

HOLLYWOOD HILLS WEST NEIGHBORHOOD COUNCIL BYLAWS

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ARTICLE I NAME

The name of this organization shall be the Hollywood Hills West Neighborhood Council (HHWNC).

ARTICLE II PURPOSE

The purpose of the HHWNC is to:

- Create a more livable community and City by establishing open lines of communication between the HHWNC and the government including other Neighboring Councils.
- Develop in the stakeholders a sense of personal pride and responsibility for their neighborhood and their City.
- Promote stakeholder participation in the government's decision making process.
- Assist the City and other neighborhoods in finding solutions to common problems.
- Provide an open process by which all stakeholders of the HHWNC may involve themselves in the affairs of the community.
- Educate stakeholders so they can make informed decisions about the quality and condition of their communities.
- Promote the well-being of each and every neighborhood within the HHWNC boundaries.

ARTICLE III BOUNDARIES

Section 1: Boundary Description - The HHWNC will include the geographic area described as follows:

- Northern Boundary:** South bank of Los Angeles River to Lankershim Blvd., continue to the western side of Lankershim to include that 2-acre parcel owned by Universal Studios (known as Lots 1, 2 and 3 of Tract 25507 and portion of lot 279, of Lankershim Ranch Land and Water Company), then return to Lankershim Blvd. and continue south to the 101 Hollywood Freeway but only including the parcels owned by Universal Studios within these borders that are part of the City of Los Angeles continue on Lankershim to Lankershim Boulevard's southern end at Fredonia Drive, continue south on the 90068/91604 zip code line to Mulholland Drive, Mulholland Drive west to Laurel Canyon Blvd. The Universal City Metro Rail Station is a shared site with the Studio City Neighborhood Council (both Neighborhood Councils' boundaries overlap.) Universal Studios is included within the boundaries of HHWNC.
- Western Boundary:** East side of Laurel Canyon Blvd. from Mulholland Drive south to City of West Hollywood northern border
- Southern Boundary:** West Hollywood northern to La Brea Ave., La Brea north to Hollywood Blvd., and Hollywood Blvd east to Cahuenga Blvd.

- D. **Eastern Boundary:** Cahuenga Blvd, north on Cahuenga to Cahuenga Terrace, from the intersection of Cahuenga, Cahuenga East and Cahuenga Ter., a line to Mt. Lee, from the peak of Mt. Lee, a line to the 90068/90027 zip code line, north on the 90068/90027 zip code line to the south bank of the Los Angeles River.

Section 2: Internal Boundaries – There are nine (9) areas within the HHWNC boundaries:

- A. **Area 1: Hollywood Knolls/Manor/Lake Hollywood/Forest Lawn** – This area includes Forest Lawn Drive and Barham Boulevard, the residential communities of Hollywood Knolls, Hollywood Manor, and Oakwood Garden Apartments and portions of Lake Hollywood.
- B. **Area 2: Cahuenga Pass/Universal City** – This area includes Universal MTA Station, the commercial office buildings and hotels in Universal City, City Walk, Cahuenga Blvd., west from Lankershim Blvd., to Mulholland Drive, and the residences within 90067 postal zip code between Cahuenga Blvd. and Mulholland Drive.
- C. **Area 3: Yucca Corridor/Whitley Heights/Cahuenga East** – This boundaries of this area are Hollywood Blvd. to the south, Highland Avenue to the west, Cahuenga Blvd. to the east and north including the John Anson Ford Theater and the Cahuenga Tennis Condominiums.
- D. **Area 4: Hollywood Heights/Hollywood Blvd** – The boundaries of this area are Hollywood Blvd. to the south, Highland Avenue to the east and the southern boundary of the Hollywood Bowl complex to the north. The western border follows the border between Hollywood Heights and Outpost Estates south from the Hollywood Bowl complex to Franklin Avenue and Orange Drive to Hollywood Blvd.
- E. **Area 5: Outpost/ Cahuenga West** – The boundaries of this area are Hollywood Blvd. to the south, La Brea and the eastern border of Runyon Canyon Park to the west, Mulholland Drive to the north. The eastern boundary follows Cahuenga Blvd. west to the south boundary of the Hollywood Bowl complex, then follows the Bowl's south property line to the border between Hollywood Heights and Outpost Estates, south on that border to Franklin and then Orange Drive to Hollywood Blvd.
- F. **Area 6: Nichols Canyon/Runyon Canyon/Wattles Park**
1. South: The north side of Hollywood Blvd. between La Brea and Nichols Canyon
 2. West: All homes on Nichols Canyon to the west (including Dresden Drive, Jalmia, Zorada Court, Woodrow Wilson between Nichols and Mulholland Drive)
 3. North: Homes on the south side of Mulholland Drive between Woodrow Wilson and Runyon Canyon
 4. East: Runyon Canyon to La Brea Avenue
- G. **Area 7: Spaulding Square/Hollywood-Sunset Flats** – This area includes the portion south of Hollywood Blvd. to the West Hollywood border and west of La Brea to the West Hollywood

border (south side Hollywood Blvd. to the north side of Fountain Ave., west side of La Brea to Crescent Heights)

H. **Area 8: Mt. Olympus/Laurel Canyon Road** – This area comprises the western boundary of HHWNC which borders Laurel Canyon Blvd.

1. South: North side of Hollywood Blvd.
2. West: East side of Laurel Canyon
3. North: Willow Glen
4. East: Behind homes on the westside of Nichols Canyon Road.

I. **Area 9: Briar Summit/Woodrow Wilson/Mulholland Drive**

1. South: Willow Glen
2. West: Laurel Canyon Blvd.
3. North: Mulholland Drive
4. East: Torreyson/Flynn Ranch and Seattle Drive

The boundaries of the HHWNC are set forth in Attachment A - Map of the Hollywood Hills West Neighborhood Council.

ARTICLE IV STAKEHOLDER

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

ARTICLE V GOVERNING BOARD

The Board of Directors (hereinafter “the Board”) shall be the Governing Body of the HHWNC 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 will consist of twenty-three (23) Board members: five (5) Officers elected by the general membership, nine (9) Issue Committee Chairs elected by the general membership, and nine (9) Area Committee Chairs elected by stakeholders in each area. No stakeholder can occupy more than one (1) seat on the Board. To the extent possible, the Board will reflect the diversity of the HHWNC's community stakeholders.

Section 2: Quorum - A quorum for a Board is twelve (12) Board members.

Section 3: Official Actions - In order for the HHWNC to take an official action, a majority vote by board members present, not including abstentions, is required. A majority shall be one half (1/2) of those present plus one (1) for the purpose of voting. Any abstaining member shall not reduce the number of votes required to establish a majority.

Section 4: Terms and Term Limits - Board members shall serve a two (2) year term. There are no term limits.

Section 5: Duties and Powers - The primary duties of the Board shall be to govern the HHWNC and to carry out its purposes as stated in Article II.

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 HHWNC position previously adopted by the Board or a statement that the HHWNC 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 - A vacancy on the Board shall be filled by the following procedure:

- A. Any Stakeholder interested in filling a vacant seat on the Board shall submit a written application(s) to the President.
- B. The President shall then ensure that the matter is placed on the agenda for the next regular meeting of the Board.
- C. If only one (1) Stakeholder has made application for a vacant seat (after thirty (30) days notice), then a vote of the Board shall be taken and the applicant installed by majority vote of the Board. If more than one (1) Stakeholder has made application for an empty seat, then an open and fair vote shall be taken at the next regular meeting (with seventy-two (72) hours notice posting) by all Stakeholders present.

When a vacant seat is filled by the aforementioned process, that seat shall be filled only until the next election is held to fill all seats on the Board.

If a HHWNC Board member or Officer is elected to any Los Angeles City political office, such action shall be considered a vacancy.

Section 7: Absences - Absences are addressed in the HHWNC Standing Rules.

Section 8: Censure - Intentionally Left Blank.

Section 9: Removal of Governing Board Members - The HHWNC shall consult with the Office of the City Attorney throughout any Board removal process. 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 twenty-five (25)

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 members present shall be necessary to remove the identified Board member forthwith. A Board member can be removed for dereliction of duty without the signature of twenty-five (25) stakeholders with a vote of "No Confidence" by four-fifths (4/5) of the Board members present. The Board member who 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 twelve (12) Board members are 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. If the Board Member removed is a Committee Chair, he/she is also removed as that committee's chair.

Section 10: Resignation - Any Board member or officer may resign by submitting a written resignation to the President.

Section 11: Community Outreach - The HHWNC shall endeavor to inform Stakeholders as to the existence and activities of the HHWNC, including its Board elections, to find future leaders of the HHWNC, and to encourage all Stakeholders to seek leadership positions within the HHWNC.

ARTICLE VI OFFICERS

Section 1: Officers of the Board - The Officers are as follows: President, First Vice President, Second Vice President, Secretary, and Treasurer.

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:

- Prepare agendas for and preside at all Board and Executive Committee meetings;
- Serve as spokesperson and representative of the Board's majority position;
- Receive all communications and present them promptly to the Board;
- Lead the delegation to citywide neighborhood council conventions;
- Serve on the Executive Committee.
- Appoint representatives to the HHWNC ad hoc committees and to committees outside of the HHWNC. All appointments are temporary until approved by the Executive Committee.

B. The First Vice-President shall:

- Perform the duties of the President in the absence of the President;
- Serve with the President as spokesperson and representative for the HHWNC;
- Assist the President in deciding what issues may deserve a special meeting;
- Serve on the Executive Committee.

C. The Secretary shall:

- Act for the President in the absence of the President and Vice-President;
- Take and keep all minutes and records of the Neighborhood Council;
- Maintain a Stakeholders list and update it quarterly;
- See that all notices are duly given in accordance with the provision of these Bylaws and as required by law;
- Serve on the Executive Committee.

D. The Treasurer shall:

- Be held accountable for all funds belonging to the HHWNC;
- Serve as a liaison with the Department of Neighborhood Empowerment (Department) to process financial transactions;
- Prepare an annual draft budget for Board review and approval;
- Comply with the financial controls and reporting required by the City and these Bylaws;
- Act as President in the absence of the President, Vice-President and Secretary;
- Serve on the Executive Committee;
- Prepare the financial reports as required by the Department.

E. The Second Vice President shall:

- Clarify and concisely convey all matters of parliamentary procedure;
- Act as President in the absence of the President and First Vice-President
- Assist Committee chairs on an as-needed basis;
- Serve on the Executive Committee.

Section 3: Selection of Officers - Officer positions are elected during the City conducted elections of the HHWNC.

Section 4: Officer Terms – The Officers shall serve two (2) year terms.

ARTICLE VII COMMITTEES AND THEIR DUTIES

Section 1: Standing Committees -

- A. **Executive Committee** - The Executive Committee consists of the President, First Vice-President, Second Vice President, Secretary, and Treasurer. This Committee will assist and advise in the administration of the HHWNC.
- B. **Planning, Land Use Management Committee (PLUM)** - The Planning, Land Use Management Committee will be chaired by the Vice President and consist of five (5) or more Board members. This Committee is addressed in Standing Rules.

- C. **Area Committees** - Each of the nine (9) Area Committees as noted in Article III, Section 2 will be open to all stakeholders within its respective borders.
- D. **Issue Committees** - Each of the nine (9) Issue Committees will be open to all Stakeholders regardless of area. A stakeholder may be a member of each Issue Committee. The Issue Committees have been formed to address major issues of the general membership.

The Issue Committees are as follows:

- (1) Transportation;
- (2) Community Enrichment;
- (3) Business;
- (4) Infrastructure;
- (5) Housing;
- (6) Public Safety;
- (7) Environment;
- (8) Parks and Open Space; and
- (9) Outreach/Public Events.

Section 2: Ad Hoc Committees – The President may create Ad Hoc Committees as needed to deal with temporary issues subject to Board approval.

Section 3: Committee Creation and Authorization – Committee Creation and Authorization is addressed in Standing Rules.

An Area or Issue Committee must have five (5) Stakeholders present for a quorum in order to transact business.

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, the Neighborhood Council Agenda Posting Policy, and all other applicable laws and governmental policy.

Section 1: Meeting Time and Place - All meetings shall be held within the HHWNC boundaries at a location, date and time set by the President or, in case of committee meetings, by the Committee Chair. A calendar of regular meetings shall be established by the President and the Board at its first regular meeting of each calendar year.

- A. **Regular Meetings** - All HHWNC Board of Directors and Committee meetings shall be open to the public. The HHWNC Board of Directors and Committees must hold at least four (4) meetings each year (one (1) each quarter) and may hold as many additional meetings as the Board and/or Committee Chairs desire.

- B. **Special Meetings** – Special Stakeholders, Committee, or Board Meetings may be called by the President or a group of five (5) of the Board members. In the case of a special meeting, notice shall be given in the following manner: as soon as the meeting is called but not fewer than twenty-four (24) hours prior to the meeting, notices shall be posted as per the requirements of the Ralph M. Brown Act.

Section 2: Agenda Setting - The President shall set the agenda for each HHWNC Board meeting after soliciting agenda items from all Board members. If the President declines to add an item to the agenda, the Committee Chair may appeal that decision to the Executive Committee. The Executive Committee may direct the President to place the item on the agenda for the next Board meeting.

Section 3: Notifications/Postings - HHWNC will comply with the Ralph M. Brown Act and Department requirements for posting notices, including the Neighborhood Council Agenda Posting Policy.

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. The Board, on either of these two (2) days, shall: (1) Make a Motion for Reconsideration and, if approved, (2) 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 that meeting: (1) A Motion for Reconsideration on the described matter and (2) 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 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 Ralph M. Brown Act.

ARTICLE IX FINANCES

The HHWNC will comply with all applicable local, state, and federal laws including any and all provisions of (i) generally accepted accounting principles and (ii) the Department.

Financial reports will be prepared for each Board meeting.

The books and records of HHWNC will be open to any HHWNC Stakeholder who wishes to review them. A written request to review the books and records shall be presented to the Treasurer, the Executive Committee or the Board. Within thirty (30) days of that request, the Treasurer shall make the books available at a reasonable time and location.

Accounting journals, records, reports and supporting data for each year will be maintained for six (6) years.

ARTICLE X ELECTIONS

Section 1: Administration of Election - The HHWNC'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 community stakeholders aged eighteen (18) and above shall be entitled to vote in the HHWNC elections.

Section 4: Method of Verifying Stakeholder Status– Voters will verify their Stakeholder status by presenting a CA driver's license, CA Identification card, passport, utility bill, rental agreement or mortgage statement, property tax bill, rental receipt, business card, City of LA business license, workplace picture ID, paystub, or other form of written verification of stakeholder status acceptable to the City Clerk representative at the election site.

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– Not Applicable

ARTICLE XI GRIEVANCE PROCESS

Any grievance by a Stakeholder must be submitted in writing to the Board. The Executive Committee shall then refer the matter to an ad hoc grievance panel comprised of three (3) Board members who are not named as parties or involved in the matter. If three (3) board members are unavailable to serve on such a panel, then the Executive Committee shall ask prior Board members who are not named as parties or involved in the matter to serve with current Board members who can and are willing to serve on the panel. Otherwise, the Executive Committee may refer the matter to the Department. Stakeholders also may file copies of their grievances with the Department. The Secretary will coordinate a time and a place for the panel to meet promptly with the person(s) submitting a grievance, investigate the grievance, and to discuss ways in which the grievance/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 a copy of the panel's report and recommendations prior to any

meeting by 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 formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be aired at Board meetings. 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. 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 accordance with the Plan.

The provisions listed above will remain in effect until the implementation of the Regional Grievance Panels by the Department, per City Ordinance No. 183487. Once the Regional Panels are implemented, HHWNC grievance reviews will be considered under the following provision:

The City Council passed Ordinance No. 183487, effective May 3, 2015, establishing seven regional Neighborhood Council Grievance Panels – South, Central, Harbor, West, East, North Valley and South Valley. Each Neighborhood Council may appoint one board member or stakeholder to serve on a pool of panelists. These panelists will review grievances and election challenges.

ARTICLE XII PARLIAMENTARY AUTHORITY

The current edition of Robert's Rules of Order Revised shall supplement these Bylaws and govern this organization in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and special rules and resolutions authorized by these Bylaws.

ARTICLE XIII AMENDMENTS

The Bylaws may be amended, altered, or repealed by a two-thirds (2/3) vote at any special Stakeholders meeting called with a thirty (30) day notice emailed to the Stakeholders and posted per the Ralph M. Brown Act, provided that the exact wording of the proposed change(s) is included in the agenda of the required notice of the meeting. To become effective, any amendment to the Bylaws will require the submission of a Bylaws Amendment Application to the Department. If the Department determines that the bylaw amendment affects the ability of HHWNC to comply with the criteria for responsible and inclusive community representation, the amendment will not become effective.

ARTICLE XIV COMPLIANCE

The HHWNC, its representatives, and all 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 Ralph M. Brown Act (*California Government Code Section 54950.5 et seq.*), the Public Records Act,

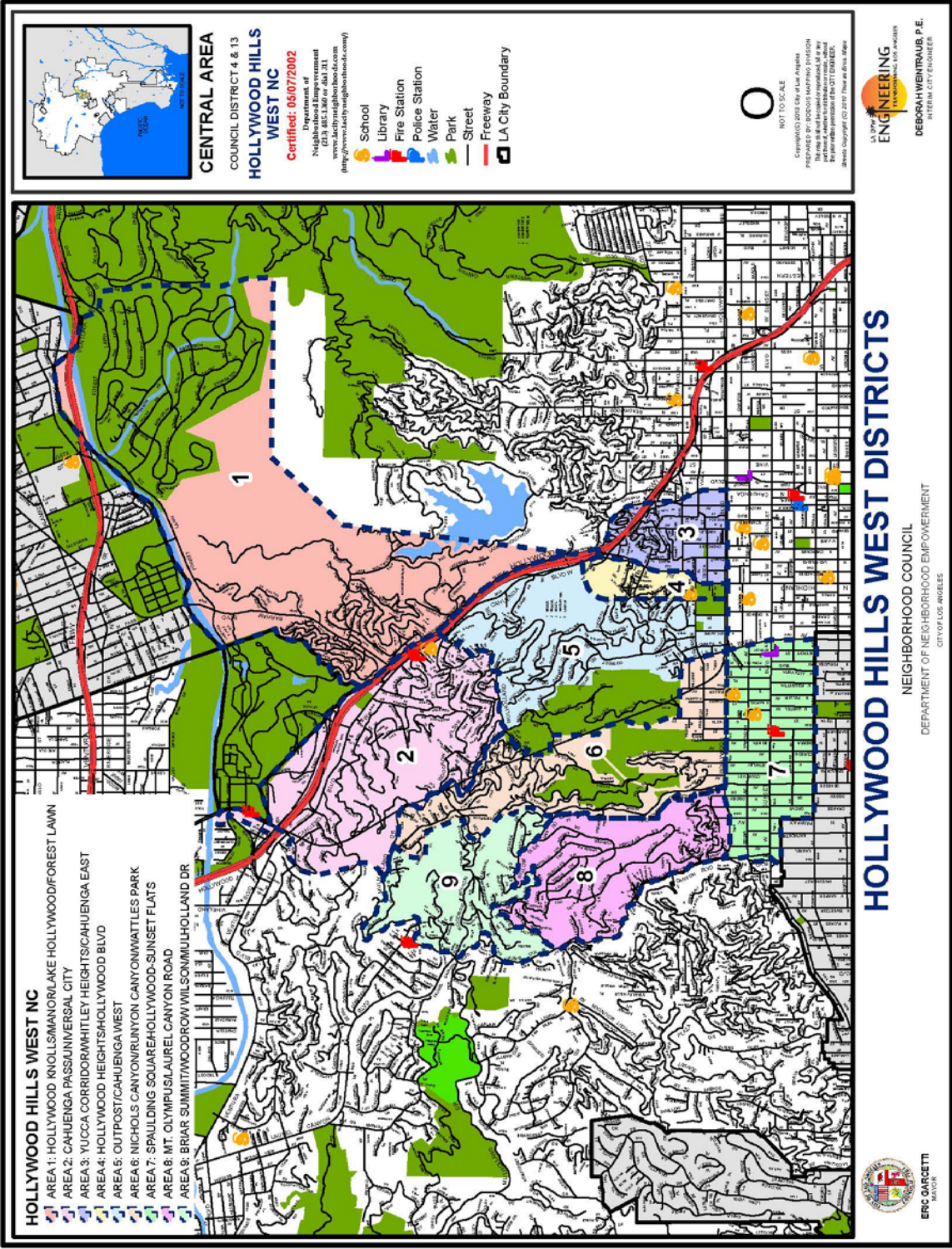
the American Disabilities Act, and all laws and governmental policies pertaining to Conflicts of Interest.

Section 1: Code of Civility – While respecting all applicable laws of federal, state, and local government, leaders and Stakeholders of the HHWNC will endeavor to conduct HHWNC business in a professional and respectful manner, will refrain from violating Board Rules and shall abide by the Plan. The HHWNC leaders and Stakeholders will demonstrate the highest standards of personal integrity, truthfulness, honesty, and fortitude in all of our public activities in order to inspire confidence and trust in this Council. Board members will abide by the Commission's Neighborhood Council Board Member Code of Conduct Policy.

Section 2: Training – All Board members shall take training in the fundamentals of Neighborhood Council, including, but not limited to, ethics and funding trainings provided by the City within forty-five (45) days of being seated, or they will lose their HHWNC voting rights. 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, the Council shall conduct a self-assessment pursuant to Article VI, Section 1 of the Plan.

ATTACHMENT A – Map of the Neighborhood Council



ATTACHMENT B – Governing Board Structure and Voting

Hollywood Hills West Neighborhood Council – 23 Board Seats

| BOARD POSITION | # OF SEATS | ELECTED OR APPOINTED? | ELIGIBILITY TO RUN FOR THE SEAT | ELIGIBILITY TO VOTE FOR THE SEAT |
|---------------------------------------|------------|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| President 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 18 years 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 18 years or older. |
| First-Vice President 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 18 years 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 18 years or older. |

| BOARD POSITION | # OF SEATS | ELECTED OR APPOINTED? | ELIGIBILITY TO RUN FOR THE SEAT | ELIGIBILITY TO VOTE FOR THE SEAT |
|----------------------------|------------|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Secretary 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 18 years 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 18 years or older. |
| Treasurer 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 18 years 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 18 years or older. |

| BOARD POSITION | # OF SEATS | ELECTED OR APPOINTED? | ELIGIBILITY TO RUN FOR THE SEAT | ELIGIBILITY TO VOTE FOR THE SEAT |
|-----------------------------------------------------------------------------------------------------|------------|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Second Vice-President 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 18 years 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 18 years or older. |
| (1) Transportation (includes traffic, parking, public transportation, bicycles) 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 will lead the HHWNC committee to address traffic, public transportation and parking and who is 18 years 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 18 years or older. |

| BOARD POSITION | # OF SEATS | ELECTED OR APPOINTED? | ELIGIBILITY TO RUN FOR THE SEAT | ELIGIBILITY TO VOTE FOR THE SEAT |
|------------------------------------------------------------------------------------------|------------|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (2) Community Enrichment (includes education and cultural resources) 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 will lead the HHWNC committee to address youth development, educations and recreational resources and who is 18 years 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 18 years or older.. |
| (3) Business 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 will lead the HHWNC committee to address business issues and who is 18 years 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 18 years or older.. |

| BOARD POSITION | # OF SEATS | ELECTED OR APPOINTED? | ELIGIBILITY TO RUN FOR THE SEAT | ELIGIBILITY TO VOTE FOR THE SEAT |
|------------------------------------------------------------------------------|------------|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (4) Infrastructure (includes utilities and street services) 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 will lead the HHWNC committee to address infrastructure and who is 18 years 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 18 years or older. |
| (5) Housing (includes homelessness and social services) 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 will lead the HHWNC committee to address housing, social and human services, and religious and charitable organizations and who is 18 years 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 18 years or older. |

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|-----------------------------------------------------------------------------------|------------|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (6) Public Safety (includes emergency services, police and fire) 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 will lead the HHWNC committee to address emergency services, police and fire and who is 18 years 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 18 years or older. |
| (7) Environment 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 will lead the HHWNC committee to address environment, beautification, preservation and aesthetics and who is 18 years 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 18 years or older. |

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|---------------------------------------------|------------|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (8) Parks & Open Space 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 will lead the HHWNC committee to address cultural resources, entertainment, and public events and who is 18 years 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 18 years or older. |
| (9) Outreach/Public Events 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 will lead the HHWNC committee to address outreach and who is 18 years 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 18 years or older. |

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| Area 1: Hollywood Knolls/Manor/Lake Hollywood/Forest Lawn Committee Chair Term: 2 Years | 1 | Elected | Stakeholder of Hollywood Knolls/Lake Hollywood/Manor/Forest Lawn who lives, works, owns property (and can provide an exact address) in Area 1 and who is 18 years or older. | Stakeholders of Hollywood Knolls/Lake Hollywood/Manor/Forest Lawn who live, work, own property (and can provide an exact address) in Area 1 and who are 18 years or older. |
| Area 2: Cahuenga Pass/Universal City Committee Chair Term: 2 Years | 1 | Elected | Stakeholder of Cahuenga Pass/Universal City who lives, works, owns property (and can provide an exact address) in Area 2 and who is 18 years or older. | Stakeholders of Cahuenga Pass/Universal City who live, work, own property (and can provide an exact address) in Area 2 and who are 18 years or older. |
| Area 3: Yucca Corridor/Whitley Heights/Cahuenga East Committee Chair Term: 2 Years | 1 | Elected | Stakeholder of Yucca Corridor/Whitley Heights/Cahuenga East who lives, works, owns property (and can provide an exact address) in Area 3 and who is 18 years or older. | Stakeholders of Yucca Corridor/Whitley Heights/Cahuenga East who live, work, own property (and can provide an exact address) in Area 3 and who are 18 years or older. |
| Area 4: Hollywood Heights/Hollywood Boulevard Committee Chair Term: 2 Years | 1 | Elected | Stakeholder of Hollywood Heights/Hollywood Boulevard who lives, works, owns property (and can provide an exact address) in Area 4 and who is 18 years or older. | Stakeholders of Hollywood Heights/Hollywood Boulevard who live, work, own property (and can provide an exact address) in Area 4 and who are 18 years or older. |

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| Area 5: Outpost/Cahuenga West Committee Chair Term: 2 Years | 1 | Elected | Stakeholder of Outpost/Cahuenga West who lives, works, owns property (and can provide an exact address) in Area 5 and who is 18 years or older. | Stakeholders of Outpost/Cahuenga who live, work, own property (and can provide an exact address) in Area 5 and who are 18 years or older. |
| Area 6: Nichols Canyon/Runyon Canyon/Wattles Park Committee Chair Term: 2 Years | 1 | Elected | Stakeholder of Nichols Canyon/Runyon Canyon/Wattles Park who lives, works, owns property (and can provide an exact address) in Area 6 and who is 18 years or older. | Stakeholders of Nichols Canyon/Runyon Canyon/Wattles Park who live, work, own property (and can provide an exact address) in Area 6 and who are 18 years or older. |
| Area 7: Spaulding Square/Hollywood-Sunset Flats Committee Chair Term: 2 Years | 1 | Elected | Stakeholder of Spaulding Square/Hollywood-Sunset Flats who lives, works, owns property (and can provide an exact address) in Area 7 and who is 18 years or older. | Stakeholders of Spaulding Square/Hollywood-Sunset Flats who live, work, own property (and can provide an exact address) in Area 7 and who are 18 years or older. |
| Area 8: Mt. Olympus/Laurel Canyon Road Committee Chair Term: 2 Years | 1 | Elected | Stakeholder of Mt. Olympus/Laurel Canyon Road who lives, works, owns property (and can provide an exact address) in Area 8 and who is 18 years or older. | Stakeholders of Mt. Olympus/Laurel Canyon Road who live, work, own property (and can provide an exact address) in Area 8 and who are 18 years or older. |
| Area 9: Briar Summit/Woodrow Wilson/Mulholland Drive Committee Chair Term: 2 Years | 1 | Elected | Stakeholder of Briar Summit/Woodrow Wilson/Mulholland Drive who lives, works, owns property (and can provide an exact address) in Area 9 and who is 18 years or older. | Stakeholders of Briar Summit/Woodrow Wilson/Mulholland Drive who live, work, own property (and can provide an exact address) in Area 9 and who are 18 years or older. |