



Lincoln Heights Benefit Association of Los Angeles

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2718 North Broadway, Los Angeles, CA 90031

Security 800-350-1944, www.LHBALA.org

Lincoln Heights Benefit Association Board of Directors Meeting

August 27, 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 July 9th, 2026 Board minutes *Action Item*
3. Updates to the Board:
 - a. DMS starts services on August 17th, report from Nick Lemmo, DMS
 - b. Relocating office from Pasadena Ave to old Mortuary site for parking, Farmers Market and meeting place, authorization to allow Steve and Marco to negotiate a lease and present to the Board at the September meeting *Action Item*
 - c. Invitation to Mayor Karen Bass to meet with District 1 BIDs including Lincoln Heights, the Industrial Zone, Highland Park and remnants of Chinatown, date to be set (Marco)
 - d. Status of logo contest; (Flavio)
 - e. Any update on Night Market proposal and status of Farmers Market (Flavio)
 - f. Update on Parking lot transfer to Housing Dept. (Steve)
 - g. Meeting with Jose Rodriguez from District 1 (Marco)
4. Financial report and update: *Action Item*
5. Authorization to send out Security RFP *Action Item*
6. Board resolution authorizing Steven Kasten and Flavio Olivas Jr. to act on behalf of LHBALA regarding USDA FNS No. 0520053. *Action Item*

This resolution is necessary for the following reasons:

- The account contains legacy contact and access information that current LHBALA representatives cannot access or update.
- StreetsLA requires SNAP authorization documentation for the street-closure permit.
- The USDA may require formal Board authorization to release records or process changes.
- It will formally establish who is authorized to communicate with the USDA and complete any required updates or reauthorizations.

7. Hunger Action –***Action Item***

Los Angeles and the Market Match program within the same resolution. This would authorize Steven and Flavio Olivas Jr. to obtain program and payment records, communicate with the applicable administrators, submit required documentation, and reconcile outstanding Market Match reimbursements or obligations.

This is related because Hunger Action LA's Market Match reimbursements depend on Lincoln Heights' continuing SNAP/EBT operations under FNS No. 0520053.

8. 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.



**Lincoln Heights Benefit Association
Board of Directors Meeting
July 9th, 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 Kasten, Ronnie Rudolph, Frank Son

Absent: David Mandela (excused)

Guests: Emiline/Chrysalis, Grace/Chrysalis, Nick Lemmo/District Maintenance Services

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, President, called the meeting to order at 10:05 a.m. pm. Quorum was met.	No action taken
2. Introductions and Announcements	There were no announcements,	No action taken
3. Approval of June 11th, 2026 Board minutes	The June 11 th , 2026, minutes were reviewed by the Board.	Ronnie moved and Frank seconded approval of the June 11th, 2026 minutes. The motion was approved unanimously
4. Security RFP authorization Sidewalk vending legislation	Marco asked if the Board wanted him to write up a Security RFP so options can be reviewed by the Board. This would be the second RFP issued by New City Public Services on behalf of the Board. Discussion held and it was decided by consensus for Marco to write up an RFP and send to the Board for review and possible approval at the August Board meeting. Marco also included a copy of the current LA Sidewalk Vending ordinance which was adopted after the passage of the state legislation in 2018 and signed by Governor Brown.	Ronnie moved to have Marco submit a sample RFP for security, Frank seconded the motion. The motion was approved unanimously. No action taken on the Sidewalk vending ordinance
5. Extension of the New City Public Spaces agreement for management of LHBA.	NCPS has been providing management services for the LHBA since April 2026. It was a 4 month contract and it expires this month at the end of July. The cost would be \$8,500 per month for the next 4 month period which would end in November 2026. Discussion followed	Ronnie moved and Frank seconded to extend the NCPS management of the LHBA until the end of 2026, ending on December 31st, 2026. The motion was approved unanimously.

6 Review of current contractors. Maintenance providers	Marco stated that an RFP for maintenance services, not to exceed \$450,000 for the first year, was issued in the International Downtown Association and California Downtown Association. Two vendors responded within the designated time period: 1. Chrysalis Services, which is the current month to month provider; 2. District Maintenance Services who provides similar services from Ontario to Santa Barbara Grace and Emiline from Chrysalis were present and began their presentation at 10:40. Each group was given 20 minutes to present their services. Nick Lemmo, the Regional Director for District Maintenance Services began his presentation just after 11 am. His presentation lasted 20 minutes and he went over the way DMS reviews its clients' needs Both groups had been asked to leave the room once their interview was done. Discussion was held about costs, quality of work, what new items the Board wanted to see and the need to include a 30 day escape clause in the contract.	<i>Ronnie moved that the cleaning contract be awarded to DMS, led by Nick Lemmo. Eric seconded the motion. The motion was approved unanimously.</i> <i>Marco will inform each vendor by the weekend of the results of the Board decision. The new contract with DMS would start on August 17th. Flavio Jr. will help with the transition from one company to the next. He will also coordinate the use of the storage facility and lunch room rented by the LHBA on Pasadena Avenue.</i>
7. Adjournment and Next Meeting	The next meeting of the LHBA Board will be held on Thursday August 27th, at 10:00 a.m. at the Young Nak Church Meeting room. The meeting was adjourned at 11:40 a.m.	<i>Ronnie moved and Frank seconded the motion to adjourn. Approved unanimously.</i>

Minutes taken by Marco Li Mandri, Interim Administrator – New City Public Spaces

LHBA 2033
Balance Sheet
As of July 31, 2026

	<u>Jul 31, 26</u>
ASSETS	
Current Assets	
Checking/Savings	
Disbursement- East West	91,186.73
Money Market- East West	936,198.08
Non-assess. LHCFM- East West	<u>258,723.08</u>
Total Checking/Savings	<u>1,286,107.89</u>
Total Current Assets	<u>1,286,107.89</u>
TOTAL ASSETS	<u><u>1,286,107.89</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	200,824.33
Opening Balance Equity	635,017.28
Net Income	<u>450,266.28</u>
Total Equity	<u>1,286,107.89</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,286,107.89</u></u>

LHBA 2033
Profit & Loss Budget Performance
July 2026

	Jul 26	Budget	Jan - Jul 26	YTD Budget	Annual Budget
Income					
Farmers Market Income					
CalFresh EBT, Stall Fee	1,405.00		7,234.00		
Grants	688.00		5,025.00		
Total Farmers Market Income	2,093.00		12,259.00		
Income					
Assessment	199,394.94	0.00	895,311.18	995,843.96	995,843.96
General Benefit	10,161.75	0.00	10,161.75	20,323.49	20,323.49
Interest Income	30.87		7,014.30		
Total Income	209,587.56	0.00	912,487.23	1,016,167.45	1,016,167.45
Total Income	211,680.56	0.00	924,746.23	1,016,167.45	1,016,167.45
Expense					
City Fees	0.00		19,916.88		
Administration					
Accounting	100.00	916.67	11,050.00	6,416.65	11,000.00
Bank Fees	0.00	10.00	0.00	70.00	120.00
Consultants	8,500.00	8,500.00	34,000.00	34,000.00	76,500.00
Insurance, Tax, License	276.60	416.67	705.70	2,916.65	5,000.00
Legal	0.00	250.00	0.00	1,750.00	3,000.00
Management	0.00	8,333.33	22,062.45	58,333.35	100,000.00
Office Supplies	150.89	0.00	1,250.76	2,000.00	2,000.00
Printing/Copying	31.20	0.00	839.43	2,000.00	2,000.00
Telephone/Communications	191.49	300.00	1,516.57	2,100.00	3,600.00
Contingency	0.00	0.00	0.00	44,230.23	44,230.23
Total Administration	9,250.18	18,726.67	71,424.91	153,816.88	247,450.23
District Identity					
Banner Program	0.00	0.00	0.00	100.00	100.00
Assistant District Manager	5,000.00	4,166.67	20,000.00	29,166.65	50,000.00
PR/Social Media	0.00	0.00	0.00	100.00	100.00
Website/Server Maintenance	0.00	600.00	3,816.46	4,200.00	7,200.00
Total District Identity	5,000.00	4,766.67	23,816.46	33,566.65	57,400.00
Farmers Market					
CFM Management	2,325.00		14,747.50		
LH CFM Petty Cash- Vendor reimb	2,500.00		10,100.00		
License & Permits	0.00		1,415.49		
Operations/Rentals	0.00		1,134.91		
Supplies	121.86		473.16		
Total Farmers Market	4,946.86		27,871.06		
Sidewalk Operations					
Maintenance Services	35,366.62	35,000.00	211,035.90	245,000.00	420,000.00
Management	0.00	0.00	0.00	0.00	0.00
Rent	718.42	833.33	5,295.04	5,833.35	10,000.00
Security	18,322.38	20,000.00	114,594.19	140,000.00	240,000.00
Utilities	78.99	100.00	525.51	700.00	1,200.00
Contingency	0.00	0.00	0.00	40,117.22	40,117.22
Total Sidewalk Operations	54,486.41	55,933.33	331,450.64	431,650.57	711,317.22
Total Expense	73,683.45	79,426.67	474,479.95	619,034.10	1,016,167.45
Net Income	137,997.11	-79,426.67	450,266.28	397,133.35	0.00

Marco Li Mandri

From: flavio olivas <flavio.olivas@lhbala.org>
Sent: Wednesday, August 19, 2026 9:20 AM
To: Marco Li Mandri; Steve Kasten
Subject: Re: DMS Rollout and Logo Contest Update

Marco and Mr. Kasten,

Please find below the update regarding the DMS rollout and the logo contest.

1. DMS Clean Team Rollout

The transition from Chrysalis to District Maintenance Services (DMS) was completed as scheduled. On Friday, August 14, I conducted the final walkthrough of the Avenue 26 maintenance room with Chrysalis, completed the handoff checklist, and recovered the keys. That afternoon, DMS Operations Manager Javier Tellez delivered equipment to the facility and received the keys.

Prior to the launch, I met with Regional Director Nick Lemmo and Javier on August 11 for an initial facility meeting and district drive. We reviewed operating procedures, identified district hot spots and properties by assessment, discussed community engagement, and coordinated the transition. I also provided DMS with a district map identifying asset locations, inventory, and a list of immediate action items.

Please consider the current state of the maintenance room when evaluating the Clean Team's potential relocation.

Operational updates include:

- Parking: Secured at Gray Mortuary, 2930 N. Broadway.
- Trash disposal: Humboldt Yard access and disposal procedures are established.
- Water access: Contacted LADWP and obtained a quote for a 30-day temporary hydrant meter.
- Graffiti: DMS and I are meeting today to clarify responsibilities for private property versus the public right-of-way, including documentation protocols.
- Communication: DMS management has been highly responsive since the transition.

DMS has already taken immediate action by pressure washing Daly Street/N. Broadway and the Lincoln Heights sidewalk plaques. They have also initiated thorough trash-receptacle cleaning by removing inserts, clearing debris from inside and around the bases, and wiping down the receptacles and lids.

2. Logo Contest

Although Vera and I began outreach in April—targeting local schools, colleges, art programs, and arts organizations—submissions have been limited. The timeline overlapped with final exams, graduations, and summer recess, which reduced our access to students and instructors.

We are now implementing a more direct strategy to reach artists where they create, exhibit, study, and gather in Lincoln Heights. This includes direct outreach to Keystone Art Space, the Brewery Artist Lofts,

Marco Li Mandri

From: flavio olivas <flavio.olivas@lhbala.org>
Sent: Thursday, August 20, 2026 4:29 PM
To: Marco Li Mandri; Steve Kasten
Subject: Maintenance Room Assets – Potential Board Action

Marco and Mr. Kasten,

To free up space in the Avenue 26 maintenance room, please consider the following district assets currently stored there:

- 9 metal planters
- 2 rectangular metal trash receptacles (1 damaged)
- 1 round metal trash receptacle
- 8 replacement trash-can inserts (to replace those in poor condition within the district)
- 8 planter inserts (for planters currently missing inserts)

Except for the one damaged receptacle, these items are in good condition and can replace damaged assets already identified within the district.

This may require a Board action item to authorize the removal and installation of the replacement assets, as well as to determine whether the damaged metal assets should be recycled or scrapped.

Hollywood Welding, who performed the initial installation in 2021, is available, and I have requested an updated quote for this work.

Thank you,

Flavio

AMENDMENT FIFTEEN TO LEASE

THIS AMENDMENT FIFTEEN TO LEASE is entered into this 11th day of January, 2024 by and between The Hywall Corporation ("LESSOR"), and Lincoln Height Benefit Association of Los Angeles ("Tenant") and is to be attached to and made an integral part of the Standard Commercial Multi-Tenant Lease dated July 23, 2009 which together with any amendments, modifications, assignments, and extensions thereof is hereafter called the "Lease".

RECITALS

- A. Landlord and Tenant entered into a Lease for the premises commonly known as 108 East Ave 26th Street, Los Angeles, California (the "Premises").
- B. Tenant desires to amend the lease term for the premises and Landlord is willing to amend the lease upon the terms, covenants and conditions as set forth in the lease as modified and amended herein.

NOW, THEREFORE, for valuable consideration, receipt of which is hereby acknowledged, it is mutually agreed by and between Landlord and Tenant that:

1. **Lease Extension:** Landlord has granted Tenant to use option to extend lease. The Term of the Lease is hereby extended until February 29, 2025 or the last day of February.
2. **Base Rent:**
March 1, 2024 – February 29, 2025 – Tenant is to pay Six Hundred Twenty Four 00/100 dollars (\$624.00) per month plus \$50.00 Flat cam
3. **Counterparts:** This Amendment may be executed in one or more counterparts, each of which shall be deemed original, and all of which together shall constitute one and the same instrument. In addition, this Lease amendment may be executed by a party's signature transmitted by facsimile ("fax") or by electronic mail in pdf format ("pdf"), and copies of this Lease executed and delivered by means of faxed or pdf signatures shall have the same force and effect as copies hereof executed and delivered with original signatures. All parties hereto may rely upon faxed or pdf signatures as if such signatures were originals. Any party executing and delivering this Lease by fax or pdf shall promptly thereafter deliver a counterpart of this Lease containing said party's original signature to the other party. All parties hereto agree that a faxed or pdf signature page may be introduced into evidence in any proceeding arising out of or related to this Lease as if it were an original signature page.
4. **No Further Modifications:** Except as set forth in this Amendment, all of the terms and provisions of the Existing Lease shall apply and shall remain unmodified and in full force and effect.
5. **Capitalized Terms:** All capitalized terms used herein shall have the same meaning as is given such terms in the Existing Lease unless expressly superseded by the terms of this Amendment.
6. **Attorneys' Fees:** In the event that at any time during the term of this Lease either Landlord or Tenant shall institute any action or proceeding against the other relating to the provisions of this Lease, or any default hereunder, the unsuccessful party in such action or proceeding shall reimburse the successful party for reasonable attorneys' fees and other costs and expenses incurred therein by the successful party, including fees and costs incurred in any appellate proceeding. In addition, should it be necessary for Landlord to employ legal counsel to enforce any of the provisions herein contained following a default by Tenant and/or to advise Landlord of its legal rights and/or remedies following a default by Tenant, Tenant agrees to pay all attorneys' fees and court costs reasonably incurred by Landlord in connection therewith.

DS
M

7. **Accessibility; Americans with Disabilities Act.:** The Premises: have not undergone an inspection by a Certified Access Specialist (CASp). (b) Since compliance with the Americans with Disabilities Act (ADA) is dependent upon Lessee's specific use of the Premises, Lessor makes no warranty or representation as to whether or not the Premises comply with ADA or any similar legislation. In the event that Lessee's use of the Premises requires modification or additions to the Premises in order to be in ADA compliance, Lessee agrees to make any such necessary modifications and/or additions at Lessee's expense
8. **Confidentiality:** Tenant agrees not to disclose any part of the contents of this Amendment of the attached lease and prior amendments to anyone other than its attorneys, accountants or employees who may need to know of its contents in order to perform their duties for the Tenant, or as required by law or rules or regulations of a regulatory body with oversight of Tenant (e.g. the new York Stock Exchange). Tenant further agrees that in the event that they disclose any part of this agreement to said persons that Tenant will diligently inform said person of this "Confidentiality" clause and the importance of maintaining the contents hereof confidential.

IN WITNESS WHEREOF, the parties have hereunto set their hands effective the day and year first set forth above.

LANDLORD:
The Hywall Corporation

TENANT:
Lincoln Height Benefit of Association of
Los Angeles

BY: _____

DocuSigned by:
BY: Misty Iwatsu 01/11/2024
By: Misty Iwatsu

Its: Executive Director

Marco Li Mandri

From: flavio olivas <flavio.olivas@lhbala.org>
Sent: Saturday, August 22, 2026 6:39 AM
To: Marco Li Mandri; Steve Kasten
Subject: Re: Posting agenda

Hi Marco,

As a follow-up, please consider including Hunger Action Los Angeles and the Market Match program within the same resolution. This would authorize Steven and me to obtain program and payment records, communicate with the applicable administrators, submit required documentation, and reconcile outstanding Market Match reimbursements or obligations.

This is related because Hunger Action LA's Market Match reimbursements depend on Lincoln Heights' continuing SNAP/EBT operations under FNS No. 0520053.

Thanks again,

Flavio

On Sat, Aug 22, 2026 at 6:33 AM flavio olivas <flavio.olivas@lhbala.org> wrote:
 Good morning Marco,

Before the agenda is finalized and posted, please consider adding a separate Board resolution authorizing Steven Kasten and me to act on behalf of LHBALA regarding USDA FNS No. 0520053.

This resolution is necessary for the following reasons:

- The account contains legacy contact and access information that current LHBALA representatives cannot access or update.
- StreetsLA requires SNAP authorization documentation for the street-closure permit.
- The USDA may require formal Board authorization to release records or process changes.
- It will formally establish who is authorized to communicate with the USDA and complete any required updates or reauthorizations.

Because formal Board action is required, should this be listed as a separate agenda item rather than included under the LHCFM status report?

Thank you,

Flavio

On Sat, Aug 22, 2026 at 6:20 AM Marco Li Mandri <marco@newcityamerica.com> wrote:



LINCOLN HEIGHTS BENEFIT ASSOCIATION OF LOS ANGELES

Unique Entity ID E5UFFN9CY1B5	CAGE / NCAGE 03A37	Purpose of Registration All Awards
Registration Status Active Registration	Expiration Date Sep 2, 2026	
Physical Address 5651 Fallston ST Los Angeles, California 90042-1967 United States	Mailing Address 5651 Fallston ST Los Angeles, California 90042-1967 United States	

Business Information

Doing Business as (blank)	Division Name (blank)	Division Number (blank)
Congressional District California 34	State / Country of Incorporation California / United States	URL LHBALA.org

Registration Dates

Activation Date Sep 4, 2025	Submission Date Sep 2, 2025	Initial Registration Date Sep 16, 2024
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Entity Dates

Entity Start Date Jan 6, 2009	Fiscal Year End Close Date Dec 31
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Immediate Owner

CAGE (blank)	Legal Business Name (blank)
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Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
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Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Proceedings Questions

Registrants in the System for Award Management (SAM.gov) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2. C.F.R. 200 Appendix XII. Their responses are displayed in the responsibility/qualification section of SAM.gov. Maintaining an active registration in SAM.gov demonstrates the registrant responded to the proceedings questions.

Exclusion Summary

Active Exclusions Records?

No

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Entity Types

Business Types

Entity Structure Corporate Entity (Tax Exempt)	Entity Type Business or Organization	Organization Factors Not Applicable
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Profit Structure
Non-Profit Organization

Socio-Economic Types

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Other Entity Qualifiers

Community Development Corporation

Financial Information

Accepts Credit Card Payments	Debt Subject To Offset
No	No

EFT Indicator	CAGE Code
0000	03A37

Points of Contact

Electronic Business

?	5651 Fallston ST
Misty L Iwatsu, Executive Director	Los Angeles, California 90042
	United States

Government Business

?	5651 Fallston ST
Misty L Iwatsu, Executive Director	Los Angeles, California 90042
	United States

Service Classifications

NAICS Codes

Primary	NAICS Codes	NAICS Title
Yes	813990	Other Similar Organizations (Except Business, Professional, Labor, And Political Organizations)

Disaster Response

This entity does not appear in the disaster response registry.



