

CITY OF LOS ANGELES
CALIFORNIA

BOARD OF NEIGHBORHOOD
COMMISSIONERS

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ANTONIO R. VILLARAIGOSA
MAYOR

DEPARTMENT OF
NEIGHBORHOOD EMPOWERMENT

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BONGHWAN (BH) KIM, MPA
GENERAL MANAGER

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BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING AGENDA

TUESDAY, AUGUST 2, 2011 – 6:00 P.M.

**NATE HOLDEN PERFORMING ARTS CENTER
4718 WEST WASHINGTON BOULEVARD
LOS ANGELES, CA 90016**

The public is requested to fill out a **"Speaker Card"** 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. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the Public Forum period. Public comment is limited to 15 minutes maximum. No individual speaker will be allowed more than 2 minutes, unless presiding officer of the Board decides differently. The agenda is posted for public review in Main Street Lobby of City Hall East at 200 North Main Street and at 334-B East Second Street, Los Angeles. 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. Report(s) related to an agenda item will be available for review at www.EmpowerLA.org. Sign language interpreters, assisted listening devices, or 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 Commission Executive Assistant at (213) 485-1360 OR toll-free at 3-1-1.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 días de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL (213) 485-1360.

BOARD OF NEIGHBORHOOD COMMISSIONERS
REGULAR MEETING AGENDA
TUESDAY, AUGUST 2, 2011
PAGE 2 of 3

1. Introduction (5 minutes)
2. Call to Order and Commission roll call. (1 minute)
3. Approval of the Minutes of the Regular Meeting of July 5, 2011. (3 minutes)
4. General Public Comments - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than two minutes. (15 minutes)
5. Verbal update from a representative of the Office of the Mayor Antonio Villaraigosa, Neighborhood and Community Services. (10 minutes)
6. General Manager's Report (10 minutes)
 1. Briefing on Departmental activities
 2. Staffing, budget and other operational matters.
7. Report from the Chair of the Ad Hoc Policy Committee. (10 minutes)
8. Discussion on a grievance policy for Neighborhood Councils. (10 minutes).
9. Discussion and possible action regarding possible dates for a Board of Neighborhood Commissioners' planning retreat. (20 Minutes)
10. Discussion and possible action on the Boundary Adjustment Application for the Palms Neighborhood Council. (10 minutes).
11. Department update, discussion and possible action on the Boundary Adjustment Application for the South Robertson Neighborhood Council. (20 minutes)
12. Department update, discussion and possible action on the Boundary Adjustment Application for the Mid City Neighborhood Council. (20 minutes).
13. Election of Officers for President and Vice President. (10 Minutes)
14. Commission Business – Comment from Commissioners on subject matters within the Board's jurisdiction. (20 minutes)
 1. Comment on Commissioners' own activities/brief announcements.
 2. Brief response to statements made or questions posed by persons exercising their general public comment rights/ask staff questions for clarification.
 3. Introduce new issues for consideration by the Commission at its next meeting and direct staff to place on the agenda.
 4. Ask staff to research issues and report back to the Commission at a future time.
15. General Public Comments - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than two minutes. (15 minutes)
16. Adjourn

Future Board of Neighborhood Commissioners Meetings (INFORMATION ONLY)

(Please note: The items listed below are tentative and may be subject to change. You are encouraged to visit the City's website at www.lacity.org and subscribe to the Commission's agendas through the Early Notification System.)

- Regular meeting on Monday, August 15, 2011, at 11:30 a.m., at the City Hall, 10th Floor Conference Center, Room 1060, 200 North Spring Street, Los Angeles, CA 90012.
- Regular meeting on Tuesday, September 6, 2011, at 6:00 p.m., in the Central area, in the Historic Highland Park Neighborhood Council area.
- Regular meeting on Monday, September 19, 2011, at 11:30 a.m., at the City Hall, 10th Floor Conference Center, Room 1060, 200 North Spring Street, Los Angeles, CA 90012.
- Regular meeting on October 4, 2011, in the West Planning Area, in the Westchester Playa Del Rey Neighborhood Council Area.

FINALIZATION OF BOARD ACTION:

Per City Charter Section 245, the Board's determination shall become final at the expiration of the next five meeting days of the Council during which the City Council has convened in regular session, unless the City Council acts within that timeframe by a two-thirds vote to bring the action before them or to waive review of the action.

EXHAUSTION OF ADMINISTRATIVE REMEDIES:

If you challenge these agenda items in court, you may be limited to raising only those issues you or someone else raised at the public hearing or in written correspondence on these matters delivered to this agency at or prior to the public hearing. California Code of Civil Procedure Section 1094.6 governs the time in which a party may seek judicial review of this determination. Under that provision, a petitioner may seek judicial review of any decision of the City pursuant to California Code of Civil Procedure Section 1094.5 only if the petition for Writ of Mandate pursuant to that section is filed no later than the 90th day following the date on which the City's decision became final.

RECONSIDERATION:

The Commission may make a **MOTION TO RECONSIDER** and alter its action taken on any item listed on this agenda at any time during this meeting, or make a **MOTION TO RECONSIDER** at its next regular meeting as indicated below:

If the Commission moves and approves a Motion for Reconsideration at the *initial* meeting wherein an action was taken, then the underlying item may be reconsidered at that time.

If the Commission moves and approves a Motion for Reconsideration at *the next regular meeting* then consideration of the item may *only* occur at this regularly scheduled meeting if the item for consideration has been placed on that meeting's agenda. If the underlying item for reconsideration has not been placed on the agenda for that next regular meeting, then it shall be considered at a subsequent meeting pursuant to the Ralph M. Brown Act.

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 of Neighborhood Commissioners in advance of their meetings, may be viewed at the office of the Department of Neighborhood Empowerment, located at 334-B East Second Street, Los Angeles, California 90012, by clicking on the Department's website at <http://www.EmpowerLA.org> or at the Commission meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Janet Lindo, Executive Administrative Assistant, at (213) 847-7084 or via e-mail: janet.lindo@lacity.org."

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BONGHWAN (BH) KIM, MPA
GENERAL MANAGER

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MINUTES
BOARD OF NEIGHBORHOOD COMMISSIONERS
REGULAR MEETING

TUESDAY, JULY 5, 2011 – 6:00 P.M.

SMOG SHOPPE
2651 LA CIENEGA BOULEVARD
LOS ANGELES, CA 90034

COMMISSIONERS PRESENT

Albert Abrams, President
Esther Cepeda-Hatch
Carlene Davis
Linda Lucks

ABSENT

Daniel Gatica
John Kim
Karen Mack

DEPARTMENT STAFF PRESENT

BongHwan Kim, General Manager
Grayce Liu, Senior Project Coordinator
Amber Meshack, Neighborhood Empowerment Analyst
Janet Lindo, Executive Administrative Assistant

CITY ATTORNEY REPRESENTATIVE

Carmen Hawkins, Deputy City Attorney
Rita Venegas, Deputy City Attorney

1. Introduction (5 minutes)

ACTION: President Abrams gave the introduction.

2. Call to Order and Commission roll call. (1 minute)

ACTION: President Abrams called the meeting to order at 6:17 p.m. Commission roll was called by Janet Lindo, Executive Administrative Assistant,

3. Approval of the Minutes of the Regular Meeting of June 7, 2011. (3 minutes)

ACTION: Commissioner Lucks moved that the Minutes of the Regular Meeting of June 7, 2011, be approved as written. President Abrams seconded the Motion.

Vote: Ayes - 4, Nays - 0

Motion passes unanimously.

4. General Public Comments - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than two minutes. (15 minutes)

ACTION: Public comments were received from:

Ivan Spiegel – people want training.

Clyde Williams – doesn't like Councilmember Krekorian's motions.

Daniel Wiseman – doesn't like Councilmember Krekorian's motions. "Fear of strangers" leads to rules against "factual basis stakeholders".

5. Verbal update from a representative of the Office of the Mayor Antonio Villaraigosa, Neighborhood and Community Services. (10 minutes)

ACTION: NONE.

6. General Manager's Report. (10 minutes)

1. Briefing on Departmental activities.
2. Staffing, budget and other operational matters.

ACTION: General Manager, BongHwan Kim, provided an update on Departmental activities

7. Discussion and possible action recommending that City Council should revisit or further define who is a factual basis stakeholder where that term is currently defined as "any individual who declares a stake in the neighborhood and affirms the factual basis for it."

ACTION: President Abrams combined Agenda Item No. 7 with Agenda Item No. 8.

8. Discussion and possible action by the Commission recommending that City Council should adopt an ordinance that will require the Neighborhood Council's governing board to have a minimum number of seats on its board designated for factual basis stakeholders (and/or require that a certain percentage of the seats, e.g., 10%, be assigned to factual basis stakeholders). The Commission may also discuss and provide recommendations on the tools that may be implemented to insure compliance with the allocation of board seats. (15 minutes)

ACTION: President Abrams combined this agenda item with Agenda Item No. 7.

Commissioner Davis moved that the Board of Neighborhood Commissioners send a letter with the changes discussed to the Los Angeles City Council recommending that the City Council should adopt an ordinance that will require the Neighborhood Council's governing board to have a minimum number of seats on its board designated for factual basis stakeholders (and/or require that a certain percentage of the seats, e.g., 10%, be assigned to factual basis stakeholders).

Commissioner Lucks seconded the Motion.

Vote: Ayes – 4, Nays - 0.

Motion passes unanimously.

(The letter and attachment are attached to these Minutes).

Public comments were received from:

Jay Handal – consider deleting reference to “At Large” in the letter – wants Charter changes – likes the letter.

Mark Seigel – important issue – came from Neighborhood Council Review Commission (NCRC) was a dismal failure in its language – Abrams has asked for the language: STNC community stakeholders are defined as individuals who live, work or own property within the boundaries of the STNC. In addition individuals who are identified by participation in business, education, faith-based, community service, youth and special interest organizations that are located or that meet regularly in the community are considered to be community stakeholders.

Ivan Spiegel – Founding fathers restricted voting to landowners – now it's based on where you live – Beverly Hills voters can't vote for Los Angeles. Neighborhood Councils need this protection.

Dr. Clyde Williams – Neighborhood Councils should let Neighborhood Councils share best practices.

Daniel Wiseman – this change to the factual basis stakeholder definition came from the NCRC – how does one prove they have a right to a stake?

9. Verbal update from the Chair of the Ad Hoc Policy Committee on the grievance policy and procedures. (10 minutes)

ACTION: Commissioner Lucks read the following motion into the record and requested that it be placed on the next agenda.

Grievance Policy - Formally Grievance and Complaint

MOTION

The Board Of Neighborhood Commissioners shall adopt the following policy:

The entire Neighborhood Council system shall follow a formal grievance/complaint system as set forth herein:

Each city planning area shall be used as boundaries to determine which Neighborhood Councils shall be included in a local grievance region. If a Neighborhood Council's boundaries overlap two or more planning areas the Board Of Neighborhood Commissioners shall decide which area that Council shall be included in.

Each NC shall elect one member to their area grievance/complaint panel from a pool of current and former Board members and stakeholders. Three of the elected panel members shall hear grievances/complaints on a random rotating basis as scheduled by BONC/DONE. NO member of the 3 member hearing panel shall be selected to hear a grievance/complaint involving their own council.

When a grievance/complaint is filed with BONC/DONE, the first step shall be to notify the local NC that a grievance has been filed and give them a specific period of time to work things out internally with the person(s) filing. If this cannot be achieved BONC/DONE shall identify and convene a three member panel from the elected pool. The panel shall hear the grievance/complaint and have 30 days to write a report, including a determination of the case. Said determination shall be sent to BONC/DONE for adjudication. A copy shall be sent to the applicant as well. Any appeals shall be made to the adjudicating body which shall have the options to affirm, deny and/or change the hearing panel's determination and order enforcement.

If the grievance/complaint is upheld, the first step of enforcement shall be to notify the NC involved and request that the NC remedy the situation within 30 days. If compliance is not forthcoming the authoritative body shall immediately mandate the remedy and suspend funding until compliance is certified.

All Neighborhood Council by-laws shall be mandated to include the following language:

Grievances:

Grievances shall be handled within the guidelines as set forth in the BONC policy dated _____.

Public comments were received from:

Cindy Cleghorn – adjoining Neighborhood Councils can play an important part in helping a Neighborhood Council deal with grievances. Foothill Trails helps Sunland-Tujunga with grievances.

Ivan Spiegel – something needs to be done – there should be a system that has authority and power – BONC or otherwise. BONC should have authority like the Police Commission – somebody has to be able to put their foot down.

10. Discussion and possible action on the Boundary Adjustment Application for the Palms Neighborhood Council, South Robertson Neighborhood Council, and Mid City Neighborhood Council. (10 minutes)

ACTION: Agenda item was taken off calendar due to a loss of quorum.

Public comments were received from:

Bette Billet – wants South Robertson Neighborhood Council (SORO) to absorb Area B.

Betty Bryant – treasurer for Mid City Neighborhood Council (MINC)

Nick Burkhardt – wants SORO to absorb Area B – ties with Wilshire Division – LAPD strong emergency preparedness.

Scott Burnell – supports MINC – likes the work on Washington Boulevard.

Jeff Copeland – wants MINC to adopt Area B – they repainted a troubling liquor store – planted over 400 trees.

Tony De La Torre – wants SORO for Area B.

Allan DiCastro – MINC adopted area in March 2010 after a presentation by the Board of Neighborhood Commissioners (BONC). The presentation and vote to approve by MINC was in response to letters and conversations MINC had with the Department of Neighborhood Empowerment (DONE) and BONC.

Doug Fitzsimmons – high functioning Neighborhood Council – this area does not include Washington Boulevard.

Terrence Gomes – SORO is a multi-tasking Neighborhood Council – natural progression to incorporate the other side of the street to make it a cohesive family.

Asuka Hisa – resident of MINC – family has been in MINC since 1950s – wants MINC to absorb Area B.

Leslie Janel Jones – lived in MINC for eight years – has seen improvements on Washington Boulevard.

Lawrence Klutse – in favor of MINC – validates.

Barry Levine – Education Chair of SORO – kids go to Hamilton High which is in SORO.

Michael Maloney – business owner on La Cienega – MINC board member/business representative – most businesses who have signed the petition wish to be represented by MINC.

Charles Miller – Palms longest standing neighborhood on the west side of Los Angeles – got surrounding Neighborhood Councils support.

Deni Mosser – lived in SORO for 58 years – likes Neighborhood Councils-makes Los Angeles more livable – likes SORO – in favor of SORO absorbing Area B.

Marj Safinia – Co-chair of SORO's outreach committee – they have a design forward brand, strong web presence.

Ova Saopeng – resident of Area B – wants SORO to absorb Area B – SORO gave him notice of the issue.

Kimber Smith – no animosity on SORO's side – they are proactive – we see this as an opportunity.

Michael Sonntag – MINC outreach Chair – notes a lot of accomplishments by MINC – didn't delay in petitioning.

Barbara Thompson – wants MINC to adopt Area B.

Roseanne Ware – ten years in MINC which funds her youth non-profit – works with kids in arts.

Thom Washington – for MINC.

W. Joy Williams – for MINC to adopt Area B – has been on the Neighborhood Council since 2002.

11. Commission Business – Comment from Commissioners on subject matters within the Board's jurisdiction. (20 minutes)
 1. Comment on Commissioners' own activities/brief announcements.
 2. Brief response to statements made or questions posed by persons exercising their general public comment rights/ask staff questions for clarification.
 3. Introduce new issues for consideration by the Commission at its next meeting and direct staff to place on the agenda.
 4. Ask staff to research issues and report back to the Commission at a future time.

ACTION: Agenda item was taken off calendar due to a loss of quorum.

12. General Public Comments - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than two minutes. (15 minutes)

ACTION: Agenda item was taken off calendar due to a loss of quorum.

13. Adjourn

ACTION: The meeting ended at 9:50 pm due to a loss of quorum.

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CALIFORNIA

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BONGHWAN (BH) KIM, MPA
GENERAL MANAGER

www.EmpowerLA.org

July 7, 2011

Honorable Members of the
Los Angeles City Council
c/o City Clerk
Room 395, City Hall
200 North Spring Street
Los Angeles, CA 90012

Dear Honorable Members,

Changes to the definition of the "factual basis stakeholder" were passed by City Council on February 20, 2008, and became effective on April 15, 2009. http://clkrep.lacity.org/onlinedocs/2005/05-0894-s5_ord_179680.pdf.

Over the last two years, the Board of Neighborhood Commissioners has taken testimony from representatives of the City Clerk, Neighborhood Council Board members and the public, over concerns that the current definition of a factual basis stakeholder has led to multiple occurrences of voter misrepresentation in several Neighborhood Council elections.

In several cases, entire boards of officers were elected by individuals who did not live, work, rent, or own property within a Neighborhood Council boundary. Proof provided to City Clerk representatives in order to receive a ballot to vote in some cases was simply a receipt for coffee purchased in a particular area and used to establish a "stake" in that area. Based on the current definition and ordinance, the City Clerk representatives had no choice but to grant the requestor a ballot and the right to vote in that election.

On October 29, 2010, the City Attorney issued a formal detailed report spelling out its concerns about the impact of the current factual basis stakeholder definition on Neighborhood Council elections. That report is attached.

Several local newspapers, including the Los Angeles Times, editorialized on the need for a tightening of this definition in order to prevent further "packing" of Neighborhood Councils Boards during an election. One such article, "One Coffee, One Vote." was authored by an editorial writer for the Times.

Honorable Members of the Los Angeles City Council
Changes to the Definition of Factual Basis Stakeholder
July 7, 2011
Page 2

Several Neighborhood Councils had foreseen this possibility of takeovers of their Boards by individuals using such factual basis stakeholder ballots and changed their bylaws to limit the number of seats that such stakeholders could occupy on their Boards.

Examples include the Tarzana, Venice, Mid-Wilshire, Westchester and Encino Neighborhood Councils, which have rules that limit the number of such seats to a proportion of their Board.

On June 7, 2011, the Board of Neighborhood Commissioners passed a policy recommending that all Neighborhood Councils consider revising their bylaws to provide at least one seat for factual basis stakeholders on their Board, but limiting them to no more than 10% of a Board's total number of seats.

The Board of Neighborhood Commissioners also voted to recommend that the City Council re-visit their current definition of a factual basis stakeholder and consider implementing a new ordinance that would limit the number of seats that such voters and candidates for election could occupy on any Neighborhood Council Board.

I will be happy to make myself available to the City Council to discuss such an ordinance and to provide more detail on this issue and the Commission's concerns.

Sincerely,

A handwritten signature in cursive script, appearing to read "Albert N. Abrams".

Albert Abrams, President
Board of Neighborhood Commissioners

Attachment

City Hall East
200 N. Main Street
Room 800
Los Angeles, CA 90012

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www.lacity.org



CARMEN A. TRUTANICH
City Attorney

REPORT NO. R 1 0 - 0 3 7 1
OCT 29 2010

REPORT RE:

**RECOMMENDATIONS FOR THE ADMINISTRATION OF NEIGHBORHOOD
COUNCIL ELECTIONS**

The Honorable City Council
of the City of Los Angeles
Room 395, City Hall
200 North Spring Street
Los Angeles, California 90012

Council File No. 09-1115-S4

Honorable Members:

This report conveys recommendations for the administration of Neighborhood Council elections based upon concerns expressed to our Office during and immediately after the recently concluded 2010 Neighborhood Council elections administered by the Office of the City Clerk. Based upon the concerns presented to our Office, we have identified several areas for improvement to facilitate elections in the future. We have also shared our recommendations with the Office of the City Clerk.

As explained below, we recommend at least three changes to the existing election process: 1) clarifying the term “factual basis” stakeholder; 2) establishing voter pre-registration, which will allow Neighborhood Council leaders to take a greater role in the determination of stakeholder’s eligibility to vote, while streamlining the election process for the City Clerk; and 3) requiring documentary proof of stakeholder status rather than granting voting privileges based on the voter’s self-affirmation of his or her stakeholder status.

Background

The Neighborhood Council system was created in 1999, when voters approved an amended City Charter. The purpose of the system is to provide stakeholders with the ability to provide recommendations to City decision-makers on issues of concern in their respective neighborhoods. (*City Charter art. IX § 900.*) In 2008, the definition of a stakeholder was expanded by City Council, based upon the recommendation of the Neighborhood Council Review Commission (“NCRC”), to include any person “who lives, works or owns property in the neighborhood and any individual who declares a stake in the neighborhood and affirms the factual basis for it.” (*Admin. Code § 22.811(a)(2); Plan for a Citywide System of Neighborhood Councils, art. II, § 1.*) The expanded stakeholder definition allowed individuals to assert any basis for their involvement with a Neighborhood Council. Our Office received several complaints during the most recent administration of elections by the City Clerk that stakeholders with a tenuous nexus to the community were involved in voting for a Neighborhood Council board.

Notably, in a presentation by the City Clerk to the Board of Neighborhood Commissioners on September 20, 2010, the City Clerk reported that, while rare, some Neighborhood Councils had a high volume of voters in the Neighborhood Council elections – as high as 50% of the total voters who cast ballots – who claimed that they were entitled to vote based solely on their status as “factual basis” voters. Overall, the average percentage of factual basis voters in a Neighborhood Council was 16.9 %.

Some of the concerns expressed to our Office from Neighborhood Councils with a high percentage of factual basis voters participating in the elections were that the outcomes of the elections were being unfairly manipulated by stakeholders with a negligible connection to the neighborhood. In order to further legitimize the Neighborhood Council system, it is important to strengthen the electoral process and eliminate any unfairness, or even the perception thereof. These goals form the basis of our recommendations.

Factual Basis Stakeholders

We recommend that the City Council consider amending and adopting a clarifying definition of the term “factual basis stakeholder.” The definition should provide clarification in order to facilitate an objective determination on a person’s eligibility to

vote. The term "stakeholder" itself implies an ongoing and significant interest in a community. Accordingly, the definition should provide criteria upon which to demonstrate a nexus with the neighborhood in order to ensure that a voter's stake in the neighborhood is not merely incidental, but ongoing and continuous.

Voter Pre-Registration

We recommend that the City develop rules for the administration of elections scheduled in 2012 that create a voter pre-registration process. Pre-registration would greatly facilitate the elections. Specifically, determining a person's eligibility to vote in advance would simplify and standardize the election day process by allowing the City Clerk to simply verify that a stakeholder's name appears on the pre-registration list. Voters whose names do not appear on the pre-registration list could be provided with a provisional ballot for verification thereafter.

The City could further provide Neighborhood Council leaders with a greater role in the administration of elections by allowing them to serve on an advisory panel designed to assist the City Clerk's Office in determining stakeholders' eligibility.

Voter Documentation

During the elections, Neighborhood Councils were allowed to choose whether to require their voters to provide documentation of their stakeholder status or whether to allow the voters to simply self-affirm the basis for their stakeholder status. In those neighborhoods where no documentary evidence was provided, the City Clerk's Office and the City Attorney's Office received a greater number of complaints alleging voting ineligibility and irregularities. However, due to the lack of documentation, the City Clerk was unable to process such challenges. Accordingly, we recommend that Neighborhood Councils be expressly advised in advance that electing a self-affirmation process will significantly curtail the ability to evaluate voter challenges due to the absence of documentary proof.

Conclusion

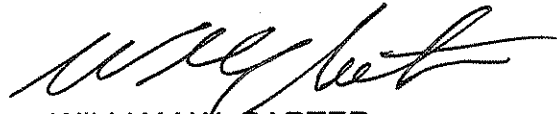
Accordingly, this Office believes that the above recommendations will provide much needed clarity to the Neighborhood Council system, streamline and facilitate elections, grant further legitimacy and confidence to the system by allowing a greater role for Neighborhood Councils in elections, and prevent and minimize any actual

unfairness, as well as reduce challenges of perceived unfairness against the administration of the elections. We look forward to further discussing these matters with you and others as soon as possible. Thank you for your consideration of our comments and suggestions.

Sincerely,

CARMEN A. TRUTANICH, City Attorney

By

A handwritten signature in black ink, appearing to read 'W. Carter', written over a horizontal line.

WILLIAM W. CARTER

Chief Deputy City Attorney

CITY OF LOS ANGELES INTER-DEPARTMENTAL CORRESPONDENCE

Date: July 28, 2011
To: Board of Neighborhood Commissioners
Cc: BongHwan Kim, General Manager
From: Grayce Liu, Senior Project Coordinator
Subject: PETITION FOR BOUNDARY ADJUSTMENT
PALMS NEIGHBORHOOD COUNCIL
FILE NUMBER 04-100

DATE OF CERTIFICATION: DECEMBER 7, 2004

BACKGROUND

On February 15, 2011, the Palms Neighborhood Council (PNC) submitted a Neighborhood Council Petition for Boundary Adjustment ("Petition") to the Department of Neighborhood Empowerment ("Department").

The requested area in the petition is described as: "North from the intersection of Palms/National/Exposition/I10 Freeway at National Blvd., along National, south side only, until National intersects with Venice Blvd." This area description lies within the certified South Robertson Neighborhood Council (SORO) boundaries.

The PNC initially identified the requested area as an unincorporated area based on their review of maps generated by the City's Bureau of Engineering and posted on the Department's website as the official map of SORO. While public boundary maps show the area as unincorporated, closer review of the certified written boundaries of SORO & PNC conclude that the posted map was in error and that the proposed area lies entirely within the SORO boundaries. In addition, the map included in SORO's approved certification application from August 13, 2002 clearly shows the requested area as within SORO's boundaries, and the requested area is also in the City Clerk's SORO map for the 2010 elections. See Attachments.

Department staff have since worked with the Bureau of Engineering to correct the map and shared the corrected map with PNC as well as the written description of SORO's original certified boundaries. While the PNC initially withdrew this petition based on the evidence presented to them, they now request that the Board of Neighborhood Commissioners (Commission) review the petition because the Palms representatives do not agree with the Department's interpretation. SORO also maintains that the requested area is within their certified boundaries since certification.

The boundary adjustment process is described in Administrative Code section 22.810.1 subdivision (d); Article III, Section 2 of the Plan for a Citywide System of Neighborhood Councils ("Plan"); and Article VI Section 2 of the Plan. When the boundary adjustment petition is initiated by the governing board of the Neighborhood Council, Administrative Code section 22.810.1 subdivision (d) states:

A Neighborhood Council may file a petition with the Commission to adjust its boundaries. All petitions must meet the criteria set forth in this section and in Article III, Section 2 of the Plan. Reasons for boundary adjustments may include, but are not limited to:

- (A) Incorporating an uncertified adjacent community into the Neighborhood Council;
- (B) Reconfiguring the size of the Neighborhood Council based on a decrease or increase in population; or
- (C) Increasing or reducing the size of the Neighborhood Council to increase effectiveness and efficiency.

The Department has reviewed the PNC's Petition and recommends that the Board of Neighborhood Commissioners reject the Petition with the following findings and determinations:

FINDINGS AND DETERMINATIONS

1. **ADOPT** the Findings and Determinations contained in this staff report, dated July 28, 2011 recommending rejection of the Palms Neighborhood Council Petition for Boundary Adjustment.
2. **FIND** that the Palms Neighborhood Council Petition for Boundary Adjustment is not a permissible boundary adjustment petition in accordance with Administrative Code section 22.810.1(d) because the Palms Neighborhood Council is requesting an area that already lies within the South Robertson Neighborhoods Council's certified boundaries.
4. **DENY** the boundary adjustment petition, **REJECT** the inclusion of the certified adjacent community into the Palms Neighborhood Council certified boundaries and **DEEM** the Palms Neighborhood Council bylaws not be amended to include the requested area.

COMMISSION ACTION

If the Commission approves the Petition, the PNC's boundaries will be deemed formally adjusted upon such action, and the PNC bylaws will be amended to comply with the approved boundaries. Should the Commission act to disapprove the Petition, the PNC may, within five (5) meeting days of the City Council, during which the Council has convened in regular session, file an appeal with the City Council. The appeal will automatically be placed on the Council's next regular agenda for consideration. The City Council may, by ten (10) votes, sustain, reverse, or modify the Commission's decision.

ATTACHMENT

**South Robertson Neighborhoods Council
City of Los Angeles
Neighborhood Council Certification Application**

ANSWER PAGES

SECTION 1. BOUNDARIES AND AREA PROFILE

North: (going east) Beverly Hills border/Whitworth Dr, west of Robertson Blvd and Pico Blvd (south side of the street only), east of Robertson Blvd.

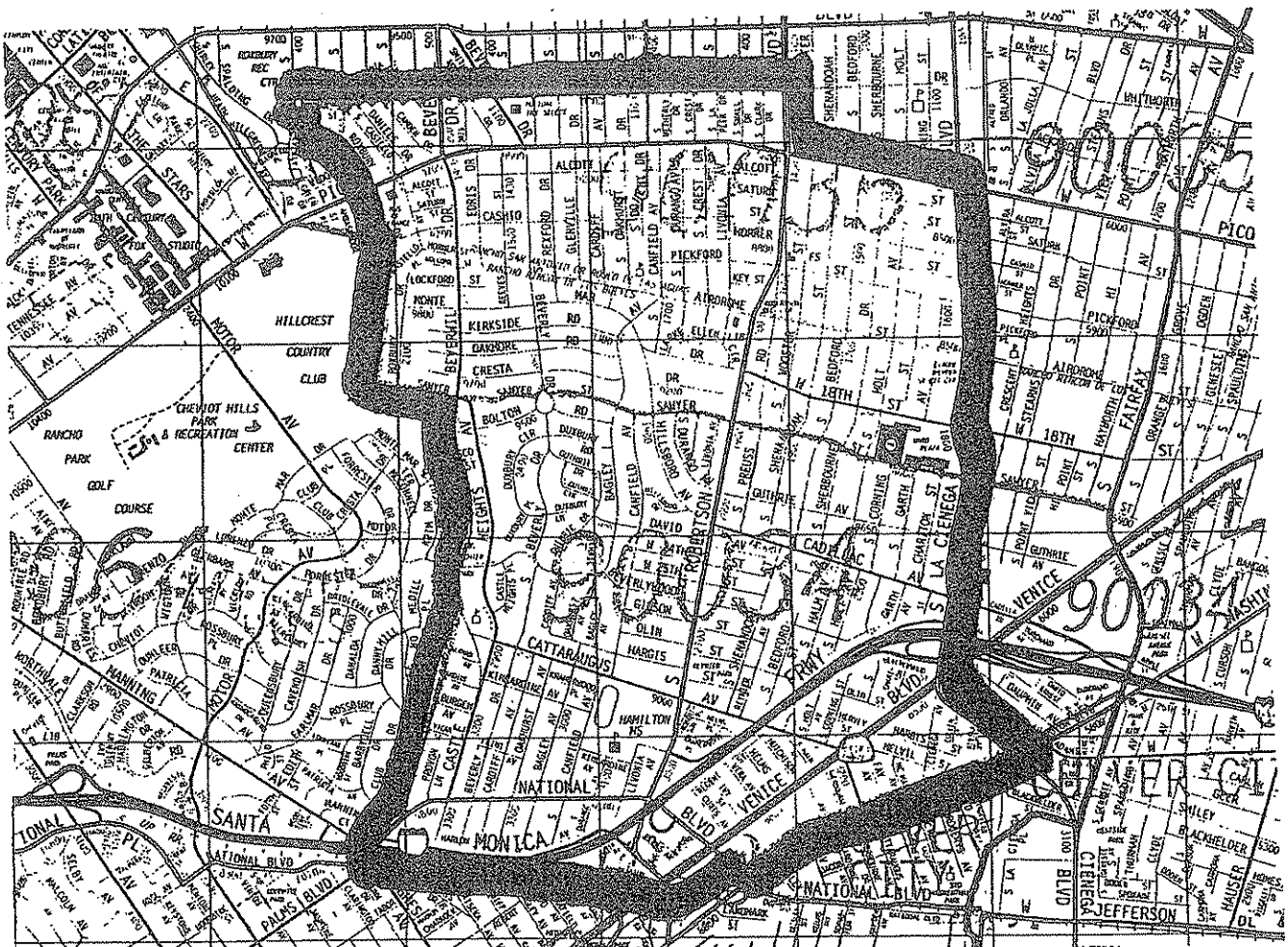
South: (going east) 10 Freeway, Robertson Blvd off ramp, Exposition Blvd, Culver City border.

West: (going south) Roxbury Dr (Hillcrest Country Club east lot edge), Beverwil Dr (including attached cul-de-sacs), Shelby Dr, National Blvd

East: LaCienega Blvd (boulevard is shared with Adjacent Neighborhood Council)

NOTE: All boundaries are both sides of the street unless otherwise indicated.

2. Map of Boundaries.



CITY OF LOS ANGELES
NEIGHBORHOOD COUNCIL PETITION FOR BOUNDARY ADJUSTMENT

NEIGHBORHOOD COUNCIL NAME Palms Neighborhood Council

IMPORTANT

PLEASE READ THE ATTACHED "NEIGHBORHOOD COUNCIL PETITION FOR BOUNDARY ADJUSTMENT GUIDELINES AND INSTRUCTIONS" AND REVIEW THE CONTENTS OF THE PETITION PACKAGE BEFORE COMPLETING THE MATERIALS. ANSWER THE QUESTIONS TO THE BEST OF YOUR ABILITY. FOR MANY OF THE QUESTIONS, THERE IS NO SINGLE CORRECT RESPONSE. IF YOU WOULD LIKE ASSISTANCE OR IF YOU HAVE QUESTIONS ABOUT COMPLETING THE CERTIFICATION APPLICATION PACKAGE, CONTACT YOUR PROJECT COORDINATOR IN THE DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT AT (213) 485-1360, or toll-free at (866) LA HELPS.

THIS PETITION FOR BOUNDARY ADJUSTMENT OF A CERTIFIED NEIGHBORHOOD COUNCIL IS BASED ON ARTICLE V. 2. OF THE ADOPTED "PLAN FOR A CITYWIDE SYSTEM OF NEIGHBORHOOD COUNCILS" ("THE PLAN") AND SECTION 4 OF LOS ANGELES CITY ORDINANCE NUMBER 174,006. IT IS STRONGLY RECOMMENDED THAT ALL NEIGHBORHOOD COUNCILS REVIEW THESE DOCUMENTS BEFORE COMPLETING THIS PETITION. COPIES OF THESE DOCUMENTS ARE AVAILABLE FROM THE DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT.

SECTION 1. BOUNDARIES AND AREA PROFILE

1. Describe or name the existing boundaries of the Neighborhood Council as certified in your bylaws.

The boundaries of the Council are, beginning at the intersection of Sepulveda Boulevard and Chamock Road, east on Chamock Road (the south side only) to Overland Avenue, north on Overland Avenue (the east side only) to National Boulevard, east on National Boulevard (south side only) to the intersection of National Boulevard and I-10, east on I-10 and the eastbound Robertson Boulevard exit lanes off I-10 to the Culver City border, southwest along the Culver City border to I-405, north on I-405 to Venice Boulevard, east on Venice Boulevard to Tuller Avenue, north on Tuller Avenue (east side only) to Regent Street, east on Regent Street (south side only) to Sepulveda Boulevard, north on Sepulveda Boulevard to Chamock Road (east side of Sepulveda only). In addition, for geographic and historic reasons, Chamock Road Elementary and Palms Middle schools are considered an overlap area with the Mar Vista Community Council

2. Describe or name the proposed area that will be used to adjust the existing boundary (Proposed Area). Use the same method of naming as used to answer question # 1. Attach additional pages if necessary.

North from the intersection of Palms / National / Exposition / I10 Freeway at National Blvd, along National, south side only, until

National intersects with Venice Blvd. See attached DONE map, with area #2 in Pink.

3. Attach to this petition a *map* of the Neighborhood Council boundaries that shows the Proposed Area. Your Project Coordinator can work with you to obtain an appropriate map.

4. Indicate whether the proposed revised Neighborhood Council boundaries continue to meet the requirements of the Plan and Ordinance as follows below. (Check all that applies).

☒ Follows historic and contemporary community and neighborhood borders, and utilizes natural boundaries or street lines.

☒ Boundaries are based on census tracts, on historical landmarks, or existing community planning areas; and

☒ Boundary is geographically compact and contiguous.

-----Other. Attach additional pages as necessary.

5. Does the proposed boundary adjustment overlap with any other Neighborhood Council boundaries?

Yes _____ No ☒

6. If the answer to Question 5 is "Yes", list the Neighborhood Councils that are affected by the boundary overlap.

7. If the answer to Question 5 is "Yes", what is the reason for the overlap? For example, the overlapping area may include a park, a school, a library, a facility or a building of historical significance, etc. Note: if there is an agreement with an adjacent Neighborhood Council(s) to share the area, include documentation of this agreement. Attach additional pages as necessary.

8. As required by City Ordinance, every petition that describes overlapping boundary areas must include a detailed rationale or explanation for including the overlapping area in the Neighborhood Council that is applying for the boundary adjustment. If the Proposed Area is contested by another Neighborhood Council or proposed Neighborhood Council, include in your narrative why YOUR Neighborhood Council is uniquely qualified to have the Proposed Area within your boundaries. Attach additional pages as necessary.

See attached LA Times Map, showing this area as part of what is considered Palms.

9. Does the Neighborhood Council area, taking into account the proposed boundary adjustment, contain at least 20,000 *residents*?

Yes X No

10. If the answer to Question 9 is "No", mark the space or spaces below which apply:

- (a) Neighborhood Council is separated from adjacent communities
- (b) Neighborhood Council is identified by name in a City Community Planning Area
- (c) Neighborhood Council represents an historic neighborhood or community
AND includes City service providers such as a library or a police station

11. If the population in the Neighborhood Council, taking into account the proposed boundary adjustment, contains more than 20,000 residents, estimate the total:

20,000 to 50,000 X Between 50,000 and 100,000 More than 100,000

12. Please explain *why* your Neighborhood Council is petitioning for a boundary adjustment. Attach additional pages as necessary

This area is an orphaned area that was inadvertantly omitted from the original NC boundaries. It is

historically part of Palms and the stakeholders here are demographically similar to those in the

current Palms NC.

13. Provide a brief profile of the proposed area for inclusion or exclusion that includes the residential, commercial, business and economic profiles. A format similar to that provided in your initial Neighborhood Council application for certification is sufficient.

The proposed annexation is primarily R2 and R4 multi-family dwellings, similar demographically to the vast majority of

housing within the Palms NC. This is also one shopping center anchored by a Vons supermarket and featuring a number of

owner-operated businesses near the freeway offramp and the proposed Palms Station on the Expo Line.

SECTION 2. NEIGHBORHOOD OUTREACH TO THE PROPOSED AREA

Provide a detailed description of the outreach process.

1. Describe in detail the process used to outreach to the stakeholders in the proposed area. Include the methods used to *identify* community stakeholders, activities used to *inform* stakeholders about the existence of the Neighborhood Council, and the types of outreach activities employed. Attach additional pages as necessary.

Palms NC neighborhood cleanups have been extended into this area, talking to each stakeholder as we did a trash pickup.

We also did outreach to all the businesses in the area as part of a transportation forum held in December 2010.

2. Were public meetings with the stakeholders in the proposed area held on behalf of the Neighborhood Council? Yes, per above If the answer is "Yes," on average, how many people attended each meeting? Approx. 75 attended the Transportation Forum

3. If the answer to Question 2 is "Yes", did the meetings include information about other forming or existing Neighborhood Councils in the area? Attach additional pages as necessary.

No.

4. Were efforts made to collaborate with other certified or forming Neighborhood Councils that are also outreaching in the Proposed Area? If the answer is "Yes", describe the efforts. Attach additional pages as necessary.

We did outreach to SORO NC and discovered they consider this their territory, but DONE maps show otherwise, and if SORO did an annexation, Palms was never consulted. This is historically Palms, according to the LA Times.

5. If only signatures are used as supporting documentation for the boundary adjustment, the results of the signature collection process should show that there is a clear preference for the applicant by the stakeholders or residents in the proposed area. If this is not the case, DONE will consider the signature documentation along with other factors such as historic and contemporary boundaries, the boundaries of the community plan and/or city service districts, census tracts and zip codes.

Please *explain* how the signature collection process was used to inform and educate the stakeholders of the proposed area about neighborhood councils in general and about stakeholder options for joining a neighborhood council in the proposed area. Attach additional pages as necessary, and attach all relevant meeting notices, petition forms, and meeting agendas.

6. Outreach activities are a very important part of all Neighborhood Council operations. Outreach activities should be performed regularly in order to share ideas and to communicate news, events and information. Please describe below how you plan to *continue to conduct outreach activities* in the Proposed Area if your boundary adjustment is approved. Attach additional pages as necessary.

Our NC has been extremely active in this area due to the forthcoming Palms Station on the Expo Line commuter rail. We want to resrepresent these stakeholders as we address issues surrounding the upcoming station and other issues for these Palms stakeholders.

SECTION 3. ORGANIZATIONAL STRUCTURE

Bylaws have been established to provide a written framework and an organizational structure for the Neighborhood Council. The bylaws specify that Neighborhood Council meetings be subject to the Brown Act and certain public notice requirements. All certified Neighborhood Councils have filed a Public Notice Location Log that identifies the public posting locations that the Neighborhood Council will use.

1. Attach to this petition a copy of the current bylaws of the Neighborhood Council.
2. Attach to this petition a copy of the revised bylaws of the Neighborhood Council with/without the proposed area.
3. Describe any bylaw changes to the governance structure and selection of the governing board that may result from the proposed boundary adjustment.

4. If applicable, attach any amendments or additions to the "Public Notice Location Log."

SECTION 4. AUTHORIZATIONS

Attach a copy of the Neighborhood Council board authority (approved motion) that authorizes the signatories to this Petition for Neighborhood Council Boundary Adjustment and include a copy of the minutes from the Board meeting when the approval action occurred; or in the absence of an interim or elected board, all signatories to the original application for Neighborhood Council Certification must complete and submit the Contact Liaison Roster.

COMPLETED APPLICATION CHECKLIST

Before submitting the Petition to Adjust Boundaries, please ensure that all of the following items have been completed and included with the petition materials:

1. Petition for Boundary Adjustment (including all additional pages used to answer the questions) ____
2. Map of the Neighborhood Council ____
3. Signature Sheets, *if applicable* ____
4. Other Documentation ____
5. Current Neighborhood Council Bylaws ____
6. Revised Neighborhood Council Bylaws ____
7. Public Notice Location Log, *if applicable* ____
8. Contact Liaison Roster, *if applicable* ____
9. Board authority to submit a Petition for Boundary Adjustment, *if applicable* ____
10. Board authority to amend bylaws consistent with boundary adjustment, *if applicable* ____
11. Minutes from the Neighborhood Council meeting referenced in numbers 8 and 9, *if applicable* ____

PLEASE RETURN THE COMPLETED PETITION MATERIALS, INCLUDING THIS PAGE, TO:

**Field Division
City of Los Angeles, Department of Neighborhood Empowerment
334 – B East Second Street, Los Angeles, California 90012
(213) 485-1360**

THANK YOU

PETITION REV 051904

(SPACE BELOW THIS LINE FOR DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT USE)

RECEIVED BY

S:\Boundaries\Boundary Adjustment Petition.rtf

DATE

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Article I NAME

The name of this organization is PALMS NEIGHBORHOOD COUNCIL, also referred to in this document as “the Council.”

Article II PURPOSE

We, the stakeholders of Palms, recognize that every member of our neighborhood is significant. We recognize the powerful and varied gifts that every member can give to our community. By drawing on our diversity, we can make a better life for all of us in our neighborhood. In short, our vision encompasses inclusiveness, unity and improvement.

Our mission is to be a coordinating agency for the social, developmental and other concerns of its Stakeholders. We monitor the delivery of City services in our area and have periodic meetings with responsible officials of City departments. We maintain a two-way flow of information between the community and city officials. We engage in social and cultural events as a way of binding the community.

Our objective is to build a sense of community.

Article III BOUNDARIES

Section 1: Boundary Description

The boundaries of the Council are, beginning at the intersection of Sepulveda Boulevard and Charnock Road, east on Charnock Road (the south side only) to Overland Avenue, north on Overland Avenue (the east side only) to the I- 10, east on I-10 (south side only) and the eastbound Robertson Boulevard exit lanes off I-10 to the Culver City border, southwest along the Culver City border to I-405, north on I-405 to Venice Boulevard, east on Venice Boulevard to Tuller Avenue, north on Tuller Avenue (east side only) to Regent Street, east on Regent Street (south side only) to Sepulveda Boulevard, north on Sepulveda Boulevard to Charnock Road (east side of Sepulveda only). In addition, for geographic and historic reasons, Charnock Road Elementary and Palms Middle schools are considered an overlap area with the Mar Vista Community Council.

Section 2: Internal Boundaries

The boundaries of the Council are set forth on the Maps of the Palms Neighborhood Council Boundaries, attached as **Attachment A**.

Article IV STAKEHOLDER

Neighborhood Council membership is open to all Stakeholders. ‘Stakeholders’ shall be defined as those who live, work, or own property in the neighborhood and also those who declare a stake in the neighborhood and affirm the factual basis for it. All Stakeholders are automatically members of the Council.

Article V GOVERNING BOARD

Section 1: Composition

Thirteen (13) Stakeholders comprise the Representative Assembly, which is the governing body and is also referred to in this document as “the Assembly.” The Representatives are as follows:

1. President (elected at large by all stakeholders).
2. Vice President (elected at large by all stakeholders).
3. Secretary (elected at large by all stakeholders).
4. Treasurer (elected at large by all stakeholders).
5. Community-Based Organization Representative (elected at large by all stakeholders).
- 6.-10. Five (5) Residential Area Representatives (elected by residential stakeholders within those areas).
- 11.-13. Three (3) Business Area Representatives (elected by business stakeholders within those areas).

No single community stakeholder group shall comprise a majority of the Council’s governing body unless extenuating circumstances are warranted and approved by the Department of Neighborhood Empowerment (Department).

Section 2: Quorum

A quorum is seven (7) members of the Representative Assembly and a majority of a committee or subcommittee.

Section 3: Official Actions

A simple majority vote by the Representatives present, including abstentions, at a meeting at which there is a quorum shall be required to take official action, unless specified otherwise in these Bylaws.

Abstentions are counted as no votes in determining majority vote.

Section 4: Terms and Term Limits

Representatives serve two (2) year terms, except for vacancy appointments, or until their successors are seated, or until they resign or otherwise leave office. There are no term limits.

Section 5: Duties and Powers

The Assembly has the authority granted to neighborhood councils by the City Charter and the Plan for a Citywide System of Neighborhood Councils (“the Plan”).

The Assembly develops, maintains and fulfills a program to communicate with Stakeholders on a regular and timely basis.

The Assembly may also appoint non-voting advisory members to represent the Neighborhood Watch, youth, or other groups.

Representatives must attend and participate in meetings of the Assembly.

Representatives should attend and participate in at least one of the Council’s committees, as assigned by the President.

Section 6: Vacancies

A vacancy in the Assembly is filled by the following procedure:

1. Eligible stakeholders submit written applications to the Secretary for verification.
2. The Secretary forwards the name of eligible Stakeholders to the President.
3. The President fills the vacancy, subject to approval by the Assembly.
4. Vacancy appointments are valid only until the next election, if the term has not yet expired, at which time an eligible stakeholder is elected to fill the remainder of the term filled by appointment.
5. If the offices of President and Vice-President are both vacant, then the Assembly appoints a President.

Section 7: Absences

Any Representative who misses three (3) regularly scheduled consecutive Council meetings without an excused absence will be automatically removed from the Assembly. Each Representative's absence shall be recorded in the Council's Meeting Minutes or other manner of Council record keeping, and that, upon missing the required number of Council meetings for removal, the Council Presiding Officer shall notify the Representative of the absences and place on the agenda the removal of the Representative at a regular or special Assembly meeting whereupon the Assembly shall determine the validity of the absences before taking action to remove the Representative.

Any meeting of the Assembly, scheduled and noticed as per the Brown Act, shall constitute a meeting for the purpose of determining Board Member attendance.

Section 8: Censure

The Council can take action to publically reprimand a Representative for actions conducted in the course of Council business by censuring the Representative at a Council meeting. Censures shall be placed on the agenda for discussion and action.

Section 9: Removal

A Representative may be removed from the Assembly by a two-thirds vote of the Representatives present. Reasons for removal must be objective and may include, but are not limited to:

1. Inability to carry out the duties of the office due to time limitations, illness and/or other personal obligations.
2. Absence from three (3) consecutive regular or special meetings of the Council.
3. A finding by judicial determination to have failed to disclose a financial conflict of interest in a matter before the Council or a committee.
4. Continued and flagrant violation of the bylaws or the Ground Rules (Article XII).

A vote to remove a Representative must be preceded by:

1. Notification by certified mail to the Representative that a vote will be taken.
2. A waiting period of fifteen (15) days between the time of mailing the notice and the time of the vote.

3. An opportunity for the Representative to address the Assembly before the vote is taken.

The Representative shall not be counted as part of the quorum, nor allowed to vote on the matter.

The Council will consult with its legal counsel, the Office of the City Attorney, throughout this removal process.

Section 10: Resignation

A Representative may resign by giving oral or written notice to the President, the Secretary, or the Assembly. Such resignation will become effective on the date specified therein. If no date is specified, the resignation shall become effective at the time of acceptance by the Assembly.

Section 11: Community Outreach

The Council shall direct that a system of outreach be instituted to inform Stakeholders as to the existence and activities of the Council, including its Assembly elections, to find future leaders of the Council, and to encourage all Stakeholders to seek leadership positions within the Council.

Article VI OFFICERS

Section 1: Officers of the Board

Officers are the President, the Vice President, the Secretary, the Treasurer and the Organization / Non-Profit Representative.

Section 2: Duties and Powers

Officers' duties are listed below. Additional duties may be assigned by the Assembly or President.

A. President.

1. Provides leadership for the Council and coordinates the development of an action program and draft budget for consideration and action by the Assembly.
2. Represents the organization to the public and explains the policies adopted by the Assembly. The President may assign partial responsibility for doing so to other people.
3. In cooperation with the Secretary and the Facilitator, sets the agenda for Assembly meetings.
4. Appoints and replaces members of standing and ad hoc Committees
5. Refers problems, complaints and suggestions to the proper Committee.
6. Signs or co-signs letters and documents as necessary on behalf of the Council.

B. Vice President.

1. Assumes the duties of the President in case of absence or illness and becomes president on the death, resignation or permanent incapacity of the President for the remainder of the President's term.
2. Assists the President and assumes special duties and responsibilities as necessary.

C. Secretary.

1. Assists the President before each meeting in preparing an agenda.
2. Prepares, sends and posts the notices in accordance with the Ralph M. Brown Act, at all designated posting locations, or delegates the tasks.
3. Brings to each meeting the minute book, a copy of the bylaws, rules and policies; a list of the Representatives of the Assembly; a list of committees, and a copy of Robert's Rules of Order, Simplified and Applied, New World edition.
4. Prepares a list of Representatives members and calls the roll. Notes whether or not a quorum is present.
5. Endeavors to take careful and accurate notes of the proceedings and later prepares the minutes.
6. Distributes the minutes to the Assembly for correction and approval.
7. Provides the Facilitator with the exact wording of a pending Motion or of one previously acted on.
8. Prepares the minutes and maintains an approved copy in printed form as an official minute book.
9. Preserves all records, reports and other official documents, except those specifically assigned to the custody of others.
10. May sign or co-sign official documents to attest to their authenticity.

D. Treasurer.

1. Serves as a required signatory for the expenditure of funds by the Council.
2. Attends required financial training sessions of the Department.
3. Maintains the Council's book of accounts, as prescribed and approved by the Department, and submits accounting statements to the Department. Complies with Generally Accepted Accounting Principles.
4. Gives a summary of the Council's financial status as directed by the Assembly and responds to questions about receipts and expenditures.

E. Community-Based Organization Representative.

1. Candidates for the Community-Based Organization Representative must be associated with a community based organization or a faith based group located in or serving the Palms Neighborhood in order to hold this title.
2. Is the liaison of the Council with community organizations, including cultural, educational, neighborhood watch, non-profit, and religious groups.
3. Performs other duties as authorized by the Assembly or President.

Section 3: Selection of Officers

Officer positions are elected during the elections of the Council.

Section 4: Officer Terms

The Officers shall serve two (2) year terms. They may stand for reelection every two (2) years.

Article VII Committees and their Duties

Section 1: Standing

The Standing Committees of the Council are set forth in the Ground Rules.

Section 2: Ad Hoc

The Assembly may create Ad Hoc Committees as needed to deal with temporary issues.

Section 3: Committee Creation and Authorization

A. **Committee Authority** – All committee recommendations shall be brought back to the full Assembly for discussion and action.

B. **Committee Structure** – With the exception of the Executive Committee, Committee members shall be appointed by the President and ratified by the Assembly. Standing Committees shall be comprised of at least two (2) Representatives and may include any interested Stakeholders. Ad Hoc Committees shall be comprised of three (3) or fewer Representatives and may include any interested Stakeholders.

C. **Committee Appointment** – All Committee Chairs shall be appointed by the President and confirmed by the Board. The Chairs shall keep a written record of Committee meetings and shall provide regular reports on Committee matters to the Assembly.

D. **Committee Meetings** – Committee meetings are subject to and shall be conducted in accordance with the dictates of the Brown Act. Minutes shall be taken at every Committee meeting.

E. **Changes to Committees** – The Assembly may establish, disband or make changes as needed to any Standing or Ad Hoc committee. Any such action by the Assembly shall be noted in the Council meeting minutes.

F. **Removal of Committee Members** – Committee members may be removed in the same manner in which they were appointed.

Article VIII MEETINGS

Section 1: Meeting Time and Place

Meetings of the Council are held at least every quarter. All meetings will be conducted and noticed in accordance with the Brown Act.

Section 2: Agenda Setting

The agendas for the meetings are set by the President with the cooperation of the Secretary and the Facilitator and are distributed by the Secretary or any other person delegated to do so. The order of the items may be changed by the Assembly at the meeting.

Section 3: Notifications/Postings

In accordance with the Brown Act, the Council's designated posting locations are listed on Council agendas.

Section 4: Reconsideration

The purpose of reconsideration or rescission of a motion is to allow the Assembly to change its mind about a decision. Neither reconsideration nor rescission can be considered when (1) the provisions of the original motion have been partially carried out, (2) the original motion has caused something to be done that can't be undone, or (3) the appointment of a Representative has been approved and the person has been notified.

Reconsideration. This motion is in order only at the meeting in which the original decision was made. Only a member who voted on the prevailing side of the original motion may move to reconsider it. If there is a dispute as to whether the member voted on the prevailing side, the Assembly will decide the dispute. Anyone may second the motion to reconsider. If the motion to reconsider passes, then the original motion is taken up immediately and additional debate and public comment is allowed before the vote is called.

Rescission. This motion is in order only at a meeting subsequent to that when the original motion was adopted. The subject matter of the rescission must be posted on the agenda in accordance with the Brown Act. The motion to rescind may be made and seconded by any member. It cannot be amended.

Article IX FINANCES

The Council complies with all financial accountability requirements as specified by city ordinance and in the Plan and as stated in the certification application. The Council complies with all financial reporting requirements as prescribed by the Department.

Article V ELECTIONS

Section 1: Administration of Elections

The Council's election will be conducted pursuant to any and all City ordinances, policies and procedures pertaining to Neighborhood Council elections.

Section 2: Governing Board Structure and Voting

The number of Assembly seats, the eligibility requirements for holding any specific seats, and which Stakeholders may vote for the seats are noted in Attachment B.

Section 3: Minimum Voting Age

Stakeholders must be at least sixteen (16) years old to vote.

Section 4: Method of Verifying Stakeholder Status

Stakeholders will self affirm their stakeholder status in order to vote.

Section 5: Restrictions on Candidates Running for Multiple Seats

A candidate shall declare their candidacy for no more than one (1) position on the Assembly during a single election cycle.

Section 6: Other Election Related Language

A. Representatives must be stakeholders aged eighteen (18) or above and eligible to vote for the office they hold.

B. Use of candidates' photographs in official publications of the Council is not allowed.

C. A majority of votes is necessary to win.

D. Representatives take office immediately upon the official results of their election being declared, although a ceremonial transfer of office may take place at a regular or special meeting of the Assembly. There is no swearing-in.

Article XI GRIEVANCE PROCESS

A. In order to express concerns to the Assembly about its procedural matters, decisions, and actions, individual stakeholders or groups of stakeholders may bring forward written grievances.

B. A grievance panel consisting of at least three (3) stakeholders, chosen by lot from among interested stakeholders and with the approval of the Assembly, shall examine the issue and submit a written report and recommendation to the Secretary within seventy-five (75) days of grievance notification. The matter shall be placed on the agenda of the next meeting. In accordance with the Ralph M. Brown Act, the matter shall not be discussed until that meeting.

C. In the event that a grievance cannot be resolved through this process, then the matter may be referred to the Department for consideration pursuant to the Plan.

D. This grievance process is not intended to apply to Stakeholders who simply disagree with a position taken by the Assembly, but rather to address such things as failure to comply with Department rules or these bylaws.

E. Representatives are not permitted to file a grievance against another Representative or against the Council.

Article XII PARLIAMENTARY AUTHORITY

A. The rules of order of the Neighborhood Council are known as the Ground Rules. They include these bylaws and other rules adopted by the Assembly not in conflict with the Brown Act.

B. Where there is no Ground Rule, Robert's Rules of Order, Simplified and Applied (Webster's New World), applies if not in conflict with the Brown Act.

Article XIII AMENDMENTS

A. An amendment to the bylaws may be adopted by a two-thirds (2/3) vote of the Representatives present at the meeting when the vote is taken, but dissolution of the Assembly can only be enacted by a unanimous vote of the entire Assembly.

B. The amendment becomes valid and effective upon its approval by the Department.

Article XIV COMPLIANCE

Section 1: Code of Civility

The Council conducts its business in accordance with the Los Angeles Governmental Ethics Ordinance, LAMC 49.5. It engages in no discrimination based on race, religion, color, creed, national origin, ancestry, sex, sexual orientation, age, disability, marital status, income or political affiliation. The Council abides by all applicable federal, state and local laws.

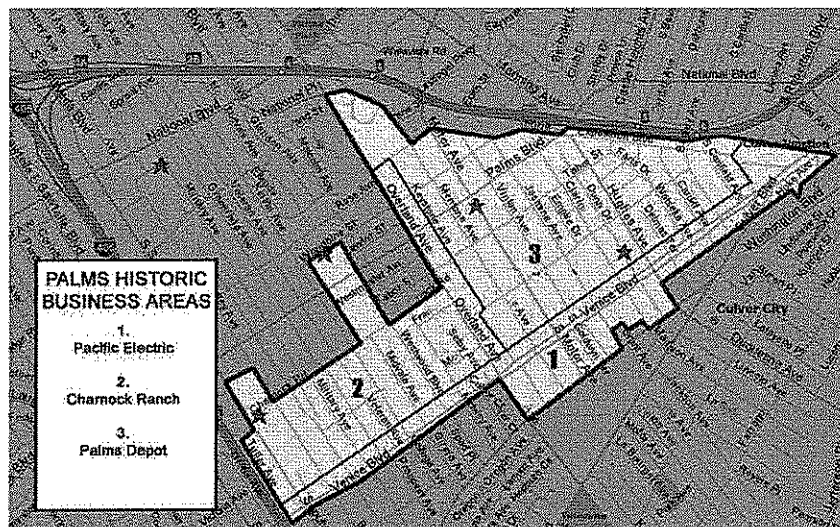
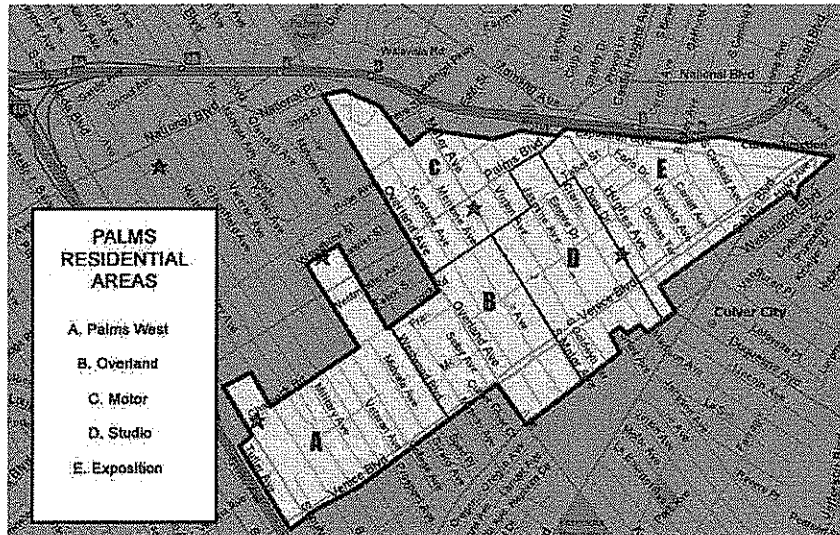
Section 2: Training

All Representatives shall take training in the fundamentals of Neighborhood Council, including, but not limited to, ethics, funding, workplace violence and sexual harassment trainings provided by the City within forty-five (45) days of being seated, or they will lose their Council voting rights.

Section 3: Self Assessment

Every year, the Council shall conduct a self-assessment pursuant to Article VI, Section 1 of the Plan.

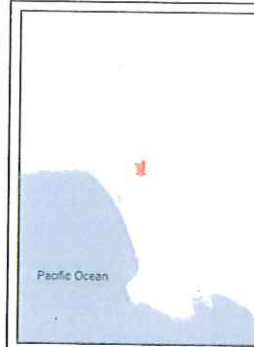
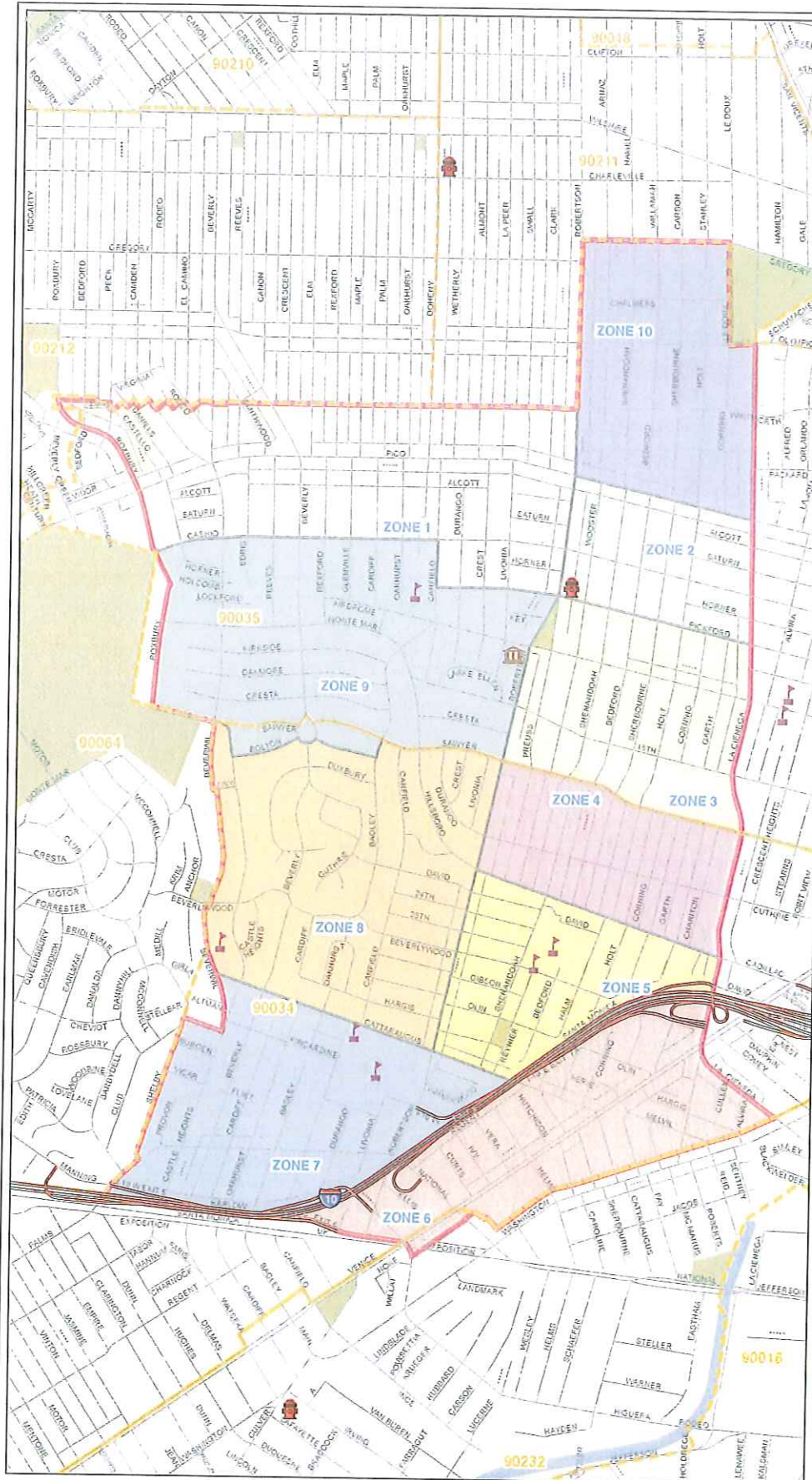
**ATTACHMENT A – Map of the Palms Neighborhood Council
Boundaries [Needs to be updated to include unincorporated area
granted on July 5, 2011]**



ATTACHMENT B –Governing Board Structure and Voting

Palms Neighborhood Council – 13 Board Seats

BOARD MEMBER	ELECTED OR APPOINTED	ELIGIBILITY TO RUN FOR THE SEAT	ELIGIBILITY TO VOTE FOR THE SEAT
President	Elected	Stakeholder who is 18 years of age or older	Stakeholder who is 16 years of age or older
Vice President	Elected	Stakeholder who is 18 years of age or older	Stakeholder who is 16 years of age or older
Secretary	Elected	Stakeholder who is 18 years of age or older	Stakeholder who is 16 years of age or older
Treasurer	Elected	Stakeholder who is 18 years of age or older	Stakeholder who is 16 years of age or older
Community-Based Organization Representative	Elected	Stakeholder who is 18 years of age or older who is associated with a community based or faith based group located in or serving Palms	Stakeholder who is 16 years of age or older.
Residential Representative, Area A	Elected	Stakeholder who is 18 years of age or older and who resides in Residential Area A	Stakeholder who is 16 years of age or older and who resides in Residential Area A
Residential Representative, Area B	Elected	Stakeholder who is 18 years of age or older and who resides in Residential Area B	Stakeholder who is 16 years of age or older and who resides in Residential Area B
Residential Representative, Area C	Elected	Stakeholder who is 18 years of age or older and who resides in Residential Area C	Stakeholder who is 16 years of age or older and who resides in Residential Area C
Residential Representative, Area D	Elected	Stakeholder who is 18 years of age or older and who resides in Residential Area D	Stakeholder who is 16 years of age or older and who resides in Residential Area D
Residential Representative, Area E	Elected	Stakeholder who is 18 years of age or older and who resides in Residential Area E	Stakeholder who is 16 years of age or older and who resides in Residential Area E
Business Representative, Area 1	Elected	Stakeholder who is 18 years of age or older and who works or owns a business in Business Area 1	Stakeholder who is 16 years of age or older and who works or owns a business in Business Area 1
Business Representative, Area 2	Elected	Stakeholder who is 18 years of age or older and who works or owns a business in Business Area 2	Stakeholder who is 16 years of age or older and who works or owns a business in Business Area 2
Business Representative, Area 3	Elected	Stakeholder who is 18 years of age or older and who works or owns a business in Business Area 3	Stakeholder who is 16 years of age or older and who works or owns a business in Business Area 3



SOUTH ROBERTSON

COUNCIL DISTRICT: 05, 10

Election Division
NCE Section
(213) 978-0001
<http://cityclerk.lacity.org/election>

- Library
- Fire Station
- Police Station
- School
- Freeway
- Zip Codes
- Rec Areas
- Water



NOT TO SCALE

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ANTONIO R. VILLARAIGOSA
MAYOR

SOUTH ROBERTSON NEIGHBORHOOD COUNCIL

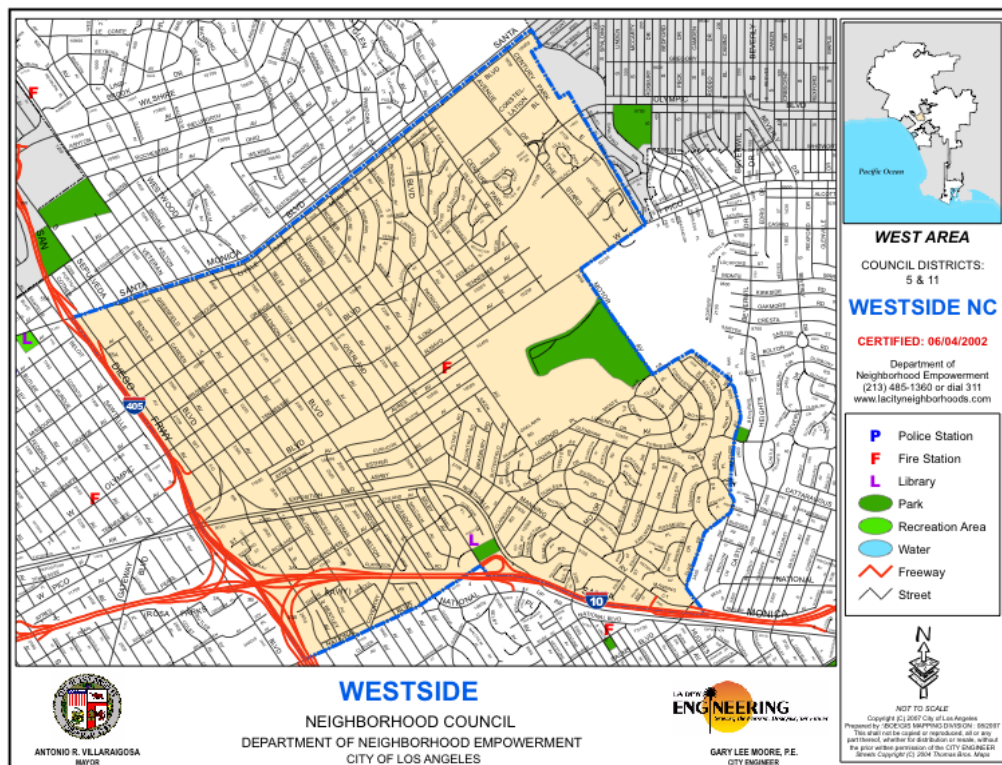
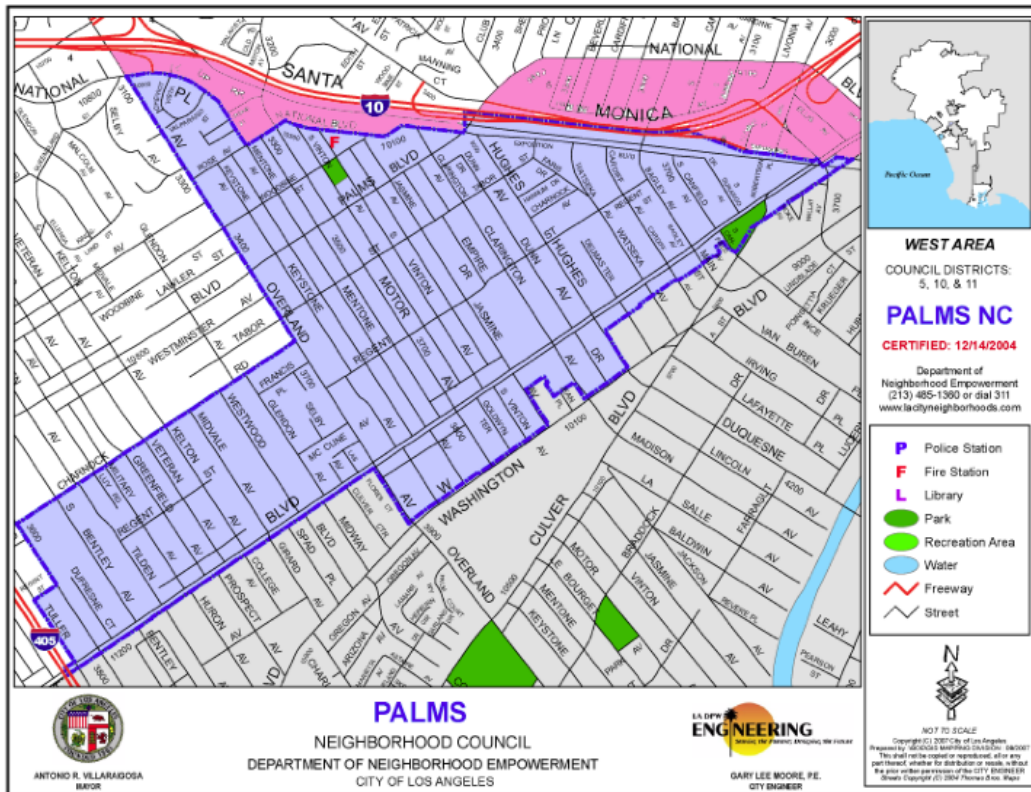
OFFICE OF THE CITY CLERK
CITY OF LOS ANGELES

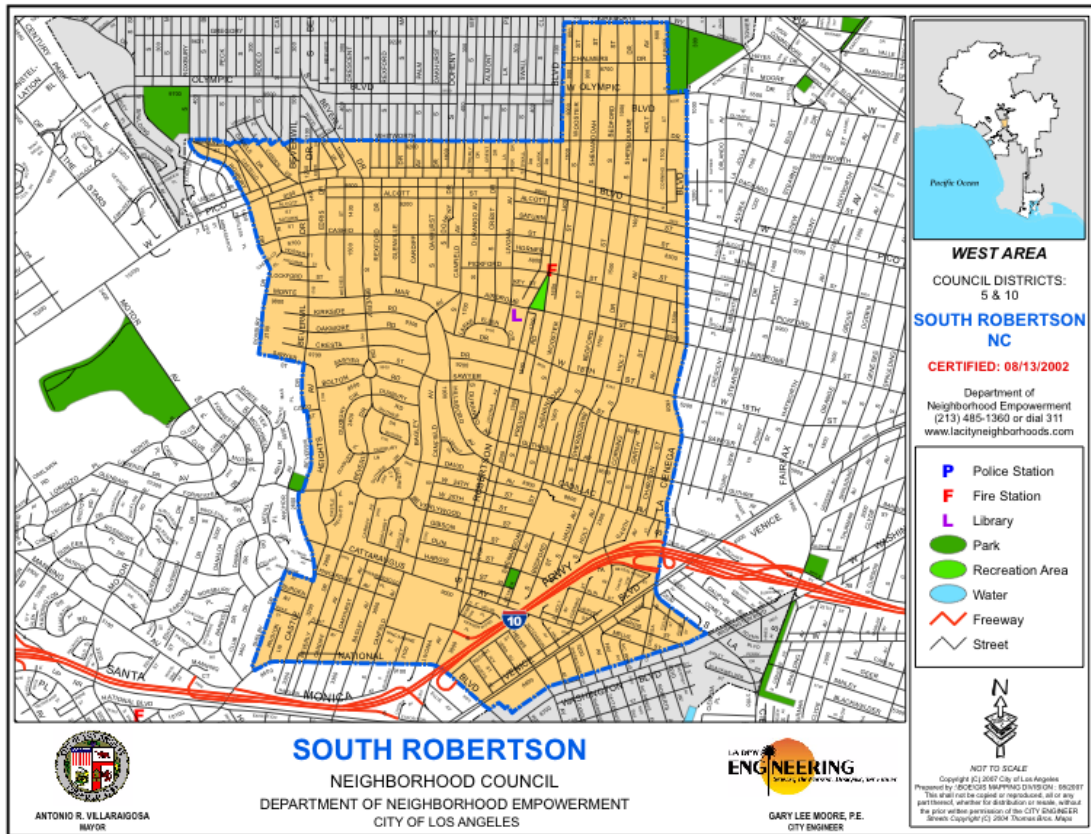


Office of the City Clerk
Election Division



Office of the City Clerk
Systems Division





CITY OF LOS ANGELES INTER-DEPARTMENTAL CORRESPONDENCE

Date: June 29, 2011

To: Board of Neighborhood Commissioners

Cc: BongHwan Kim, General Manager

From: Grayce Liu, Senior Project Coordinator

Subject: PETITION FOR BOUNDARY ADJUSTMENT
SOUTH ROBERTSON NEIGHBORHOOD COUNCIL
FILE NUMBER 02-046

DATE OF CERTIFICATION: AUGUST 13, 2002

BACKGROUND

On April 5, 2011, the South Robertson Neighborhood Council (SORO) submitted a Neighborhood Council Petition for Boundary Adjustment ("Petition") to the Department of Neighborhood Empowerment ("Department"). See Attachment.

SORO requests the inclusion of two (2) geographic areas adjacent to SORO's certified boundaries. The first area, referred to in the Petition as "Area A," lies on SORO'S western boundary and is an unincorporated and uncontested area between SORO and the Westside Neighborhood Council (WNC) with the following boundaries:

North: Roxbury Dr.

South: (heading west) Kincardine Ave., Shelby Dr., National Blvd.

East: (heading South) S. Roxbury Dr., Sawyer St. , Beverwil Dr.

West: (heading South) Beverly Hills border, Pico Blvd., Motor Ave., the southern border of Hillcrest Country Club, Anchor Ave. connecting to Club Dr., east of Girila Way, Barbydell Dr.

SORO received a letter of support from the WNC to include Area A within the certified SORO boundaries. In the Petition, SORO states that the presence of the Simon Wiesenthal Center in Area A, which is affiliated with the Museum of Tolerance in the current SORO boundaries, makes it an advantageous fit. This affiliation will allow SORO to include stakeholders from Area A in future community discussions regarding the development of the Museum of Tolerance.

The second area, referred to in the Petition as "Area B," lies on SORO'S southeastern boundary and is an unincorporated though contested area with the Mid City Neighborhood Council (MINC), which has also submitted a Neighborhood Council Petition for Boundary Adjustment that includes the same area with the following boundaries:

North: 10 Fwy btwn La Cienega Blvd. & Fairfax Ave.

South: La Cienega Blvd..

East: Culver City border

West: La Cienega Blvd..

In the profile SORO provides for Area B in the Petition, SORO states that “SORO NC currently represents the burgeoning art galleries on the west side of La Cienega,” and the proposed incorporation would “include gallery owners on the east side.” SORO goes on to state that it is “currently working on a development plan for this SORO Arts District with Council District 10 and has already developed relationships with local galleries and conducted extensive outreach to galleries in Bergamot Station in Santa Monica who might need to move due to development and rising rents.”

SORO also provides additional demographic information in the Petition regarding the ethnic, commercial, and residential makeup of its current and proposed areas, which are substantially similar, and has submitted approximately seventy (70) signatures from Area B in support of the Petition.

Area B is contested as MINC filed a boundary adjustment petition on May 27, 2011 for the same area to follow up on an action the MINC Board took on March 15, 2010 to adopt an “area west of Fairfax, south of Venice, near 10 Freeway on the north and La Cienega and Fairfax on the west.” The MINC board action was in response to a presentation Commissioner Karen Mack of the Board of Neighborhood Commissioners (“Commission”) made to the MINC board on February 25, 2010 where she requested that MINC adopt this unincorporated area. Commissioner Mack’s presentation was the result of MINC responding to letters the Commission sent to Neighborhood Councils bordering unincorporated areas whereby the Commission requested the certified Neighborhood Councils to include adjacent unincorporated areas. MINC’s delay in filing its boundary adjustment petition was due to a misunderstanding by the MINC board that a boundary adjustment petition was unnecessary once the Board took action after Commissioner Mack’s request.

The boundary adjustment process is described in Administrative Code section 22.810.1 subdivision (d); Article III, Section 2 of the Plan for a Citywide System of Neighborhood Councils (“Plan”); and Article VI Section 2 of the Plan. When the boundary adjustment petition is initiated by the governing board of the Neighborhood Council, Administrative Code section 22.810.1 subdivision (d) states:

A Neighborhood Council may file a petition with the Commission to adjust its boundaries. All petitions must meet the criteria set forth in this section and in Article III, Section 2 of the Plan. Reasons for boundary adjustments may include, but are not limited to:

- (A) Incorporating an uncertified adjacent community into the Neighborhood Council;
- (B) Reconfiguring the size of the Neighborhood Council based on a decrease or increase in population; or
- (C) Increasing or reducing the size of the Neighborhood Council to increase effectiveness and efficiency.

Article III, Section 2 of the Plan provides when Neighborhood Council boundaries are set, certain criteria should be considered:

- the petition states a feasible rationale for including the proposed boundaries.
- the boundaries reflect, to the maximum extent feasible, the historic and contemporary community and neighborhood borders, utilizing natural boundaries that are geographically compact and contiguous.
- the boundaries of two (2) or more Certified Neighborhood Councils may not overlap with one another, unless the area for proposed inclusion into each Certified Neighborhood Council is designed for a public use, such as a park, school, library, police or fire station, major thoroughfare, or contains a landmark or facility with historical significance.
- the boundaries will continue to represent no less than 20,000 Neighborhood Council stakeholders.

Article VI, Section 2(c) of the Plan gives the Commission the authority to initiate the expansion of a Certified Neighborhood Council's boundary to incorporate areas into adjoining Neighborhood Councils provided that:

- (i) The proposed area to be incorporated into a Certified Neighborhood Council's boundary lies between two (2) or more Certified Neighborhood Councils;
- (ii) The area to be incorporated does not qualify for certification under the provisions of this Plan; and
- (iii) Community Stakeholders of the area to be incorporated and of the affected Certified Neighborhood Council (s) agree to the proposed incorporation.

The Department has reviewed SORO's Petition and recommends that the Commission approve SORO's request for the unincorporated and uncontested Area A. For Area B, the Department recommends the Commission consider the circumstances of the multiple petitions from SORO and MINC, the boundary criteria of Article III, Section 2 of the Plan and stakeholder input before making findings and determinations on the contested area of the Petition.

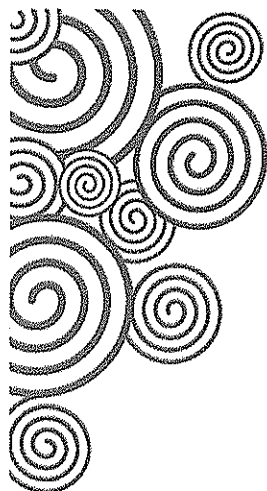
FINDINGS AND DETERMINATIONS

The Department will assist the Commission with final findings and determinations when the Petition is heard.

COMMISSION ACTION

If the Commission approves the Petition, SORO's boundaries will be deemed formally adjusted upon such action, and SORO's bylaws will be amended to comply with the approved boundaries. Should the Commission act to disapprove the Petition, SORO may, within five (5) meeting days of the City Council, during which the Council has convened in regular session, file an appeal with the City Council. The appeal will automatically be placed on the Council's next regular agenda for consideration. The City Council may, by ten (10) votes, sustain, reverse, or modify the Commission's decision.

soro
south robertson
neighborhoods council



BongHwan Kim
Department of Neighborhood Empowerment
334-B East Second Street
Los Angeles, CA 90012

4 May 2011

Re: SORO NC petition for Boundary Adjustment

ADMIN. SUPPORT SVCS.
DONE
2011 MAY 10 P 12: 56

Dear Mr. Kim:

The application that follows is to replace the physical copy I personally handed to you at the conclusion of my public comments at the April 5th Board of Neighborhood Commissioners meeting. Even though that physical copy has been lost, I appreciate your assurances that the official date of our submission will be April 5, 2011.

As I mentioned on the phone, our sole interest is in making sure that the unserved areas are fully represented by a neighborhood council. We feel that we have the strongest plan to do so and look forward to presenting our case. In particular, SORO NC has:

- An active, dedicated Board with a proven track record of working closely with City departments, encouraging neighborhood engagement and co-ordinating grass-roots action. Our active projects include school mentorship programs, the Robertson Activities League program for at-risk youth, the Hamilton Teaching Garden, Neighborhood Watch and CERT programs, the SoRo Festival (now in it's 14th year), annual Town Halls (ranging from Green Living to Emergency Preparedness), community fruit picks and street clean-ups, and the SOROCard program for encouraging patronage of our local businesses. We are high-profile and effective.
- A constantly updated website that includes up-to-date information about the NC, our community, and local events as well as regular email updates for our stakeholders.
- Been aggressively working with Council Members Wesson and Koretz to develop a unified economic development plan for the area, including the further development of the La Cienega Arts Corridor which would include a portion of Annex Area B. We already represent the west side of La Cienega in this burgeoning area, and feel that it is crucial that galleries on both sides have a voice in our efforts. More information on this is included in the application attachments.
- Conducted extensive outreach in the areas, going door-to-door, distributing bi-lingual flyers, walking the neighborhoods with residents, posting yard signs, developing a custom orientation page on our website (<http://soronc.org/welcome>), collecting signatures, and conducting on-going public meetings in both areas. We plan to continue meeting with residents and business owners in the weeks ahead. Through this, we have a strong grasp of the issues that matter to the stakeholders, and indeed, have already begun work on solving them (including problem businesses, parking issues during gallery openings, the pedestrian crosswalk on La Cienega, correcting the variable naming of Dauphin Ave/St., and a disruptive house on Comey that is suspected of housing drug dealers).
- Encouraged local leadership within the annex areas—including Antonio De la Torre, a resident who was inspired by our efforts and has now volunteered to

Doug Fitzsimmons
President

Brian Kite
Vice-President

Gerald Chavarria
Secretary

Terrence Gomes
Treasurer

**South Robertson
Neighborhoods Council**

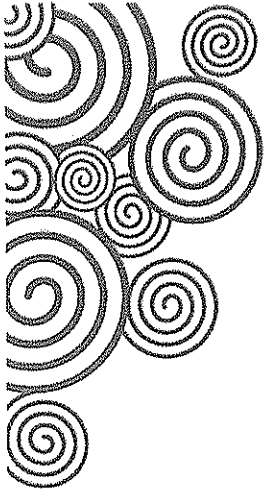
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Los Angeles, CA 90035

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E: info@soronc.org

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City of Los Angeles Certified
Neighborhood Council



walk his neighborhood collecting signatures on our behalf. The first 58 signatures he's collected are included in the attachments. Although we have limited openings on our Board—seats are often hotly contested—we are working to include engaged stakeholders like Mr. De la Torre as soon as possible.

Our hopes and expectations for this process are simply that it will be fair, unbiased, respectful, and adhere to the rules established by the City Council, BONC, and DONE. City ordinance 176704 assures us that DONE's recommendation and BONC's hearing happen quickly: according to the ordinance, it all should happen within 25 days of receipt of our application. I trust that will be the case.

What we do not want is to create confusion or division within the community. Throughout, we have gone out of our way to be above board with stakeholders about the situation with Mid City Neighborhoods Council, and offered MINC time at our Annex Area B meeting to address the crowd.

Unfortunately, Mid City Neighborhood Council does not seem to share those goals.

- While MINC may have passed a Board resolution over a year ago, they failed to conduct any outreach to the community—nor did they submit the necessary paperwork proving they understand stakeholder concerns—until SORO NC expressed an interest in adopting the area.
- Even after it was brought to the attention of their president, they continue to publicly misrepresent their boundaries. The map on the first page of their website falsely shows that MINC covers half of SORO NC, all of P.I.C.O. and Olympic Park NCs, and large portions of Mid City West, Greater Wilshire, Wilshire Center/ Koreatown, MacArthur Park, Pico Union, and United Neighborhoods NCs (<http://www.neighborhoodlink.com/Mid>). Some residents have expressed confusion, thinking that MINC currently represents them.
- Three MINC Boardmembers approached Mr. De la Torre on Saturday, April 30th at his home and asked him to tear up his SORO NC signature sheets.

We feel MINC's actions are counter to the founding principles of the neighborhood council system and demonstrates little beyond a competitive interest in the area.

We look forward to your timely recommendation. Given the difficulties to date, we ask that you take extra care to clearly communicate throughout the process. Please do not hesitate to contact me if you have any questions about our petition.

Sincerely,

A handwritten signature in black ink, appearing to read "Doug Fitzsimmons".

Doug Fitzsimmons
President, South Robertson Neighborhoods Council

CITY OF LOS ANGELES
NEIGHBORHOOD COUNCIL PETITION FOR BOUNDARY ADJUSTMENT

NEIGHBORHOOD COUNCIL NAME

South Robertson Neighborhoods Council

IMPORTANT

PLEASE READ THE ATTACHED "NEIGHBORHOOD COUNCIL PETITION FOR BOUNDARY ADJUSTMENT GUIDELINES AND INSTRUCTIONS" AND REVIEW THE CONTENTS OF THE PETITION PACKAGE BEFORE COMPLETING THE MATERIALS. ANSWER THE QUESTIONS TO THE BEST OF YOUR ABILITY. FOR MANY OF THE QUESTIONS, THERE IS NO SINGLE CORRECT RESPONSE. IF YOU WOULD LIKE ASSISTANCE OR IF YOU HAVE QUESTIONS ABOUT COMPLETING THE CERTIFICATION APPLICATION PACKAGE, CONTACT YOUR PROJECT COORDINATOR IN THE DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT AT (213) 485-1360, or toll-free at (866) LA HELPS.

THIS PETITION FOR BOUNDARY ADJUSTMENT OF A CERTIFIED NEIGHBORHOOD COUNCIL IS BASED ON ARTICLE V. 2. OF THE ADOPTED "PLAN FOR A CITYWIDE SYSTEM OF NEIGHBORHOOD COUNCILS" ("THE PLAN") AND SECTION 4 OF LOS ANGELES CITY ORDINANCE NUMBER 174,006. IT IS STRONGLY RECOMMENDED THAT ALL NEIGHBORHOOD COUNCILS REVIEW THESE DOCUMENTS BEFORE COMPLETING THIS PETITION. COPIES OF THESE DOCUMENTS ARE AVAILABLE FROM THE DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT.

SECTION 1. BOUNDARIES AND AREA PROFILE

1. Describe or name the existing boundaries of the Neighborhood Council as certified in your bylaws.

North *Beverly Hills border/Whitworth Drive (when West of Robertson Blvd.);
Beverly Hills border/Gregory Way (when East of Robertson Blvd.)*

South *10 Freeway, Robertson Blvd. off-ramp, Exposition Blvd. along Culver City border*

East *La Cienega Blvd. (West side of street only), 10 Freeway*

West *Beverly Hills border, Pico Blvd., Motor Ave., Monte Mar Dr., Monte Mar Terrace, Anchor Ave.
connecting to Club Dr. east of Giralda Way, Barbeydell Dr., and National Blvd.*

2. Describe or name the proposed area that will be used to adjust the existing boundary (Proposed Area). Use the same method of naming as used to answer question # 1. Attach additional pages if necessary.

See attached.

3. Attach to this petition a *map* of the Neighborhood Council boundaries that shows the Proposed Area. Your Project Coordinator can work with you to obtain an appropriate map.

4. Indicate whether the proposed revised Neighborhood Council boundaries continue to meet the requirements of the Plan and Ordinance as follows below. (Check all that applies).

X----- Follows historic and contemporary community and neighborhood borders, and utilizes natural boundaries or street lines.

X-----Boundaries are based on census tracts, on historical landmarks, or existing community planning areas; and

X----- Boundary is geographically compact and contiguous.

X-----Other: New border abuts neighboring NCs

5. Does the proposed boundary adjustment overlap with any other Neighborhood Council boundaries?

Yes _____ No X _____

6. If the answer to Question 5 is "Yes", list the Neighborhood Councils that are affected by the boundary overlap.
7. If the answer to Question 5 is "Yes", what is the reason for the overlap? For example, the overlapping area may include a park, a school, a library, a facility or a building of historical significance, etc. Note: if there is an agreement with an adjacent Neighborhood Council(s) to share the area, include documentation of this agreement. Attach additional pages as necessary.
- _____
- _____
- _____
8. As required by City Ordinance, every petition that describes overlapping boundary areas must include a detailed rationale or explanation for including the overlapping area in the Neighborhood Council that is applying for the boundary adjustment. If the Proposed Area is contested by another Neighborhood Council or proposed Neighborhood Council, include in your narrative why YOUR Neighborhood Council is uniquely qualified to have the Proposed Area within your boundaries. Attach additional pages as necessary.
- See attached*
9. Does the Neighborhood Council area, taking into account the proposed boundary adjustment, contain at least 20,000 residents?
- Yes X _____ No _____
10. If the answer to Question 9 is "No", mark the space or spaces below which apply:
- (a) Neighborhood Council is separated from adjacent communities _____
- (b) Neighborhood Council is identified by name in a City Community Planning Area _____
- (c) Neighborhood Council represents an historic neighborhood or community _____
- AND includes City service providers such as a library or a police station _____
11. If the population in the Neighborhood Council, taking into account the proposed boundary adjustment, contains more than 20,000 residents, estimate the total:
- 20,000 to 50,000 X _____ Between 50,000 and 100,000 _____ More than 100,000 _____
12. Please explain *why* your Neighborhood Council is petitioning for a boundary adjustment. Attach additional pages as necessary
- The two areas are not currently served by Neighborhood Councils.*
13. Provide a brief profile of the proposed area for inclusion or exclusion that includes the residential, commercial, business and economic profiles. A format similar to that provided in your initial Neighborhood Council application for certification is sufficient.
- See attached*

SECTION 2. NEIGHBORHOOD OUTREACH TO THE PROPOSED AREA

Provide a detailed description of the outreach process.

1. Describe in detail the process used to outreach to the stakeholders in the proposed area. Include the methods used to *identify* community stakeholders, activities used to *inform* stakeholders about the existence of the Neighborhood Council, and the types of outreach activities employed. Attach additional pages as necessary.

SORO NC plans to go door-to-door over the next two weeks, talking to residents and encouraging them to attend one of two Community Information Sessions in April. Bi-lingual flyers and yard signs will also publicize the events. We have arranged venues with the Museum of Tolerance (Area A) and Blum & Poe Gallery (Area B). Special attention will be given to talking to gallery and business owners along La Cienega and Venice, discussing the NC's development of the SORO Arts District (a co-operative project with Councilmember Herb Wesson).

2. Were public meetings with the stakeholders in the proposed area held on behalf of the Neighborhood Council? *YES, planned for late April.* If the answer is "Yes," on average, how many people attended each meeting? *see sign in sheets, attached*

3. If the answer to Question 2 is "Yes", did the meetings include information about other forming or existing Neighborhood Councils in the area? *Attach additional pages as necessary.*

SORO NC has planned two Community Information Meetings: April 27 for Area A; April 20 for Area B. We will discuss the neighborhood council system and benefits; outline SORO NC's programs and activities; introduce Committee Chairs and Board members; and discuss the Neighborhood Councils abutting their areas (Westside NC for Area A; P.I.C.O. NC and Mid City NC for Area B). Stakeholders will be told that they may, if they wish, contact these other NCs about annexation.

4. Were efforts made to collaborate with other certified or forming Neighborhood Councils that are also outreaching in the Proposed Area? If the answer is "Yes", describe the efforts. *Attach additional pages as necessary.*

Our understanding is that Mid City Neighborhood Council is also interested in Annex Area B. DONE tells us that they passed a resolution to add the area in 2009, but to date MINC has not conducted outreach efforts (according to residents of the area) or submitted the necessary paperwork. Efforts to discuss the matter with their President have not been fruitful.

5. If only signatures are used as supporting documentation for the boundary adjustment, the results of the signature collection process should show that there is a clear preference for the applicant by the stakeholders or residents in the proposed area. If this is not the case, DONE will consider the signature documentation along with other factors such as historic and contemporary boundaries, the boundaries of the community plan and/or city service districts, census tracts and zip codes.

Please explain how the signature collection process was used to inform and educate the stakeholders of the proposed area about neighborhood councils in general and about stakeholder options for joining a neighborhood council in the proposed area. Attach additional pages as necessary, and attach all relevant meeting notices, petition forms, and meeting agendas.

Door-to-door canvassing will be conducted by SORO Board members to alert the residents to the two planned Community Information Meetings we have planned (one within each area). Canvassers will distribute bi-lingual flyers and collect signatures (flyer attached). SORO NC is also printing 30 yard signs for Area B to publicize the Community Information Meeting on June 20, 2011. Additional signatures will be collected at both meetings.

6. Outreach activities are a very important part of all Neighborhood Council operations. Outreach activities should be performed regularly in order to share ideas and to communicate news, events and information. Please describe below how you plan to *continue to conduct outreach activities* in the Proposed Area if your boundary adjustment is approved. *Attach additional pages as necessary.*

Both areas will be fully included in our existing outreach efforts, which include soronc.org; rich email alerts segmented by topic; Facebook and Twitter posts; yearly Town Halls; the annual SoRo Community Festival; Movies in the Park; the annual SORO Peace Picnic; quarterly Resident Association gatherings; the SORO Walks at 7 initiative; the SOROCard business program; our comprehensive emergency planning; Neighborhood Watch program; our Summer Activities program for at-risk youth; greening initiatives; the SORO street banner/badge program (where appropriate); and the extensive economic development plans developed by the NC in co-ordination with the Council Districts and local realtors and business leaders. In particular, Annex Area B will be the focus of our SORO Arts District development plan, which includes the development of a cohesive arts destination within our boundaries.

SECTION 3. ORGANIZATIONAL STRUCTURE

Bylaws have been established to provide a written framework and an organizational structure for the Neighborhood

Council. The bylaws specify that Neighborhood Council meetings be subject to the Brown Act and certain public notice requirements. All certified Neighborhood Councils have filed a Public Notice Location Log that identifies the public posting locations that the Neighborhood Council will use.

1. Attach to this petition a copy of the current bylaws of the Neighborhood Council.
2. Attach to this petition a copy of the revised bylaws of the Neighborhood Council with/without the proposed area.
3. Describe any bylaw changes to the governance structure and selection of the governing board that may result from the proposed boundary adjustment.

Expands boundaries of SORO NC Representative Zones 1, 6, 7, 8, and 9, but does not otherwise change the governance structure. See attached proposed revision of the Bylaws.

4. If applicable, attach any amendments or additions to the "Public Notice Location Log."
N/A

SECTION 4. AUTHORIZATIONS

Attach a copy of the Neighborhood Council board authority (approved motion) that authorizes the signatories to this Petition for Neighborhood Council Boundary Adjustment and include a copy of the minutes from the Board meeting when the approval action occurred; or in the absence of an interim or elected board, all signatories to the original application for Neighborhood Council Certification must complete and submit the Contact Liaison Roster.

COMPLETED APPLICATION CHECKLIST

Before submitting the Petition to Adjust Boundaries, please ensure that all of the following items have been completed and included with the petition materials:

1. Petition for Boundary Adjustment (including all additional pages used to answer the questions) X
2. Map of the Neighborhood Council X
3. Signature Sheets, *if applicable* X
4. Other Documentation X
5. Current Neighborhood Council Bylaws X
6. Revised Neighborhood Council Bylaws X
7. Public Notice Location Log, *if applicable* ____
8. Contact Liaison Roster, *if applicable* X
9. Board authority to submit a Petition for Boundary Adjustment, *if applicable* X
10. Board authority to amend bylaws consistent with boundary adjustment, *if applicable* X
11. Minutes from the Neighborhood Council meeting referenced in numbers 8 and 9, *if applicable* X

PLEASE RETURN THE COMPLETED PETITION MATERIALS, INCLUDING THIS PAGE, TO:

**Field Division
City of Los Angeles, Department of Neighborhood Empowerment
334 – B East Second Street, Los Angeles, California 90012
(213) 485-1360**

THANK YOU

PETITION REV 051904

(SPACE BELOW THIS LINE FOR DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT USE)

RECEIVED BY
S:\Boundaries\Boundary Adjustment Petition.rtf

DATE

Extended Answers to Questions

Section 1 Question 2

Area A Boundaries:

North: Roxbury Dr

South: (heading West) Kincardine Ave., Shelby Dr., National Blvd.

East: (heading South) S. Roxbury Dr., Sawyer St., Beverwil Dr.

West: (heading South) Beverly Hills border, Pico Blvd., Motor Ave., the southern border of Hillcrest Country Club, Anchor Ave. connecting to Club Dr. east of Giralda Way, Barbydell Dr.

Area B Boundaries:

North: 10 Freeway between La Cienega Blvd and Fairfax Ave.

South: La Cienega Blvd

East: Culver City border

West: La Cienega Blvd

A map of the current NC boundaries and proposed annex areas is available online at:

<http://maps.google.com/maps/ms?ie=UTF8&hl=en&msa=0&msid=204985191668832548364.0004a0323eebe4b8a6e49&ll=34.045406,-118.390045&spn=0.066496,0.099478&z=14>

A map of the proposed annex areas and how they would be incorporated into our existing representative zones is available at:

<http://maps.google.com/maps/ms?hl=en&gl=us&ie=UTF8&oe=UTF8&msa=0&msid=204985191668832548364.0004a14ed9fed5ee1a2a7&ll=34.04345,-118.392534&spn=0.034209,0.050597&z=15>

Section 1 Question 8

Area A:

The area in question is geographically and economically contiguous with our western zones (1, 7, 8, 9). Much of it falls between the boundaries of Beverlywood and Cheviot Hills, and so is under-represented within the City. The Northern area along Pico is dominated by the Simon Wiesenthal Center, affiliated with the Museum of Tolerance which already is part of SORO NC and the focus of intense community debate. Including this area (cut off from Westside NC by Beverly Hills) would allow SORO NC to include all parties in future Museum development discussions.

Area B:

This area at the southeastern corner of SORO NC is contiguous with our zone 6 and is separated from other NCs by the 10 Freeway to the north and Culver City to the south. SORO NC currently represents the burgeoning art galleries on the west side of La Cienega; this addition would include gallery owners on the east side. Indeed, SORO NC is currently working on a development plan for this SORO Arts District with Council District 10 and has already developed relationships with local galleries--and conducted extensive outreach to galleries in Bergamot Station in Santa Monica who might need to move due to development and rising rents.

Section 1 Question 12

Demographic profiles for SORO NC follow. Our NC is dramatically split between those living on the west side of Robertson and those living on the east. We have become adept at servicing both constituencies and bringing them together to find common ground.

Attachments

Maps

- a. Official current map of South Robertson Neighborhoods Council
- b. Map of SORO NC and the two Annex Areas in blue

Signature sheets: 70 signatures total

- a. 12 signatures collected at SORO NC Annex Area B community informational meeting
- b. 58 additional signatures voluntarily collected by Tony De la Torre, a resident of Annex Area B

Other Documentation

- a. Demographic profiles of the two orphan areas
- b. Flyers from 2 community meetings held in each of the orphan areas
- c. Yard sign publicizing the Area B meeting
- d. Screenshot of SORO NC Annex information website (<http://soronc.org/welcome>)
- e. Attendance sheet for the Area B meeting (approx. 10% of residents)
- f. Handout at Area B meeting regarding economic development of the area
- g. Official letter of support by Westside Neighborhoods Council

Bylaws

- a. Current Neighborhood Council Bylaws
- b. Relevant changes to Neighborhood Council Bylaws (prior to adoption of uniform Table of Contents)
- c. Revised Neighborhood Council Bylaws (post-uniform Table of Contents)

Motions & Minutes

- a. Motion to Adopt Orphan Areas, including Board authority to submit a Petition for Boundary Adjustment and to begin the process to amend bylaws consistent with boundary adjustment
- b. Minutes from the January 20, 2011 SORO Neighborhoods Council meeting

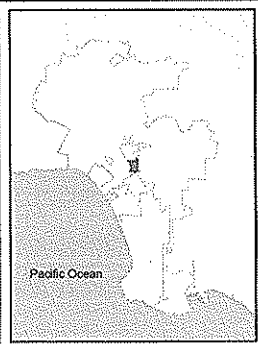
For the South Robertson Neighborhoods Council:



Doug Fitzsimmons, President
dougfitzsimmons@soronc.org
213-804-6659
9130 W. 24th St., Los Angeles, CA 90034



Brian Kite, Vice President
briankite@soronc.org
310-963-7624



SOUTH ROBERTSON

COUNCIL DISTRICT: 05, 10

Election Division
NCE Section
(213) 978-0001
<http://cityclerk.lacity.org/election>

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- Fire Station
- Police Station
- School
- Freeway
- Zip Codes
- Rec Areas
- Water



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ANTONIO R. VILLARAIGOSA
MAYOR

SOUTH ROBERTSON NEIGHBORHOOD COUNCIL

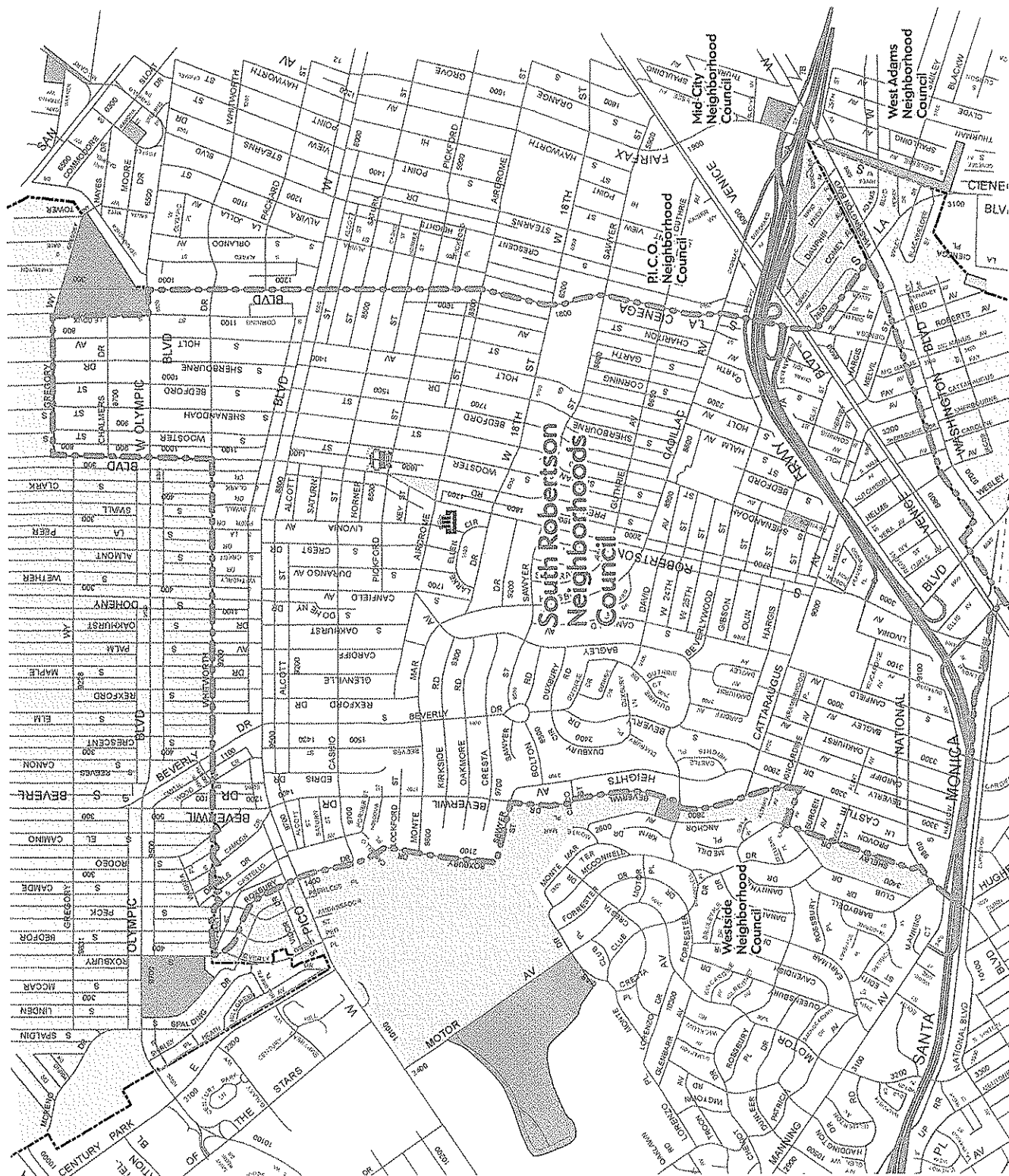
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CITY OF LOS ANGELES



Office of the City Clerk
Election Division



Office of the City Clerk
Systems Division





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City of Los Angeles Certified Neighborhood Council



Yes, I support the South Robertson Neighborhoods Council's efforts to represent the area bounded by the 10 Freeway to the North, Culver City border to the South, and La Cienega Blvd. to the West.

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Print Name Signature & Date	Residence/Business Address (No P.O. Boxes) City & ZIP	Phone eMail
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Print Name Signature & Date	Residence/Business Address (No P.O. Boxes) City & ZIP	Phone eMail
Maria Martinez 4/20/11	6018 COMEY AVE T.A. 923 934 0056	323 - 934 0056
Print Name Signature & Date	Residence/Business Address (No P.O. Boxes) City & ZIP	Phone eMail
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Print Name Signature & Date	Residence/Business Address (No P.O. Boxes) City & ZIP	Phone eMail
Print Name Signature & Date	Residence/Business Address (No P.O. Boxes) City & ZIP	Phone eMail

[illegible]



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Print Name	Residence/Business Address (No P.O. Boxes)	Phone
Signature & Date	City & ZIP	eMail
Print Name	Residence/Business Address (No P.O. Boxes)	Phone
Signature & Date	City & ZIP	eMail
Print Name	Residence/Business Address (No P.O. Boxes)	Phone
Signature & Date	City & ZIP	eMail
Print Name	Residence/Business Address (No P.O. Boxes)	Phone
Signature & Date	City & ZIP	eMail
Print Name	Residence/Business Address (No P.O. Boxes)	Phone
Signature & Date	City & ZIP	eMail
Print Name	Residence/Business Address (No P.O. Boxes)	Phone
Signature & Date	City & ZIP	eMail
Print Name	Residence/Business Address (No P.O. Boxes)	Phone
Signature & Date	City & ZIP	eMail
Print Name	Residence/Business Address (No P.O. Boxes)	Phone
Signature & Date	City & ZIP	eMail
Print Name	Residence/Business Address (No P.O. Boxes)	Phone
Signature & Date	City & ZIP	eMail
Print Name	Residence/Business Address (No P.O. Boxes)	Phone
Signature & Date	City & ZIP	eMail
Print Name	Residence/Business Address (No P.O. Boxes)	Phone
Signature & Date	City & ZIP	eMail



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Print Name Olivia Canada Signature & Date <i>Olivia Canada</i>	Residence/Business Address (No P.O. Boxes) 6056 Dauphin Ave City & ZIP Los Angeles Ca. 90034	Phone 323-9345613 eMail
Print Name Luis Roberto Canada Signature & Date <i>Luis Roberto Canada</i>	Residence/Business Address (No P.O. Boxes) 6056 Dauphin Ave City & ZIP LA CA 90034	Phone 323-9345613 eMail
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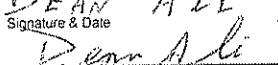

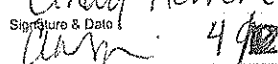
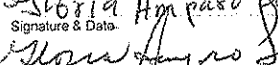
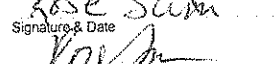
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Signature & Date <i>Modesto Gutierrez</i>	City & ZIP LOS ANGELES CA 90034	eMail
Print Name Bryan Weinstein	Residence/Business Address (No P.O. Boxes) 6033 DAUPHIN AVE	Phone 310-753 1080
Signature & Date <i>Bryan Weinstein</i>	City & ZIP LA CA 90034	eMail
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Signature & Date <i>Joyce Campbell</i>	City & ZIP LA CA 90034	eMail



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Print Name Cindy Herrera Signature & Date  4/21/11	Residence/Business Address (No P.O. Boxes) 6024 6024 1/2, 6026 City & ZIP Dauphin Ave Los Angeles CA 90034	Phone eMail wendilou2001@yahoo.com
Print Name Isabella Amparo Lopez Signature & Date 	Residence/Business Address (No P.O. Boxes) 6050 Dauphin Ave #2 City & ZIP Los Angeles CA 90034	Phone 323 936-5011 eMail
Print Name Rose Sum Signature & Date 	Residence/Business Address (No P.O. Boxes) 6042 Dauphin Ave City & ZIP Los Angeles, CA 90034	Phone eMail acupunctureart@yahoo.com
Print Name Signature & Date	Residence/Business Address (No P.O. Boxes) City & ZIP	Phone eMail
Print Name Signature & Date	Residence/Business Address (No P.O. Boxes) City & ZIP	Phone eMail
Print Name Signature & Date	Residence/Business Address (No P.O. Boxes) City & ZIP	Phone eMail
Print Name Signature & Date	Residence/Business Address (No P.O. Boxes) City & ZIP	Phone eMail
Print Name Signature & Date	Residence/Business Address (No P.O. Boxes) City & ZIP	Phone eMail



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AVREN DREYER Print Name Signature & Date: <i>[Signature]</i>	Residence/Business Address (No P.O. Boxes) City & ZIP: 6070 COMEY AVE LA, CA 90034	Phone: 310-938-0320 eMail:
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AUSLENDER Leland Print Name Signature & Date: <i>[Signature]</i> 4-23-11	Residence/Business Address (No P.O. Boxes) City & ZIP: 6036 COMEY AVE 90034	Phone: 323 931 3277 eMail:



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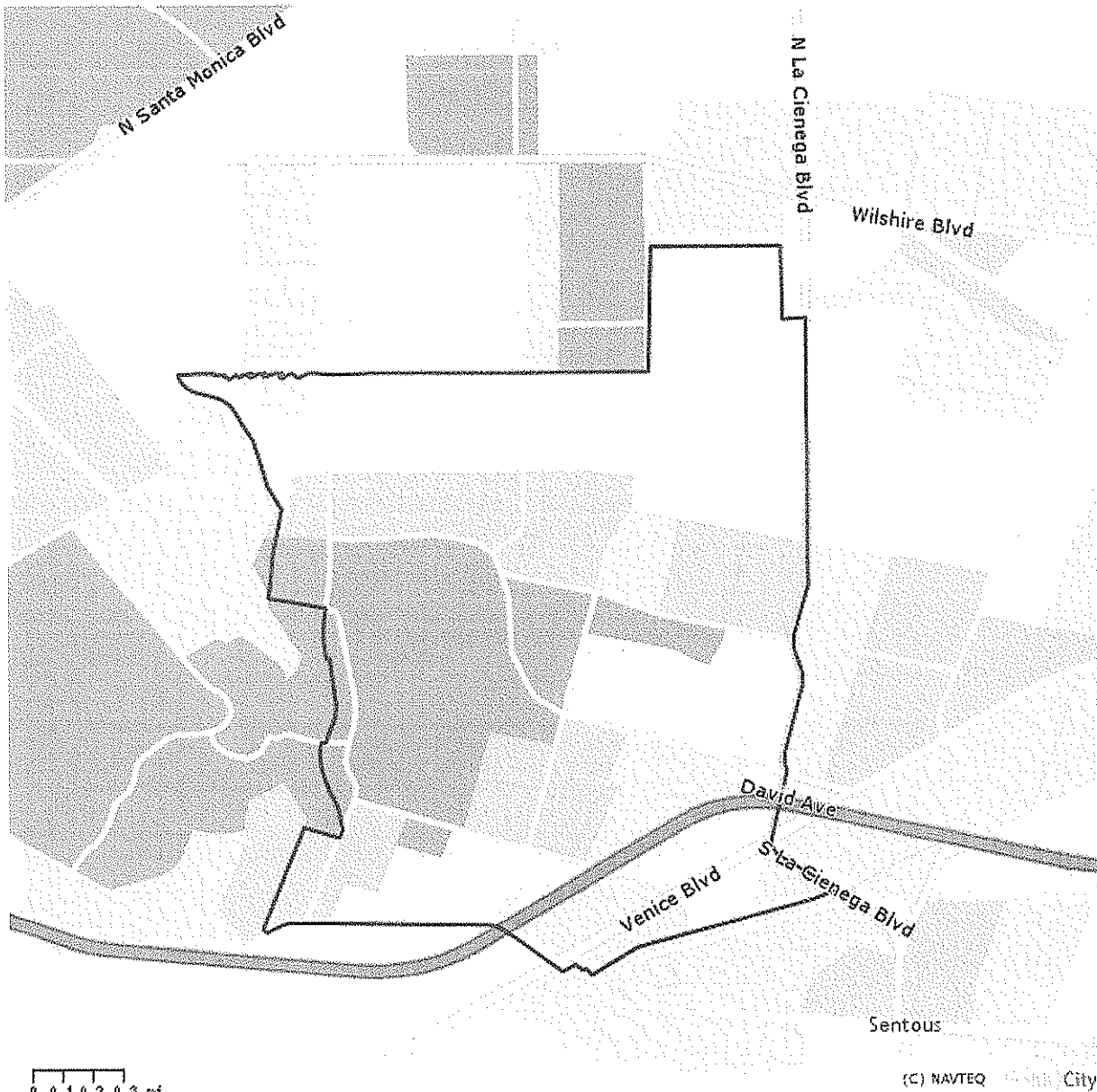
Name	Address	Contact Info (optional)
PETRONA LOPEL Print Name <i>[Signature]</i> Signature & Date	Residence/Business Address (No P.O. Boxes) 6053 Dauphin AV City & ZIP LA. CA 90034	Phone 323-936-9976 eMail
Ramon Jimenez Print Name <i>[Signature]</i> Signature & Date	Residence/Business Address (No P.O. Boxes) 6044 Dauphin St. City & ZIP LA. CA 90034	Phone 323-382 3190 eMail
DAN HENRICKSON Print Name <i>[Signature]</i> Signature & Date	Residence/Business Address (No P.O. Boxes) 6007 DAUPHIN City & ZIP LOS ANGELES CA 90034	Phone 310-422-7773 eMail
HECTOR GUTIERREZ Print Name <i>[Signature]</i> Signature & Date	Residence/Business Address (No P.O. Boxes) 6050 DAUPHIN AVE #3 City & ZIP LA, CA 90034	Phone 323 424-3264 eMail reborn333@aol.com
Maurice Arnsen Print Name <i>[Signature]</i> Signature & Date	Residence/Business Address (No P.O. Boxes) 6043 Dauphin Ave City & ZIP Los Angeles, CA 90034	Phone 323-9363258 eMail None
Jacob Ramos Print Name <i>[Signature]</i> Signature & Date	Residence/Business Address (No P.O. Boxes) 6028 Ernest Ave City & ZIP L.A. 90034	Phone 562 201 3524 eMail
Alfonso Rios Print Name <i>[Signature]</i> Signature & Date	Residence/Business Address (No P.O. Boxes) 5907 ERNEST AVE City & ZIP LA 90034	Phone eMail
Chau R' Patna Print Name <i>[Signature]</i> Signature & Date	Residence/Business Address (No P.O. Boxes) 5916 Ernest Ave City & ZIP Los Angeles, 90034	Phone 323 964 9454 eMail
Francisco Escobar Print Name <i>[Signature]</i> Signature & Date	Residence/Business Address (No P.O. Boxes) 5910 Ernest Ave City & ZIP Los Angeles CA 90034	Phone 323 931-6178 eMail FJV 031245@yahoo.com
DANIEL LAPORTA Print Name <i>[Signature]</i> Signature & Date	Residence/Business Address (No P.O. Boxes) 5906 ERNEST AVE City & ZIP LA CALIF 90034	Phone 323-934-7080 eMail DULL7080@YAHOO.COM
JUDY HARO Print Name <i>[Signature]</i> Signature & Date	Residence/Business Address (No P.O. Boxes) 5902 ERNEST AVE City & ZIP L.A. CA 90034	Phone 323-954-7462 eMail aveildavid@aol.com
José Cruz Print Name <i>[Signature]</i> Signature & Date	Residence/Business Address (No P.O. Boxes) 5901 Ernest Ave. City & ZIP 90034 - L.A CALIF	Phone 323-997-7879 eMail



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[illegible]

SORO NC Renter vs. Owner Occupied Housing



Renter vs. Owner Occupied Housing Units: Owner Occupied Housing Units

- Data unavailable
- 0.00 % ~ 37.479 %
- 37.48 % ~ 62.459 %
- 62.46 % ~ 81.439 %
- 81.44 % ~ 100.00 %

Description: A housing unit is owner occupied if the owner or co-owner lives in the unit even if it is mortgaged or not fully paid for.

Universe: Occupied Housing Units

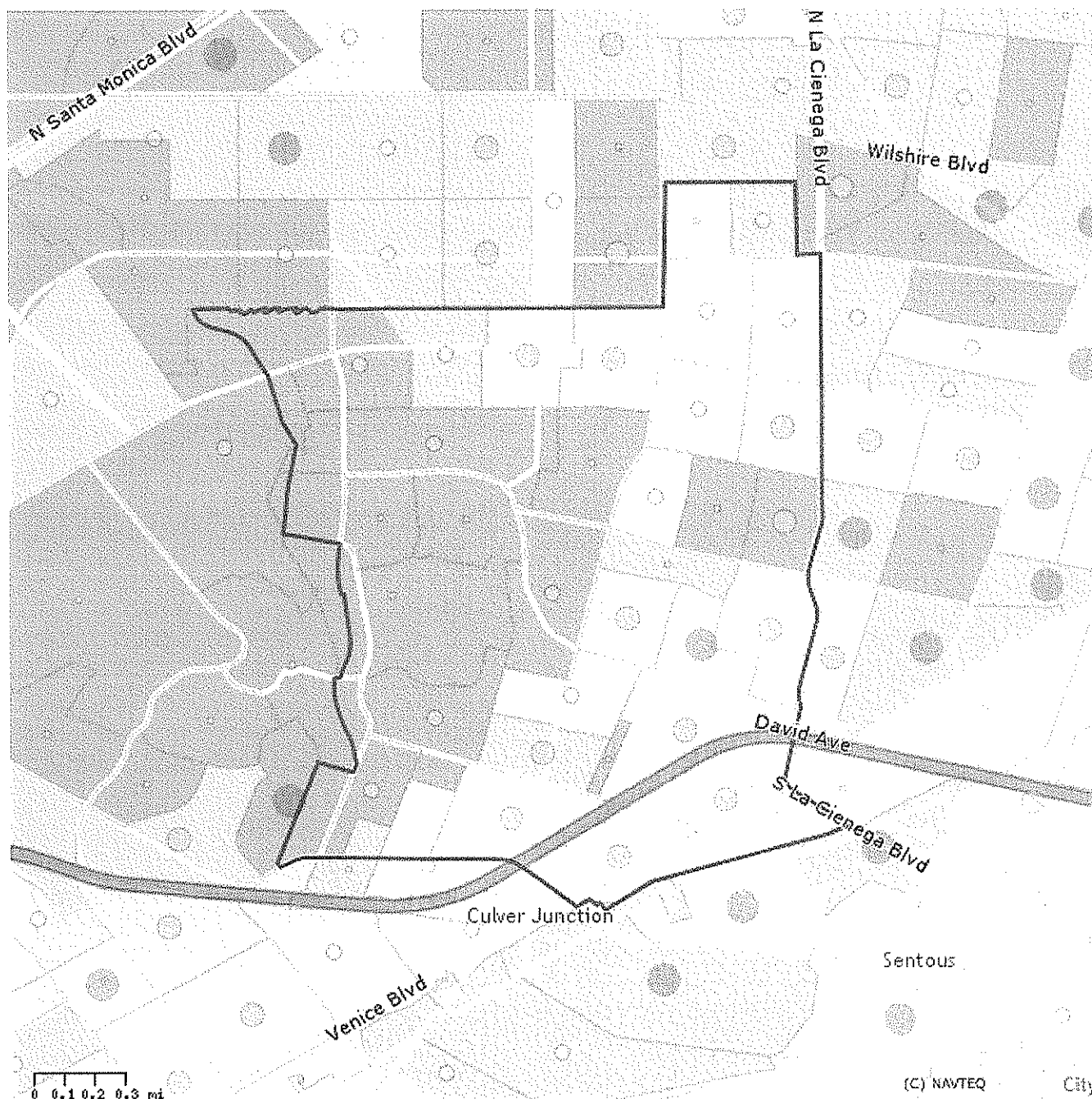
Data Source: Nielsen Claritas, Inc.

Data Year: 2010

Data Level: Census Block Group

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 Map created by SORO NC
 on March 21, 2011
 at HealthyCity.org
 (c) 2010 Advancement Project
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SORO NC Household Median Income + Unemployment Status



Median Household Income: Median Household Income

Data unavailable
 \$ 0 ~ \$ 42,797.9
 \$ 42,798 ~ \$ 61,303.9
 \$ 61,304 ~ \$ 84,321.9


Employment Status: Civilian, Unemployed

Data unavailable
 0.00 % ~ 2.209 %
 2.21 % ~ 3.939 %
 3.94 % ~ 6.259 %
 6.26 % ~ 100.00 %

Description: All civilians 16 years old and over are classified as

(C) NAVTEQ City

Map created by SORO NC
 on March 21, 2011
 at HealthyCity.org
 (c) 2010 Advancement Project
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 \$ 84,322 ~ \$ 500,001

Description: The median divides households into two equal parts: one-half of the households earning less than the median income and one-half earning above the median.

Universe: Total Households

Data Source: Nielsen Claritas, Inc.

Data Year: 2010

Data Level: Census Block Group

unemployed if they were neither "at work" nor "with a job but not at work" during the reference week, and were actively looking for work during the last 4 weeks, and were available to accept a job. Also included as unemployed are civilians who did not work at all during the reference week, were waiting to be called back to a job from which they had been laid off, and were available for work except for temporary illness.

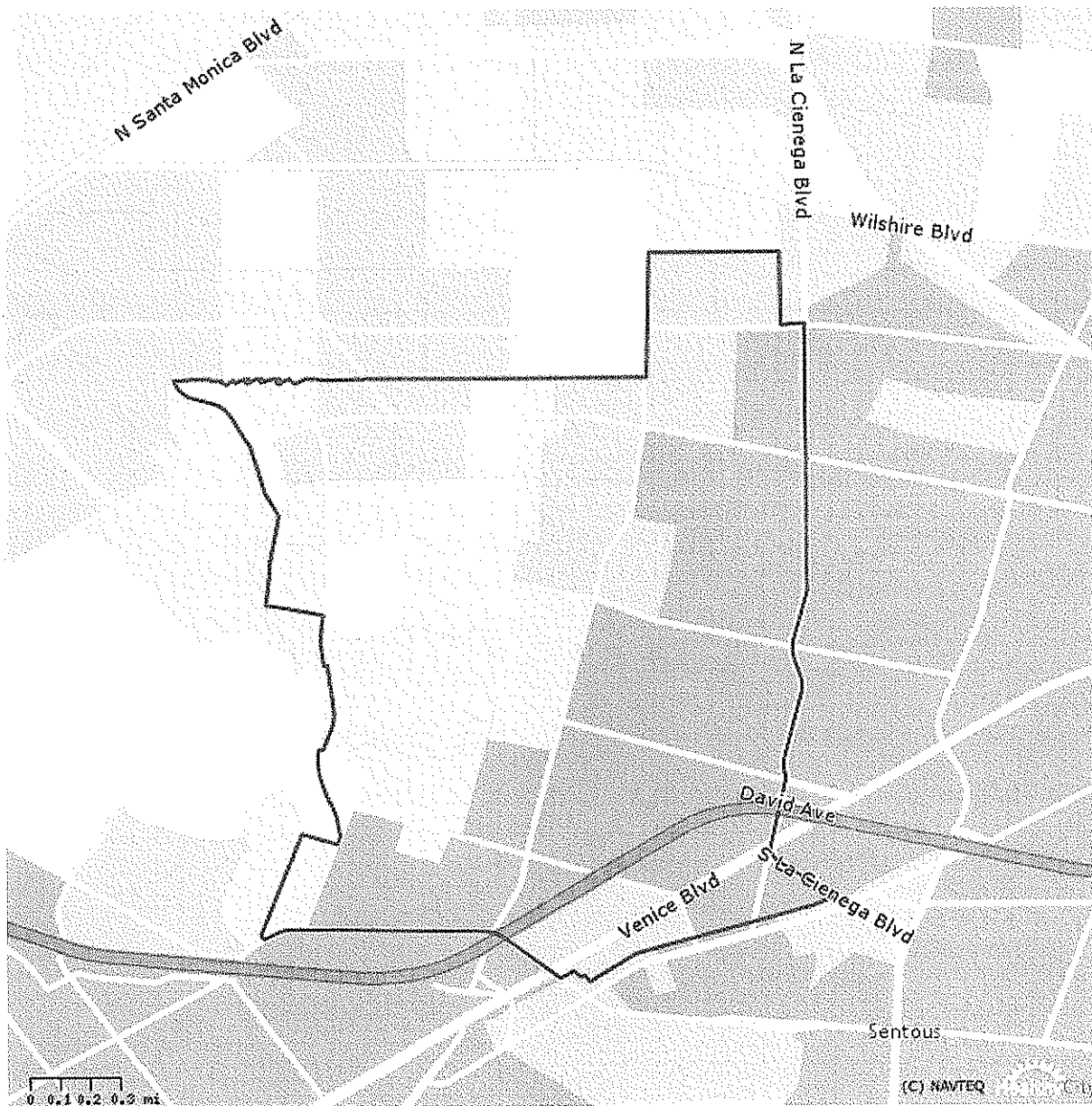
Universe: Population Age 16 or Over

Data Source: Nielsen Claritas, Inc.

Data Year: 2010

Data Level: Census Block Group

SORO NC African American Population



Ethnicity / Race: Black or African American

- Data unavailable
- 0.00 % ~ 0.659 %
- 0.66 % ~ 1.979 %
- 1.98 % ~ 5.619 %
- 5.62 % ~ 100.00 %

Description: Includes non-Hispanic people who indicate their race as "Black, African American, etc." or provide written entries such as African American, Afro-American, Kenyan, Nigerian, or Haitian

Universe: Total Population

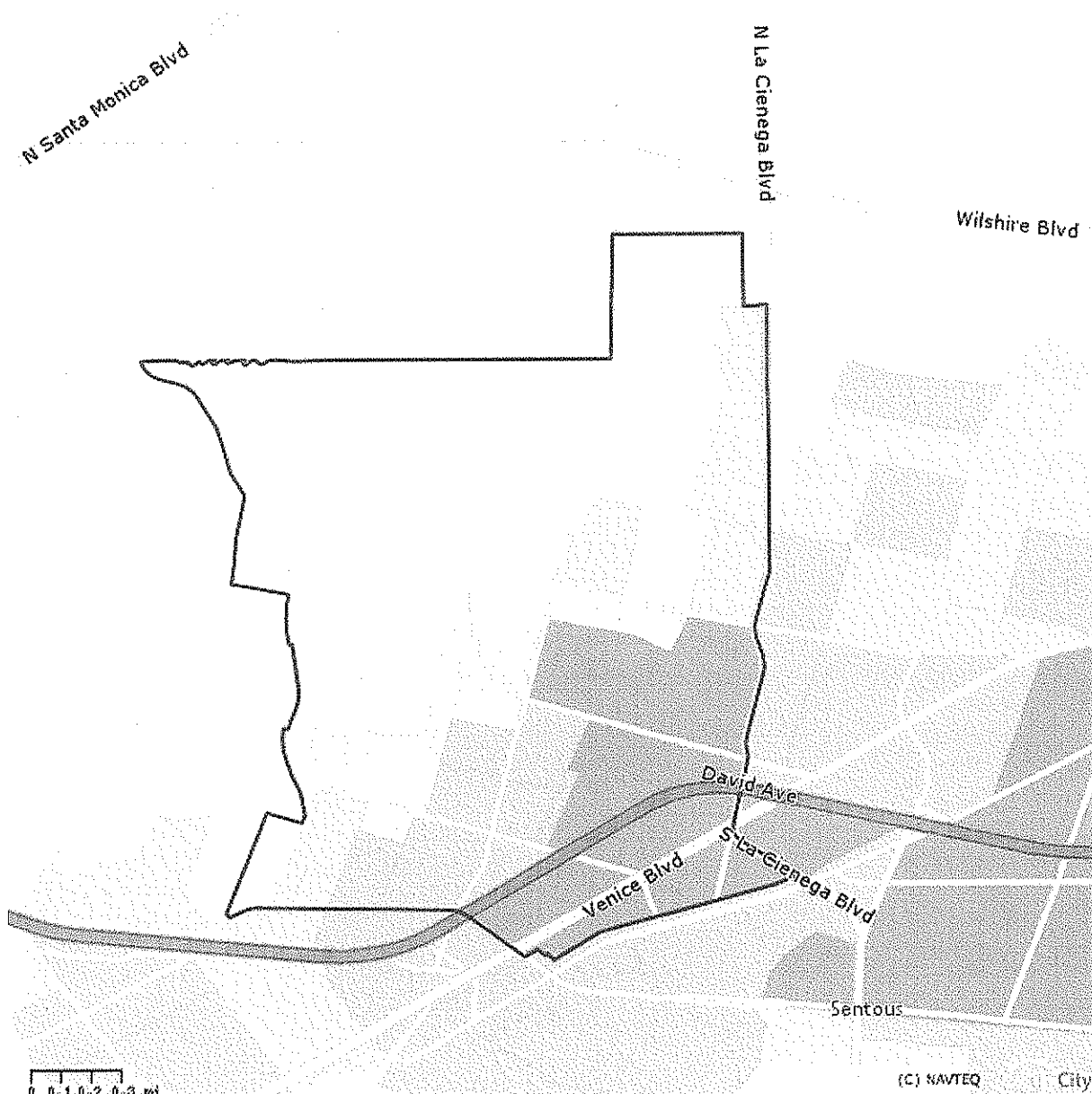
Data Source: Nielsen Claritas, Inc.

Data Year: 2010

Data Level: Census Block Group

Map created by SORO NC
on March 21, 2011
at HealthyCity.org
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SORO NC Hispanic Population



Ethnicity / Race: Hispanic

- Data unavailable
- 0.00 % ~ 10.989 %
- 10.99 % ~ 25.589 %
- 25.59 % ~ 56.629 %
- 56.63 % ~ 100.00 %

Description: Persons who identify themselves as Hispanic, Latino and/or Spanish origin. People of Hispanic origin may be of any race

Universe: Total Population

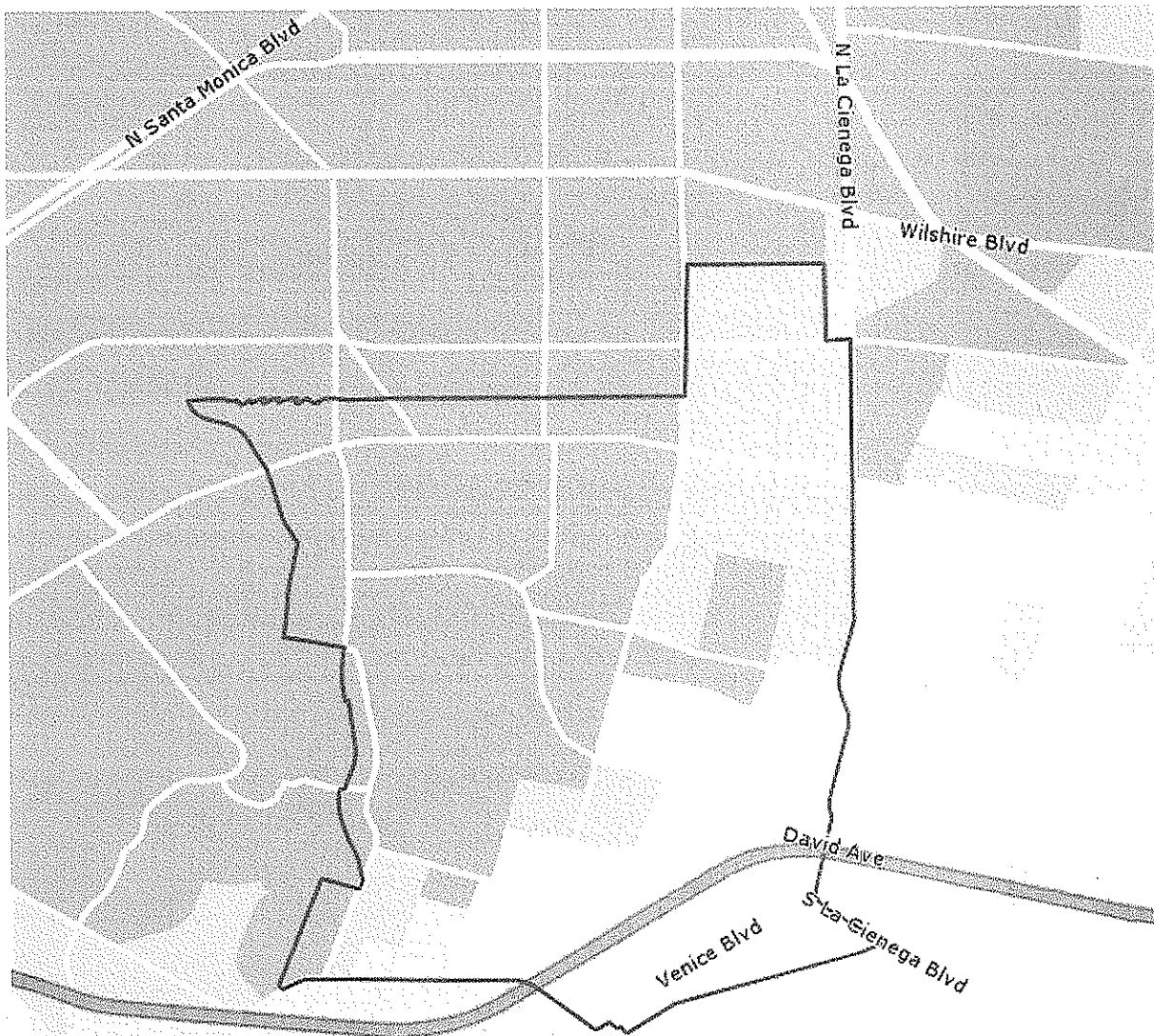
Data Source: Nielsen Claritas, Inc.

Data Year: 2010

Data Level: Census Block Group

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SORO NC White Population



Sentous






(C) NAVTEQ City

Map created by SORO NC
on March 21, 2011
at HealthyCity.org

(c) 2010 Advancement Project
All Rights Reserved

0 0.1 0.2 0.3 mi

Ethnicity / Race: White

-  Data unavailable
-  0.00 % ~ 16.209 %
-  16.21 % ~ 42.909 %
-  42.91 % ~ 71.249 %
-  71.25 % ~ 100.00 %

Description: Includes non-Hispanic people who indicate their race as "White" or report entries such as Irish, German, Italian, Lebanese, Near Easterner, Arab, or Polish

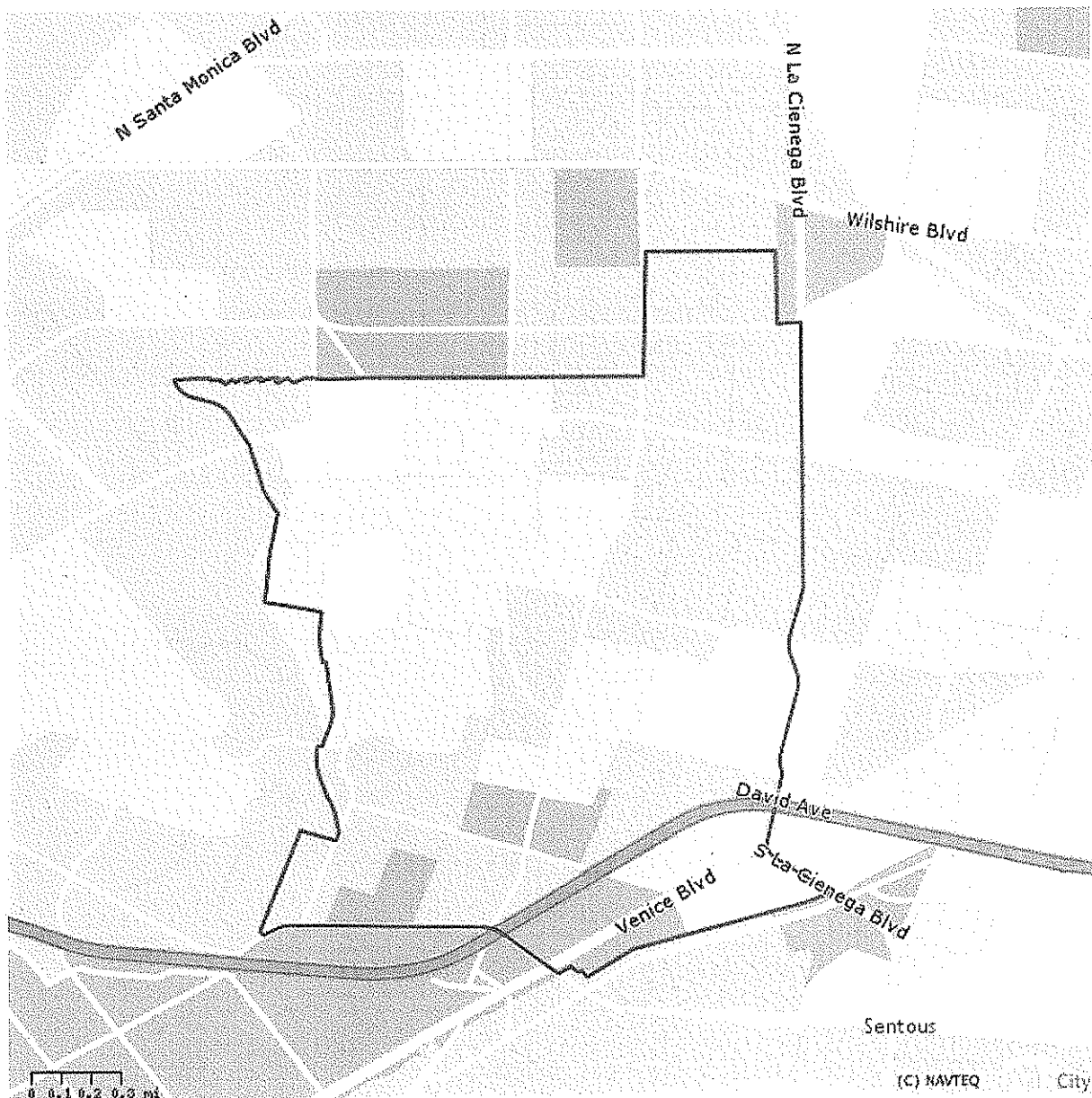
Universe: Total Population

Data Source: Nielsen Claritas, Inc.

Data Year: 2010

Data Level: Census Block Group

SORO NC Asian Population



Ethnicity / Race: Asian

- Data unavailable
- 0.00 % ~ 1.799 %
- 1.80 % ~ 5.449 %
- 5.45 % ~ 13.359 %
- 13.36 % ~ 100.00 %

Description: Includes non-Hispanic people having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. It includes "Asian Indian," "Chinese," "Filipino," "Korean," "Japanese," "Vietnamese," and "Other Asian"

Universe: Total Population

Data Source: Nielsen Claritas, Inc.

Data Year: 2010

Data Level: Census Block Group

Sentous

(c) NAVTEQ

City

Map created by SORO NC
on March 21, 2011
at HealthyCity.org

(c) 2010 Advancement Project
All Rights Reserved

We want you!

Dear Community Member,

We are reaching out to you because (oddly enough) your area is not currently represented by a neighborhood council within the City of Los Angeles.

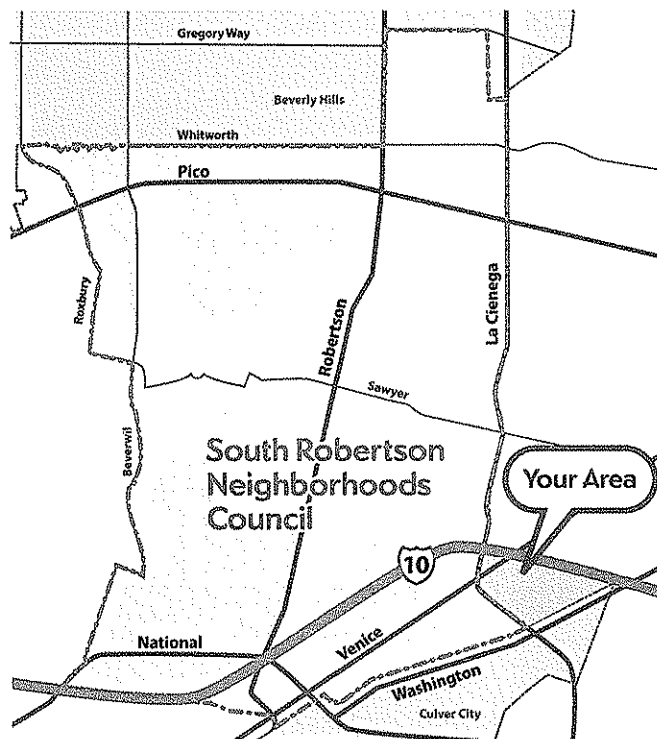
The Neighborhood Councils are chartered and annually funded by the City of Los Angeles to promote citizen participation in government at a grassroots level. They are designed to give you a voice in the issues, decisions and programs that affect your lives, provide a direct line of communication to the City to help address your unique needs, and to build a stronger community at the local level.

SORO NC (South Robertson Neighborhoods Council) is commonly regarded as one of the most efficient and productive neighborhood councils within the system—93 neighborhood councils in all.

We already represent many of your neighbors, and SORO NC would also love to represent you within this system.

We are hosting a community information meeting where you can meet our board members and your local SORO NC representative, ask questions about the neighborhood council system and learn about what we do and how we can serve you.

If you would like to learn a little more about us in advance, please visit us online at www.soronc.org/welcome, where you can see many of the projects we sponsor.



Neighborhood meeting

Wednesday, April 20

7:00pm • Free • Open to all

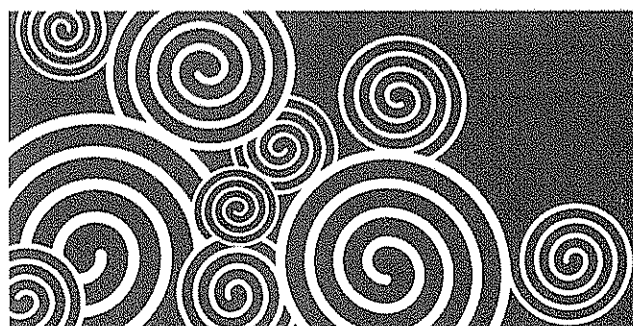
Blum & Poe

2727 S. La Cienega Blvd.

Los Angeles, 90034

for more info visit:

www.soronc.org/welcome



soro



south robertson neighborhoods council

¡Te queremos!

Estimado miembro comunitario,

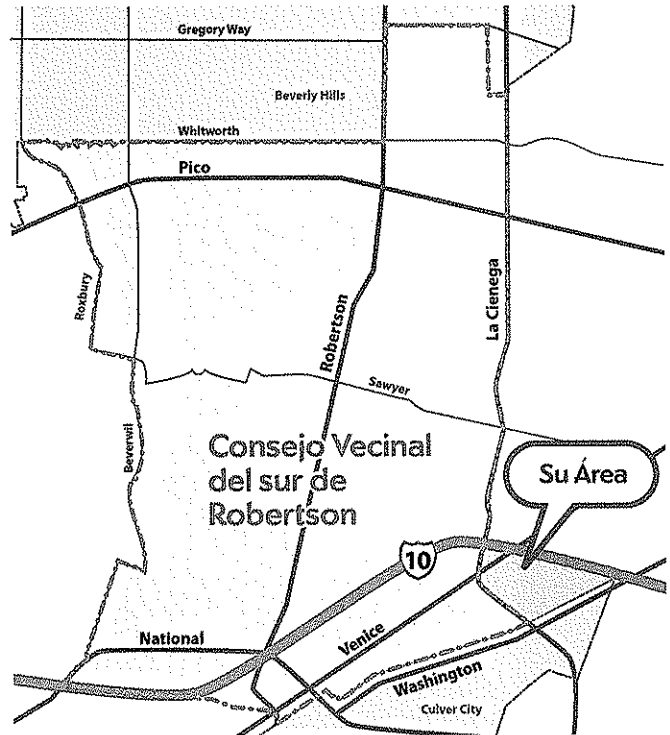
Nos comunicamos porque (curiosamente), actualmente su área no está representada por un Consejo Vecinal dentro de la Ciudad de Los Ángeles.

Los Consejos Vecinales son fletados y financiados anualmente por la ciudad de Los Ángeles para promover la participación ciudadana en el gobierno a un nivel de base. Están diseñados para darle una voz en las cuestiones, decisiones y programas que afectan sus vidas, proporcionan una línea de comunicación directa a la ciudad para ayudar a cumplir sus necesidades únicas y para construir una comunidad más fuerte a nivel local.

SORO NC (Consejo Vecinal del sur de Robertson, siglas en inglés) es comúnmente considerado como uno de los Consejos Vecinales más eficiente y productivo en el sistema; 93 consejos en total.

Ya representamos a muchos de sus vecinos y le encantaría a SORO NC representarlo a usted dentro de este sistema. Como anfitrión, tendremos una reunión informativa donde usted puede conocer a los miembros de la junta directiva, a representantes locales de SORO NC, y hacer preguntas sobre el sistema de concilios vecinales y de lo que hacemos y cómo podemos servirle.

Si desea conocer un poco más acerca de nosotros, de antemano, por favor, visítenos por la red mundial en www.soronc.org/welcome, donde se puede ver muchos de los proyectos que patrocinamos.



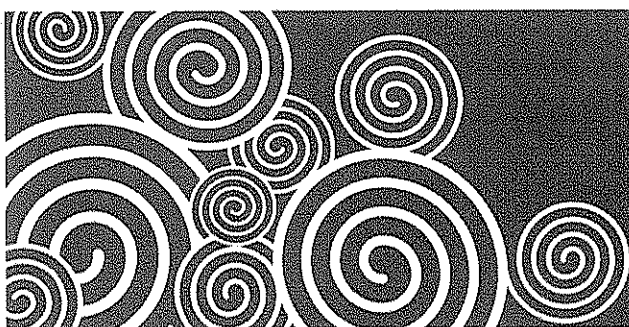
Reunion Informativa miercoles, 20 de abril

7:00pm • Entrada gratis • Para todos

Blum & Poe
2727 S. La Cienega Blvd.
Los Angeles, 90034

para obtener más información visite:

www.soronc.org/welcome



soro

 south robertson neighborhoods council

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We are reaching out to you because (oddly enough) your area is not currently represented by a neighborhood council within the City of Los Angeles.

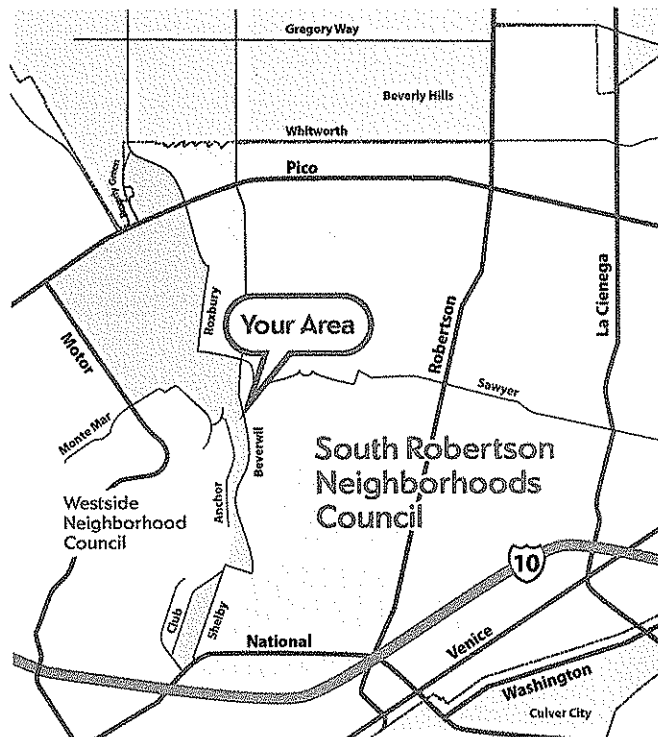
Each of the City's 93 Neighborhood Councils are chartered and annually funded by the City of Los Angeles to promote citizen participation in government at a grassroots level. They are designed to give you a voice in the issues, decisions and programs that affect your lives, provide a direct line of communication to the City to help address your unique needs, and to build a stronger community at the local level.

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Neighborhood Meeting

Wednesday, April 27

7:00pm • Free • Open to all

Simon Wiesenthal Center

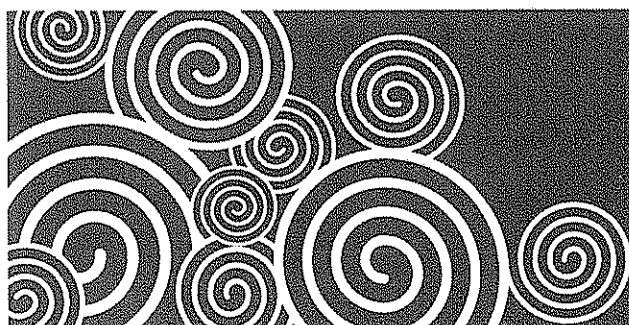
1399 S. Roxbury Dr.

3rd floor classrooms 1-3

Underground parking available on Roxbury

for more info visit:

www.soronc.org/welcome



soro



south robertson neighborhoods council

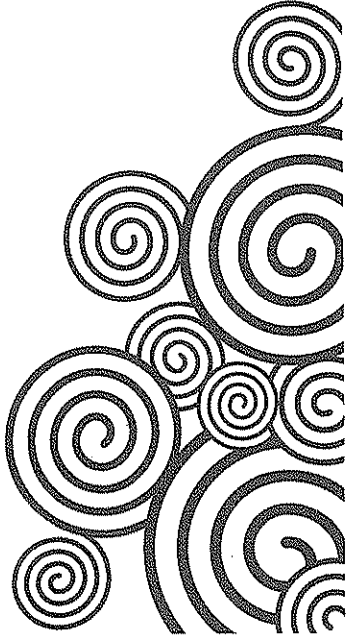
Be Represented

Learn how official LA Neighborhood Councils fight for you


Neighborhood Meeting
Wednesday, April 20

7:00pm • Blum & Poe 2727 S. La Cienega Blvd.

www.soronc.org/welcome



SORO

 south robertson neighborhoods council

soro

south robertson neighborhoods council

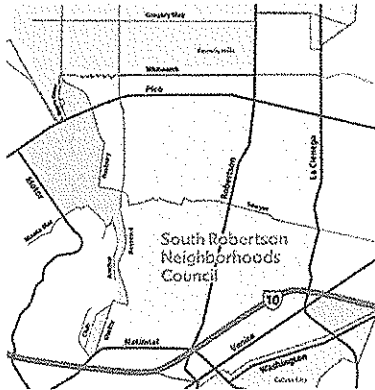
Welcome!

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Each of the City's 93 Neighborhood Councils are chartered and annually funded by the City of Los Angeles to promote citizen participation in government at a grassroots level. They are designed to give you a voice in the issues, decisions and programs that affect your lives, provide a direct line of communication to the City to help address your unique needs, and to build a stronger community at the local level.

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We already represent many of your neighbors, and SORO NC would also love to represent you.



Currently unrepresented areas are in blue.
Click for a larger interactive map.

Get Updates

Sign up to stay in the loop with SORO NC meetings. And if you'd like updates on our action committees and other events happening within SORO, use our [full sign up form](#).

Email Address

First Name

Last Name

What is SORO NC?

The South Robertson Neighborhoods Council (SORO NC) is part of the Neighborhood Council system, which was created in 1999 to allow those who live, work or worship in a particular neighborhood—stakeholders—an opportunity to have a voice in community and city decisions. Each neighborhood council is funded with \$45,000 yearly.

How does SORO NC run?

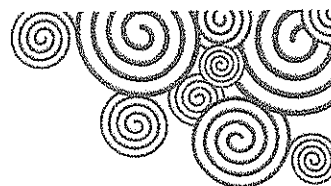
The Board of SORO NC has 25 seats, all or part of which are filled at any given time. These seats represent geographical areas (zones), organizations and businesses. Any stakeholder within the SORO NC borders may run as a candidate in the 2010 election, or submit an application to be appointed to a vacant seat, if he or she meets the criteria for that particular position. The full Board meets once a month, at the [General Board Meeting](#). In addition, the NC operates nine different committees which address a wide cross-section of community issues. These committees meet throughout the month and are attended by both Board members and stakeholders.

What does SORO NC do?

In addition to working closely with City departments, our neighborhood council is very active in the community. We are dedicated to the economic revitalization of our area, and run a number of projects and events. Check out our [Programs area](#) and [Individual Committee pages](#) for more details.

How can I get involved?

Committee participation is the ideal way to start getting involved and making a difference in your community and all stakeholders who attend committee meetings are able to vote on motions. Since the Neighborhood Council functions as a part of the [City of Los Angeles](#), the public is welcomed at all our meetings and all our activities are subject to the [Ralph M. Brown Act](#), designed to promote open and transparent government. All SORO NC meetings and agendas are posted 72 hours in advance on this website and at the Robertson Library among other locations, so please [sign up for updates](#) and come and join us in shaping the community we share.



Visitor Sign In (Registración de asistentes)

Meeting: SE Amer Outreach Date: 4/20/11

Please note that visitors are not required to sign in. (los asistentes no están obligados a registrarse)

Name (please print) Nombre (en letra de imprenta)	Email & Phone (optional) Dirección de correo electrónico & número telefónico (opcional)	Add to SORO mailing list? ¿Añadir a la lista de correo de SORO?
SHARON WADSWORTH	lemaraga@msn.com	<input type="checkbox"/>
Beth Bryant		<input type="checkbox"/>
BARBARA Thompson	MINE	<input type="checkbox"/>
Allan DiCastro	allanmnc@yahoo.com	<input type="checkbox"/>
MICHAEL MURPHY	MICHAEL@MURPHYFINEART.COM	<input type="checkbox"/>
moderated + Drew Hitzler	dhitler@gmail.com	<input type="checkbox"/>
+ Peter Billiet	bethe.billiet@gmail.com	<input type="checkbox"/>
+ KIMBER SMITH		<input type="checkbox"/>
+ Mary		<input type="checkbox"/>
+ Doug		<input type="checkbox"/>
Mamie Clayton	mamieclayton@gmail.com	<input checked="" type="checkbox"/>
Joetta Clay	jclay46617@gmail.com	<input checked="" type="checkbox"/>
Ova Saopeng	ovationx@gmail.com	<input checked="" type="checkbox"/>
Trina Woodruff	t-woodruff@att.net	<input checked="" type="checkbox"/>
Claudette Malone	tsame	<input type="checkbox"/>
MCN MNT	323 9356054	<input type="checkbox"/>
Aurelio Martinez	323 934 0056	<input type="checkbox"/>
Maria Montano	323-934 0056	<input type="checkbox"/>
Marcos Ovale	(323) 939-0724	<input type="checkbox"/>
Reyoyda Buorly	323 934-3989	<input type="checkbox"/>



Visitor Sign In *(Registración de asistentes)*

Meeting:	SE Annex Outreach	Date:	4/20/11
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Please note that visitors are not required to sign in. (los asistentes no están obligados a registrarse)

[illegible]

AUG 07 2009

Revised Bylaws of
The South Robertson Neighborhoods Council
Also known as SORO NC

Effective as of _____, 2008; the revised bylaws comprise the full and complete restatement of how this Neighborhood Council shall operate. These revised bylaws replace and supersede all prior and contemporaneous written or oral understandings and cannot be modified except as provided herein.

1. ARTICLE I – NAME

1.1. The name of the neighborhood COUNCIL shall be the South Robertson Neighborhoods COUNCIL, also known as SORO NC.

2. ARTICLE II – DEFINITIONS

2.1. NEIGHBORHOOD COUNCIL shall mean a governing board of STAKEHOLDERS within SORO NC boundaries that meet regularly with the goal to build a community and increase public participation in government.

2.2. Neighborhood Council membership is open to all Stakeholders. STAKEHOLDERS are defined as individuals who live, work, own property in the neighborhood and also those who declare a stake in the neighborhood and affirm the factual basis for it

2.3. The Neighborhood Council BOARD shall mean the governing board as composed of BOARD MEMBERS.

2.4. BOARD MEMBERS are STAKEHOLDERS elected to serve on the COUNCIL BOARD by SORO NC STAKEHOLDERS.

2.5. BOARD MEETINGS are publicly held community meetings attended by STAKEHOLDERS where only BOARD MEMBERS can vote on COUNCIL business.

2.6. COUNCIL AREA shall mean the geographic area as set forth in ARTICLE III.

2.7. OFFICIAL ACTION shall mean when the BOARD approves, fails to approve, or disapproves by vote any resolution, position, or decision with respect to an item on its agenda. An OFFICIAL ACTION becomes the official or representative voice on said item for the COUNCIL.

2.8. ACTION COMMITTEE shall be a group of STAKEHOLDERS who meet to address an on-going concern or issue of the COUNCIL AREA. If any such committee becomes a standing committee, it shall be subject to the Brown Act.

3. ARTICLE III – NEIGHBORHOOD COUNCIL AREA BOUNDARIES

3.1. South Robertson Neighborhoods COUNCIL includes a geographic area with specific boundaries. The boundaries are described as follows:

3.1.1. North: (going east) Beverly Hills border/Whitworth Drive, when west of Robertson Blvd. ; Beverly Hills border/Gregory Way when east of Robertson Blvd.

3.1.2. South: (going east) 10 freeway, Robertson Blvd. Off-ramp, Exposition Blvd. along Culver City border.

3.1.3. West: (going south) Roxbury Drive (Hillcrest Country Club east lot edge), Beverwil Drive (including attached cul-de-sacs), Shelby Drive, and National Blvd.

3.1.4. East: La Cienega Blvd. (west side of street only, boulevard is shared with adjacent Neighborhood COUNCIL).

4. ARTICLE IV – PURPOSE, MISSION, and POLICY

4.1. The purpose of this COUNCIL shall be to:

4.1.1. Act on the City Charter Mandate to identify and address community concerns in sustaining the economic and social well being of the COUNCIL AREA.

4.1.2. Participate as an advisory board on issues of concern and in the governance of the City of Los Angeles .

4.2. The mission of this COUNCIL is:

4.2.1. To serve as an inclusive forum for public discussion of issues, needs, and concerns of this COUNCIL that will provide the BOARD with knowledge empowering it to make decisions that strengthen and maintain the purpose of this COUNCIL.

4.2.2. Encourage STAKEHOLDER participation in addressing community concerns.

4.3. The policy of this COUNCIL shall be one of non-discrimination. The COUNCIL shall not discriminate against any individual or group in our operations on the basis of race, religion, color, creed, citizenship, national origin, ancestry, cultural orientation, lifestyle, gender, sexual orientation, age, disability, marital status, income, or political philosophy.

5. ARTICLE V – PARTICIPATION

5.1. Participation in this COUNCIL is open to all SORO NC STAKEHOLDERS. The BOARD may request reasonable proof and make reasonable inquiries to verify eligibility.

6. ARTICLE VI – BOARD OF DIRECTORS

6.1. The purpose of the Board of Directors is to serve as elected representatives of STAKEHOLDERS by providing coordinated leadership, overseeing the longterm goals of the organization, fostering and promoting the initiative and commitment of STAKEHOLDERS, and pursuing the purpose and mission of this COUNCIL. The BOARD shall be the final authority of the South Robertson Neighborhoods Council.

6.2. The number of BOARD MEMBERS shall be twenty-five (25).

6.3. The composition of the BOARD shall aim to achieve the following representation from the five (5) following STAKEHOLDER categories within the COUNCIL AREA

6.3.1. Residents: Individuals who are a resident homeowner or tenant. One seat from each of the ten zones within the COUNCIL AREA (10 seats). 6.3.2. The geographic zones are defined as follows:

6.3.2.1. Zone 1

6.3.2.1.1. North Boundary: Whitworth Dr. (Beverly Hills border)

6.3.2.1.2. South Boundary: (going east) Cashio St. , Canfield Ave. , to Pickford St .

6.3.2.1.3. West Boundary: Roxbury Dr .

6.3.2.1.4. East Boundary: Robertson Blvd.

6.3.2.2. Zone 2

6.3.2.2.1. North Boundary: Pico Blvd.

6.3.2.2.2. South Boundary: Pickford St .

6.3.2.2.3. West Boundary: Robertson Blvd.

6.3.2.2.4. East Boundary: La Cienega Blvd.

6.3.2.3. Zone 3

6.3.2.3.1. North Boundary: Pickford St .

6.3.2.3.2. South Boundary: Sawyer St .

6.3.2.3.3. West Boundary: Robertson Blvd.

- 6.3.2.3.4. East Boundary: La Cienega Blvd.
- 6.3.2.4. Zone 4
 - 6.3.2.4.1. North Boundary: Sawyer St .
 - 6.3.2.4.2. South Boundary: Cadillac Ave.
 - 6.3.2.4.3. West Boundary: Robertson Blvd.
 - 6.3.2.4.4. East Boundary: La Cienega Blvd.
- 6.3.2.5. Zone 5
 - 6.3.2.5.1. North Boundary: Cadillac Ave.
 - 6.3.2.5.2. South Boundary: (going east) Cattaraugus Ave , 10 FWY
 - 6.3.2.5.3. West Boundary: Robertson Blvd.
 - 6.3.2.5.4. East Boundary: La Cienega Blvd.
- 6.3.2.6. Zone 6
 - 6.3.2.6.1. North Boundary: 10 FWY
 - 6.3.2.6.2. South Boundary: (going east) Exposition Blvd ,, Culver City border
 - 6.3.2.6.3. West Boundary: 10FWY
 - 6.3.2.6.4. East Boundary; La Cienega Blvd.
- 6.3.2.7. Zone 7
 - 6.3.2.7.1. North Boundary: Cattaraugus Ave.
 - 6.3.2.7.2. South Boundary: 10 FWY
 - 6.3.2.7.3. West Boundary: (going south): Beverwil Dr. , Castle Heights Ave , Kincardine Ave , Shelby Dr., and National Blvd.
 - 6.3.2.7.4. East Boundary: Robertson Blvd.
- 6.3.2.8. Zone 8
 - 6.3.2.8.1. North Boundary: (going east) Castle Heights Ave , Bolton Rd. , and Sawyer St .
 - 6.3.2.8.2. South Boundary: Cattaraugus Ave.
 - 6.3.2.8.3. West Boundary: Beverwil Dr .
 - 6.3.2.8.4. East Boundary: Robertson Blvd.
- 6.3.2.9. Zone 9
 - 6.3.2.9.1. North Boundary: (going east) Cashio St., to Canfield Ave., to Pickford St.
 - 6.3.2.9.2. South Boundary: (going east) Castle Heights Ave, Bolton Rd., and Sawyer St.
 - 6.3.2.9.3. West Boundary: Hillcrest Country Club east lot edge
 - 6.3.2.9.4. East Boundary: Robertson Blvd.
- 6.3.2.10. Zone 10 (All references to Zone 10 and/or its representatives or stakeholders are conditioned upon boundary adjustment approval by the Board of Neighborhood Commissioners)
 - 6.3.2.10.1. North Boundary: Beverly Hills border/Gregory Way
 - 6.3.2.10.2. South Boundary: Pico Blvd.
 - 6.3.2.10.3. West Boundary: Robertson Blvd.
 - 6.3.2.10.4. East boundary: La Cienega Blvd.

6.3.3. Business: Individuals who own, operate, or work in a business or own business property or residential income property. (Five seats)

6.3.4. Organizations: Individuals who officially represent organized groups of STAKEHOLDERS where their participation on the BOARD will further enhance the diversity and general representation of our BOARD. Eligible organizations may include but are not limited to non-profit, faith based, or service organizations. (Four seats)

6.3.5. Schools: Individuals who attend or work at schools in the COUNCIL AREA. (Two seats)

6.3.6. At-Large: Individuals who live, work, own property, attend school, and/or are members of organizations within the COUNCIL AREA. (Four seats)

6.4. As appropriate, the BOARD may request additional Advisory Directors. Advisory Directors will sit on the BOARD but cannot vote. The BOARD shall reserve one advisory position for each City Council District within the COUNCIL AREA and one advisory position for a representative from each of the LAPD Areas (or their equivalent) that serve the COUNCIL AREA.

6.4.1. The purpose of the advisory board members is to provide further insight and guidance from local City of Los Angeles personnel.

6.5. Without prejudice to the general powers, and subject to the same limitations, the BOARD shall have the power to:

6.5.1. Set priorities and specific goals for the COUNCIL.

6.5.2. Oversee, review, and approve proposed projects, programs, and other activities, which affect the general welfare and economic condition of the STAKEHOLDERS. The BOARD shall at all reasonable times refer the development of proposed BOARD actions to ACTION COMMITTEES.

6.5.3. Allocate resources, authorize expenditures, and otherwise perform activities needed for normal operations on behalf of the COUNCIL.

6.5.4. Establish and disband ACTION COMMITTEES and Chairs.

6.5.5. Select and remove all officers, agents, and employees of the COUNCIL, and prescribe any powers and duties for them that are consistent with the law and with these bylaws.

6.5.6. Change the location of the principal business office within the COUNCIL AREA; and designate any place with the COUNCIL AREA for the holding of any meeting including BOARD MEETINGS, ACTION COMMITTEE MEETINGS or SUB COMMITTEE MEETINGS. Under special circumstance, the BOARD may authorize a meeting to be held outside the COUNCIL AREA if no other reasonable solution exists.

7. ARTICLE VII – ELECTION OF THE BOARD OF DIRECTORS

7.1 This Article explains the administration of Neighborhood Council elections by the City Clerk and provides information regarding Stakeholder membership, the Board's structure, and Stakeholder eligibility for voting and being selected or elected to a Board seat. The provisions in this Article supersede any prior inconsistent provisions contained in the bylaws.

7.2 The Board of Directors must, to the extent possible, reflect the diversity of the Neighborhood Council's Stakeholders. Accordingly, no single Stakeholder group shall comprise a majority of the Neighborhood Council's governing body, unless extenuating circumstances are warranted and approved by DONE.

7.3 Elections shall be conducted every two years in even-numbered years and shall be administered by the City Clerk beginning on April-June 2010.

The rules and regulations promulgated by the City Clerk in conjunction with an election administered by the City Clerk shall take precedence over any inconsistent language in these bylaws.

7.4 The term of office for each current Board Member shall be extended through and until a successor is elected or appointed at the April-June 2010 City Clerk conducted election.

7.5 The intent of the Board is to establish a staggered election system where approximately half of the board is elected at each City Clerk conducted election.

Beginning with the City Clerk conducted election held on April-June 2010 the following seats shall run in 2010 for a term of office with a duration of two years or until a successor is elected or appointed. Subsequent terms of office shall be four years.

- Resident Zone 1
- Resident Zone 3
- Resident Zone 5
- Resident Zone 7
- Resident Zone 9
- Business 2
- Business 4

Organization 1
Organization 3
School 1
At Large 1
At Large 3

Beginning with the City Clerk conducted election held on April-June 2010, the following seats shall run in 2010 for a term of office with a duration of four years or until a successor is elected or appointed. Subsequent terms of office shall be four years.

Resident Zone 2
Resident Zone 4
Resident Zone 6
Resident Zone 8
Resident Zone 10
Business 1
Business 3
Business 5
Organization 2
Organization 4
School 2
At Large 2
At Large 4

7.6 All board seats and terms are subject to other provisions of these bylaws

7.7 The EXECUTIVE BOARD will consist of President, Vice President, Treasurer, and Secretary and be filled by a majority vote of the BOARD. Non-executive board officer positions shall be determined by the BOARD as needed and filled by a majority vote of the BOARD. Terms for executive officers and non-executive board officer positions created by the BOARD shall be two (2) years and subject to other terms in these bylaws.

7.7.1. SORO NC Officer Responsibilities:

President

- Set agenda for each NC Board meeting and ensure timely posting.
- Facilitate NC Board meetings.
- Member of Executive Committee
- Set agenda for each Executive Committee meeting and ensure timely posting.
- Facilitate Executive Committee meetings.

Vice President

- Assist the President as requested in carrying out the President's responsibilities.

- Conduct all responsibilities of the President in the President's absence.
- Member of the Executive Committee.

Secretary

- Conduct all responsibilities of the President in the absence of both the President and Vice President.
- Ensure notes are taken of all SORO NC Board meetings, written up in a timely manner, provided to all Board members in draft at least 72 hours in advance of the subsequent Board meeting, and finalized and posted within 72 hours after that subsequent Board meeting.
- Member of the Executive Committee.

Treasurer

- Conduct all responsibilities of the President in the absence of the President, Vice President and Secretary.
- Ensure an annual budget is prepared and approved by the SORO NC Board.
- Ensure all debts incurred by the SORO NC Board, according to its bylaws and policies and procedures of DONE, are paid in a timely manner.
- Ensure a written report of each month's financial transactions, including commitments and expenditures by budget allocation, and cash balance, is prepared in a timely manner, provided to all Board members in draft at least 72 hours in advance of the subsequent Board meeting, and finalized and posted within 72 hours after that subsequent Board meeting.
- Member of the Executive Committee.

7.7.2 Upon notification to the Board that "Just Cause" exists for removal of a Board Member from his/her SORO NC Officer position; the Board will consider this matter at the next regularly scheduled General Board Meeting. The matter will be placed on the Agenda of that meeting and will be considered first. The person who is bringing the matter will be allowed to detail why there is just cause to remove the officer. The Officer will be allowed an equivalent amount of time to respond. There will be an immediate board vote. It will take an affirmative vote of 66 2/3% of the Total Board to remove a Board Officer. At the next scheduled General Board Meeting there will be an election to replace a removed Officer. Note: Removal of someone as Officer does not constitute removal of that person as a Board Member.

7.8. The minimum age for stakeholder participation in board elections shall be fifteen (15) years of age.

7.9. A vacancy of a BOARD seat may be filled at the discretion of the

BOARD. In such cases, the following procedures shall be used:

7.9.1 .STAKEHOLDERS will be notified that the BOARD has a vacancy to be filled in a specific category. Any eligible STAKEHOLDER(s) interested in filling a vacant seat on the BOARD shall submit an application(s).

7.9.2.The BOARD shall then ensure that the matter is placed on the agenda for the next regular meeting of the BOARD.

7.9.3.One eligible STAKEHOLDER will be elected to the vacant BOARD seat by an open majority of the BOARD MEMBERS present.

7.9.4.When a vacant seat is filled by the aforementioned process, that seat shall be filled until its term expires. In no event shall a vacant seat be filled where an election to fill open seats on the BOARD is scheduled to be held within one hundred-twenty (120) days from the date the applicant (STAKEHOLDER applying to fill the vacancy) tenders a written application to the BOARD.

7.10. A BOARD MEMBER may be removed by the submission of a written petition, which (1) identifies the BOARD MEMBER to be removed, (2) described in detail the reason for removal, and (3) includes the signatures of fifty (50) STAKEHOLDERS. The fifty (50) signatures shall not be required if the reason for removal is non-attendance of the last three consecutive meetings. The issue shall be placed on the agenda for a vote at the next BOARD meeting. A vote of No Confidence by a majority of the BOARD shall be necessary to remove the identified BOARD MEMBER forthwith. The BOARD MEMBER who is the subject of the removal action shall not take part in the vote on this matter, but will be allowed to speak to the BOARD at the meeting prior to the vote.

8. ARTICLE VIII – BOARD MEETINGS

8.1. All meetings, as defined by the Ralph M. Brown Act shall be noticed and conducted in accordance with the Brown Act.

8.1.1. As a supplement to the physical postings required by the Brown Act, the Board will make a good faith effort to post meeting agendas, minutes, and other public communications on the SORO NC website in a timely manner.

8.2. Any item that requires the BOARD to take OFFICIAL ACTION shall be posted at least 72 hours in advance, which provides a brief summary of the item to be discussed and voted on. The manner of posting will be such that it provides access to the general STAKEHOLDERS.

8.2.1. The Board will make a good faith effort to avoid scheduling regular meetings at times when a significant portion of its Stakeholders would not be able to participate. Should unavoidable, known meeting conflicts arise, the Board will explain why the meeting was scheduled for that date and time within the meeting

agenda.

8.3. Meetings of the BOARD shall be held at least once per quarter with at least a 72 hour notice.

8.4. A community meeting or TOWNHALL in which government leaders and representatives speak to STAKEHOLDERS shall be held at a minimum of once per year with at least a twenty-one (21) day notice.

8.5. Meetings will be at a location determined by the BOARD, which may change from time to time and will be noticed on agendas pursuant to the Brown Act.

8.6. The minimum quorum is 11 members of the BOARD. An OFFICIAL ACTION can be taken by no fewer than seven (7) votes when there is a quorum of 11. When MORE THAN 11 BOARD MEMBERS ARE present, OFFICIAL ACTION shall be taken by A SIMPLE MAJORITY OF BOARD MEMBERS PRESENT. There shall be no proxy voting.

8.7. If SORO NC lacks a sufficient number of board members necessary to establish a quorum, then the remaining board members, no less than six (6), are granted limited authority to conduct a public meeting and fill any vacant seats on the board according to the restrictions or criteria that exist for the seat.

8.7.1 The public meeting to re-establish the quorum shall be conducted in accordance with the Brown Act, shall be attended by existing members of the board, and any vacant seat shall be filled by a majority vote. No other business shall take place at this public meeting.

8.7.2. Until such time as a sufficient number of vacancies have been filled that re-establishes a quorum, those persons appointed to the vacant seats shall not participate or vote in the filling of vacancies.

8.7.3. After the quorum is re-established the Neighborhood Council may fill or continue filling any vacancies in accordance with the regular appointment procedure contained in these bylaws in Section 7.9.

8.7.4.If more than 3/4 of the seats on the Board become vacant, then the remaining board members shall not be authorized to appoint any vacancies and instead are solely authorized to take any and all action necessary to conduct an election for the entire board. If there are no board members, then DONE may name the members for the election committee who shall then be authorized and have all power necessary to conduct an election for all board seats

8.8. The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next

regular meeting. The Board, at either of these two meetings, shall: (1) make a Motion for Reconsideration and, if approved, (2) hear the matter and Take an Action. If the motion to reconsider an action is to be scheduled at the next meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) a Motion for Reconsideration on the described matter and (2) a [Proposed] Action should the motion to reconsider be approved. A Motion for Reconsideration can only be made by a Board member who has previously voted on the prevailing side of the original action taken. If a Motion for Reconsideration is not made on the date the action was taken, then a Board member on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.

9. ARTICLE IX – COMPLIANCE WITH LAW AND REGULATIONS AND THE EFFECT OF RULES OF CONDUCT

9.1. COMPLIANCE WITH LAW AND REGULATIONS. The Board will comply with all applicable Federal, State and Municipal laws, including the Brown Act, the SORO NC Code of Civility, and the rules and regulations for the conduct of neighborhood councils, as promulgated by the Department of Neighborhood Empowerment.

9.2. RULES OF CONDUCT shall be developed and adopted by the BOARD and can be changed or modified by the BOARD. Such RULES OF CONDUCT should support the Purpose, Mission, and Policy of this COUNCIL. Rules of Conduct (also known as Special Rules, Standing Rules or Guidelines) shall be given the force of guides, these guides may be waived, changed or modified by a majority of Board Members present at the meeting.

9.3. The COUNCIL will endeavor to conduct COUNCIL business in a professional, respectful, and ethical manner. The COUNCIL shall abide by all City, County, State, and Federal laws that apply.

9.4. A STAKEHOLDER or other individual who is disruptive at an official COUNCIL function may be removed.

10. ARTICLE X – SPECIAL BOARD MEETINGS

10.1. SPECIAL BOARD meetings may be called at any time by a majority of BOARD MEMBERS or by two executive board officers. The nature of the topic of such a meeting must require the COUNCIL to take OFFICIAL ACTION prior to or at the next BOARD meeting.

10.2. Notification of SPECIAL BOARD meetings shall be given to each BOARD MEMBER by the same methods of notification as regular BOARD meetings.

10.3. Notification of SPECIAL BOARD meetings shall include, at minimum, posting at five (5) publicly accessible locations throughout the COUNCIL AREA.

10.4. Notice of SPECIAL BOARD Meetings shall be given to the public at least twenty-four (24) hours before the time set for the meeting.

11. ARTICLE XI - ACTION COMMITTEES

11.1. The purpose of ACTION COMMITTEES is to define goals, issues, and concerns for the COUNCIL, investigate possible activities to help further those goals, select appropriate actions, and propose those actions to the BOARD for approval and funding, and implement any OFFICIAL ACTION.

11.2. BOARD MEMBERS interested in a specific topic shall have the right to form an ACTION COMMITTEE. An ACTION COMMITTEE shall be formally established by a majority of a quorum of the BOARD.

11.3. All BOARD MEMBERS must be a member of at least one action committee.

11.4. Any STAKEHOLDER shall have the right to join an ACTION COMMITTEE.

11.5. All ACTION COMMITTEE meetings shall have at least one BOARD MEMBER present.

11.6. ACTION COMMITTEE meetings shall be held as needed.

11.7. The ACTION COMMITTEES have the authority to select and remove a chairperson to oversee the committee subject to approval by the BOARD. They may also convene meetings and investigate concerns. They shall not represent an official COUNCIL position without prior BOARD approval.

12. ARTICLE XII – GRIEVANCE PROCEDURE

12.1. Any grievance by a STAKEHOLDER must be submitted in writing to the Board Secretary. Within thirty days (30) of receiving the grievance:

12.1.1. The Secretary will refer the matter to an Ad Hoc Grievance Panel comprised of five STAKEHOLDERS who, at a BOARD MEETING, are randomly selected by the Secretary from a list of STAKEHOLDERS who have expressed an interest in serving in this capacity.

12.1.2. The Secretary will coordinate a time and place for the panel to meet with the STAKEHOLDER(s) who submitted the grievance to discuss ways in which the dispute may be resolved. The Grievance Panel meeting will be open to the public and noticed like any other regular COUNCIL meeting.

12.2. Within thirty (30) days of the panel meeting with the STAKEHOLDER(s) who submitted the grievance, the panel members will prepare a written report outlining the panel's collective recommendations for resolving the grievance, and will submit the report to the Secretary. The Secretary will ensure that the report be listed on the agenda of the next regular COUNCIL meeting for discussion and referral to appropriate committees. The COMMITTEES will report back to the BOARD with recommendations for BOARD consideration. The report may must be distributed to the BOARD MEMBERS 72 hours prior to the scheduled meeting. All BOARD discussion prior to the meeting will be conducted in accordance with the Brown Act.-

12.3. The formal grievance process is not intended to apply to STAKEHOLDERS who simply disagree with an official action taken by the Board. Those grievances can be aired at COUNCIL meetings. This grievance process is intended to address matters involving procedural disputes, such as the Board's failure to comply with its rules or these bylaws, or its failure to comply with the City Charter, the Plan, local ordinances, and/or state or federal law.

12.4. In the event that a grievance cannot be resolved through this grievance process, then the matter may be referred to DONE for consideration or dispute resolution in accordance with the Plan.

13. ARTICLE XIII – FINANCIAL ACCOUNTABILITY

13.1. The Treasurer of this COUNCIL shall oversee and be charged with the full custody and control of all COUNCIL funds and assets. The Treasurer will establish an account or accounts for the deposit of COUNCIL funds in a federally insured (FDIC) bank or financial institution in the precise name of this COUNCIL. Funds shall be invested as determined by the BOARD but shall not be used for high risk or speculative investments and must conform to prudent standards of investment of public funds.

13.2. The COUNCIL agrees to comply with all the financial accountability requirements as specified by City Ordinance 174006, the Plan for a Citywide System of Neighborhood Councils, and all financial requirements as prescribed by the Department of Neighborhood Empowerment.

13.3. The Treasurer shall establish and oversee a system of bookkeeping and accounting for the COUNCIL that provides for compliance with Generally Accepted Accounting Principles and conforms to all applicable local, state, or federal laws. The Treasurer may request authorization from the BOARD to retain a financial professional to assist in creating a bookkeeping and accounting system. Any expenditure or investment by the TREASURER must be approved in general by the BOARD and specifically by two (2) BOARD Members other than the Treasurer.

13.4. The COUNCIL's financial statements, books and accounts shall be open for inspection and copying by any person upon a written request to the BOARD. The BOARD shall establish fair and open procedures to permit inspection within a reasonable time. The reasonable cost of copying must be paid by the person or entity requesting the copies.

13.5. The Treasurer shall make a report to the BOARD on the COUNCIL's finances at every regular meeting of the BOARD. If the Treasurer can not attend a meeting, a written report will suffice.

14. ARTICLE XIV – AMENDING BYLAWS

14.1 . Amendments, changes, additions, or deletions to these bylaws may be proposed by any BOARD MEMBER or by any STAKEHOLDER(s) using a proposal formalized in writing and then placed on the agenda for discussion and vote at a BOARD MEETING. The proposed amendment shall comply with the reporting requirements established by DONE, including but not limited to making financial records available to the public and to DONE itself.

14.2. An amendment or adjustment of these bylaws must be made by two-thirds (2/3) vote of the total number of actual BOARD MEMBERS and will be subject to approval by DONE.

~End~

Relevant changes to Neighborhood Council Bylaws

(prior to adoption of uniform Table of Contents)

3. ARTICLE III – NEIGHBORHOOD COUNCIL AREA BOUNDARIES

3.1. South Robertson Neighborhoods COUNCIL includes a geographic area with specific boundaries. The boundaries are described as follows:

- 3.1.1. **North** Beverly Hills border/Whitworth Drive (when West of Robertson Blvd.); Hills border/Gregory Way (when East of Robertson Blvd.)
- 3.1.2. **South** 10 Freeway, Robertson Blvd. off-ramp, Exposition Blvd. along Culver City border
- 3.1.3. **East** La Cienega Blvd. (West side of street only), 10 Freeway
- 3.1.4. **West** Beverly Hills border, Pico Blvd., Motor Ave., the southern border of Hillcrest Country Club, Anchor Ave. connecting to Club Dr. east of Giral Way, Barbydell Dr., and National Blvd.

4. ARTICLE IV – PURPOSE, MISSION, and POLICY

4.1. The purpose of this COUNCIL shall be to:

4.1.1. Act on the City Charter Mandate to identify and address community concerns in sustaining the economic and social well being of the COUNCIL AREA.

4.1.2. Participate as an advisory board on issues of concern and in the governance of the City of Los Angeles.

4.2. The mission of this COUNCIL is:

4.2.1. To serve as an inclusive forum for public discussion of issues, needs, and concerns of this COUNCIL that will provide the BOARD with knowledge empowering it to make decisions that strengthen and maintain the purpose of this COUNCIL.

4.2.2. Encourage STAKEHOLDER participation in addressing community concerns.

4.3. The policy of this COUNCIL shall be one of non-discrimination. The COUNCIL shall not discriminate against any individual or group in our operations on the basis of race, religion, color, creed, citizenship, national origin, ancestry, cultural orientation, lifestyle, gender, sexual orientation, age, disability, marital status, income, or political philosophy.

5. ARTICLE V – PARTICIPATION

5.1. Participation in this COUNCIL is open to all SORO NC STAKEHOLDERS. The BOARD may request reasonable proof and make reasonable inquiries

to verify eligibility.

6. ARTICLE VI – BOARD OF DIRECTORS

6.1. The purpose of the Board of Directors is to serve as elected representatives of STAKEHOLDERS by providing coordinated leadership, overseeing the longterm goals of the organization, fostering and promoting the initiative and commitment of STAKEHOLDERS, and pursuing the purpose and mission of this COUNCIL. The BOARD shall be the final authority of the South Robertson Neighborhoods Council.

6.2. The number of BOARD MEMBERS shall be twenty-five (25).

6.3. The composition of the BOARD shall aim to achieve the following representation from the five (5) following STAKEHOLDER categories within the COUNCIL AREA

6.3.1. Residents: Individuals who are a resident homeowner or tenant.
One seat from each of the ten zones within the COUNCIL AREA (10 seats).

6.3.2. The geographic zones are defined as follows:

6.3.2.1. Zone 1

6.3.2.1.1. North: Whitworth Dr. (Beverly Hills border)
6.3.2.1.2. South: (going East) Hillcrest Country Club border, Cashio St., Canfield Ave., Pickford St.
6.3.2.1.3. West: Beverly Hills border
6.3.2.1.4. East: Robertson Blvd.

6.3.2.2. Zone 2

6.3.2.2.1. North: Pico Blvd.
6.3.2.2.2. South: Pickford St.
6.3.2.2.3. West: Robertson Blvd.
6.3.2.2.4. East: La Cienega Blvd.

6.3.2.3. Zone 3

6.3.2.3.1. North: Pickford St.
6.3.2.3.2. South: Sawyer St.
6.3.2.3.3. West: Robertson Blvd.
6.3.2.3.4. East: La Cienega Blvd.

6.3.2.4. Zone 4

6.3.2.4.1. North: Sawyer St.
6.3.2.4.2. South: Cadillac Ave.
6.3.2.4.3. West: Robertson Blvd.
6.3.2.4.4. East: La Cienega Blvd.

6.3.2.5. Zone 5

6.3.2.5.1. North: Cadillac Ave.
6.3.2.5.2. South: (going East) Cattaraugus Ave, 10 Freeway
6.3.2.5.3. West: Robertson Blvd.
6.3.2.5.4. East: La Cienega Blvd.

6.3.2.6. Zone 6

- 6.3.2.6.1. North: 10 Freeway
- 6.3.2.6.2. South: (going East) Robertson Blvd. off-ramp, Robertson Blvd., Culver City border
- 6.3.2.6.3. West: 10 Freeway
- 6.3.2.6.4. East: 10 Freeway

6.3.2.7. Zone 7

- 6.3.2.7.1. North: Cattaraugus Ave., extending West to Anchor Ave.
- 6.3.2.7.2. South: 10 Freeway
- 6.3.2.7.3. West: (going South) Line connecting Anchor Ave. to Club Dr. (excluding properties on Giral Way cul-de-sac), Barbydell Dr., National Blvd.
- 6.3.2.7.4. East: 10 Freeway

6.3.2.8. Zone 8

- 6.3.2.8.1. North: (going East) Sawyer St., Castle Heights Ave., Bolton Rd., Sawyer St.
- 6.3.2.8.2. South: Cattaraugus Ave., extending West to Anchor Ave.
- 6.3.2.8.3. West: Southeast boundary of Hillcrest Country Club, Anchor Ave.
- 6.3.2.8.4. East: Robertson Blvd.

6.3.2.9. Zone 9

- 6.3.2.9.1. North: (going East) Pico Blvd., Northern boundary of Hillcrest Country Club, Cashio St., Canfield Ave., Pickford St.
- 6.3.2.9.2. South: (going East) Southern/southeast boundary of Hillcrest Country Club, Castle Heights Ave., Bolton Rd., Sawyer St.
- 6.3.2.9.3. West: Motor Ave.
- 6.3.2.9.4. East: Robertson Blvd.

6.3.2.10. Zone 10

- 6.3.2.10.1. North: Beverly Hills Border/Gregory Way
- 6.3.2.10.2. South: Pico Blvd.
- 6.3.2.10.3. West: Robertson Blvd.
- 6.3.2.10.4. East: La Cienega Blvd.



**south robertson
neighborhoods council**
City of Los Angeles Certified Neighborhood Council



South Robertson Neighborhoods Council Draft Bylaws

Approved by the SORO NC Board on 17 March 2011
Amended to reflect proposed boundary changes



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Article I: Name

The name of this Neighborhood Council shall be the South Robertson Neighborhoods Council ("Council"), also known as SORO NC.

Article II: Purpose

Principles of Governance. The purpose of the Council is to participate as a body per City Charter on issues concerning our neighborhood and regarding the governance of the City of Los Angeles ("City") in a transparent, inclusive, collaborative, accountable and viable manner.

A. The **MISSION** of the Council is:

1. To provide an inclusive and open forum for public discussion of issues of interest to the Council, including City governance, the needs of the Council, the delivery of City services to the Council area, and other matters of a City-wide nature;
2. To advise the City on issues of interest to the Council, including City governance, the needs of the Council and its representative areas, the delivery of City services to the Council area, and other matters of a City-wide nature;
3. To initiate, execute and support projects for the physical, social and cultural improvement of the Council area; and
4. To facilitate communication between the City and Community Stakeholders on issues of concern to the community and/or the Stakeholders.

B. The **POLICY** of the Council is:

1. To respect the diversity, dignity, and expression of views of all individuals, groups, and organizations within the community and/or involved in the Council;
2. To remain non-partisan with respect to political party affiliation and inclusive in our operations including, but not limited to, the process of electing or selecting the Board of Directors, Officers, and committee members, as hereinafter set forth;
3. To utilize the Early Notification System (ENS) and other appropriate means to inform the Council and Community Stakeholders of matters involving the City and our community in a way that is tailored to provide opportunities for involvement in the decision-making process;
4. To encourage all Community Stakeholders to participate in activities of the Council;
5. To prohibit discrimination against any individual or group in our operations on the basis of race, religion, color, creed, national origin, ancestry, sex, sexual orientation, age, disability, marital status, income, homeowner/renter status, or political affiliation; and
6. To have fair, open, and transparent procedures for the conduct of all Council business.



Article III: Boundaries

The Council covers a geographic area described below.

Section 1: Boundary Description. The boundaries about the boundaries of adjacent Neighborhood Councils and include those areas of the City within the following lines of demarcation:

1. **North** Beverly Hills border/Whitworth Drive (when West of Robertson Blvd.);
 Beverly Hills border/Gregory Way (when East of Robertson Blvd.)
2. **South** 10 Freeway, Robertson Blvd. off-ramp, Exposition Blvd. along Culver City border
3. **East** La Cienega Blvd. (West side of street only), 10 Freeway
4. **West** Beverly Hills border, Pico Blvd., Motor Ave., the southern border of Hillcrest Country Club,
 Anchor Ave. connecting to Club Dr. east of Giralda Way, Barbydel Dr., and National Blvd.

The boundaries of the Council are set forth on the map of the South Robertson Neighborhoods Council boundaries, attached as Addendum A.

Section 2: Internal Boundaries. SORO NC is divided into ten (10) residential zones, as follows:

- | | |
|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Zone 1 | North: Whitworth Dr. (Beverly Hills border)
South: (going East) Hillcrest Country Club border, Cashio St., Canfield Ave., Pickford St.
East: Robertson Blvd.
West: Beverly Hills border |
| Zone 2 | North: Pico Blvd.
South: Pickford St.
East: La Cienega Blvd.
West: Robertson Blvd. |
| Zone 3 | North: Pickford St.
South: Sawyer St.
East: La Cienega Blvd.
West: Robertson Blvd. |
| Zone 4 | North: Sawyer St.
South: Cadillac Ave.
East: La Cienega Blvd.
West: Robertson Blvd. |
| Zone 5 | North: Cadillac Ave.
South: (going East) Cattaraugus Ave, 10 Freeway
East: La Cienega Blvd.
West: Robertson Blvd. |
| Zone 6 | North: 10 Freeway
South: (going East) Robertson Blvd. off-ramp, Robertson Blvd., Culver City border
East: 10 Freeway
West: 10 Freeway |



- Zone 7** North: Cattaraugus Ave., extending West to Anchor Ave.
 South: 10 Freeway
 East: 10 Freeway
 West: (going South) Line connecting Anchor Ave. to Club Dr. (excluding properties on Giralda Way cul-de-sac), Barbydell Dr., National Blvd.
- Zone 8** North: (going East) Sawyer St., Castle Heights Ave., Bolton Rd., Sawyer St.
 South: Cattaraugus Ave., extending West to Anchor Ave.
 East: Robertson Blvd.
 West: Southeast boundary of Hillcrest Country Club, Anchor Ave.
- Zone 9** North: (going East) Pico Blvd., Northern boundary of Hillcrest Country Club, Cashio St., Canfield Ave., Pickford St.
 South: (going East) Southern/southeast boundary of Hillcrest Country Club, Castle Heights Ave., Bolton Rd., Sawyer St.
 East: Robertson Blvd.
 West: Motor Ave.
- Zone 10** North: Beverly Hills Border/Gregory Way
 South: Pico Blvd.
 East: La Cienega Blvd.
 West: Robertson Blvd.

Article IV: Stakeholder

Neighborhood Council membership is open to all community Stakeholders. "Stakeholders" shall be defined as those who live, work, or own property in the neighborhood and also to those who declare a stake in the neighborhood and affirm the factual basis for it. Members of the Council shall be referred to as "Community Stakeholders."

Article V: Governing Board

The Board of Directors (hereinafter "the Board") shall be the Governing Body of the Council within the meaning of that term as set forth in the Plan.

Section 1: Composition. The Board shall consist of twenty-five (25) Stakeholders elected, selected or appointed by the Board and/or Community Stakeholders. If less than eighteen (18) years of age, a Board member shall be precluded from voting on matters regarding the expenditure of funds, contracts, or recommendations to enter into contracts. The composition of the Board shall be as follows (also refer to Attachment B):

1. **Resident Stakeholder Board Members (10)** – Open to Stakeholders eighteen (18) years of age or older who are a resident homeowner or tenant within one of the ten (10) residential zones (one seat per zone).
2. **Business Stakeholder Board Members (5)** – Open to Stakeholders eighteen (18) years of age or older who owns, operates, or works in a business or owns business property or residential income property within the Council boundaries.
3. **Organization Stakeholder Board Members (4)** – Open to Stakeholders eighteen (18) years of age or older who officially represent organized groups of Stakeholders, including (but not limited to) non-profit, faith-based, or service organizations within the NC boundaries.



4. **School Stakeholder Board Member (2)** – Open to Stakeholders who attend or work at Schools with the NC boundaries.
 - a. School Seat 1 is elected by Stakeholder vote and open to Stakeholders eighteen (18) years of age or older.
 - b. School Seat 2 is appointed by the Board and is open to Stakeholders currently enrolled in a school with the NC boundaries between the ages of fifteen (15) and eighteen (18) at the time of the appointment. The seat shall have a term of one (1) year.
5. **At-Large Stakeholder Board Members (4)** – Open to Stakeholders at least eighteen (18) years of age.

In the interest of representing the full diversity of the South Robertson Neighborhoods, no single Stakeholder group shall hold a majority of Board seats unless extenuating circumstances exist and are approved by the Department of Neighborhood Empowerment ("Department").

Section 2: Quorum. The quorum shall be thirteen (13) members of the Board. If the Board lacks a sufficient number of Board members necessary to establish a quorum, then the remaining board members, no less than six (6), are granted limited authority to conduct a public meeting and fill any vacant seats on the board according to the restrictions or criteria that exist for the seat.

1. The public meeting to re-establish the quorum shall be conducted in accordance with the Brown Act, shall be attended by existing members of the board, and any vacant seat shall be filled by a majority vote. No other business shall take place at this public meeting.
2. Until such time as a sufficient number of vacancies have been filled that re-establishes a quorum, those persons appointed to the vacant seats shall not participate or vote in the filling of vacancies.
3. After the quorum is re-established the Neighborhood Council may fill or continue filling any vacancies in accordance with the regular appointment procedure contained in these bylaws.
4. If more than three-quarters (3/4) of the seats on the Board become vacant, then the remaining board members shall not be authorized to appoint any vacancies and instead are solely authorized to take any and all action necessary to conduct an election for the entire board. If there are no board members, then DONE may name the members for the election committee who shall then be authorized and have all power necessary to conduct an election for all board seats

Section 3: Official Actions. A simple majority vote by the Board members present, not including abstentions, at a meeting at which there is a quorum shall be required to take official action, unless specified otherwise in these Bylaws. An official action can be taken by no fewer than seven (7) votes when there is a quorum of thirteen (13). Proxy voting is not allowed.

Section 4: Terms and Term Limits. Board members shall serve a four (4) year staggered term commencing after being seated. There are no term limits.

The following seats shall run in 2010 for a term of office with a duration of two (2) years or until a successor is elected or appointed. Subsequent terms of office shall be four (4) years.

Resident Zone 1



Resident Zone 3
Resident Zone 5
Resident Zone 7
Resident Zone 9
Business 2
Business 4
Organization 1
Organization 3
School 1
At Large 1
At Large 3

The following seats shall run in 2010 for a term of office with a duration of four (4) years or until a successor is elected or appointed. Subsequent terms of office shall be four (4) years.

Resident Zone 2
Resident Zone 4
Resident Zone 6
Resident Zone 8
Resident Zone 10
Business 1
Business 3
Business 5
Organization 2
Organization 4
At Large 2
At Large 4

Section 5: Duties and Powers.

1. The primary duties of the Board shall be to govern the Council and to carry out its objectives.
2. Each Board member is required to be an active, participating member of at least one official Board committee.
3. No individual member of the Board shall speak for the Board or otherwise publicly represent a Board position unless authorized to do so by official action of the Board. The Board may, by official action, appoint official representatives to other public bodies with the authority to present a standing Council position previously adopted by the Board or a statement that the Council has had insufficient time to develop a position or recommendation on a matter before that body. Such authority may be revoked at any time by the Board.

Section 6: Vacancies. Vacancies on the Board shall be filled using the following procedure:

1. Stakeholders will be publicly notified that the Board has a vacancy to be filled in a specific category. Any Stakeholder interested in filling a vacancy on the Board shall submit a written application to the Board at least ten (10) days in advance of a scheduled Board meeting.
2. The Board shall cause the matter to be placed on the agenda for the next regular meeting of the Board.



3. Seats are filled by simple majority vote by the Board members present. In the event that more than two (2) candidates stand for a seat, chair or office:
 - a. If no candidate wins a majority of votes cast in the first round, only the two (2) candidates with the most votes proceed to a second round of voting.
 - b. Assuming that any potential ethical conflicts are resolved, all Board members are free to vote for either of the two (2) candidates in the second round, even if they have abstained or recused themselves in the first round, or if it means voting for a different candidate.
 - c. A coin toss will be used to resolve a tie in either round.
4. The candidate who wins shall fill the remaining term of the Board seat unless an election or selection occurs sooner.
5. In no event shall a vacant seat be filled where a general election is scheduled to occur within sixty (60) days of the date that a written application is presented to the Board.

Section 7: Absences.

1. Any Board member who misses three (3) consecutive regularly-scheduled Neighborhood Council Governing Board Meetings, five (5) total Governing Board Meetings during any twelve (12) month period, or attends fewer than seven (7) Committee meetings during any twelve (12) month period will be automatically removed from the Board. Any meeting of the Neighborhood Council Governing Board, Standing Committees or Ad Hoc Committees, scheduled and noticed as per the Brown Act, shall constitute a meeting for the purpose of determining Board member attendance.
2. Each Council Board member absence shall be recorded in the Council's Meeting Minutes or other manner of Council record keeping, and that, upon missing the required number of Board or Committee Meetings, the Council Secretary shall notify the Board member and provide notice to the community that the seat has been declared vacant. Former Board members may reapply for any open seat for which they qualify.
3. Board members may request a leave of absence of up to six (6) months, subject to approval by the full Board. A Board member may not exceed six (6) months of total leave per elected or appointed term. The Board may, at its discretion, appoint an interim replacement for the length of the leave. During an approved leave of absence, the Board member shall be excused from the attendance requirements outlined above.

Section 8: Censure. The Council can take action to publically reprimand a Board member for actions conducted in the course of Council business by censuring the Board member at a Council Board meeting. Censures shall be placed on the agenda for discussion and action.

Section 9: Removal of Governing Board Members. The Council shall consult with the Office of the City Attorney throughout any Board removal process. In addition to removal due to absences, Board members may be removed in the following ways:

1. **Petition by Stakeholders.** A Board member may be removed from office by the submission of a written petition to the Secretary, which includes: i) the identity of the Board member to be removed, ii) a description, in detail, of the reason for removal, and iii) the valid signatures of fifty (50) Stakeholders.
 - a. Upon receipt of a written petition for removal, the Secretary shall cause the matter to be placed



on the agenda, in compliance with the Brown Act for a vote of the Board at the next regular Council meeting.

- b. Removal of the identified Board member requires a two-thirds (2/3) majority of the attending Board members.
 - c. The Board member who is the subject of the removal action shall have the right to deliver to Board members a written statement about the matter and/or to speak at the Board Meeting prior to the vote, but shall not be counted as part of the quorum, nor allowed to vote on the matter.
2. **Petition by Board.** A Board member may be removed from the Board for good cause (including, but not limited to, disruptive conduct; interfering with Council business; violations of the Bylaws, Operating Procedures or Code of Conduct), following a Board member's submission to the Board of a petition which includes: i) the identity of the Board member to be removed, ii) states the reason for removal by identifying the violation of the internal rules or procedures and specifies the conduct of the person, and iii) contains the signatures of at least three (3) Board members.
- a. The petition shall be delivered simultaneously to all Board members and the matter placed on the agenda and scheduled for a vote at the next regular Board Meeting.
 - b. Removal of the identified Board member requires a two-thirds (2/3) majority of the attending Board members.
 - c. The Board member who is the subject of the removal action shall have the right to deliver to Board members a written statement about the matter and/or to speak at the Board Meeting prior to the vote, but shall not be counted as part of the quorum, nor allowed to vote on the matter.
 - d. The Board member being removed must first have been censured by the Board once for the same action before a Petition by the Board for removal shall be considered by the Council.

If the vote for removal is affirmative, the position shall be deemed vacant and filled via the Council's vacancy clause.

Section 10: Resignation. A Board member may resign from the Council by submitting a signed letter of resignation to the Board, and the position shall then be deemed vacant. Any member of the Board who ceases to be a Stakeholder is also required to submit his or her resignation to the Board.

Section 11: Community Outreach. The Council shall direct that a system of outreach be instituted to inform Stakeholders as to the existence and activities of the Council, including its Board elections, to find future leaders of the Council, and to encourage all Stakeholders to seek leadership positions within the Council.

1. A community meeting or town hall in which government leaders and representatives speak to stakeholders shall be held at a minimum of once per year with at least a fourteen (14) day notice.

Article VI: Officers

Section 1: Officers of the Board. The officers of the Board ("Officers") shall include the following positions which all together comprise the Executive Committee: President, Vice President, Secretary, and Treasurer.

Section 2: Duties and Powers. The duties of the Officers are as follows and also include such additional duties as may be adopted by official action of the Board:



1. President

- a. Acts as the chief executive of the Council and presides at all Council meetings. Sets agenda for each NC Board meeting and ensures timely posting.
- b. Chair of the Executive Committee, setting agenda and ensuring timely posting.

2. Vice President

- a. Serves in place of the President if the President is unable to serve.
- b. Assists the President as requested in carrying out the President's responsibilities.
- c. Serves as chair of the Bylaws Committee and acts as Parliamentarian during Board meetings, assisting the President by providing an opinion on interpretations of the Bylaws and rules of order.

3. Treasurer

- a. Serves in place of the President if the President and Vice-President are unable to serve.
- b. Maintains the records of the Council's finances and books of accounts and perform other duties in accordance with the Council's Financial Management Plan and the Department's policies and procedures.
- c. As chair of the Finance Committee, ensures an annual budget is prepared and approved by the SORO NC Board.
- d. Ensures all debts incurred by the SORO NC Board, according to its bylaws and policies and procedures of DONE, are paid in a timely manner.
- e. Ensure a written report of each month's financial transactions, including commitments and expenditures by budget allocation, and cash balance, is prepared in a timely manner, provided to all Board members in draft at least three (3) days (72 hours) in advance of the subsequent Board meeting, and finalized and posted within three (3) days (72 hours) after that subsequent Board meeting.

4. Secretary

- a. Serves in place of the President if the President, Vice-President and Treasurer are unable to serve.
- b. Responsible for accurate minutes of all Board meetings, ensuring that they are written up in a timely manner, provided to all Board members in draft at least three (3) days (72 hours) in advance of the subsequent Board meeting, and finalized and posted within three (3) days (72 hours) after that subsequent Board meeting. Collaborates with Committee Chairs to create a monthly report of Board member attendance at all Council meetings.
- c. Responsible for coordinating the filling of Board vacancies and Board member removals.



- d. Responsible for accepting grievance notifications, choosing and coordinating a grievance panel and the presentation of the grievance report to the Board.

Section 3: Selection of Officers. Officer positions shall be filled every two (2) years at the first official Board meeting following their election or selection in Board election years, and at the subsequent second year anniversary mark of the Officers' election in Board non-election years. Officers are elected by simple majority vote by the Board members present. They may be removed in the same manner in which they were elected.

Section 4: Officer Terms. The Officers shall serve two (2) year terms and serve at the pleasure of the Board. They may stand for reelection every two (2) years.

Article VII: Committees And Their Duties

All Standing and Ad Hoc Committees shall be established by the Board and included in the Board's standing rules. Suggestions for committees may come from Stakeholders or from members of the Board, and all such suggestions shall be voted upon by the Board. All Committees must be run in compliance with the Council rules referenced in Article XIV.

Section 1: Standing Committees. Standing Committees address topics of continuing interest of the Board. They define goals, issues, and concerns for the Board, investigate possible activities to help further those goals, select appropriate actions and propose those actions to the Board for approval and funding, and implement any official action the Board approves.

Section 2: Ad Hoc Committees. The Board may create Ad Hoc Committees as needed to deal with temporary issues. Ad Hoc Committees are advisory only, and must have a defined purpose and time frame to accomplish that purpose.

Section 3: Committee Creation and Authorization

1. **Committee Authority.** All committee recommendations shall be brought back to the full Board for discussion and action. Committees shall not represent an official Board position without prior Board approval.
2. **Committee Structure.** Only confirmed Committee members shall be eligible to vote within the Committee.
 - a. Standing Committees shall be comprised of at least two (2) Board members and may include any interested Stakeholders. The Executive Committee, however, shall be comprised solely of the four Executive members.
 - b. Ad Hoc Committees shall be comprised solely of six (6) or less Board members and may not include Stakeholders as voting members.
3. **Committee Appointment.**
 - a. Committee membership for Board members shall be confirmed by the Board. Board members must be a member of at least one official Committee. With the exception of the Executive Committee, Stakeholders may also become voting members of a Standing Committee, subject to



confirmation by the Committee itself.

- b. With the exception of the Executive, Finance, and Bylaws Committees, all Committee Chairs shall be nominated by the Committee and confirmed by the Board. The Chairs shall provide regular reports on Committee matters to the Board and Committee meeting attendance to the Secretary.
4. **Committee Meetings.** Committee meetings shall be held as needed. Standing committee meetings are subject to and shall be conducted in accordance with the dictates of the Brown Act and these Bylaws. Minutes shall be taken at every Standing committee meeting.
5. **Changes to Committees.** The Board may establish, disband or make changes as needed to any Standing or Ad Hoc committee by a simple majority of Board members present. Any such action by the Board shall be noted in the Council meeting minutes and reflected in the standing rules.
6. **Removal of Committee Chairs.** Committee Chairs serve at the pleasure of the Board and may be removed in the same manner in which they were appointed.

Article VIII: Meetings

All meetings, as defined by the Ralph M. Brown Act (*California Government Code Section 54950.5 et seq.*), shall be noticed and conducted in accordance with the Act and all other applicable laws and governmental policy.

Section 1: Meeting Time and Place. All meetings shall be held within the Council boundaries at a location, date and time set by the Board. A calendar of general Council meetings shall be established by the Board at its first regular meeting of each calendar year.

1. **Regular Meetings.** General Council meetings shall be held at least once per quarter and may be held more frequently as determined by the Board. Prior to any action by the Board, there shall be a period of public comment. The Board shall determine the length and format of the period as appropriate.
2. **Special Meetings.** The President or a majority of the Board shall be allowed to call a Special Council Meeting as needed.
3. **Meeting Schedule.** The Board will make a good-faith effort to avoid scheduling general Council meetings at times when a significant portion of its Stakeholders would not be able to participate. Should unavoidable, known meeting conflicts arise, the Board will explain why the meeting was scheduled for that date and time within the meeting agenda.

Section 2: Agenda Setting. The President shall set the agenda for each general Council meeting.

Section 3: Notifications/Postings

1. Notice of a regular meeting shall be a minimum of three (3) days (72 hours) in advance of the meeting and at least one (1) day (24 hours) in advance of a special meeting. At a minimum, notice shall be posted at the Council's five (5) Public Notice Locations specified on the Posting Location Form filed with the Department.
2. As a supplement to the physical postings required by the Brown Act, the Board will make a good faith effort to post meeting agendas, minutes, and other public communications on the SORO NC website in a timely manner. Notice of posting will also be sent to Stakeholders who opt-in to receive



such information.

3. Regular and Special meeting agendas shall also be emailed to the Department.

Section 4: Reconsideration. The Board may reconsider or amend its actions through the following Motion for Reconsideration process:

1. Before the Board reconsiders any matter, the Board must approve a Motion for Reconsideration. The Motion for Reconsideration must be approved by official action of the Board. After determining that an action should be reconsidered, the Board has the authority to re-hear, continue, or take action on the item that is the subject of reconsideration within any limitations that are stated in the Motion for Reconsideration.
2. The Motion for Reconsideration must be brought, and the Board's approval of a Motion for Reconsideration must occur, either during the same meeting where the Board initially acted or during the Board's next regularly scheduled meeting that follows the meeting where the action subject to reconsideration occurred. The Council may also convene a special meeting within these specified time frames to address a Motion for Reconsideration.
3. A Motion for Reconsideration may be proposed only by a member of the Board that previously voted on the prevailing side of the original action that was taken by the Board (the "Moving Board member").
4. The Moving Board member may make the Motion for Reconsideration orally during the same meeting where the action that is the subject of reconsideration occurred, or by properly placing the Motion for Reconsideration on the agenda of a meeting that occurs within the allowed specified periods of time as stated above.
5. In order to properly place the Motion for Reconsideration on the agenda of the subsequent meeting, the Moving Board member shall submit a memorandum to the Secretary at least two (2) days in advance of the deadline for posting notices for the meeting. The memorandum must briefly state the reason(s) for requesting the reconsideration, and provide the Secretary with an adequate description of the matter(s) to be re-heard and the proposed action that may be adopted by the Board if the Motion for Reconsideration is approved.
6. A Motion for Reconsideration that is properly brought before the Board may be seconded by any member of the Board.

This reconsideration process shall be conducted at all times in accordance with the Brown Act.

Article IX: Finances

1. The Board shall review its fiscal budget and make adjustments as needed to comply with City laws and City administrative rules, and to keep in compliance with Generally Accepted Accounting Principles and the City's mandate for the use of standardized budget and minimum funding allocation requirements.
2. The Board shall adhere to all rules and regulations promulgated by appropriate City officials regarding the Council's finances, where the term "appropriate City officials" means those officials and/or agencies of the City of Los Angeles who have authority over Neighborhood Councils.
3. All financial accounts and records shall be available for public inspection and posted on the Council website, if available.



4. Each month, the Treasurer shall provide to the Board detailed reports of the Council's accounts. This written report must be made available to Board members and Stakeholders a minimum of three (3) days (72 hours) in advance of the meeting.
5. At least once each quarter, the President and at least one (1) other individual other than the Treasurer, who is designated by the Board, shall examine the Council's accounts and attest to their accuracy before submitting the documentation to the Department for further review.

Article X: Elections

Section 1: Administration of Election. The Neighborhood Council's election will be conducted by the City Clerk every two (2) years in every even-numbered year in accordance with the rules and regulations promulgated by the City Clerk. The City Clerk will hold these elections between March and June of the even-numbered years. The rules and regulations developed by the City Clerk shall take precedence over any inconsistent language in the Council bylaws.

Section 2: Governing Board Structure and Voting. The number of Board seats, the eligibility requirements for holding any specific Board seats, and which Stakeholders may vote for the Board seats are noted in Attachment B.

Section 3: Minimum Voting Age. All Community Stakeholders fifteen (15) and above shall be entitled to vote in the Neighborhood Council Elections.

Section 4: Method of Verifying Stakeholder Status. Voters will verify their Stakeholder status through written self-affirmation. Stakeholder status may also be established by means of declaring a stake (or interest) in the neighborhood and providing the facts to support that declaration.

Section 5: Restrictions on Candidates Running for Multiple Seats. A candidate shall declare their candidacy for no more than one (1) position on the Council Board during a single election cycle.

Section 6: Other Election Related Language. Not applicable.

Article XI: Grievance Process

The formal grievance process is not intended to apply to Stakeholders who simply disagree with an official action taken by the Board. Those grievances can be aired at Council meetings. This grievance process is intended to address matters involving procedural disputes, such as the Board's failure to comply with its rules or these bylaws, or its failure to comply with the City Charter, the Plan, local ordinances, and/or state or federal law.

Any grievance by a Stakeholder must be submitted in writing to the Board Secretary. Within thirty days (30) of receiving the grievance:

1. The Secretary will refer the matter to an Ad Hoc Grievance Panel comprised of five (5) non-Board member Stakeholders who, at a Board meeting, are randomly selected by the Secretary from a list of Stakeholders who have expressed an interest in serving in this capacity.
2. The Secretary will coordinate a time and place for the panel to meet with the Board Parliamentarian and the Stakeholder(s) who submitted the grievance to discuss ways in which the dispute may be resolved. The Grievance Panel meeting will be open to the public and noticed like any other regular Council meeting.



- a. Within thirty (30) days of the panel meeting with the Stakeholder(s) who submitted the grievance, the panel members will prepare a written report outlining the panel's collective recommendations for resolving the grievance, and will submit the report to the Secretary.
 - b. The Secretary will ensure that the report be listed on the agenda of the next regular Council meeting for discussion and, depending on the nature of the grievance, referral to appropriate Board Committee(s). The report must be distributed to the Board members 72 hours prior to the scheduled meeting. All Board discussion prior to the meeting will be conducted in accordance with the Brown Act.
3. The Committees will report back to the Board with recommendations for Board consideration.
 4. In the event that a grievance cannot be resolved through this grievance process, then the matter may be referred to the Department for consideration or dispute resolution in accordance with the Plan.
 5. Board members are not permitted to file a grievance against another Board member or against the Council.

Article XII: Parliamentary Authority

1. The Council shall use Rosenberg's rules of order when conducting Council meetings. If Rosenberg's rules of order are silent on an issue, the Council shall refer to Robert's rules of order.
2. Additional rules and/or policies and procedures regarding the conduct of the Board and/or Council meetings may be developed and adopted by the Board. Standing rules shall be made publicly available on the Council's website.
3. In the role of Parliamentarian, the Vice President serves as a consulting expert in rules of order and the proper procedures for the conduct of meetings.

Article XIII: Amendments

1. Any Board member or Stakeholder may propose an amendment to these Bylaws. The Board shall forward all proposals to a Bylaws Committee to review and to provide recommendations to the Board.
2. Any proposal to amend the Bylaws shall be formalized in writing and noticed on the agenda for public discussion and Board vote at the next regular Council meeting.
3. An amendment to these bylaws requires a two-thirds (2/3) vote of the Board members present at a duly noticed general or special meeting. All changes shall then be forwarded to the Department for review and approval.
4. Amendments shall not be valid, final or effective until approved by the Department. Once approved, any changes in the Bylaws shall become effective immediately.

Article XIV: Compliance

The Council, its representatives, and all Community Stakeholders shall comply with these Bylaws and with any additional Standing Rules or Procedures as may be adopted by the Board of Directors as well as all local, county, state and federal laws, including, without limitation, the Plan for Citywide System of Government (hereinafter



referred to as "the Plan"), the City Code of Conduct, the City Governmental Ethics Ordinance (*Los Angeles Municipal Code Section 49.5.1*), the Brown Act (*California Government Code Section 54950.5 et seq.*), the Public Records Act, the American Disabilities Act, and all laws and governmental policies pertaining to Conflicts of Interest.

Section 1: Code of Civility. The Council, its representatives, and all Community Stakeholders shall conduct all Council business in a civil, professional and respectful manner.

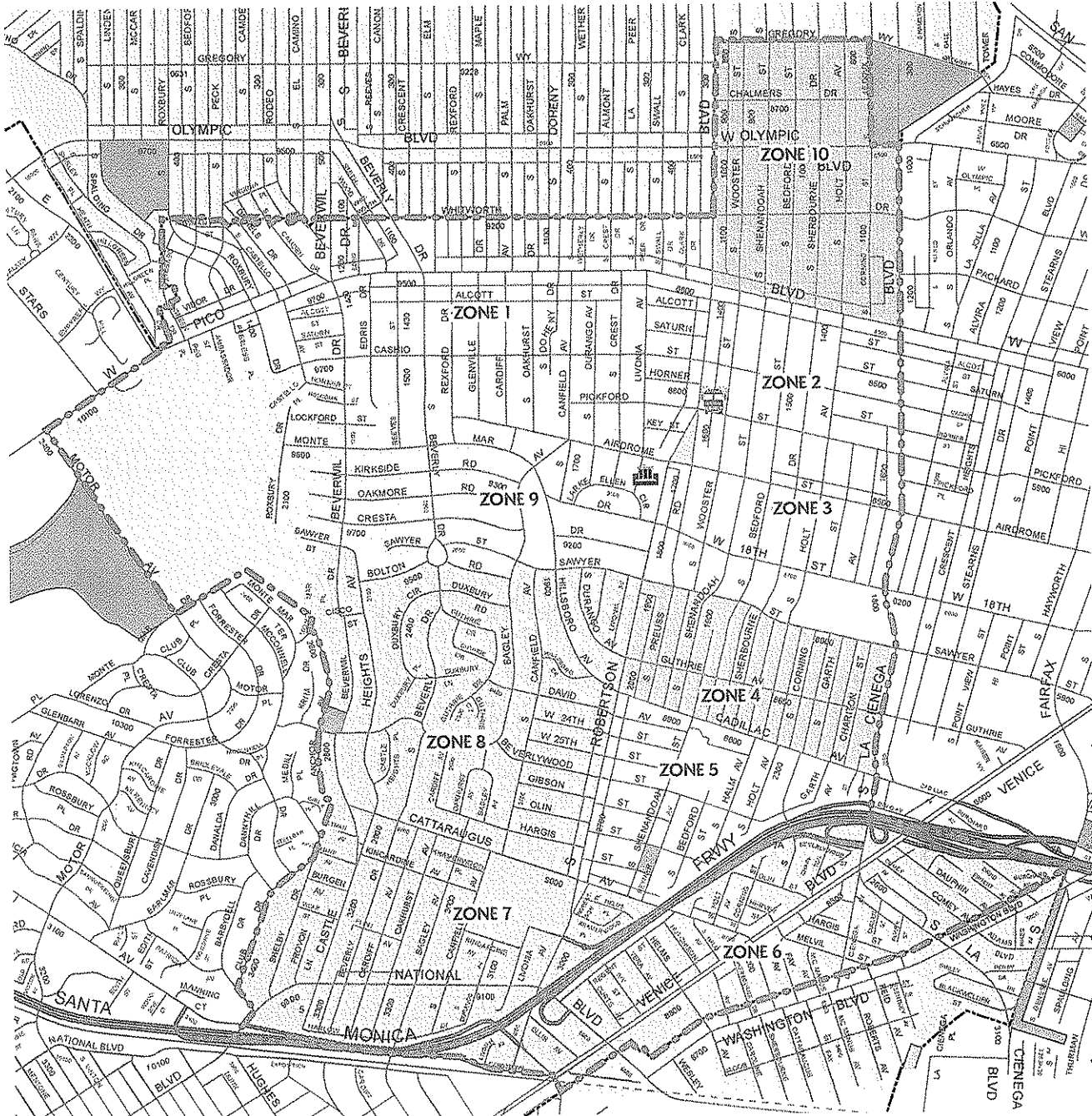
1. Board members are required to abide by the Council's Code of Civility, as included in the standing rules.
2. Any individual who is disruptive at an official Council function may be removed.

Section 2: Training. All Board members shall take training in the fundamentals of Neighborhood Council, including, but not limited to, ethics, funding, workplace violence and sexual harassment trainings provided by the City within forty-five (45) days of being seated, or they will lose their Council voting rights.

Section 3: Self Assessment. Every year, the Council shall conduct a self assessment pursuant to Article VI, Section 1 of the Plan.



Attachment A: Map of Neighborhood Council



South Robertson Neighborhoods Council Draft Boundaries

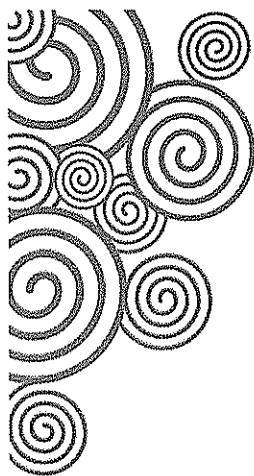


Attachment B: Governing Board Structure and Voting

BOARD POSITION	ELECTED OR APPOINTED?	ELIGIBILITY TO RUN FOR THE SEAT	ELIGIBILITY TO VOTE FOR THE SEAT
Resident Representative Zone 1	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 1 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
Resident Representative Zone 2	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 2 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
Resident Representative Zone 3	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 3 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
Resident Representative Zone 4	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 4 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
Resident Representative Zone 5	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 5 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
Resident Representative Zone 6	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 6 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
Resident Representative Zone 7	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 7 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
Resident Representative Zone 8	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 8 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
Resident Representative Zone 9	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 9 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
Resident Representative Zone 10	Elected	Stakeholder who is at least 18 years of age at the time of the election who lives within Zone 10 of the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.



Business Representatives 1–5	Elected	Stakeholder who is at least 18 years of age at the time of the election who owns, operates, or works in a business or owns business property or residential income property within the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
Organization Representatives 1–4	Elected	Stakeholder who is at least 18 years of age at the time of the election who officially represents organized groups of stakeholders within the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
School Representative 1	Elected	Stakeholder who is at least 18 years of age at the time of the election who works at a school or represents an official school booster organization within the Council boundaries.	Any Stakeholder who is at least 15 years of age at the time of the election.
School Representative 2	Appointed	Stakeholder between the ages of 15 and 18 at the time of the appointment who attends school within the Council boundaries.	By Board appointment.
At-Large Representatives 1–4	Elected	Any Stakeholder who is at least 18 years of age at the time of the election.	Any Stakeholder who is at least 15 years of age at the time of the election.



Doug Fitzsimmons
President

Brian Kite
Vice-President

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City of Los Angeles Certified
Neighborhood Council

Adoption of Orphaned Areas

Agenda Item: GB012011-5

Date: January 20, 2011

Proposed By: Terrence Gomes

SORONC to adopt the three-orphaned areas in the northwest, southwest, and southeast areas of the Neighborhood Council District.

Full Proposal

It is the right of all stakeholders of the City of Los Angeles to be represented by a Neighborhood Council. With the threat of budget cuts, it is essential to have someone to help direct the limited city services to an area. This is one of the key roles of the NC. There are two areas that border SORONC that are known as orphaned areas, areas that are not represented by a NC. (See attachments) These areas should be included in the SORONC boundaries due to physical borders that separate these areas from neighboring neighborhood councils. These borders include the borders of Culver City, Beverly Hills, and the 10 Freeway.

Proposed Motion

The SORONC Board votes to approve the following:

- I. The SORONC Board approves to adopt the two orphaned areas as outlined on the attached map.
- II. Directs the Executive Board to work with DONE, BONC, and the City Engineer to incorporate these areas into the South Robertson Neighborhoods Council's boundaries.
- III. To authorize \$500 for flyers and lawn signs to notify and welcome these new areas to the SORONC.

Considerations

Pro

We have been asked by city officials to weigh in on issues in these areas.

We have been offering services to stakeholders in these areas.

Stakeholders are allowed representation from the Charter.

Con

Stakeholders may not want our help.

We may not have enough resources to service these areas.

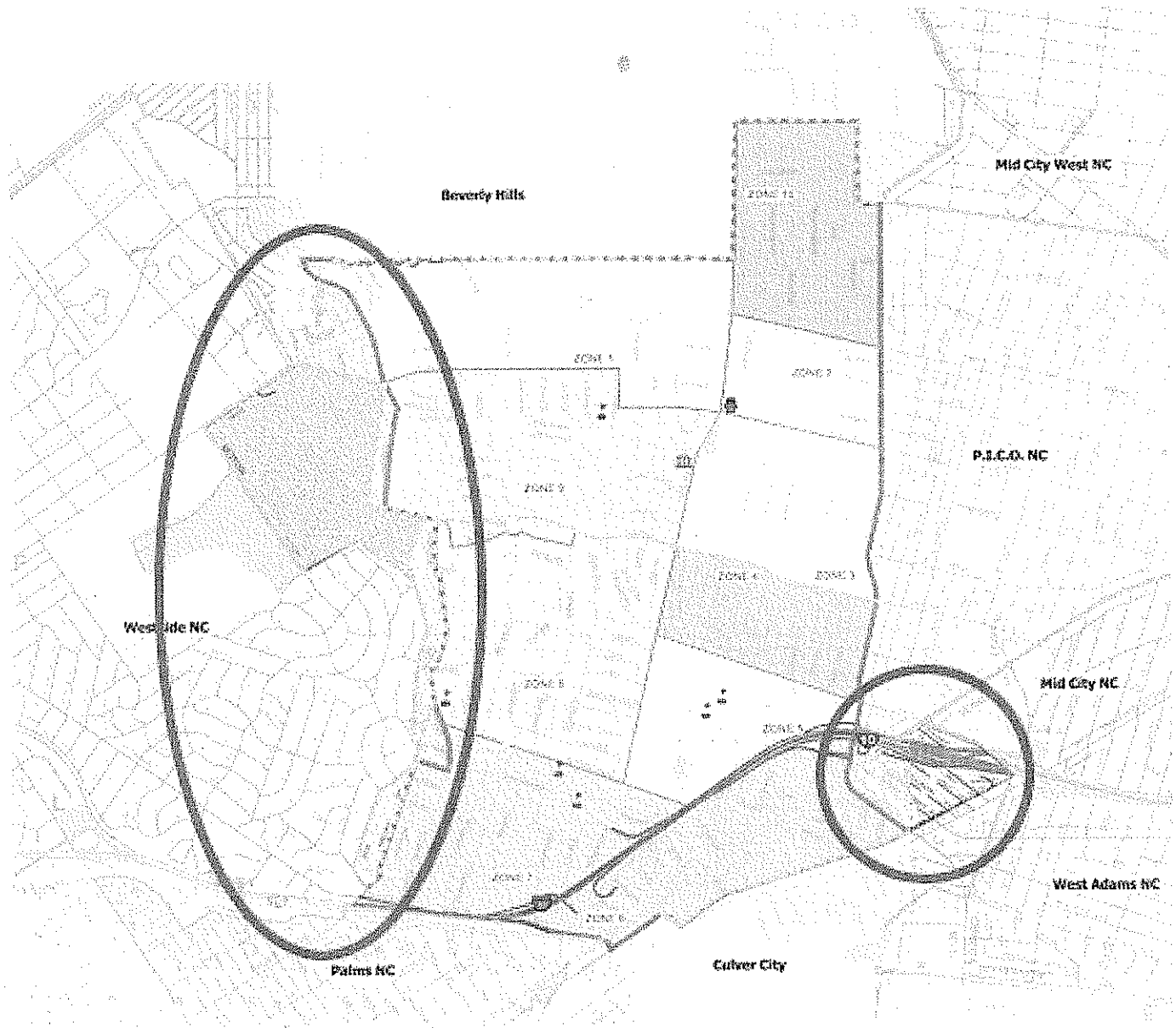
Board Notes

Votes For:

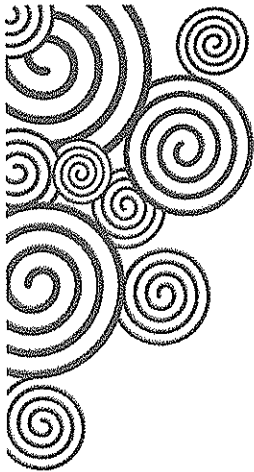
Against:

Abstain:

Proposed Amendments:



Potential areas to be annexed



Doug Fitzsimmons
President

Brian Kite
Vice-President

Gerald Chavarria
Secretary

Terrence Gomes
Treasurer

**South Robertson
Neighborhoods Council**

PO Box 35836
Los Angeles, CA 90035

P: (310) 295-9920
F: (310) 295-9906
E: info@soronc.org

soronc.org

General Board Meeting Minutes

Thursday, January 20, 2011, 7:00pm
Hamilton Senior High School Cafeteria
2955 S. Robertson Blvd., Los Angeles, CA 90034

I. Call to Order and Roll Call

SORO NC Board President Doug Fitzsimmons called the meeting to order at 7:07 pm and opened the meeting for public comments.

Board Members Present (17): Rachel Lester, Kimber Smith, Harold Bock, Bette Billet, Michael Lynn, Nick Burkhart, Paula Waxman, Brian Kite, Nahed Gurguis, Terry Gomes, Gerald Chavarria, Barry Levine, Martin Epstein, Doug Fitzsimmons, Victor Mitry, Alex Chavarria, Erick Morales.

Board Members absent (5): Robyn Braun, Joe Gjonola, Ben Bellet, Marj Safinia, Sue Burden.

Guests: Guru Dev Khalsa, Rosemary Cohen, Alma Okazaki, Rebecca Bernal, Carol Duan, Sat Purkha Khalsa, Cynthia Morales, Lottie Williams, Liz Carlin, Lee Zamos, Majit K. Khalsa, Har Simran K. Khalsa.

II. General Public Comment (6 Minutes)

Several guests voiced their concerns over the installation of a cell phone tower/antenna on the bell tower of Saint Mark's Coptic Church, located at 1600 South Robertson Boulevard. Some concerns were aesthetics, devaluation of surrounding properties, and health concerns due to increased radio-wave exposure. Terry Gomes (Land-Use Committee Co-Chairperson), asked the guests to provide information of the decline of property values due to cell tower installations and other concerns for evaluation at the committee level.

III. Old Business (10 Minutes)

a. (GB 012011-1) Draft General Board Meeting Minutes of December 16, 2010.

Minor grammatical corrections were made.

Moved by: Michael **Seconded by:** Martin

Vote: Yes (13), No (0); Approved.

Abstained: Kimber, Paula, Nick

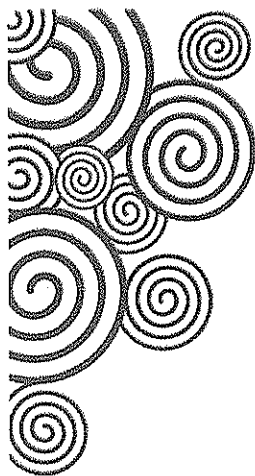
Recusal:

Note:

b. (GB 012011-2) Treasurer's report and vote to approve monthly expenses.

Both the monthly and quarterly statements will be considered for approval. Terry informed the board that all requests for funds from partner organizations have to be through the Neighborhood Purpose Grant Program versus using the credit card for DONE oversight purposes.

Terry added that we have a balance of about \$59,000 but does not include payments to the *Hami Garden* fence and the Emergency Preparedness Fair. He also informed that Councilmember Koretz is in favor of NCs keeping the roll-over funds.



Doug encouraged all to consider ideas for funding.

(Last fiscal year, all NCs were in danger of losing the roll-over funds due to City Council action).

Moved by: Nick **Seconded by:** Kimber

Vote: Unanimous; Approved.

Abstained:

Recusal:

Note:

c. (GB 012011-2.1) Approval of submitting a Quarterly Expense Report in addition to the monthly report.

The Board also took action on approving submission of a quarterly financial report.

(The preceding three months would also be submitted together).

Moved by: Harold **Seconded by:** Michael

Vote: Unanimous; Approved.

Abstained:

Recusal:

Note:

IV. Community Reports (20 minutes-3 Minutes)

LAPD Report;

Not represented.

Office of Councilmember Wesson.;

Elizabeth Carlin representing the Councilmember's office informed that the Housing Department will seek collection efforts on money owed due to inspection fees. According to Carlin, Councilmember Wesson has not taken a position on the issue of charging for plastic bags, but does agree to the leasing the City parking lots

Terry informed that per Miguel Santana, CAO, the city needs to net \$280 Million on the leasing. The City will also get a cut from the overage of established caps and from advertisement fees charged by the operator.

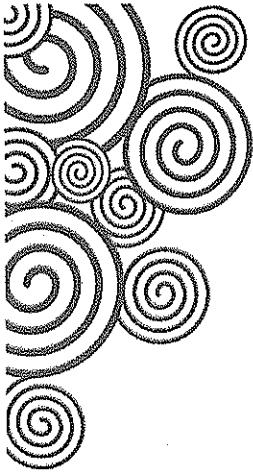
Per Carlin, the Councilmember also seeks support from the community (individuals and neighborhood associations), to lobby against the elimination of the Community Redevelopment Agency. A letter (petition) will be distributed via e-mail.

Carlin distributed print copies of the CD 1 newsletter.

Office of Councilmember Koretz.

David Giron representing the Councilmember's office informed of many street repairs made in the district, including 12000 pot holes. CD 5 staffers will also clean up areas that are in need of repairs making up for the lack of services. Regarding the Chase bank (Pico Blvd. & Doheny Drive), Giron clarified that the bank wants to make their current sign larger, but not place a new billboard.

Giron does not know who will conduct oversight of the leased parking lots because the plan is still in the early stages. Gerald commented that various City unions will be protesting in favor of the leasing of the parking lots to ensure funding for salaries and pensions.



Upcoming events being considered in CD 5 will include Code Enforcement training from the Department of Building and Safety, the Budget Town Hall, and the SORO Festival. Giron conveyed that the office is shuffling the workload due to cut backs, which included cuts to the discretionary fund as suggested by the CAO.

Office of the Mayor;
Not represented.

Office of Senator Price;

Rebecca Bernal from the Senator's office informed that the Senator was sworn in to a his 4-year term as State Senator. The Senator will chair the Black Caucus, the Business and Professions Committee which over sees various Boards (professional license). The Senator introduced Senate Bill 100 which aims to regulate oversight of the licensing of professional organizations. Toy drive to give out 1200 toys including Coptic Church.

Events: Cash for college, Jan 29th. Budget Town Halls around the district in Culver City. Bernal stated that the Senator has taken a position against eliminating funding for the Community Redevelopment Agencies (CRA) because as an Inglewood City Council member, the Senator saw value in the CRA.

Robertson Recreation Center;
Not represented.

V. Committee Reports (15 Minutes-2 Minutes Each)

Executive Committee

Brian submitted a draft version of an emergency notification system for the NC and asked for feedback. Doug reminded the Board to complete their ethics training; several members have not yet taken the training. Doug needs Joe Gjonola's information to be able to order the SORONC business cards.

Doug also informed that due the City Clerk's office discouraging staggered elections, there is talk that all board positions will be up for elections in 2012.

Land Use.

Terry informed that Natalie Brill from Debt Management gave a full presentation on P3 issue. Due to traffic/speeding concerns, the LAPD has to monitor speeding near Castle Heights Elementary. The next meeting will be attended by the owner of the Glat Kosher Market on Pico Blvd, the Yula Girl's School, whose EIR is up for renewal, and a presenter to discuss the Community Care Center ordinance.

Education;

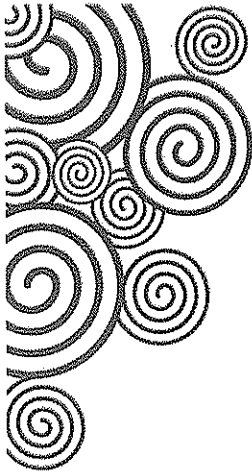
Barry informed that Sarah Bailey from the School Board is interested in creating a garden at Shenandoah. He also informed that all the garden equipment worth about \$2000 that was approved in 2006 is unaccounted for.

Green Team;

Paula announced that the Hami Garden will be having an E-waste drive; any waste with a cord will be taken in. A winter urban fruit picking event will take place sometime soon.

Public Safety;

Michael informed that the last PS Committee meeting touched on many issues including the revamping of the Neighborhood Watch program within SORO—a flyer will be created and distributed for outreach. The SORO emergency notification system was also a key issue and will report further information at a later date.



Outreach;

Kimber announced that the *We are SORO* project is in the works and will showcase a photo gallery from participants or a similar show--details will be discussed. At the last meeting, the committee is also discussed the issue on forming a volunteer Corp, getting banners made, and compiling survey results from past outreach efforts.

Kimber expressed that the committee is cognizant of the ever changing funding issues at the City Council level and will take advantage of the availability of funds for use in future outreach efforts.

Ad Hoc;

Doug mentioned that DONE had no update on the standardized bylaws efforts. The Committee will be meeting next month.

VI. New Business (90 Minutes)

- a. **(GB 012011-3) Resolution to recognize the late Captain Eaton of the LAPD.**
Doug briefly informed of the Captain's past contributions to the community when he was the Commanding Officer of West LA Station. The letter is addressed to Chief of Police Charlie Beck from the Board expressing condolences to Captain Eaton's family and fellow officers.

(The captain passed away on January 13, 2011 due to a medical condition).

Moved by: Terry **Seconded by:** Paula

Vote: Unanimous; Approved.

Abstained:

Recusal:

Note:

- b. **(GB 012011-4) Approval of SORO Incorporated's application for a Neighborhood Purposes Grant.**

This motion was withdrawn by Paula Waxman.

Regarding the SORO Festival, Bette privately asked the Secretary to note in the Minutes that student board members are to attend the upcoming planning meeting, since they are responsible for assisting in soliciting and organizing student volunteers for the youth area. The first meeting will be held February 6th.

(Section 7.7.1 of the current bylaws defines Officer responsibilities, but not that student seats. Section 11.3 mandates that members be part of at least one Action Committee).

Moved by: **Seconded by:**

Vote: None

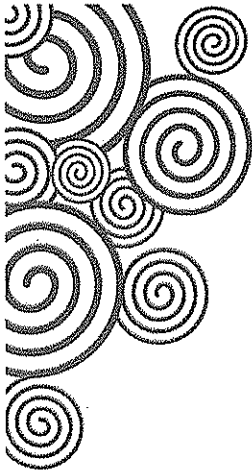
Abstained: 0

Recusal: 0

Note:

- c. **(GB 012011-5) Outreach to adoption of orphaned areas.**

According to DONE, two large areas have been identified as not being part of any neighborhood council. These areas encompass the western boundary of SORONC adjacent to Zones 1, 7, 8, and 9; the southeast orphaned area borders Zone 6.



The motion seeks approval to solicit stakeholders of Monte Mar, Irving Schachter Park, the Country Club, parts of Cheviot Hills, and all the Museum of Tolerance properties to approve annexation into SORONC.

Questions of whether this would add seats to the board (Erick) and whether DONE would pay for the outreach (Gerald). Doug proposed an initial \$500 allocation for flyers and lawn signs and recognized that fact that the relationships with HOAs such as Beverlywood have not been positive all the time.

Many points for and against the annexation were raised, specifically by Bette, who believes that the neighborhood associations may resist annexation because the NC would usurp their power. Both BONC and DONE would like to have 100 percent coverage of all orphaned areas and have requested our NC to spearhead this effort.

Terry informed that Mid-City Neighborhood Council (MINC) has not ventured into annexing the southeast area and their border extends up to the 10 Freeway.

Moved by: Michael **Seconded by:** Kimber

Vote: Unanimous; Approved.

Abstained: 0

Recusal: 0

Note:

d. **(GB 012011-6) Motion to approve Board Meeting Annual Calendar**

In an effort to have inclusive meetings so that all stakeholders can participate, the motion seeks to establish an approved meeting calendar for 2011.

Doug created a table which shows current and possible alternate dates. Most of the possible conflicts center on mainly Jewish holidays.

Rachel had a concern for the March 17th meeting, but then agreed to the regular Thursday meetings. Harold and Brian suggested for us to continue with the existing meeting days (third Thursday of the month) to ensure consistency.

Moved by: Gerald **Seconded by:** Rachel

Vote: Unanimous; Approved.

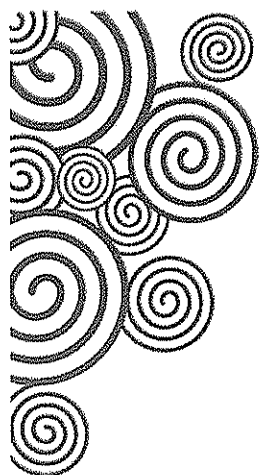
Abstained: 0

Recusal: 0

Note: The General Board meetings remain every third Thursday of the month.

VII. Adjournment

The meeting was adjourned in memory of Captain Eaton at 9:00 pm.



Board Vote Tally Sheet

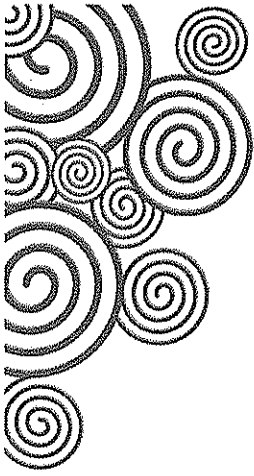
Meeting: Thursday, January 20, 2011, 7:00pm
Hamilton Senior High School Cafeteria
2955 S. Robertson Blvd., Los Angeles, CA 90034

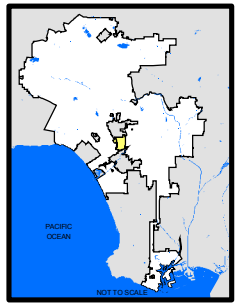
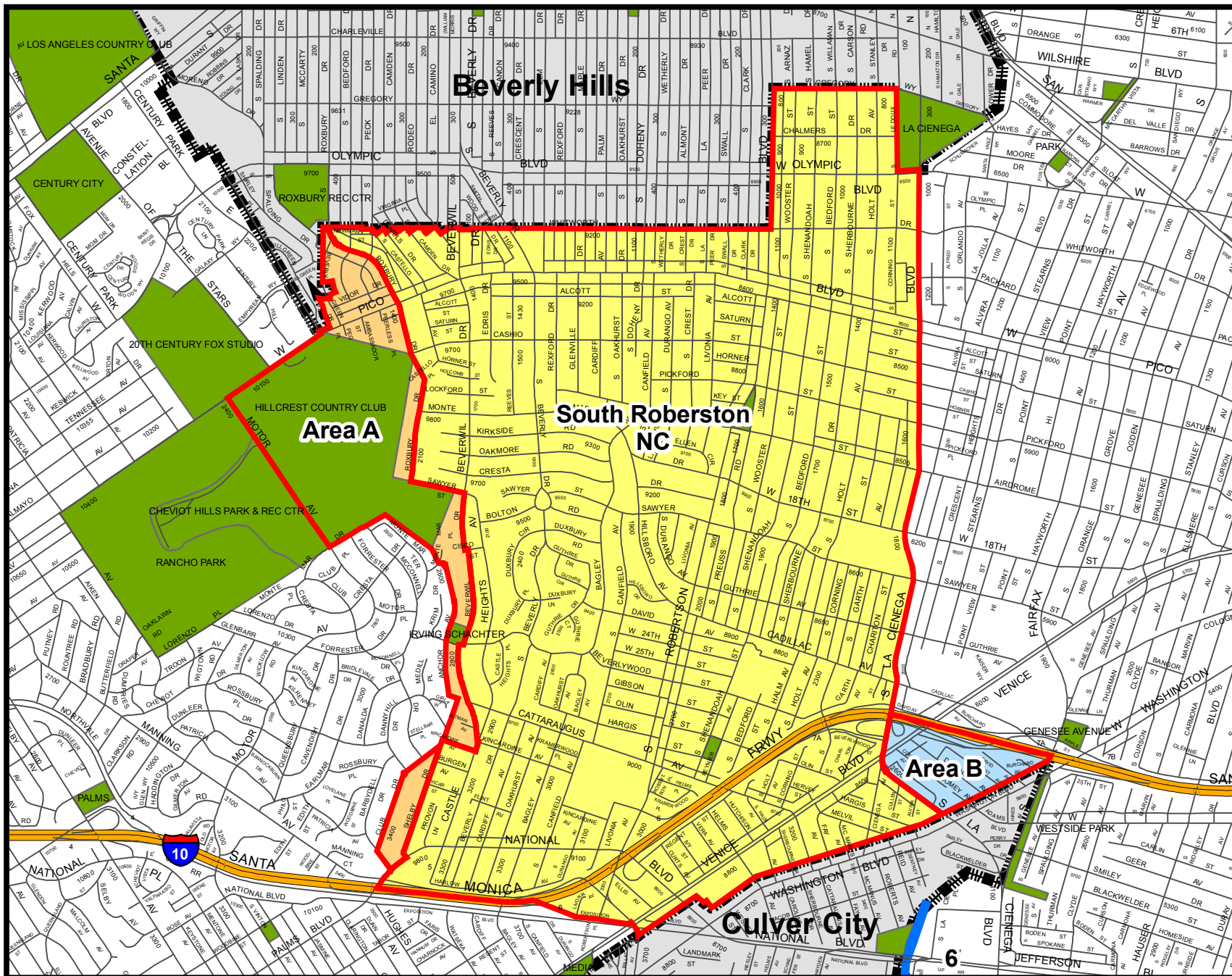
Y: yes | N: no | A: abstained | R: recusal | D: discussed | T: tabled | W: Withdrawn
An "X" denotes an absent member or missed vote. Hyphen denotes a vacant seat.

Motion	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15
Rachel Lester	Y	Y	Y	W	Y	Y									
Kimber Smith	A	Y	Y	W	Y	Y									
Harold Bock	Y	Y	Y	W	Y	Y									
Robyn Braun	X	X	X	X	X	X									
Bette Billet	Y	Y	Y	W	Y	Y									
Michael Lynn	Y	Y	Y	W	Y	Y									
Nick Burkhart	A	Y	Y	W	Y	Y									
Joe Gjonola	X	X	X	X	X	X									
Paula Waxman	A	Y	Y	W	Y	Y									
Zone 10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Brian Kite	Y	Y	Y	W	Y	Y									
Nahed Gulrguis	Y	Y	Y	W	Y	Y									
Terry Gomes	Y	Y	Y	W	Y	Y									
Ben Bellet	X	X	X	X	X	X									
Gerald Chavarria	Y	Y	Y	W	Y	Y									
Barry Levine	Y	Y	Y	W	Y	Y									
Marj Safinia	X	X	X	X	X	X									
Martin Epstein	Y	Y	Y	W	Y	Y									
Business 5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sue Burden	X	X	X	X	X	X									
Doug Fitzsimmons	Y	Y	Y	W	Y	Y									
Victor Mitry	Y	Y	Y	W	Y	Y									
Alexander Chavarria	Y	Y	Y	W	Y	Y									
Erick Morales	Y	Y	Y	W	Y	Y									

Motions

01: Approve December Minutes 02: Approve Monthly Treasurer's Report
2.1: Approve Quarterly Expense Report 03: Letter Re: Captain Eaton





WEST AREA

SOUTH ROBERTSON NC

COUNCIL DISTRICT 5 & 10

Dept. of Neighborhood Empowerment
(213) 485-1360 or dial 311
www.lacityneighborhoods.com
(<http://www.lacityneighborhoods.com>)

- Street
- Freeway
- City of Los Angeles
- Park
- Water

SOUTH ROBERTSON BOUNDARY

- AREA A
- AREA B
- CURRENT

Certified: 08/13/02

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PREPARED BY: BOEIGIS
MAPPING DIVISION - 06/30/2011



NOT TO SCALE



ANTONIO R. VILLARAIGOSA
MAYOR

SOUTH ROBERTSON

NEIGHBORHOOD COUNCIL

DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT

CITY OF LOS ANGELES



GARY LEE MOORE, P.E.
CITY ENGINEER

CITY OF LOS ANGELES INTER-DEPARTMENTAL CORRESPONDENCE

Date: June 29, 2011

To: Board of Neighborhood Commissioners

Cc: BongHwan Kim, General Manager

From: Grayce Liu, Senior Project Coordinator

Subject: PETITION FOR BOUNDARY ADJUSTMENT
MID CITY NEIGHBORHOOD COUNCIL
FILE NUMBER 01-010

DATE OF CERTIFICATION: FEBRUARY 19, 2002

BACKGROUND

On May 27, 2011, the Mid City Neighborhood Council (MINC) submitted a Neighborhood Council Petition for Boundary Adjustment ("Petition") to the Department of Neighborhood Empowerment ("Department").

MINC requests the inclusion of an adjacent unincorporated area southwest of its certified boundaries. This unincorporated area consists of an uncontested and contested area with the South Robertson Neighborhood Council (SORO), which has also submitted a Neighborhood Council Petition for Boundary Adjustment for the contested area.

The uncontested area has an east border of Fairfax Boulevard, west border of Venice Boulevard and a south border of the Interstate 10 Freeway. While MINC was not certified with the uncontested area, this area has been included in their bylaws since 2004, and the City Clerk also included this area into the MINC boundary map for the 2010 elections based on their reading of the MINC bylaws. The Department of Neighborhood Empowerment ("Department"), however, does not have a record of an official boundary adjustment petition aside from the current Petition for MINC. This uncontested area is thus still considered unincorporated.

The contested area has a southwest border of La Cienega Boulevard, an east border of Washington Boulevard and a north border of Interstate 10 Freeway. The MINC Board took action on March 15, 2010 to adopt an "area west of Fairfax, south of Venice, near 10 Freeway on the north and La Cienega and Fairfax on the west," which included both the uncontested and contested areas. The MINC board action was in response to a presentation Commissioner Karen Mack of the Board of Neighborhood Commissioners ("Commission") made to the MINC board on February 25, 2010 where she requested that MINC adopt this unincorporated area. Commissioner Mack's presentation was the result of MINC responding to letters the Commission sent to Neighborhood Councils bordering

unincorporated areas whereby the Commission requested the certified Neighborhood Councils to include adjacent unincorporated areas. MINC's delay in filing its boundary adjustment petition was due to a misunderstanding by the MINC board that a boundary adjustment petition was unnecessary once the Board took action after Commissioner Mack's request.

In the Petition, MINC provides many reasons why the adjacent area is a natural fit with MINC'S current mission, population, and character. Some of the key reasons that MINC are summarized as follows:

- Adoption of the area in question would connect MINC to the edge of Culver City.
- This is the "natural residential neighborhood extension of the existing area."
- The Ballona Creek uprising ends at the western border of the unincorporated area and is the natural end of the section of the creek which is in the existing MINC boundaries.
- The LA Times and the City Planning Department already both define this portion of the City as part of the area known as "Mid-City."
- The area shares public services with MINC, such as the LAPD'S Wilshire division with whom Senior Lead Officers MINC works closely. SORO by contrast is served by the LAPD'S West bureau. MINC states that the unincorporated area is also part of the following service areas currently serving MINC: the Wilshire Neighborhood Prosecutor, the Department of Transportation's Hollywood Division, and Council District 10, which represents the entirety of MINC. By comparison, the bulk of SORO is represented by Council District 5 with only the southeastern portion being represented by Council District 10.
- MINC had already begun outreach to the area after its March 2010 board vote in response to the Commission request. MINC'S outreach resulted in the appointment of a current MINC board member who is a stakeholder representative of merchants and hails from the unincorporated area.

Additionally, MINC provides profile information characterizing the area in question as substantially similar to the current MINC area in terms of demographics including residential composition, commercial composition and racial/ethnic makeup. MINC's Petition also has approximately sixty (60) signatures of support from stakeholders in the unincorporated area.

The boundary adjustment process is described in Administrative Code section 22.810.1 subdivision (d); Article III, Section 2 of the Plan for a Citywide System of Neighborhood Councils ("Plan"); and Article VI Section 2 of the Plan. When the boundary adjustment petition is initiated by the governing board of the Neighborhood Council, Administrative Code section 22.810.1 subdivision (d) states:

A Neighborhood Council may file a petition with the Commission to adjust its boundaries. All petitions must meet the criteria set forth in this section and in Article III, Section 2 of the Plan. Reasons for boundary adjustments may include, but are not limited to:

- (A) Incorporating an uncertified adjacent community into the Neighborhood Council;

- (B) Reconfiguring the size of the Neighborhood Council based on a decrease or increase in population; or
- (C) Increasing or reducing the size of the Neighborhood Council to increase effectiveness and efficiency.

Article III, Section 2 of the Plan provides when Neighborhood Council boundaries are set, certain criteria should be considered:

- the petition states a feasible rationale for including the proposed boundaries.
- the boundaries reflect, to the maximum extent feasible, the historic and contemporary community and neighborhood borders, utilizing natural boundaries that are geographically compact and contiguous.
- the boundaries of two (2) or more Certified Neighborhood Councils may not overlap with one another, unless the area for proposed inclusion into each Certified Neighborhood Council is designed for a public use, such as a park, school, library, police or fire station, major thoroughfare, or contains a landmark or facility with historical significance.
- the boundaries will continue to represent no less than 20,000 Neighborhood Council stakeholders.

Article VI, Section 2(c) of the Plan gives the Commission the authority to initiate the expansion of a Certified Neighborhood Council's boundary to incorporate areas into adjoining Neighborhood Councils provided that:

- (i) The proposed area to be incorporated into a Certified Neighborhood Council's boundary lies between two (2) or more Certified Neighborhood Councils;
- (ii) The area to be incorporated does not qualify for certification under the provisions of this Plan; and
- (iii) Community Stakeholders of the area to be incorporated and of the affected Certified Neighborhood Council (s) agree to the proposed incorporation.

The Department has reviewed MINC's Petition and recommends that the Commission approve MINC's request for the unincorporated and uncontested area. For the contested area, the Department recommends the Commission consider the circumstances of the multiple petitions from MINC and SORO, the boundary criteria of Article III, Section 2 of the Plan and stakeholder input before making findings and determinations on the contested area of the Petition.

FINDINGS AND DETERMINATIONS

The Department will assist the Commission with final findings and determinations when the Petition is heard.

COMMISSION ACTION

If the Commission approves the Petition, MINC's boundaries will be deemed formally adjusted upon such action, and MINC's bylaws will be amended to comply with the approved boundaries. Should the Commission act to disapprove the Petition, MINC may, within five (5) meeting days of the City Council, during which the Council has convened in

regular session, file an appeal with the City Council. The appeal will automatically be placed on the Council's next regular agenda for consideration. The City Council may, by ten (10) votes, sustain, reverse, or modify the Commission's decision.

CITY OF LOS ANGELES
NEIGHBORHOOD COUNCIL PETITION FOR BOUNDARY ADJUSTMENT

NEIGHBORHOOD COUNCIL NAME Mid City Neighborhood Council (MINC)

IMPORTANT

PLEASE READ THE ATTACHED "NEIGHBORHOOD COUNCIL PETITION FOR BOUNDARY ADJUSTMENT GUIDELINES AND INSTRUCTIONS" AND REVIEW THE CONTENTS OF THE PETITION PACKAGE BEFORE COMPLETING THE MATERIALS. ANSWER THE QUESTIONS TO THE BEST OF YOUR ABILITY. FOR MANY OF THE QUESTIONS, THERE IS NO SINGLE CORRECT RESPONSE. IF YOU WOULD LIKE ASSISTANCE OR IF YOU HAVE QUESTIONS ABOUT COMPLETING THE CERTIFICATION APPLICATION PACKAGE, CONTACT YOUR PROJECT COORDINATOR IN THE DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT AT (213) 485-1360, or toll-free at (866) LA HELPS.

THIS PETITION FOR BOUNDARY ADJUSTMENT OF A CERTIFIED NEIGHBORHOOD COUNCIL IS BASED ON ARTICLE V. 2. OF THE ADOPTED "PLAN FOR A CITYWIDE SYSTEM OF NEIGHBORHOOD COUNCILS" ("THE PLAN") AND SECTION 4 OF LOS ANGELES CITY ORDINANCE NUMBER 174,006. IT IS STRONGLY RECOMMENDED THAT ALL NEIGHBORHOOD COUNCILS REVIEW THESE DOCUMENTS BEFORE COMPLETING THIS PETITION. COPIES OF THESE DOCUMENTS ARE AVAILABLE FROM THE DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT.

SECTION 1. BOUNDARIES AND AREA PROFILE

1. Describe or name the existing boundaries of the Neighborhood Council as certified in your bylaws.

See attachment.

2. Describe or name the proposed area that will be used to adjust the existing boundary (Proposed Area). Use the same method of naming as used to answer question # 1. Attach additional pages if necessary.

See attachment.

3. Attach to this petition a *map* of the Neighborhood Council boundaries that shows the Proposed Area. Your Project Coordinator can work with you to obtain an appropriate map.

4. Indicate whether the proposed revised Neighborhood Council boundaries continue to meet the requirements of the Plan and Ordinance as follows below. (Check all that applies).

☒ Follows historic and contemporary community and neighborhood borders, and utilizes natural boundaries or street lines.

☒ Boundaries are based on census tracts, on historical landmarks, or existing community planning areas; and

☒ Boundary is geographically compact and contiguous.

-----Other. Attach additional pages as necessary.

5. Does the proposed boundary adjustment overlap with any other Neighborhood Council boundaries?

Yes _____ No X

6. If the answer to Question 5 is "Yes", list the Neighborhood Councils that are affected by the boundary overlap.

7. If the answer to Question 5 is "Yes", what is the reason for the overlap? For example, the overlapping area may include a park, a school, a library, a facility or a building of historical significance, etc. Note: if there is an agreement with an adjacent Neighborhood Council(s) to share the area, include documentation of this agreement. Attach additional pages as necessary.

8. As required by City Ordinance, every petition that describes overlapping boundary areas must include a detailed rationale or explanation for including the overlapping area in the Neighborhood Council that is applying for the boundary adjustment. If the Proposed Area is contested by another Neighborhood Council or proposed Neighborhood Council, include in your narrative why YOUR Neighborhood Council is uniquely qualified to have the Proposed Area within your boundaries. Attach additional pages as necessary.

9. Does the Neighborhood Council area, taking into account the proposed boundary adjustment, contain at least 20,000 *residents*?

Yes X No

10. If the answer to Question 9 is "No", mark the space or spaces below which apply:

- (a) Neighborhood Council is separated from adjacent communities
- (b) Neighborhood Council is identified by name in a City Community Planning Area
- (c) Neighborhood Council represents an historic neighborhood or community
AND includes City service providers such as a library or a police station

11. If the population in the Neighborhood Council, taking into account the proposed boundary adjustment, contains more than 20,000 residents, estimate the total:

20,000 to 50,000 X Between 50,000 and 100,000 More than 100,000

12. Please explain *why* your Neighborhood Council is petitioning for a boundary adjustment. Attach additional pages as necessary

See attachment.

13. Provide a brief profile of the proposed area for inclusion or exclusion that includes the residential, commercial, business and economic profiles. A format similar to that provided in your initial Neighborhood Council application for certification is sufficient.

See attachment.

SECTION 2. NEIGHBORHOOD OUTREACH TO THE PROPOSED AREA

Provide a detailed description of the outreach process.

1. Describe in detail the process used to outreach to the stakeholders in the proposed area. Include the methods used to *identify* community stakeholders, activities used to *inform* stakeholders about the existence of the Neighborhood Council, and the types of outreach activities employed. Attach additional pages as necessary.

See attachment.

2. Were public meetings with the stakeholders in the proposed area held on behalf of the Neighborhood Council? Yes. If the answer is "Yes," on average, how many people attended each meeting? _____

3. If the answer to Question 2 is "Yes", did the meetings include information about other forming or existing Neighborhood Councils in the area? Attach additional pages as necessary.

Yes, MINC not only informed residents and merchant owners about the other NC's, but even discussed other NC's competing for the area, and attend other NC's outreach meetings.

4. Were efforts made to collaborate with other certified or forming Neighborhood Councils that are also outreaching in the Proposed Area? If the answer is "Yes", describe the efforts. Attach additional pages as necessary.

No. The other NC's outreaching in the area did not seem open to MINC's attendance at their events. MINC believes the other NC (SORO) wants to take the area away from MINC.

5. If only signatures are used as supporting documentation for the boundary adjustment, the results of the signature collection process should show that there is a clear preference for the applicant by the stakeholders or residents in the proposed area. If this is not the case, DONE will consider the signature documentation along with other factors such as historic and contemporary boundaries, the boundaries of the community plan and/or city service districts, census tracts and zip codes.

Please *explain* how the signature collection process was used to inform and educate the stakeholders of the proposed area about neighborhood councils in general and about stakeholder options for joining a neighborhood council in the proposed area. Attach additional pages as necessary, and attach all relevant meeting notices, petition forms, and meeting agendas.

See attachment.

6. Outreach activities are a very important part of all Neighborhood Council operations. Outreach activities should be performed regularly in order to share ideas and to communicate news, events and information. Please describe below how you plan to *continue to conduct outreach activities* in the Proposed Area if your boundary adjustment is approved. Attach additional pages as necessary.

See attachment.

SECTION 3. ORGANIZATIONAL STRUCTURE

Bylaws have been established to provide a written framework and an organizational structure for the Neighborhood Council. The bylaws specify that Neighborhood Council meetings be subject to the Brown Act and certain public notice requirements. All certified Neighborhood Councils have filed a Public Notice Location Log that identifies the public posting locations that the Neighborhood Council will use.

1. Attach to this petition a copy of the current bylaws of the Neighborhood Council.
2. Attach to this petition a copy of the revised bylaws of the Neighborhood Council with/without the proposed area.
3. Describe any bylaw changes to the governance structure and selection of the governing board that may result from the proposed boundary adjustment.

No changes.

4. If applicable, attach any amendments or additions to the "Public Notice Location Log." No changes.

SECTION 4. AUTHORIZATIONS

Attach a copy of the Neighborhood Council board authority (approved motion) that authorizes the signatories to this Petition for Neighborhood Council Boundary Adjustment and include a copy of the minutes from the Board meeting when the approval action occurred; or in the absence of an interim or elected board, all signatories to the original application for Neighborhood Council Certification must complete and submit the Contact Liaison Roster.

COMPLETED APPLICATION CHECKLIST

Before submitting the Petition to Adjust Boundaries, please ensure that all of the following items have been completed and included with the petition materials:

1. Petition for Boundary Adjustment (including all additional pages used to answer the questions) X
2. Map of the Neighborhood Council X
3. Signature Sheets, *if applicable* X
4. Other Documentation X
5. Current Neighborhood Council Bylaws X
6. Revised Neighborhood Council Bylaws X
7. Public Notice Location Log, *if applicable* n/a
8. Contact Liaison Roster, *if applicable* n/a
9. Board authority to submit a Petition for Boundary Adjustment, *if applicable* X
10. Board authority to amend bylaws consistent with boundary adjustment, *if applicable* X
11. Minutes from the Neighborhood Council meeting referenced in numbers 8 and 9, *if applicable* X

PLEASE RETURN THE COMPLETED PETITION MATERIALS, INCLUDING THIS PAGE, TO:

**Field Division
City of Los Angeles, Department of Neighborhood Empowerment
340 East Second Street Ste. 406, Los Angeles, California 90012
(213) 485-1360**

THANK YOU

PETITION REV 051904

(SPACE BELOW THIS LINE FOR DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT USE)

RECEIVED BY

S:\Boundaries\Boundary Adjustment Petition.rtf

DATE

Section 1, Question 1:

Crenshaw Blvd. at I-10 (SE); to Crenshaw Blvd. and Pico Blvd (NE); to La Brea Ave. and Pico Blvd., where it drops down to Venice Blvd. – then continues west to the I-10 at Venice Blvd. (NW); and then the southern boundary is formed along the I-10, except for where it dips along Fairfax Ave. at Washington Blvd. (SW), to brace up against the Culver City line along Fairfax.

Section 1, Question 2:

The new boundaries would extend from Venice Blvd and the I-10 (NE) to Venice Blvd and La Cienega Blvd (NW), down La Cienega Blvd to the alley that runs along behind the businesses that front Washington Blvd. (SW), along the alley the runs behind the businesses along Washington Blvd.... behind Dunn Edwards (and along the Culver City border)... to the I-10 (SE). The businesses that front Washington Blvd. are part of Culver City, but the Los Angeles City line begins at the alley, which is why that would be the southern boundary of the newly adopted MINC area (and not Washington Blvd.).

Section 1, Question 3:

See map attachments - it's the pink area. Both maps are the same - one just shows the entire MINC region, while the other highlights the area to be adopted. The map can be viewed online at <http://maps.google.com/maps/ms?ie=UTF8&hl=en&msa=0&msid=209330090179356722346.00049ff424418bd44a966&z=15>.

Section 1, Question 12:

In the Fall of 2009, MINC was approached by BONC with the idea of adopting the proposed orphaned area into its neighborhood council. At the time, BONC and DONE were looking to do an expedited process to adopt orphaned areas into existing neighborhood councils – and MINC was told all that was needed was a board vote. The MINC board discussed the issue, and voted and approved the motion in March of 2010. But after doing so, MINC never received ratification from DONE about the adopted area – and in March of 2011, MINC was informed by DONE that it had several options (see attached email) one of which was that it could follow the procedures set out in this petition, to formally adopt the area (however, it was MINC's understanding this had already been completed, since the original idea presented by BONC was to do this expeditiously). And lastly, MINC met with DONE on 5/20/11, whereby DONE notified MINC that the only

true option was to complete this petition, and that whatever happened in the past was not really going to affect the decision. It is the position of the MINC Board that had this been made clear originally, this paperwork would have been submitted back when first approached by DONE/BONC regarding this orphaned area – any delay in submitting this petition does not reflect an unwillingness by MINC to follow protocol – it's just that the protocol was not outlined decisively beforehand. It has been suggested that MINC's lack of a petition prior to this submission is a forfeiture of the area – however, it is only a reflection of a lack of clarity on the procedure to follow to formally adopt this area, not a disinterest in the area or in it officially becoming part of MINC.

MINC still stands by its original board vote and approval – the reasons for doing so are as follows, in no particular order: 1) the proposed area is adjacent to MINC's western border, and in adopting the area, it would connect the MINC border to the edge of Culver City, and would include part of the arts district along La Cienega Blvd.; 2) the MINC area currently does not end at the I-10 Freeway at that point, but already extends south of the I-10, to Fairfax and Washington Blvd already – so this would be the natural residential neighborhood extension of the existing area (i.e., they are all part of the same neighborhood); 3) the current Mid-City neighborhood, as defined by the L.A. Times (and therefore, the L.A. City Planning Dept., where they draw their statistics from), includes this area in part of what is already deemed "Mid-City"; 4) MINC had already begun outreach in the area, as the neighborhood council was already under the impression that it had adopted the area a year before – including the courting of local merchants along La Cienega, one of whom is currently serving as a MINC board member as a merchant representative; 5) Wilshire-LAPD covers the area in question – MINC has a long established relationship with them and the SLO that covers that area (as opposed to, for instance, SORO who works with a completely different LAPD department – West LA); 6) the Ballona Creek uprising ends there at the western borders of this area, and it is the natural end of the section of the creek, which opens at Cochran Ave near Venice Blvd in the existing MINC boundaries; 7) the Department of Transportation-Hollywood Division is who handles MINC area, and the orphaned area in question (as opposed to West Division); 8) the area is part of the Wilshire Neighborhood Prosecutor program (as opposed to West L.A.), which is the same as MINC; 9) the area in question is part of CD-10 with Councilmember Herb Wesson (as opposed to Paul Koretz). Basically, MINC has alliances and is already used to working with the same entities, divisions, departments, etc. as the adopted area – and we believe it is much easier for an NC to navigate with only one of each of those entities, as opposed to two, which could be the case another NC. Plus, allowing MINC to adopt the area would just be following the same pattern as is the case with the rest of the city divisions – they are part of the Central/Southern Los Angeles city services, not aligned with the West, and so becoming part of MINC just keeps this alignment in place.

Section 1, Question 13:

The area is comprised mostly of single family residential units, with a business district along the La Cienega border. The residential area is very similar in makeup, both structurally and demographically to the rest of the MINC area. Since this is a very small area, there are no schools or churches within the boundaries. MINC as a whole is comprised of single family and multifamily residential units, small businesses, large businesses, a regional shopping center, two LAUSD Elementary Schools and a number of churches. The region is occupied by mostly African American and Latinos, as well as Caucasian, Asian, and Middle Eastern residents. The MINC area is roughly 55% African American-40% Latin and 5% our other neighbors.

Commercial/Business Profile: The business in this area are only along the La Cienega corridor, which would make up the Western boundary of MINC. (MINC currently does not have a Western edge – just more like a Western point, so this commercial district would form a nice Western edge line to finish off MINC’s western boundary.) Most of the businesses along this block are in the arts – in fact, the area is considered to be part of the arts district, which also includes many businesses in Culver City. There are no major businesses or retail chains that are part of this proposed area. But an arts district would be a welcome addition to the already plentiful merchant and business entities that are already in MINC.

Economic Profile: The economic makeup of our area varies from the unemployed to those that earn income in excess of \$100,000 a year. Like the rest of MINC, we expect the residents earn income in the following industries: entertainment, construction, manufacturing, communication, health services, financial institutions, welfare programs, governmental agencies, retirees and the self employed. The average income for the MINC area about \$30,000.00.

Employment Profile: Small businesses and galleries – local business hiring opportunities.

Schools/Churches: none

Points of Interest: La Cienega Arts District

Section 2, Question 1:

To date (and continuing), MINC has participated in many different kinds of outreach in the proposed adopted area. MINC has had interactions with

commercial merchants and residents in the area, through meetings, walking the neighborhood, going door-to-door, inviting stakeholders to MINC events (including activities at the Wellington Square Farmers Market), and addressing concerns of stakeholders in the adopted region.

Here are some of the outreach details:

- Email outreach was done to Lauri Firstenberg over there in May 2010, as we awaited final paperwork from DONE.
- Tuesday, March 15, 2011 – MINC President Allan DiCastro met with 6 people at LAX gallery.
- Saturday, April 30, 2011 – Five MINC Board members canvassed residential streets
- MINC Board member Michael Maloney continued outreach in May 2011 by gathering additional stakeholder signatures along La Cienega
- Stakeholders in the adopted region were invited and put on the agenda for Q&A with MINC constituents at May 2011 Stakeholder meeting
- MINC has also gotten the area a weed abatement & cleaning thru LACC on May 12, 2011.
- MINC reached out to Wilshire LAPD's Captain Davis to help the area alleviate various challenges associated with the Culver City Art Walk on June 4, 2011.
- MINC provided signs that area could stick in ground with the hopes mitigating dangerous crosswalk issue immediately.
- MINC has proposed painting the fire hydrants in the adopted area, as part of its repainting program (i.e., when MINC officially has adopted the area, then we will paint the hydrants)
- MINC intervened on behalf of residents of the adopted area, who had expressed concerns about a Culver City business (Dogtown - gym) along Washington Blvd, who was letting their clients run along the residential streets – and presenting a traffic hazard. MINC had the CDD contact the business owners – and the unpermitted activity will cease (see email)
- MINC put in a request to have a large stump removed (a long-time issue for the area) – it's a tough one to accomplish, but since they have a large event and it is therefore a safety issue, we feel confident in achieving this

Section 2, Question 5:

MINC Board members have canvassed the area – going-to-door, attending meetings regarding the adoption (including a SORO meeting), and walking through the business district. Stakeholders in the area were identified, and asked if they'd be willing to sign our petition. Stakeholders were told about the adoption process, who MINC is, and about the fact that there is another NC vying for the same area, and lastly they were asked which one they preferred – and to denote

that on the petition. Much of the signature collection was really more of an outreach to the stakeholders in the area to let them know about the NC system, what NC's do, and what MINC could do for them (many weren't aware of any of this prior to the discussions). Additionally, stakeholders were notified of other events in the area sponsored by MINC – and additional ways to participate in the community.

Section 2, Question 6:

MINC will continue to perform outreach in this area, as it does in its other regions currently. We will invite residents and business owners to attend our meetings for more information about their community, and to get involved in their neighborhood. We will extend our MINC banners down Washington Blvd. (as far as our boundary permits), and look to do a new project to include this neighborhood with MINC signage and other details, in the next fiscal year. The region rep that would cover this neighborhood has already been doing outreach in the area, and is familiar with it. And we will have at least one merchant rep from the area on our board (currently pending board approval). We will also work to invite the residents and business owners to our other outreach events, most notably the outreach we do on a regular basis at the Wellington Square Farmers Market, which is one of the best on-going community events we have our NC – not only shopping, but also activities and music for all members of the family. Lastly, we will ensure that the residents and businesses are in contact with the other agencies in the city, and their SLO – to make sure that any issues or needs they have will be met.

Section 3, Question 1:

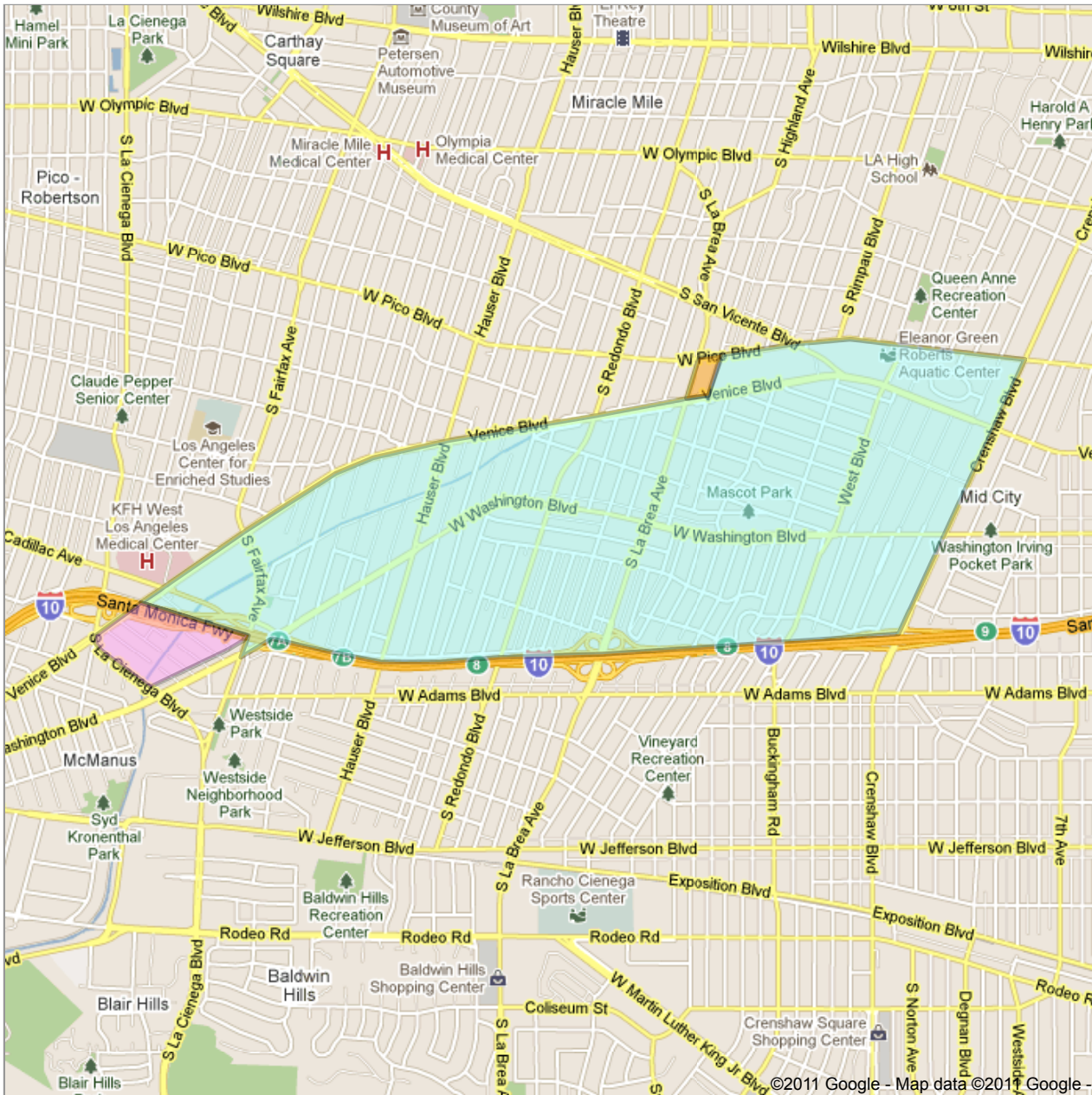
See attached.

Section 3, Question 2:

See attached. Please note that these are actually the newly updated copy of our Bylaws which is being submitted to DONE as part of the updated Bylaw process.

Section 4:

See attached.



MINC - Revised Boundaries

This map shows the original MINC boundaries and the newly adopted MINC boundaries.

1 views - Public

Created on Apr 2 - Updated 2 minutes ago

By - 3 Collaborators



[Original MINC Boundaries](#)

See MINC map per DONE site.



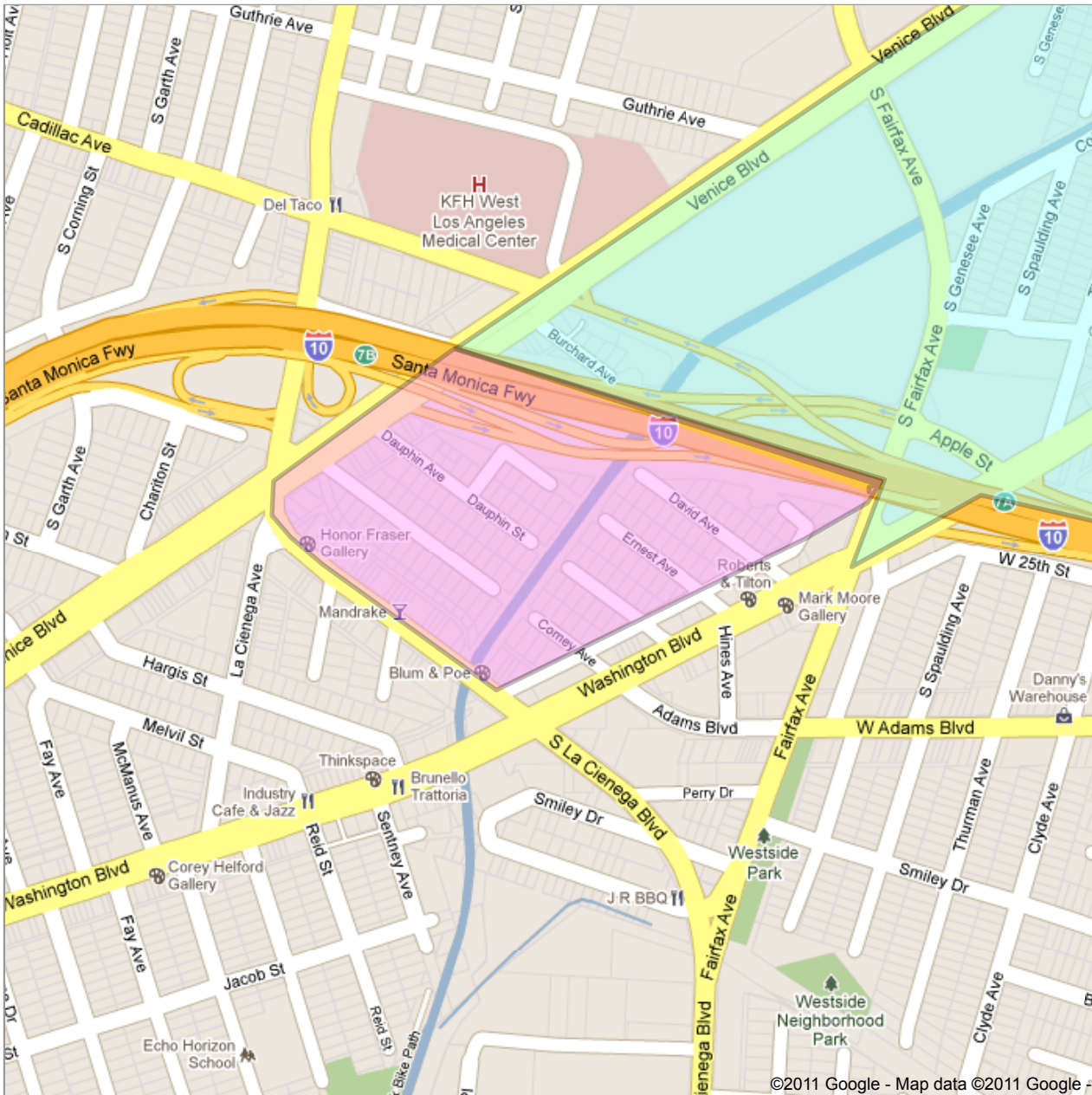
[MINC Adopted Area #1](#)

This is the area to La Brea adopted by the MINC Board in 2009.



[MINC Adopted Area #2](#)

This is the area which butts up to Culver City which MINC adopted in 2010.



MINC - Revised Boundaries

This map shows the original MINC boundaries and the newly adopted MINC boundaries.

1 views - Public

Created on Apr 2 - Updated < 1 minute ago

By - 3 Collaborators

☐ [Original MINC Boundaries](#)
See MINC map per DONE site.

☐ [MINC Adopted Area #1](#)
This is the area to La Brea adopted by the MINC Board in 2009.

☐ [MINC Adopted Area #2](#)
This is the area which butts up to Culver City which MINC adopted in 2010.

	PRINT your name	Street Address	email address	Neighborhood Council Preference	Community Organization
76	MARIA MANGENAS	6059 Dauphin Ave	DOE DMYRA 2007	MINC- know	
77	MICHAEL MALONEY	2680 So. LA CIENEGA BLVD	MICHAEL MALONEY@AOL.COM	MINC	MINC
78	FRANCOIS GIESBLY	2000 S LA CIENEGA BLVD	FRANCOISE@GIESBLY.COM	MINC	MINC
79	PA Lesley Moon	2640 S. La Cienega Blvd.	lesleymoon@laxart.org	MINC	MINC
80	Walter Maciel	2642 S. La Cienega Blvd.	walter@waltermacielsgallery.com	MINC	MINC
81	Laura Watts	2622 S. La Cienega Blvd.	laurawatts@laxart.org	MINC	MINC
82	PAUL KOPETKIN	2766 S LA CIENEGA BLVD	PAUL@KOPETKINART.COM	MINC	MINC
83	D.P. MAULIFFE	2754 S LA CIENEGA BLVD	DAVID@ANGEL'S GALLERY.COM	MINC	MINC
84	Shirley GREEN	5938 Comey Ave.	None	MINC-	MINC
85	Berinda Buckle	5931 Comey Ave	- 0 -	MINC-	MINC
86	Mahmood Mohebbin	2664 S. La Cienega Blvd	manny mo 2664 yahoo	MINC-	MINC
87	BRUCE, GARDEN	2672 S LA CIENEGA BL	- 0 -	MINC-	MINC
88	Tress Williams	2716 S. La Cienega Blvd	LA@georgewilliams.com	MINC-	MINC
89	Stacie Martinez	2712 S. La Cienega Blvd	Stacie Martinez	MINC-	MINC
90	Ben MORADIAN	2688 S. LA CIENEGA BLVD	b mor 2000@yahoo	MINC-	BM
91	Alex deCordova	2660 S. La Cienega Blvd	alex@taylordecordova.com	MINC-	MINC
92	Javad Kheradmand	2630 S. La Cienega Blvd	JK@Jkgallery.net	MINC-	
93	ERIN KERMANIKIAN	2762 S. LA CIENEGA BLVD.	erin@western-project.com	MINC-	MINC
94				MINC-	
95				MINC-	
96				MINC-	
97				MINC-	
98				MINC-	
99				MINC-	
100				MINC-	

	PRINT your name	Street Address	email address	Neighborhood Council Preference	Community Organization
101	Marjorie Williams	5817 David Ave LA 90034		MINC- Marjorie Williams	
102	Kristina Hightower	5849 David Ave LA 90034	hfuchs365@gmail.com	MINC- Kristina Hightower	
103	Miriam Goldner	5862 David Ave LA 90034		MINC- Miriam Goldner	
104	HUGO DIAZ	5921 COMBY AVE, LA, CA 90084		MINC- Hugo Diaz	
105	Manuel Herrera	6066 Dauphin ave.		MINC- Manuel Herrera	
106	Olivia Canada	6056 Dauphin ave		MINC- Olivia Canada	
107	JOSE CANADA	6074 1/2 Dauphin ave		MINC- Jose Canada	
108	ROBERTO CANADA	6054 DAUPHIN AV., LA, CA		MINC- Roberto Canada	
109	HECTOR EXTREMA	6050 Dauphin Ave #3, LA CA 90034		MINC- Hector Extrema	
110	Shelby Abbott	6036 Dauphin Ave / LA 90034		MINC- Shelby Abbott	
111	Julie Manana	6072 Dauphin Ave 90034		MINC- Julie Manana	
112	Kristina	6076 Dauphin Ave 90034		MINC- Kristina	
113				MINC-	
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Petition for Mid City Neighborhood Council

Saturday 4.30.2011

	PRINT your name	Street Address	email address	Neighborhood Council Preference	Community Organization
151	Ana Rodriguez	5827 David Ave	—	MINC- Ana M. Rodriguez	
152	Jose Rodriguez	5827 David Ave	—	MINC- Jose Rodriguez	
153	Sylvia Luna	5857 David Ave	SMLuna57@yahoo.com	MINC- Sylvia Luna	
154	Joey Pierre	5853 David Ave	—	MINC- Joey Pierre	
155	Angel Cruz	5941 Comey Ave #4	ac/cruz9@gmail.com	MINC- Angel Cruz	
156	Jose Cruz	" " #1	—	MINC- Jose Cruz	
157	Noe Anastasia	" " #3	—	MINC- Noe Anastasio	
158	James Johnson	" " #5	—	MINC- James Johnson	
159	ERICA WARD	2034 Preston Avenue	—	MINC- Erica Ward	
160	OSCAR DOMINGUEZ	6108 VENICE BL 90034	—	MINC- Oscar Dominguez	
161	MANUEL PADILLA	6118 VENICE BL 90034	MANPADILLA@DSL-EXTREME.COM	MINC- Manuel Padilla	
162	VIRGINIA WESTON	6060 COMEY AVE LA CA 90034	—	MINC- Virginia Weston	
163	RIVERA GERARDO	6060 COMEY AVE	—	MINC- Gerardo Rivera	
164	REGINA HERNANDEZ	6060 COMEY AVE	—	MINC- Regina Hernandez	
165	Victor Rosas	6060 Comey Ave	Alexzola@hotmail.com	MINC- Victor Rosas	
166	Leland Austen	6036 Comey Ave	austenl@ca.rr.com	MINC- Leland Austen	
167	EMMA LUIS	6022 COMEY AVE	—	MINC- Emma Luis	
168	Bilgida Ramos	6022 COMEY AVE	—	MINC- Bilgida Ramos	
169				MINC-	
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171				MINC-	
172				MINC-	
173				MINC-	
174				MINC-	
175				MINC-	

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	PRINT your name	Street Address	email address	Neighborhood Council Preference	Community Organization
51	Trina Woodruff	5827 Ernest Ave, LA 90034	twoodruff@att.net	MINC-	
52	Claudette Malone	" " "	"	MINC-	
53	Milton Malone	" " "	"	MINC-	
54	ETANG ALLOUCHE	5811 ZORNES AV LA, 90034		MINC- 	
55				MINC-	
56				MINC-	
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71				MINC-	
72				MINC-	
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75				MINC-	

From: Amber Meshack <amber.meshack@lacity.org>;
To: <allanminc@yahoo.com>;
Subject: Boundary Adjustment Process
Sent: Tue, Mar 15, 2011 11:37:24 PM

Hello Allan,

I couldn't find the exact e-mail that I sent to you because there has been such a large volume of e-mails between us re: this issue, but I am forwarding to you the body of an e-mail that I sent to someone else with the same information.

I understand that you're frustrated re: your boundaries, but other than the fact that this issue seems to occupy a different priority level now with BONC than it did before, I'm not sure where the confusion/frustration is coming in.

As far as I can see, our Department never received any documents requesting a boundary change from your Neighborhood Council. The boundaries in your current bylaws appear to be exactly the same as in your certification report. Additionally, the boundary adjustment process has not changed since it was introduced as part of the Plan for A Citywide System of Neighborhood Councils.

I'm not sure where the notion came from that boundary changes were being made outside of this process, but I have definitely done my best to be consistent in sharing the information that I have re: the process.

In answer to your questions re: SORO & Palms, I have not seen any submission from SORO yet, and nothing has yet happened with the Palms submission. I will speak with management re: how best to approach this, but I am going to suggest that representatives of Palms, SORO, & MINC come together in a meeting and go over maps to ensure that we are all clear re: what is orphaned/unincorporated and who is asking for what.

See summary of process below. I have also attached sections from the Plan governing the process & the Boundary Adjustment Application, The Application itself, and the Guidelines for the Boundary adjustment application.

Please review and then let me know what you would like to do.

Thanks!

EXCERPT FROM OLD E-MAIL BELOW

-
In short, there are two options:

1) Adopting the area using the process that is outlined in the Plan for a Citywide System of Neighborhood Councils (i.e. "The Plan"). I have attached the relevant excerpts from Article VI of the Plan.

2) The other alternative is waiting for a policy that the Board of Neighborhood Commissioners has been working to develop. This policy would hopefully simplify the procedure to adopt so-called "orphan" or unincorporated areas. The policy, however, is not yet ready and there is no specified target date that I am aware of.

If you choose to proceed with option 1, the basic process is:

The NC would fill out the boundary adjustment application,
Would consult with adjacent NC'S re: their interest (or lack thereof) in incorporating the area in question,
Do some fairly minimal outreach to the unincorporated area to gauge their interest in becoming part of the NC,
And ultimately present the application at a public hearing (along with DONE staff) for the BONC'S approval.

I can give you further details, although it's probably something I should review with you in person because it's a little "process-y".

I hope this answers your question. Please let me know if you want to proceed with the boundary incorporation or adopt more of a wait-and-see re: the BONC's orphan area policy in the new year, or present it to your board for them to vote on.

Thanks! We can also discuss by phone next week, if you like.

ATTACHMENTS:

Boundary Petition Guidelines.doc

boundary.adjust.lang.PLAN.doc

Boundary Adjustment Petition.rtf

From: Allan DiCastro <allanmjd@gmail.com>

To: Allan MINC <allanminc@yahoo.com> **sent to mailing list**

Sent: Fri, Jun 4, 2010 at 2:41 PM

Subject: Re: MINC: WA Blvd (90016) and Beyond (90019)*updates

Greetings MINC Supporters!

This past spring, MINC agreed to adopt the Art District on La Cienega into its boundaries of community responsibility.

Also, we have asked and now received an expansion of the State Enterprise Zone (SEZ) in the MINC community. We've expanded it even further down WA Blvd now...all the way to Fairfax. Hopefully, this will kick off even more development for area. Please see the attached docs.

(I hope you all have checked out the Atomic Cafe on WA Blvd near La Brea by now.

They have a fantastic Atomic burger among other things.)

We will have a speaker on this matter at our June 14th meeting. 7pm at 4849 Venice Blvd in the community room of Wilshire-LAPD.

This is just one more great accomplishment for us this year.

Besides this, in less than 6 months, we have also achieved the following milestones:

- A new Charter school began construction on WA Blvd near Dunsmuir. Kick off day in September 2010. (Grades 6-8.)
- A weekly Farmer's Market open on WA Blvd at Wellington - every Sunday from 9am to 1pm.
- Blocked a 7-11 from opening on empty corner lot of WA Blvd & La Brea
- Received funding to begin up to 2 median islands on WA Blvd...west of La Brea.
- CIM development of 12 acre mall with Lowes as one anchor is back on! This is at San Vincente and Venice Blvds. Ground breaking is imminent.

regards,

Allan (DiCastro)

MINC President

MINC= Mid City Neighborhood Council

From: Allan DiCastro <allanmjd@gmail.com>
To: Lauri Firstenberg
Sent: Mon, Feb 14, 2011 at 1:56 PM
Subject: Re: Hello from MINC

Greetings Lauri!

How are you? I hope all is going well.

I am writing you today regarding the Mid City Neighborhood Council (MINC) for whom I serve as President. We are doing more outreach in that area and so I was wondering if there is an opportunity for us to talk and/or do Q&A with many of you.

Do you have a regular meeting or similar whereby many of the art spaces there gather for a singular meeting or purpose?

We would like first to meet & speak with the east side of La Cienega between Venice & Washington Blvd.

Please advise.

best regards,

Allan

From: Lesley Moon
To: allanminc@yahoo.com
Sent: Wednesday, March 16, 2011 12:15 PM
Subject: Attendees from Yesterday's Meeting

Hi Allan,

Thank you so much for yesterday. Here is a list of everyone in attendance.

Michael Maloney - Michael Maloney Fine Art
Laura Watt - Honor Fraser Gallery
Justin Beal - Mandrake Bar
Lesley Moon - LAXART
Lauri Firstenberg - LAXART
Stacy Martinez - Cherry and Martin

Looking forward to more soon!

All the best,

Lesley

LAXART
Director of Development
2640 S La Cienega Blvd.
Los Angeles, CA 90034
t: 310 559 0166
f: 310 559 0167
www.laxart.org

From: John Harmon <john.harmon@lacity.org>;
To: Allan MINC <allanminc@yahoo.com>;
Subject: Fwd: Dogtown in CC
Sent: Fri, May 27, 2011 4:15:59 PM

FYI.....

----- Forwarded message -----

From: Guidry, Sharon <sharon.guidry@culvercity.org>
Date: Thu, May 26, 2011 at 2:10 PM
Subject: RE: Dogtown in CC
To: John Harmon <john.harmon@lacity.org>

John, we investigated the activities at Dogtown and was able to confirm that running on the public street was a regular and routine activity of the gym which is not permitted. We advised the business owner of the unpermitted activity and they assured us they will not run in the public right-of-way in the future. We will monitor the area for continued compliance. If you become aware that they fail to comply, please let me know so we can escalate the enforcement action.

Thank you,

Sharon L. Guidry, Manager
Enforcement Services Division
Community Development Department
(310) 253-5936
sharon.guidry@culvercity.org

From: John Harmon [mailto:john.harmon@lacity.org]
Sent: Monday, May 23, 2011 10:50 AM
To: Guidry, Sharon
Subject: Re: Dogtown in CC

"Great, thanks Sharon. I truly appreciate the quick response.

On Mon, May 23, 2011 at 10:43 AM, Guidry, Sharon <sharon.guidry@culvercity.org> wrote:

John, we will investigate and get back to you with the results and possible solution is there is a solution available.

Thanks

Sharon L. Guidry, Manager
Enforcement Services Division
Community Development Department
(310) 253-5936
sharon.guidry@culvercity.org

From: John Harmon [mailto:john.harmon@lacity.org]
Sent: Monday, May 23, 2011 10:39 AM
To: Guidry, Sharon
Subject: Fwd: Dogtown in CC

FYI.....

----- Forwarded message -----

From: Lorraine Genovese <caryatid8@sbcglobal.net>
Date: Mon, May 23, 2011 at 8:43 AM
Subject: Re: Dogtown in CC
To: Allan MINC <allanminc@yahoo.com>
Cc: John Harmon <john.harmon@lacity.org>

John and Allan,
Dogtown is a gym. The people who belong to it are running through the alleys, not dogs. Some of the residents have all most run into people with their cars as they run across the residential streets, especially at night. Maybe they can wear a reflective vest or clothing? Thanks for any help you can provide.

Lorraine

From: Allan MINC <allanminc@yahoo.com>
To: John Harmon <john.harmon@lacity.org>
Cc: Lorraine Genovese <caryatid8@sbcglobal.net>
Sent: Sat, May 21, 2011 7:27:55 PM
Subject: Dogtown in CC

John,

As you know, we did Outreach a couple weeks ago in our newly adopted area.

There was an issue raised at that time by a neighbor regarding the business of Dog Town. They are running dogs thru alley behind there and neighbors are concerned they may run them over or otherwise injure them.

Since this business is part of Culver City...not LA...can you approach them please for a mitigating solution? I think CD10 will carry more weight in this instance.

Perhaps it is as simple as using a whistle, horn and/or flashlight when coming out of alley...to alert people. We just don't want people or dogs hurt.

Dogtown is located on the NE corner of WA Blvd and LA Cienega.

Please advise of outcome.

Thanks,

Allan

CITY OF LOS ANGELES
CALIFORNIA

**MID-CITY
NEIGHBORHOOD
COUNCIL OFFICERS**

PRESIDENT
Allan DiCastro

VICE-PRESIDENT
Bruce Durbin

SECRETARY
Valaida P. Gory

TREASURER
Bettye Bryant

PARLIMENTARIAN
Marguerite Davis



**MID-CITY
NEIGHBORHOOD
COUNCIL**

P.O. box 78642
Los Angeles, CA 90016

Message line: (323) 732-5085



allanminc@yahoo.com

MID-CITY NEIGHBORHOOD COUNCIL

Stakeholder Meeting

Monday, May 9, 2011 @7pm

Wilshire – LAPD

4849 Venice Blvd, Los Angeles CA,

Agenda

1. Call To Order, Board Roll call, introductions – **3 minutes**
2. MINC Guidelines*reminder
 - a. *please turn off or set cell phones to vibrate*
3. MINC Boardmember Bylaw for Good Standing: **REMINDER!**
4. Approval of 04/11/2011 Stakeholder minutes – Discussion & Action (**Vote**)- **4 mins**
5. Update of MINC Fiscal YTD 2010/2011 Spending - Discussion & Action (**Vote**)- **5mins**
6. Approved MINC Budget/Forecast Fiscal YTD 2010/2011 – Handout with Q&A- **3 mins**
7. Community **updates** from City Entities– **14 mins**
 - a. DONE (Amber Meshack)
 - b. Mayor's Office
 - c. Street Svcs (medians)
 - d. CRA-PAC (Dessie Reese)
 - e. CD10
 - f. Senator's Office
 - g. CPAB (Marguerite Davis)
 - h. Other (Assemblymember, DWP, etc)
8. Committee including Treasurer **updates** – **17 mins**
 - a. DAC
 - b. Budget inc NGP
 - c. Outreach
 - d. Bylaws (5.11.2011)
 - e. PLUM (5.12.2010) (sidewalk policy done)
 - f. W_CEDC (Fire Hydrants, Wood Panels)
 - g. Treasurer
 - h. Other
9. ~~MINC region & other activity or reports~~ **updates** – **6 minutes**
10. MINC adopted area bounded by La Cienega – Q&A – **30 mins**
 - a. Q&A with those Stakeholders present
11. MINC Candidate Call (1 of 2) for Open board seats- Q&A only **6 mins**
 - a. Region 5
12. MINC Candidate Call Q&A (**2 of 2**) & Appointment for Open board seats **13 mins**
 - a. Organization – Discussion & Action (**Vote**)
 - b. Merchant/Commercial Property Operator/Owner – Discussion & Action (**Vote**)
 - c. Multi Residential Property Operator/Owner– Discussion & Action (**Vote**)
13. **Public Comments/announcements/suggestions- 8 mins (2 min limit)**
 - a. CIM site opening date
 - b. Culver City Art walk is June 4 (2pm to 8pm)
14. **Adjournment**

APPROVED

**BYLAWS
FOR
The Mid City Neighborhood Council (MINC)**

**ARTICLE I
NAME**

Upon certification, the name of the neighborhood council shall be the Mid City Neighborhood Council (MINC), an officially recognized advisory council, hereby part of the Los Angeles Citywide system of neighborhood councils.

**ARTICLE II
PURPOSE, MISSION and POLICY**

- A. The PURPOSE of the Mid City Neighborhood Council is to participate as an advisory body on issues of concern to our neighborhood and in the governance of the City of Los Angeles.

The Council is formed to engage in all of the civic, public, and charitable purposes permitted to be conducted, or participated in, by Neighborhood Councils formed pursuant to Article IX of the Charter and Administrative Code of the City of Los Angeles.

- B. The MISSION of this council is:

To empower, and bring together a diverse community, and to maintain and improve the quality of life.

To work, in cooperation, with the necessary agencies toward the protection and improvement of our area, effectively addressing the needs and concerns as identified by our community:

- (1) To provide an inclusive, open forum for public discussion of issues concerning City governance, the needs of this neighborhood council, the delivery of City services to this neighborhood council, and on matters of a citywide nature.
- (2) To advise the City of Los Angeles on issues concerning City governance, the needs of this neighborhood council, the delivery of City services to this neighborhood council, and on matters of a citywide nature.

- C. The POLICY of this neighborhood council shall be:

- (1) To prohibit discrimination against any individual or group in our operations on the basis of race, religion, color, creed, national origin, ancestry, sex, sexual orientation, age, disability, marital status, income, or political affiliation; and

- (2) To have fair, open, and transparent procedures for the conduct of our Neighborhood council business; and
- (3) To bring together the diverse elements of our community into a united organization that truly represents the interests of all of our neighbors in a non-partisan manner; and,
- (4) To develop a capability to listen to and interact with, and inform all who have interests in our community; and,
- (5) To effectively represent our community in collaboration with the City of Los Angeles and other government agencies; and
- (6) Above all to unify and serve the interests of our community so as to enhance the quality of life in the Mid City neighborhood and surrounding area; and
- (7) To service this larger public purpose, the Council will participate in:
 - a) Monitoring City services and holding City employees and their departments accountable to the residents of the community;
 - b) Pursuing enforcement of existing City zoning codes and ordinances: Establish a committee to review and assess ordinances if necessary;
 - c) Consulting with City officials regarding plans for appropriate development in commercial locations, including the provision of adequate parking and landscaping for these projects; and
 - d) Revitalizing Commercial corridors; and
 - e) Establishing more recreational facilities; and
 - f) Monitoring traffic throughout the area with special concern for the health and safety of residential neighborhoods; and
 - g) Encouraging neighborhood beautification, tree planting, and graffiti removal; and
 - h) Advocating historic preservation and renovation.

ARTICLE III DEFINITIONS

- A. “BOARD” shall mean a Governing Body within the meaning of that term as set forth in the Plan for a Citywide System of Neighborhood Councils (“plan”) also to be known herein as the Board of Directors.
- B. “COUNCIL” shall mean the Mid City Neighborhood Council
- C. “GENERAL BODY MEETING” shall mean a meeting of the Board, which is open to the stakeholders and any other interested parties.
- D. “PRESIDENT” shall mean the President or presiding officer of the Board of Directors.
- E. “VICE PRESIDENT” shall mean Vice-President or second in charge behind the President at meetings of the Board of Directors.
- F. “TREASURER” shall mean a member of the Board of Directors also charged with the responsibility of establishing an accounting system for the Council, maintaining the records of the Councils finances and book of accounts, and preparing any financial reports for the Department of Neighborhood Empowerment pursuant to the Plan for a Citywide System of Neighborhood Councils.
- G. “SECRETARY” shall mean a member of the Board of Directors to keep minutes of all Board meetings.
- H. “REGIONAL REPRESENTATIVES” shall mean a member of the Board of Directors who is a representative resident stakeholder of a particular area within the Mid City Neighborhood Council boundary area. (See Regional Representative Map.)
- I. “AT-LARGE REPRESENTATIVE” shall mean a member of the Board of Directors who is affiliated with a school (administration, faculty or student), or a member of a religious group/organization, or a resident, or a property owner, or who is a member of a service organization within the Mid City Neighborhood Council area.
- J. “PARLIAMENTARIAN” shall mean a current member of the Board of Directors who shall serve as the parliamentarian in the Mid City Neighborhood Council area, if the Board desires,
- K. “ADVISORS” shall mean guides who are from the Los Angeles Police Department and the City Council, and whatever entities the Board desires.
- L. “STAKEHOLDER” shall mean any individual who lives, works, owns property or otherwise identifies themselves as a stakeholder in the area, based on their participation in among other things, educational institutions, religious institutions, community organizations or other non-profit organizations.

- M. "MEMBERSHIP" shall mean, and is synonymous with "STAKEHOLDER".
- N. "AREA" shall mean the geographic area, as set forth in ARTICLE V.
- O. "OFFICIAL ACTION" shall occur when the BOARD, approves, fails to approve, or disapproves by vote any resolutions, positions, or decisions with respect to an item on it's agenda, which becomes the official or representative voice on said item for the Mid City Neighborhood Council.
- P. "QUORUM" shall mean the presence of nine (9) BOARD members at a MINC meeting.
- Q. "MAJORITY" or "MAJORITY VOTE" shall mean a simple majority (50% + 1) Therefore, four (4).votes constitute a MAJORITY VOTE.of a QUORUM, or, for example, six (SIX) votes of a presence of 10 BOARD Members.

ARTICLE IV MEMBERSHIP

MEMBERSHIP in this Neighborhood Council is open to all STAKEHOLDERS. All STAKEHOLDERS shall be eligible to vote in elections for the Board.

ARTICLE V NEIGHBORHOOD COUNCIL BOUNDARY AREA

The Mid City Neighborhood Council includes a geographic area that has a minimum of 20,000 residents.

The boundaries are described as follows: *(See, Attached Map)*

South Boundary - Starting from the north wall of the Rosa Parks Freeway from Venice Boulevard, continuing east to Crenshaw Boulevard.

East Boundary- Crenshaw Boulevard from the Rosa Parks Freeway, continuing north to the south side of Pico Boulevard.

North Boundary - The south side of Pico Boulevard from Crenshaw Boulevard, continuing west to Highland Avenue, continuing south on Highland Avenue to Venice Boulevard, continuing west on Venice Boulevard to the Rosa Parks Freeway

West Boundary - Fairfax

ARTICLE VI BOARD OF DIRECTORS

There shall be 23 Stakeholders on the Board of Directors. All committees, subcommittees, and/or ad hoc committees shall be made up of members that are elected, selected, or appointed in manner to be determined by the Board. There are 11 Regions within the Mid City Neighborhood Council area. One (1) representative shall be chosen from each regional area as a Director.

A. REPRESENTATIVES

- (1) Regional Representatives Eleven (11) of the Board of Directors shall represent the eleven Regions in the Mid City Neighborhood Council boundaries. A Regional Representative must live or own residential property in the Region for which they are elected. (See Regional Representative Map)
- (2) Merchant/Commercial Property Owner: Five (5) Board places of the elected directors shall be either a person who owns or operates a business or owns a business property or multi-residential property within the Mid City Neighborhood Council area.
- (3) At-Large Representative. Seven (7) Board places of the elected Directors shall be as described: Three (3) of the elected At-Large Representatives shall be affiliated with a school (administrative, faculty, or student), or a member of a religious group/organization, or a member of a service organization within the MINC boundary area. Four (4) members of the elected directors shall be stakeholders of any category within the Mid City Neighborhood Council area.

B. RESPONSIBILITIES

- (1) President. Subject to such supervisory powers as may be given by the Board of Directors to another officer, the president shall, subject to the control of the Board, generally supervise and give direction for the business of the Council. He/she shall preside at all meetings of the members, and at all meetings of the Board and Executive Committee. He/she shall have such powers and duties as may be prescribed by the Board or the bylaws.
- (2) Vice President. In the absence or disability of the president, the vice president(s), if any, in order of their rank as fixed by the Board or, if not ranked, the vice president designated by the Board, shall perform all the duties of the president. And when so acting shall have all the powers of, and be subject to all the restrictions upon, the president. The vice president(s) shall have such other powers and perform such other duties as from time to time may be prescribed for them respectively by the Board.

- (3) Secretary The secretary shall attend to the following:
- (a) Book of Minutes. The secretary shall keep or cause to be kept, at the principal executive office or such other place as the Board may direct, a book of minutes of all meetings and actions of directors and committees of directors, with the time and place of holding, whether regular or special, and , if special, how authorized, the notice given, the names, given voluntarily, of those present at such meetings, and the proceedings of such meetings in compliance with the Ralph M. Brown Act (Brown Act). The secretary will receive and only record information that is in compliance with the Brown Act.
 - (b) Correspondence. The secretary shall maintain copies of all outgoing and incoming correspondence to and from the Council, the Board and committees, members of the Board, and the chairpersons of committees (to the extent such correspondence constitutes business of the Board, and the committees and not personal matters of such individuals).
- (4) Treasurer. The treasurer, who shall also serve as the Council chief financial officer, shall administer all funds supporting activities of the Council. He/she shall have such other powers and perform such other duties as may be prescribed by the Board, the Financial Accountability Guidelines or the bylaws.
- (5) Parliamentarian. The Parliamentarian shall aid in the running of meetings of the Board of Directors and the general meetings, by ensuring that appropriate sections of Robert's Rules of Order and any other rules of conduct, as defined in Article 2, Section 3, are followed, the agenda is followed, and the time in the meeting is properly used. He/she shall have such other powers and perform such other duties as may be prescribed by the Board or the bylaws.

ARTICLE VII ELECTION OF THE BOARD OF DIRECTORS

- A. General Election The Neighborhood Council Board shall be diverse, inclusive, and open to all Stakeholders of the MINC Community. The first general election shall be held within 6 months after certification. The second election shall be held before the end of the 4th quarter (December 31st) of 2005. Thereafter, elections shall be held every year by the end of the fourth quarter, i.e., December 30th.

Of the twenty-three (23) Board members, twelve (12) members will serve a three (3) year term and eleven (11) members will serve a two (2) year term. Lots will be drawn by Board members to determine the term length for their seat.

Residential representatives must live or own residential property in the regional area they represent. At large members may be any Stakeholder within the MINC boundaries who meets the criteria in Article VI, Section A (3). The Merchant/Commercial Property representative also must meet the criteria in Article VI, Section A (2).

The elections shall be held by secret ballot and tallied by a committee of disinterested parties. In no event shall any Board member serve on the Board for more than eight (8) consecutive years.

- B. Good Standing A board member who is certified in accordance with these bylaws and the policies set forth by the Department of Neighborhood Empowerment shall be a member in good standing. Good standing also incorporates attending 8 of 12 stakeholders meeting per calendar year beginning January 1st, of every year. The secretary shall keep all official attendance records shall be maintained by the board secretary.
- C. Regional Representative Elections. Stakeholders from each region shall elect one representative for their respective region. (See Regional Representative Map)
- D. Parliamentarian. The Board of Directors shall select a current Board member to serve as the Parliamentarian, if desired.
- E. Officers. The Board shall include officer positions entitled President, Vice President, Secretary, and Treasurer. These positions shall be filled by general consensus or majority vote of the Board at the first meeting following elections. If any vacancy arises, the replacement of the Officer position shall occur by majority vote of the Board at the next scheduled meeting following the elections specified in Art. VII, A, above. The officers of the Board of Directors shall be known as the Executive Committee.

- F. Outreach. The Board of Directors shall direct that a system of outreach be instituted to find and obtain nominees for subsequent election to the Board of Directors. The Board may choose to design such a system through the committee process. The purpose of this outreach is to put forth a reasonable effort to inform and give every Stakeholder desiring to participate on the Board of Directors an opportunity to become a Board member. To that end, a period of at least 60 days prior to any election shall be given to prospective Board members for purposes of soliciting Stakeholder support.
- G. Committees. The Board of Directors may appoint a representative or a stakeholder may self-select themselves to any committee, sub-committee, and/or ad hoc committee.
- a) Executive Committee. The officers of the Board of Directors shall serve as the Executive Committee.
 - b) Committees. Any combination of members of the Council who are interested in a specific topic shall have the right to form a Committee. A committee is formally established upon the approval of a simple majority of the Board of the Council
- H. Vacancy on the Board Any vacancy on the Board of Directors shall be filled by the following procedure:

In the event a position is not filled during the election, or a position becomes open between elections, the Board may, by simple majority, hold one special election to occur within three (3) months to fill the vacancy(ies), or the Board may appoint a person, by simple majority, to fill the vacancy(ies) until the next scheduled election as specified in Article VII, Section A.

I. Termination of Board Membership

Causes of Termination: A board member will be terminated who is found not in good standing

- (1) Resignation of the member on reasonable notice to the MINC Board
- (2) Occurrence of any event that renders the member ineligible for membership or failure to satisfy membership qualifications; or
- (3) Expulsion of the member under these bylaws based on the good faith determination by the Board or a committee authorized by the Board to make such a determination that the member failed to a material and serious degree to observe rules of conduct of MINC, or has engaged in conduct materially and seriously prejudicial to the purposes and interest of MINC

- J. Removal of Board Member A Board member may be removed by the submission of a written petition which: (1) identifies the Board member to be removed, (2) describes in detail the reason for removal, and (3) includes the signature of 50 Stakeholders. The Secretary shall then have the matter placed on the agenda for a vote of the Board at the next regular meeting of the Board. A vote of "No Confidence" by two-thirds (2/3) of the Board of Directors shall be necessary to remove the identified Board member forthwith. The Board member that is the subject of the removal action shall not take part in the vote on this matter, but will be allowed to speak, at the meeting, to the Board prior to the vote. If an adequate number of Board members are not present to take a vote on removal, the matter shall be placed on the agenda for the next regular meeting and every meeting thereafter, until such time as a vote is taken.

ARTICLE VIII MEETINGS

All "meetings", as defined by the Brown Act, shall be noticed and conducted in accordance with the Brown Act.

- (1) Meetings of the Board of Directors shall be held at least quarterly on the 2nd Monday of the month.
- (2) Meetings of the Board of Directors will initially meet at the First Presbyterian Church located at 1809 West Boulevard, Los Angeles, CA 90019. The location for meetings thereafter may change from time to time and will be changed per Rules of Conduct of the Mid City Neighborhood Council (a.k.a. "Board Rules") and will be noticed on agendas pursuant to the Brown Act. Board Rules shall be developed and adopted by a majority of the Board at the initial meeting and can be changed or modified by the Board per said rules.
- (3) Notification of all meetings shall include, at a minimum, posting at five (5) public locations throughout the Mid City Neighborhood Council Area.
- (4) The Board shall take Official Action by a majority vote of the total number of Board members present. A majority vote on any matter on the Board's agenda cannot be made unless there is a quorum of the Board members present. There shall be no proxy voting.
- (5) Other rules for the conduct and decorum of the Board meetings, including a procedure for reconsidering agenda items, shall be established by the Board of Directors with the City Attorney's written approval, and reflected in "Rules for the Conduct of the Mid City Neighborhood Council Meetings."

- (6) The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular meeting. The Board, on either of these two days, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and Take an Action. If the motion to reconsider an action is to be scheduled at the next meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a [Proposed] Action should the motion to reconsider be approved. A Board member who has previously voted can only make a motion for reconsideration on the prevailing side of the original action taken. If a motion for reconsideration is not made on the date the action was taken, then a Board member on the prevailing side of the action must submit a memorandum to the Secretary, identifying the matter to be reconsidered, and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.
- (7) Where the Board has not adopted its own rules for conducting its meetings, the Board shall follow Robert's Rules of Order. The Rules of the Board of Directors that have been formally adopted and set forth in writing shall, unless contrary to State or federal law, take precedent where there is a conflict with Robert's Rules of Order. All committee meetings shall be governed by any written rules adopted by the Board of Directors for conduct of meetings, or by Robert's Rules of Order, where no Board rule applies.

ARTICLE IX PRINCIPAL OFFICE

The principal office for the Mid City Neighborhood Council shall be located in the city of Los Angeles, California at 305 East First Street, Los Angeles, California, 90012.

ARTICLE X AMENDING BYLAWS

The Board or any stakeholder(s) may propose amendments, changes, addition, or deletions to these Bylaws during public comment period of a regular meeting of the Board of Directors. A proposal to amend these bylaws, however, must then be formalized in writing and then lodged with the Secretary or person responsible for preparing the agenda for the next regular meeting. The proposed amendment will be placed on the agenda for public discussion at a subsequent regular meeting of the Board of Directors.

A recommendation for amendment or adjustment of these Bylaws must be made by a two-thirds (2/3) vote of the Board of Directors. Thereafter, and within 14 days after a vote recommending adjustment or amendment to the Bylaws, a Notice of Proposed Adjustment of Bylaws shall be submitted to the Department of Neighborhood Empowerment along with a copy of the existing Bylaws for review and approval by the Department, all in accordance with Article V (3) of the Plan.

ARTICLE XI FINANCIAL ACCOUNTABILITY

- A. The Treasurer of this Council shall oversee and be charged with the full custody and control of all Council funds and assets. The Treasurer will establish an account or accounts for the deposit of Council funds in a federally insured (FDIC) bank or financial institution in the precise name of this Council, as certified by the City of Los Angeles. These funds shall remain liquid and readily available for use by the Council and shall not be used for high risk or speculative investments, but must conform to prudent standards of investment of public funds.
- B. The Treasurer shall establish and oversee a system of bookkeeping and accounting for the Council that complies with Generally Accepted Accounting Principles, the Mid City Neighborhood Council Financial Accountability Guidelines and conforms to all applicable local, state, or federal laws. The Treasurer may request authorization from the other members of the Board of Directors to retain a financial professional to assist in creating a bookkeeping and annual accounting system. The Treasurer may also request the assistance of the Department of Neighborhood Empowerment when implementing it. The Treasurer, however, shall be ultimately responsible for the maintenance of the system of bookkeeping and accounting and for the protection of all Council assets.
- C. The Council's financial statements, books and accounts shall be open for inspection and copying by any member of the public upon a written request to the Board. The Board shall establish fair and open procedures to permit inspection within a reasonable time. Any copying of financial records will be performed by an established copy service and the charge for such a service will be billed to the person or entity requesting the copies.
- D. The Treasurer shall make a report to the Board on the Council's finances at every regular meeting of the Board.
- E. The Treasurer shall be responsible for preparing or coordinating the preparation of a financial statement for the Department of Neighborhood Empowerment, annually. The Treasurer shall also coordinate and cooperate with the Department of Neighborhood Empowerment on establishing a process and/or a system by which the Council's finances and book of accounts can be reviewed by the Department of Neighborhood Empowerment pursuant to the Plan for the Citywide System of Neighborhood Councils.

ARTICLE XII GRIEVANCE PROCEDURE

Any grievance by a Stakeholder must be submitted in writing to the Board of Directors. The Board of Directors shall then refer the matter to an ad hoc grievance panel comprised of 5 Stakeholders who are randomly selected by the Council secretary from a list of Stakeholders who have previously expressed an interest in serving from time-to-time on such a grievance panel. The Secretary will coordinate a time and a place for the panel to meet with the person(s) submitting a grievance and to discuss ways in which the dispute may be resolved.

Thereafter, a panel member shall promptly prepare a written report to be forwarded by the Secretary of the Board outlining the panel's collective recommendations for resolving the grievance. The Board of Directors may receive a copy of the panel's report and recommendations prior to any meeting by the Board, but the matter shall not be discussed among the Board members until the matter is heard at the next regular meeting of the Board pursuant to the Brown Act.

This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be aired at Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g., the Board's failure to comply with Board Rules or these Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, and/or State and federal law.

In the event that a grievance cannot be resolved through this grievance process, then the matter may be referred to the Department of Neighborhood Empowerment for consideration or dispute resolution in accordance with the Plan.

ARTICLE XIII ETHICS

The Council, its representatives, and all Stakeholders will endeavor to conduct Council business in a professional and respectful manner. The Council is committed to developing a system whereby pertinent information will be disseminated or made available to every stakeholder in this Council in a timely manner.

The Council, its representatives, and all Stakeholders will refrain from violating Board Rules and shall abide by the Plan and all City, County, State, and/or federal laws that apply.

**MID CITY NEIGHBORHOOD COUNCIL
DRAFT
BY-LAWS**

FEBRUARY 15, 2011

**MID CITY NEIGHBORHOOD COUNCIL
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**MID CITY NEIGHBORHOOD COUNCIL
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ATTACHMENT A – Map of MID CITY NEIGHBORHOOD COUNCIL

ATTACHMENT B - Governing Board Structure and Voting

ATTACHMENT C- Definitions

ARTICLE I NAME

The name of the neighborhood council is the Mid City Neighborhood Council (MINC), an officially recognized advisory council, hereby part of the Los Angeles Citywide system of neighborhood councils.

ARTICLE II PURPOSE

Principles of Governance - The purpose of the Council is to participate as a body on issues concerning our neighborhood and regarding the governance of the City of Los Angeles ("City") in a transparent, inclusive, collaborative, accountable and viable manner.

- A. The PURPOSE of the Mid City Neighborhood Council is to participate as an advisory body on issues of concern to our neighborhood and in the governance of the City of Los Angeles.

The Council is formed to engage in all of the civic, public, and charitable purposes permitted to be conducted, or participated in, by Neighborhood Councils formed pursuant to Article IX of the Charter, The Plan, and Administrative Code of the City of Los Angeles.

- B. The MISSION of this council is:

To empower and bring together a diverse community, and to maintain and improve the quality of life by working, in cooperation, with the necessary agencies toward the protection and improvement of our area, through effectively addressing the needs and concerns as identified by our community:

1. To provide an inclusive, open forum for public discussion of issues concerning City governance, the needs of this neighborhood council, the delivery of City services to this neighborhood council, and on matters of a citywide nature.
2. To advise the City of Los Angeles on issues concerning City governance, the needs of this neighborhood council, the delivery of City services to this neighborhood council, and on matters of a citywide nature.

- C. The POLICY of this neighborhood council shall be to prohibit discrimination against any individual or group in our operations on the basis of race, religion, color, creed, national origin, ancestry, sex, sexual orientation, age, disability, marital status, income, or political affiliation; and:

1. To have fair, open, and transparent procedures for the conduct of our Neighborhood council business; and
2. To bring together the diverse elements of our community into a united organization that truly represents the interests of all of our neighbors in a non-partisan manner; and,
3. To develop a capability to listen to and interact with, and inform all who have interests in our community; and,

4. To effectively represent our community in collaboration with the City of Los Angeles and other government agencies; and
5. Above all to unify and serve the interests of our community so as to enhance the quality of life in the Mid City neighborhood and surrounding area; and
6. To service this larger public purpose, the Council will participate in:
 - a. Monitoring City services and holding City employees and their departments accountable to the residents of the community;
 - b. Pursuing enforcement of existing City zoning codes and ordinances: Establish a committee to review and assess ordinances if necessary;
 - c. Consulting with City officials regarding plans for appropriate development in commercial locations, including the provision of adequate parking and landscaping for these projects; and
 - d. Revitalizing Commercial corridors; and
 - e. Establishing more recreational facilities; and
 - f. Monitoring traffic throughout the area with special concern for the health and safety of residential neighborhoods; and
 - g. Encouraging neighborhood beautification, tree planting, and graffiti removal; and advocating historic preservation and renovation.

ARTICLE III BOUNDARIES

Section 1: Boundary Description - The Mid City Neighborhood Council includes a geographic area that includes the boundaries as described below:

1. **North** – The south side of Pico Boulevard from Crenshaw Boulevard, continuing west to La Brea Avenue, continuing south on La Brea Avenue to Venice Boulevard, continuing west on Venice Boulevard to La Cienega Blvd..
2. **East** – Crenshaw Boulevard from the Rosa Parks Freeway, continuing north to the south side of Pico Boulevard.
3. **South** – Starting from the east side of La Cienega, just north of Washington (along the alley behind the businesses, which are part of Culver City), continuing along the alley, and then connecting with Washington at Fairfax, continuing to the north wall of the Rosa Parks Freeway from Washington, continuing east to Crenshaw Boulevard and 10 Freeway.

- 4. West** – The eastside of La Cienega between the south side of Venice and the north side of Washington Blvd.

The boundaries of the Council are set forth on the Map of the Mid City Neighborhood Council as shown on Attachment A.

Section 2: Internal Boundaries: The regional boundaries consist of eleven (11) regions:

Region 1 - N: Pico Boulevard S: Venice Boulevard E: Crenshaw Boulevard W: West Boulevard	Region 7 - N: Washington Boulevard S: 10 Freeway E: La Brea Avenue W: Redondo Boulevard
Region 2 - N: Venice Boulevard S: S. Washington Boulevard E: Crenshaw Boulevard W: Lafayette Road	Region 8 - N: Venice Boulevard S: Washington Boulevard E: Redondo Boulevard W: S. Ridgeley Drive
Region 3 - N: Washington Boulevard S: 10 Freeway E: Crenshaw Boulevard W: Buckingham Road	Region 9 - N: Washington Boulevard S: 10 Freeway E: Redondo Boulevard W: Cochran Avenue
Region 4 - N: Venice Boulevard S: Washington Boulevard E: West Boulevard W: La Brea Avenue	Region 10 - N: Venice Boulevard S: Washington Blvd./La Cienega E: Ridgeley Drive W: Venice Blvd./La Cienega
Region 5 - N: Washington Boulevard S: 10 Freeway E: Buckingham Road W: La Brea Avenue	Region 11 - N: Washington Boulevard S: 10 Freeway E: Cochran Avenue W: Washington Blvd./10 Freeway
Region 6 - N: Venice Boulevard S: Washington Boulevard E: La Brea Avenue W: Redondo Boulevard	

ARTICLE IV STAKEHOLDER

Neighborhood Council membership is open to all Stakeholders. “Stakeholders” shall be defined as those who live, work, or own property in the neighborhood and also to those who declare a stake in the neighborhood and affirm the factual basis for it. Members of the Council shall be referred to as “Community Stakeholders.”

ARTICLE V GOVERNING BOARD

Section 1: Composition - There shall be 23 Stakeholders on the Board. All committees, subcommittees, and/or ad hoc committees shall be made up of members that are elected, selected, or appointed in a manner to be determined by the Board. There are eleven (11) Regions within the Mid City Neighborhood Council area. The Board will consist of the following seats:

1. **Regional Representatives:** Eleven (11) of the Board Members shall represent the eleven Regions in the Mid City Neighborhood Council boundaries. A Regional Representative must live or own residential property in the Region for which they are elected.
2. **Merchant/Commercial Property Owner:** Five (5) of the Board Members shall be either a person who owns or operates a business or owns a business property or multi-residential property within the Mid City Neighborhood Council area.
3. **At-Large Representative:** Seven (7) of the Board Members shall comprise of two representative groups:
 - a. Three (3) of the elected At-Large Representatives shall be affiliated with a school (administrative, faculty, or student), or a member of a religious group/organization, or a member of a service organization within the MINC boundary area.
 - b. Four (4) of the Board Members shall be stakeholders of any category within the Mid City Neighborhood Council area.

No single Stakeholder group shall hold a majority of Board seats unless extenuating circumstances exist and are approved by the Department of Neighborhood Empowerment (DONE).

Section 2: Quorum - "QUORUM" shall mean the presence of nine (9) Board Members at a MINC meeting.

Section 3: Official Actions - A simple majority vote by the Board Members present, including abstentions, at a meeting at which there is a quorum shall be required to take official action, unless specified otherwise in these By-Laws. Majority or Majority Vote shall mean a simple majority (50% + 1). Therefore, five (5) votes constitute a Majority Vote of a Quorum, or, for example, six (6) votes of a presence of ten (10) Board Members.

Section 4: Terms and Term Limits - Board Members Merchant/Commercial, and At Large Representatives shall serve a two (2) year term commencing after being seated. Regional Representatives will serve a four (4) year term commencing after being seated. There are no term limits.

Section 5: Duties and Powers - The primary duties of the Board shall be to govern the Council and to carry out its objectives. No individual member of the Board shall speak for the Board or otherwise publicly represent a Board position unless authorized to do so by official action of the Board. The Board may, by official action, delegate to any individual the authority to present before any public body a standing Council position previously adopted by the Board or a statement that the Council has had insufficient time to develop a position or recommendation on a matter before that body. Such authority may be revoked at any time by the Board.

Section 6: Vacancies – Vacancies on the Board shall be filled using the following procedure:

1. Any Stakeholder interested in filling a vacancy on the Board shall submit a written application to the Board.
2. The Board shall cause the matter to be placed on the agenda for the next regular meeting of the Board.
3. The Board shall vote on the application at the meeting. If multiple applications for one seat have been submitted, the candidate with the most votes wins.
4. The candidate who wins shall fill the remaining term of the Board seat unless an election or selection occurs sooner.
5. In no event shall a vacant seat be filled where a general election is scheduled to occur within 60 days of the date that a written application is presented to the Board.

Section 7: Absences - A Board Member who is certified in accordance with these By-Laws and the policies set forth by the Department of Neighborhood Empowerment shall be a member in good standing. Good standing also incorporates attending eight (8) of twelve (12) Stakeholders' meetings per calendar year beginning January 1, of each year. The secretary shall keep and maintain all official attendance records. A Board Member who is certified in accordance with these By-Laws and the policies set forth by the Department of Neighborhood Empowerment shall be a member in good standing. Good standing also incorporates attending eight (8) of twelve (12) Board Meetings per calendar year beginning January 1, of each year. The secretary shall keep and maintain all official attendance records.

Upon missing the fifth (5th) meeting in a calendar, the Council Presiding Officer shall notify the Board Member and provide notice to that Board Member that their seat has been declared vacant. Any meeting of the Mid City Neighborhood Council, scheduled and noticed as per the Brown Act, shall constitute a meeting for the purpose of determining Board Member attendance.

Section 8: Censure - The Council can take action to publically reprimand a Board Member for actions conducted in the course of Council business by censuring the Board Member at a Council Board meeting. Censures shall be placed on the agenda for discussion and action.

Section 9: Removal of Governing Board Members – The Council shall consult with the Office of the City Attorney throughout any Board removal process. Board Members may be removed in the following ways:

1. **Petition by Stakeholders**- A Board Member may be removed from office by the submission of a written petition to the Secretary, which includes:
 - I. The identity of the Board member to be removed,
 - II. A description, in detail, of the reason for removal
 - III. The valid signatures of fifty (50) Stakeholders.

- a. Upon receipt of a written petition for removal, the Secretary shall cause the matter to be placed on the agenda for a vote of the Board at the next regular Council meeting.
 - b. Removal of the identified Board member requires a majority of the attending Board Members.
 - c. The Board Member who is the subject of the removal action shall have the right to deliver to Board Members a written statement about the matter and/or to speak at the Board Meeting prior to the vote, but shall not be counted as part of the quorum, nor allowed to vote on the matter.
2. **Petition by Board** - A Board Member may be removed from the Board for good cause, including, but not limited to, disruptive conduct, interfering with Council business, violations of the By-Laws, Operating Procedures or Code of Conduct following a Board Member's submission to the Board of a petition which includes:
- I. The identity of the Board Member to be removed
 - II. States the reason for removal by identifying the violation of the internal rules or procedures and specifies the conduct of the person
 - III. Contains the signatures of at least three (3) Board Members.
- a. The petition shall be delivered simultaneously to all Board Members and the matter placed on the agenda and scheduled for a vote at the next regular Board Meeting.
 - b. Removal of the identified Board member requires a majority of the attending Board Members.
 - c. The Board Member who is the subject of the removal action shall have the right to deliver to Board Members a written statement about the matter and/or to speak at the Board Meeting prior to the vote, but shall not be counted as part of the quorum, nor allowed to vote on the matter.
 - d. The Board Member being removed must first have been censured by the Board once for the same action before a Petition by the Board for removal shall be considered by the Council.

If the vote for removal is affirmative, the position shall be deemed vacant and filled via **Section 6**.

Section 10: Resignation - A Board Member may resign from the Council in writing and the position shall be deemed vacant.

Section 11: Community Outreach - The Council shall direct that a system of outreach be instituted to inform Stakeholders as to the existence and activities of the Council, including its Board elections, to find future leaders of the Council, and to encourage all Stakeholders to seek leadership positions within the Council.

The Council shall have a standing Outreach Committee, which will report its activities and recommendations to the Board monthly at the regular Council meeting.

The Council shall maintain a website presence to disseminate information to Council Stakeholders and others interested in the Council.

In addition, the Board shall create, or shall cause to be created, a marketing plan to solicit participation from Stakeholders. The plan may include, for example, the creation of flyers, postcards, pamphlets and other related materials. It may also include e-mail blasts to various organizations including a regularly scheduled e-blast to local government officials and to the Chamber of Commerce, Neighborhood Watch, Home Owners' Association and other local organizations as determined by the Board.

Outreach also should be undertaken at public events and shall be coordinated with other Neighborhood Councils when appropriate.

ARTICLE VI OFFICERS

Section 1: Officers of the Board - The officers of the Board ("Officers") shall include the following positions which all together comprise the Executive Committee: President, Vice President, Secretary, Treasurer, Parliamentarian, and Sergeant-At-Arms.

Section 2: Duties and Powers - The duties of the Officers are as follows and include such additional duties as may be adopted by official action of the Board:

1. **The President** shall act as the chief executive of the Council and shall preside at all Stakeholder and Board meetings.
2. **The Vice President** shall serve in place of the President if the President is unable to serve.
3. **The Secretary** shall keep minutes of all Board meetings. An Alternate Secretary may be appointed by the Board to serve in the absence of the Secretary, as needed. Unless the person serving as Alternate Secretary is already a Board member, he or she shall not have any of the rights of a Board Member, including the right to vote on matters before the Council.
4. **The Treasurer** shall maintain the records of the Council's finances and books of accounts and perform other duties in accordance with the Council's Financial Management Plan and the Department's policies and procedures. The Treasurer will maintain a master password list for all accounts.
5. **The Parliamentarian** shall advise the presiding officer, when necessary, concerning questions of By-laws, procedures, and the standing rules of MINC. The Parliamentarian shall be the recognized authority on these matters and if additional resources are needed, the response will be submitted in writing from that authority.
6. **The Sergeant-At-Arms** shall act on the order of the chair to preserve peace and maintain order during Council meetings.

Section 3: Selection of Officers - Officer Positions shall be filled after every election at the first official Board meeting following their election.

Section 4: Officer Terms - The Officers shall serve one election term and serve at the pleasure of the Board. They may stand for reelection every election.

ARTICLE VII COMMITTEES AND THEIR DUTIES

All Standing and Ad Hoc Committees shall be established by the Board. Suggestions for committees may come from Stakeholders or from Board Members, and all such suggestions shall be voted upon by the Board.

Section 1: Standing Committees – The Standing Committees of the Council are: Budget Committee, PLUM Committee, and Outreach Committee

Section 2: Ad Hoc Committees – The Board may create Ad Hoc Committees as needed to deal with temporary issues.

Section 3: Committee Creation and Authorization

All committees will be established and governed based on MINC's Standing Rules and not addressed in these bylaws.

ARTICLE VIII MEETINGS

All meetings, as defined by the Ralph M. Brown Act (*California Government Code Section 54950.5 et seq.*), shall be noticed and conducted in accordance with the Act and all other applicable laws and governmental policy.

Section 1: Meeting Time and Place - All meetings shall be held within the Council boundaries at a location, date and time set by the Board. A calendar of regular meetings shall be established by the Board at its first regular meeting of each calendar year.

1. **Regular Meetings** – Regular Stakeholder meetings shall be held at least once per quarter on the 2nd Monday of the month and may be held more frequently as determined by the Board. Regular Board meetings shall be held at least once per quarter on the 3rd Monday of the month and may be held more frequently as determined by the Board. Prior to any action by the Board, there shall be a period of public comment at all meetings. The Board shall determine the length and format of the period as appropriate.
2. **Special Meetings** – The President or three members of the Board shall be allowed to call a Special Council Meeting as needed.

Section 2: Agenda Setting - The President shall set the agenda for each Council meeting. Any Stakeholder may make a proposal for action by the Council by submitting a written request to the Secretary and/or President or during the public comment period of a regular Council meeting. The Council is required to consider the proposal at a Committee or Board meeting, but is not required to take further action on the proposal. Proposals made under this subsection are subject to the rules regarding reconsideration

Section 3: Notifications/Postings - Notice of a regular meeting shall be a minimum of three (3) days (72 hours) in advance of the meeting and at least one (1) day (24 hours) in advance of a special meeting. At a minimum, notice shall be posted at the Council's five (5) Public Notice Locations specified on the Posting Location Form filed with the Department, on its website and emailed out to Stakeholders if the Council maintains such a database. Regular and Special meeting agendas shall also be emailed to the Department.

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Section 4: Reconsideration- The Board may reconsider or amend its actions through the following Motion for Reconsideration process:

- a. Before the Board reconsiders any matter, the Board must approve a Motion for Reconsideration. The Motion for Reconsideration must be approved by official action of the Board. After determining that an action should be reconsidered, the Board has the authority to re-hear, continue, or take action on the item that is the subject of reconsideration within any limitations that are stated in the Motion for Reconsideration.
- b. The Motion for Reconsideration must be brought, and the Board's approval of a Motion for Reconsideration must occur, either during the same meeting where the Board initially acted or during the Board's next regularly scheduled meeting that follows the meeting where the action subject to reconsideration occurred. The Council may also convene a special meeting within these specified time frames to address a Motion for Reconsideration.
- c. A Motion for Reconsideration may be proposed only by a member of the Board that previously voted on the prevailing side of the original action that was taken by the Board (the "Moving Board Member").
- d. The Moving Board Member may make the Motion for Reconsideration orally during the same meeting where the action that is the subject of reconsideration occurred, or by properly placing the Motion for Reconsideration on the agenda of a meeting that occurs within the allowed specified periods of time as stated above.
- e. In order to properly place the Motion for Reconsideration on the agenda of the subsequent meeting, the Moving Board Member shall submit a memorandum to the Secretary at least two (2) days in advance of the deadline for posting notices for the meeting. The memorandum must briefly state the reason(s) for requesting the reconsideration, and provide the Secretary with an adequate description of the matter(s) to be re-heard and the proposed action that may be adopted by the Board if the Motion for Reconsideration is approved.
- f. A Motion for Reconsideration that is properly brought before the Board may be seconded by any member of the Board.
- g. This reconsideration process shall be conducted at all times in accordance with the Brown Act.

ARTICLE IX FINANCES

The Board shall review its fiscal budget and make adjustments as needed to comply with City laws and City administrative rules, and to keep in compliance with Generally Accepted Accounting Principles and the City's mandate for the use of standardized budget and minimum finding allocation requirements.

The Board shall adhere to all rules and regulations promulgated by appropriate City officials regarding the Council's finances, where the term "appropriate City officials" means those officials and/or agencies of the City of Los Angeles who have authority over Neighborhood Councils.

All financial accounts and records shall be available for public inspection and posted on the Council website, if available.

Each month, the Treasurer shall provide to the Board detailed reports of the Council's accounts.

At least once each quarter, the President and at least one (1) other individual other than the Treasurer, who is designated by the Board, shall examine the Council's accounts and attest to their accuracy before submitting the documentation to the Department for further review.

ARTICLE X ELECTIONS

Section 1: Administration of Election - The Neighborhood Council's election will be conducted every two (2) years in accordance with the rules and regulations.

Section 2: Governing Board Structure and Voting - The number of Board seats, the eligibility requirements for holding any specific Board seats, and which Stakeholders may vote for the Board seats are noted in Attachment B.

Section 3: Minimum Voting Age - All Community Stakeholders aged 18 years old and above shall be entitled to vote in the Neighborhood Council Elections.

Section 4: Method of Verifying Stakeholder Status

Voters will verify their Stakeholder status through written self-affirmation. Stakeholder status may also be established by means of declaring a stake (or interest) in the neighborhood and providing the facts to support that declaration.

Section 5: Restrictions on Candidates Running for Multiple Seats

A candidate may declare their candidacy for more than one (1) position on the Council Board during a single election cycle.

If a candidate seeking multiple Board positions on the Council is declared the winning candidate for more than one of those positions, the candidate will be required to vacate all except one Board position within three days from the day the elections are certified or from the day when any and all election recounts and challenges are resolved for the current NC election, whichever date is later. These vacated positions shall be filled with the remaining candidate(s) who received the most votes, or if none, via the vacancy clause. Where the candidate does not vacate all except one Board position by the deadline, the candidate will be stripped of all positions except for the position where the candidate received the most votes.

Section 6: Other Election Related Language: Not Applicable

ARTICLE XI GRIEVANCE PROCESS

Any grievance by a Stakeholder must be submitted in writing to the Board who shall cause the matter to be placed on the agenda for the next regular Council meeting.

At that meeting, the Board shall refer the matter to an Ad Hoc Grievance Panel comprised of three (3) Stakeholders randomly selected by the Board from a list of Stakeholders who have expressed an interest in serving from time-to-time on such a panel.

Within two (2) weeks of the panel's selection, the Board shall coordinate a time and place for the panel to meet with the person(s) submitting a grievance to discuss ways in which the dispute may be resolved.

Within two (2) weeks following such meeting, a member of the panel shall prepare a written report to be forwarded by the Secretary to the Board outlining the panel's collective recommendations for resolving the grievance. The Board may receive a copy of the panel's report and recommendations prior to a Board meeting, but, in accordance with the Brown Act, the matter shall not be discussed among the Board Members until it is heard publicly at the next regular Council meeting.

This grievance process is intended to address matters involving procedural disputes, such as the Board's failure to comply with Board Rules or these By-Laws. It is not intended to apply to Stakeholders who merely disagree with a position or action taken by the Board at one of its meetings, which grievances may be aired publicly at Council meetings.

Board Members are not permitted to file a grievance against another Board member or against the Council.

ARTICLE XII PARLIAMENTARY AUTHORITY

The Council shall use the:

Council rules of order when conducting Council meetings as set forth in its standing rules and when not addressed by the standing rules, MINC will refer to Robert's rules of order when conducting Council meetings.

Additional rules and/or policies and procedures regarding the conduct of the Board and/or Council meetings may be developed and adopted by the Board.

ARTICLE XIII AMENDMENTS

Any Board member may propose an amendment to these By-Laws by requesting that the President place the item on the agenda.

Any Stakeholder may propose an amendment to these By-Laws during the public comment period of a regular Council meeting.

Any proposal to amend the By-Laws shall be formalized in writing and noticed on the agenda for public discussion and Board vote at the next regular Council meeting.

An amendment to these By-Laws requires a two-thirds majority vote of the Board Members present at a duly noticed general or special meeting. All changes shall then be forwarded to the Department for review and approval.

Amendments shall not be valid, final or effective until approved by the Department. Once approved, any changes in the By-Laws shall become effective immediately.

Any Board Member or Stakeholder may propose an amendment to these By-Laws. The Board shall forward all proposals to a By-Laws Committee to review and to provide recommendations to the Board.

ARTICLE XIV COMPLIANCE

The Council, its representatives, and all Community Stakeholders shall comply with these By-Laws and with any additional Standing Rules or Procedures as may be adopted by the Board Members as well as all local, county, state and federal laws, including, without limitation, the Plan for Citywide System of Government (hereinafter referred to as “the Plan”), the City Code of Conduct, the City Governmental Ethics Ordinance (*Los Angeles Municipal Code Section 49.5.1*), the Brown Act (*California Government Code Section 54950.5 et seq.*), the Public Records Act, the American Disabilities Act, and all laws and governmental policies pertaining to Conflicts of Interest.

Section 1: Code of Civility – The Council, its representatives, and all Community Stakeholders shall conduct all Council business in a civil, professional and respectful manner.

Section 2: Training – All Board Members shall take training in the fundamentals of Neighborhood Council, including, but not limited to, ethics and funding trainings provided by the City within ninety (90) days of being seated, or they will lose their Council voting rights.

Section 3: Self Assessment – Every year, the Council shall conduct a self assessment pursuant to Article VI, Section 1 of the Plan.

ATTACHMENT A
BOUNDARY MAP

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ATTACHMENT B

BOARD SEAT DESCRIPTIONS

The following chart contains information regarding board seats for MINC

BOARD POSITION	# OF SEATS	ELECTED OR APPOINTED?	QUALIFICATIONS TO RUN FOR THE SEAT	QUALIFICATIONS TO VOTE FOR THE SEAT
Regional Representatives Term: 4 years	11	Elected	Stakeholders who are 18 years or older who live or own property in specific region at the time.	Stakeholders who are 18 years or older who live or own property in specific region at the time.
Merchant/ Commercial Property Owner Representatives Term: 2 years	5	Elected	Stakeholders who are 18 years or older who own or operate a business or own a business property or multi-residential property within MINC area.	Stakeholders who live, work, or own property in the neighborhood or those who declare a stake in the neighborhood and affirm the factual basis for it and are 18 years or older.
At-Large Representative: Generals Term: 2 years	4	Elected	Stakeholder who are 18 years or older.	Stakeholders who live, work, or own property in the neighborhood or those who declare a stake in the neighborhood and affirm the factual basis for it and are 18 years or older.
At-Large Representative: Organizations Term: 2 years	3	Elected	Stakeholders who are 18 years or older who are affiliated with a school (administrative, faculty, or student), or a member of a religious group/organization or a member of a service organization within the MINC boundary area.	Stakeholders who live, work, or own property in the neighborhood or those who declare a stake in the neighborhood and affirm the factual basis for it and are 18 years or older.

ATTACHMENT C

Definitions

- A. "BOARD" shall mean a Governing Body within the meaning of that term as set forth in the Plan for a Citywide System of Neighborhood Councils ("plan") also to be known herein as the Board of Directors.
- B. "COUNCIL" shall mean the Mid City Neighborhood Council
- C. "STAKEHOLDER AND BOARD MEETING" shall mean a meeting of the Board, which is open to the stakeholders and any other interested parties.
- D. "PRESIDENT" shall mean the President or presiding officer of the Board.
- E. "VICE PRESIDENT" shall mean Vice-President or second in charge behind the President at meetings of the Board.
- F. "TREASURER" shall mean a member of the Board also charged with the responsibility of establishing an accounting system for the Council, maintaining the records of the Councils finances and book of accounts, and preparing any financial reports for the Department of Neighborhood Empowerment pursuant to the Plan for a Citywide System of Neighborhood Councils.
- G. "SECRETARY" shall mean a member of the Board to keep minutes of Stakeholder and Board meetings.
- H. "REGIONAL REPRESENTATIVES" shall mean a member of the Board who is a representative resident stakeholder of a particular area within the Mid City Neighborhood Council boundary area. (See Attachment A.)
- I. "AT-LARGE REPRESENTATIVE" shall mean a member of the Board who is affiliated with a school (administration, faculty or student), or a member of a religious group/organization, or a resident, or a property owner, or who is a member of a service organization within the Mid City Neighborhood Council area.
- J. "PARLIAMENTARIAN" shall mean a current member of the Board who shall serve as the parliamentarian in the Mid City Neighborhood Council area, if the Board desires,
- K. "COMMUNITY REPRESENTATIVE" shall mean representatives who are from the Los Angeles Police Department and the City Council, and whatever entities the Board desires.
- L. "BOUNDARIES" shall mean the geographic area, as set forth in ARTICLE III.
- M. "OFFICIAL ACTION" shall occur when the BOARD, approves, fails to approve, or disapproves by vote any resolutions, positions, or decisions with respect to an item on it's agenda at a Stakeholder or Board meeting, which becomes the official or representative voice on said item for the Mid City Neighborhood Council.
- N. "SERGEANT-AT-ARMS" shall mean a member of the Board who maintains order and preserves the peace at Stakeholder and Board Meetings as the Board desires.

CITY OF LOS ANGELES

CALIFORNIA

MID-CITY NEIGHBORHOOD COUNCIL OFFICERS

PRESIDENT

Allan DiCastro

VICE-PRESIDENT

Bruce Durbin

SECRETARY

Valaida Gory

TREASURER

Bettye Bryant

PARLIMENTARIAN

Marguerite Davis



MINC

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mincla.org



BOARD RESOLUTION

May 16, 2011

We, Allan DiCastro and Michael J. Sonntag, declare that we are the President / General At-Large Representative and Region 3 Representative / Outreach Committee Chairperson respectively of the Mid-City Neighborhood Council and that on March 15, 2010 a Brown Act noticed public meeting was held by the Mid-City Neighborhood Council with a quorum of 15 board members present and that by a vote of; 14 yes, 1 no, and 0 abstentions the Mid-City Neighborhood Council adopted the following resolution:

To amend the Mid-City Council Neighborhood Council Bylaws and adopt the area west of Fairfax, south of Venice, near 10 Freeway on north and La Cienega & Fairfax on the west, per the letter presented by Karen Mack from the Board of Neighborhood Councils (BONC) requesting that MINC adopt the unclaimed area.

We expect the adoption of this area to benefit the community by providing a link to the Culver City region which the Mid-City Neighborhood Council already buffers up against, including commercial districts which participate in events with Culver City businesses (namely the arts district), and increasing the awareness of MINC in the community, including providing much needed assistance to the residents who are currently not part of any other neighborhood council.

Authorized Signature

Date

Michael J. Sonntag

Authorized Signature

5/20/11

Date

CITY OF LOS ANGELES

CALIFORNIA

MID-CITY NEIGHBORHOOD COUNCIL OFFICERS

PRESIDENT

Allan DiCastro

VICE-PRESIDENT

Bruce Durbin

SECRETARY

Valaida Gory

TREASURER

Betty Bryant

PARLIMENTARIAN

Marguerite Davis



MINC

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BOARD RESOLUTION

May 16, 2011

We, Allan DiCastro and Michael J. Sonntag, declare that we are the President / General At-Large Representative and Region 3 Representative / Outreach Committee Chairperson respectively of the Mid-City Neighborhood Council and that on March 21, 2011 a Brown Act noticed public meeting was held by the Mid-City Neighborhood Council with a quorum of 10 board members present and that by a vote of; 10 yes, 0 no, and 0 abstentions the Mid-City Neighborhood Council adopted the following resolution:

To submit a petition for boundary adjustment to amend the Mid-City Council Neighborhood Council Bylaws and adopt the area west of Fairfax, south of Venice, near 10 Freeway on north and La Cienega & Fairfax on the west, per the updated guidelines provided by DONE, requesting that MINC now complete paperwork to adopt the unclaimed area – counter to what was originally presented to the board one year prior.

We expect the adoption of this area to benefit the community by providing a link to the Culver City region which the Mid-City Neighborhood Council already buffers up against, including commercial districts which participate in events with Culver City businesses (namely the arts district), and increasing the awareness of MINC in the community, including providing much needed assistance to the residents who are currently not part of any other neighborhood council.

Authorized Signature

Date

Michael J. Sonntag

Authorized Signature

5/20/11

Date

MID-CITY NEIGHBORHOOD COUNCIL

BOARD MEETING

Monday, March 21, 2011 7PM

Wilshire LAPD Station-Community Room

4849 Venice Blvd. Los Angeles, CA

The meeting was called to order by the president, Allan DiCastro at 7:10pm and roll call was taken by the secretary, Valaida Gory. The MINC Board Members present were: Bettye Bryant, Thom Washington, Michael Sonntag, Ernesto Dominguez, Valaida Gory, Barbara Thompson, Marguerite Davis, Lorraine Genovese, Bruce Durbin, and Allan DiCastro.

The first order of business was approval of minutes from February and December 2010. The minutes were distributed and reviewed. A motion was made by Bruce Durbin and seconded by Ernesto Dominguez to approve the February meeting minutes. The motion carried with a vote of 10 Yes. A motion was made by Barbara Thompson and seconded Marguerite Davis to approve the December 2010 meeting minutes. The motion carried with a vote of 8 Yes and 2 Abstentions.

The next item discussed was storage of MINC property. Jeff Copeland asked for an exception to be made in the current inventory policy for time limits to borrow MINC property/equipment. Jeff now has the watering tank and would like to keep it for an extended period to enable him to water the new trees on 20th and 21st Streets in region 7. There was a discussion and then a motion was made by Lorraine Genovese and seconded by Marguerite Davis to allow Jeff Copeland to keep the water tank at his garage for the next two years, with the stipulation that Jeff notify MINC when or if he moves. The motion carried with a vote of 10 Yes. Jeff's email address is jeffcopeland_region7@yahoo.com. He can be contacted if anyone else needs to use the water tank during this time period.

Next, Allan distributed a document, "Guideline and Instruction Petition for Boundary Adjustments", from DONE to inform NCs of the process to modify their boundaries. He mentioned that MINC has already changed the boundary for region 1 from Highland to south side of LaBrea. The area in question now is the area of LaCienega that is not adopted by any Council. Allan stated that DONE said there are several options to take:

Wait and see what happens if nothing is done.

Do outreach and petition for boundary adjustment.

Representatives from each interested NC meet and determine who should get it.

There was a discussion on the matter. MINC is interested in the area and outreach is already being done. Thom Washington, Michael Sonntag, and Barbara Thompson volunteered to assist Allan who will take the lead on getting the area added to MINC boundary. Bettye Bryant will try to get in touch with Christine Ortega to see if she can update the current DONE staff on the history of the adoption. A motion was made by Barbara Thompson and seconded by Thom Washington to have MINC pursue adopting the unclaimed area of LaCienega through the petition and outreach process. The motion carried with a vote of 10 Yes.

The next order of business was the final review of the revisions to MINC Bylaws. Valaida reviewed the template provided by DONE with the changes made by the board and the explanations given by DONE from the questions raised by the board. A motion was made by Lorraine Genovese and seconded by Ernesto Dominguez to approve the revised bylaws with all changes discussed in the previous meetings. The motion carried with a vote of 10 Yes.

Allan mentioned that a Candidate Questionnaire/Application needs to be developed to align with new bylaws. Valaida said she would draft something.

The next business discussed was Phase 3 project that was ready for approval. Michael Sonntag gave an update on the Vinyl Banner installation slated for Washington and Pico Blvds. The new logo will be added to design, phone number changed and shadowed words will not show in the background. A motion was made by Bruce Durbin and seconded by Barbara Thompson to approve the MINC Vinyl Banner Installation Project for the amount of \$11,000 or less. The motion carried with a vote of 10 Yes.

Committee Updates- nothing new to report

Public Comments-

Allan distributed the new approved fiscal sheet with re-forecast of updates from Feb. 21st.

Year end accomplishments due for 2010

MINC Board member Celia Bell is resigning as of April 2011.

Meeting adjourned at 9:00pm

Submitted by Valaida Gory, MINC Secretary

MID-CITY NEIGHBORHOOD COUNCIL
BOARD MEETING MINUTES
Monday, March 15, 2010 7PM
Wilshire LAPD Station Community Room
4849 Venice Blvd. Los Angeles, CA

The meeting was called to order by the president, Allan DiCastro at 7:00pm and roll was taken by the secretary, Valaida Gory. Board members present were: Bettye Bryant, Ellen Farwell, Ernesto Dominguez, Celia Bell, Joy Williams, Valaida Gory, Barbara Thompson, Marguerite Davis, Howard Terrell, Alvin Bell, Jo Schaefer, Bruce Durbin, Allan DiCastro, Sam Frazier, and Manuel Townes.

The first order of business was approval of the February meeting minutes. The minutes were reviewed and a correction was made to delete word "one" and replace with "the" on the last page under Public Comments about Wonderland Marijuana Dispensary. A motion was made by Celia Bell and seconded by Sam Frazier to approve the minutes with the correction mentioned. The motion carried with a vote of 11 Yes and 2 Abstentions.

The next item discussed was a recommendation made by Bettye Bryant to send a letter asking that the landscape at Pico and San Vicente be improved by Ralph's Market. Bettye also distributed a business card with contact information for manager of the Midtown Shopping Center complex. The contact is James R. Young, Midtown Shopping Center 4725 W. Venice Blvd. 2nd floor, Los Angeles, Ca. 90019. His email address is younjames@earthlink.net. Bettye indicated the area has overgrown vegetation, dead trees, litter and generally needs cleaning. It is located on the south side of Pico and includes the parkway. A motion was made by Celia Bell and seconded by Ellen Farwell to have letter sent on behalf of MINC. The motion was carried with a vote of 14 yes.

The next speaker was Karen Mack from the Board of Neighborhood Councils (BONC). The letter requesting that MINC adopt the area that was unclaimed by any NC was reviewed by Allan. The unclaimed area is just outside of our region 10 boundary. A motion was made by Jo Schaefer and seconded by Alvin Bell to have MINC adopt the area west of Fairfax, south of Venice, near 10 Freeway on north and LaCienega & Fairfax on the west. The motion carried with a vote of 14 Yes and 1 No. Karen then gave a status of what is happening with NCs. She asked that a copy of the minutes be sent to Chris in BONC office.

The next item discussed was Standing Rules for the MINC Board. One issue addressed was email list violations. Do we need a policy, if so how will it be enforced? No decision was reached on email violations. The next issue addressed was Dereliction of Duty. Rules and guidelines are needed to provide structure by which we govern ourselves. It was suggested we check with other NCs to see what rules may be in place. Jo stated a regional rep should only be removed by the stakeholders in that particular region.

Allan said to think about it and bring ideas to next meeting.

It was suggested we draft a job description for board members. Each board member is to bring one duty and one need to discuss at next month's meeting. Then it was decided to establish a task force to bring recommendations for the job description. The members of this task force are: Howard Terrell, Marguerite Davis, and Celia Bell.

Community Projects and Committees-

Budget Committee- Allan stated the Donna Ro Project may be revived. DONE is now saying it may be approved with documentation they have.

Design- no report, Outreach-no report, W_CEDC- Washington is supposed to get one or two medians installed in our boundary. Andrew is researching more details and will let us know where the medians will be placed. It is somewhere between Redondo and LaBrea; the corridor committee gave their input on project.

No date given for meeting with 7-11 or Liquor issues that is to be set up by CD 10.

Volunteers for Farmer's Market Grand Opening are: Allan, Valaida, and Alvin.

Jo reported on Budget Meeting she attended on behalf of MINC. She indicated Public/Private Partnerships were discussed as a future way of doing business. She also mentioned a recommendation was made to count volunteer hours made by stakeholders as in kind contribution to the city budget. Manuel also attended and stated it was a good meeting. He said the elections may go back to old system. Manuel also stated he has been locked out of the website. A payment and update must be made before he can gain access.

Public Comments-

Sandy Clayton is having a Celebration of Life Service for her mother Annie CarboneVan at 1:30pm at L.A. Friendship Center.

There is an art project being done on the NW corner of Hauser and Washington. The student's name is Faith and she is working on her Masters at the Otis Art Institute. The project is called Fort Hauser and she will be working on it Saturday, March 20th and 27th.

Celia mentioned that a make up session for Class 5 of the CERT training will be available at 400 W. Washington Blvd.

Barbara Thompson said the Air Quality Management District (AQMD) is looking into issue of gasoline sitting underground in region 10.

Howard said some of his customers are looking for person to do taxes for no or little cost to the clients. Anyone who knows of agencies, etc should let him know.

Bruce mentioned the bridges going in for the metro rail development at La Cienega and Jefferson locations look good. Input is being requested from Transit for Mayors' 30-10

plan. Measure R sales tax revenue will be used to leverage funds to get infrastructure project done.

A First Aid Class is available at Celia Bell's Church. Email Celia for details.

CPAB meeting is coming up.

Guests were introduced.

Meeting was adjourned at 9:05 pm

Submitted by MINC Secretary, Valaida P. Gory

CITY OF LOS ANGELES

CALIFORNIA

MID-CITY NEIGHBORHOOD COUNCIL OFFICERS

PRESIDENT

Allan DiCastro

VICE-PRESIDENT

Bruce Durbin

SECRETARY

Valaida Gory

TREASURER

Bettye Bryant

PARLIMENTARIAN

Marguerite Davis



MINC

P.O.Box 78642
Los Angeles, CA 90016
(323) 732-5085
info@mincla.org
mincla.org



BOARD RESOLUTION

May 16, 2011

We, Allan DiCastro and Michael J. Sonntag, declare that we are the President / General At-Large Representative and Region 3 Representative / Outreach Committee Chairperson respectively of the Mid-City Neighborhood Council and that on March 15, 2010 a Brown Act noticed public meeting was held by the Mid-City Neighborhood Council with a quorum of 15 board members present and that by a vote of; 14 yes, 1 no, and 0 abstentions the Mid-City Neighborhood Council adopted the following resolution:

To amend the Mid-City Council Neighborhood Council Bylaws and adopt the area west of Fairfax, south of Venice, near 10 Freeway on north and La Cienega & Fairfax on the west, as presented by Karen Mack from the Board of Neighborhood Councils (BONC) requesting that MINC adopt the unclaimed area.

We expect the adoption of this area to benefit the community by providing a link to the Culver City region which the Mid-City Neighborhood Council already buffers up against, including commercial districts which participate in events with Culver City businesses (namely the arts district), and increasing the awareness of MINC in the community, including providing much needed assistance to the residents who are currently not part of any other neighborhood council.

Authorized Signature

05/27/2011

Date

Authorized Signature

5/20/11

Date

CITY OF LOS ANGELES

CALIFORNIA

MID-CITY NEIGHBORHOOD COUNCIL OFFICERS

PRESIDENT

Allan DiCastro

VICE-PRESIDENT

Bruce Durbin

SECRETARY

Valaida Gory

TREASURER

Bettye Bryant

PARLIMENTARIAN

Marguerite Davis



MINC

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Los Angeles, CA 90016
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mincla.org



BOARD RESOLUTION

May 16, 2011

We, Allan DiCastro and Michael J. Sonntag, declare that we are the President / General At-Large Representative and Region 3 Representative / Outreach Committee Chairperson respectively of the Mid-City Neighborhood Council and that on March 21, 2011 a Brown Act noticed public meeting was held by the Mid-City Neighborhood Council with a quorum of 10 board members present and that by a vote of; 10 yes, 0 no, and 0 abstentions the Mid-City Neighborhood Council adopted the following resolution:

To submit a petition for boundary adjustment to amend the Mid-City Council Neighborhood Council Bylaws and adopt the area west of Fairfax, south of Venice, near 10 Freeway on north and La Cienega & Fairfax on the west, per the updated guidelines provided by DONE, suggesting that MINC now complete paperwork to adopt the unclaimed area – counter to what was originally presented to the board one year prior.

We expect the adoption of this area to benefit the community by providing a link to the Culver City region which the Mid-City Neighborhood Council already buffers up against, including commercial districts which participate in events with Culver City businesses (namely the arts district), and increasing the awareness of MINC in the community, including providing much needed assistance to the residents who are currently not part of any other neighborhood council.

Authorized Signature

05/20/2011

Date

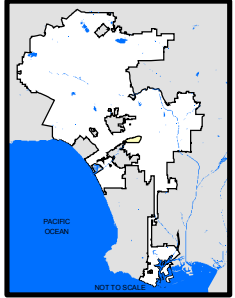
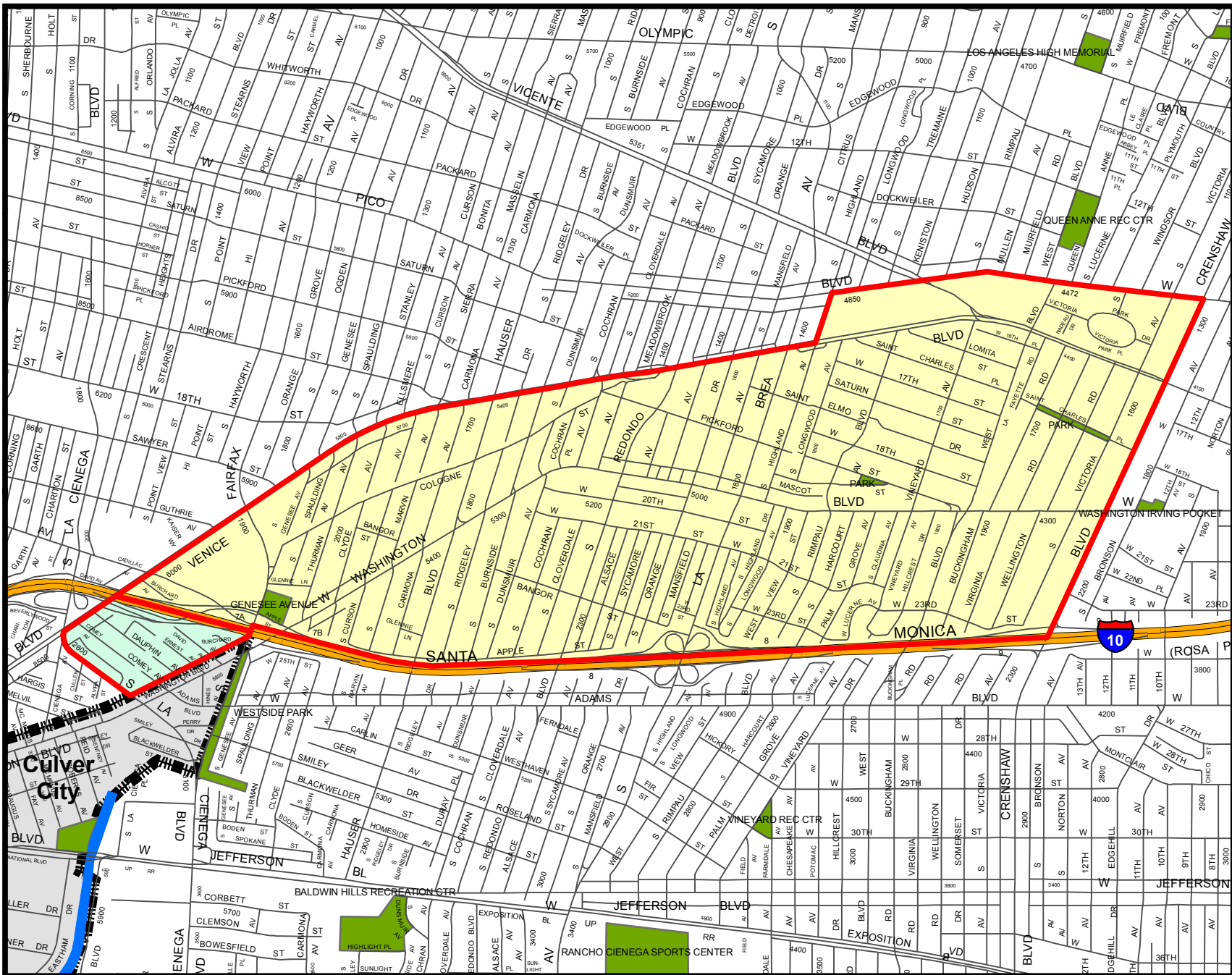
Authorized Signature

5/20/11

Date

21

	PRINT your name	Street Address	email address	Neighborhood Council Preference	Community Organization
76	MARIA MANGELAS	6059 DAUPHIN AVE	DOE MARYA 2011	MINC- know	
77	FLOYD FOUQUETTE	8737 Venice Blvd	floyd@fouquette.com	MINC- 2686 S. LA CIENEGA	
78	BRAD STEWART	2680 S. LA CIENEGA	BRADFORD STEWART@MAC		
79	JIM ALLAN	2700 S. LA CIENEGA	JIM ALLAN@POSTHASTE.SOUND.COM		
80	DINO ARBOLE	2608 S. La Cienega		MINC- ANGEL PRATER @HOTMAIL.COM	
81	SHARON Mosley	2500 S. LA CIENEGA BLVD	SHARON@Rambobbs.org	MINC- @POSTHASTE@PUNZORINSON INC.	
82	KEVIN H	6144 VENICE BLVD.		MINC- INFO@SUPER AUTO REPAIR.COM	
83	STEVE HANSON	6086 COMEY AVE	STEVE@CHINAARTSWEETS.COM		
84	ELI BAL	6112 VENICE BLVD.		MINC- AUTO LUBE AND REPAIR @GMAIL.COM	
85	OSCAR DOMINGUEZ	6108 VENICE BLVD		MINC- CAR DOCTORS	
86	TOMY	6086 VENICE BLVD.		MINC- CARLAX MOTORS	HOTMAIL.COM
87	URS ALVANDIAN	6102 VENICE BLVD.		MINC- BENEDY HILLS	YAHOO.COM
88	ANNA CAO	2656 S. LA CIENEGA		MINC- SILKROAD @YAHOO.COM	
89				MINC-	
90				MINC-	
91				MINC-	
92				MINC-	
93				MINC-	
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95				MINC-	
96				MINC-	
97				MINC-	
98				MINC-	
99				MINC-	
100		2626		MINC-	



SOUTH AREA

MIDCITY NC

COUNCIL DISTRICT 10

Dept. of Neighborhood Empowerment
(213) 485-1360 or dial 311
www.lacityneighborhoods.com
(<http://www.lacityneighborhoods.com>)

- Street
- Freeway
- City of Los Angeles
- Park
- Water

BOUNDARY

- CURRENT
- PROPOSED

Certified: 02/19/02

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MAPPING DIVISION - 06/30/2011



NOT TO SCALE



ANTONIO R. VILLARAIGOSA
MAYOR

MIDCITY

NEIGHBORHOOD COUNCIL

DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT

CITY OF LOS ANGELES



GARY LEE MOORE, P.E.
CITY ENGINEER