



## Northeast Los Angeles (NELA) River Corridor Study Area

### NELA River Corridor Steering Committee Application & Overview

#### OVERVIEW

The Community Redevelopment Agency of the City of Los Angeles (CRA/LA) is conducting studies and analyses that will possibly lead to the establishment of a new redevelopment project area in Northeast Los Angeles. The Northeast Los Angeles (NELA) River Corridor Study Area is comprised of approximately 2,300 acres and overlaps with portions of **four communities: Atwater Village, Cypress Park, Elysian Valley and Glassell Park.**

#### PURPOSE

The NELA River Corridor Steering Committee ("Steering Committee") will be formed to solicit valuable input on the proposed redevelopment project area, to formulate the goals and priorities for the proposed project area as a whole, and to generate the required documents including the Redevelopment Plan and 5-Year Implementation Plan. The Steering Committee will serve a 1-year term.

#### COMPOSITION OF STEERING COMMITTEE

**The Steering Committee will consist of 30 seats total, comprised of:**

- A. Community Seats** – 5 seats per each of the four communities: 1 Residential Owner or Tenant, 1 Business Owner–Non-Industrial/Non-Manufacturing, 1 Business Owner–Industrial/Manufacturing, 1 Community Organization, and 1 Social Institution. Total of 20 seats (see page 3 for details on each Seat Category); and
- B. NELA General Seats** – 2 Los Angeles River Interest Group/Advocate; 4 City Council Office Appointees (1 per community); and 4 Neighborhood Council Appointees (1 per community). Total of 10 seats (see page 4 for details on each Seat Category).

#### CANDIDATE REQUIREMENTS

- Must be 18 years of age or older
- Meet the criteria for the applicable Seat Category (*detailed on page 3 and 4*)
- Submit qualifying documentation to evidence eligibility

#### APPLICATION PACKAGE (Pre-Submittal Check List)

- Part A. ☐ Application Form
- Part B. ☐ Application Questions
- Part C. ☐ Statement of Interest (500 words maximum)
- Part D. ☐ Qualifying Documentation to Evidence Eligibility for the Seat Applied For
- Part E. ☐ Résumé (*optional*)

#### SUBMITTAL

If you are interested in serving on the Steering Committee please complete the enclosed application. **Steering Committee Applications are due by Friday, January 28, 2011 at 5 pm.** Please send the requested documents by mail to:

**CRA/LA, 6255 W. Sunset Blvd., Suite 2206, Attention: Michael Cortez, Los Angeles, CA 90028-7423**

#### APPLICATION REVIEW

Applicants for the Steering Committee will be selected based upon willingness to participate, ability to attend regularly scheduled monthly meetings and workshops, and information presented in the application package. Those applicants that best represent the Seat Categories (*detailed on page 3 and 4*) and the geographic areas within the study area are preferred. Preference will also be given to applicants with the following background and/or experience: landscape design, architecture, urban design, transportation/public transit, and economics. Selections for the Steering Committee will be made by the CRA/LA in conjunction with the respective City Council Offices.

#### SPECIAL ACCOMMODATIONS

It is the goal of the CRA/LA that each person who desires to apply for the Steering Committee have the ability to do so. If you cannot complete the written application outlined here, please contact us to make alternative arrangements.

**For questions or information, please contact Michael Cortez, Community Affairs, at (323) 960-2664 or [mcortez@cra.lacity.org](mailto:mcortez@cra.lacity.org).**

## Northeast Los Angeles (NELA) River Corridor Study Area

### STUDY AREA MAP

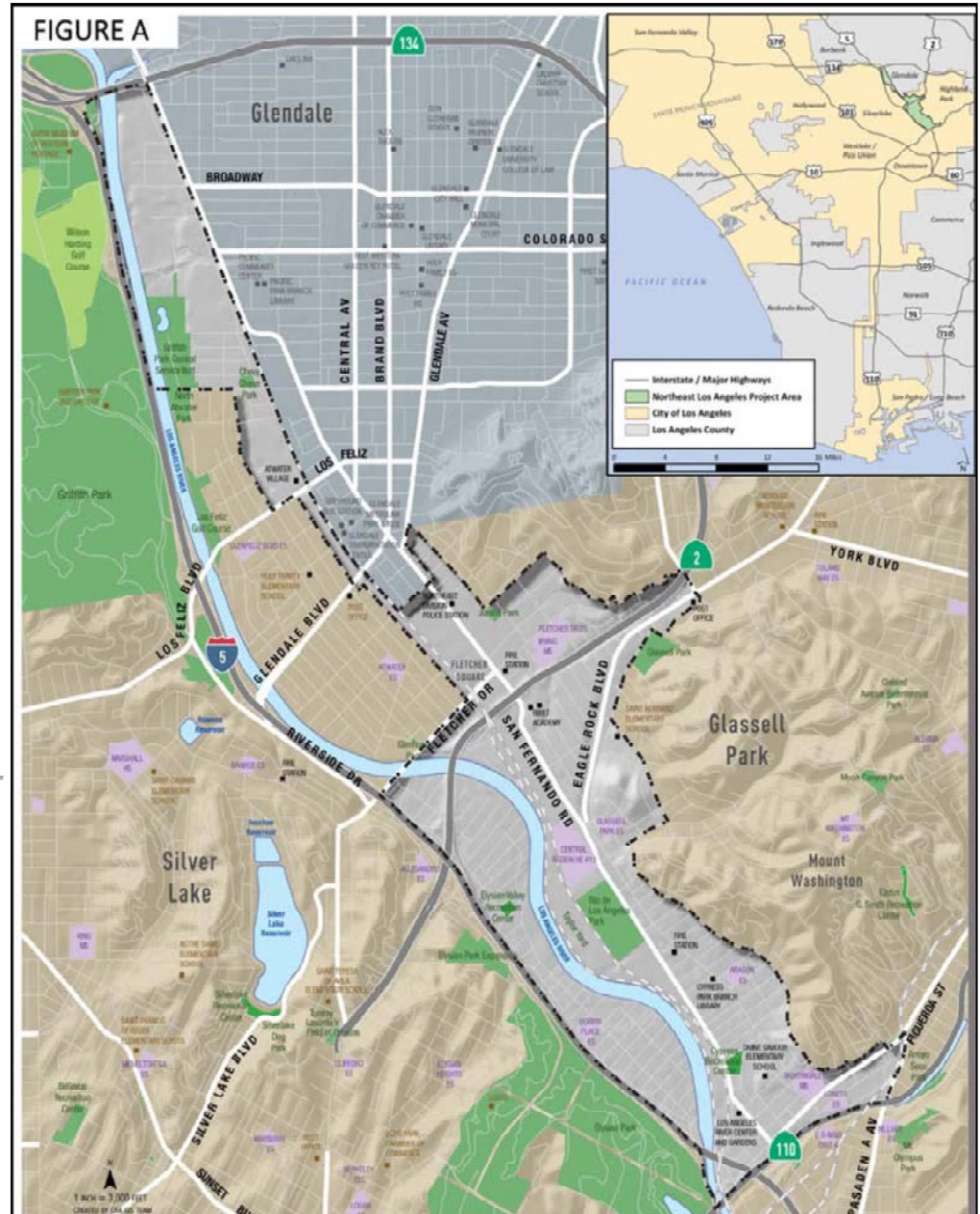
Applicants applying for the following Seats must be within the NELA River Corridor Study Area Boundaries :

(ADDRESSES TO BE VERIFIED BY CRA/LA)

- A. **Residential Owner or Tenant:** Property must be located within the boundary
- B. **Business Owner–Non-Industrial/Non-Manufacturing:** Business must be located within the boundary
- C. **Business Owner–Industrial/Manufacturing:** Business must be located within the boundary

Applicants applying for the following Seats must serve the community that includes the NELA River Corridor Study Area:

- A. **Community Organization**
- B. **Social Institution**
- C. **Los Angeles River Interest Group/Advocate**



## COMPOSITION OF STEERING COMMITTEE

### Category A: Community Seats

#### A. COMMUNITY SEATS (5 per Community, for a total of 20 Seats)

Applicants who meet the criteria can apply for only one of the following seats as outlined below. Qualifying Documentation needs to accompany the application for the respective Seat Category being applied for.

#	Seat Category	Description & Criteria	Qualifying Documentation
1	<b>Residential Owner or Tenant</b> 1 SEAT PER COMMUNITY	Any resident who owns a residential property <u>or</u> occupies a rental dwelling unit as their principal residence which is <b><u>located within the NELA River Corridor Study Area.</u></b>	<u>Required to be submitted with Application:</u> 1) Utility Bill, Lease Agreement, Rental Receipts, or similar documentation evidencing occupancy.
2	<b>Business Owner: Non-Industrial / Non-Manufacturing</b> 1 SEAT PER COMMUNITY	Owner of a business <u>or</u> the Designated Representative of the Owner (must be an officer or full-time paid employee of the business) which carries on any lawful activity for the marketing or sale of products or services, commodities or any other personal product to the public which is <b><u>located within the NELA River Corridor Study Area.</u></b>	<u>Required to be submitted with Application:</u> 1) Valid/Current Business Tax Registration Certificate/Business License/Permit issued by the City of Los Angeles; <b>and</b> 2) One of the following: a. <b>Owner:</b> Must show proof of substantial ownership interest in the business such as Property Tax Bill or Business Permit/License or similar; <b>or</b> b. <b>Designated Representative of the Owner:</b> Must submit with application a letter or Resolution of designation on company letterhead that is signed by Owner; <b>and</b> proof of employment such as a business card, employer certification, or similar.
3	<b>Business Owner: Industrial / Manufacturing</b> 1 SEAT PER COMMUNITY	Owner of a business <u>or</u> the Designated Representative of the Owner which carries on any lawful activity for the manufacture or processing of products by hand or by machinery, which is <b><u>located within the NELA River Corridor Study Area.</u></b>	
4	<b>Community Organization</b> 1 SEAT PER COMMUNITY	A designated staff member <u>or</u> representative from a non-profit, non-governmental association of persons and/or entities that <b><u>serves the community that includes the NELA River Corridor Study Area.</u></b>  Community organization must have been in existence for not less than one year as of <b><u>December 1, 2010.</u></b>	<u>Required to be submitted with Application:</u> 1) Articles of incorporation, By-laws, Non-Profit Status Recognition, or similar; <b>and</b> 2) List of Activities conducted in the NELA Study Area over the past year; <b>and</b> 3) Letter or Resolution on the organization's letterhead, signed by the Director or Board President or designee, stating applicant is the designated representative of the organization.
5	<b>Social Institution</b> 1 SEAT PER COMMUNITY	A designated staff member or representative of a social institution such as a school, church or governmental entity that <b><u>serves the community that includes the NELA River Corridor Study Area.</u></b>  Social Institution must have been in existence for not less than one year as of <b><u>December 1, 2010.</u></b>	<u>Required to be submitted with Application:</u> 1) Articles of incorporation, By-laws, Non-Profit Status Recognition, or similar; <b>and</b> 2) List of Activities conducted in the NELA Study Area over the past year; <b>and</b> 3) Letter or Resolution on the organization's letterhead, signed by the Director or Board President or designee, stating applicant is the designated representative of the organization.
<b>COMMUNITY SEATS: 5 SEATS PER EACH OF THE 4 COMMUNITIES, 20 TOTAL</b>			

## COMPOSITION OF STEERING COMMITTEE

### Category B: NELA General Seats

#### B. NELA GENERAL SEATS (10 Seats Total)

- Applicants representing a Los Angeles River related nonprofit/interest/advocacy group or similar may apply to **Seat Category #1** below.
- Applicants cannot apply for **Seat Category #2** and **Seat Category #3** below as these are appointees by the City Council Offices and Neighborhood Councils, respectively.

#	Seat Category	Description	Required Documentation
1	<b>Los Angeles River Interest Group / Advocate</b> 2 SEATS	A designated staff member or representative from a nonprofit organization, interest group, advocacy group or similar that has the mission of and is engaged in activities related to the preservation of the Los Angeles River.	<b>Required to be submitted with Application:</b> <ol style="list-style-type: none"> <li>Articles of incorporation, By-laws, Non-Profit Status Recognition, or similar; <b>and</b></li> <li>List of Activities conducted in the NELA Study Area over the past year; <b>and</b></li> <li>Letter or Resolution on the organization's letterhead, signed by the Director or Board President or designee, stating applicant is the designated representative of the organization.</li> </ol>
2	<b>City Councilmember Appointees</b> 1 PER COMMUNITY, 4 TOTAL	The City Council Offices will appoint 1 individual to the Steering Committee (total of 4) as follows: <ol style="list-style-type: none"> <li>CD 1 (Reyes) appoints 1 for Cypress Park</li> <li>CD 4 (LaBonge) appoints 1 for Atwater Village</li> <li>CD 13 (Garcetti) appoints 1 for Glassell Park and 1 for Elysian Valley</li> </ol>	<b><i>People cannot apply for these seats, as they are appointed by the City Councilmember.</i></b> <ol style="list-style-type: none"> <li>Letter or Resolution on official letterhead, signed by the City Councilmember or designee, stating applicant has been appointed to the Steering Committee.</li> </ol>
3	<b>Applicable Neighborhood Council Appointees</b> 1 PER COMMUNITY, 4 TOTAL	Each of the 4 Neighborhood Councils in the study area will appoint 1 individual from the Neighborhood Council (NC) Board to the Steering Committee (for a total of 4): <ol style="list-style-type: none"> <li>Atwater Village NC</li> <li>Elysian Valley NC</li> <li>Glassell Park NC</li> <li>Greater Cypress Park NC</li> </ol>	<b><i>People cannot apply for these seats, as they are appointed by the Board of each Neighborhood Council.</i></b> <ol style="list-style-type: none"> <li>Letter or Resolution on official letterhead, signed by the Neighborhood Council Chair(s) or designee, stating applicant has been appointed to the Steering Committee.</li> </ol>
<b>NELA GENERAL SEATS: 10 SEATS TOTAL</b>			





# NELA River Corridor Steering Committee Application: Part A

## APPLICATION FORM

PLEASE PRINT CLEARLY

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

### SEAT CATEGORY: Which Seat Category are you applying for? SELECT ONE ONLY

☐ **RESIDENTIAL OWNER OR TENANT** ▶ Check one: ☐ Own ☐ Rent Is Your Primary Residence? ☐ YES ☐ NO  
Property Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

☐ **BUSINESS OWNER–NON-INDUSTRIAL/NON-MANUFACTURING**  
Check one: ☐ I am a Business Owner ☐ I am the Designated Representative of the Owner  
Business Name: \_\_\_\_\_  
Business Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Name of Owner: \_\_\_\_\_ Phone Number: \_\_\_\_\_

☐ **BUSINESS OWNER–INDUSTRIAL/MANUFACTURING**  
Check one: ☐ I am a Business Owner ☐ I am the Designated Representative of the Owner  
Business Name: \_\_\_\_\_  
Business Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Name of Owner: \_\_\_\_\_ Phone Number: \_\_\_\_\_

☐ **COMMUNITY ORGANIZATION** ▶ Organization (Org) Name: \_\_\_\_\_  
Director Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Director Email: \_\_\_\_\_ Primary Geographic Area Served: \_\_\_\_\_  
Org. Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Org. Website: \_\_\_\_\_ Date org. was estab.: \_\_\_\_/\_\_\_\_/\_\_\_\_

☐ **SOCIAL INSTITUTION** ▶ Organization (Org) Name: \_\_\_\_\_  
Director Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Director Email: \_\_\_\_\_ Primary Geographic Area Served: \_\_\_\_\_  
Org. Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Org. Website: \_\_\_\_\_ Date org. was estab.: \_\_\_\_/\_\_\_\_/\_\_\_\_

☐ **LOS ANGELES RIVER INTEREST GROUP/ADVOCATE** ▶ Organization (Org) Name: \_\_\_\_\_  
Director Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Director Email: \_\_\_\_\_ Primary Geographic Area Served: \_\_\_\_\_  
Org. Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Org. Website: \_\_\_\_\_ Date org. was estab.: \_\_\_\_/\_\_\_\_/\_\_\_\_

### APPOINTEE of: (Check one)

☐ **City Council Office for** ▶ ☐ Atwater Village ☐ Cypress Park ☐ Elysian Valley ☐ Glassell Park  
☐ **Neighborhood Council for** ▶ ☐ Atwater Village NC ☐ Greater Cypress Park NC ☐ Elysian Valley NC ☐ Glassell Park NC  
**REQUIRED DOCUMENTATION:** Letter or Resolution on official letterhead, signed by the City Councilmember or Neighborhood Council Chair(s) or designee (respectively), stating applicant has been appointed to the Steering Committee.

### Which Community are you applying to represent on the Steering Committee? SELECT ONE ONLY

☐ Atwater Village ☐ Cypress Park ☐ Elysian Valley ☐ Glassell Park ☐ N/A

**Available to attend:** Evening Meetings? ☐ YES ☐ NO Daytime Meetings? ☐ YES ☐ NO

Days/Times not good: \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



- NELA River Corridor Steering Committee — Application Questions (Part B)



**NELA River Corridor Steering Committee Application: Part C**  
**STATEMENT OF INTEREST**

**PLEASE PRINT CLEARLY**

Please share why you are interested in joining the Steering Committee.  
*(500 words maximum / approximately 1 page)*



## NELA River Corridor Steering Committee Application: Part D and E

### SUBMIT THE FOLLOWING DOCUMENTS WITH THE APPLICATION PACKAGE

#### **PART D:** Qualifying Documentation to Evidence Eligibility for the Seat Applied For

Seat Category Applied For <i>IF YOU ARE APPLYING FOR THIS CATEGORY...</i>	Qualifying Documentation Required <i>YOU NEED TO SUBMIT THESE DOCUMENTS TO SHOW YOU ARE ELIGIBLE TO APPLY FOR THAT SEAT.</i>
<input type="checkbox"/> <b>Residential Owner or Tenant</b>	<input type="checkbox"/> Utility Bill, Lease Agreement, Rental Receipts, or similar documentation evidencing occupancy.
<input type="checkbox"/> <b>Business Owner: Non-Industrial / Non-Manufacturing</b>	<input type="checkbox"/> <b>1:</b> Valid/Current Business Tax Registration Certificate/Business License/Permit issued by the City of Los Angeles; <b>and one of the following:</b>  <input type="checkbox"/> <b>2A:</b> <u>Owner</u> - Proof of substantial ownership interest in the business such as Property Tax Bill or Business Permit/License or similar; <b>or</b> <input type="checkbox"/> <b>2B:</b> <u>Designated Representative of the Owner</u> - Must submit with application a letter or Resolution of designation on company letterhead that is signed by Owner; <b>and</b> proof of employment such as a business card, employer certification, or similar.
<input type="checkbox"/> <b>Business Owner: Industrial / Manufacturing</b>	
<input type="checkbox"/> <b>Community Organization</b>	<input type="checkbox"/> <b>1:</b> Articles of incorporation, By-laws, Non-Profit Status Recognition, or similar; <b>and</b> <input type="checkbox"/> <b>2:</b> List of Activities in the NELA Study Area over the past year; <b>and</b> <input type="checkbox"/> <b>3:</b> Letter or Resolution on the organization's letterhead, signed by the Director or Board President or designee, stating applicant is the designated representative of the organization.
<input type="checkbox"/> <b>Social Institution</b>	<input type="checkbox"/> <b>1:</b> Articles of incorporation, By-laws, Non-Profit Status Recognition, or similar; <b>and</b> <input type="checkbox"/> <b>2:</b> List of Activities in the NELA Study Area over the past year; <b>and</b> <input type="checkbox"/> <b>3:</b> Letter or Resolution on the organization's letterhead, signed by the Director or Board President or designee, stating applicant is the designated representative of the organization.
<input type="checkbox"/> <b>Los Angeles River Interest Group / Advocate</b>	<input type="checkbox"/> <b>1:</b> Articles of incorporation, By-laws, Non-Profit Status Recognition, or similar; <b>and</b> <input type="checkbox"/> <b>2:</b> List of Activities in the NELA Study Area over the past year; <b>and</b> <input type="checkbox"/> <b>3:</b> Letter or Resolution on the organization's letterhead, signed by the Director or Board President or designee, stating applicant is the designated representative of the organization.

#### **PART E:** Résumé (optional)

- ☐ Please include your résumé with the application package (optional).

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**Steering Committee Applications are due by Friday, January 28, 2011 at 5 pm**

**Please send the requested documents by U.S. mail to:**

CRA/LA  
6255 W. Sunset Blvd., Suite 2206  
Attention: Michael Cortez  
Los Angeles, CA 90028-7423