

**BYLAWS OF THE ECHO PARK NEIGHBORHOOD COUNCIL**  
**Approved September 01, 2015**

**Table of Contents**

Article I	NAME.....	3
Article II	PURPOSE.....	3
Article III	BOUNDARIES.....	3
	Section 1: Boundary Description	
	Section 2: Internal Boundaries	
Article IV	STAKEHOLDER.....	5
Article V	GOVERNING BOARD.....	5
	Section 1: Composition	
	Section 2: Quorum	
	Section 3: Official Actions	
	Section 4: Terms and Term Limits	
	Section 5: Duties and Powers	
	Section 6: Vacancies	
	Section 7: Absences	
	Section 8: Censure	
	Section 9: Removal	
	Section 10: Resignation	
	Section 11: Community Outreach	
Article VI	OFFICERS.....	7
	Section 1: Officers of the Board	
	Section 2: Duties and Powers	
	Section 3: Selection of Officers	
	Section 4: Officer Terms	
Article VII	COMMITTEES AND THEIR DUTIES.....	9
	Section 1: Standing	
	Section 2: Ad Hoc	
	Section 3: Committee Creation and Authorization	
Article VIII	MEETINGS.....	9
	Section 1: Meeting Time and Place	
	Section 2: Agenda Setting	
	Section 3: Notifications/Postings	
	Section 4: Reconsideration	
Article IX	FINANCES.....	10

Article X	ELECTIONS.....	10
	Section 1: Administration of Election	
	Section 2: Governing Board Structure and Voting	
	Section 3: Minimum Voting Age	
	Section 4: Method of Verifying Stakeholder Status	
	Section 5: Restrictions on Candidates Running for Multiple Seats	
	Section 6: Other Election Related Language	
Article XI	GRIEVANCE PROCESS.....	11
Article XII	PARLIAMENTARY AUTHORITY.....	11
Article XIII	AMENDMENTS.....	12
Article XIV	COMPLIANCE.....	12
	Section 1: Code of Civility	
	Section 2: Training	
	Section 3: Self-Assessment	
ATTACHMENT A	– Map of Neighborhood Council.....	13
ATTACHMENT B	- Governing Board Structure and Voting.....	14

**ARTICLE I  
NAME**

The name of this Neighborhood Council shall be the "Echo Park Neighborhood Council" (a.k.a. EPNC), an officially recognized advisory council hereby part of the Los Angeles Citywide System of Neighborhood Councils.

**ARTICLE II  
PURPOSE**

The PURPOSE and MISSION of the EPNC is to promote citizen participation in government by serving as an advisory body to the City of Los Angeles. Our mission is to provide a public forum for Stakeholders in our neighborhood to express their thoughts, ideas and concerns on community or Citywide issues and, thereafter, convey the collective community positions, through our representative Governing Board and thereafter, convey the collective community positions through our representative Governing Board and community impact statements to elected officials and City departments. EPNC will allocate its public funds to its operations, outreach and neighborhood improvement projects. Our policy and pledge is to:

(a) be inclusive, (b) be respectful of various viewpoints, (c) to provide early notification and timely inform our stakeholders about community and Citywide issues that could be of concern to them, (d) to educate board members and stakeholders about City government, and (e) fairly represent and convey our collective representative positions to City leaders.

**ARTICLE III  
BOUNDARIES**

**Section 1: Boundaries** - The boundaries of EPNC are described as follows, and more particularly depicted on Attachment A – Map of Echo Park Neighborhood Council.

- A. North: The apex of the Glendale (2) Freeway and the Golden State (5) Freeway.
- B. East: The eastern boundary is the Golden State 5 Freeway and the joining of the Harbor (110) Freeway around the shared public Elysian Park and Dodger Stadium, excluding the residents and streets of the Solano Neighborhood, East of the Harbor (110) Freeway, and following the Harbor (110) Freeway South around Dodger Stadium (just South East of Stadium Way) to Elysian Park Avenue West to Sunset Boulevard and Southeast on Sunset to Beaudry Avenue.
- C. South: Third St. along both sides of Benton Way, then East on both sides of Carondolet Street then North to Beverly Bl. and First Street to Beaudry Avenue.
- D. West: Third Street at Benton Way, North to the Hollywood (101) Freeway, East to the property line between Coronado Terrace and Waterloo Street, proceeding North to Mayberry, (Mayberry Elementary School is shared with Silver Lake), West on Mayberry to Coronado Street, and North to Berkeley, East on Berkeley to the

property line between Coronado and Waterloo Streets to Effie and up to top of steps on Effie, North to Clifford, east to Glendale Blvd. and North through the La Sorda Field of Dreams (shared with Silver Lake) to the Glendale (2) Freeway.

## **Section 2: Internal Boundaries**

- A.** District 1 include the boundaries starting at the apex of the Glendale Freeway (2) and the Golden State Freeway (5), Glendale Freeway (2) South to Glendale Boulevard; Glendale Boulevard South to Scott Avenue; Scott Avenue East to Echo Park Avenue; Echo Park Avenue to Morton Street; Morton Street Northeast to Morton Place; Morton Place East/Academy Road to Stadium Way; Stadium Way North to the Golden State Freeway (5).
- B.** District 2 shall include the boundaries starting at the Golden State Freeway (5) and Stadium Way; Golden State Freeway (5) South to the joining of the Harbor Freeway (110) around the shared public Elysian Park and Dodger Stadium, excluding the residents and streets of the Solano Neighborhood, East of the Harbor Freeway (110), and following the Harbor Freeway (110) South around Dodger Stadium (just South East of Stadium Way) to Everett Place West to Sunset Boulevard; Sunset Boulevard North to Glendale Boulevard; Glendale Boulevard North to Scott Avenue; Scott Avenue East to Echo Park Avenue; Echo Park Avenue North to Morton Street; Morton Street Northeast to Morton Place; Morton Place; Morton Place East/Academy Road to Stadium Way; Stadium Way North to the Golden State Freeway (5).
- C.** District 3 shall include the boundaries starting on Benton Way and the north side of the Hollywood Freeway (101); Southeast on the Hollywood Freeway (101) to the property line between Coronado Terrace and Waterloo Street, proceeding North to Mayberry, (Mayberry Elementary School is shared with Silver Lake), West on Mayberry to Coronado Street; Coronado Street North to Berkeley Avenue; Berkeley Avenue East to the property line between Coronado and Waterloo Streets to Effie and up to top of steps on Effie to Clifford Street, east to Glendale Blvd; Glendale Boulevard south to the Hollywood Freeway (101).
- D.** District 4 shall include the boundaries starting Glendale Boulevard and Sunset Boulevard; Glendale Boulevard south to the Hollywood Freeway (10 I); Southeast on the Hollywood Freeway (101) to the Harbor Freeway (110); the Harbor Freeway (110) north to Sunset Boulevard; Sunset Boulevard northeast to Glendale Boulevard.
- E.** District 5 shall include the boundaries starting on Benton Way and the southside of the Hollywood Freeway (101); Southeast on the Hollywood Freeway (101) to Beaudry Avenue; Beaudry Avenue south to First street; First Street/Beverly Boulevard east to Carondelet street; Carondelet street south to Third Street; Third Street east to Benton Way; both sides of Benton Way north to the Hollywood Freeway (101).

Boundaries for EPNC districts shall include both sides of the street on the areas described by Section 1 and shall be the middle of the street in areas as described in the District Boundaries, which shall be either divided by the east/west or north/south.

## **ARTICLE IV STAKEHOLDER**

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**

### **Section 1: Composition**

The number of Stakeholders comprising the Board of Governors (“Board”) shall be twenty-one (21), The Board seats are:

- A. District 1 Representative – Three (3) seats
- B. District 2 Representative – Three (3) seats
- C. District 3 Representative – Three (3) seats
- D. District 4 Representative – Three (3) seats
- E. District 5 Representative – Three (3) seats
- F. At-large Representative – Five (5) seats
- G. Community Interest Representatives – One (1) seat

### **Section 2: Quorum**

All meetings of the Board shall require eleven (11) Board members in attendance to establish a quorum.

### **Section 3: Official Actions**

A majority vote by the board members present and voting, not including abstentions, shall be required to take any action, approve any motion or resolution, or otherwise act on an item of business on behalf of EPNC. A majority vote on any matter on the Board agenda cannot be made unless there is a quorum. There shall be no proxy voting. The Parliamentarian, or the Chair’s designee, shall tabulate the votes on all action items and convey that information to the President and CIO at the meeting.

### **Section 4: Terms and Term Limits**

Officers and District Representative positions will serve for two (2) year terms. Commencing with the 2016 Board elections, No Board member shall serve on the Board for more than two (2) consecutive terms.

### **Section 5: Duties and Powers**

The primary duties of the Board shall be to govern the EPNC 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 Board

position previously adopted by the Board or a statement that the Board 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**

In the event of a Vacancy, the Board shall select or appoint a Stakeholder by a majority vote of the Board, to serve for the remainder of the term. Vacancies must be filled by a Stakeholder that qualifies to serve for the vacant seat.

#### **Board Fills Vacancies**

- A. Any Stakeholder interested in filling a vacancy on the Board shall submit a written application to the Board.
- 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 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 60 days of the date that a written application is presented to the Board.

### **Section 7: Absences**

Failing to attend three (3) consecutive regular General Board Meetings or four (4) regular Board meetings in a twelve (12) month period shall result in an action by the Board to consider the removal of the Board Member from their seat. (Moved from section 9)

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.

### **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, with prior consultation and advice from the City Attorney's Office. A Board or committee member may be officially reprimanded or censured for violating the EPNC Code of Conduct, mishandling EPNC business or failing to regularly contribute to the substantial work of the EPNC. A Motion to Censure a Board member requires a two-thirds (2/3) majority vote (14 votes) of the full Board (21 seats).

### **Section 9: Removal**

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 50 Stakeholders.
1. Upon receipt of a written petition for removal, the Chief Information Officer 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 or 14 votes of the full Board (21 seats).
  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 shall consult with the Office of the City Attorney before taking any action.

**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 7 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 two-thirds (2/3) majority or 14 votes of the full Board (21 seats).
  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

If the vote for removal is affirmative, the position shall be deemed vacant and filled via the Council's vacancy clause. The Board shall consult with the Office of the City Attorney before taking any action.

**Section 10: Resignation** – If a Board member resigns, the resignation will be submitted in writing and the office will be filled in accordance with Article 5, Section 6 Vacancies.

**Section 11: Community Outreach** - The Board 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.

## ARTICLE VI

### **Section 1: Officers of the Board**

There shall be five (5) Officers of the Board: Chair, Vice Chair, Chief Information Officer, Treasurer, and Second Signer and they shall comprise the Executive Committee.

### **Section 2: Duties and Powers**

#### **A. Chair**

The Chair shall act as the chief executive of the Council and shall preside over all Council meetings.

#### **B. Vice Chair**

The Vice Chair shall serve in place of the President if the President is unable to serve.

**C. Chief Information Officer.** The CIO is responsible for managing the flow of information into or out of EPNC to fulfill its mission and is also responsible for coordinating the flow of information with other Neighborhood Councils. The CIO shall provide the public with proper access to appropriate EPNC information, and where necessary, provide for the secure data transfer of EPNC files. In addition, the CIO is responsible for coordinating with the City to ensure the best use of the Early Notification System (ENS) Community Impact Statements (CIS) and any other systems of public and private agencies that may affect the quality of life in the neighborhoods. The EPNC Chair with the approval of the Board may appoint a Communications Chair and/or Committee to assist the CIO in the many functions which devolve to this position, particularly the technical requirements connected with the communications system. The CIO shall maintain the permanent records of EPNC and shall coordinate the activities and committees of EPNC pursuant to the direction of the Board.

**D. Treasurer.** The Treasurer shall make a report to the Board on the Council's finances at every regular meeting of the Board. The Treasurer shall be responsible for preparing Monthly Expenditure Reports (MERs) for monthly submission to the Department of



Neighborhood Empowerment (“Department”) as required by the Plan for a Citywide System of Neighborhood Councils (“Plan”).

#### **E. Second Signatory**

##### **Section 3: Selection of Officers**

Officer positions will be selected by the Board at the first regularly scheduled meeting after the election of the new Board.

##### **Section 4: Officer Terms**

Officers shall serve one (1) year terms

### **ARTICLE VII COMMITTEES AND THEIR DUTIES**

#### **Section 1: Standing**

- A. **Executive Committee:** The Executive Committee shall consist of the five (5) Officers of the Board. As set forth in the EPNC Standing Rules, three (3) members shall constitute a quorum. The Chair of the Board shall serve as Chair of the Executive Committee. Executive Committee meetings shall be noticed and held in compliance with the Ralph M Brown Open Meetings Act.
  
- B. **Budget and Finance Committee.** The Budget and Finance Committee will primarily work with the City of Los Angeles to establish neighborhood spending priorities and process. The Budget and Finance Committee will oversee the District Budget Outreach process and prepare the annual EPNC Budget for review and approval by the Board of Governors by June 10<sup>th</sup> of the calendar year. The annual EPNC Budget shall be submitted to the Department no later than June 15<sup>th</sup> of the calendar year. The committee will assist the Treasurer with accounting and bookkeeping. The Treasurer shall serve as Chair. The committee shall also establish Budget and Finance Committee Rules as part of the Standing Committee Rules.

#### **Section 2: Ad Hoc**

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

#### **Section 3: Committee Creation and Authorization**

Except for the Executive Committee and the Budget and Finance Committee, the Board shall create or disband standing and ad hoc committees, as necessary, pursuant to procedures set forth in the EPNC Standing Rules.

### **ARTICLE VIII MEETINGS**

All meetings of the EPNC Board and its committees, shall be noticed and conducted in accordance with the Ralph M. Brown Act and any additional ordinances concerning open meetings promulgated by the City of Los Angeles.

### **Section 1: Meeting Time and Place**

At a minimum, regular meetings of the Board shall be held quarterly on the fourth (4<sup>th</sup>) Tuesday of the month or at such other time and place set forth in its Standing Rules.

### **Section 2: Agenda Setting**

The Chair shall convene meetings of the Executive Committee monthly to formulate the agenda for Board meetings and to review the work of the committees. The Executive Committee shall set the agenda for each Council meeting. If it proves not to be possible to convene an Executive Committee meeting with a quorum prior to the monthly board meetings, the Chair is authorized to draft and post an agenda to insure that the monthly meetings can be held within the designated time frames, according to our Bylaws. Final agendas are then given to the Chief Information Officer 96 hours before Regular Board meetings, and 48 hours before Special Board Meetings.

### **Section 3: Notifications/Postings**

Notification of all meetings shall include, at a minimum, one (1) posting primary location within the Neighborhood Council boundaries, NCSupport@lacity.org, on the EPNC website, if any, and in four (4) other locations that are specified and set forth in the EPNC Standing Rules. Agendas shall also be emailed to a Stakeholder database, if any, and regular and special Board meeting agendas shall be emailed to the Department. When available, minutes of previous meetings shall be posted with meeting notices on the website, if any, and as specified in the Standing Rules.

**Section 4: Reconsideration** – The Board may consider 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 (2) days, shall: first make a motion for reconsideration and, if approved, shall 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 (2) items shall be placed on the agenda for the meeting: (i) a motion for reconsideration on the described matter and (ii) 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 of the prevailing side of the action must submit a memorandum to the Chair 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.

## **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 and posted on the Council website, if available.
- D. Each month, the Treasurer shall provide to the Board detailed reports of EPNC's accounts.
- E. At least once each quarter, the Chair and at least one (1) other individual other than the Treasurer, who is designated by the Board, shall examine EPNC's accounts and attest to their accuracy before submitting the documentation to the Department for further review.
- F. EPNC will not enter into any contracts or agreements except through the Department.

## **ARTICLE X ELECTIONS**

### **Section 1: Administration of Election**

The EPNC'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**

All Stakeholders aged sixteen (16) and above shall be entitled to vote in the EPNC elections.

### **Section 4: Method of Verifying Stakeholder Status**

Stakeholders shall verify their status by documentation pursuant to the guidelines established by the governing City body.

### **Section 5: Restrictions on Candidates Running for Multiple Seats**

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

### **Section 6: Other Election Related Language**

The Board shall work with the City Clerk of Los Angeles Elections Division and the Department in providing outreach in identifying and obtaining candidates for elections to the Board.

## **ARTICLE XI GRIEVANCE PROCESS**

EPNC shall establish a grievance procedure that is set forth in its Standing Rules. This procedure shall be consistent with any future rules and regulations established or preempted by the City of Los Angeles for the citywide system of Neighborhood Councils. The grievance process and procedures are not intended to resolve disagreement or disputes involving

legitimate decisions or actions of the EPNC Board, but rather is intended to provide a process by which community Stakeholders can express their concerns about decisions or actions taken by the Board that do not comport with their own Bylaws, rules or regulations and laws that apply to EPNC. The grievances will be resolved by a panel or committee as established by the Standing Rules and will become final when a written memorandum of decision is sent to the grievant. This decision is final and unless, preempted by another City mandated grievance procedure, is final.

## **ARTICLE XII PARLIAMENTARY AUTHORITY**

When EPNC Standing Rules do not pertain, *Robert's Rule of Order Revised* shall be the parliamentary guide. The Parliamentarian for EPNC will advise the board on all matters pertaining to its Standing Rules or Robert's Rules of Order and EPNC meetings, or otherwise. The Chair, or acting Chair, at all EPNC meetings shall serve as the Board's Parliamentarian when the Parliamentarian is absent.

The Board shall make the Standing Rules. The Standing Rules shall take precedence over any other form of Robert's Rules of Order. The Standing Rules shall provide procedures for the censure (formal reprimand) and removal of a Board Member. The manner in which standing and ad hoc committees are created and members appointed or elected to the committees shall be determined by the Board of Governors and published in the Standing Rules.

## **ARTICLE XIII AMENDMENTS**

Amendments, changes, additions, or deletions to these Bylaws may be proposed by a Board member during the public comment period of a regular meeting of the Board. A proposal to amend these bylaws must then be formalized in writing and lodged with the Chair 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.

A recommendation for amendment or adjustment of these Bylaws must be made by a majority vote of the entire number of the Board, eleven (11) members. Thereafter, and within fourteen (14) days after a vote recommending adjustment or amendment to the Bylaws, a Bylaw Amendment Application shall be submitted to the Department along with a copy of the existing Bylaws for review and approval by the Department in accordance with the Plan.

## **ARTICLE XIV COMPLIANCE**

EPNC, 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 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**

EPNC, its representatives, and all Stakeholders will endeavor to conduct EPNC business in a professional and respectful manner. Each and every Board member shall abide by the Code of Conduct as established by EPNC in its Standing Rules. Violations of the Code of Conduct during any EPNC meeting may be used as a basis for removal of Stakeholders from such meeting and the lack of recognition of Board members at meetings. Board members will abide by the Commission’s Neighborhood Council Board Member Code of Conduct Policy.

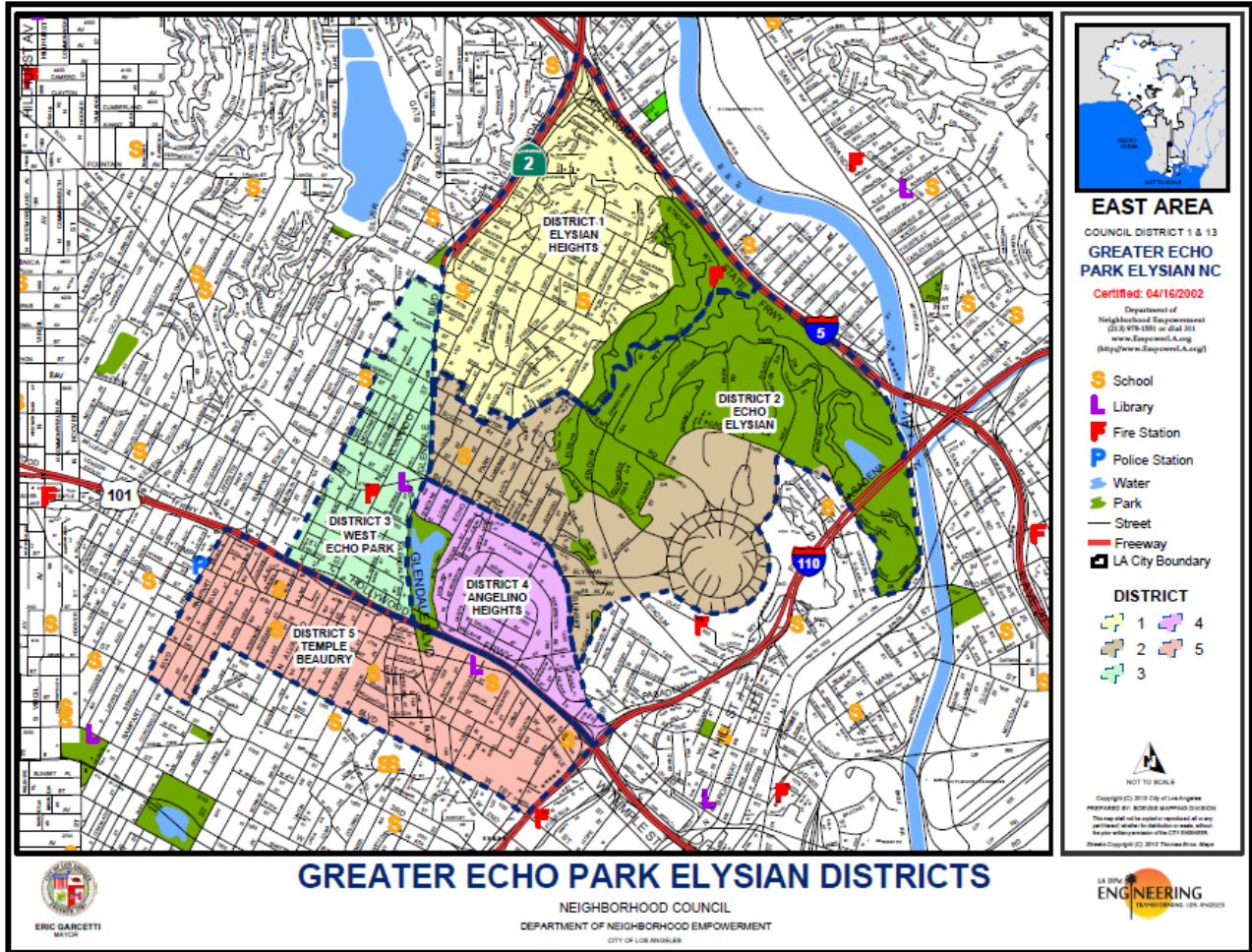
**Section 2: Training**

Each Board member shall within one hundred and twenty (120) days of having been elected and the election certified by the City or having been appointed by the Board of Governors, shall comply with the City of Los Angeles Department Ethics Training/certification requirement; sign and abide by the EPNC Code of Conduct, and follow all City, County, State, and/or federal laws that apply. All board members must take ethics and funding training prior to making motions and voting on funding related matters.

**Section 3: Self-Assessment**

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

# ATTACHMENT A – Map of Echo Park Neighborhood Council



**ATTACHMENT B – Governing Board Structure and Voting  
Echo Park Neighborhood Council - 21 Board Seats**

<b>BOARD POSITION</b>	<b># OF SEATS</b>	<b>ELECTED OR APPOINTED?</b>	<b>ELIGIBILITY TO RUN FOR</b>	<b>ELIGIBILITY TO VOTE FOR THE SEAT</b>
At Large Representative Term: 2 Years	5	Elected	Stakeholder 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 is 16 years old or older.	Stakeholder 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 is 16 years old or older.
Community Interest Representative Term: 2 Years	1	Elected	Stakeholder 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 is 16 years old or older.	Stakeholder 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 is 16 years old or older.
District 1 Representatives Term: 2 Years	3	Elected	Stakeholders in District 1 who live, work or own property in the district and are at least 16 years of age.	Stakeholders who live, work, own property within District 1 and who are at least 16 years of age.
District 2 Representatives Term: 2 Years	3	Elected	Stakeholders in District 2 who live, work or own property in the district and are at least 16 years of age.	Stakeholders who live, work, own property within District 2 and who are at least 16 years of age.
District 3 Representatives Term: 2 Years	3	Elected	Stakeholders in District 3 who live, work or own property in the district and are at least 16 years of age.	Stakeholders who live, work, own property within District 3 and who are at least 16 years of age.
District 4 Representatives Term: 2 Years	3	Elected	Stakeholders in District 4 who live, work or own property in the district and are at least 16 years of age.	Stakeholders who live, work, own property within District 4 and who are at least 16 years of age.
District 5 Representatives Term: 2 Years	3	Elected	Stakeholders in District 5 who live, work or own property in the district and are at least 16 years of age.	Stakeholders who live, work, own property within District 5 and who are at least 16 years of age.