

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

November 18, 2025  
7:00 p.m.

**Call to Order & Roll Call**

The regular meeting of the Culver City Advisory Committee on Housing and Homelessness was called to order at 7:00 p.m. in the Patio Room.

Present: Jonathon Dilworth, Chair  
Dana Sayles, Vice Chair\*  
Robert Gagnier, Committee Member  
Patrick Godinez, Committee Member  
Khin Khin Gyi, Committee Member  
Shane Henson, Committee Member  
Patrick Spease, Committee Member

\*Vice Chair Sayles exited the meeting at 8:19 p.m.

Absent: Amberly Washington, Committee Member

Staff: Tevis Barnes, Housing and Human Services Director  
Mark Muenzer, Planning and Development Director  
Dr. Dan Richardson, Human Services and Crisis  
Intervention Division Manager  
Brenda Diaz, Housing Assistant  
Robert Parga, Management Analyst

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**Pledge of Allegiance**

Chair Dilworth led the Pledge of Allegiance.

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**Public Comment for Items NOT on the Agenda**

Brenda Diaz, Housing Assistant, clarified that no requests to make public comment had been received.

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**Presentation**

Item P-1

**Presentation of Homeless Plan Update Implementation Schedules, Scope of Work and Public Outreach Strategy by Jennifer Cree Swan & Associates**

Jennifer Swan, Jennifer Cree Swan & Associates, provided background on the organization and an update on the Homeless Plan; thanked staff for their assistance; discussed work with other cities; project deliverables; project timeline; implementation schedules; development of an asset map; scope of work; public outreach strategy; identification of current priorities; addressing key issues moving forward; and she provided her contact information.

Discussion ensued between Ms. Swan, staff, and Committee Members regarding asset maps; direction from City staff regarding collaboration; involvement of the Standing Housing and Homelessness Subcommittee (SHHS) of the City Council in the process; controversy around affordable housing; the Affordable Housing Toolkit; affordable housing attached to different populations; keeping people who work in the city in the city; essential workers; staff agreement to share the video of the March 10 meeting where direction on the Homeless Plan was given; alignment of local priorities with available funding at the federal, state, and private levels; private funding sources; support for interim and permanent housing options, prevention, and supportive services; prioritization over the next cycle; supportive housing; the relatively small homeless population; peripheral impact from Los Angeles; and looking at how to serve people.

Additional discussion ensued between Ms. Swan, staff, and Committee Members regarding focus groups; stakeholder engagement meetings; scheduling; initiation of a meeting with the SHHS; ACOHH Members who attend SHHS meetings as members of the public; the feeling that the ACOHH and the SHHS should be more integrated; potential changes to subcommittee assignments in January; layoffs at HUD (Housing and Urban Development); threats to funding; looking to other resources than the federal government; stipulations with accepting government money related to DEI (Diversity, Equity and

Inclusion) and immigration enforcement; examination of other funding options; focusing on planning and development; very-low income units; success of the last Homeless Plan; and the ability for Committee Members to communicate with Ms. Swan via Culver City email.

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Item P-2

**Presentation on Prohousing Designation by the Planning and Development Department**

Mark Muenzer, Planning and Development Director, introduced the item and noted that he would be serving as the Interim Housing and Human Services Director beginning on January 1, 2026.

Lauren Wren, Associate Planner, provided a presentation on the Prohousing Designation; discussed purpose and process; the timeline; outreach; the Prohousing Incentive Program (PIP) grant; different rounds; scoring; comparison with other jurisdictions applying; and specific use of monies.

Discussion ensued between staff and Committee Members regarding clarification that HCD runs the program; plans for funding if received; the ability for the ACOHH to be one of the bodies proposing what the funds could be used for; providing a recommendation to the SHHS; scoring; the process; ranking; timeline for use of funds; incentives; and points awarded for existing City programs.

Additional discussion ensued between staff and Committee Members regarding appreciation for the work done; continued conversation with HCD; clarification that while the application looked good, there was not a guarantee that Culver City would receive the Prohousing designation; concern with having the conversation about recommended projects prematurely; the ability to consider categories of interest; the short window of time to identify use of funding; competitiveness; the need to have projects ready to go; prior rounds; housing trust funds; and matching funds.

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**Action Items**

Item A-1

**1) Discuss and recommend eligible uses and activities under a Prohousing Designation; and 2) Discuss and recommend grant funding opportunities under the Prohousing designation**

Discussion ensued between staff and Committee Members regarding money received under the Rental Protection Homeless Prevention Program; designating a local Culver City housing trust fund; use of most of the Low and Moderate Income Housing Asset Fund to help fund Jubilo Village; ACOHH consideration of where to allocate funds; categories where points are awarded; Measure A; preservation and production of housing; pass-through monies; creation of a trust fund to collect monies; and use of the award by other jurisdictions.

Additional discussion ensued between staff and Committee Members regarding success with policies to promote the creation of housing; difficulty protecting tenants; keeping existing housing stock affordable and livable; support for creation of programs that prevent displacement of those living in Culver City; protecting existing housing stock; the promise that the Gun Store would not request additional funding; a new pool of rental assistance funding available; the annual Homeless Count; people with higher incomes falling into homelessness; allocation of monies for rental assistance and cash aid; utility bills; implementation of proposed changes; one-time grants to help people get caught up; rental assistance; examination of providing deeper subsidies for a longer period of time; support for those with issues related to immigration enforcement, fires, or unlawful retainers; money budgeted under Housing Protection; broad categories used by the Finance Department; effective use of funds; rental assistance; rehabilitation assistance to help stabilize and preserve older housing stock to prevent displacement; providing incentives for landlords to maintain their properties and keep people in their homes; electrical panel housing upgrades; impact of the price of utilities on everyday life; increased operational costs; the previous Neighborhood Preservation Program that provided grants to property owners for upgrades with requirements to keep rents low for a certain number of years and take on a Section 8 tenant; a rental assistance program for those who live and work in Culver City; providing support for the missing middle; bringing back

redevelopment programs that were lost; non-traditional covenants; and monitoring.

Further discussion ensued between staff and Committee Members regarding ministerial approval of projects; retention of renters; projects already in process; non-discretionary approvals; the small amount of money available; the Redevelopment Agency Rental Assistance Program that is winding down; providing support for legal assistance vs. providing rental assistance; identifying high impact sources of funding; move-in assistance; people who do not want to move out of the area; Rapid Rehousing; Section 8; time-limited subsidies; master leasing; cities in rural areas building actual housing and acting as landlords to sustain a local workforce; and the Housing Authority.

Vice Chair Sayles exited the meeting.

Discussion ensued between staff and Committee Members regarding consideration of the Neighborhood Preservation Program, Rental Assistance Program, a move-in assistance program to help with deposits, a deep rental assistance program, moving interim housing to permanent housing, and a master leasing program; the need to choose several topics to focus on; communication with the SHHS about agreed upon priorities; a suggestion to consider a recommendation at a future meeting; the biannual report to the City Council; the Homeless Count; complaints of deferred maintenance being received as part of rent control; collaboration with BAE Urban Economics; examination of costs of a one year master lease program and a move-in assistance program; providing assistance for security deposits; data from the previous Neighborhood Preservation Program; understanding current programs and what is being done with Measure A funding; affordable housing income levels; and a request for a cost breakdown for the proposed programs.

Member Godinez noted that he might need to abstain from the vote in case the item could benefit him.

MOVED BY MEMBER HENSON AND SECONDED BY CHAIR DILWORTH THAT THE ADVISORY COMMITTEE ON HOUSING AND HOMELESSNESS DIRECT STAFF TO RETURN WITH INFORMATION AND A COST BREAKDOWN FOR THE FOLLOWING PROGRAMS: THE NEIGHBORHOOD PRESERVATION PROGRAM, THE RENTAL ASSISTANCE PROGRAM, A MOVE IN-ASSISTANCE PROGRAM, AND PROVIDE COST ESTIMATES FOR A ONE YEAR MASTER LEASE FOR A ONE BEDROOM UNIT.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: DILWORTH, GYI, HENSEN, SPEASE  
NOES: NONE  
ABSENT: GAGNIER, SAYLES, WASHINGTON  
ABSTAIN: GODINEZ

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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 October 21, 2025**

MOVED BY MEMBER HENSON AND SECONDED BY MEMBER SPEASE THAT THE  
ADVISORY COMMITTEE ON HOUSING AND HOMELESSNESS APPROVE THE  
MINUTES FOR THE REGULAR MEETING OF OCTOBER 21, 2025.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Member Godinez indicated that he had abstained due to  
confusion about an item in the minutes.

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**Order of the Agenda**

Item A-1 was considered after the presentations.

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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**

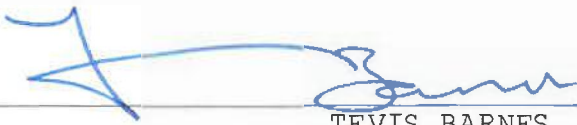
Discussion ensued between staff and Committee Members regarding date of the next meeting; the holiday party; potential agenda items; homeless individuals who come into Culver City to sleep as they know there are police patrols; the Homeless Count; and agreement to convene a Homeless Count Subcommittee meeting prior to the next scheduled ACOHH meeting.

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**Adjournment**

There being no further business, at 8:48 p.m., the Culver City Advisory Committee on Housing and Homelessness adjourned to a meeting to be held on December 16, 2025.

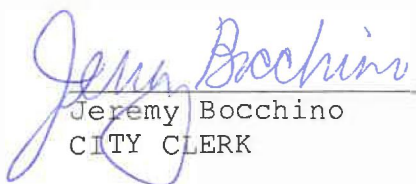
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X  12/14/25  
\_\_\_\_\_  
TEVIS BARNES  
SECRETARY of the Culver City Advisory Committee on Housing  
and Homelessness, Culver City, California

APPROVED

X  \_\_\_\_\_  
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

12/29/2025  
\_\_\_\_\_  
Date