



## Lincoln Heights Benefit Association of Los Angeles

Phone 323-359-3944 or Misty.lwatsu@lhbala.org  
2718 North Broadway, Los Angeles, CA 90031  
Security 800-350-1944, www.LHBALA.org

### Lincoln Heights Benefit Association Board of Directors Meeting June 11<sup>th</sup>, 2026, 10:00 a.m. Young Nak Church Conference Room 1721 North Broadway and Avenue 18, Los Angeles

#### AGENDA:

1. Call to order, President Steve Kasten, introductions and announcements
2. Approval of May 7<sup>th</sup>, 2026 Board minutes *Action Item*
3. Review of draft Balance Sheet and budget format, Marco *Action item*
4. Financial management issues:
  - a. Report to the City on assessment transfer
  - b. IRS filings
5. Request from the Lincoln Heights Industrial Zone BID to jointly hold a Mayoral Q and A with the Candidates *Action Item*
6. Review of current contractors, authorization to send them out:
  - a. Website, update/no need
  - b. Cleaning RFP, see attached, schedule interviews, creation of an Interview Task Force to meet via zoom to select candidate *Action Item*
  - c. Security Update from Steve on current and new company, issue an RFP for these services *Action Item*
  - d. Logo RFP – status and responses/Flavio Jr. *Action Item*
  - e. PR RFP, after Security is issued.
7. Farmers Market update and possible Night Market – Flavio and Vera
8. Other, new Board members,
9. Adjournment and Next Board meeting: \_\_\_\_\_ *Action Item*

MEETING MATERIALS (GOVERNMENT CODE §54957.5 AND AB 2647). Documents provided to members of a Brown Act body in the 72 hours before a meeting (i.e., after the agenda is typically posted) are available to the public at the same time they are provided to the board members.

COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (US CODE TITLE 42). If you need accommodation to participate in the meeting, please call or email Monica Montes at New City America, 888 356-2726

PUBLIC COMMENT. The public may attend meetings in person or virtually and may raise items not listed on the agenda. However, the Board or committee cannot take action on such items at that meeting. If appropriate, the item may be scheduled for a future Board or committee agenda. Similarly, items brought forward by Board members or staff cannot be discussed at that time but may be placed on a future agenda if appropriate. Each speaker will be allotted up to three (3) minutes to address the Board or committee to ensure the orderly conduct of business.



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## Lincoln Heights Benefit Association Board of Directors Meeting May 7<sup>th</sup>, 2026, 10 a.m., Young Nak Church 1721 N. Broadway and Avenue 18, Los Angeles, CA 90031

### MINUTES

**Present:** Eric Uribe, Flavio Olivas Sr., Steve Kastern, Ronnie Rudolph, David Mandala, Frank Son

**Absent:**

**Guests:** Ms. Vera Padilla, Grace/Chrysalis

**Interim Staff:** Marco Li Mandri, New City America/New City Public Spaces, Flavio Olivas Jr.

<i>Item</i>	<i>Discussion held</i>	<i>Action Taken?</i>
1. Call to Order and Introductions	Steve Kasten called the meeting to order at 10:05 a.m. pm. Quorum was met.	<i>No action taken</i>
2. Introductions and Announcements	There were no announcements and Steve Kasten asked everyone, including the guests to introduce themselves	<i>No action taken</i>
3. Approval of April 9 <sup>th</sup> , 2026 Board minutes	The April 9 <sup>th</sup> , 2026 minutes were reviewed by the Board.	<i>Ronnie moved and David seconded approval of the April 9<sup>th</sup>, 2026 minutes. The motion was approved unanimously</i>
4. Review of balance sheet and new format for the financial reports	Marco stated that Tammy in his office working with Shirley, her supervisor, had come up with a better way to structure the monthly financial reports. He stated that the sporadic nature of the previous financial reports from the past Executive Director was somewhat lacking. He asked the Board to review the report and asked if the format presented was acceptable. Marco also stated that the budget now reflected the categories of services based upon the management district plan. He put a section and amount for the DIP, District Identity and Placemaking in the budget. Discussion followed.	<i>No action taken, but the Board adopted the new financial reporting and balance sheet package</i>

<p><b>5. Bank signature cards</b></p>	<p>Steve and the other officers had just gone to the bank, East West Bank, to fill out the signature cards. Previously, only Steve was an authorized signers. Now all of the officers will be. Discussion followed</p>	<p><i>No action taken</i></p>
<p><b>6. RFPs for current services</b></p>	<p>Marco mentioned that based upon previous discussions, RFPs were to be issued for maintenance services, and soon security.</p> <p>The website costs and services seem to be good, according to Flavio Jr. who has developed a rapport with the webmaster for the LHBA;</p> <p>Marco asked if he should come up with an RFP for maintenance services, the Board agreed as Chrysalis is currently on a month to month services agreement.</p> <p>Security is pending on looking at a possible new company based upon a former LAPD officer. Steve and Ronnie will check to see if the new company is ready to bid on services Marco also stated that there was a need to rebrand the district as the current logo didn't say anything. He suggested that a contest with a \$1,000 award be distributed to art schools and colleges in the Lincoln Heights area. Board members thought that was a great way to get the community involved in the Board's actions.</p>	<p><i>Eric moved and Ronnie seconded sending out the RFP for maintenance, the motion was approved unanimously.</i></p> <p><i>Ronnie moved and David seconded sending out the logo contest. The motion was approved unanimously.</i></p>
<p><b>7. Farmers Market Update</b></p>	<p>Discussion was held on the status of the Farmers Market held each Wednesday. Flavio Jr. and Vera Padilla spoke about a professor who is working at Cal State LA who has studied night markets. The Board discussed the fact that surrounding communities had very popular night markets. Vera Stated she will set up a meeting with that professor and her and Flavio to talk about the prospects for such a market in Lincoln Heights. Discussion followed</p>	<p><i>No action taken</i></p>
<p><b>7. Other items</b></p>	<p>Marco stated that Flavio Jr. would need a laptop for his work in the District. It is better that the Association own its own laptop than using the personal laptops of staff. The laptop should not exceed \$1200. Discussion followed.</p>	<p><i>By consensus, the Board agreed to have the corporation buy its own laptop to keep track of its records and proceeding.</i></p>

<p><b>8. Next Board meeting</b></p>	<p>The Board members checked their schedule for the next monthly Board meeting. After discussion, the date and time were approved</p>	<p><i>Eric moved and Steve seconded holding the next meeting of the LHBA Board on Thursday June 11<sup>th</sup> at 10:00 am at Young Nak Church. The motion was approved unanimously.</i></p>
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Minutes taken by Marco Li Mandri, Interim Administrator – New City Public Spaces