

# CITY OF LOS ANGELES

CALIFORNIA

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August 13, 2015

CF No: 12-1681

Honorable Members of the  
Los Angeles City Council  
c/o Office of the City Clerk  
Room 395, City Hall  
200 North Spring Street  
Los Angeles, CA 90012

Honorable Members:

As requested by this Honorable Body, the Department of Neighborhood Empowerment (Department) submits this report on a proposal for the possible implementation of a Neighborhood Council subdivision policy based on required resources.

### Background

On February 17, 2015, the Education and Neighborhoods Committee (Committee) requested a report back from the Department on Council File No. 12-1681 – Neighborhood Council Subdivision Policy in regards to the Neighborhood Council feedback on the original subdivision recommendation from the Board of Neighborhood Commissioners (Commission) and what would be required to implement such a policy.

Under the existing Plan for a Citywide System of Neighborhood Councils (Plan), there is no boundary adjustment policy that would allow for subdivision of one (1) Neighborhood Council into multiple Neighborhood Councils. A Neighborhood Council could only decertify and begin a new certification process as two (2) or more Neighborhood Councils, but this process is burdensome and has not been attempted in the past.

On October 9, 2013, the Commission adopted a recommendation for creating an official subdivision process, which would allow a new Neighborhood Council to be created from within the boundaries of an existing Neighborhood Council with the following process:

1. The subdividing group shall undertake the process for Neighborhood Council formation as already described for new Neighborhood Councils.
2. The Department shall set an election to take up the question within ninety (90) days of verifying all paperwork is complete.
3. A majority of the votes cast by stakeholders of the entire original Neighborhood Council shall be required to complete the separation and create a new council.

4. If an area leaves a Neighborhood Council, the original council should simply be required to adjust its boundaries and board structure and not recertify.
5. If an area moves between two (2) existing NCs, neither should be required to recertify.

Prior to adopting this policy, the Commission worked with the Department and Neighborhood Councils for over ten (10) months to craft the policy recommendation through three (3) standing regional committees that conducted a thorough review of the Plan for a Citywide System of Neighborhood Councils (Plan). These Plan review committees were comprised of Neighborhood Council leaders representing forty (40) of the City's then ninety-five (95) Neighborhood Councils. The committees jointly issued the subdivision policy recommendation to the Commission, and the recommendations were then sent out for a public survey for seven (7) weeks by the Department.

Out of the total 388 responses, 239 (61.6%) voted for the adoption and 149 (38.4%) voted against the adoption. The Department also asked for reasons why a board member voted against the subdivision policy. Of the 119 who provided further input, the comments fell into the following general categories:

- Process Issue 36
- Unnecessary 34
- Divisive or Confusing 31
- Cost 10
- Unrelated Reason 8

The full text and additional comments submitted by the board members are included in Attachment A.

#### Possible Implementation of the Subdivision Policy

The proposed subdivision policy requires the Department to conduct an election within ninety (90) days of receiving the complete certification documentation from the subdividing group. If the vote were successful, the Department would then need to hold an election or selection for the new Neighborhood Council's board. Currently, the Department conducts Neighborhood Council elections in the spring of even number years with the Office of the City Clerk, and the resources of both departments are focused solely on the preparation and administration of such elections during the relevant fiscal year. In addition, the Department supports Neighborhood Council selections, outreach and preparation of Neighborhood Council bylaws for elections during the odd number years as well.

In order to implement the subdivision policy, the Department would have to limit the receipt of subdividing groups to odd number years in order to align both the necessary staffing to conduct the initial application election and the budgeting and preparation for the election of the new Neighborhood Council board. Because of the time and effort required to conduct an election to determine if the stakeholders want to subdivide an existing Neighborhood Council, the Department may have to limit these types of elections to the first five (5) completed applications received by subdividing groups. In addition, the Department highly recommends that the affected Neighborhood Councils be required to use 10% of their yearly allocation to conduct the necessary outreach to their stakeholders for these elections.

In administering these subdivision elections, the Department will utilize online voting with any existing registered voter databases and will use the election procedures from the Neighborhood Council's most recent election or selection. New voters will have the opportunity to register for the subdivision election to vote online. In addition, the Department will also provide one in person polling location on the day of the election. Any elections for subdividing groups will be held on the same day citywide within the boundaries of the affected Neighborhood Council.

The schedule would be as follows if planning for Fiscal Year 2016-2017:

- October 1, 2016 – October 31, 2016 – time period to submit subdivision applications
- November 1, 2016 – December 31, 2016 – the Department reviews the application for completeness and prepares report. In addition, the Department will adjust its budget request to hold funds in Fiscal Year 2017-2018 for new Neighborhood Council yearly allocations, staffing and election support based on the number of applications received.
- January 1, 2017 – March 31, 2017 – conduct outreach and hold elections for subdivision proposals
- May 1, 2017 – June 30, 2017 – the Department will finalize the certification of new Neighborhood Councils with the Commission and open the necessary funding and administrative accounts. Adjustments to the maps and board structures of the remaining Neighborhood Councils will also be completed.
- July 1, 2017 – the new Neighborhood Councils shall receive their yearly funding allocation with the interim board members and begin the election preparations for selection of the permanent board members

#### Staffing Requirements to Implement the Subdivision Policy

In the Department's November 19, 2013 report on the potential cost of the subdivision policy (Attachment B), the Department laid out recommendations for the number of Field staff needed to support Neighborhood Councils as one (1) per ten (10) Neighborhood Councils for regular meeting operations support. For the ninety-six (96) Neighborhood Councils, the Department will have only six (6) Field staff due to promotions after new hiring is complete at the end of this month. Because the Department is already short staffed to complete its existing work, implementation of the subdivision policy alone with the assumption that there are five (5) complete subdivision application will require at least two (2) exempt full time Project Coordinator positions and administrative support in the form of a full time Management Assistant or exempt Project Assistant next fiscal year.

Additional staffing would also be required, however, for not only the Department's funding and administrative support staff after new Neighborhood Councils are formed, but also other City departments which support Neighborhood Councils. The Office of the City Attorney has only three (3) Deputy City Attorneys to support all of the Neighborhood Councils when they used to have four (4) supporting only eighty-five (85). As Neighborhood Councils work increases in areas of land use, planning, conflicts of interest, contracts, leases and policy, Neighborhood Councils have required more legal assistance in the last few years. The number of Deputy City Attorneys could easily double and still not meet the all the legal needs of the existing Neighborhood Councils. The trickle down work from the Deputy City Attorneys also affects the CAO and Personnel Departments in evaluating risk and liability of Neighborhood Council activities.



A realistic staffing ratio for Neighborhood Council support in the Department is as follows:

- Funding – 1 Project Assistant staff to train on, monitor and audit Neighborhood Council funding accounts per 8 Neighborhood Councils. Current – 1 per 20 (1 Project Coordinator, 3 Project Assistants, 1 Accounting Clerk).  
Additional staffing required – 8 Project Assistants
- Field – 1 Project Coordinator staff to support meeting operations and conduct trainings per 10 Neighborhood Councils. Current – 1 per 16 (3 Neighborhood Empowerment Analysts and 3 Project Coordinators).  
In addition, 1 Management Assistant to support Field staff per 30 Neighborhood Councils. Current – 1 Management Analyst for 96 Neighborhood Councils  
Additional staffing required – 4 Project Coordinators, 2 Management Assistants
- Administration – 1 Management Analyst level staff to support contracts, leases, inventory, facilities, security, policy compliance, etc. per 20 Neighborhood Councils. Current – 1 Senior Management Analyst for 96 Neighborhood Councils.  
Additional staffing required – 4 Management Analysts
- Systems/Elections – 1 Project Assistant staff to support website, rosters, equipment, social media accounts, database, elections and outreach per 15 Neighborhood Councils. Current – 1 per 32 Neighborhood Councils (Systems Analyst and 2 Project Assistants).  
Additional staffing required – 2 Project Assistants

The Department has been building its staffing back up in the past several years. Until and even once these staffing ratios are achieved, any new Neighborhood Councils created through the subdivision policy would require additional staffing to maintain adequate support at the Department. Again, additional staffing demands would be needed at the City Attorney's Office, CAO and Personnel as well.

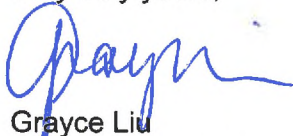
#### Fiscal Impact

In order to implement the current subdivision policy proposal, the Department would require at least two (2) exempt full time Project Coordinator positions ( $\$88,468.56 \times 2 = \$176,937.12$ ) and administrative support in the form of a full time Management Assistant or exempt Project Assistant ( $\$67,191.84$ ) next fiscal year. The yearly allocation for additional Neighborhood Councils and funding for any other needed Department staffing would be requested for FY 2017-2018.

#### Conclusion

If you have any questions regarding this matter, please contact me at (213) 978-1551.

Very truly yours,



Grayce Liu  
General Manager

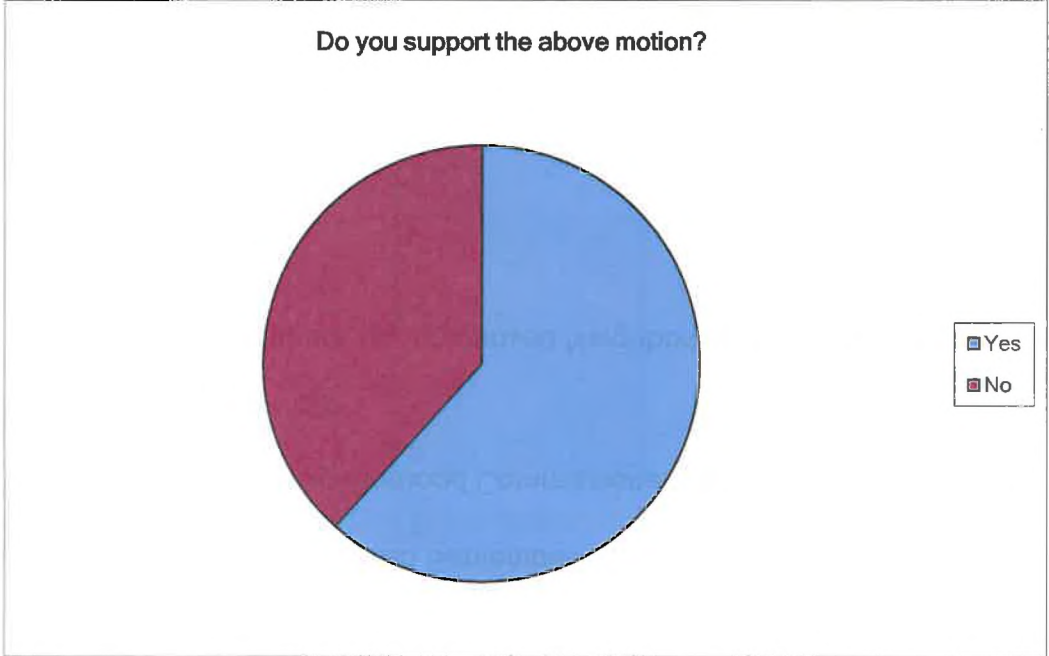
Attachments



# ATTACHMENT A

Do you support the above motion?

Answer Options	Response Percent	Response Count
Yes	61.6%	239
No	38.4%	149
<i>answered question</i>		<b>388</b>



**MOTION (I)**

“A new Neighborhood Council may be created from within the boundaries of an existing Neighborhood Council by the following process:

- a. The subdividing group shall undertake the process for Neighborhood Council formation as already described for new councils.
- b. The Department of Neighborhood Empowerment shall set an election to take up the question within 90 days of verifying all paperwork is complete.
- c. A majority of the votes cast by stakeholders of the entire original Neighborhood Council shall be required to complete the separation and create a new council.
- d. If an area leaves a Neighborhood Council, the original council should simply be required to adjust its boundaries and board structure and not recertify.
- e. If an area moves between two existing Neighborhood Councils, neither should be required to recertify.”

MOTION (I)

If not, why not?

119 entries provided for "If not, why not?"

1	No need for it. Draining on current resources. Unnecessary.
2	yes, but: I'm not sure if this is the right place to ask about this, but here goes. I'm in Echo Park (20+years). The last 2 elections I had to vote by mail because I had been gerrymandered out of a polling place. Many younger, less-determined neighbors just didn't vote. Vote by mail requires sending in a ballot before all information is debated in the media. We all need an ANNOUNCED polling place, even if it is to drop off the mail ballots. Yes I know we can, but I had to make several calls before I found where. ON THE BALLOT SHOULD SAY WHERE WE DROP OFF. Merge or not merge, recertify or not - I don't care. Thank you!
3	The City has already in place enough boundaries and has allowed the forming of additional NCs to be created to cover an area that is too large to be run by one NC. Look at the roster of NCs....I vote No on this motion.
4	creates faction nc's rather than collaborations- also creates a larger bureaucracy
5	it does not describe the small neighborhoods and uses one neighborhoods name
6	why change?
7	I do not support redundancies and added costs involved in creating additional NCs. If stakeholders do not like an existing council, they should vote in their preferred representatives.
8	Our area is already divisive and further division would only exacerbate the problem.
9	some will separate just so they have control over the community.
10	There is no burden of proof required to determine whether a new Neighborhood Council is necessary, and only requires a simple majority.
11	C. Full vote a lock in, not fair. Need old board mediation and action.
12	Too many neighborhood councils already. This creates increased divisiveness among the "haves" and "have nots" and confusion among residents as to which neighborhood they are in. Tends to create a caste society.
13	Don't understand why another council is needed
14	Will cause divisions and not otherwise permit consensus.
15	redundant
16	The number of NC's is adequate and more bureaucracy geographically only complicates matters
17	Creates the possibility of splinter groups and the inability for residents of adjacent areas to agree to resolve problems they have in common .
18	I oppose the balknization of venice.
19	More input from NC's are needed!
20	while I agree- I dont think that it should be necessary and therefor selected no.
21	There are already too many neighborhood councils, creating more will just cause more divisions and not get people to work together.
22	IT WOULD CREATE EVEN MORE CONFUSION AMONG LOCAL STAKEHOLDERS, AS TO WHO REPRESENTS THEM IN A CLEAR MANNER AMONG THE CITY COUNCIL BOARD.



23	Requirement "c." should be eliminated because it is extremely unlikely that the majority of an existing NC will vote to agree to create a new NC. I am in an area where a 2nd NC would be appropriate to create based on population and areas served, but having been on the local NC, I have observed a "control" issue that would serve to defeat any effort to set up a 2nd NC. The current NC would view this as giving away their perceived power over the part of our neighborhood that wants to split off and create a 2nd NC. This requirement should be deleted and the rest of the language is excellent. Thank you for the opportunity to comment. Wish we would have created a 2nd NC before you started to change up the process on this issue. :- ( Just stick to requirement "a.", please and thank you.
24	Item C a majority vote by the original stakeholders - are these a majority of the people who live in the council or a majority of the people present at the election.
25	There must a criteria established for WHY it can happen. You are inviting every disgruntled and/or greedy faction in NCs to waste a lot of the department's time. Acceptable reasons to do this that filter out the disgruntled/greedy need to be included in the policy. Size justification is one basic rationale that must be considered.
26	I understand the City will not allow any additional NCs, Is that true?? What if a subdiving group wishes to take some population from NC A and some population from NC B and form an entirely new NC. Can this be done if the routine outlined here (paperwork complete, voting by stakeholders of the two original NCs) were followed? Would the nEW NC then need to go through the certification process?
27	mire bureaucracy
28	I think further divisions will limit the influence of Venice in greater LA politics
29	Don't believe this would be beneficial to my community Sunland Tujunga due to us being a smaller community
30	Seems to allow for Special interest groups. NC's should represent a "Neighborhood" and if that "Neighborhood" os very large, only then should their be multiple NC's for the community as in Northridge.
31	C. If a smaller neighborhood area wants to be its own NC I don't believe it needs the "blessing" of the larger NC to be created. What if the larger area votes against the separation? Does that nullify the breakaway plans? What would be the next steps?
32	The area involved may not wish to move from one NC to another. There may be a collaboration between two NC Boards that have ZERO to do with the community. For example ##### in the #####NC has spoken in the community of Historic Filipinotown saying that the #####NC is going to give him the Historic Filipinotown area. The Community and all the organization in Historic Filipinotown (largest HiFi community outside of the Phillipines) have not had an opportunity to hold a townhall or vote. Historically, this community has more in common with Echo Park and the annual Lotus Festival than the Rampart Village area.
33	because I do not understand the ramifications of such a motion. You have not explained the pros and cons.
34	NC's are ineffective in speaking for all the people of the town as it is and quickly become self serving. A Sub NC would just be one more layer to get to the L.A. Council's ears.
35	I need to see the boundary lines of new ares and what will be left of the old.
36	Council representation already exists.
37	Breakaway factions can be formed by any special interest.
38	Dividing NC's weakens everyone.
39	It's too complicated.
40	Creating yet smaller councils is not going to gain anyone additional influence. Just work on the councils that already exists.
41	Funding equity.
42	Item C makes it too easy for a group to split off. The requirement should be a majority in both the departing area and the remaining area.

43	It could encourage people breaking off into little sub-groups that never come together to solve problems.
44	What you have generally works. Don't play with it.
	I think your only creating conflict and chaos.[] Absolutely opposite of moving as a unit.[]
45	Wreaks with the stink of divide and conquer.
46	It leaves out the motive of the split. To break up an existing NC into two would double the budget.
47	There is no need to create additional NCs within existing ones.
48	Current council, at least in our area, is effective without seperation into two council districts. The existing area should have more clout.
49	I am concerned about the added cost of adding new NCs especially where one already exists.
	If an area moves between two existing Neighborhood Councils, neither should be required to recertify."[] []
50	no but it should require the majority votes of both neighborhoods
51	It will divide communities so that there may great differences that would not be in the best interest of good and beneficial planning.
52	Why should another council be created within the boundaries of an existing council? It doesn't make sense.
53	I like transparency in all operations.
54	CERTIFICATION AND ALL THE APPROPRIATE STEPS FOLLOWED BY OTHER NC'S NEED TO BE FOLLOWED BY ALL.
55	Would be a yes if the existing council is too big
56	less changes.
57	Adds cost overhead and extra meaningless work, the current boundaries and size are fine.
58	By creating a new NC within the existing boundary, it minimizes the authority of the existing NC and complicates and confuses the stakeholders because they don't know which NC they are represented by. It's makes more sense to improve the existing NC rather than add another one.
59	I do not understand the need for additional neighborhood councils.
60	c. A majority of the votes cast by stakeholders of the entire original Neighborhood Council shall be required to complete the separation and create a new council.
61	This fragments the community. This is one of the worst notions that I have heard.
62	I disagree.
63	There should be more outreach required of both the old & new segments of the NC.
64	I don't think it's necessary to add another NC.
65	The neighborhood councils were developed by the city in a a manner that proved to be equatable based on population and other factors. When a single area removes itself then neither are will fullfill those criteria.
66	Unless Los Angeles City agrees to provide the same funding to all Neighborhood Councils, including those resulting from splits, such action will diminish funds for all Neighborhood Councils.
67	i don't understand it. i'm in grad school.
68	It defeats the purpose of the elected officials and can create lack of stability and/or supportability within the neighborhood.
69	too loose
70	Too many small groups do not create a united neighborhood.
71	There's no language to describe what qualifies an area as a neighborhood council. Under this language, as written a block association can form its own council.
72	The organizers of the new neighborhood council should discuss the proposed new council with the established council after taking a survey of the stakeholders in that area.

73	It seems like some people will try to settle disputes by forming their own Council.
74	It would only be necessary if the boundaries of the Council were in need or revision. Rather , see the issue as one of boundary changes, than creating additional councils inside an existing area
75	Because I have no idea why you would want to do this. There's no explanation of the underlying reason for this highly technical motion, so how would I know whether I support it or not?
76	This does not address the consolidation of two NCs nor does it make it incumbent upon those who wish to form a new district out of an old one to give a declaration of reason stating the cause.
77	Its too annoying.
78	This in general is hard to read for nonlegal eyes. c and d make it sound like if the old council doesn't like new ideas they can squash them.
79	I like how things are. perhaps there is more written down somewhere else that says this.[] [] Bu there should be some limit on the minimum size of a council area to avoid ridiculous splintering. Either a "natural" neighborhood boundary, or a minimum geographic area.[] [] This might not apply to areas that simply want to move from one council to another. [] [] In that case, however, there is another question about this motion. It is not clear whether the council that a splinter area wants to _join_ gets a vote on whether to accept it or not. Perhaps it should. Either way, it should be clearly stated.
80	
81	I'm not really sure on this one. Why would a new council be created? What would they have the power to do?
82	To keep the council objective, the committee should be formed with new members.
83	I live in Venice and do not see why it should be divided.
84	less is better and committees never work.
85	Why should the original council need to approve? If people want to secede they obviously don't agree with how the Original council is serving their area
86	Too many councils. Venice is too small for that. Too many factions. Let's stay united.
87	The processes governing the neighbourhoo councils should be simplified, not further complicated...
88	more groups just create more lack of control and communication
89	Not enough information is provided, e.g. no specifics on boundaries
90	It is too difficult to determine if it is truly the will of the majority or only the vocal minority
91	Why not work with the current Neighborhood Council?
92	Concern this process will encourage Neighborhoods to not work together though they are close together
93	At least in our area, subdivision would be confusing and dilute an already hard to engage group of stakeholders.
94	NCs serve areas with overlapping interests in common school, parks, libraries and neighborhoods. Dividing NC personnel and assets could lead to unequal allocation of resources within a single community. Also if there are more NCs the budgets for each would likely be reduced leading to an inability to make meaningful neighborhood impacts that serve a broad spectrum of stakeholders.
95	Re 'c' ;Stakeholders that want to 'secede' may have a legitimate reason which the stakeholders of the entire original NC may not agree with thereby blocking fair representation. (Hanging on to 'power' for it's own sake).
96	Too costly. NO staff at DONE to handle current councils.



97	I think there should be a minimum number of people in a neighborhood council (NC) so if the division makes a NC too small and they receive the same amount of money that a larger NC I do not think it is a fair and equitable.
98	I think it sounds too easy for a subgroup to splinter off as a result of different opinions within the existing boundaries i.e OPDs
99	Divided we fall!
100	We don't need more councils! keep it simple and do the job more efficiently. Im getting tired of more government in our communities, more waste, more red tape.
101	This policy should not be considered or approved until after stakeholder definitions have been changed. The bar is too low if gathering 200 to 500 signatures of stakeholders, including "factual basis" is the first step.
102	Assumption is being made, that survey takers have already become familiar with "a." above.
103	This opens up the possibility of sects to form within the NC system. If one part of the board doesn't agree with the other than perhaps it sets up conditions to secede and create a new NC. The NC should work together to satisfy all of it's stakeholders without the required 2 NC's.
104	during the original creation this shld have been addressed
105	I support basically all of this and I think it definitely makes sense for the existing council NOT to have to recertify if an area exits. My only issue is with "c. A majority of the votes cast by stakeholders of the entire original Neighborhood Council shall be required to complete the separation and create a new council." This seems like an issue of community self-determination so it seems that it should be a majority of votes cast by stakeholders in the new proposed boundary area. If that is simply not feasible, then fine to be a vote of the entire area, I suppose.
106	Reasons need to be given why a new Neighborhood Council needs to be created with the boundaries of an existing Council.
107	dilutes issues
108	Current system is fine
109	I support all except item "c". See discussion below.
110	A HIGH majority (tbd) of YES votes by persons in the seceding group's proposed area should be required. A vote in the entire current NC should be taken. But a simple majority of the old area should not be able to prevent a new formation, when a large majority in the new area want to secede.
111	c. Only new council area gets to vote. Remember how the valley got screwed over trying to secede.
112	this will allow for any one who doesn't enjoy their neighborhood councils descion to create boundries of their own
113	As I understand the present boundaries are about 11,000 homes. San Pedro is made up of three Councils. we would be weaker if we became smaller.
114	Why the need to subdivide?
115	Because differing factions in a NC could keep subdividing to create lots of tiny NC's without accountability to overal neighborhood characteristics and quality. Areas realigning boundaries to line up with existing Community Plans or Specific Plans may cause need to tweek NC boundaries so YES for those situations.
116	who is going to pay for the election and ensure that the outreach is impartial? the funding for a new council will lessen the amount that the rest of the 95 councils receive.
117	It's not clear, too much gov speak.
118	Point d.: The original Neighborhood Council should not have to recertify, only the breakoff one should.

the number of people who vote in NC's elections is so small, that it will be very easy for a small motivated group to carve out their own NC when there is no reason. Suppose Hollywood Grove HPOZ decided to be an NC. If it left #####NC, there would be a hole in the center of #####NC.[]

Also allowing a small group to secede against the wishes of the Board of the larger NC will only serve to create animosities within the area. If there is a bona fide reason for a new NC, then so much power should not rest with the seceding minority. After all there are numerous grass roots associations which can

**119** then lobby and advocate their positions without taking a hatchet to an existing NC.

MOTION (I)

Additional comments:

53 entries provided for "Additional comments:"

1	Results of this approval should be monitored to ensure that it builds grassroots strength through new diversity rather than diluting democratic governance.
2	Limits should be placed on the number and frequency of subdivisions within a neighborhood council area. These limits can be numerical, geographical (square mileage), time-based (e.g., every 5 years), or otherwise. Due to the lack of funds and staff available to serve Neighborhood Councils across Los Angeles, reasonable limits need to be in place whenever an expansion of the role of the Department of Neighborhood Empowerment is considered.
3	generally i support the motion however i do think on subject c. the deciding votes should be those of the new NC area...founders syndrome is strong.
4	it also appears to be some attempt at using an existing neighborhoods good name
5	I support this action as long as there is not a negative impact on the original NC and the new and original NCs are on equal status in terms of resources and expertise.
6	Set recommendations for existing and new neighboring councils to communicate the change to residents and the many entities within the area (i.e. Housing Associations). Also, arrange for guidelines and a timeline to assure the least disruption possible and uphold a focused council for both areas involved. Provide a plan for teamwork through committee(s) that include members from both areas to avoid the sacrifice of any present teamwork between the areas on current and future matters that affect both areas.
7	Examples: creation of Lake Balboa to distinguish itself from Van Nuys; creation of Hillside Village to distinguish itself from El Sereno.
8	Hermon Community is very active, self contained with wonderful attainable activities/goals to involve its community to work with LA City programs in order to widen its outreach to its and other communities.
9	I don't really know what the impact would be
10	All the Work & Safety Provided By Neighborhood Councils In the City Of Los Angeles Are Invaluable To Making Strides In Improving Conditions Existing In Boundaries & Beyond. Many Neighbors Are Not Fluent In English & Have Created Suitable Groups To Accomodate Language To Break Barriers & Afford Progress Including Everyone To Comfortably Participate In Elections & Vital Concerns. Thank You For All You Have Been Creating To Make This a City Truly Working For All Residents & Their Families Here. We Are the Ones Who Exemplify What Moves Our Nation Progressively In Positive Action For ALL. Thank You Again For Making This & Other Neighborhoods Workable Communities That Are Creating Positive Growth & Harmony.
11	as the NC's are set up by smaller cities within LA and by doing so- would break down the already smaller cities
12	I would be a little concerned on why the separation AND how large the geographic area would be for the proposed new NC. I vote yes without having read the detailed discussions.
13	Remember we haven't defined who and what are stakeholders. Also many of these splits are driven by economic reasons and leave one of the councils as an area with substantially lower overall property values. North Hills East is an example with the exit of the Woodley Hill Neighborhood.
14	Neighborhood Councils must always seek consensus within diversity. This policy invites dissension if the policy does not include very high practical hurdles such as population requirements.
15	SEE ABOVE QUESTION.
16	Consider allowing the Board and subdividing group to request that the separation be approved by a majority of the Board, rather than conducting a general election. The request would be considered by BONC. This generally would only be allowed in special circumstances.



17	Our Council person needs to not rely on the NC's to get to the pulse of their district
18	What is the purpose of the new split? Is it because the new subgroup voices are not heard?
19	NC's continue to grow and evolve and I feel that this subdivision gives the opportunity for growth for those groups who feel they can function more effectively and efficiently by forming their own individual NC.
20	This would help the Sunland-Tujunga area. We are 2 towns. Sunland is not well represented, and the current NC is governed by people who live in Tujunga and fight harder for interest in that part of town. Sunland's business environment has been collapsing.
21	when a community is very different in demo's from others in an NC, it can ( and does, in the case of the ASNC) fall through the cracks. Subdivision would restore Voice and Power.
22	No comment at this time. Thank you.
23	No comment at this time. Thank you.
24	Financial considerations must be weighed. All NCs receive a specified amount from a specified pool of money. If the large pool stays the same, each council will receive less. Will the City Council be willing to increase the budget to accommodate the new councils?
25	Point blank - I find the entire suggestion repulsive and a suspicious attack upon effectiveness of councils as we operate now.
26	There need to be safeguards for this potential abuse to raise funding from the city.
27	There should be an exemption to "c" under certain circumstances of irreconcilable differences between neighborhoods.
28	It seems that there is more going on here than simply creating a process for more neighborhood councils. Was there a discussion that I missed?
29	World-wide there seems to be a trend toward splitting into smaller entities that have specific characteristics, rather than remaining a diverse population and working together toward common goals. If a group feels under-represented, the solution should be greater involvement and winning more seats on the governing board. I would consider an exception for areas that get huge developments which might, by themselves, be 30,000+ stakeholders.
30	If a NC area has a large number of stakeholders, we will be able to serve a smaller number.
31	We have councils that garner ~75 voters, this plan is rife for abuse Unless criteria (minimum number of stakeholders, diversity of stakeholders, facilities, etc) for a establishing a bona fide NC are codified and referred to in the language, this motion creates a free-for-all environment, further reducing the efficacy of the NC system as a whole.
32	Would like the issue of annexing NC area addressed.
33	The funding should be divided between the two councils
34	The new NC should get the same annual allotment as the other NCs.
35	I'm not really sure on this one. Why would a new council be created? What would they have the power to do?
36	Simple enough.
37	no comment on this motion - no answer on this motion.
38	Creating additional Neighborhood Councils where there is an existing Council can lead to confusion and it does not encourage stakeholder to collectively work together. Addition cost, additional paperwork and additional redtape.
39	Many NCs are staffed by primarily one interest group often at odds with the larger community. That is why people don't participate more.
40	NO area should be left unattached to an existing NC
41	Gives communities, especially large ones with different need areas, flexibility and freedom.
42	NC should need to have a minimum # of stakeholders to be considered viable.
43	The City of Los Angeles is already have trouble dealing with 95 NCs. Allowing subdivision of an existing NC is begging for more community acrimony and strife.
44	Proposed area for new NC shall have a MINIMUM of 30K total population.
45	This can make an existing Neighborhood Council fall prey to developers, etc who don't like what decisions have been forthcoming.

46	I have concerns on item "c". There is probably good reason to go to the extreme effort of subdividing. If the majority of stakeholders in a new district want it, it should probably be granted. Not contingent upon permission from existing Board. Maybe there should be an appeal process for for this provision.
47	Great idea that will allow growth and adaptability for the NC and encourage progress and improvement.
48	If councils are large in areas and find it hard to fairly represent all their community. Then if a group wanted to start their own program then their has to be a program to do this. We want people to be represented.
49	see above
50	Well it's though out.
51	If a community wishes to secede, why does it need a majority vote from stakeholders in the original NC? Self defeating. E. They both need to recertify, the demography has changed.
52	a) Who organizes/administers the election set by DONE?!! b) Asking the entire original NC district to allow a new NC to form jeopardizes the chances of the smaller, new district's stakeholders from securing enough votes (c/f The Valley wishing to secede from L.A.)
53	Venice must remain on it's own!!
EXTRA	
	(Note: The following comment was not taken from the survey, but rather from the input provided on the EmpowerLA.org/ncplan message board since the policy recommendation was issued by the Plan Review Committees.)
	Regarding your subdivision policy I feel that if an area meets all the criteria of leaving the original NC and forming their own NC, then DONE should certify the "new NC" and there should be no reason for a stakeholder vote in order for this to happen. It seems that if an area qualifies as a new NC and they lose the right to do so because of a stakeholder election, then the process seems flawed. Stakeholders can be misinformed and not understand the reasoning behind the move for a new NC and it would appear that the election could be swayed in the direction of one group against another group. Since the formation of a new NC will have no impact on the original NC, then a stakeholder vote seems a moot point. If DONE certifies that all the paperwork is in order, then that should be sufficient to form a new NC. (August 31, 2013)





ATTACHMENT B

CITY OF LOS ANGELES  
CALIFORNIA

BOARD OF NEIGHBORHOOD  
COMMISSIONERS

KAREN MACK  
PRESIDENT

LEONARD SHAFFER  
VICE PRESIDENT

LYDIA GRANT  
LINDA LUCKS  
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VICTOR MEDINA  
OLIVIA RUBIO

JANET LINDO  
EXECUTIVE ADMINISTRATIVE ASSISTANT  
TELEPHONE: (213) 978-1551



ERIC GARCETTI  
MAYOR

**EMPOWER LA**  
Department of  
NEIGHBORHOOD EMPOWERMENT

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GRAYCE LIU  
GENERAL MANAGER

[www.EmpowerLA.org](http://www.EmpowerLA.org)

November 19, 2013

Honorable Members of the  
Los Angeles City Council  
c/o Office of the City Clerk  
Room 395, City Hall  
200 North Spring Street  
Los Angeles, CA 90012

Honorable Members:

CF No. 12-1681

Date: 11-19-13  
Submitted in ENV Committee  
Council File No: 12-1681  
Item No.: 4  
Deputy: DONE

As requested by this Honorable Body, the Department of Neighborhood Empowerment (Department) submits this report on an analysis of potential costs associated with adopting a Neighborhood Council subdivision policy.

Background

At the October 15, 2013 Education and Neighborhoods Committee meeting, the Committee members raised the concern of the additional costs for the City if a subdivision policy was adopted, and new Neighborhood Councils were created as a result. It is difficult to estimate how many Neighborhood Councils would utilize the new policy, but the Department has compiled current data and possible scenarios that it hopes will be helpful in the Committee's consideration of the policy.

Under the existing system, there is currently no official boundary adjustment policy which allows for subdivision. A Neighborhood Council could potentially decertify and begin a new certification process as two (2) new Neighborhood Councils, but this process would be burdensome and has never been attempted.

After vetting the issue through its Neighborhood Council Plan Review Committees and receiving input from Neighborhood Councils through an online survey, the Board of Neighborhood Commissioners (Commission) adopted a recommendation for creating an official subdivision process, which would allow a new Neighborhood Council to be created from within the boundaries of an existing Neighborhood Council with the following process:

1. The subdividing group shall undertake the process for Neighborhood Council formation as already described for new councils.
2. The Department shall set an election to take up the question within ninety (90) days of verifying all paperwork is complete.

3. A majority of the votes cast by stakeholders of the entire original Neighborhood Council shall be required to complete the separation and create a new council.
4. If an area leaves a Neighborhood Council, the original council should simply be required to adjust its boundaries and board structure and not recertify.
5. If an area moves between two (2) existing Neighborhood Councils, neither should be required to recertify.

#### Current Status of Neighborhood Councils

The City has set the goal for a Neighborhood Council's size at a minimum of 20,000 residents, but has allowed for exceptions. The Los Angeles Administrative Code (LAAC), Section 22.810.1 (2) (A) states:

...Boundary Goal Criteria: (i) The proposed area has a minimum of 20,000 residents. However, areas that have fewer than 20,000 residents may be considered for certification providing they meet the following criteria...: (1) The proposed area is separated from adjacent communities by significant geographic or other features; or (2) The proposed area is identified by name within any of the adopted community plans within the City of Los Angeles; or (3) The proposed area represents an historic, identifiable neighborhood or community and includes local City service providers,...

The City's ninety-five (95) existing Neighborhood Councils range in size from the smallest having 6,889 residents to the largest having 95,323 residents. The average median size of Neighborhood Councils is 33,754. There have been eight (8) Councils that petitioned the Commission and met the criteria to be certified with a resident population of under 20,000 residents. For the full population listing of all the Neighborhood Councils, please see Attachment A.

#### Potential Costs of a Subdivision Policy

With the drastic budget cuts of recent years, the Department's capacity to support the Neighborhood Councils has been significantly reduced. The Department is currently funded for eight (8) field positions, i.e. Neighborhood Empowerment Analysts (NEA), but due to staff work restrictions, only seven (7) work in the field. This translates to one (1) NEA for approximately every fourteen (14) Neighborhood Councils. The Department believes that a more sustainable and effective level of service would be achieved by reducing the ratio to one (1) NEA for every ten (10) Neighborhood Councils.

The following chart shows various funding scenarios, starting with the existing Neighborhood Councils with their yearly \$37,000 allocation at current staffing levels, which include field, funding and administrative staff. Scenarios 1 through 3 show the costs if there was an increase in the number of Neighborhood Councils to one hundred (100), one hundred and twenty (120), and one hundred and fifty (150) Councils, respectively. Scenarios 4 to 7 show increased costs if the field staffing ratio was lowered.

Honorable Members of the City Council  
 November 19, 2013  
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Finally, scenarios 8 to 11 show increased costs if both the staffing ratio was lowered and the funding to Neighborhood Councils was restored to their original \$50,000 allocation per Neighborhood Council.

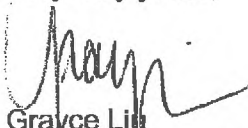
Scenario	# of Neighborhood Councils (NCs)	Neighborhood Empowerment Analyst staffing ratio (staff : NC)	Department Budget: salaries, expenses (not including pension, other costs)	Department cost per NC	Neighborhood Council Funding Program	NC Funding Program per NC	Total Cost per NC
Current	95	1:14	\$ 2,554,645	\$ 26,891	\$ 3,515,000	\$ 37,000	\$ 63,891
1	100	1:14	\$ 2,689,100	\$ 26,891	\$ 3,700,000	\$ 37,000	\$ 63,891
2	120	1:14	\$ 3,226,920	\$ 26,891	\$ 4,440,000	\$ 37,000	\$ 63,891
3	150	1:14	\$ 4,033,650	\$ 26,891	\$ 5,550,000	\$ 37,000	\$ 63,891
4	95	1:10	\$ 2,799,270	\$ 29,466	\$ 3,515,000	\$ 37,000	\$ 66,466
5	100	1:10	\$ 2,946,600	\$ 29,466	\$ 3,700,000	\$ 37,000	\$ 66,466
6	120	1:10	\$ 3,535,920	\$ 29,466	\$ 4,440,000	\$ 37,000	\$ 66,466
7	150	1:10	\$ 4,419,900	\$ 29,466	\$ 5,550,000	\$ 37,000	\$ 66,466
8	95	1:10	\$ 2,799,270	\$ 29,466	\$ 4,750,000	\$ 50,000	\$ 79,466
9	100	1:10	\$ 2,946,600	\$ 29,466	\$ 5,000,000	\$ 50,000	\$ 79,466
10	120	1:10	\$ 3,535,920	\$ 29,466	\$ 6,000,000	\$ 50,000	\$ 79,466
11	150	1:10	\$ 4,419,900	\$ 29,466	\$ 7,500,000	\$ 50,000	\$ 79,466

Conclusion

The Department hopes that the compiled data and possible scenarios are helpful as you consider the recommendations from the Board of Neighborhood Commissioners on the Neighborhood Council subdivision policy.

If you have any questions regarding this matter, please contact me at (213) 978-1551.

Very truly yours,



Grayce Lila  
 General Manager





Neighborhood Councils:	Region	Total Number of Seats	Population	Population per 1 board seat
Foothill Trails	1	15	20962	1397
Mission Hills	1	14	22762	1625
Sun Valley	1	25	47859	1914
Sunland-Tujunga	1	22	43253	1966
Arleta	1	17	35332	2078
North Hills East	1	15	39462	2630
Panorama City	1	21	67394	3209
Pacoima	1	23	74752	3250
Sylmar	1	21	78846	3754
Granda Hills North (selection)	2	25	25245	1009
Granda Hills South	2	21	28442	1354
Chatsworth	2	21	33462	1593
North Hills West	2	13	20964	1612
Northridge West	2	13	21006	1615
Northridge East	2	15	25350	1690
Porter Ranch	2	11	21027	1911
Northridge South (selection)	2	15	30918	2061
West Hills	3	25	38686	1547
Tarzana	3	21	35682	1699
Canoga Park	3	25	51643	2065
Encino	3	21	43981	2094
Lake Balboa	3	17	42183	2481
Winnetka	3	15	46919	3127
Woodland Hills-Warner Center	3	22	70111	3186
Reseda	3	15	68318	4554
Greater Toluca Lake	4	14	11706	836
North Hollywood West	4	15	20907	1393
Valley Village	4	15	23080	1538
Greater Valley Glen	4	25	47309	1892
Studio City	4	16	34049	2128
North Hollywood Northeast	4	15	33680	2245
Midtown North Hollywood	4	23	68275	2968
Sherman Oaks	4	21	63839	3039
Van Nuys	4	21	78824	3753
PICO	5	24	21585	899
Hollywood United	5	20	19383	969
Hollywood Studio District	5	20	29213	1460
Mid City West*	5	35	57848	1652
Hollywood Hills West	5	23	39063	1698
Central Hollywood	5	9	16752	1861
Greater Wilshire	5	21	48550	2311
East Hollywood	5	18	46425	2579
Historic Cultural	6	33	19712	597
Olympic Park	6	19	18805	989
Downtown LA	6	28	38445	1373
Westlake South	6	15	21842	1456
Westlake North	6	15	25295	1686
MacArthur Park	6	17	29052	1708
Pico Union	6	15	39977	2665
Wilshire Center-Koreatown	6	26	95323	3666

Neighborhood Councils:	Region	Total Number of Seats	Population	Population per 1 board seat
Elysian Valley				
Riverside	7	15	6889	459
Atwater Village	7	17	14094	829
Silver Lake	7	21	32564	1550
Los Feliz	7	19	33754	1776
Greater Echo Park				
Elysian	7	21	45400	2161
Rampart Village	7	11	24107	2191
Arroyo Seco	8	21	22319	1062
Lincoln Heights	8	26	31152	1198
Greater Cypress Park	8	9	12825	1425
Glassell Park	8	15	22972	1531
Eagle Rock	8	19	30736	1617
Historic Highland Park	8	19	55707	2931
LA-32	8	15	45140	3009
Boyle Heights	8	19	84001	4421
Watts	9	21	39522	1882
EC Southwest	9	12	28233	2352
Zapata-King	9	11	32850	2986
Voices of 90037	9	15	45935	3062
Central Alameda	9	9	30570	3396
South Central	9	9	43120	4791
CANNDU	9	9	44227	4914
EC Southeast	9	15	74263	4950
Mid City	10	23	28861	1254
West Adams	10	13	27007	2077
United Neighborhoods	10	23	52594	2286
Park Mesa	10	15	35918	2394
EC West	10	15	36838	2455
EC Central	10	15	42854	2856
EC North	10	15	74795	4986
Bel Air-Beverly Crest - selection	11	30	27102	903
Venice	11	21	26875	1279
South Robertson	11	25	40967	1638
Westchester-Playa	11	31	56429	1820
Westside (selection)	11	17	31155	1832
West LA	11	15	30629	2041
Del Rey	11	15	31023	2068
Palms	11	13	27275	2098
Westwood	11	19	51503	2710
Mar Vista	11	13	50187	3860
Northwest San Pedro (selection)	12	17	21055	1238
Harbor Gateway South (selection)	12	15	22496	1499
Coastal San Pedro (selection)	12	17	26462	1556
Harbor City (selection)	12	13	22497	1730
Central San Pedro (selection)	12	17	29628	1742
Harbor Gateway North	12	17	34052	2003
Wilmington (selection/caucus/election)	12	24	54200	2258
<b>Citywide Average</b>		<b>1757</b>	<b>3666280</b>	<b>2086</b>