



**CITY OF LOS ANGELES**  
**EAST HOLLYWOOD NEIGHBORHOOD**  
**COUNCIL**

**Special Governing Board Agenda**



**KAREN BASS – MAYOR**

**EAST HOLLYWOOD**  
**NEIGHBORHOOD COUNCIL**  
**CERTIFIED COUNCIL # 91**  
**APRIL 19, 2007**

**Monday, November 17, 2025**  
**7:00PM**

**GOVERNING BOARD OFFICERS**  
Christopher Martinez - President  
Colter Carlisle - Vice President  
Mike Sadler - Treasurer  
Joshua Kirchmer - Corresponding  
Treasurer  
James Bennett - Corresponding Secretary  
Peter Valdez - Recording Secretary

**P.O BOX 292359**  
**LOS ANGELES, CA 90029**

**Meeting Location**

**GOVERNING BOARD MEMBERS**

Doug Haines  
Jennifer Lee  
Rosie Echeverria  
Matthew Fontana  
Jillian Schultz  
Jeff Zarrinam  
Jack Symington

ehnc@easthollywood.net  
[www.EastHollywood.net](http://www.EastHollywood.net)  
IG: @easthollywoodnc  
Facebook: @easthollywoodnc  
Twitter: @easthollywoodnc

**Via ZOOM**

<https://zoom.us/j/92805658816>

**Via Phone: (669) 900-6833**

**Meeting ID: 928 0565 8816**

This Governing Board meets the third  
Monday of each month at 7:00pm.

**Executive Chair: Christopher Martinez**

**Executive Co-Chair: Colter Carlisle**

**Executive Members: Mike Sadler, Peter Valdez,  
Joshua Kirchmer & James Bennett**

**VIEWING MEETING:** The public may join the meeting by [1] Going to [www.easthollywood.net](http://www.easthollywood.net) and joining via Zoom (Meeting ID 928 0565 8816) [2] Calling (669) 900-6833 (Meeting ID 928 0565 8816). When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial \*9 or use the Raise Hand option, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered.

**PUBLIC COMMENT:** Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment for agenda items is limited to 1 minute, with a cumulative total of 3 minutes for multiple agenda items. General public comment shall be limited to a cumulative total of 2 minutes, unless adjusted by the presiding officer of the Board.

**SB 411 UPDATES:**

In the event of a disruption that prevents the eligible legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the eligible legislative body's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the eligible legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the eligible legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(C) The eligible legislative body shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the legislative body and offer comments in real time.

(D) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the eligible legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(E) (i) An eligible legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph

(D), to provide public comment until that timed public comment period has elapsed.

(ii) An eligible legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (D), or otherwise be recognized for the purpose of providing public comment.

(iii) An eligible legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (D), until the timed general public comment period has elapsed.

---

- I. Call to Order
- II. Roll Call
- III. Public Comment on Non-Agenda Items
- IV. Community Reports (2 minutes Per Report and Q&A (1 minute))
  - A. CD 13 Report, Office of Councilmember Hugo Soto-Martinez - [Karla Martinez Field Rep.](#)
  - B. Neighborhood Prosecutor - [Kurt Knecht](#)
  - C. Budget Advocate Report - [Jack Humphreville](#)
  - D. LAFD - Operations West Bureau - Captain I/Paramedic
  - E. LAPD Report
    - a. Senior Lead Officer - LAPD Rampart Division - [Ryan Nguyen](#) (34595@lapd.online)
    - b. Senior Lead Officer - LAPD NorthEast Division - (Vacant)
    - c. Senior Lead Officer - LAPD Hollywood Division - [Annabelle Eubank](#) (South of Sunset/West of Normandie)
    - d. Senior Lead Officer - LAPD Hollywood Division - [Mika Gonzalez](#) (North of Sunset/West of Normandie)
  - F. City of LA Report, Office of Mayor Karen Bass - [David C. Nguyen](#) - East Hollywood Field Rep.
  - G. CA Assembly District 52 Jessica M. Caloza - [Catherine Delrosario](#) - District Director
    - a. Field Representative for D52- [Nico Padron](#)
  - H. LA County Supervisor Lindsey Horvath - [Mandy Laflen](#) - Field Deputy, Metro West
  - I. Department of Neighborhood Empowerment, (Vacant)
  - J. Los Angeles Public Library - Cahuenga Library, Crystal Noe
  - K. CA State Senator - District 24, Maria Elena Durazo
  - L. CA Assembly District 51, Office of Assemblymember Rick Chavez Zbur - [Joshua Marin-Mora](#) Field Rep
  - M. [Maria Sosyan](#), Director of Community Engagement, [Office of Congressmember Laura Friedman](#)
- V. Community Voices (2 min per item)
  - A. East Hollywood Bid (Jeff Zarrinam)
- VI. Action Items

**Consent Agenda: (When Removed each item is 5 minutes Presentation + 1 minute:30 seconds Per Comment)**

  - a. **Motion** approval of the East Hollywood Neighborhood Council Board Meeting minutes for [October 20, 2025](#) (Valdez)

Action Items:

  - A. **Presentation for 1168 N Edgemont St - Project Approval** ([Folder of Materials](#)) (20 minutes)
  - B. **Vote to approve the** Planning and Land Use Project for 1168 N. Edgemont St. (Carlisle)
    - 1. **Project description:** *The existing single-family residence (SFH) 1,524 sf will be divided into a duplex via interior changes only, including partitioning and addition of a kitchen and bathroom to create two habitable units, with no alterations to the building footprint, facade, or exterior elements. The future plan includes two ADUs in the backyard to make a total of 4 units.*
  - C. **Discussion** on the topic about conflict of interest (15 minutes) (Martinez)
- VII. Budget and Finance Action Items Consent Agenda:
  - A. **Consent Agenda:**

a. NONE

B. **Approval** of the East Hollywood Neighborhood Council Monthly Expenditure Report for [October 2025](#)  
(Board Authorization Certification (BAC) needed) (Martinez)

VIII. Committee Reports (1 min per item)

- A. Arts & Culture (Kirchmer)
- B. Budget & Finance (Sadler)
- C. Business (Zarrinnam)
- D. By Laws, Ethics & Standing Rules (Martinez)
  - a. [Bylaws](#)
  - b. [Standing Rules](#) (pdf version)
- E. Executive Committee (Martinez)
- F. Homelessness & Displacement Prevention (Sadler)
- G. Immigrant's Rights ([Resources for Undocumented Neighbors](#)) (Martinez)
- H. Outreach (Carlisle)
- I. Planning & Land Use Management (Carlisle)
- J. Public Health, Safety & Sustainability (Symington)

IX. Announcements/Old & New Business

- A. CIS Credentials (Martinez)
- B. Update on [Produce Box Events](#) for the Future
- C. Next Board Meeting on 12/15 and Executive Meeting Date 12/10
- D. Update from President (Martinez)
- E. Budget Advocates: We need 1 more member from EHNC (Martinez)

X. Adjournment: MEETING ENDS at 9PM (Earliest) - (Latest) 9:50PM

**AGENDAS & PUBLIC COMMENT:** Public comments on agenda items will be heard when the item is considered. Public comments on other matters within the council's jurisdiction may be made during the Public Comment period. Public comments are limited to two minutes per speaker. Action may be taken on any agenda item except Public Comment, announcements and reports. Actions may be reconsidered only if a motion for reconsideration is adopted at the same meeting where the action was taken. You may request a copy of printed materials that are distributed at the meeting. You may record the meeting by audio, video or photographic means as long as it is not disruptive. Meeting notices and agendas are posted at various locations (see list below). If you believe the council is not following the law or its own rules you may file a grievance in writing with copies to both the Chair and the Secretary. Please be respectful of others, even when you differ with them.

**COUNCIL PROCESS:** Everyone who lives, works, owns property, attends school, is a member of a faith organization or works in a non-profit organization that provides services within the boundaries of the East Hollywood Neighborhood Council is a "stakeholder." All stakeholders are members of the Council. Stakeholders elect a Governing Board to represent them. This Board is recognized as the decision-making entity by the City of Los Angeles and was elected on March 31, 2019. While the Board is an official decision-making entity, meetings are conducted as much as possible in a town hall format. Committees are open to anyone with an interest in East Hollywood. The East Hollywood Neighborhood Council depends on the active public participation of its diverse, dynamic and unique community for its success.

**POSTING SITES:** Meeting notices and agendas are posted at the following locations within East Hollywood (three days in advance for regular meetings and one day in advance for special meetings). The official posting is at **The Hollywood Hotel**, 1160 N. Vermont Avenue and on our website at [www.easthollywood.net](http://www.easthollywood.net). The agenda may also be posted at: (1) **Armen Realty**, 5111 W. Santa Monica Boulevard (2) **Stakeholder Residence**, 772 N. Kenmore (3) **Against The Stream**, 4300 W. Melrose. You can also receive our agendas via email by subscribing to L.A. City's Early Notification System (ENS).

**NOTICE TO PAID REPRESENTATIVES:** If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

**THE AMERICAN WITH DISABILITIES ACT:** As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

**PUBLIC ACCESS OF RECORDS:** In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at <http://www.easthollywood.net> or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Christopher Martinez at

**RECONSIDERATION AND GRIEVANCE PROCESS:** For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website [www.easthollywood.net](http://www.easthollywood.net)