

SPECIAL MEETING OF THE
CULVER CITY
ADVISORY COMMITTEE ON
HOUSING AND HOMELESSNESS
CULVER CITY, CALIFORNIA

January 13, 2026
7:00 p.m.

Call to Order & Roll Call

The special meeting of the Culver City Advisory Committee on Housing and Homelessness was called to order at 7:05 p.m. in the Patio Room.

Present: Jonathon Dilworth, Chair
Dana Sayles, Vice Chair
Khin Khin Gyi, Committee Member
Amberly Washington, Committee Member
Patrick Godinez, Committee Member
Patrick Spease, Committee Member
Shane Henson, Committee Member

Staff: Mark Muenzer, Planning Director and Housing and Human Services Director
Dr. Dan Richardson, Human Services and Crisis Intervention Division Manager
Christina Stoffers, Project Manager
Robert Parga, Management Analyst
Leonni Price, Clerk

Robert Parga, Management Analyst, noted that there were two vacant seats on the Committee.

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Pledge of Allegiance

Meeting attendees recited the Pledge of Allegiance.

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The following item was considered out of order.

Presentations

Item P-1

Presentation by Henrissa Bassey, Directing Attorney and Amy Williams, Associate Vice President of Housing Justice (via phone) of Bet Tzedek on the Eviction Protections Program

Henrissa Bassey, Bet Tzedek, provided background on services provided to Culver City tenants; discussed the Preventing and Ending Homelessness Project; legal services to prevent housing insecurity focused on Culver City residents and tenants; the dedicated intake line and email, specific phone number, and email address for Culver City residents with housing issues that provide a direct connection to their team; eviction prevention; legal assistance for issues that occur before a lawsuit is filed; illegal rent increases; necessary repairs not being made; requests for reasonable accommodations for persons with disabilities; eviction defense; items imposed by the court; agreement violations; quick-moving timelines that the tenant needs to abide by; helping tenants understand the eviction process; navigating quick deadlines; filing and serving legal documents; responding to requests for information; sanctions for lack of response; negotiating settlements; representation at trials and hearings; the fact that 90% of landlords in court have attorneys, while only about 10% of tenants do; tenants who unknowingly sign an agreement they cannot abide by; difficulty finding housing if there is an eviction on your record; the importance of legal representation; knowledge of deadlines imposed by the Santa Monica courthouse where Culver City cases are sent; and she indicated that they provide housing clinics specializing in one-on-one legal assistance every week with slots for both appointments and drop-ins.

Discussion ensued between staff and Committee Members regarding Culver City regulations governing rent caps and illegal rent increases of more than one increase within a 12 month time frame; harassment or non-compliance for repairs; filing of petitions; housing workshops; the partnership with Better Angels; Grace Lutheran Church; Community Resource Saturdays; funding; the one-on-one clinic; most common issues; an instance where Bet Tzedek helped with a transitional housing issue and voucher retention; disability; reasonable accommodation; the Housing Authority; discovery; evidence; rent ledgers; statistics regarding average number of people served by the program; ways to reach out to receive

assistance; partnerships with local and community based organizations; and tenant referrals.

Additional discussion ensued between staff and Committee Members regarding the importance of rental assistance in certain eviction cases; funding for the eviction defense program; assistance that is provided and not provided by the self-help desk at Santa Monica court house; discontinuation of funding by the county for unhoused legal representation; alternate funding for Bet Tzedek that is set to expire in a year; benefits of attaching a social worker to the team; and assistance with resource navigation.

Amy Williams, Associate Vice President of Housing Justice, reported that they have a social worker in San Diego and would love to expand that offering to housing work and legal aid.

Further discussion ensued between staff and Committee Members regarding Prohousing Incentive Program (PIP) funds; demand for services; additional attorneys that would allow the program to offer a wider array of services and additional one-on-one support; the definition of eviction; the complicated and often hostile process; the importance of having legal representation; statistics reflecting the vast majority of people represented as below 80% AMI (Annual Median Income), despite services being open to everyone regardless of income; and appreciation for the presentation.

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Public Comment for Items NOT on the Agenda

Chair Dilworth invited public

The following members of the public addressed the Committee:

Bronwyn Jamrock, Boy Scout Troop 113 counselor, discussed the three scout troops in Culver City; the Citizenship in the Community merit badge required to attain Eagle Scout status; the importance of understanding how local communities are run; and unanimous scout interest expressed about issues related to housing costs and homelessness.

Chair Dilworth discussed procedures for making public comment.

August, Boy Scout Troop 113, questioned whether it was more optimal to build high-density, cheaper housing by extending an existing building or by building on a bare plot.

Member Sayles noted that adding on to a building or starting from scratch depended on the specific property; she discussed different scenarios; efficiency; the intent of the typical housing developer to maximize the number of units which often involves demolition and rebuilding; the job of the Committee to encourage the most amount of affordable housing units; and unique opportunities available.

Discussion ensued between Committee Members regarding the feeling that demolition and reconstruction is easier for developers as most older buildings in Los Angeles are not up to current building codes; seismic engineering; ADA (Americans with Disabilities Act) compliance; things that are now taken for granted; and providing equity.

Miles Mulligan, Boy Scout Troop 113, asked about pathways that lead people to homelessness in Culver City and strategies in place to address them.

Discussion ensued between staff and Committee Members regarding the requirement that at least one ACOHH Member be experiencing homelessness or have experienced homelessness in the past; lack of a single reason why people become homeless; looking at each individual on a case by case basis; complex and varied causes of homelessness including emotional, physical, addiction, childhood trauma, cost of living, and lack of resources; strategies in Culver City that include The Bet Tzedek eviction defense team, The Mobile Crisis Team (MCT), interim housing, investment in shelter programs, and Project Home Key; revision of the 2018 Homeless Plan; and Culver City as a leader in the region in helping homeless individuals find housing and get back in the workforce.

Member Godinez discussed his experience being homeless and the difficulty of fighting to get back up.

Townes, Boy Scout Troop 113, questioned how a homeless person could get a job.

Discussion ensued between staff and Committee Members regarding the need to secure essential documents, including identification and a social security card; the need for a stable place to live; interim housing; ensuring a place to

eat, sleep, shower, receive mail, and be connected to the right resources; certain jobs that specifically hire the unhoused; different levels of acute need; people who need institutional help; and the focus on stopping the cycle and providing affordable housing for people.

Dan Richardson, Human Services and Crisis Intervention Division Manager, discussed function of the Mobile Crisis Team (MCT); providing an alternative to aid at-risk unhoused people in immediate crisis rather than calling the police; steering people out of dangerous situations; mental illness being a major contributing factor to homelessness; failure as a society to provide treatment; institutions that were eliminated over the years; the need for more mental health treatment for the most vulnerable; and those who need help navigating through life.

Discussion ensued between staff and Committee Members regarding different levels of homelessness; monthly ACOHH meetings; and efforts to raise funding to develop programs.

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Receipt of Correspondence

None.

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Consent Calendar

Item C-1

Approval of Minutes for the Regular Advisory Committee on Housing and Homelessness Meeting on December 16, 2025

Discussion ensued between staff and Committee Members regarding the reference to updating the dashboard in the minutes; total costs; and issues to bring up to IT (Information Technology) that updates were not finished.

MOVED BY MEMBER HENSON AND SECONDED BY MEMBER GODINEZ THAT THE ADVISORY COMMITTEE ON HOUSING AND HOMELESSNESS APPROVE THE MINUTES FOR THE REGULAR MEETING OF DECEMBER 16, 2025.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: DILWORTH, GODINEZ, GYI, HENSON, WASHINGTON
NOES: NONE
ABSTAIN: SAYLES, SPEASE

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Order of the Agenda

Item P-1 was heard after the Pledge of Allegiance and Items from Members/Staff was heard before Item A-1.

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Items from Members/Staff

Discussion ensued between staff and Committee Members regarding scheduling the joint meeting and the date for the final presentation of the Homeless Plan.

Responding to inquiry, Christina Stoffers, Project Manager, reported that Jennifer Cree Swan and Associates was scheduled to present to the ACOHH at the March 17 meeting to discuss the community input process, and she indicated working with the City Clerk on scheduling a joint City Council meeting in May.

Additional discussion ensued between staff and Committee Members regarding a suggestion to combine the ACOHH meeting and the Standing Housing and Homelessness Subcommittee (SHHS) meetings; the intent to present to the ACOHH on March 17 and incorporate feedback from that meeting into the presentation made at the SHHS meeting scheduled for March 25; and staff agreed to provide an email follow up with ACOHH Members on the presentation schedule for the next 6 months.

Further discussion ensued between staff and Committee Members regarding the 2026 Homeless Count scheduled for January 22 at 7:00 p.m.; the special teams count at 5:00 a.m. handled by the MCT; and Subcommittee Member training.

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Staff update on Keyser Marston Analysis of PIP Grant Allocations

Discussion ensued between staff and Committee Members regarding the Prohousing designation application; work with the consultants to create an analysis to decide the best use of PIP funding if awarded; program areas: presentation of the analysis at the next meeting for review before finalization of the grant application strategy; program implementation; and the proposal.

Christina Stoffers, Project Manager, discussed best use of funding; information going through the SHHS; potential use of Bet Tzedek; direction to explore possible use of funding; areas to study; and work with the consultants on how to best utilize the grant.

Discussion ensued between staff and Committee Members regarding the special SHHS meeting in February; the Homeless Emergency Update planned for the February 10 ACOHH meeting; and planned review of the Homeless Count, program information, and quarterly update presentations by Upward Bound House, Exodus Recovery, and Urban Alchemy.

Additional discussion ensued between staff and Committee Members regarding a suggestion to defer service provider presentations to another time and move up the Finance Committee 2025-2026 budget presentation to happen before quarterly budgets are decided; support for having the ability to shift money around; status of the budget already approved; clarification that the budget information would not be available before the presentation planned for the April meeting; provider information available on the dashboard vs. context provided with a presentation; examination of the historical budget in preparation for the April meeting; lack of a presentation to the ACOHH on the Jubilo Village project; and a request for a presentation on the 100% affordable WHCHC (West Hollywood Community Housing Corporation) gun shop project.

Christina Stoffers, Project Manager, clarified items planned for the February 10 meeting including the emergency homeless update, the quarterly service provider update, and a presentation on PIP grant funding options.

Discussion ensued between staff and Committee Members regarding ensuring a recommendation by the ACOHH is made before the PIP application deadline on March 31; the ability to hold a special meeting; Committee agreement to reschedule the service provider updates to allow time to consider the PIP grant; the planned joint meeting with the City Council; and agreement that the March meeting include service provider updates with the Planning and Development presentation; and agendizing direction on what the Committee wants to see in the quarterly reports.

THE ADVISORY COMMITTEE ON HOUSING AND HOMELESSNESS UNANIMOUSLY PASSED A MOTION TO AGENDIZE MAKING A FORMAL RECOMMENDATION ON WHAT SHOULD BE ALLOCATED TOWARD PIP GRANTS FOR THE FEBRUARY ACOHH MEETING AND WHAT THE ACOHH WOULD LIKE TO SEE IN THE QUARTERLY UPDATES FROM SERVICE PROVIDERS AT THE MARCH MEETING.

Discussion ensued between staff and Committee Members regarding the bylaws; historical precedent for biannual updates rather than quarterly updates with service providers staggered; a suggestion for a review of the previous year in January or February with a six month check in after that; the Emergency Declaration that requires quarterly reports to the City Council; expanded services; and advance calendar review for each meeting.

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Public Comment - Items NOT on the Agenda (Continued)

None.

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Items from Advisory Committee on Housing and Homelessness Members/Staff

None.

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Adjournment

There being no further business, at 8:43 p.m. the Culver City Advisory Committee on Housing and Homelessness adjourned to a special meeting to be held on February 10, 2026.

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MARK MUENZER

SECRETARY of the Culver City Advisory Committee on Housing
and Homelessness, Culver City, California

APPROVED

Jonathon Dilworth

CHAIR of the Advisory Committee on Housing and
Homelessness, Culver City, California

I declare under penalty of perjury under the laws of the State of California that, on the date below written, these minutes were filed in the Office of the City Clerk, Culver City, California and constitute the Official Minutes of said meeting.

Jeremy Bocchino
CITY CLERK

Date