I. CALL TO ORDER
The meeting was called to order at 6:05 p.m. by President Sandy Mori. A quorum was acknowledged.

II. APPROVAL OF MINUTES
Minutes of the JTF Board meeting on May 16, 2018
It was moved by Glynis Nakahara and seconded by Alice Kawahatsu to accept the draft minutes from the May 16, 2018 meeting with the correction:

- The ‘Communications Committee’ from Agenda Item III will be called the “Marketing/Communications Committee” hereafter.

The motion passed by a unanimous vote.

III. UPDATE FROM THE EXECUTIVE DIRECTOR
Steve Nakajo reviewed the highlights from the June 2018 Executive Director’s report (Attachment A). He introduced Nina Nakao as the JTF intern from the Nikkei Community Internship, and Lauren Nosaka as the volunteer providing JTF administrative support.

Sandy Mori added that a congratulatory reception for Mayor-elect London Breed will be planned prior to July 11th.

IV. COMMITTEE REPORTS
A. Land Use/Transportation Committee………………..(Glynis Nakahara/Clint Taura)
   1. Zipcar Spots on Laguna
   Clint Taura reported that he has been in contact with the SF Municipal Transportation Agency (SFMTA) regarding the Zipcar spots on Laguna and between Post and Sutter Streets. SFMTA is ready to work with the LU/T Committee to move the Zipcar spots to another location in the neighborhood. Businesses in front of the current Zipcar spots will be contacted and asked if they would want the spots to be removed. If so, alternative spots acceptable to merchants and residents will be discussed.
The community was not well-informed about the Zipcar spots before they were installed in the neighborhood, including those that ran business in front of the spots. Although the merchant in front of the Zipcar spot on Laguna between Post and Sutter Streets showed opposition, the spot was still installed.

Glynis Nakahara reported that Justin Nguyen from Fort GoBike has notified her that that the plans to install the bike stations has been moved back to 2019. The stations are not permitted yet, and public comments are being accepted. She also noted that despite committee attempts to alert adjacent merchants and community members, Justin reported that he has not received any input/feedback to date.

2. Peace Plaza Improvements
See IV. C.: Update from Ad Hoc Peace Plaza Committee

3. Webster Bridge/D5 Cleanup
Glynis Nakahara reported that the green and purple sample colors were painted on the railing of the Webster Bridge, though not on an entire section as requested. Paul will reach out to Public Works to request a redo. To gather feedback from individuals, a social media posting with a survey will be done. Flyers should include a QR code and URL for individuals to easily access with their phone. For individuals who do not want to vote online, a separate method will be thought out.

Kaz Naganuma reported to JTF that one of the lamps on the Webster Bridge fell and broke. He saved the lamp in his car and reached out to CBD for assistance. CBD staff and representatives contacted Public Works/311.

4. Cultural Heritage District (CHD)
Glynis Nakahara reported that the Board of Supervisors passed the CHD legislation on May 21st. However, because the Historic Preservation Committee was passed over before they could weigh in with final recommendations, HPC held a Public Hearing. HPC will be meeting with Supervisor Hillary Ronen’s office to discuss the next steps.

5. NPC Lots
Glynis Nakahara reported that the efforts to negotiate exclusively with a developer did not result in an agreement. In the meantime, NPC has received multiple offers and will be meeting to discuss how they want to proceed.

6. Neighborhood Design Guidelines
Glynis Nakahara reported that interested members of the committee met on June 16th to discuss and digest the City’s new Urban Design Guidelines as the initial step in developing the Japantown Neighborhood Design Guidelines. The next meeting will be held on the June 23rd. Through having Urban Design Guidelines for the neighborhood, future plans for new development and
redevelopment must follow the guidelines, or otherwise they will have to go through an approval process.

B. Finance Committee…………………………………………………………………..(Mark Moriguchi)
1. JTF Revenue/Expense Report July 2017 to March 2018
Mark Moriguchi reviewed the JTF Revenue/Expense Report from July 2017 to March 2018. JTF will have a profit of $16,303 by the end of the 2017-2018 Fiscal Year. The new Fiscal Year (2018/2019) will begin July 1, 2018. The Finance Committee will decide how frequently the JTF Revenue/Expense Report will be reported to the JTF Board.

C. Update from Ad Hoc Peace Plaza Committee…….(Richard Hashimoto/Jon Osaki)
1. Meeting with Commissioner Allan Low and Joseph Yew
Jon Osaki reported that a meeting was held with Recreation and Park Department (RPD) Commissioner Allan Low and Joseph Yew, a finance banker. The meeting was to discuss an alternate funding source modeled after the Portsmouth Square Plaza and garage renovation.

2. Meeting with Recreation and Park Department
Steve Nakajo introduced Michael DeGregorio from Recreation and Park Department (RPD) as the project manager of the Japantown Peace Plaza project. He will be facilitating the community design meetings to work on the concept plan of the Peace Plaza. The community design process is scheduled to take nine months, ending in March 2018 to be ready for the Park Bond. During this process, three community meetings are planned to be held, with the first on Tuesday, July 31st from 6pm-8pm at the Issei Memorial Hall of the Japanese Cultural and Community Center of Northern California (JCCCNc). Before the first community meeting, an inventory analysis will be done to research the history that relates to the community and city, as well as the work and planning that has been done for the Peace Plaza.

Jon Osaki noted the significant amount of work that had to be done by the Board Members and staff to have RPD move forward with the community design process. Phil Ginsburg made a public announcement that the Peace Plaza is considered the top five projects that RPD has in mind, which was an accomplishment done through numerous contact with City representatives and advocations of the Peace Plaza project.

The RPD community outreach will be conducted through digital outreach, surveys, and contact with key community organizations and neighborhood groups, which JTF will provide support. The support from community members for the Peace Plaza design process will be important when applying to the Park Bond.

3. Return of Flags
Sandy Mori reported that RPD is replacing the Japan and US flags at the Peace Plaza, because the original flags they put up were not the correct size.

V. UPDATE FROM THE PRESIDENT AND JTF EXECUTIVE COMMITTEE
Sandy Mori reported that the JTF Board of Directors will have an opportunity to have the Brown Act and Sunshine Ordinance training from Chris Corgas, combined with
the training for Japantown Community Benefit District (JCBD). The JTF Executive Committee meetings will be closed sessions but will still record the minutes from the meetings.

Sandy Mori also reported that Adam Strauss approached JTF asking if they would be interested in sponsoring for the October 20th Aki Matsuri, which will be held in place of the October Halloween event to celebrate the 50th anniversary of the Japan Trade Center.

1. Recommendation for consultant compensation from September 2017 to March 2018
Sandy Mori reported the JTF Executive Committee’s recommendation to compensate Steve Nakajima, who has been voluntarily providing consultation services for the organization. The compensation will be $10,548, which covers Steve Nakajima’s service of 440 hours from September 2017 to March 2018 at a rate of $24/hr.

It was moved by Beau Simon and seconded by Benh Nakajo to approve the consultant compensation from September 2017 to March 2018, totaling $10,548.

The motion passed by a unanimous vote.

2. Recommendation to authorize JTF ED to approve maximum expenditure up to $5,000 within the JTF Budget.
Sandy Mori reported the JTF Executive Committee’s recommendation to authorize the JTF Executive Director to approve a maximum expenditure up to $5,000 within the JTF Budget. If approved, the JTF Executive Director will be able to decisions to spend a maximum of $5,000 per occurrence without Board approval, as long as the expense stays within the budget line item. The Board will be able to let the Executive Director know certain entities that they would like JTF donations to go to.

It was moved by Jon Osaki and seconded by Beau Simon to authorize the JTF Executive Director to approve a maximum expenditure up to $5,000 within the JTF Budget.

The motion passed by a unanimous vote.

3. Recommendation for JTF to join the Brite Coalition
Sandy Mori reported the JTF Executive Committee’s recommendation for JTF to join the Brite Coalition and support Governor Brown’s effort to environmentally be sensitive to natural disasters and addressing climate change.

Some comments were shared between the Board of Directors regarding the reasoning and meaning for JTF to join and support the Brite Coalition, as well as how it connects to the mission of JTF.

It was moved by Judy Hamaguchi and seconded by Benh Nakajo to have JTF join the Brite Coalition.

The motion failed with four votes in favor, one abstention, and five against.

VI. UNFINISHED BUSINESS
1. Recommendation that donations in memory of Bob Hamaguchi be allocated to fund student internships, through JCYC’s existing internship program.

Neal Taniguchi reported that $11,000 has been donated to JTF in memory of Bob Hamaguchi. In addition, $1,000 more was donated to JTF for March Madness. A recommendation was made to allocate the donations to fund student internships.

It was moved by Beau Simon and seconded by Judy Hamaguchi to allocate the donations in memory of Bob Hamaguchi to fund student internships, through JCYC’s existing internship program.

The motion passed by a unanimous vote.

**VII. NEW BUSINESS**

Glynis Nakahara announced that SFMTA will be hosting two Town Hall meetings on June 21st and June 23rd to update the community on the Geary Rapid Project.

**VIII. GENERAL PUBLIC COMMENT**

A comment was made that there should be public comments between motions and votes.

The meeting was adjourned at 8:00 p.m.

The next meeting is scheduled for Wednesday, July 18th, 2018.