as a one-year Action Plan to the Department of Housing and Urban Development. The motion passed unanimously.

**D. Social Services Commission Work Plan 2014**

Staffmember Foster discussed upcoming meetings of the Social Services Commission, reminding commissioners of the upcoming Need Area discussions. She added new information that the Cannery developers would be addressing the commission in either April or May with the affordable rental housing plans of the new development.

Commissioner Wolf moved to make the meeting in July an on-call meeting, rather than a regular meeting, to create a two month recess for the commission unless important business called them back. The motion failed for lack of a second.

**7. Adjournment**

Commissioner Templeton made a motion to adjourn the meeting, seconded by Commissioner Kalman. The motion passed unanimously. The meeting ended at 8:52 p.m.

Respectively Submitted by,

Adrienne Heinig  
Administrative Aide