

DOWNTOWN LOS ANGELES NEIGHBORHOOD COUNCIL BYLAWS

APPROVED ~~JULY 4~~NOVEMBER 10, 2020

- West on 7th St. to Main St.
- South on Main St. to Olympic Blvd.
- West on Olympic Blvd. to Broadway
- South on Broadway to 11th St.
- West on 11th St. to Olive St.
- North on Olive St. to 7th St.

District 4 - Los Angeles St. and 3rd St.

- East on 3rd St. to San Pedro St.
- South on San Pedro St. to Boyd St.
- East on Boyd St. to Omar St.
- South on Omar St. to 4th St.
- East on 4th St. to Alameda St.
- South on Alameda St. to 7th St.
- West on 7th St. to Central Ave.
- South on Central Ave. to 8th St.
- West on 8th St. to Gladys Ave.
- Gladys Ave. to Agatha St.
- West on Agatha St. to San Pedro St.
- North on San Pedro St. to 7th St.
- 7th St. to Los Angeles St.
- Los Angeles St. to 3rd St.

District 5 - Main St. and 7th St.

- East on 7th St. to San Pedro St.
- South on San Pedro St. to Agatha St.
- East on Agatha St. to Gladys Ave.
- South on Gladys Ave. to 8th St.
- East on 8th St. to Central Ave.
- North on Central Ave. to 7th St.
- East on 7th St. to the Los Angeles River
- South on the Los Angeles River to the city limits of Vernon
- West along the city limits of Vernon to Alameda St.
- North on Alameda St. to Washington Blvd.
- West on Washington Blvd. to Broadway
- North on Broadway to Olympic Blvd.
- East on Olympic Blvd. to Main St.
- North on Main St. to 7th St.

ARTICLE IV STAKEHOLDER

Neighborhood Council membership is open to all Stakeholders. A “Stakeholder” shall be defined as any individual who:

(1) Lives, works, or owns real property within the boundaries of the neighborhood council;
or

(2) Is a Community Interest Stakeholder, defined as an individual who is a member of or participates in a Community Organization within the boundaries of the neighborhood council.

A “Community Organization” is an entity that has continuously maintained a physical street address within the boundaries of the neighborhood council for not less than one year, and that performs ongoing and verifiable activities and operations that confer some benefit on the community within the boundaries of the neighborhood council. A for-profit entity shall not qualify as a Community Organization. Examples of Community Organizations may include Chambers of Commerce, houses of worship or other faith-based organizations, educational institutions, or non-profit organizations.

[The definition of “Stakeholder” and its related terms are defined by City Ordinance and cannot be changed without City Council action. See Los Angeles Administrative Code Section 22.801.1]

~~Neighborhood Council membership is open to all Stakeholders. “Stakeholders” shall be defined as those who live, work or own real property in the neighborhood and also to those who declare a stake in the neighborhood as a community interest stakeholder, defined as a person who affirms a substantial and ongoing participation within the Neighborhood Council’s boundaries and who may be in a community organization such as, but not limited to, educational, non-profit and/or religious organizations.~~

ARTICLE V GOVERNING BOARD

The Board of Directors (“the Board”) shall be the Governing Body of DLANC within the meaning of that term as set forth in the Plan for a Citywide System of Neighborhood Councils (“the Plan”). Directors (“the Directors”) are the elected or selected members of the Board.

Section 1: Composition – The Board shall consist of twenty-four (24) Stakeholders elected, selected or appointed by the Board and/or **Community** Stakeholders. 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”). The composition of the Board shall be as follows:

- A. **Resident Stakeholder Board Members** – Open to Stakeholders ~~sixteen~~eighteen (~~16~~18) years of age or older who live (own or rent) within the DLANC boundaries. Eleven (11) Directors shall represent Residents. Residents are tenants or homeowners who occupy their own dwellings (36%). Resident Directors shall include one (1) Director elected by residents in each of the following geographic or community areas as follows:
1. Civic Center/Financial District (1 Director)
 2. Central City East (2 Directors)
 3. Fashion District (1 Director)
 4. Historic Core (3 Directors)
 5. South Park (3 Directors)
 6. Area-Wide Homeless (1 Director)

B. **Business Stakeholder Board Members** – Open to Stakeholders ~~sixteen~~ eighteen (~~16~~18) years of age or older who work or own a business or business property within the DLANC boundaries. Eight (8) Directors shall represent Business Interests (34%); Business Interests are those interests whose members are engaged in for-profit activity, commercial activity, business associations, or business improvement districts within the DLANC geographic area. Business Directors shall include Directors elected by business members in each of the identified geographic areas, as follows:

1. Civic Center/Financial District (1 Director)
2. Central City East (2 Directors)
3. Fashion District (1 Director)
4. Historic Core (2 Directors)
5. South Park (2 Directors)

C. **Social Service Providers** – Open to Stakeholders who are at least ~~sixteen~~ eighteen (~~16~~18) years of age. Two (2) Directors shall represent Social Service Providers elected area-wide from entities including but not limited to mission-type organizations, faith-based organizations that provide social services, nonprofit affordable housing development and management organizations, nonprofit educational and employment training organizations, social service advocacy groups, nonprofit hospital and other health care providers, social service counseling organizations, and life enrichment organizations such as senior service centers (11%).

D. **Area Wide Stakeholder Board Members** - Open to Stakeholders who are at ~~sixteen~~ sixteen-eighteen (~~16~~18) years of age and live, work or own property within the DLANC boundaries (9%). Two (2) Area-Wide Directors shall represent any person who lives, works or owns property within the DLANC boundaries.

E. **At-Large Stakeholder Board Member** – Open to Stakeholders at least ~~sixteen~~ eighteen (~~16~~18) years of age. At-Large stakeholders shall be defined as those who live, work or own real property in the neighborhood and also to those who declare a stake in the neighborhood as a community interest stakeholder, defined as a person who affirms a substantial and ongoing participation within the Neighborhood Council's boundaries and who may be in a community organization such as, but not limited to, educational, non-profit and/or religious organizations (5%). The At-Large Director shall be elected by anyone who holds any Stakeholdership in Downtown.

Alternate Board Directors -- Each Director shall have the ability to appoint their alternate with approval by the Board. The Alternate will have voting authority when the Director is absent from board. It is the responsibility of each Director to inform his or her Alternate in advance if the Alternate needs to attend any meeting. Alternates are required to meet eligibility requirements for that Director's seat. Upon the resignation of a Director, their seat shall be deemed vacant and their Alternate's status shall be invalidated.

Section 2: Quorum – Thirteen (13) Directors shall constitute a quorum.

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 Director of the Board.

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

ARTICLE IX FINANCES

A. 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.

B. The Board shall adhere to all rules and regulations promulgated by appropriate City officials regarding DLANC'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.

C. All financial accounts and records shall be available for public inspection and posted on DLANC website, if available.

D. Each month, the Treasurer shall provide to the Board detailed reports of DLANC's accounts.

E. 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 DLANC's accounts and attest to their accuracy before submitting the documentation to the Department for further review.

F. DLANC will not enter into any contracts or agreements except through the Department. No dues, fees, or assessments shall be required for membership in the DLANC.

ARTICLE X ELECTIONS

Section 1: Administration of Election – DLANC'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 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 – Except with respect to a Youth Board Seat, a stakeholder must be at least 16 years of age on the day of the election or selection to be eligible to vote. [See Admin. Code §§ 22.814(a) and 22.814(c)]~~All Community Stakeholders aged sixteen (16) and above shall be entitled to vote in DLANC Elections.~~

ATTACHMENT B – Governing Board Structure and Voting

Downtown Los Angeles Neighborhood Council – 24 Board Seats

BOARD POSITION	# OF SEATS	ELECTED OR APPOINTED?	ELIGIBILITY TO RUN FOR THE SEAT	ELIGIBILITY TO VOTE FOR THE SEAT
Civic Center / Financial District Resident Term: 2 Years	1	Elected	Resident (tenant or homeowner) who is at least 46-18 years of age and who occupies his/her dwelling within the Civic Center / Financial District area within the DLANC boundaries	Stakeholder who are at 16 years of age and live, work or own property within the Civic Center / Financial District area within the DLANC boundaries. (requires documentation)
Civic Center / Financial District Business Term: 2 Years	1	Elected	Business owner or employee of a business who is at least 46-18 years of age and whose physical address is located with the Civic Center / Financial District area.	Stakeholder who are at 16 years of age and live, work or own property within the Civic Center / Financial District area within the DLANC boundaries. (requires documentation)
Center City East Resident Term: 2 Years	2	Elected	Resident (tenant or homeowner) who is at least 46-18 years of age and who occupies his/her dwelling within the Center City East area within the DLANC boundaries	Stakeholder who are at 16 years of age and live, work or own property within the Center City East area within the DLANC boundaries. (requires documentation)
Center City East Business Term: 2 Years	2	Elected	Business owner or employee of a business who is at least 46-18 years of age and whose physical address is located within the Center City East area.	Stakeholder who are at 16 years of age and live, work or own property within the Center City East area within the DLANC boundaries. (requires documentation)
Fashion District Resident Term: 2 Years	1	Elected	Resident (tenant or homeowner) who is at least 46-18 years of age and who occupies his/her dwelling within the Fashion District area within the DLANC boundaries	Stakeholder who are at 16 years of age and live, work or own property within the Fashion District area within the DLANC boundaries. (requires documentation)
Fashion District Business Term: 2 Years	1	Elected	Business owner or employee of a business who is at least 46-18 years of age and whose physical address is located within the Fashion District area.	Stakeholder who are at 16 years of age and live, work or own property within the Fashion District area within the DLANC boundaries.
Historic Core Resident Term: 2 Years	3	Elected	Resident (tenant or homeowner) who is at least 46-18 years of age and who occupies his/her dwelling within the Historic Core District area within the DLANC boundaries	Stakeholder who are at 16 years of age and live, work or own property within the Historic Core area within the DLANC boundaries. (requires documentation)

BOARD POSITION	# OF SEAT	ELECTED OR APPOINTED?	ELIGIBILITY TO RUN FOR THE SEAT	ELIGIBILITY TO VOTE FOR THE SEAT
Historic Core Business Term: 2 Years	2	Elected	Business owner or employee of a business who is at least 46-18 years of age and whose physical address is located within the Historic Core area.	Stakeholder who are at 16 years of age and live, work or own property within the Historic Core area within the DLANC boundaries. (requires documentation)
South Park Resident Term: 2 Years	3	Elected	Resident (tenant or homeowner) who is at least 46-18 years of age and who occupies his/her dwelling within the South Park area within the DLANC boundaries	Stakeholder who are at 16 years of age and live, work or own property within the South Park area within the DLANC boundaries. (requires documentation)
South Park Business Term: 2 Years	2	Elected	Business owner or employee of a business who is at least 46-18 years of age and whose physical address is located within the South Park area.	Stakeholder who are at 16 years of age and live, work or own property within the South Park area within the DLANC boundaries. (requires documentation)
Area Wide Term: 2 Years	2	Elected	Stakeholders who are at least 46-18 years of age and live, work or own property within the DLANC boundaries	Stakeholders who are at 16 years of age and live, work or own property within the DLANC boundaries. (requires documentation)
Area-Wide Homeless Resident Term: 2 Years	1	Elected	Stakeholder who is at least 46-18 years of age and who self-attest as homeless within the DLANC boundaries in places not meant for human habitation, such as cars, parks, sidewalks, abandoned buildings, in emergency transitional or residing in supportive housing for homeless persons who originally came from the streets; or who receives assistance (housing or resources) from a homeless services agency.	Stakeholder who is at least 16 years of age and who self-attest as homeless within the DLANC boundaries in places not meant for human habitation, such as cars, parks, sidewalks, abandoned buildings, in emergency transitional or residing in supportive housing for homeless persons who originally came from the streets; or who receives assistance (housing or resources) from a homeless services agency. (self-affirmation)
Social Services Provider (SSP) Term: 2 Years	2	Elected	Stakeholders who are at least 46-18 years of age and with proof of SSP interests from organizations but not limited to mission-type, faith-based organizations that provide social services, non-profit affordable housing, development and management organizations, non-profit educational and employment training, social service advocacy groups, non-profit hospitals, health care providers, social service counseling and life enrichment organizations such as senior service centers.	Stakeholders who are at 16 years of age and live, work or own property within the DLANC boundaries. (requires documentation)

BOARD POSITION	# OF SEATS	ELECTED OR APPOINTED?	ELIGIBILITY TO RUN FOR THE SEAT	ELIGIBILITY TO VOTE FOR THE SEAT
At Large Term: 2 Years	1	Elected	Any stakeholder within the DLANC boundaries and who is at least 46 <u>18</u> years of age.	Any stakeholder within the DLANC boundaries and who is at least 16 years of age. (requires documentation)