

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office at (310) 618-2780. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR35.102-35.104 ADA Title II] Direct questions or concerns to the Torrance Sister City Association Liaison Gia Jordahl, Acting Senior Supervisor at (310) 618-3843.

The Torrance Sister City Association meets on the second Monday of each month at 7:00 p.m. in the West Annex Commission Meeting Room. All meetings are open to the public.

**TORRANCE SISTER CITY ASSOCIATION AND CITY AGENDA
WEDNESDAY, SEPTEMBER 14, 2022
REGULAR MEETING
11:00 A.M.
WEST ANNEX COMMISSION ROOM, CITY HALL
3031 TORRANCE BOULEVARD, TORRANCE, CA 90503**

**THE TORRANCE SISTER CITY ASSOCIATION MAY TAKE ACTION ON ANY ITEM
LISTED
ON THE AGENDA**

1. CALL MEETING TO ORDER

ROLL CALL: Sumi Arnheim, Donna Dunlap, Lori Chong Eurich, Cindy Scotto, Mayoori Shett, Hazel Taniguchi, Werner Willoughby, Aileen Willoughby, Wendy Ito, Viet Hoang, John LaRock, Gia Jordahl,

2. FLAG SALUTE:

3. REPORT OF THE CITY CLERK ON THE POSTING OF THE AGENDA

The agenda was posted on the Public Notice Board at 3031 Torrance Bl. on Thursday, September 8, 2022 /s/ Rebecca Poirier

4. ORAL COMMUNICATIONS (Limited to a 15 minute period)

This portion of the meeting is reserved for public comment on items on the agenda or on topics of interest to the general public. Under the Ralph M. Brown Act, Commissioners cannot act on items raised during public comment but may respond briefly to statements made or questions posed; request clarification; or refer the item to staff. Speakers under this Public Comment period will have no longer than 1 minutes per speaker. Your comment to the Association meeting will be recorded as part of the meeting. By speaking in the meeting and making public comment during the meeting, you are agreeing to have your comment recorded.

5. REPORTS

5A.1 Thursday, February 16, 2023

- a. Welcome Reception - Doubletree

5A.2 Friday, February 17, 2023

- a. Welcome Reception – Viet or John
- b. North High School - Sumi
- c. Mayor's Dinner – Viet or John
- d. TSCA Hosted dinners

5A.3 Saturday, February 18, 2023

- a. Farmers' Market
- b. Picnic
- c. Dinner Nakano Theater

d. Friendship Festival Performance – Wendy Ito

5A.4 Sunday, February 19, 2023

- a. Free Time**
- b. Sayonara Banquet**

5A.5 Monday, February 20, 2023

- a. Breakfast at Doubletree Hotel**
- b. Leave for LAX**

6. OLD BUSINESS

7. NEW BUSINESS

8. ADJOURNMENT

8A. Adjournment of the Torrance Sister City Association/City Staff meeting to Wednesday, October 12, 2022 at 11:00 a.m.

City of Torrance and TSCA Anniversary Meeting
Katy Geissert Library Meeting Room
August 10, 2022

Dates of Kashiwa's visit: February 16th to January 20th, 2023

1. CALL MEETING TO ORDER

Meeting convened by Donna Dunlap, TSCA President at 11:06 a.m.

Roll call: Aileen & Werner Willoughby, Donna Dunlap, Hazel Taniguchi, John La Rock, Joyce Bell, Lori Chong Eurich, Suzie Wand, Sumi Arnheim, Wendy Ito

Absent: Cindy Scotto, Mayoore Shetti, Gia Jordahl, Viet Hoang

2. FLAG SALUTE—dispensed with

3. REPORT OF THE CITY CLERK ON THE POSTING OF THE AGENDA

The agenda was posted on the Public Notice Board at 3031 Torrance Blvd. on Friday, August 5, 2022 /s/Rebecca Poirer

4. ORAL COMMUNICATIONS (Limited to a 15 minute period)

None

5. REPORTS

5A.1 Thursday, February 16, 2023

a. Welcome Reception

Have not gotten back to the DoubleTree because they want our number

Will be held in the upstairs room, formerly known as the Kashiwa Room

City will be sending officials/dignitaries

TSCA will set the criteria and develop the list

TSCA board to attend and possibly add the dinner hosts (who will be hosting dinner in their home on Friday the 17th)

b. Gift bags

1. Handmade

2. Useful

3. Handheld fruit

4. Cookies—Torrance Bakery (50th logo on it)

5. 50th Pin

Check with the City to see if they will be giving out pins or not

Mayor Furey handed out a 45th pin

Lori will bring hers to next week's committee meeting

6. 50 Anniversary Commemorative Book

Committee: Stephanie Ewing Warner (chair), Hazel Taniguchi and Lori Chong Eurich

Every ten years, TSCA has put out a commemorative book

Need to contact Allen Teng in Central Services to see what has been archived

What pictures do they have?

7. 50th T-shirt

8. City swag/trinkets—like pencils, pens, magnets

Joyce Bell and Gia Jordahl were able to put together 4 boxes for the student delegates to take to Japan. There were plastic water bottles (library branded) stuffed with items listed above and raisins, hard candy and pistachios.

No trash cans needed

5A.2 Friday, February 17, 2023

a. City Hall reception

Suzie Wand has met with Gia Jordahl to discuss what has happened in the past regarding the ceremony, Mayor's dinner and cherry tree planting

Before retiring, Suzie turned in all hard copies to the City

Electronic (soft) copies were complete and submitted

45th Reception—the fire and police departments were in attendance with their vehicles

Torrance Chorale sang the Japanese Anthem

1. Ceremony

Label the seats

2. Planting Cherry tree

Check on the condition of the trees and replace any

Perhaps plant two trees—one for the 50th and one in Mikko's honor

3. Installing Signpost

Lead time needed

Specifics—font, style, logo needed

Will need to send John LaRock and Central Services the details

Unveil the signpost (city gift) and have a smaller one/plaque made for the Kashiwa mayor to take back

4. Transportation

Will need to give transit a schedule of when and where busses are needed

Need to include Sunday as well

Joyce Bell and Gia Jordahl to coordinate

b. North High School

1. Lunch – Subway 6 foot long sandwiches.

Include students who will be giving the tour

2. Tour

To be given by Advanced Japanese students

Wendy Ito suggested to contact Keiko Clark—possibly the Japanese teacher and Jillian Hart (wife of Police Chief)—North Student Activities Director(?)

City Bus Tour

Possibly include: SCROC, Kashiwa Street and Kashiwa Court (allow time for photos), beach, new transit center (opening in October)

c. Mayor's Dinner

1. Mayor's Dinner—Group 1 – 30 people (number still fluctuating)

2. Update on Mayor Chen's dinner for Group 1

No updates. Still need to iron out the details including who will be invited

May not need as many translators based on the information (English language fluency) as provided.

d. TSCA Hosted dinners

1. Once we know the group 2 numbers (24 so far) we can start planning homes:

a. Need to ask for reservations for October 5—9, 2023 trip to Kashiwa

b. Anyone going to Kashiwa usually hosts a dinner

c. Anyone else not going to Kashiwa wanting to host in their homes

2. Will occur at the same time as the Mayor's Dinner

5A.3 Saturday, February 18, 2023

a. Farmers' Market

Allow an hour to walk around

Live Steamers run by volunteers and a non-profit

The train runs on the third Saturday from 12:00 to 3:00 p.m.

Would like them to accommodate our group early at 11:00 a.m.

Need to complete the Special Reservations Form and email to
president@southerncalifornialivesteamers.org

Cash donation of \$50 (for 25 riders) and \$2 per additional rider to be paid that morning

b. Picnic

- a. Timing to avoid the challenge of finding a parking space

1. TSCA come early to Farmer's Market? When does the east parking lot start filling up?
2. John La Rock will ask Torrance Adult School to use their parking lot
3. TSCA Easy ups for shade
4. Borrow battery operated Sound System from Gia Jordahl
5. Tablecloths
6. In order to get a free lunch, you will need to wear the 50th Commemorative t-shirt
7. Mark Richardson was asked to chair this event
Mark cannot commit but he will ask past delegates Jacquie Lee (1978) & Eleanor Hom (1980) Jones take care of the picnic
Keith Glassman (1976) volunteered to help wherever needed
8. Ask Alex Hattori if he would do a yo-yo demonstration
9. Get Parks & Rec Department involved—possible activities water balloons, corn hole games, giant Jenga game

c. Dinner at Nakano Theater

1. Group 1 (hosted by TSCA) and Group 2 (paid through travel agent \$35 includes theater)
2. Nakano Theater reserved by TOCA for us
3. Holds up to 120 people
4. Caterer (TBD Chinese or Italian)

d. Armstrong Theater Performance "The Friendship Festival"

1. Need snacks/dinners for performers in Green Room
2. Gold screen in storage as backdrop on stage
3. TOCA advertised in Seasons brochures
4. Performers: Numbers a.—e. on Stage
 - a. Tatekawa Shinoharu (Kashiwa 1996)—Rakugo (storyteller)
 - b. Tami Ooka (Kashiwa 1980)—Opera Singer
 - c. MacIntryre Singers, Carole Williams (Torrance 1977)
 - d. Alex Ito (Torrance 2015)—Takio drums (possibly with his mother Wendy dancing)
 - e. David Contreras (Torrance 2019)—Opera Singer
Torrance Civic Chorale (Torrance 1987)
 - f. Jennifer Ando (Torrance 1986)—Painter's Exhibition in Lobby

- g. Sarah Donaldson (Torrance 2016) Anime artist - also in Lobby
- 5. Post Reception in Lobby

e. PCR Test

Anyone leaving Monday morning may need a PCR test
Needs to occur up to 72 hours prior to departure
Friday morning before City Hall
Saturday morning would be the latest to take a PCR test

4. Sunday, February 19, 2023

- a. Free Day
 - 1. Their travel agent designing optional tours
 - 2. Visit friends
 - 3. Shopping in Del Amo Mall
 - a. Percent off at participating stores
 - 4. Harbor Cruise on a sailing ship
- b. Sayonara Banquet—Re-enact signing of affiliation with the two New Mayors of each city
 - 1. Doubletree Banquet Room
 - Invitations sent out the end of December in 2022 with RSVP due end of January 2023
 - a. Invitations with a RSVP self-addressed stamped envelope
 - b. Central Services printed—TSCA provide envelopes
 - c. Sayonara Program Booklet—printed in the past by the City
 - 2. City officials invited but not being hosted by TSCA
 - 3. Donna is waiting to hear back from Oriental Motor considering donation

5. Monday, February 20, 2023 – Kashiwa Day

- a. Breakfast at Hotel
- b. Leave for LAX or possible extension to Las Vegas

6. OLD BUSINESS

7. NEW BUSINESS

Torrance to Kashiwa Proposed dates: October 5—9, 2023

- a. Secure Travel Agent
 - 1. Recommend IACE – Agent: Noriko Sakurada

Next meeting: August 18, 2022 (TSCA only) at 10:00 a.m.—Donna’s house
September 14, 2022 at 11:00 a.m.—Katy Geissert Mtg Room

8. ADJOURNMENT

Meeting concluded at 12:30 p.m.