



**JAPANTOWN TASK FORCE BOARD MEETING
WEDNESDAY, OCTOBER 15, 2014 @ 6:00 P.M.
Union Bank Community Room**

Draft Minutes

- ATTENDEES:** Seiko Fujimoto, Alice Kawahatsu, Richard Matsuno, Mark Moriguchi, Steve Nakajima, Ros Tonai, Paul Wermer
- ABSENT:** Benh Nakajo (excused), Miki Heitzman(excused)
- STAFF:** Bob Hamaguchi, Greg Marutani, and Greg Vilorio
- GUESTS:** Beau Simon, Glynis Nakahara, Michiko Yamada, Sandy Mori, Reverend Arnold Townsend, Thomas Jefferson

I. Call to Order

The meeting called to order: 6:07 p.m. by Alice Kawahatsu, President. There was a quorum.

II. Approval of Minutes of the Board Meeting on September 17, 2014.

It was moved by Steve Nakajima and seconded by Paul Wermer to approve the September 17, 2014 minutes as submitted. No board comment. The motion passed unanimously.

III. Guest Speaker: Reverend Arnold Townsend, President of Board of Directors, Economic Opportunity Council (EOC) of San Francisco – Corridor Program

- The Corridor Program is a neighborhood clean-up program helping the community providing jobs and training for local men and women. The program is currently servicing lower Fillmore, Post and Sutter, Fillmore to Laguna.
- The current cleanup hours of operation are Monday-Tuesday – 11:00 a.m. – 8:00 p.m.; Wednesday – 11:00 a.m.- 5:30 p.m.; Thursday-Friday – 2:30 - 7:30 p.m.; Saturday-Sunday – 1:30 -8:00 p.m.
- Thomas Jefferson is the current direct supervisor for the EOC Corridor Program. He can be reached at 707-655-8200.
- Reverend Townsend proposed cleaning the area later in the day and would love to extend the hours from 7:00 a.m. – 8:00 p.m. and will be proposing that to Department of Public Works (DPW).
- It was requested Reverend Townsend and Thomas Jefferson meet the people servicing our area at the next meeting.

Public commented that it would be good for EOC staff to be introduced to local businesses. Morning shift is a good idea to help clean-up the community.

IV. Committee Reports

A. Land Use/Built Form (Paul Wermer)

- 1) **Formula Retail** - Met city planning folks come to talk to us about formula retail. Trying to encourage people to come to supervisors meeting on 10.27 to give public comment on formula retail. It was noted that JTF supported in the past formula retail if it is culturally relevant. Commission guidelines on formula retail were distributed at this meeting.
- 2) **Design Guidelines** – There is consensus amongst the committee that the document produced by the planning department for the Japantown Special Use District need modification. There will be a working session looking at design guidelines in detail on October 28.
- 3) **Japantown Neighborhood Commercial District** – Committee discussed that the NCD land-use controls will be split off and moving them off separately. The committee proposal will be discussed at the meeting and schedule a series of outreach meetings.
- 4) **1481 Post Street Project** – The developer of 1481 Posts Street has been invited to the next Land Use Committee meeting on November 11. A list of items is being drafted of questions and issues that the Committee would like to discuss with them.

No Public comment noted.

B. Economic Development and Marketing Committee

Postponed a greater meeting to discuss on October 22 the kickoff of a Merchant Survey, Visitor's Center kickoff and have a discussion on how to create an agenda for the future meeting. The survey will be funded by the Japantown Merchants Association (JMA).

Public commented that it would be wonderful if the consulate should have a presence in the Japantown visitor's center.

V. Staff Reports

A. Grant Funding

Bob Hamaguchi announced we have received \$40,000 from the Mayor's Office of Economic Development for JCHESS development, \$8,000 from PG&E for Economic Development and Marketing and \$3,000 from District Attorney's Office for business watch program and \$50,000 supervisor add-back for JCHESS development. For the \$50,000, we need to produce three studies. The first due December 31, 2014 is the security feasibility study for Japantown. The second one due March 31, 2015 is the feasibility study of a Japantown Visitor Center and the third one due June 2015 is the creation of a package of information and how we will approach culturally relevant tenants.

Public commented if we could have a discussion with Terranomics on how we can work together on a proposal on a approach to attract tenants with a business in this particular niche for this neighborhood.

Public commented that we should tie-in people who have implemented cameras like Rosa Parks, Nihonmachi Terrace and St. Francis Square for their guidance.

B. Crime Reports

Crime is on the downside. Noise nuisance continues to be high. Captain at Northern Station requested the addresses of the frequently. And he will look at it. Approximately 80% have agreed to post the 'No Trespassing' signs.

Public comment that the Webster Street bridge that homeless people are sleeping on the bridge and elementary school kids have to navigate through the homeless on the bridge. Asked for help on this situation. Requested that the school request that the police clear the bridge.

VI. Unfinished Business/New Business

No New Unfinished Business, New Business were discussed.

VII. General Public Comment

Parking space is available on Fillmore where City Car Share used to be.

VIII. President's Report

Alice Kawahatsu reported on the board retreat of September 28. Kawahatsu noted that seven of nine board members attended along with 3 staff members. We discussed the operations, budgets and organization of how we function as a group. Notes of the meeting were distributed. Brown Act and Sunshine Ordinance was discussed, 72 hours prior to meeting. one week prior to the meeting the announcements need to be made and people noticed. The draft minutes should go out as soon as possible. A conflict of interest form needs to be developed. The nominations committee should be created and be composed of the executive committee and one of the previous committee members to find additional board members. The creation of this committee will be a subject of the next board meeting. We talked about the structure of the committees and join committees. Kawahatsu asked Wermer to discuss how to organize committees. Wermer discussed that the nature of JTF committees were focused on transparency and openness in meetings. We looked at resources and time and there are opportunities to combine committees. Wermer suggest we create a ad-hoc committee. We will move forward on the ad-hoc committee and discuss its creation at the next board meeting.

IX. The meeting adjourned at 7:55 p.m.

Respectfully submitted,

Rosalyn Tonai
Secretary