

**NCWP Board Meeting
DRAFT MINUTES**

Submitted by: Theresa Torrance

Tuesday, February 3, 2026 – 6:30 p.m.
@ CD11 Community Room
7166 Manchester Ave., Los Angeles 90045

Present: Jack Hughes, Tabitha Butler, Tracy Conyers, Steve Donell, Joshua Francis, Thomas Flintoft, Al Hernandez, Jennifer Kingshott, John Logsdon, Chip Mallek, Dennis Miller, Fred Puza, Alexandra Reynolds, Julie Ross, Theresa Torrance, David Voss, Garrett Smith, Sarah Howard, Debra Huston

Absent: Matt Lipschutz, Kevin O'Brien, Jessica Lesley

Excused: Paula Gerez, Geoff Maleman, Julie Zaller, Gregg Aniolek, Casey Yeazel, Dan Mohler

1. Call to Order @ 6:36pm by Steve Donnell

2. Salute the Flag

3. Introductions

4. Consent Calendar: *(The following items will be treated as one item and enacted with one vote unless a Board member or a stakeholder requests that an item be placed on the Discussion Calendar.)*

1. Approval of Minutes of January 2026 Board meeting
2. Receive, approve and file the Treasurer's Report and MER for October 2025 November 2025 and December 2025
3. Motion to approve the transmittal of the Community survey results to CD11 and the City Planning Department.
4. Motion to approve Community Impact Statement to [Council File CF 25-0002-S19](#) and Council District 11 to include the following:
 1. Immediate removal of all SB 79 placeholder references from the WPDR Community Plan Update.
 2. Replacement of all affected parcels with the specific zoning classifications promised to the community, including maintaining Single-Family (R1) parcels as R1 and preserving R2 zoning where previously committed, ensuring that the City's New Zoning Code (Chapter 1A) is applied transparently to every parcel.
 3. Affirmation that SB 79 will not be codified, referenced, or embedded within the WPDR CPU, consistent with how other state legislation is treated in the Community Plan.
5. Motion to approve [WRAC Motion](#) Refers to [City Council file 25-1484](#)
 1. NCWP, a member of the Westside Regional Alliance of Councils (WRAC), supports CF 25-1484 which seeks to regulate sober living density in Los Angeles. Currently homeowners and residents in the Del Rey neighborhood of CD 11 and beyond are experiencing the effects of a documented pattern of owners/developers over-developing properties intended as "senior living" and then filing a change of use and converting them to un-regulated sober living homes with between 22 and 48 residents. Repeated requests by the community to abide by "good neighbor norms" have gone unaddressed. Prior communities in CD 11, CD 5 and other areas citywide have also experienced issues with sober living over-concentration in residential neighborhoods and have supported previous efforts to regulate sober living density in Los Angeles. Research and findings from prior communities who have experienced

these conditions demonstrate that the best way to resolve many of the problems now stemming from these largely unregulated sober living facilities is by establishing minimum spacing requirements between facilities and to create thresholds based on facility size, modeled on the Costa Mesa ordinance upheld by the courts. The motion in CF 25-1484 seeks to allow the City to preserve the benefits of recovery housing while avoiding the drawbacks of excessive clustering.

Highlighted items were called Special and discussed as part of the Discussion Calendar.

M/S Kingshott/Howard to approve the Consent Calendar. Motion passes unanimously (18-0). (AYES: Hughes, Butler, Conyers, Donell, Flintoft, Hernandez, Kingshott, Torrance, Logsdon, Mallek, Miller, Huston, Reynolds, Ross, Smith, Voss, Howard. Francis and Puza abstaining.)

Members Lesley and Voss arrived and joined the board at the dais

5. Announcements from Governmental Representative (limit to 3 minutes please)

1. **Trey Grogan** of Councilwoman Traci Park's Office. Donell reported on behalf of Trey who was not able to be at the meeting. Public Safety ● Fatal Accident at Pershing & Manchester ○ Councilwoman was on the ground ○ We requested and received traffic incident reports for last 5 years from LAPD ○ Submitted this to DOT and are scheduling meeting to discuss options for safety enhancements ○ On this topic, there are several traffic/pedestrian safety enhancements currently in the works, including: ■ A pedestrian beacon at Pershing Dr and Rees St. (construction this month) ■ A pedestrian beacon at Culver Blvd and Earldom Ave (construction in March) ■ Traffic Signal Modification (Rest-in-Red operation that purposefully defaults lights to red to slow oncoming traffic) along La Tijera Bl. at 78th and 79th (construction in June) ● ALPRs ○ All 40 ALPRs have been installed across the district, including 10 within the WPDR NC Area ○ Waiting on final details from LAPD, but it is reported that one of these in Westchester helped LAPD apprehend a homicide suspect ● Coyotes ○ In response to the NC motion, we are looking into options for long-term solutions to this issue. Currently, there are state laws that prevent coyote relocation and the city does not have an existing mitigation plan, as you likely know. ○ In the meantime, we are coordinating an informational session with Fish & Wildlife that we will invite the community to, and we are working on securing noise makers to provide residents as a deterrent measure. Homelessness ● Point-in-time ○ This year's PIT count happened a couple of weeks ago. We expect updated numbers this summer. ○ Reminder that we saw a 60% decrease in unsheltered homelessness and a 40% decrease in RVs in the WPDR area in the last count. ● 41.18s ○ Approved & awaiting signage installation ■ Bristol Farms area ■ Alley behind Yum Yum Donuts/Roberts Market (5700-5900 Manchester Ave) ○ Additional areas pending ■ Downtown Westchester (Around Ralph's, Del Taco) ● Westchester Park ○ Pool Lot Task Force ■ We are coordinating an additional "Pool Lot Task Force" with Park Rangers, LAPD, and DOT to address vehicles parked illegally in the pool parking lot at Westchester Park ■ Worked with The Rec Center Director to establish a protocol for their staff to lock the pool bathrooms. If staff do encounter transients in the bathrooms, they are instructed to call LAPD to report it so it can be addressed. Community Improvements ● Sand barrier installation in Playa Del Rey along Pacific Ave ○ Our office provided funding and worked with departments to install sand barriers to prevent erosion and improve mobility for residents along Pacific Ave ● Jefferson Blvd Bike Lane progress ○ Our motion instructing DOT and the Bureau of Engineering to encumber funds and contract the work passed at the end of 2025 ○ I am in contact with BOE who is scheduling the work to install K rails along Jefferson Blvd to extend a bike lane down Jefferson ○ We are working with the Dept of Cultural Affairs on an RFP to paint a mural here within the next few months
2. **Janet Turner** of Congressman Ted Lieu's Office spoke re: Ted Lieu's co-sponsorship of HR2928 re: mortgage forbearance. Reps. Judy Chu (CA-28) and Brad Sherman (CA-32) introduced H.R. 2928, the [Mortgage Relief for Disaster Survivors Act](#), which would provide homeowners in presidentially declared disaster areas who have a federally backed mortgage with 180 days of mortgage forbearance, with the option of extending for an additional 180 days and without any

penalties, fees, or additional interest accruing. While present law allows for a significant amount of variance across federal mortgage providers to provide relief, this legislation would standardize a baseline of mortgage relief for survivors of any federally declared disaster all across the country. In response to the COVID-19 pandemic, the bipartisan *CARES Act*, which was signed into law by President Trump in 2020 and which received near unanimous support in both the House and Senate, provided 180 days of mortgage forbearance, with the option of extending for an additional 180 days, for all homeowners with federally backed mortgages. The *Mortgage Relief for Disaster Survivors Act* is modeled after the mortgage forbearance provisions of that bipartisan law.

3. **Steve Donell** called up **Mike Newhouse**, who requested public comment on non agenda items. Newhouse is running for Assemblyman (senate List. 24) and spoke about his efforts and goals regarding public safety, homeless crisis and environmental issues.

6. Announcements from Board Members

1. **Josh Francis** of the Park Advisory Committee reported that Winterfest was a huge success for Westchester Park and provided the attached presentations on LAX traffic
2. **Julie Ross** announced the NCWP survey results were in and attached to agenda. There were over 700 respondents and she encouraged everyone on the board to review results.
3. **Fred Puza** provided the following report:
Bluff mitigation project – LMU is in design for the lower Cabora Road fissure. The stabilization effort at the Letter location is near completion. Grading has been completed and signed off for the city, irrigation has been installed, landscaping to commence shortly (weather delays). Letter design is in progress and structural reviews are being conducted with consultants at this time. Remaining bluff areas are under assessment with a geologist and the university is working on a combination of efforts for landscaping replacement to remove the ice plant. Weather is delaying these efforts and will not likely commence until late spring/early summer. Considering this is a large area, this is a multi-phase approach that will be conducted over the next few years.

The university is aware that the fountain at the LMU Drive entrance isn't working and is working on it. There is no timeline at this time.

Rock, Roll, and Run for Education - A community-wide 5K and 1K at LMU featuring family activities, live music, and an after-race expo, raising funds for local schools while promoting health and wellness.

This February, the LMU Bellarmine College of Liberal Arts is presenting a month-long series of events examining the 250th anniversary of the Declaration of Independence—its legacy, its contradictions, and its continued relevancs

4. **Tabitha Butler** announced that a Sign Up Genius is forthcoming to board members for signing up for the Rock and roll Run next month and future events where we need NC volunteers to represent the NCWP
5. **Steve Donell** (advised that at the upcoming Planning and Land use committee meeting there will be a Presentation for the Hertz site redevelopment and In & Out is proposing a new location

7. Presentations

Presentation by **Evelyn Quintanilla, David Kim, Denise Campos, Jayne Lu.** of LAWA regarding the Sign District Amendment for the LAX Gateway project:

Evelyn Quintanilla from LAWA gave presentation about the Sign District Amendment, which included new updated signage in and on airport grounds as well as digital signage on the old control tower. The signage on the control tower will contain various art from local (and other) artists as well as community events, such as the Olympics and also the old, original tower.

Questions from board members:

Hernandez asked if it would include advertising and Evelyn said that the agreement includes NO advertising

Howard asked if they had a map of signage location. Evelyn advised signage is all inside airport grounds.

Ross asked for an example of cultural or other events signage and Evelyn said she did not really have but something like for the olympics, which are taking place in LA in 2028.

Torrance asked if the timeline for entire Gateway project, to include pylons, will be complete by the Olympics and David Kim said the signage is projected to be done before the Olympics and although they are hoping the pylons will be complete by then, it may be partially complete.

Miller asked about the brightness of the display on the control tower and Denise Campos advised that there are regulations, including that it dims at sundown and then dims more as it gets later.

Public comment on this agenda item:

Don Duckworth of the Westchester Town Center BID spoke in favor of the LAWA Sign District Amendment for the LAX Gateway

Donell asked if there was a motion to approve the Sign district Amendment for the LAX Gateway project

M/S Torrance/Kingshott to Motion to approve the LAWA sign district Amendment. Motion passes (16-0). (AYES: Hughes, Butler, Conyers, Donell, Flintoft, Hernandez, Kingshott, Torrance, Logsdon, Mallek, Huston, Reynolds, Ross, Smith, Voss, Howard. Francis, Miller and Puza abstaining.)

Debra Huston, Tracy Thrower Conyers and Tom Flintoft left the meeting

8. Discussion Calendar and related Public comment

Board discussion with **Joshua Francis**, LAWA Director of Community Relations regarding the lack of traffic enforcement during the holidays this last year and to identify why it occurred, to provide an update as to what plans will be instituted to ensure that it does not happen in the future as well as general updates regarding traffic, mitigation, and better community awareness issues.

Kingshott asked if board members could at some point, get a tour of new updates and Josh said yes; she then asked if some of the signage that prohibits people from turning left could be removed as it would free up traffic. She also asked if eventually people could pick up again at the inside ring of the arrival area and Josh said there are no plans for that

Ross said she wanted a report on what went wrong at the holidays and felt Josh did not provide that information. This is the information she wants

Howard asked if they will have traffic staff working for the upcoming spring break holiday and Josh confirmed yes

Miller asked about the cell phone waiting lot and said it has no amenities. Josh advised that the new cell lots will have more amenities including bathrooms

Miller asked about access to skylink ramp for the handicapped and Josh assured him that it was ADA compliant

Mallek asked if LDOT is the issue with traffic problem from holidays or LAWA? He also is not seeing much management of ride share companies that are in the CTA

Hernandez suggested NC gets all parties involved together to present to the NCWP to discuss what happened at the holidays and how to best avoid it in the future

Butler asked when LAXit is closing and Josh said not until Skylink train opens

Butler suggested LAWA offer incentives to use Skylink to get people to take it as opposed to driving

Reynolds brought up people going to LAX and stealing luggage and other theft and asked what LAWA is doing to deter. Josh will get back to her on that

Ross proposed that Josh bring presentation to the Airport Committee

Smith asked Josh about the Agreement of Memorandum with LDOT and asked Josh to send to him

Following both presentations, **Donell** asked if there was a motion to approve the Sign district Amendment for the LAX Gateway project

M/S Torrance/Kingshott to Motion to approve the LAWA sign district Amendment. Motion passes (13-0). (AYES: Hughes, Butler, Donell, Hernandez, Kingshott, Torrance, Logsdon, Mallek, Reynolds, Ross, Smith, Voss, Howard. Francis, Miller and Puza abstaining.)

Items 1 and 2 from Consent Calendar called special by **Torrance**:

Torrance pulled 4.1 from Consent (January meeting minutes) to make the following corrections, which she will send to Geoff to include:

1. Smith was not at the meeting (he was excused);
2. Voss and Jessica came late (after consent calendar - I don't have the time and Alex didn't note so just put 7pm);
3. in Item 6.1 correction to Dan's last name, which is "Mohler"
4. Item 8 (Discussion calendar)-Item 4.4 that had been pulled from the consent calendar for the NPG request from Beautify LA was actually NOT approved. It was pulled because the applicant needs to get the application approved from Park and Rec so the NPG request was deferred.

M/S Kingshot/Miller Motion to approve corrections to the January meeting minutes. Motion passes (16-0). (AYES: Hughes, Butler, Donell, , Hernandez, Kingshott, Torrance, Logsdon, Mallek, Reynolds, Ross, Smith, Voss, Howard. Francis, and Puza abstaining.)

Torrance pulled and struck 4.2 from Consent Calendar as the October and November MERs were approved at the January meeting and the December MER can not be generated due to an outstanding CC charge and will be deferred to the March meeting.

Howard asked who will actually upload the CIS that was approved in Consent Calendar. Chip mentioned he would be happy to do it. Steve and Theresa advised that we would discuss with Paula as there is a limit on access for this but we should have more than one person who can do this. Typically it is Paula.

9. Public Comment – non-agenda items *(limited to 1 minute per speaker unless otherwise declared by the*

President or presiding director. Public comment on agenda items will be called as each agenda item is brought forward.)

Taji Henderson spoke in support of the LAWA Signage Gateway project

Treva Miller asked for LAWA to make improvements to the LAX cell phone lots

10. Committee Reports- No committee reports

11. Adjourn – Vice President Donell adjourned the meeting at 8:40 p.m.

Next Meeting Date: 03/03/2026 6:30 pm