

ENCINO NEIGHBORHOOD COUNCIL BYLAWS
ARTICLE I
NAME

APPROVED

Upon certification, the name of the neighborhood council shall be the ENCINO NEIGHBORHOOD COUNCIL ("ENC"), an officially recognized advisory council hereby part of the Los Angeles Citywide system of neighborhood councils

ARTICLE II
PURPOSE, POLICIES AND BOUNDARIES

Section 1: The PURPOSE of the ENCINO NEIGHBORHOOD COUNCIL is to participate as an advisory body on issues of concern to our neighborhood council and in the governance of the City of Los Angeles.

Section 2: The MISSION of this council is:

- A. To provide an inclusive open forum for public discussion of issues concerning City governance, the needs of this neighborhood council, the delivery of City services to this neighborhood council, and on matters of a Citywide nature, and
- B. To advise the City of Los Angeles on issues concerning City governance, the needs of this neighborhood council, the delivery of City services to this neighborhood council, and on matters of a City-wide nature.

Section 3: The POLICY of this council shall be:

- A. To respect the dignity and expression of viewpoints of all individuals, groups, and organizations involved in this neighborhood council,
- B. To remain non-partisan and inclusive in our operations including, but not limited to, the election process for governing body and committee members,
- C. To utilize the Early Notification System to inform our neighborhood council of matters involving the City of Los Angeles (and our community) in a way that is tailored to

provide opportunities for involvement in the decision-making process.

- D. To encourage all Community Stakeholders to participate in all activities of this neighborhood council.
- E. To prohibit discrimination against any individual or group in our operations on the basis of race, religion, color, creed, national origin, ancestry, sex, sexual orientation, age, disability, marital status, income or political affiliation,
- F. To have fair, open and transparent procedures for the conduct of our neighborhood council business.

Section 4: The BOUNDARIES of this council are:

- A. Victory Boulevard to the North;
- B. Mulholland Drive to the South;
- C. Lindley Avenue to its terminus, then extends southwest (around the terminus of Lake Encino Drive), then southwest following the 91356/91316 zip code boundary (where the Avenida Orienta fire road meets Mulholland Drive); and
- D. The 405 Freeway to the East.

ARTICLE III

Section 1: ENC General Membership is open to all stakeholders in the community.

Section 2: A Community Stakeholder is defined as any individual who lives, works or owns property within the boundaries of the ENC as defined in Article II above ("ENC Neighborhood") and also to those who declare a stake in the ENC Neighborhood and affirm the factual bases for it.

ARTICLE IV
SELECTION AND ELECTION OF REPRESENTATIVES

Section 1: Number of Representatives. The Encino Neighborhood Council (hereinafter the "Council") shall consist of twenty-one (21) voting stakeholder representatives (hereinafter "Representatives") who shall represent the interests of the stakeholders as defined in Article III, section 2 above.

Section 2: Representatives.

- A. Elected Organization Representatives and Alternates. Nine (9) Representatives and Alternates to serve on the Council shall be elected from each stakeholder category other than as provided in Section B, below, as listed and designated in Appendix "A" attached hereto. All eligible Stakeholders may vote; except that, for Business Representatives, only Stakeholders working within the Neighborhood may vote. Candidates must be an eligible stakeholder member of an organization fitting the category in which the candidate is running and Business Representative candidates must work in the Neighborhood.

- B. Selected Organizational Representatives and Alternates. Three (3) Representatives and Alternate Representatives as designated on Appendix A, will be selected by the following organizations: Encino Chamber of Commerce, one (1) Representative and Alternate Representative, Encino Property Owner's Association, one (1) Representative and Alternate Representative, and Homeowners of Encino (1) Representative and Alternate Representative, by filing with the Council (i) a duly approved resolution and minutes, including the number of voting members present, attesting under penalty of perjury, to the selection of a Board Members as the organization's Representative and Alternate Representative to the Council at a duly noticed meeting of its Board of Directors, (ii) a print out from the Secretary of State Website showing the organization to be currently active and not dissolved; (iii) its current bylaws certified under penalty of perjury; and (iv) that The Secretary of the organization certify under penalty of perjury that the organization has not less than 150 dues paying members.

- C. Area Representatives and Alternates. One (1) Representative and Alternate shall be elected from each of the seven (7) geographical areas shown on Appendix "B" attached hereto by those stakeholders residing in each respective area as designated on Exhibit B. Candidates must be an eligible stakeholder residing in the area for which the candidate is running.
- D. At Large Representatives. Two (2) At-Large Stakeholder Representatives and Alternates shall be elected to the ENC. Any eligible Stakeholder may be a candidate for an At-Large Representative.
- E. Alternate Representatives. The candidate receiving the second highest number of votes shall be the Alternate Representative. If the second highest vote recipient declines the position as Alternate, then it shall be offered to the next highest vote recipient and so on until an acceptance is received. The Alternate Representative shall be a voting member of the Council at any Council meeting from which the Representative is absent and, if a Representative resigns or is removed from office, the Alternate Representative shall become the Representative for the remainder of the Representative's elected term.

Section 3 Election Procedure.

- A. The ENC Neighborhood Council's election will be conducted by the City Clerk every two years in every even-numbered year in accordance with the rules and regulations promulgated by the City Clerk.
- B. Newly elected Representatives will not be seated pending the final results of a recount or an election challenge. The incumbent Representatives will continue in their duly elected/appointed positions until all election challenges are resolved.

Section 4: Vacancies. A vacancy on the council shall be filled by the following procedure:

- A. .Any Stakeholder(s) interested in filling a vacant seat on the Council shall submit a written application(s) to the Secretary with proof of eligibility.

- B. The Secretary shall then ensure that the matter is placed on the agenda for the next regular meeting of the Council.
- C. If only one Stakeholder has made an application for a vacant seat, then a vote of the Council shall be taken and the applicant installed by majority vote of the Council. If more than one Stakeholder has made an application for an empty seat, then an open and fair vote shall be taken at the next regular meeting by all Stakeholders present. The vote shall be presided over by the Council and shall include one vote per Stakeholder.
- D. When the aforementioned process fills a vacant seat, that seat shall be filled only until the next general election is held to fill that seat on the Council. In no event shall a vacant seat be filled where the election to fill that seat on the Council is scheduled to be held within 120 days from the date the applicant (stakeholder proposing to fill the vacancy) tenders a written application to the Secretary.

Section 5: Eligibility.

- A. A Stakeholder must be at least 18 years of age to be a candidate or vote in an Encino Neighborhood Council election.
- B. Stakeholder eligibility to vote shall be by self-affirmation.
- C. Candidates shall be required to show identification consistent with the rules adopted by the City Clerk.

Section 6: Term of Office. Each Representative shall serve for a term of two (2) years or until a successor is elected, provided that, the terms of those Representatives elected in 2007 shall be extended until the election in 2010 or until a successor is elected. There shall be no staggered terms.

Section 7: Removal. A Council Representative shall be replaced or removed for the following reasons:

- A. Automatic Removal. A Council Representative or Alternate shall automatically be removed from the Council if he or she: (i) fails to attend three (3) consecutive Council

meetings (without being excused by the President); (ii) fails to attend six (6) of twelve (12) Council meetings in the course of one calendar year (without being excused by the President); ~~(iii) is convicted of any felony or a misdemeanor involving moral turpitude;~~ or (iv) who fails to volunteer and serve on at least one committee throughout one calendar year shall be automatically removed from the Council.

B. Recall. Any Council Representative or Alternate may be recalled upon petition of stakeholders submitted on a written petition which identifies the Representative or Alternate to be removed and describes in detail the reason for removal and includes the signatures of the greater of 10% of the ballots cast in the last council election or not less than 100 Stakeholders.:

1. The Representative or Alternate shall be given a minimum of fifteen (15) days' prior notice of the proposed removal and a copy of the recall petition. Notice shall be given by any method calculated to provide actual notice. Any notice given by mail shall be sent by first-class or registered mail to the member's last known address.
2. The Representative or Alternate shall be given an opportunity to be heard, either orally or in writing.. The hearing shall be held, or the written statement considered, before the Council at the next regularly scheduled monthly meeting of the Council next following the fifteen days notice period.
3. All Stakeholders attending the meeting shall decide by written ballot whether or not the Representative or Alternate should be removed. A majority of the Stakeholders present and voting shall be required to remove the Representative.
4. The Council will consult with its legal advisor at the Office of the City Attorney throughout the removal process.

In the case of a Representative's resignation or removal, the Alternate Representative shall become the Representative for the remainder of the Representative's elected term. In the event that the Alternate Representative is unable or unwilling to serve, Statements of Candidacy shall be submitted to the presiding officer and placed before

the Council to vote on a replacement that shall be seated after approval of a majority of the Council Representatives voting. The replacement shall serve for the remainder of the term of the office being filled.

ARTICLE V OFFICERS OF THE COUNCIL

Section 1: Officers. The officers of the Council shall consist of a President, a Vice- President, a Secretary, a Treasurer, and a Sergeant at Arms. The Council may also have, at the discretion of the Council, an assistant secretary. These officers shall be elected by the Representatives of the Council as provided below.

Section 2: Responsibilities of Officers.

- A. President. The President shall be the principal officer of the Council and shall be the presiding officer at meetings of the Council and shall exercise and perform such other duties as the Council may assign from time to time or the bylaws may prescribe. The President shall have the power to issue, modify and revoke executive orders to carry out resolutions of the Council or to implement the bylaws or standing rules. Executive orders shall be issued in writing and placed with the minutes of the Council and notice of thereof provided to all Representatives by the next meeting of the Council.
- B. Vice President. The Vice-President shall act as presiding officer in the absence of the President and, in case of vacancy in the office of President, or in the case of the President's unavailability due to sickness, disability, death or resignation, the Vice President shall perform the duties of the President and when so acting shall have all the powers and perform such other duties as the Council or the Bylaws may prescribe. The Vice President shall be responsible for the oversight of all committees designated by the Council. The Vice President shall perform all other duties as the President or the Council may assign from time to time.
- C. Secretary. The Secretary shall keep the minutes of the Council; see that all notices are given in accordance with the provisions of these Bylaws and comport to the Brown Act; be custodian of the Council's records; perform all other duties as requested by the

President and/or the Council; and keep a register of the addresses (including electronic addresses, if applicable) and telephone numbers of each Representative. The Council shall appoint an Assistant Secretary who shall assist the Secretary with all duties and act in his or her absence.

- D. Treasurer. The Treasurer shall be the custodian of the funds. The Treasurer shall cooperate fully with DONE in matters related to Certified Neighborhood Council funding, financial affairs and accounting procedures, and shall allow DONE staff access to the accounting records. The Treasurer shall submit account statements to DONE no less than once and no more than twice during each fiscal year, the date(s) of which shall be prescribed by DONE, and accounting statements shall be submitted to DONE at least once and no more than twice per year, the dates to be determined by DONE.. If ENC receives grant funding or other funds, the Treasurer shall submit separate accounting statements describing the use of such funds, in a format and at intervals to be prescribed by DONE or other appropriate City agency or department.

The accounting concepts, measurement techniques, and standards of presentation used in the preparation of financial statements are commonly referred to as Generally Accepted Accounting Principles (" GAAP"). The financial reports shall include, but not be limited to, information regarding the amount appropriated (or the beginning balance for the subject quarter), additional receipts for the subject quarter, if any, the expenses paid during the reporting period, and the ending balance of the funds. Financial reports shall be received by DONE not later- than 90 days after the close of the reporting period.

The Treasurer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and records of the Council's transactions. The books and records shall be open to inspection by anyone at all reasonable times.

- E. Sergeant at Arms. The Sergeant at Arms shall ensure that the Council's meetings are undertaken in an orderly and expeditious manner, including the railing of proper authorities should a physical altercation seem to be ensuing. The Sergeant at Arms shall also be the timekeeper for the Council, ensuring that all speakers speak within the

required timeframes.

- F. Assistant Secretary. The Council may appoint an assistant. The assistant secretary, shall, in the absence or disability of the Secretary, perform the duties of the Secretary, except voting.

Section 3: Election of Officers.

- A. Election of Officers shall occur at the first regular meeting following the seating of the newly elected Representatives. The voting shall be by open, written ballot. A majority vote of Representatives voting shall be necessary for election.
- B. If there are more than two candidates for an office and none receives a majority vote on the first ballot, a run-off election shall be held immediately between the two candidates receiving the highest number of votes.
- C. At any meeting when the President is absent, the presiding officer for that meeting shall be the Vice-President and in the absence of both the President and Vice- President, the presiding officer for that meeting shall be the Secretary, then the Treasurer, and then the Sergeant at Arms.
- D. In the event of a vacancy in the office of both President and Vice- President a replacement President shall be elected by a majority of the Stakeholders voting. In the event of a vacancy, in the office of Vice-President, Secretary, or Treasurer or, a replacement officer for each vacant office shall be elected by a majority of the Council Representatives voting. The replacement shall serve for the remainder of the term of the office being filled. The election of replacement officer(s) shall be conducted as provided in Sections 3A and 3B above at the next meeting of the Council following the permanent vacancy.

Section 4: Executive Committee. The Executive Committee shall consist of the officers of the Council. Two Representatives at large shall be appointed (on a rotating basis as much as possible) by the President (or presiding officer in the absence of the President) for each meeting of the Executive Committee and be eligible to vote .. The President shall create a schedule of

Representative assignments at the beginning of each year and update the assignments from time to time as necessary, including the designation by the President (or presiding officer in the absence of the President) of at large Representatives for any special meeting. The Executive Committee shall have the authority to set the agenda and scheduling for each Council meeting. The Executive Committee may also discuss and make recommendations to the Council akin to any other committee. Meetings of the Executive Committee may be called by the President, or presiding officer in the absence of the President or any two officers. A quorum for the Executive Committee shall be a majority of the elected officers (excluding any office that is then permanently vacant) and two at large Representatives.

Section 5: Removal. Officers serve at the pleasure of the Council. An officer shall be replaced or may removed as follows:

- A. Automatic Removal. An officer who fails to attend three (3) consecutive Council or Executive Committee meetings or both (without being excused by the President) or fails to attend six (6) such meetings in the course of one calendar year (without being excused by the President) shall be automatically removed as an officer.
- B. Removal By Vote of Council. Any officer may be removed with or without cause by majority vote of the council members present at a duly notice meeting. Cause for removal shall include, but not be limited to, a failure to perform the duties of the office as set forth in these bylaws or to comply with or carry out the decisions of the Council.
- C. Removal of a Representative as an officer does not remove the Representative as a Council Member.

ARTICLE VI MEETINGS OF THE COUNCIL

Section 1: Meetings. All Council meetings shall be open to the public and the press.

- A. The Council shall meet at regular intervals, no less than once per calendar quarter, and set the dates, times, and location of such regular meetings, except that the location shall be in Encino.

- B. In the event that any matter requires urgent action before the next regularly scheduled meeting the Executive Committee, the President (or presiding officer in the absence of the President) or a majority of the Council Representatives may call a special meeting. Notice of the special meeting shall be given to each Council Representative in writing by facsimile transmission, first-class mail, electronic mail, or by telephone at least 24 hours in advance of the time set for the commencement of the special meeting.
- C. All other rules regarding the conduct of regular meetings, including voting and quorum requirements, shall apply to special meetings.
- D. The Council will comply with all applicable laws including the Brown Act and Public Records Act.
- E. Reconsideration: The Council 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 Council, on either of these two 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 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 Council 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 Council member on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.

Section 2: Minutes. Proposed minutes of meetings shall be prepared and made available to the Council office as soon as reasonably practicable. At least seventy-two (72) hours prior to the next scheduled Council meeting, proposed minutes of the meeting shall be sent by mail, fax or electronic mail to all Representatives of the Council and such others in the community that have provided current contact information to the Council or as the Council directs.

Section 3. Outreach. The Council shall establish procedures for communicating with all community stakeholders in a regular basis in a manner ensuring that information is disseminated evenly and in a timely manner.

ARTICLE VII COMMITTEES

Section 1: Committees. The Council by resolution may designate or terminate one or more committees and provide for the manner of appointing members for each committee. Each committee shall include at least one stakeholder of Encino who is not an elected Representative of the Council. All committee work is to be reported to the Council and no actions can be taken on behalf of the Council without a vote by the Council. Each Council member shall join at least one committee by the second meeting of the Council after an Election. If more than nine stakeholders desire to serve on a committee, the Chairman shall select the individuals to serve and may designate up to three alternate committee members in order of priority to serve in the absence of a committee member. .

Section 2: Term of Office. Each member of a committee shall continue until a successor is appointed by the Council, unless the committee is terminated, or the member has two (2) unexcused absences or four (4) absences, whether or not excused, during the term of the Council election cycle. All committees shall run concurrently with the Council year and each member shall be eligible for reappointment as long as they remain eligible stakeholders as defined in Article III, section 2 above.

Section 3: Chairperson. One member of each committee shall be appointed committee chairperson by the Vice President of the Council. Such chairperson must be a Representative of the Council or an Elected Alternate of a Representative of the Council. No Alternate may be appointed to be a chairperson of a committee until all Elected Representatives on the committee have declined to become the chairperson.

Section 4: Vacancies. Vacancies in any committee may be filled by appointments made by the committee chairperson with the concurrence of the Vice President of the Council.

Section 5: Membership. Each committee shall consist of not more than nine (9) persons, provided that there shall not be more than five voting members that are Representatives and/or Alternates. To the extent possible, at least one voting member shall be a non-council member.

Section 6: Quorum. A majority of the members of the committee shall constitute a quorum.

Section 7: Participation. Other stakeholders may participate.

ARTICLE VIII

QUORUM AND VOTING

Section 1: Quorum. No formal meeting shall be held or business conducted or votes taken in the absence of a quorum. A quorum shall consist of a simple majority of the Representatives of the Council, excluding vacancies.

Article VIII, Section 2: Voting. Except as otherwise provided for adopting amendments to these Bylaws, a simple majority vote of the Council Representatives voting shall be required to pass all other matters (e.g., approval of minutes, Treasurer's reports and motions other than to suspend the rules).

- A. The presiding officer may vote on all motions.
- B. Voting by proxy shall not be allowed.
- C. The Alternate Representative may vote only when the Representative is absent.

Section 3. Fractions. If two-thirds vote is one-half or more, the fraction will go to the next highest whole number. If two-thirds vote is less than one-half the fraction will revert to the next lowest number.

ARTICLE IX

AMENDMENTS

The Bylaws may be amended by an affirmative vote of two-thirds of the Council Representatives voting. No Bylaw Amendment shall be voted on until it has been read at two consecutive

Council meetings. Thereafter, and within fourteen (14) days after a vote recommending adjustment or amendment to the Bylaws, a Notice of Proposed Adjustment of Bylaws shall be submitted to the Department of Neighborhood Empowerment along with a copy of the existing Bylaws for review and approval by the Department all in accordance with Article V(3) of the Plan.

ARTICLE X

GRIEVANCE PROCEDURES

Any grievance by a Stakeholder must be submitted in writing to the Council. The Council shall then refer the matter to an ad hoc grievance panel comprised of five (5) persons who live or work in the South Valley Planning Area who are randomly selected by the Council secretary from a list of volunteers who have previously expressed an interest in serving from time-to-time on such a grievance panel. The Secretary will coordinate a time and a place for the panel to meet with the person(s) submitting a grievance and to discuss ways in which the dispute may be resolved.

Thereafter, a panel member shall prepare, within thirty (30) days, a written report to be forwarded by the Secretary of the Council outlining the panel's collective recommendations for resolving the grievance. Alternatively, an alternative dispute resolution process may be used. The Council may receive a copy of the panels report and recommendations prior to any meeting by the Council, but the matter shall not be discussed among the Council members until the matter is heard at the next regular meeting of the Council 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 Council at one of its meetings. Those grievances can be aired at Council meetings. This grievance process is intended to address matters involving procedural disputes, e.g., the Council's failure to comply with Council Rules or these Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, and/or State and Federal law.

In the event that a grievance cannot be resolved through this grievance process, then the matter may be referred to the Department of Neighborhood Empowerment for consideration or dispute resolution in accordance with The Plan. The complaint always has the right to appeal to DONE.

ARTICLE XII

ETHICS

The ENC shall be subject to any or all applicable sections of the City of Los Angeles Governmental Ethics Ordinance (Los Angeles Municipal Code Section 49.5°1). All applicable laws of local, state and federal government shall be the minimum ethical standard for the ECC, its Executive Committee and Community Stakeholders.

ARTICLE XIII

INITIATIVE

Upon written petition of stakeholders which describes in detail sufficient to satisfy the requirements of the Brown Act a policy or action within the jurisdiction of the Council and includes the signatures of the greater of 10% of the ballots cast in the last council election or not less than 100 Stakeholders, the policy or action shall be put to the vote of the Stakeholders in the next regularly scheduled Council election of Representatives. The affirmative vote of a majority of the Stakeholders voting in the elections shall be required to adopt the policy or action.

ARTICLE XIV

GENERAL ELECTION PROVISIONS

Section I; General Provisions.

- A. Neighborhood Council Elections. This Article explains the administration of Neighborhood Council elections by the City Clerk and provides information regarding Stakeholder membership, the board's structure, and Stakeholder eligibility for voting and being selected or elected to a board seat.
- B. The provisions in this Article supersede any prior inconsistent provisions contained in the bylaws.
- C. The Governing Board must, to the extent possible, reflect the diversity of the Neighborhood Council's Stakeholders. Accordingly, no single Stakeholder group shall

comprise a majority of the Neighborhood Council's governing body, unless extenuating circumstances are warranted and approved by DONE.

- D. Elections shall be conducted every two years in even-numbered years and shall be administered by the City Clerk beginning on June 2008. The rules and regulations promulgated by the City Clerk in conjunction with an election administered by the City Clerk shall take precedence over any inconsistent language in these bylaws.

Section 2: Board Term. Beginning with the City Clerk conducted election held on April –June 2008, a board member's term shall be for the duration of two years or until a successor is elected or appointed.

Section 3: Stakeholder Definition. Neighborhood Council membership is open to all Stakeholders. "Stakeholders" shall be defined as those who live, work, or own property in the neighborhood and also to those who declare a stake in the neighborhood and affirm the factual basis for it.

Section 4; Governing Board Composition and Voting. All stakeholders must have the ability to participate on your board by having the ability to be seated as a board member and vote. You must have at least one "at large" seat to accommodate those Stakeholders who "declare a stake in the neighborhood." All Stakeholders must be allowed to vote in an election.

Section 5: Age. All stakeholders aged eighteen (18) and above shall be entitled to vote in the Neighborhood Council elections.

Section 6: Vacancies. A vacancy on the board shall be filled by a Stakeholder who satisfies the eligibility requirements for holding the vacated board seat. Any Stakeholder interested in filling a vacant seat shall submit a written application to the Secretary within ten days of the date that the seat becomes vacant. After the lapse of ten days, the Secretary shall forward the names of all applicants to the President for presentation to the Board as provided under these bylaws for the filling of vacancies. The appointed applicant's term shall be limited the term for the vacant seat.

APPENDIX A

A. Nine Elected Organizational Representatives:

One (1) Apartment/Condo Representatives

Two (2) Business Representatives, such as
Encino Business Improvement District
Encino Business Property Owners
Any employee, volunteer or business owner.

One (1) Public Safety Representative, such as
Codewatch Representatives
Encino Hospital
Neighborhood Watch Groups
West Valley Community Police Advisory Board
West Valley Gray Squad

One (1) Park Advocate/Environment Representative, such as
San Fernando Valley Audubon Association
Balboa Golf Course, Balboa Park
Encino Community Center
Hjelte Sports Center
The Japanese Garden
Lake Balboa Park
Los Encinos State Historic Park
Mulholland Tomorrow
Sepulveda Basin Users Group
Sepulveda Basin Wildlife Areas Steering Committee
Sepulveda Garden Center
Sierra Club San Fernando Valley

One (1) Religious Organization/Institution Representatives, such as
Chabad of Encino
First Presbyterian Church of Encino
Holy Martyrs Armenian Church
Lady of Grace Church
St. Cyril Jerusalem
Catholic Church
Temple Ner Maarav
Torat Flayim
Valley Beth Shalom

One (1) Volunteer/Service Group Representative, such as
Encino Little League
Friends of the Tarzana Encino Library Senior Groups
Sisters of Social Service

One (1) Educational Representatives, such as

Berkeley Hall School
Crespi Carmelite High School
The Curtis School
Emelita Elementary School
Encino Elementary School
Friends of Lanai
Holy Martyrs Armenian School
Lady of Grace School
Lanai Road School
Los Encinos School
Milken Community High School
Temple Nei-Maarav Nursery School
Torat Hayim Nursery School St.
Cyril School
Valley Beth Shalom School

One (1) Planning and Land Use Representative

B. Three Selected (Non-elected) Organizational Representatives:

Two (2) Homeowner Group Representatives (by selection)

Encino Property Owners Association
Homeowners of Encino

One (1) Encino Chamber of Commerce Representative (by selection)

APPENDIX B

Districts shall be roughly the same population size.

- | | | |
|--------|-------------|---|
| Area 1 | Bounded by: | Victory Boulevard (N)
Burbank Boulevard (S)
Lindley A venue (W)
Balboa A venue (E) |
| Area 2 | Bounded by: | Victory Boulevard (N)
Ventura Boulevard (S)
Balboa Boulevard (W)
405 Freeway (E) |
| Area 3 | Bounded by: | Burbank Boulevard (N)
Ventura Boulevard (S)
Lindley A venue (W)
White Oak Avenue (E) |
| Area 4 | Bounded by: | Burbank Boulevard (N)
Ventura Boulevard (S)
White Oak Avenue (W)
Balboa Boulevard (E) |
| Area 5 | Bounded by: | Ventura Boulevard (N)
Mulholland Drive (S)
Lindley Avenue to its terminus, then extends southwest (around the terminus of Lake Encino Drive), then southwest following the 91356/91316 zip code boundary (where the Avenida Orienta fire road meets Mulholland Drive) (W)
Louise Avenue to its terminus, then a line due south to Mulholland Drive (E) |
| Area 6 | Bounded by: | Ventura Boulevard (N)
Mulholland Drive (S)
Louise Avenue to its terminus, then a line due south to Mulholland Drive (W)
Libbit Avenue, Noeline Avenue, Darcia Place, Garvin Drive, Lanai Road, Hayvenhurst Drive, Ballina Drive, Ballina Canyon Road, Westfall Drive, Delivale Place, Calneva Drive (E) |
| Area 7 | Bounded by: | Ventura Boulevard (N)
Mulholland Drive (S)
Libbit Avenue, Noeline Avenue, Darcia Place, Garvin Drive, Lanai Road, Hayvenhurst Drive, Ballina Drive, Ballina Canyon Road, Westfall Drive, Dellvale Place, Calneva Drive (W)
405 Freeway (E) |