

ORDINANCE NO. _____

An ordinance adding Section 22.819 to the Los Angeles Administrative Code establishing a procedure for stakeholders to create a certified Neighborhood Council within the boundaries of one or more existing certified Neighborhood Councils.

**THE PEOPLE OF THE CITY OF LOS ANGELES
DO ORDAIN AS FOLLOWS:**

Section 1. A new Section 22.819 is added to Article 3 of Chapter 28 of the Los Angeles Administrative Code to read as follows:

Sec. 22.819. Neighborhood Council Subdivision.

(a) **Subdivision Petition.** A stakeholder within an existing certified Neighborhood Council who desires forming a separate certified Neighborhood Council within the boundaries of one or more existing certified Neighborhood Councils shall submit a subdivision petition to the Department of Neighborhood Empowerment (Department) on a form approved by the Department. The subdivision petition shall identify five stakeholders who are authorized to receive notice and make decisions regarding the subdivision petition, including any bylaw changes. The Department shall review the subdivision petition to determine if the subdivision petition complies with the components of a Certification Application stated in Article III, Section 2 of the Plan for a Citywide System of Neighborhood Councils (Plan), except that the subdivision petition may propose boundaries that are within one or more existing certified Neighborhood Councils.

(b) **Election Approving a Subdivision.** The Department shall conduct an election within the boundaries stated in the subdivision petition within 90 days of the Department's approval of the subdivision petition. A stakeholder is eligible to vote in the election if the person is a stakeholder in the proposed area for subdivision or in any of the Neighborhood Councils that are proposed for subdivision. A majority of the voters from the entire Neighborhood Council or Neighborhood Councils being subdivided must approve the subdivision in order to create the new Neighborhood Council.

(c) **Bylaws for the Existing Neighborhood Council.** If a majority of the stakeholders at the election approve the subdivision, then the existing certified Neighborhood Council or Neighborhood Councils being subdivided shall amend their bylaws within 30 days of the election to reflect changes to the boundaries and, if applicable, the board structure. If the existing certified Neighborhood Council or Neighborhood Councils fail to provide amended bylaws within 30 days of the election, then the Department is authorized to amend the bylaws to reflect any changes to the boundaries or board structure. The Department shall forward the bylaws for any Neighborhood Council that is being subdivided and the subdivision petition to the Board of Neighborhood Commissioners (Commission) for approval of the bylaws.

(d) **Approval of Bylaws by the Commission.** The Commission is authorized to review the bylaws for any Neighborhood Council being subdivided and the bylaws in the subdivision petition. The Commission is authorized to make any amendments to the bylaws to satisfy Article III Section 2 of the Plan. If the Commission approves the bylaws in the subdivision petition, then the Neighborhood Council listed in the subdivision petition shall be deemed a certified Neighborhood Council within the City of Los Angeles. The five stakeholders listed in the subdivision petition shall be authorized to work with the Department and make decisions regarding the initial election or selection of the newly certified Neighborhood Council's governing board. The Neighborhood Council or Neighborhood Councils being subdivided are not required to recertify and continue to remain certified after approval by the Commission of the bylaws.

(e) **Regulations.** The Department is authorized to promulgate any further procedure, rule or regulation necessary for the administration of the subdivision process contained in this section, including, but not limited to, conducting the election for subdivision, initial election for the subdivided Neighborhood Council's governing board, eligibility for voting at any election, and placing limitations the number of subdivision petitions processed during any calendar year.

Sec. 2. The City Clerk shall certify to the passage of this ordinance and have it published in accordance with Council policy, either in a daily newspaper circulated in the City of Los Angeles or by posting for ten days in three public places in the City of Los Angeles: one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; and one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

I hereby certify that this ordinance was passed by the Council of the City of Los Angeles, at its meeting of _____.

HOLLY L. WOLCOTT, City Clerk

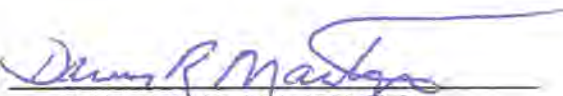
By _____ Deputy

Approved _____

Mayor

Approved as to Form and Legality

MICHAEL N. FEUER, City Attorney

By  _____
DARREN R. MARTINEZ
Deputy City Attorney

Date 8/12/2016

File No. 12-1681