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May 20, 2020

Honorable Members of the Health, Education,  
Neighborhoods, Parks, Arts, and River Committee  
c/o Office of the City Clerk  
Room 395, City Hall  
Los Angeles, CA 90012

**SUBJECT: COUNCIL FILE 18-0467 NEIGHBORHOOD COUNCIL SYSTEM  
REFORMS UPDATES INCLUDING UNIFORM AGE FOR VOTING AND BOARD  
PARTICIPATION, OPTIONAL YOUTH SEAT, AND COMMUNITY INTEREST  
STAKEHOLDER DEFINITION**

**BACKGROUND:**

As instructed by Council File 18-0467 on the Neighborhood Council (NC) System Reforms, adopted by the Los Angeles City Council on January 16, 2019, the Department of Neighborhood Empowerment (Department) continues to develop additional resources for the Neighborhood Council System and conducts further analysis of the governing structure of Neighborhood Councils.

**SUMMARY:**

The Department of Neighborhood Empowerment currently is working with the Neighborhood Council system on the bylaw amendments. The bylaws deadline has been extended to Friday, June 5, 2020. The Department of Neighborhood Empowerment will be implementing these Neighborhood Council System Reforms once Council adopts these ordinances.

**FISCAL IMPACT:**

There is no fiscal impact on the implementation of the Neighborhood Council system reforms including uniform age for voting and board participation, optional youth seat, and community interest stakeholder definition. At this time, the Department is operating at 70% capacity with nearly 40% of our staff assigned as Disaster Service Workers. Starting in July, the Department will implement a staff reduction plan to comply with the Citywide furlough. The Department is assessing the extent to which implementation of these reforms can be embraced in its current operational infrastructure.

Respectfully,

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**Raquel Beltran, General Manager**  
**Department of Neighborhood Empowerment**

## **UNIFORM AGE FOR VOTING, BOARD PARTICIPATION, AND OPTIONAL YOUTH SEAT**

Council requested that the City Attorney draft an ordinance to enable the Neighborhood Council System to establish uniformity as it pertains to 1) the minimum age of voters participating in Neighborhood Council s/elections, 2) the minimum age of board members, 3) youth participation on Neighborhood Councils boards.

## **COMMUNITY INTEREST STAKEHOLDER**

Council requested that the City Attorney draft an ordinance to enable the Neighborhood Council System to define a “Community Interest Stakeholder”.

The Department has developed a preliminary implementation plan for the purpose of guiding Neighborhood Councils on these bylaw amendments that will be necessary to implement the Council’s instructions, once the ordinance is adopted by the City Council. The Department has also consulted with the Office of the City Clerk and the City Attorney on the implementation of these reforms.

The Department is partnering with Neighborhood Councils on the implementation of these reforms, as it will require Neighborhood Councils to amend their bylaws and may require additional changes to the Neighborhood Council’s governing structure, which will require the Board of Neighborhood Commissioners’ approval. The Board of Neighborhood Commissioners has expressed its willingness to hold special meetings in late June to accommodate any bylaws amendments that require their approval.

During the COVID-19 crisis, the Department extended the bylaws deadline to Friday, June 5, 2020.

## **CONCLUSION**

The Department of Neighborhood Empowerment continues to implement the reforms of the Neighborhood Council system and is working to accomplish Council’s instructions and appreciates the opportunity to provide the latest updates on the Department’s progress. The Department is available at any time to answer questions. Thank you.