

# **LINCOLN HEIGHTS NEIGHBORHOOD COUNCIL BYLAWS**

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## **Article I      Name**

The name of this Neighborhood Council shall be the Lincoln Heights Neighborhood Council (LHNC).

## **Article II      Purpose**

The LHNC is an officially recognized advisory council hereby part of the Los Angeles Citywide system of Neighborhood Councils. The purpose of the LHNC is:

- A. 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.
- B. To empower Stakeholders from all parts of our community to work together for change.

## **Article III      Boundaries**

Lincoln Heights includes a geographic area that has approximately 35,000 residents.

### **Section 1      Boundary Description**

The boundaries are described as follows: Along the Los Angeles River from Cesar Chavez Avenue to the 110 Freeway. NORTH along the 110 Freeway to Avenue 39. EAST around the Heritage Square property line to Pasadena Avenue. EAST on Avenue 35 to Griffin Avenue. SOUTH along the western property line of 3372 Griffin Avenue. From the southern most point of 3372 Griffin Avenue to the terminus of Von Keithian Avenue. EAST along Von Keithian Avenue to the intersection of Von Keithian Avenue and Radio Road. From the intersection of Von Keithian Avenue and Radio Road to the peak of 1050 Montecito Drive (where KFSG-FM LA is). From the peak of 1050 Montecito Drive to the property line between 3363 North Sierra Street and 3401 North Sierra Street to the intersection of Mercury Avenue and Sierra Street. EAST on Mercury Avenue to intersection of Mercury Avenue and Reynolds Avenue. Continuing south along the property lines separating zip codes 90031 and 90032 to North Broadway. Go EAST on North Broadway to North Mission Road. NORTH on Mission Road to the southern property line of the commercial property south of the intersection of Soto Street and Mission Road. EAST along that property line to Soto Street. SOUTH on Soto Street to Marengo Street. WEST on Marengo Street to North Mission Road. SOUTH on Mission Road to Caesar Chavez Avenue. WEST on Caesar Chavez Avenue to the Los Angeles River.

### **Section 2      Internal Boundaries**

To ensure that Stakeholders from all parts of the above described boundary area are equally represented on the LHNC, there shall be representatives on the Board of Governors from each of the following described sub-area:

- A.     **Sub-Area 1**  
NORTH on 5 freeway to 110 Freeway.  
NORTH on 110 Freeway/Arroyo Seco to Ave 39.  
WEST SOUTHEAST on Ave 39 to Griffin Ave.  
SOUTH on Griffin Ave. to N. Broadway. WEST on  
North Broadway to the 5 Freeway.
- B.     **Sub-Area 2**  
NORTH on Griffin Ave. from Broadway to Ave 39.  
Diagonal from this corner to Sierra and Mercury.  
WEST EAST on Mercury to Huntington Dr.. SOUTH  
on Huntington to Mission. SOUTH on Mission to  
North Broadway. WEST on Broadway to Griffin Ave.
- C.     **Sub-Area 3**  
NORTH on Hancock from Valley Blvd. N. Main to  
North Broadway. EAST on N. Broadway to Mission.  
NORTH on Mission to Soto. SOUTH on Soto to  
Valley Blvd. WEST on Valley Blvd. to Hancock.  
continue on N. Main to Hancock.
- D.     **Sub-Area 4**  
NORTH on 5 Freeway from Mission to North Main.  
EAST on North Main to Valley Blvd. EAST on Valley  
Blvd. to Soto. SOUTH on Soto to Marengo. WEST  
on Marengo to Mission. SOUTH on Mission to the  
5 freeway.
- E.     **Sub-Area 5**  
NORTH on the 5 Freeway to North Broadway. EAST  
on North Broadway to Hancock. SOUTH on Hancock  
to North Main. WEST on North Main to 5 freeway.
- F.     **Sub-Area 6**  
SOUTH SOUTHWEST on Million Mission from Daly  
to Caesar Chavez. NORTH on Caesar Chavez. To  
Vignes. NORTH on Vignes to North Main. NORTH  
NORTH on North Main to Daly.
- G.     **Sub-Area 7**  
NORTH along the Los Angeles River from North  
Main Street to the 110 Freeway. NORTH on the 110  
Freeway to the 5 Freeway. SOUTH on the 5 Freeway  
to North Main. WEST on North Main Street to the  
Los Angeles River.

## **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 Board of Directors (“Board”) shall consist of twenty-six (26) Stakeholders as follows:

- A. **Executive Officers:** Executive Officers to be elected at large are President, Vice-President, Treasurer, and Secretary.
- B. **Area Representatives:** Two (2) representatives from each area will be elected. One (1) must be a resident of the area; the other may be a resident or from any other eligible category of Stakeholder.
- C. **Business Community Representatives:** There will be three (3) Board members elected at large from this category. Prospective representatives from the business community must either be an owner of a business located in Lincoln Heights or must be an employee of such business and have written authorization from the owner to use employee status in claiming eligibility for election to the LHNC Board.
- D. **Community Based Organizations Representatives:** There will be three (3) Board members elected at large from this category. Prospective representatives from a Community Based Organization must either be the head (as defined in its charter) of an Organization that maintains a physical office or space located in Lincoln Heights or must be an officer or member (as defined in its charter) of such Organization and have written authorization from the Organization head to use officer or member status in claiming eligibility for election to the LHNC Board. This classification can include, but is not limited to, youth associations, scholarship organizations, churches, schools, social service providers, nonprofit organizations, etc.
- E. **Youth Representatives:** There will be two (2) Board members elected from this category. These Board members will be elected by the youth of the community and must be in high school with a minimum age of thirteen (13), but not older than seventeen (17) years and eleven (11) months. The

Youth Representatives will be elected to a full four (4) year term as long as eligibility is met at the time of election and until he/she graduates or leaves high school.

Adult Board members will be eighteen (18) and over. 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 fourteen (14) members. If any member recuses himself/herself on a particular issue they may not be counted as part of the quorum for that issue. Student members of the Board, under the age of 18, are ineligible to vote on NC expenditures, financial reports and/or annual budgets, but may participate in the board discussion of these items and shall be counted as part of quorum.

## **Section 3      Official Actions**

The Board may take Official Action if there is a Quorum present and a simple majority vote by the board members present, including abstentions, which will act as a YES vote. There shall be no proxy voting

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

The Term of office shall be for staggered four (4) years. There shall be no term limit.

## **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 a public body a standing LHNC 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. Any Executive Officer is authorized to receive instruments of appreciation for the Board.

## **Section 6      Vacancies**

A vacancy on the Board shall be filled by procedure:

- A. Any Stakeholder(s) interested in filling a vacant seat on the Board shall submit a written application(s) to the Secretary.
- B. The Secretary shall then ensure that the matter is placed on the agenda for the next regular meeting of the Board.

- C. The Board shall vote on the application(s) at the meeting. If multiple applications for one (1) seat have been submitted, the candidate with the most votes wins. Tied votes shall be resolved via the City Clerk tied vote process.
- D. When a vacant seat is filled by the aforementioned process, that seat shall be filled only until the next general election is held to fill all seats on the Board, in no event shall a vacant seat be filled where the election to fill all seats on the Board is scheduled to be held within one hundred and twenty (120) days from the date the applicant (Stakeholder) proposing to fill the vacancy tenders a written application to the Secretary.

### **Section 7 Absences**

At the conclusion of the second consecutive missed Regular Board meeting of a Board member, during the Board Announcements portion of the agenda, the Secretary will announce the Board members name and encourage other attending Board members to contact the Board member to encourage attendance. Further, the Secretary will contact the absent Board member by phone and in writing to remind the Board member that an absence at the subsequent Regular Board meeting will result in automatic removal from the Board.

A Board member who is absent three (3) consecutive Regular Board meetings is automatically removed from the Board at the adjournment of the third meeting. With passage of this amendment, absences will be counted beginning the subsequent Regular Board meeting. The LHNC will consult with its legal counsel, the Office of the City Attorney, throughout this removal process.

After three (3) unexcused consecutive absences or four (4) unexcused absences in one (1) year period, the Secretary will read the name of the absentee Board member at a meeting. The Secretary will then call that Board member. A motion for removal will be made. If the Board or the public does not agree with the dismissal, a general grievance can be filed. One (1) year will be defined as that period from January 1<sup>st</sup> through December 31<sup>st</sup> of each calendar year.

The definition of excused or unexcused absences will be determined by the Executive Committee.

### **Section 8 Censure**

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### **Section 9 Removal**

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 one hundred (100) 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 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 is 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.

Board members need to maintain Stakeholder status during their term in office in order to remain a Board member.

#### **Section 10      Resignation**

A Board member may resign from the LHNC, and the position shall then be deemed vacant. Any member of the Board who ceases to be a 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 LHNC shall direct that a system of outreach be instituted to inform Stakeholders as to the existence and activities of the LHNC, including Board elections, to find future leaders of the LHNC, and to encourage all Stakeholders to seek leadership positions within the LHNC.

### **Article VI      Officers**

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

The Officers of the Board shall include the following positions ,which all together comprise the Executive Committee: President, Vice President, Secretary, and Treasurer.

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

- A.      President or presiding officer of the Board.
- B.      Vice-President or second in charge behind the President at meetings of the Board.
- C.      Secretary shall mean a member of the Board of charged with the responsibility of keeping minutes of all Board meetings.
- D.      Treasurer shall mean a member of the Board also charged with the responsibility of establishing an accounting system for the LHNC, maintaining the records of the LHNC's finances and book of accounts, and preparing any financial reports for the Department pursuant to the Plan for a Citywide System of Neighborhood Councils ("Plan").

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

Officers shall be elected during the City administered elections.



#### **Section 4      Officer Terms**

Officer terms shall be four (4) years.

### **Article VII    Committees and their Duties**

#### **Section 1      Standing**

Standing Committees are committees which have continuing subject matter jurisdiction. A standing committee shall be established by majority vote of the Board and reflected in this section. The Board has established the following committees with the continuing subject matter jurisdiction marked parenthetically. The standing committee will make recommendations to the Board.

- A.     Executive (agenda)
- B.     Rules (bylaw revisions, board rules)
- C.     Finance & Budget (budget, procurement and purchasing)
- D.     Programs & Services (city services delivery, public safety, other services and programs)
- E.     Outreach, Communication & Events (recruit new members/organizations, public relations and marketing)
- F.     City & Government Liaison (liaison to all levels of government)
- G.     Elections (plan for Board elections)
- H.     Planning & Land Use Management (planning, preservation and land use)
- I.     Grievance
- J.     Holiday Parade Committee

#### **Section 2      Ad Hoc**

Ad Hoc Committees have a defined purpose and a time frame to accomplish that purpose.

An Ad Hoc committee may be established by the President or by a majority vote of the Board. Ad Hoc committees cease to exist when their task is completed or at the discretion of the Board. A specific term may be designated by the President or the Board.

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

The President shall have the authority to assign the chairs of a committee from among Board members and Stakeholders and reserves the right to approve or disapprove membership in a committee with cause.

- A. Committees will select a vice chair by majority vote. The vice chair will convene the committee in the absence of the chair.
- B. The President shall have the authority to replace the chair of a committee for cause. A majority vote of the Board may remove a chair.
- C. Committee chairs and vice chairs shall attend all LHNC meetings.
- D. Chairs may make motions regarding their committee at Board meetings.
- E. The committee chair must submit to the Board a committee roster. Only committee members have right of vote in committee meetings. New committee members may not vote until their name has been submitted to the Board.
- F. Quorum for committees shall be a majority of rostered members.
- G. A majority of the members on the roster present shall be required to take Official Action.
- H. Committees are not required to have a regular meeting time and location, but meetings must be announced and posted seventy-two (72) hours in advance according to the Brown Act. When possible, meetings will also be announced at the immediately preceding Board meeting.
- I. Each committee is required to submit to the Board and maintain an archive of minutes.
- J. Prior to expenditure of funds, a plan of action and line-item budget shall be submitted to the Board.

## **Article VIII Meetings**

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

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

Meetings of the Board shall be held on the first and third Thursdays of every month. A calendar of regular meetings shall be established by the Board at its first regular meeting of each calendar year.

- A. The location and time of Board meetings shall be determined by majority vote of the Executive Committee and posted according to Brown Act. The Executive Committee should take into account the availability of the entire Board.

- B. Regular Board 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.
- C. The President or a majority of the Executive Committee shall be allowed to call a Special meeting as needed.

## **Section 2      Agenda Setting**

The Executive Committee shall set the agenda for each Board meeting.

## **Section 3      Notifications/Postings**

At a minimum, meeting notices shall be posted in compliance with the Ralph M. Brown Act and in compliance with City of Los Angeles Neighborhood Council posting policy. An updated listing of the Neighborhood Council's physical posting location/s shall be kept on file with the Neighborhood Council.

The Board will inform all neighborhood Stakeholders of meetings of the LHNC by posting in at least one (1) of the following public locations, plus additional locations (physical and electronic) at the discretion of the Board:

- 1. Lincoln Heights Library
- 2. Sacred Heart Church
- 3. Lincoln High School
- 4. Brewery Artist Complex
- 5. Dino's Restaurant

## **Section 4      Reconsideration**

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.

- A. The Board, on either of these two (2) days, shall: Make a Motion for Reconsideration and, if approved, hear the matter and take an Action.
- B. 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 that meeting.
- C. A Motion for Reconsideration on the described matter and a (Proposed) Action should the motion to reconsider be approved.
- D. 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.

## **Article IX     Finances**

The LHNC 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.

The LHNC 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 inspections and posted on the LHNC web site, if available.

Each month the Treasurer shall provide to the Board detailed reports of the LHNC's accounts. The Treasurer may request authorization from the other members of the Board 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 when implementing the same. The Treasurer, however, shall be ultimately responsible for the maintenance of the system of bookkeeping and accounting and for the protection of all LHNC assets.

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

## **Article X     Elections**

### **Section 1     Administration of Elections**

The LHNC'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 specified in Attachment B.

### **Section 3     Minimum Voting Age**

All Community Stakeholders age thirteen (13) or older shall be entitled to vote in the LHNC elections.

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

Voters will verify their Stakeholder status by providing acceptable documentation. Where Stakeholder status in a district is established by participation or membership in an organization, group or place of worship, the physical address of the organization or place of worship shall be used to establish the district Stakeholder status.

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

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

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

The Board shall direct that a system of outreach be instituted and to find and obtain nominees for subsequent election to the Board. 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 an opportunity to become a Board member. To that end, a period of at least sixty (60) days prior to any election shall be given to prospective Board members for purposes of soliciting Stakeholder support.

### **Article XI      Grievance Process**

The Neighborhood Council grievance review process will be conducted pursuant to any and all City ordinances, policies and procedures pertaining to Neighborhood Council grievances.

Any grievance by a Stakeholder must be submitted in writing to the Board. The Board shall then refer the matter to the Grievance Committee. 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 to the Board outlining the panel's collective recommendations for resolving the grievance. The Board may receive copy of the panel's report and recommendations prior to any meeting of 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 Ralph M. Brown Act.

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. Board members cannot file grievances against other Board members or the LHNC. 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 accord with the Plan.

### **Article XII      Parliamentary Authority**

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 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 for conduct of meeting, or by Robert's Rules of Order, where no Board rule applies. 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.

- A. The Maker of a motion and the motion's Second may make changes to or accept proposed changes to their motion, if they are both in agreement, without a vote of the Board. This practice shall be known as a Friendly Amendment'.
- B. The Maker of a motion and the motion's Second may withdraw their motion at any time, if they are both in agreement, provided the motion has not been amended by the Board.

### **Article XIII Amendments**

The Board or any Stakeholder(s) may propose amendments, changes, additions, or deletions to these Bylaws during the public comment period of a regular meeting of the Board. A proposal to amend these Bylaws, however, must then be formalized in a 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.

A recommendation for amendment or adjustment of these Bylaws must be made by a vote of eighteen (18) members of the Board. 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 of Neighborhood Empowerment ("Department") along with a copy of the existing Bylaws for review and approval by the Department.

### **Article XIV Compliance**

The LHNC, 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 Government 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**

Board members will abide by the Commission's Neighborhood Council Board Member Code of Conduct Policy.

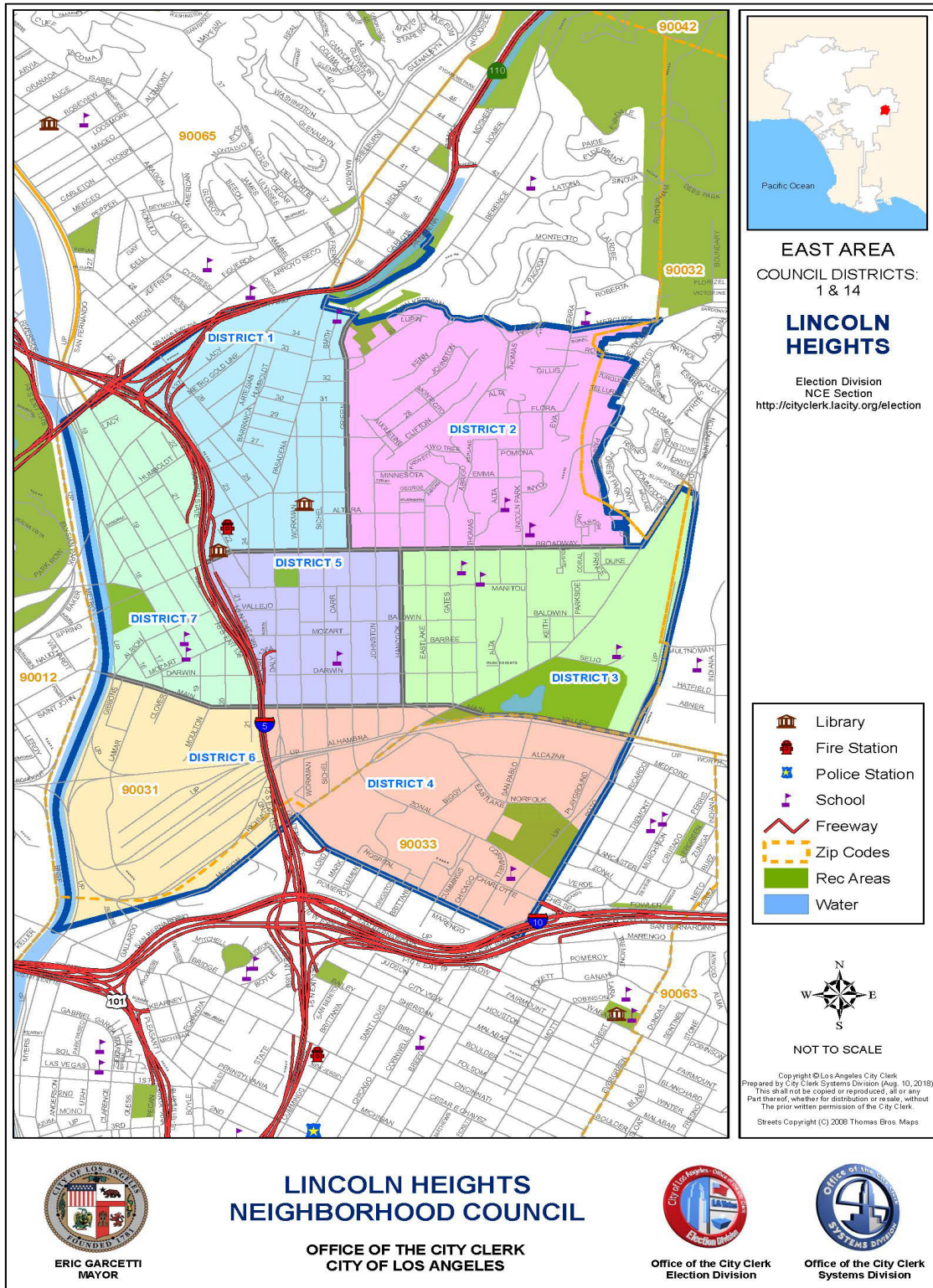
**Section 2      Training**

All Board members must take ethics and funding training prior to making motions and voting on funding related matters, or they will lose their Board voting rights.

**Section 3      Self-Assessment**

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# ATTACHMENT A - Map of Lincoln Heights Neighborhood Council





**ATTACHMENT B - Governing Board Structure and Voting**  
**Lincoln Heights Neighborhood Council – 26 Board Seats**

<b>BOARD POSITION</b>	<b># OF SEATS</b>	<b>ELECTED OR APPOINTED?</b>	<b>ELIGIBILITY TO RUN FOR THE SEAT</b>	<b>ELIGIBILITY TO VOTE FOR THE SEAT</b>
President Term: 4 Years	1	Elected	Stakeholder who is 18 years or older.	Community stakeholders who are 13 years or older.
Vice- President Term: 4 Years	1	Elected	Stakeholder who is 18 years or older.	Community stakeholders who are 13 years or older.
Treasurer Term: 4 Years	1	Elected	Stakeholder who is 18 years or older.	Community stakeholders who are 13 years or older.
Secretary Term: 4 Years	1	Elected	Stakeholder who is 18 years or older.	Community stakeholders who are 13 years or older.
Youth Representatives Term: 4 Years	2	Elected	Stakeholder who are between 13 and no older than 18 at the beginning of the term.	Community stakeholders who are 13 years or older.
Sub-Area 1 Representative At-Large Seat Term: 4 Years	1	Elected	Stakeholder within Sub-Area 1 and who is 18 years or older.	Community stakeholders who are 13 years or older.
Sub-Area 1 Representative Resident Seat Term: 4 Years	1	Elected	Stakeholder who lives, within Sub-Area 1 and who is 18 years or older.	Community stakeholders who are 13 years or older.
Sub-Area 2 Representative At-Large Seat Term: 4 Years	1	Elected	Stakeholder within Sub-Area 2 who is 18 years or older.	Community stakeholders who are 13 years or older.
Sub-Area 2 Representative Resident Seat Term: 4 Years	1	Elected	Stakeholder who lives, within Sub-Area 2 and who is 18 years or older.	Community stakeholders who are 13 years or older.

BOARD POSITION	# OF SEATS	ELECTED OR APPOINTED?	ELIGIBILITY TO RUN FOR THE SEAT	ELIGIBILITY TO VOTE FOR THE SEAT
Sub-Area 3 Representative At-Large Seat Term: 4 Years	1	Elected	Stakeholder within Sub-Area 3 and who is 18 years or older.	Community stakeholders who are 13 years or older.
Sub-Area 3 Representative Resident Seat Term: 4 Years	1	Elected	Stakeholder who lives, within Sub-Area 3 and who is 18 years or older.	Community stakeholders who are 13 years or older.
Sub-Area 4 Representative At-Large Seat Term: 4 Years	1	Elected	Stakeholder within Sub-Area 4 and who is 18 years or older.	Community stakeholders who are 13 years or older.
Sub-Area 4 Representative Resident Seat Term: 4 Years	1	Elected	Stakeholder who lives, within Sub-Area 4 and who is 18 years or older.	Community stakeholders who are 13 years or older.
Sub-Area 5 Representative At-Large Seat Term: 4 Years	1	Elected	Stakeholder within Sub-Area 5 and who is 18 years or older.	Community stakeholders who are 13 years or older.
Sub-Area 5 Representative Resident Seat Term: 4 Years	1	Elected	Stakeholder who lives, within Sub-Area 5 and who is 18 years or older.	Community stakeholders who are 13 years or older.
Sub-Area 6 Representative At-Large Seat Term: 4 Years	1	Elected	Stakeholder within Sub-Area 6 and who is 18 years or older.	Community stakeholders who are 13 years or older.
Sub-Area 6 Representative Resident Seat Term: 4 Years	1	Elected	Stakeholder who lives, within Sub-Area 6 and who is 18 years or older.	Community stakeholders who are 13 years or older.

BOARD POSITION	# OF SEATS	ELECTED OR APPOINTED?	ELIGIBILITY TO RUN FOR THE SEAT	ELIGIBILITY TO VOTE FOR THE SEAT
Sub-Area 7 Representative Resident Seat Term: 4 Years	1	Elected	Stakeholder who is a resident in Sub-Area 7 and who is 18 years or older.	Community stakeholders who are 13 years or older.
Sub-Area 7 Representative Resident Seat Term: 4 Years	1	Elected	Stakeholder who lives, within Sub-Area 7 and who is 18 years or older.	Community stakeholders who are 13 years or older.
Business Representatives Term: 4 Years	3	Elected	Stakeholders who are members of the Lincoln Heights Business Community. Must either be owners of a business located in Lincoln Heights or must be employees of such business and have written authorization from the owner to use employee status in claiming eligibility for election to the LHNC Board of Governors and who are 18 years or older.	Community stakeholders who are 13 years or older.
Community Based Organization Representatives Term: 4 Years	3	Elected	Stakeholders must either be the Head (as defined in its Charter) of an organization that maintains a physical office or space located in Lincoln Heights or an Officer or Member (as defined in its Charter) of such organization and have written authorization from the Organization Head to use Officer or Member status in claiming eligibility for election to the LHNC Board of Governors. This classification can include, but is not limited to, youth associations, churches, schools, social service, providers, non-profit organizations, etc. Stakeholders must be 18 years or older.	Community stakeholders who are 13 years or older.