

Lake Balboa Neighborhood Council Bylaws

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ARTICLE I NAME

The name of this Neighborhood Council shall be the Lake Balboa Neighborhood Council ("Council").

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 **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, 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.
5. To monitor and facilitate public services and infrastructure investments.
6. To participate actively in the citywide Neighborhood Council System.
7. To provide an opportunity to engage a representative cross-section of the Council's stakeholders in local affairs.

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 not participate in, or intervene in any political campaign on behalf of or in opposition to any candidate for public office;

4. To inform the community of forthcoming projects and issues of concern including utilization of the Early Notification System (ENS) 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;
5. To encourage all Community Stakeholders to participate in activities of the Council;
6. 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;
7. To have fair, open, and transparent procedures for the conduct of all Council business and;
8. To establish procedures for communicating with all Neighborhood Council Community Stakeholders on a regular basis in a manner ensuring that information is disseminated evenly and in a timely manner.

ARTICLE III BOUNDARIES

The Council covers a geographic area described below.

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

1. **North** – Saticoy Street from White Oak Avenue to Louise Avenue;
Roscoe Boulevard from Louise to US Freeway 405;
2. **East** – San Diego Freeway also known as US Freeway 405;
3. **South** – Victory Boulevard; and
4. **West** – White Oak Avenue from Victory Boulevard to Saticoy Street;
Louise Avenue from Saticoy Street to Roscoe Boulevard.

The boundaries of the Council are set forth on the Map of the Lake Balboa Neighborhood Council boundaries, attached as Attachment A.

The area known as the Sepulveda Dam Basin shall be a shared area. This area borders several other Neighborhood Council Districts and includes significant areas designated for public use. Some of these areas of public use include the Sepulveda Basin Wildlife Reserve, Sepulveda Dam SCCA Velodrome, Sepulveda Basin Recreational Area, Sepulveda Dam Model Airdrome Fields, Lake Balboa, Anthony C. Beilenson Park, Hjelte Sports Center, Pedlow Skateboard Park, as well as the Encino Golf Course.

Section 2: Internal Boundaries - Not applicable.

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

The Board of Directors ("Board") shall be the Governing Body of the Council within the meaning of that term as set forth in the Plan for a Citywide System of Neighborhood Councils ("Plan").

Section 1: Composition - The Board shall consist of seventeen (17) Stakeholders elected, selected or appointed by the Board and/or Community Stakeholders. Unless otherwise noted below, all members of the Board must be eighteen (18) years of age or older at the time of election. The composition of the Board shall be as follows:

A. Six (6) Residential Stakeholder Representatives (RSR) – An RSR shall be any person whose primary residence or living space is located within the Council's boundaries whether in a home, apartment, condominium or other accommodation.

B. Three (3) Business Stakeholder Representatives (BSR) – A BSR shall be any person who (1) owns a business; (2) owns business, residential rental or real property; or (3) works within the Council's boundaries.

C. Three (3) Organizational Stakeholder Representatives (OSR) – An OSR shall be any person who participates in a religious institution, educational institution, community organization, non-profit organization, neighborhood association, school/parent group, faith based group, senior group, youth group, arts association, service organization, boys or girls club, cultural group, or environmental group within the Council's boundaries.

D. One (1) Senior Stakeholder Representative (SSR) – An SSR shall be any person that meets the criteria for a RSR, BSR, or OSR AND is older than fifty-five (55) years of age at the time of election.

E. One (1) YSR Youth Stakeholder Representative (YSR) – A YSR shall be any person who meets the criteria for RSR, BSR, or OSR AND is between their fourteenth birthday and seventeenth birthday at the time of election. If less than eighteen (18) years of age, the YSR shall be precluded from voting on matters regarding the expenditure of funds, contracts, or recommendations to enter into contracts.

F. One (1) At-Large Elected Stakeholder Representative (ALESR) – An ALESR shall be any person that meets the criteria for a RSR, BSR, or OSR but does not wish to seek a seat within that category or who declares a stake in the neighborhood and affirms the factual basis for it.

G. Two (2) At-Large Appointed Stakeholder Representatives (ALASR) - The Board shall appoint the two (2) ALASRs with a two-thirds (2/3) majority vote. The ALASRs shall be appointed within the first two (2) meetings of the seats being vacant. If a two-thirds (2/3) majority cannot be reached at the first two (2) meetings, a simple majority shall only be required until the seats are filled. The appointments shall remain on the agenda until such time that the seats are filled.

Each appointment shall be for twelve (12) months, and any one (1) person may only be appointed to a maximum of two (2) twelve (12) month terms. The ALASRs must meet the criteria for an RSBM, BSBM, or OSBM. In making the appointments, the Board will appoint Community Stakeholders who are not currently represented or are underrepresented on the Board, in order to achieve and foster full representation.

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 nine (9) members of the Board. No floating quorums are allowed.

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.

Section 4: Terms and Term Limits - Board members shall serve a two (2) 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:

A. Any Community Stakeholder interested in filling a vacancy on the Board shall submit a written application to the Board, providing that Community Stakeholder is qualified for that particular seat.

B. The Board shall cause the matter to be placed on the agenda for the next regular meeting of the Board.

C. The Board shall vote on the application at the meeting. If multiple applications for one (1) seat have been submitted, the candidate with the most votes wins.

D. The candidate who wins shall fill the remaining term of the Board seat unless an election or selection occurs sooner.

E. 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 - Any Board Member who misses four (4) regularly scheduled consecutive Neighborhood Council Governing Board Meetings or, optionally, five (5) total Governing Board Meetings during any twelve (12) month period will be automatically removed from the Board. 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 Meetings for removal, the Council Presiding Officer shall notify the Board Member of the absences and place on the agenda the removal of the Board Member at a regular or special Board meeting whereupon the Board shall determine the validity of the absences before taking action to remove the Board Member. Any meeting of the Neighborhood Council Governing Board, 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 publicly 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:

A. 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) Community Stakeholders.

1. 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.

2. Removal of the identified Board member requires a two-thirds (2/3) majority of the attending Board Members.

3. 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.

B. 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.

1. 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.

2. Removal of the identified Board member requires a majority of the attending Board Members.

3. 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.

4. 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 and the position shall then be deemed vacant. Any member of the Board who ceases to be a Community Stakeholder is required to submit his or her resignation to the Board for discussion and action at a Board meeting. Removal of the Board member requires a majority of the attending Board Members.

Section 11: Community Outreach - The Council shall direct that a system of outreach be instituted to inform Community 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 Community Stakeholders to seek leadership positions within the Council.

The Council shall maintain a website presence to disseminate information to Community 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 Community 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, First Vice President, Second Vice President, Secretary, and Treasurer, and Communications Officer.

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:

A. The President shall be the principal executive officer of the Council and shall in general supervise and control all of the business and affairs of the Council. The President shall preside at all meetings of the Board. The President shall ensure that all books, reports and certificates required by law are properly kept in the Council records or filed with the appropriate agency. The President may sign, with the Secretary or any other proper officer of the Council authorized by the Board, any instruments that the Board has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board. The President shall also have those additional duties incident to the office and those that may be prescribed by the Board from time to time.

B. The First Vice President shall, in the absence of the President, perform 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 First Vice President shall perform such other duties as from time to time may be assigned to the First Vice President by the President or by the Board.

C. The Second Vice President, in the absence of the President and First Vice President, shall perform 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 Second Vice President shall perform such other duties as from time to time may be assigned to the Second Vice President by the President or by the Board.

D. The Secretary shall prepare and keep the minutes of all meetings of the Board in the appropriate books; see that all notices are duly given in accordance with the Brown Act and provisions of these Bylaws or as required by law; be custodian of the records of the Council; keep a register of the post office address of each member furnished to the Secretary by such member; and in general perform all duties

incident to the office of Secretary and such other duties as from time to time may be assigned to the Secretary by the President or by the Board of Directors. The Secretary shall file any certificate required by any statute, federal or state. The Secretary shall present to the membership at any meetings any communications addressed to the Secretary of the Council. The Secretary shall attend to all correspondence of the Council.

E. 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.

F. The Communications Officer shall be responsible for outreach to maximize stakeholder awareness and involvement, and if directed by the Board, to oversee the establishment and maintenance of a website. The Communications Officer will monitor and communicate to the Board information received through the Early Notification System.

Section 3: Selection of Officers - Officer positions shall be filled annually.

Section 4: Officer Terms - The Officers shall serve one (1) year terms and serve at the pleasure of the Board. They may stand for reelection annually.

ARTICLE VII COMMITTEES AND THEIR DUTIES

All Standing and Ad Hoc Committees shall be established by the Board. Suggestions for committees may come from Community Stakeholders or from members of the Board, and all such suggestions shall be voted upon by the Board.

Section 1: Standing Committees – Intentionally Left Blank

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

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

B. **Committee Structure** –Committee members shall be appointed by the President and ratified by the Board. Standing Committees shall be comprised of at least two (2) Board members and may include any interested Stakeholders. Ad Hoc Committees shall be comprised eight (8) or less Board members and may include any interested Stakeholders.

C. **Committee Appointment** – All Committee Chairs shall be appointed by the Board. Only those Committee members who are Board members are eligible to serve as Chairman of a committee. The Chairs shall keep a written record of

Committee meetings and shall provide regular reports on Committee matters to the Board.

D. Committee Meetings – Standing Committee meetings are subject to and shall be conducted in accordance with the dictates of the Brown Act.

E. Changes to Committees - The Board may establish, disband or make changes as needed to any Standing or Ad Hoc committee. Any such action by the Board 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

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 Regular Council and Special Council 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.

A. Regular Meetings – Regular 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.

B. Special Meetings – The President or a majority 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.

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. The Board shall use a variety of methods and means to insure that Stakeholders receive these notifications. At a minimum, these notices shall be posted at the Council's public notice locations. Additionally, the Board may use the Early Notification System, the Department's website, the Council's website(s), press releases, e-mail listservs, and/or other appropriate means. Failure to receive a meeting notice will not invalidate the meeting.

Section 4: Reconsideration – The Board may reconsider and amend its actions. Only those individuals voting on the prevailing side of an action may bring a motion to reconsider that action. This motion must be seconded.

Actions or motions may not be reconsidered if they have been partially carried out, if the vote has caused something to be done that cannot be undone, when a contract has been made and the other party has been notified of the vote, or when some other parliamentary motion can obtain the same result.

A motion to reconsider may be brought up at the same meeting. This must be done immediately following the original motion. A motion may also be brought up at the next regularly scheduled meeting. A memorandum must be submitted to the Secretary or other individual responsible for preparing the agenda at least two (2) days in advance of the deadline for posting notices for the meeting. This memorandum shall identify the reason(s) for reconsideration. The motion to reconsider shall then be added to the agenda. If the motion succeeds, the original item shall once again be under discussion and the Board shall take another vote on the matter.

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 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.

C. All financial accounts and records shall be available for public inspection.

D. At each Regular Board meeting, the Treasurer shall provide to the Board detailed reports of the Council's accounts.

ARTICLE X ELECTIONS

Section 1: Administration of Election – The 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 Community Stakeholders may vote for the Board seats are noted in Attachment B. For each category, voters shall be permitted to vote for as many candidates as there are open seats for that specific category.

Section 3: Minimum Voting Age – Excepting those voting for the YSR, all voters must be eighteen (18) years of age or older at the time of election. Community Stakeholders between the ages of twelve (12) and eighteen (18) may only vote for the election of the YSR. A separate ballot shall be provided for this purpose. Other Community Stakeholders may not vote for the YSR.

Section 4: Method of Verifying Stakeholder Status – Voters will verify their Stakeholder status by providing documentation acceptable to the City Clerk – Election Division. Stakeholder status may also be established by means of declaring a stake (or interest) in the neighborhood and providing documentation acceptable to the City Clerk – Election Division supporting that declaration. Factual basis Stakeholders will also be required to provide a form of documentation to substantiate their factual basis claim.

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

A. A candidate for the Lake Balboa Neighborhood Council shall not declare his/her candidacy for more than one (1) Neighborhood Council. The application may be accompanied by a Candidate Statement of one hundred and fifty (150) words or less, twelve (12) point font or larger, and may not include any pictures, profanity or comments about any other candidates. Those individuals with a plurality of votes shall be elected. In the event of a tie, the City Clerk's Office shall determine the tie breaking method.

B. The Board may establish an Election Committee at least one hundred and twenty (120) days prior to Election Day to provide assistance to the City Clerk in preparing for and conducting the bi-annual elections of the Board. The Election Committee's main role will be to conduct outreach. The Chair of the Election Committee shall serve as an Election Liaison to the City Clerk. All outreach efforts will conform to the Citywide Election Procedures. The vote shall be by official ballot. The election shall be so guarded and conducted as to detect fraud and preserve the purity and security of the ballot. The ballot shall list the names of those individuals that have been appropriately qualified by the City Clerk's Office. These names shall appear in random order for each seat. No Community Stakeholder shall be able to vote more than one (1) ballot. No Community Stakeholder may vote by proxy or mail.

ARTICLE XI GRIEVANCE PROCESS

This grievance process is intended to address matters involving procedural disputes, such as the Board's failure to comply with Board Rules or these Bylaws. It is not intended to apply to Community Stakeholders who merely disagree with a position or action taken by the Board at one (1) of its meetings, which grievances may be aired publicly at Council meetings.

An ad-hoc grievance panel consisting of at least three (3) Community Stakeholders appointed by the President and with the approval of the Board 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.

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

ARTICLE XII PARLIAMENTARY AUTHORITY

The Council shall use the Rosenberg'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

A. Any Board member may propose an amendment to these Bylaws by requesting that the Secretary place the item on the agenda.

B. Any Community Stakeholder may propose an amendment to these Bylaws during the public comment period of a regular Council meeting.

C. 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.

D. 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.

E. Amendments shall not be valid, final or effective until approved by the Department. Once approved, any changes in the Bylaws shall become effective immediately.

Any Board member or Community 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.

ARTICLE XIV COMPLIANCE

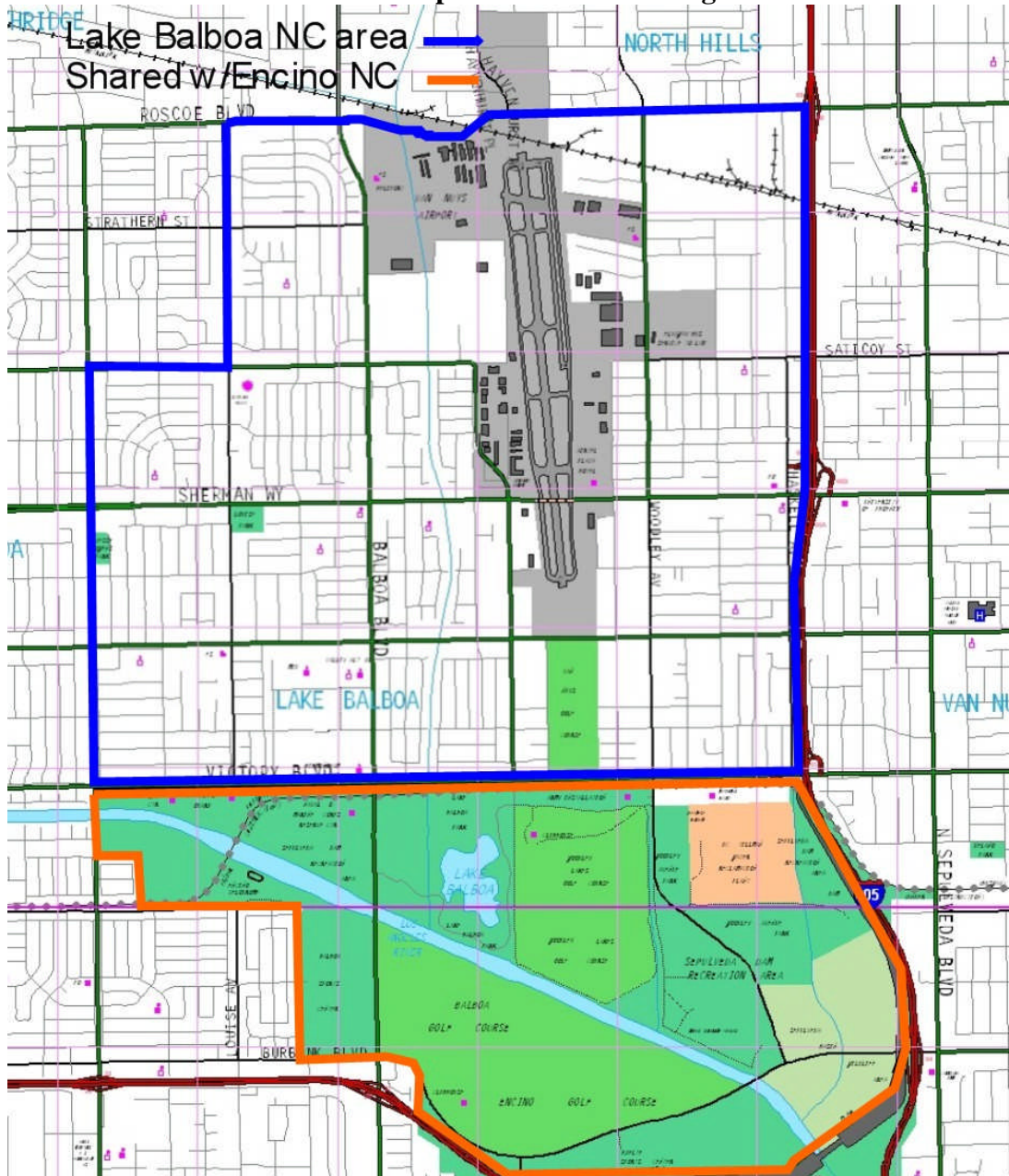
The Council, its representatives, and all Community Stakeholders shall comply with these Bylaws and with any additional Standing Rules or Procedures as may be adopted by the Board of Directors as well as all local, county, state and federal laws, including, without limitation, the Plan, the City Code 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 – Intentionally Left Blank

Section 3: Self Assessment – Intentionally Left Blank

ATTACHMENT A - Map of Lake Balboa Neighborhood Council



ATTACHMENT B – Governing Board Structure and Voting

Lake Balboa Neighborhood Council – 17 Board Seats

BOARD POSITION	ELECTED OR APPOINTED?	STAKEHOLDER ELIGIBILITY FOR THE SEAT	QUALIFICATIONS TO VOTE FOR THE SEAT
A. Residential Stakeholder Representative (RSR) -- 6 Seats	Elected	Any person whose primary residence or living space is located within the Council's boundaries whether in a home, apartment, condominium or other accommodations, 18 years or older at the time of election.	Stakeholders 18 years of age and above.
B. Business Stakeholder Representative (BSR) -- 3 Seats	Elected	Any person who (1) owns a business; (2) owns business rental or real property; or (3) works within the Council's boundaries. 18 years or older at the time of election.	Stakeholders 18 years of age and above.
C. Organizational Stakeholder Representative (OSR) -- 3 Seats	Elected	Any person who participates in a religious institution, educational institution, community organization, non-profit organization, neighborhood association, school/parent group, faith based group, senior group, youth group, arts association, service organization, boys and girls club, cultural group, or environmental group within the Council's boundaries. 18 years or older at the time of election.	Stakeholders 18 years of age and above.
D. Youth Stakeholder Representative (YSR) -- 1 Seat	Elected	Any person that meets the criteria for RSR, BSR, or OSR AND is between their fourteenth birthday and seventeenth birthday at time of election.	Stakeholders between twelve (12) and eighteen (18) years of age.
E. Senior Stakeholder Representative (SSR) -- 1 Seat	Elected	Any person that meets the criteria for RSR, BSR, or OSR AND is older than fifty-five (55) years of age at time of election.	Stakeholders 18 years of age and above.
F. At-Large Elected Stakeholder Representative (ALESR) -- 1 Seat	Elected	Any person that meets the criteria for RSR, BSR, or OSR but does not wish to seek a seat within that category or who declares a stake in the neighborhood and affirm the factual basis for it.	Stakeholders 18 years of age and above.
G. At-Large Appointed Stakeholder Representative (ALASR) -- 2 Seats	Appointed	Must meet the criteria for category RSR, BSR, or OSR.	Current Board members appoint with approval by 2/3 of Board members voting.