

JTF Board Meeting
Wednesday, July 16 2014 @ 6:00 p.m.
Union Bank Community Room
Meeting Minutes

Attendees: Miki Heitzman, Alice Kawahatsu, Steve Nakajima, Seiko Fujimoto, Mark Moriguchi, Ros Tonai Paul Wermer
Staff: Bob Hamaguchi and Greg Marutani, and Greg Vilorio
Guests: Cathie Cheatham, Michiko Yamada, Tomo Hirai, Judy Hamaguchi, Beau Simon
Absent: Benh Nakajo (excused)

A. Call to Order and Establishment of a quorum

Meeting called to order: 6:11 p.m. by Bob Hamaguchi, Executive Director. There was a quorum.

B. Approval of Minutes of the Board Meeting on June 23, 2014.

A motion was made by **Alice Kawahatsu** and **seconded by Paul Wermer** to approve the referenced minutes. There were no changes. The motion passed unanimously.

C. JTF Staff Reports / Committee Reports

Marketing Committee (Greg Vilorio)

It was announced that the JMA website redesigned by NDD Design was live and tested.

The new Japantown brochure was distributed. The brochure was being distributed at hotels, SF Visitor Center, SF Airport. The committee was commended for its efforts.

The marketing committee is looking to expand its membership and consolidate its meetings to once per month.

Business Watch Group (Greg Marutani)

It was reported at the Northern Station monthly meeting that the suspect in the apartment robbery had been arrested. The suspect was a repeat offender and was being tailed until he struck again, which he did when he was apprehended.

JTF 2014-15 Budget Review (Bob Hamaguchi)

Bob H presented the proposed 2014-15 JTF Budget. Income of \$108,322 includes grants from PGE, Mayors Office of Economic Development, SF District Attorney's Office, and Japantown Merchants Assn. It was commented that added funding is still necessary for future initiatives.

A motion was made by **Mark Moriguchi** and **seconded by Steve Nakajima** to approve the budget. There was no public comment or discussion from the board. The motion was passed unanimously.

Greg Vilorio 7/23/14 2:49 PM

Deleted: Mark Moriguchi

Greg Vilorio 7/23/14 2:49 PM

Deleted: Steve Nakajima

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JTF Committee Structure and Planning (Bob H)

A draft Three Year Operating Plan by Committee was handed out. This will be used to announce the committee structure and solicit committee participation. It was recommended that board members be assigned to each committee and lead the solicitation of committee members. Staff will amend the draft by

- estimate of meetings and time commitment
- include who has been serving on similar JCHES committees.
- the following board members volunteered for each committee:
Public Spaces: Steve Nakajima
Economic Development/Marketing: Alice Kawahatsu, Miki Heitzman
Community/Health/Safety: Benh Nakajo
Land Use: Paul Wermer, Richard Matsuno
Transportation: (hold open for now)
Community Land Trust: Mark Moriguchi, Paul Wermer
Cultural Heritage: Ros Tonai, Seiko Fujimoto

Board Comment: Steve Nakajima commented that the list should be listed by timing(Start Date). Paul Wermer commented that a board member does not need to chair the committee.

JTF Board of Directors Nominations (Bob H)

The board directed Bob H to ask the current Nominating Committee (Sandy Mori, Judy Hamaguchi, Glynis Nakahara) to continue to serve along with additional members appointed by the board. The group will be meeting on Wed July 23.

Greg Vilorio 7/23/14 2:46 PM

Deleted: Board Comment: Steve Nakajima: Should sort list by timing or timeline .

JTF Board Officer Nominations (Steve Nakajima)

Steve N reported that the committee (he, Paul Wermer, Alice Kawahatsu, Bob H) the following slate of officers. It was highlighted that with the likelihood of additional board members the term of officers was recommended to be one year.

President: Alice Kawahatsu
Vice President: Paul Wermer
Treasurer: Mark Moriguchi
Secretary: Ros Tonai

A motion was made by Steve Nakajima and seconded by Seiko Fujimoto to approve the slate for a one year term. There was no public comment or discussion from the board. The motion was passed unanimously.

Greg Vilorio 7/23/14 2:51 PM

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Greg Vilorio 7/23/14 2:52 PM

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Alice K took over the remaining agenda.

D. New Business

Proposed Formula Retail Ordinance (Paul Wermer)

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Paul W reported that the JTF Board had previously approved support of a formula retail ordinance that proposed a definition of formula retail that more than 10 stores constituted a formula retail business. More recent proposals are recommending more than 20 stores including foreign locations constituting a formula retail business. He recommended that a committee be organized to address the latest proposals and come back to this board for a revised position if necessary. Paul volunteered to organize the ad hoc committee.

Japantown Covenants on Malls and Hotels (Bob H)

Bob H reported that Karen Kai has asked that JTF review the covenants that run with the land on the malls and hotels in light of the recent sale of the Hotel Kabuki. An ad hoc committee will be organized to address the covenants and recommend a position to be taken by JTF.

Bob H reported that Karen Kai has reported that the Nihonmachi Little Friends project is in the approval process with the Planning Department. There is no timeline for action by the Planning Commission at this time, but a support letter from JTF of the project will be greatly appreciated. It is recommended that the NLF make a presentation at the next JTF Board meeting on Aug 20.

[There was concern about the construction work being done on Post Street without notice to businesses. Bob H explained that this was due to work being done at Uoki Sakai. It was clarified by Bob that there are two permits being processed. First, an upgrade to the base building by the owner and a Change of Use is being processed. And, there is a second that will be a Change of Use processed by the new tenant, a women's spa. The contractor failed to notify the businesses on Post Street, and Mr. Sakai apologized and has taken care of the notifications. Bob H was asked to invite Robert Sakai to the next board meeting to give an update of the leasing of his building.](#)

Public Comment (Public Comment is invited to made to the JTF Board on matters not before the board at this meeting. The chair can determine the period dedicated to public comment and comment is limited to 3 minutes.)

There was no public comment.

E. Announcements

1. Next JTF Board meeting: Wed Aug 20, 2014 6:00 Union Bank Community Room

F. The meeting adjourned at 7:45.

Greg Vilorio 7/23/14 3:04 PM

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