



**SOUTH PASADENA  
COMMUNITY CENTER  
FEASIBILITY STUDY  
EXISTING CONDITIONS  
AND PROGRAM  
ANALYSIS REPORT**

September 29, 2014



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## Executive Summary

- ◆ Minimum location should be at least 3.58 acres
- ◆ Required square footage to provide all community desired amenities is:
  - Indoor 40,500 sq ft
  - Outdoor 19,300 sq ft
  - Parking 96,000 sq ft
- ◆ Design concept would be for a multi-level facility with three wings with separate entries surrounding a common area of shared community center amenities

The City will need a site location that can accommodate the above square footage to provide a new community center containing the program spaces the community has indicated they desire in a new facility to house community, senior, youth/teen, and cultural programs. This conclusion has been reached through the process of developing the Existing Conditions and Program Analysis Report which defines the existing recreation facilities available to South Pasadena residents, analyzes the demographics of current participants and expected future participants, studies the current participant fees and attendance, defines core amenities from the community input process, and analyzes existing facility space and what facility space is needed in a future community center.

## I. Existing recreation facilities available to South Pasadena residents.

The City of South Pasadena uses a combination of city owned facilities, school district space, contracting with privately owned facilities, and agreements with surrounding cities to provide programming space to meet the recreation and leisure services needs of South Pasadena residents. The following is an overview of city owned facilities, the space available in each, and what programming is accommodated in that space.

### Garfield Park Youth House

**Year Built:** 2007

**Total Square Feet of Programmable Space:** 500

**Number of Parking Spaces:** 0

**Historical Designation:** No

**List of Rooms and Dimensions:**

One room 20' by 25'

**Room Capacity:** 50

**Types of Programs the Facility Accommodates:**

Dance Classes

Music Classes

Singing/Acting Classes

Arts & Crafts Classes

Programs for tiny tots and preschoolers

Programs for youth and teens

Programs for adults

Public room rentals

Program space for clubs and organizations to meet

Staff Meetings





## Eddie Park House

**Year Built:** Unknown

**Total Square Feet of Programmable Space:** 650

**Number of Parking Spaces:** 0

**Historical Designation:** Yes

**List of Rooms and Dimensions:**

Main room 24' by 30', 2 Restrooms, Kitchen, and Play Room (dimensions unknown)

**Types of Programs the Facility Accommodates:**

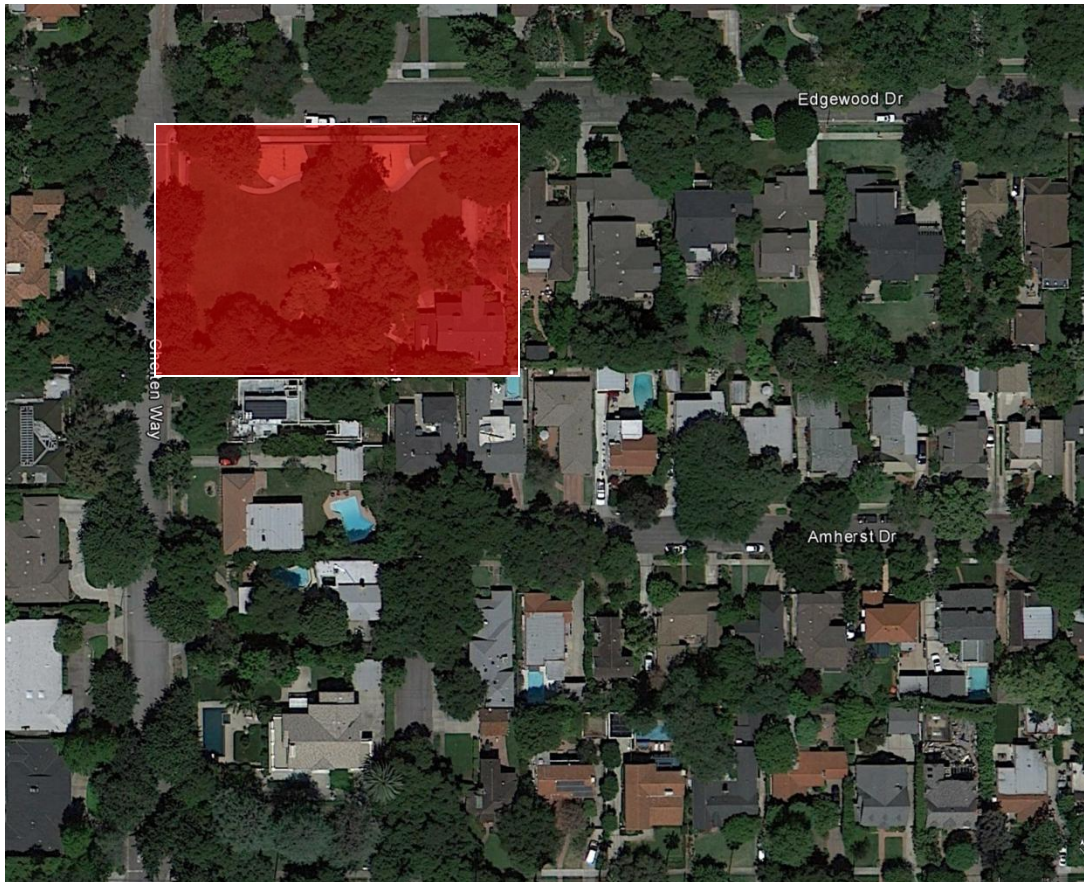
Programs for adults

Public room rentals

Program space for organizations to meet

Banquets/Events

Staff Meetings





## Orange Grove Recreation Center

**Year Built:** 1940's

**Total Square Feet of Programmable Space:** 900

**Number of Parking Spaces:** 6

**Historical Designation:** Yes

### **Types of Programs the Facility Accommodates:**

Music Classes

Singing/Acting Classes

Arts & Crafts Classes

Programs for tiny tots and preschoolers

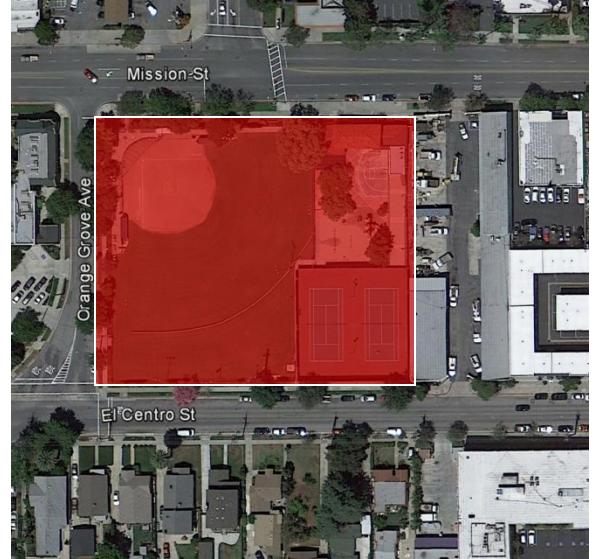
Programs for youth and teens

Programs for adults

Public room rentals

Program space for organizations to meet

Staff Meetings



## War Memorial Building

**Year Built:** 1922

**Total Square Feet of Programmable Space:** 3300 sq ft upstairs and 2300 sq ft downstairs

**Number of Parking Spaces:** 25

**Historical Designation:** Yes

### **List of Rooms and Dimensions:**

Main Room 40' by 60', Lobby 20' by 40', Kitchen, Legion Room, and Restrooms

### **Types of Programs the Facility Accommodates:**

Dance and Music Classes

Small Theatre Productions

Culinary/Cooking Classes

Arts & Crafts Classes

Fee based lifelong learning classes

Public room rentals

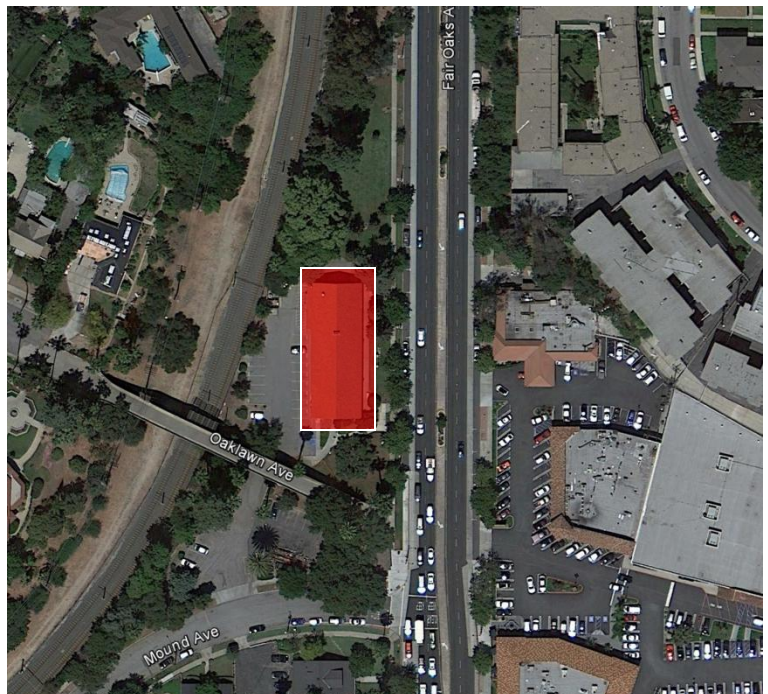
Card room

Program space for organizations to meet

Fitness/Exercise Classes

Banquets/Events

Staff Meetings



## Senior Center

**Year Built:** 1982

**Total Square Feet of Programmable Space:** 6,500

**Number of Parking Spaces:** 30 shared

**Historical Designation:** No

**List of Rooms and Dimensions:**

1 office and Classroom 1 (front) 209 sq. ft. Classroom 2 (back) 350 sq. ft. (computer lab), multipurpose room 1,500 sq. ft. (assembly 240 – banquet seating 130), Kitchen 300 sq. ft. Patio 400 sq. ft. 2 storage closets 10' x 10', Office space 20' x 12'

**Types of Programs the Facility Accommodates:**

Art Classes

Dance Classes

Arts & Crafts Classes

Programs for adults

Programs for seniors

Public room rentals

Program space for organizations to meet

Counseling services

Movies/Concerts

Quiet places to read/relax

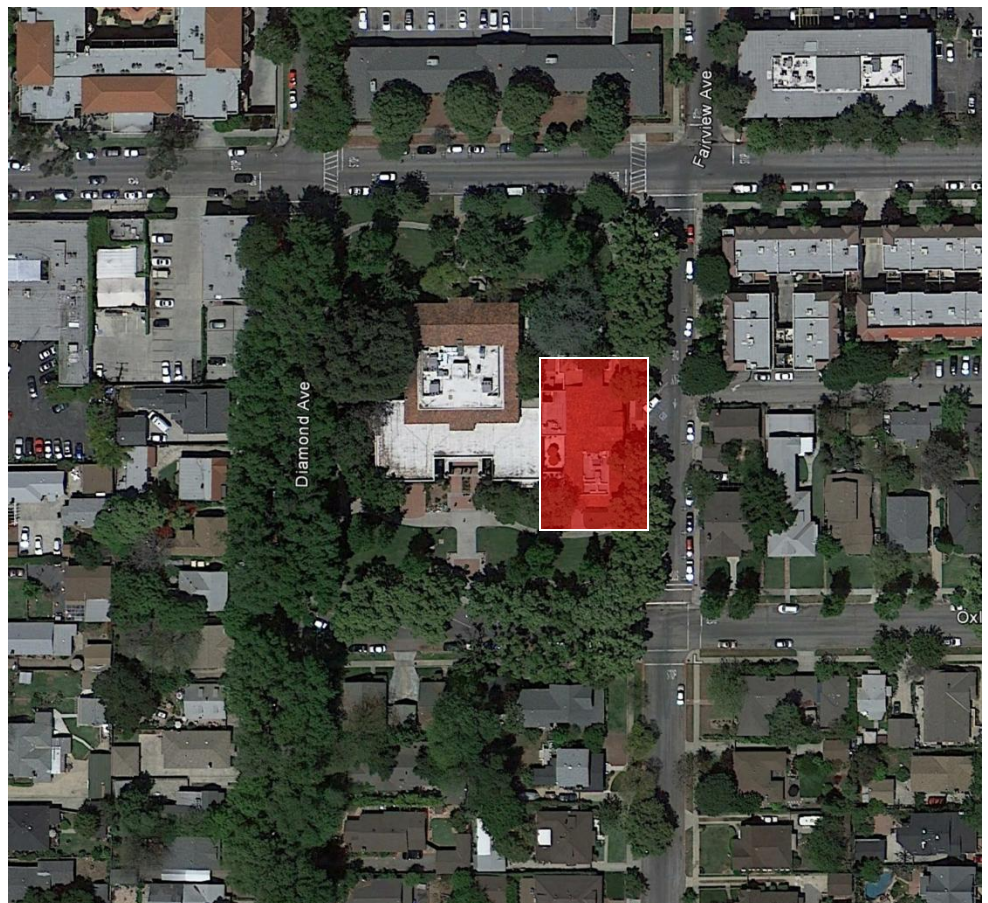
Fitness/Exercise Classes

Computer Classes/Lab

Banquets/Events

Staff Meetings

Meals programs





## San Pascual Stables

**Year Built:** Unknown

**Total Square Feet of Programmable Space:** None

**Number of Parking Spaces:** 25

**Historical Designation:** Yes, Front Barn

**List of Rooms and Dimensions:**

No rooms for programming

**Types of Programs the Facility Accommodates:**

Equestrian classes, events and boarding





## Library

**Year Built:** 1907, expanded 1930 and expanded again and renovated in 1981

**Total Square Feet of Programmable Space:** 3,391

**Number of Parking Spaces:** 30 Shared

**Historical Designation:** Yes

**List of Rooms and Dimensions (Meeting Rooms Only):**

Conference Room 23' by 14'

Community Room 33' by 93'

**Types of Programs the Facility Accommodates:**

Library services

Lectures

Programs for tiny tots and preschoolers

Programs for youth and teens

Programs for adults

Programs for seniors

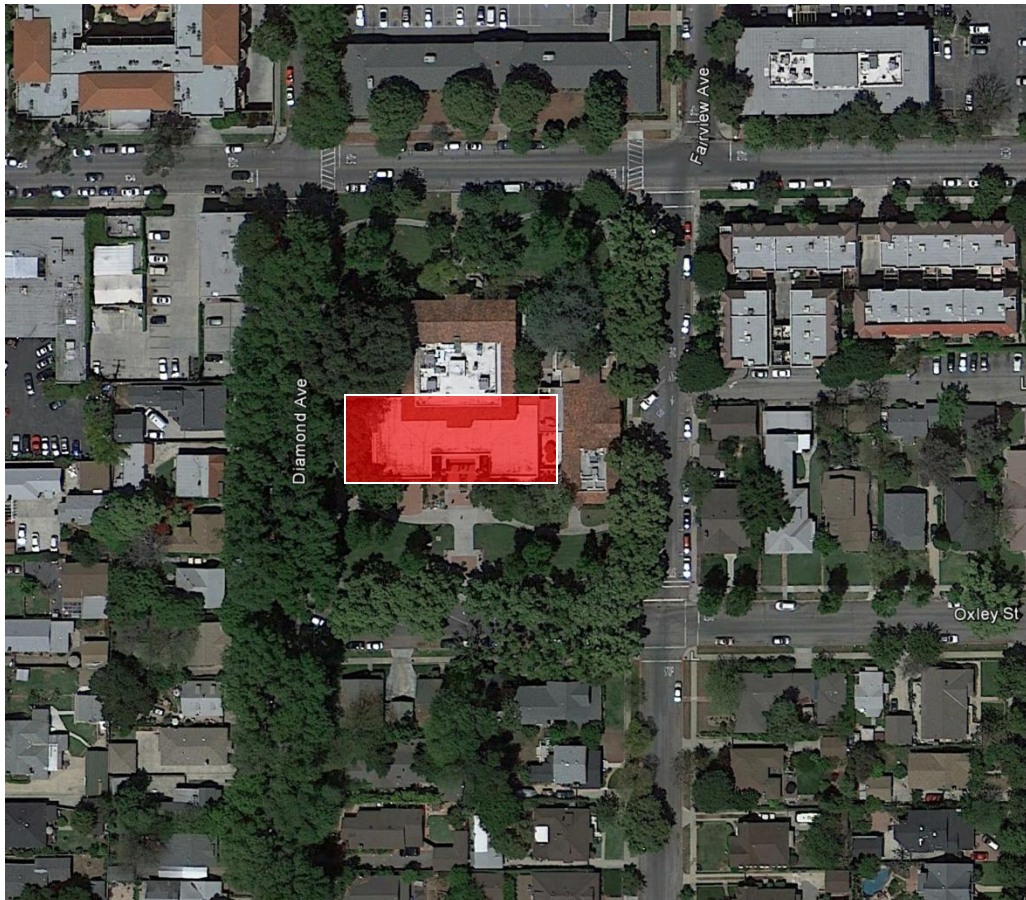
Public room rentals

Program space for organizations to meet

Movies/Concerts

Quiet places to read/relax

Staff Meetings





## Arroyo Seco Golf Course Clubhouse

**Year Built:** 1954

**Total Square Feet of Programmable Space:** 800

**Number of Parking Spaces:** 125

**Historical Designation:** Only the Mini Golf

**List of Rooms and Dimensions:**

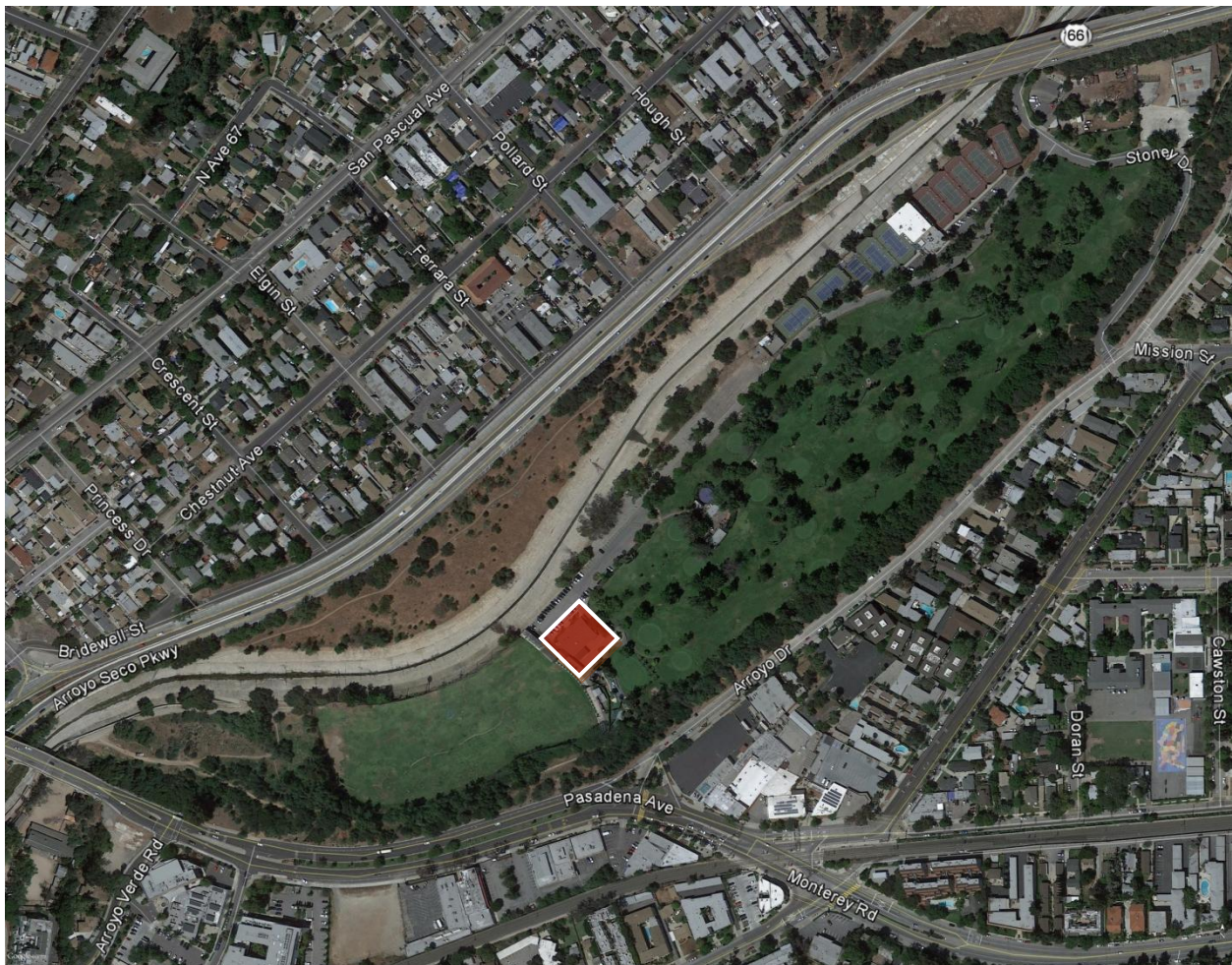
Small Banquet room 40' by 20'

**Types of Programs the Facility Accommodates:**

Public room rentals

Program space for organizations to meet

Banquets/Events



**Summary of Existing Program Space:**

<b>Program Space</b>	<b>Area (Sf)</b>	<b>Room Dimensions (Approximant)</b>
Garfield Park Youth House	500	
Eddie Park House		
Main Room	650	24 x 30
Woman's Restroom		
Men's Restroom		
Orange Grove Recreation Center	900	
War Memorial Building		
Main Room	2400	40 x 60
Lobby	800	20 x 40
Kitchen		
Legion Room		
Woman's Restroom		
Men's Restroom		
Senior Center		
Office		
Classroom 1 (front)		
Classroom 2 (back/computer lab)	350	
Multipurpose Room	1500	
Kitchen	300	
Outdoor Patio	400	
Storage Closet	100	10 x 10
Storage Closet	100	10 x 10
Office Space	240	20 x 12
Library		
Conference Room	322	23 x 14
Community Room	3069	33 x 93
Arroyo Seco Golf Course Clubhouse		
Small Banquet Room	800	40 x 20
<b>Total Existing Square Feet</b>	<b>12,431</b>	

The City has a demand for more recreation and leisure service programming than it can accommodate in its own facilities. To accommodate that need, the City has agreements with the following to provide specific programs that the City cannot host in its own spaces:

- Marengo Elementary School, 1400 Marengo Ave.
- Art Studio for Kids, 1832 Freemont Ave.
- Payke Gymnastics Academy, 1122 Mission St.
- Pointe by Pointe Dance Studio, 1315 Fair Oaks Ave. Unit 104
- South Pasadena Music Center & Conservatory, 1509 Mission St.



- Alhambra School of Music, 226 E. Main St. Alhambra, CA
- Gracie Barra Pasadena Studio, 2560 E. Colorado Blvd. Pasadena CA
- AGI Academy, 29 S. Electric Ave. Alhambra CA
- Pasadena Ice Skating Center, 310 E. Green St. Pasadena CA
- Alhambra Park, 500 N. Palm Ave. Alhambra CA

The contracted locations are used for fee based activities, primarily dance, music, and art. If the City were to develop a new multi-purpose community center, it would still contract with some of these outside facilities for a variety of activities like ice skating, swimming programs, and competitive gymnastics. These amenities require specialty facilities and would not be included in the amenities for a new community center. Making use of community resources is an important component of the overall recreation and leisure services delivery system because it avoids duplication of services and maximizes use of space.



Art Studio for Kids



Alhambra School of Music



Pasadena Ice Skating Center



Gracie Barra Pasadena Studio

## II. Demographics of current participants and expected future participants

According to the 2010 US Census the population distribution in South Pasadena is as follows:

Total Population	25,619
Population of one race	24,204
Caucasian alone	13,922
African American alone	771
American Indian and Alaska Native alone	107
Asian alone	7,973
Native Hawaiian and Other Pacific Islander alone	9
Other Race alone	1,422
Population of two or more races	1,415
Hispanic or Latino (cultural designation, may be any race)	4,767
Age 18 or older (eligible to vote)	19,621



Over the last two decades South Pasadena has experienced an increase in density, revitalization of residential and commercial areas, preservation of its tree lined community image and an increase in cultural diversity.



The following chart shows the changes in age, population, race and density from the 2000 Census to the 2010 Census:

Category	2000	2010
<b>18 &amp; Younger</b>	<b>19.3%</b>	<b>23.4%</b>
<b>55 &amp; Older</b>	<b>20.1%</b>	<b>19.8%</b>
<b>Caucasian Population</b>	<b>60.3%</b>	<b>54.3%</b>
<b>Asian Population</b>	<b>26.1%</b>	<b>31.1%</b>
<b>Other Races</b>	<b>13.6%</b>	<b>14.6%</b>
<b>Density</b>	<b>6,003 persons/sq. mile</b>	<b>7,520 persons/sq. mile</b>

According to the projections of SCAG (Southern California Association of Governments) South Pasadena will grow slightly in population to a projected total of 25,900 by 2020 and a total population of 26,300 by 2035. The growth will be a result of older properties within the City being redeveloped with higher densities. The City is essentially built out and vacant land subdivisions are not likely to occur.

SCAG also projects that cultural diversity will continue along current trends with the Caucasian population falling to around 50% and the Asian population increasing to 35% by 2035. South Pasadena's median home price in 2013 was about \$838,000. The median income within the City, in 2012, was about \$84,000 (California average is \$61,000). About 60% of the employed population was employed in professional occupations in 2013.

In summary, the overview of the population that will seek recreation and leisure services over the next 20 years will include the following: young families moving into multi-family units or existing homes sold by seniors retiring; a consistent percentage of older generation with more active lifestyles; continuing trend of cultural diversity with Asian races having the largest growth; higher than average median income families seeking diversity of leisure services; and greater density creating demand for more programming space.

### **III. Analysis of current participant fees and Attendance**

The Community Services Department operates a wide variety of fee based programs for all age groups. Summer camp and leisure classes are the most popular programs. Within the summer camps there are many special interest camps being operated. Fees range from \$165 to \$190 per week depending on the type of camp. Some of the more popular camps are the Science, adventure, and sports camps, which continually sell out over the summer.

Youth dance, music and art classes are offered year round and fees range from \$80 to \$129 for 8 week sessions. Sports classes in tennis, soccer, football, baseball, etc. are seasonal and fees range from \$50 to \$80 for 4 week sessions. Equestrian classes, ice skating classes, and other special interest classes are offered year round and fees range from \$75 to \$120 for 5 week sessions. Adult fitness, dance, and cultural classes are offered year round with fees ranging from \$48 to \$145 depending on the type and length of class. The number of classes being offered and the attendance at these classes indicate there is a high demand for specialty fee based classes and the community will support a fee based recreation service system.

Senior citizen programs are the exception. Programs offered at the Senior Center are usually free to seniors and are designed to meet the Center's mission to offer a place in which older adults and persons with disabilities can meet with one another to fulfill their social, physical, emotional and intellectual needs. Center programs and activities are designed to enhance and support senior citizen independence and encourage involvement in and with the community. The Center offers a meal program which has a \$2.25 charge. They also offer numerous trips and tours at various fees, as well as some special events which have a nominal charge for admission. The Center offers various activities for seniors that include computers, music, games, and social programs. A good percentage of the participants in the adult classes, such as ballroom dance, and exercise classes are active seniors who pay for the fee based programs.

Teens are another age group where free and fee based activities are offered. The City offers fee based classes in a wide variety of special interests ranging from sports activities, cultural classes



and equestrian activities. Drop in programs for teens are limited due to lack of a facility. Social events, like dances, concerts, etc. are usually left to commercial operations or school functions.

An analysis of participation rates in fee based programs reveals that class or activity participation rates run about 71% on average. This means that, on an annual average, fee based classes and activities register 71% of capacity. The participation rates differ depending on the time of the year with the summer session of fee based classes and activities registering at the highest percentage of capacity.

- Fall Session 65%
- Winter Session 64%
- Spring Session 72%
- Summer Session 84%

The summary conclusion of the fee based programs is that there is a high demand for fee based programs and activities in South Pasadena and the community would support fee based programs at a new community center as they currently do at existing facilities.

#### **IV. Summary of community survey and focus group space priorities**

To determine the needed space and amenities for the proposed community center and the optional desired amenities the community wishes, ICG performed a review of existing facilities and a comprehensive analysis process. This process included a variety of community input tools including a community survey and several focus groups. The community survey asked the community about their use of current facilities and what their priorities are for a new community center. The focus groups were then asked to prioritize amenities the community suggested and the results were used in the analysis process to make recommendations for program space in the proposed space priorities of the new community center.

A summary of the community input results is as follows:

##### **On-Line Community Survey**

The complete results of the on-line community survey are contained in Appendix A. A total of 373 people responded to the on-line survey, of which 323 were South Pasadena residents (86.6%) and the remaining were from the surrounding cities of Los Angeles, Pasadena, Alhambra, Arcadia, San Marino and other cities.

Due to the fact that the 86% response rate was from South Pasadena residents, indicates that the findings and results of the on-line community survey represent the opinions and desires of South Pasadena residents. This survey can be considered a valid measure of city residents.

People were asked what benefits they seek from recreation programs in South Pasadena. The consultant could then compare their answers with the types of facilities and amenities needed

to provide programs to deliver those benefits. The responses indicated the following in order of priority:

<b>Rank</b>	<b>Benefits Desired from Recreation Programs</b>	<b>Facilities and Amenities Needed to Accommodate Programs</b>
1	Cultural opportunities (art, music, dance, etc.)	Meeting rooms/classrooms/studios
2	Improve fitness, health, & wellness	Fitness & exercise center/walking track
3	Opportunities to enjoy events with other people	Multipurpose community room for banquets/events
4	Opportunities for life-long learning	Meeting rooms/classrooms/studios
5	Help seniors maintain active lifestyles	Senior center/exercise , card & game rooms
6	Promote youth/teen mental/physical growth	Teen center/gymnasium
7	Connect people together and families	Community center/theater room/classrooms
8	Enhance community image and sense of place	Indoor & outdoor spaces/good design
9	Opportunities for community groups to meet	Meeting rooms/large multipurpose room
10	Help people with disabilities	Ease of access and program accommodation
11	Access to social services	Counseling rooms

People were asked if they thought outdoor space, such a plazas, courtyards, and programmable space was important to have in a new community center, and 97% responded yes. They were then asked what existing facilities in South Pasadena they have visited in the past 12 months. Their responses were compared to the types of programs offered at those facilities. The results show that the most visited facilities are those that offer classes, programs, and organized activities; which validates that a new community center would be well attended.

The community was asked about their satisfaction with the maintenance, cleanliness, and physical condition of the existing facilities, and 94% responded they were satisfied. This indicates the current level of maintenance provided will adequately serve the community at a new facility when the current levels of maintenance and standards are upheld.

People were asked about what they thought about the quality of the recreation programs in South Pasadena in comparison to other cities; 76% thought they were good or better, and 24% thought they were fair or poor. People tend to rate programs on how they like the facility and how they like the instructor or leader. The responses indicate a majority of users think the quality is good or better, but improving existing facilities or building new facilities to increase programming would help increase the satisfaction rate.

The three top reasons people stated for not participating in programs were that they were too busy, not aware of the programs, or programs were held at inconvenient times. If the city proceeds with a new community center, particular attention needs to be given to marketing and scheduling.

The answers to the question of what types of programming people would like to see offered at a new community center were evenly distributed between programs for all age groups and programs for the whole family.

When asked what the focus should be on in regards to amenities for a new community center the responses in priority ranking were as follows:

Rank	Desired Amenity
1	Classrooms and meeting rooms
2	Fitness and exercise rooms
3	Meeting rooms for clubs and organizations
4	Community gym with walking track
5	Large multipurpose community room for banquets and events
6	Full service kitchens with teaching capabilities
7	Studios for dance, music, and arts and crafts
8	Quiet places for relaxing, reading, and socializing
9	Card room
10	Game room
11	Computer lab/technology center

To see how the community feels about the possibility of having to pay for a new community center either through a tax increase or a membership fee, the question was asked if community would be willing to pay and the results were:

Answer	Percentage
Yes	23.19%
Yes, depending on amount	17.10%
Yes, depending on type of community center	13.91%
Yes, depending on type of center and amount of cost	35.36%
No, I do not want to pay for the new community center	10.43%

When asked how much they may be willing to pay the results were as follows:

Amount	Percentage
\$15 annually	20.13%
\$25 annually	24.42%
\$50 annually	20.46%
\$75 annually	6.60%
\$100 annually	22.11%
More than \$100, but less than \$200 annually	6.27%

The responses indicate the community may be willing to pay for the new community center if it is the type of facility they will use and the amount is reasonable. Further survey work regarding how people should be charged and what reasonable amount would be perceived by the community is necessary if the city decides to include a tax increase or membership fee in its funding strategy.

The question was asked as to what were the ages in the respondent’s households. This question was proposed to make sure the responses represented all ages in the community and they did.



There was an opportunity to provide a written response addressing any further comments which the public may have had. 124 people choose to provide comments. Most comments centered on the theme of making a new community center all inclusive, easily accessible, not duplicating existing facilities, cost efficient, and making use of existing resources.

**Hard Copy of the Community Survey**

The complete results of the hard copy community survey are contained in Appendix B. A total of 239 people filed out the hard copy community survey, of which 154 were South Pasadena residents (64.44%) and the rest were from the surrounding cities of Los Angeles, Pasadena, Alhambra, Arcadia, San Marino and other cities. The higher non-resident rate filling out the hard copy survey (35.56%) versus the on-line survey (13.40%) can be attributed to the surveys being handed out at community events, such as concerts in the park, which draw a regional audience. The 64.44% response rate from South Pasadena residents filling out the hard copy survey still gives an indication that the findings and results of the hard copy community survey represents the opinions and desires of South Pasadena residents (at least to a 65% accuracy). This survey also provides a good measure of non-residents opinions, which are valuable. Non-residents attending South Pasadena events, programs and activities have a positive economic impact on businesses in South Pasadena, as they tend to eat and shop when attending activities.

The following represents a comparison of the responses to the question “what benefits the community seeks from recreation programs in South Pasadena” from both the on-line and hard copy surveys. The responses were ranked in priority order:

	<b>On-Line Community Survey</b>	<b>Hard Copy Community survey</b>
<b>Rank</b>	<b>Benefits Desired from Recreation Programs</b>	<b>Benefits Desired from Recreation Programs</b>
1	Cultural opportunities (art, music, dance, etc.)	Opportunities to enjoy events with other people
2	Improve fitness, health, & wellness	Cultural opportunities (art, music, dance, etc.)
3	Opportunities to enjoy events with other people	Help seniors maintain active lifestyles
4	Opportunities for life-long learning	Improve fitness, health, & wellness
5	Help seniors maintain active lifestyles	Opportunities for life-long learning
6	Promote youth/teen mental/physical growth	Connect people together and families
7	Connect people together and families	Promote youth/teen mental/physical growth
8	Enhance community image and sense of place	Access to social services
9	Opportunities for community groups to meet	Help people with disabilities
10	Help people with disabilities	Enhance community image and sense of place
11	Access to social services	Opportunities for community groups to meet

While the priority rankings are close, the hard copy responders ranked events and senior programs higher than the on-line responders, most likely because the hard copy surveys were handed out at events and at the senior center, while the on-line survey was accessed through the City’s website by the community. As to the question “do you think outdoor space, such as plazas, courtyards, and programmable space is important to have in a new community center” slightly less responded yes in the hard copy survey (94.12%) than the on-line survey (97%). Both

surveys indicate support for outdoor spaces in a new community center. The percentage of use of existing facilities in South Pasadena was almost identical in both surveys. Both surveys show the most frequented facilities are those that offer classes, programs, and organized activities. These findings reinforce that facilities with programmable space represent the highest need in the community.

In comparing the responses in both surveys in regards to the satisfaction with the maintenance, cleanliness, and physical condition of existing facilities, the hard copy responders indicated greater satisfaction (98%) compared to 94% responding that they were satisfied in the on-line survey. This reinforces that the level of maintenance provided currently to facilities will suffice to maintain the current level of satisfaction for the level of maintenance at a new community center.

When asked about what people thought about the quality of recreation programs in South Pasadena the hard copy responders indicated an 85.85% response of good or better, while only 76% of the on-line responders thought the recreation programs were good or better. This difference can probably be attributed to the fact that the majority of hard copy responders came from people attending special events or participating in senior programs (both very popular) while the on-line responders were the greater community at large and represented a broader participation in all kinds of programs.

In comparing the answers for the reasons people stated for not participating in programs, the top three reasons were the same in both surveys; not aware of the programs, too busy, and held at inconvenient times. Again, these responses point to the need for marketing, scheduling, and having sufficient space to offer desired classes and activities at prime time hours.

Comparing the answers to the question “what types of programming people would like to see offered at a new community center” the hard copy surveys were heavily in favor of senior programs, while the on-line surveys were evenly distributed between programs for all age groups and programs for the whole family.

When asked what the focus should be on amenities for a new community center the comparison of the responses in priority ranking from both surveys was as follows:

Rank	Hard Copy Survey Results	On-Line Survey Results
1	Classrooms and meeting rooms	Classrooms and meeting rooms
2	Large multipurpose community room for banquets and events	Fitness and exercise rooms
3	Fitness and exercise rooms	Meeting rooms for clubs and organizations
4	Community gym with walking track	Community gym with walking track
5	Meeting rooms for clubs and organizations	Large multipurpose community room for banquets and events
6	Quiet places for relaxing, reading, and	Full service kitchens with teaching capabilities

	socializing	
7	Card room	Studios for dance, music, and arts and crafts
8	Game room	Quiet places for relaxing, reading, and socializing
9	Studios for dance, music, and arts and crafts	Card room
10	Computer lab/technology center	Game room
11	Full service kitchens with teaching capabilities	Computer lab/technology center

Amenities normally found in a senior center received a higher ranking in the hard copy survey; however, the top five amenities were the same in both surveys.

In comparing answers to the question about how the respondents feel about the possibility of having to pay for a new community center either through a tax increase or a membership fee, both of the hard copy and on-line responses were equally supportive, though the hard copy surveys showed a higher percentage of no's.

Answer	Hard Copy	On-Line
Yes	24.88%	23.19%
Yes, depending on amount	17.51%	17.10%
Yes, depending on type of community center	9.22%	13.91%
Yes, depending on type of center and amount of cost	28.11%	35.36%
No, I do not want to pay for the new community center	20.28%	10.43%

When comparing the answers on how much people may be willing to pay annually; the hard copy responders were more likely to pay \$15 to \$25 annually, while the on-line responders were more willing to pay \$100 annually. Between both surveys, there were over 90% of responses which indicated they would pay at least \$15 annually.

Amount	Hard Copy	On-Line
\$15 annually	34.15%	20.13%
\$25 annually	25.61%	24.42%
\$50 annually	20.12%	20.46%
\$75 annually	4.88%	6.60%
\$100 annually	11.59%	22.11%
More than \$100, but less than \$200 annually	3.66%	6.27%

The responses indicate that the community may be willing to pay for a new community center if it is the type of facility they will use and the amount is reasonable. As stated before, further survey work regarding how people should be charged and what a reasonable amount would be perceived by the community is necessary if the city decides to include a tax increase or membership fee in its funding strategy.

With regards to the ages in the household of the hard copy responders, over 63% were from households that the ages were 55 and over, which indicates these opinions were weighted towards seniors. However, 37% of the responders were from households representing ages from under 5 to 50 years of age, which indicates that there was responses from family households.

There was an opportunity to provide a written response addressing any further comments which the public may have had. Most of the write in comments on the hard copy surveys were about the need for senior programs, seniors not wanting to be mixed with children in a new community center, concern about cost and location, the need to fix up existing facilities, and that seniors like the current senior enter.

### **Focus groups**

Another community outreach tool used to obtain input was focus group meetings. The consultants conducted three focus group meetings, one for seniors and library stakeholders, one for teen and youth participants, and one for community groups and existing facility users. The purpose of these meetings was to take the findings from the community surveys, staff input workshop, and findings of previous studies and documents pertaining to the possibility of developing a new community center, and prepare a matrix of proposed amenities. Each of the focus groups participated in exercises designed to determine the core amenities that need to be included in the design of a new community center and those amenities that would be desired if space and funding permit. Each focus group did 2 exercises, an individual and a group consensus exercise. They each had the task of ranking the amenities listed in the community survey based on importance of inclusion in the community center. The following represents the findings from these meetings:



**Exercise 1: Individual Results**

Seniors and Library Focus Group Individual Results

<b>Amenity</b>	<b>Core Facility</b>	<b>Desired Facility</b>
Large Community/Banquet Room	X	
Outdoor Plaza		X
Arts & Crafts Studio		X
Dance Studio		X
Music Studio		X
Classrooms & Meeting Rooms	X	
Computer Lab/Technology Center	X	
Exercise Room		X
Full Service Kitchen with Teaching Capabilities	X	
Office Space for Community Groups		X
Card Room		X
Game Room	X	
Gymnasium		X
Indoor Walking Track	X	
Billiards Room		X
Ping Pong Room		X
Counseling Offices	X	
Pre-School Day Care		X
Theatre/Lecture Room	X	
Teen Center		X
Parking Structure	X	
Commercial Concessions		X

Teens and Youth Focus Group Individual Results

<b>Amenity</b>	<b>Core Facility</b>	<b>Desired Facility</b>
Large Community/Banquet Room		X
Outdoor Plaza		X
Arts & Crafts Studio		X
Dance Studio		X
Music Studio		X
Classrooms & Meeting Rooms	X	
Computer Lab/Technology Center	X	
Exercise Room		X
Full Service Kitchen with Teaching Capabilities	X	
Office Space for Community Groups		X
Card Room		X
Game Room		X
Gymnasium		X
Indoor Walking Track		X
Billiards Room		X
Ping Pong Room		X
Counseling Offices	X	
Pre-School Day Care		X
Theatre/Lecture Room	X	
Teen Center	X	
Parking Structure	X	
Commercial Concessions		X
Community Garden	X	

Community Groups/Existing Facility User Focus Group Individual Results

<b>Amenity</b>	<b>Core Facility</b>	<b>Desired Facility</b>
Large Community/Banquet Room	X	
Outdoor Plaza		X
Arts & Crafts Studio		X
Dance Studio		X
Music Studio	X	
Classrooms & Meeting Rooms	X	
Computer Lab/Technology Center	X	
Exercise Room		X
Full Service Kitchen with Teaching Capabilities		X
Office Space for Community Groups		X
Card Room		X
Game Room		X
Gymnasium		X
Indoor Walking Track		X
Billiards Room		X
Ping Pong Room		X
Counseling Offices	X	
Pre-School Day Care		X
Theatre/Lecture Room	X	
Teen Center	X	
Parking Structure	X	
Commercial Concessions		X

In summary, the following amenities have been identified as core amenities to be included within the design of a new community center based on the combined findings from each of the individual opinions of the attendees of the focus groups.

- Large community/banquet room
- Classrooms and meeting rooms
- Computer Lab/Technology Center
- Full Service Kitchen with Teaching Capabilities
- Game room
- Indoor walking track
- Counseling offices
- Theatre/Lecture Room
- Parking structure
- Teen center
- Community garden
- Music studio

**Exercise 2: Group Results**

In the second exercise the participants from the focus groups were divided into smaller work groups. Each group had to come to a consensus on their top 5 choices for amenities to include in a new community center. The following represents the results:

Seniors and Library Focus Group Consensus Results

Group #	1	2	3	4	5
1	Community/banquet	Arts/crafts studio	Classroom/meeting	Fitness/exercise	Parking Structure
2	Community/banquet	Classroom/meeting	Arts/crafts studio	Fitness/exercise	Parking structure
3	Community/banquet	Dance studio	Kitchen	Fitness/exercise	Parking structure
4	Community/banquet	Parking structure	Classroom/meeting	Fitness/exercise	Computer/Tech
5	Classroom/meeting	Music studio	Computer/Tech	Fitness/exercise	Counseling
6	Community/banquet	Kitchen	Classroom/meeting	Computer/Tech	Fitness/exercise

Teens and Youth Focus Group Consensus Results

Group #	1	2	3	4	5
1	Teen center	Fitness/exercise	Counseling	Kitchen	Gym
2	Teen center	Counseling	Office for groups	Outdoor spaces	Preschool daycare
3	Teen center	Fitness/exercise	Kitchen	Counseling	Quiet space
4	Teen center	Preschool daycare	Gym/walking track	Community/banquet	Kitchen

Community Groups/Existing Facility User Focus Group Consensus Results

Group #	1	2	3	4	5
1	Parking structure	Community/banquet	Fitness/exercise	Game room	Concessions
2	Community/banquet	Classroom/meeting	Parking structure	Teen center	Computer/Tech

In summary, the following amenities have been identified as core amenities to be included within the design of a new community center based on the combined findings from each of the focus group’s opinions.

- Large community/banquet room
- Classrooms and meeting rooms
- Computer Lab/Technology Center
- Full Service Kitchen with Teaching Capabilities
- Game room
- Gym with indoor walking track
- Counseling offices
- Parking structure
- Teen center
- Music studio

- Arts & crafts studio
- Dance studio
- Fitness/exercise rooms
- Preschool daycare
- Quiet spaces
- Outdoor spaces/plaza

Following the exercises, the floor was opened to an open forum where attendees could discuss and provide input freely. All of the focus groups expressed a wide variety of comments addressing the needs and wants for the new community center that included the following:

- the center should be all inclusive
- not just for one age group
- easily accessible
- have no compact parking spaces in the parking structure
- control security
- have plenty of storage and rest room accommodations
- be designed to fit the community
- be centrally located

## **V. Summary of facility space, surplus/deficit analysis, and planning guide**

The following analysis was derived from taking the findings from the existing spaces that are currently being programmed for the community and determining the gap between the existing spaces and what is needed. This analysis was then used to develop a recommendation for addressing the new space within the proposed community center.

The guidelines used in the following analysis table were derived from the National Recreation and Parks Association (NRPA) suggested standards. These were then modified by ICG by taking the average number of each amenity in a 2010 thirty-two city study in the southern California area in conjunction with the NRPA guideline, and using the median between the two sets of data. ICG uses these guidelines as the benchmark guidelines in all of its park and recreation facility master plans. Capacity numbers are figured using 16 square feet of space (4' x 4') per participant for planned activities (Note: Fire code rates room capacity at 3' x 2' or 6 square feet per person for assembly. Fire code would allow more people for assembly than the referenced ICG guideline for program activity).



Table V a: Planning Guide

TYPE OF SPACE	EXISTING SPACE	RECOMMENDED GUIDELINE	SPACE DEFICIT	PLANNING GUIDE
Large Multipurpose / Banquet Room	Eddie House 650 Sq.Ft.(Capacity 40) War Memorial Building 2,400 Sq. Ft. (Capacity 150) Senior Center 1,500 Sq. Ft. (Capacity 94) Golf Clubhouse 800 Sq. Ft.(Capacity 50) Total 334	250 Capacity per 15,000 population. Total Recommended Capacity 415	81 Capacity deficit if Senior Center is still available for banquets, 175 capacity deficit if Senior Center is returned to Library use	Plan for a minimum of 175 capacity multipurpose banquet room in new community center. Design to 225 capacity if golf clubhouse is not remodeled.
Outdoor Plaza for Concerts/ Events	One at Garfield Park	One for every 15,000 population	.75 deficit	Plan an outdoor events plaza for small concerts & entertainment
Arts & Crafts Studio	No designated space, only shared multipurpose space	One designated studio for every 15,000 population	1.5 deficit	Plan for designated arts & crafts studio in new community center
Dance Studio	No designated dance studio, only shared space and private contract studios	One per 20,000 population	1.25 deficit	Plan for a dance studio in new community center and continue private contract studios
Music Studio	No designated music studio, only shared space and private contract studios	One per 20,000 population	1.25 deficit	Plan for a music studio in new community center and continue private contract studios
Classrooms / Meeting Rooms	6 rooms of various sizes	One 800 sq. ft. classroom/meeting room per 3,000 population = 8	2.0 deficit	Plan as many as space allows, as this was a core amenity in the community input results
Computer Lounge & Computer Lab	One at the Senior Center	One dedicated to adults & seniors and one dedicated to teens per 25,000 population	1.0 deficit	Plan to include tech center/computer spaces in the community center
Exercise Room 1600 sq. ft. 40' by 40' Capacity 100	Two shared spaces (War Memorial Building & Senior Center Multipurpose room.	One dedicated exercise room per 10,000 population	.5 deficit with senior center, 1.5 deficit if senior center returned to library use.	Plan for dedicated exercise room and continue shared use of War Memorial building for exercise classes.

*South Pasadena Community Center Feasibility Study Existing Conditions Report*

<b>TYPE OF SPACE</b>	<b>EXISTING SPACE</b>	<b>RECOMMENDED GUIDELINE</b>	<b>SPACE DEFICIT</b>	<b>PLANNING GUIDE</b>
Full service kitchen with teaching capabilities	No teaching capabilities – just prep kitchen for meals program and rentals	One multipurpose kitchen facility with class space and mirrors per 20,000 population	1.20 deficit	Plan for a full service kitchen/ teaching kitchen in design for new community center
Office space for senior clubs and Seniors’ service providers	One office space and reception area at Senior Center	One designated office space per 2,000 senior population 55+	5,000+ pop over 55 = 3 offices for senior service providers	Plan for dedicated office spaces for senior services in new community center
Quiet spaces for reading and relaxing	One at Senior Center and Two at Library	One quiet space per 2,000 senior population 55+	5,000+ population over 55 = 3 designated quiet areas within senior center wing	Plan for quiet spaces in senior portion of new community center
Gallery spaces for displaying artwork	Space at Senior Center and Library	No applicable guideline	N/A	Plan to use lobby/entry areas in new community center for art display
Fitness and Exercise Equipment Rooms	No designated fitness/exercise equipment room	One fitness/exercise equipment room 75 capacity/1200 sq. ft. per 20,000 population	1.20 deficit	Plan for fitness/exercise room in new community center
Card Room	Shared space in Senior Center	One dedicated 30 capacity/600 sq. ft. card room per 20,000 population	1.20 deficit	Plan for a card room in senior portion if space permits
Multipurpose Game Room	Shared room in Senior Center and in War Memorial Building	One dedicated 30 capacity/600 sq. ft. game room per 20,000 population	1.20 deficit	Plan for a dedicated game room in new community center if space permits
Billiards Room	None	One dedicated billiards room per 5,000 seniors 55+ 2 table capacity	1.0 deficit	Plan for a 2 table billiards room in the new community center common area

TYPE OF SPACE	EXISTING SPACE	RECOMMENDED GUIDELINE	SPACE DEFICIT	PLANNING GUIDE
Gymnasium for Indoor Sports	No City facility, limited use of school facility	One City scheduled facility per 30,000 population	No deficit as population is under 30,000	Optional amenity to include if space and funding is available. Desired by community and would make programming easier and more extensive for all ages
Indoor Walking Track	None in south Pasadena	One per 30,000 population	No deficit as population is under 30,000	If a gymnasium is included in new community center add a second level indoor walking tract
Ping Pong Room	Shared space at Senior Center and War memorial Building	No established guideline per population. Special interest facility	N/A	Optional amenity if space and funding are available. Could share with gym.
Counseling Rooms	Shared space in Senior Center, Orange Grove Park, and Library	One designated counseling office per 2,000 senior population 55+	2.5 deficit	Plan for 3 shared counseling offices in senior wing of new community center
Daycare Center for Pre-School Tots	No City dedicated Tiny-Tot Preschool Program Space	One dedicated Tiny-Tot space 50 capacity/800 square feet per 20,000 population	1.25 deficit	Optional amenity for new community center or reprogram another City facility if new community center built
Theater Room for Movies, Plays & Lectures	Shared space in Senior Center	No established guideline per population. Special interest facility determined by community requests	N/A	Optional amenity if space and funding are available. Could be shared by seniors, teens, and community if in common area
Teen Room with Games, Café, & Music	None	One teen center per 10,000 population under 18	No deficit as 18 & under population is 6,000	Optional amenity in new community center depending on space and funding availability.

## VI. Recommended program space for proposed new community center

Based on the community input and planning guidelines summarized above the consultant’s recommendation for the size and number of programming amenities for a new multipurpose community center in South Pasadena are listed in Table VI a. It is envisioned that the new



multipurpose community center would be a multi-level complex with three, maybe four, separate wings including a senior center wing with its own entry and program space; a youth/teen wing with its own entry and program space; a common community wing with shared program space; and, possibly a cultural wing with studios and outdoor event space. The recommended program space reflects all the amenities the community outreach identified as desired. This should be used as a guide for choosing the locations on which to develop conceptual site plans. Space and funding may necessitate combining or eliminating some of the desired amenities. If this is the case, then the program amenities can be prioritized according to the core program elements the community identified and those that were desired.

**Table VI a: Program space size and dimensions**

Program Space Amenities	Room Dimensions (Approx)	Area (Sf)
<b>Community Center Area</b>		
Entry Lobby / Art Gallery	30 x 35	1,050
Administration Office 1	12 x 12	144
Administration Office 1 Storage	5 x 5	25
Administration Office 2	12 x 12	144
Administration Office 2 Storage	5 x 5	25
Administration Office 3 (Directors Office)	12 x 20	240
Administration Office 3 Storage	5 x 8	40
Work / Copy Room	10 x 12	120
Break / Layout Room	10 x 20	200
File Room	10 x 10	100
IT Room	5 x 10	50
Fire Riser Room	4 x 5	20
Electrical Room	4 x 20	80
Janitors Room	6 x 8	48
First Aid Closet	3 x 4	12
Woman's Restroom	12 x 30	360
Men's Restroom	12 x 30	360
Large Multipurpose Room	75 x 75	5,625
Large Multipurpose Room - Storage	10 x 20	200
Audio Visual Storage	5 x 5	25
Classroom 1	25 x 25	625
Classroom 1 Storage	5 x 10	50
Classroom 2	25 x 25	625
Classroom 2 Storage	5 x 10	50
Classroom 3	25 x 25	625
Classroom 3 Storage	5 x 10	50
Classroom 4	25 x 25	625

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Classroom 4 Storage	5 x 10	50
Theater / Lecture Hall	40 x 60	2,400
Theater / Lecture Hall Storage	8 x 8	64
Indoor Gymnasium with Walking Track	80 x 100	8,000
Exercise / Aerobics / Dance	25 x 25	625
Exercise / Aerobics / Dance Storage	8 x 8	64
Fitness Equipment Room	30 x 30	900
Fitness Storage	8 x 8	64
Women's Locker / Restroom	12 x 30	360
Women's Locker Room Vest	8 x 8	64
Men's Locker / Restroom	12 x 30	360
Men's Locker Room Vest	8 x 8	64
Full Service Kitchen with Teaching Capabilities	30 x 30	900
Kitchen Storage	10 x 20	200
Kitchen Delivery /Dock	10 x 20	200
Kitchen Office	9 x 9	81
Kitchen Restroom	7 x 7	49
Community Center Concession 1 - Service	10 x 12	120
Community Center Concession 1 - Storage	8 x 8	64
Community Center Concession 2 - Food	20 x 20	400
Community Center Concession 2 - Storage	10 x 10	100
Public Restroom - Mens w/external access	12 x 30	360
Public Restroom Womens w/external access	12 x 30	360
<b>Total Community Center Area</b>		<b>27,367</b>
<b>Senior Wing</b>		
Entry Lobby / Senior Store	25 x 30	750
Administration Office	12 x 12	144
Administration Office Storage	5 x 5	25
Transportation Office	12 x 12	144
Transportation Office Storage	5 x 5	25
Dispatch Office	10 x 20	200
Dispatch Office Storage	5 x 5	25
Computer Lab / Technology Room	25 x 25	625
Computer Lab / Tech Rm Storage	8 x 8	64
Senior Center Multipurpose Room	30 x 30	900
Senior Center Multipurpose Room Storage	10 x 10	100
Senior Dining Hall	40 x 40	1,600
Senior Dining Hall Storage	10 x 10	100
Senior Kitchen	10 x 20	200
Senior Kitchen Storage	10 x 10	100

*South Pasadena Community Center Feasibility Study Existing Conditions Report*

Social Service Room 1	9 x 15	135
Social Service Room 2	9 x 15	135
Social Service Room 3	9 x 15	135
Quiet Room	12 x 12	144
Multipurpose Game Room	20 x 20	400
Multipurpose Game Room Storage	8 x 8	64
Card Room	20 x 30	600
Card Room Storage	8 x 8	64
<b>Total Senior Wing Area</b>		<b>6,679</b>
<b>Youth Teen Wing</b>		
Teen Center Multipurpose Room	30 x 30	900
Teen Center Multipurpose Room Storage	10 x 20	200
Music Studio	12 x 20	240
Music Studio Sound / Recording Room	10 x 10	100
Music Studio Storage	10 x 10	100
Classroom	25 x 25	625
Classroom Storage	5 x 10	50
Administration Office	12 x 12	144
Administration Office Storage	5 x 5	25
Counseling Office 1	9 x 9	81
Counseling Office 2	9 x 9	81
Conference Room	15 x 20	300
Conference Room Storage	5 x 5	25
After School / Camp Program Facility	30 x 30	900
After School / Camp Program Facility Storage	5 x 10	50
After School / Camp Program Facility Restroom 1	7 x 7	49
After School / Camp Program Facility Restroom 2	7 x 7	49
After School / Camp Program Facility Restroom Staff	7 x 7	49
After School / Camp Program Facility Multipurpose Office Space 1	8 x 15	120
Office 1 Storage	5 x 5	25
After School / Camp Program Facility Multipurpose Office Space 2	8 x 15	120
Office 2 Storage	5 x 5	25
Tot Lot 2-5 Year Old	20 x 20	400
Tot Lot 5-12 Year Old	20 x 20	400
Outdoor Space with Tables	30 x 30	900
<b>Total Youth/Teen Wing Area</b>		<b>5,958</b>



<b>Cultural Wing</b>		
Dry Crafts Multi-Purpose Studio	30 x 30	900
Dry Crafts Room Storage	10 x 20	200
Wet Crafts Multi-Purpose Studio	30 x 30	900
Wet Crafts Room Storage	10 x 20	200
Outdoor Courtyard / Events Plaza	80 x 110	8,800
Outdoor Lawn Area	80 x 110	8,800
<b>Total Cultural Wing Area</b>		<b>19,800</b>
<b>Total New Multi-Purpose Community Center Building Square Footage</b>	Indoor Space	40,504
	Outdoor Space	19,300
	<b>Total</b>	<b>59,804</b>
<b>Parking</b>	<b>Total Spaces</b>	<b>Total Sq Ft</b>
Parking Community & Cultural Wing	200 Spaces	48,000
Parking Senior Wing	100 Spaces	24,000
Parking Youth / Teen Wing	100 Spaces	24,000
<b>Total Parking Square Footage</b>		<b>96,000</b>
<b>Total Square Feet Needed at Location</b>		<b>155,804</b>
<b>Total Minimum Acres Needed (Without perimeter landscaping and walkways)</b>		<b>3.58</b>

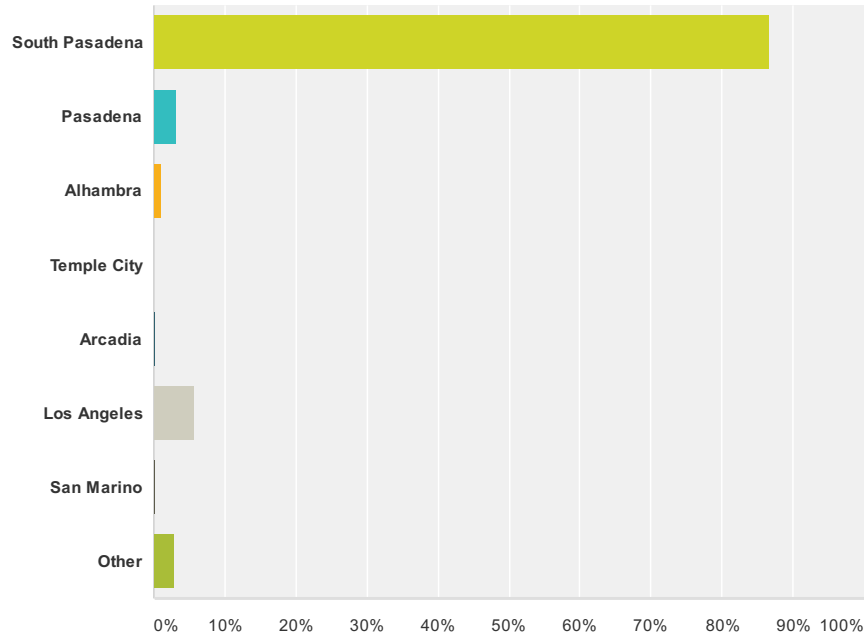
# **APPENDIX A**

## **ON-LINE COMMUNITY SURVEY RESULTS**

# South Pasadena Community Center Needs Survey

## Q1 In which community do you live? Please select an option below.

Answered: 373 Skipped: 3

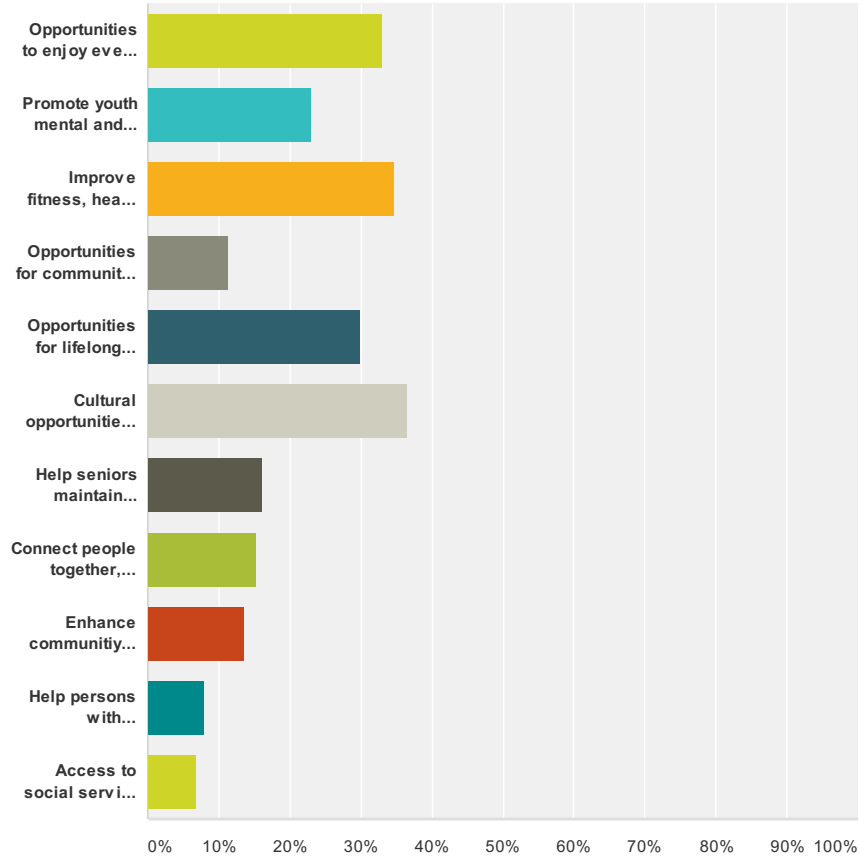


Answer Choices	Responses	Count
South Pasadena	86.60%	323
Pasadena	3.22%	12
Alhambra	1.07%	4
Temple City	0.00%	0
Arcadia	0.27%	1
Los Angeles	5.63%	21
San Marino	0.27%	1
Other	2.95%	11
<b>Total</b>		<b>373</b>

# South Pasadena Community Center Needs Survey

## Q2 Which of the following benefits of recreation programs and services are most important to you? Please select your top TWO choices.

Answered: 374 Skipped: 2



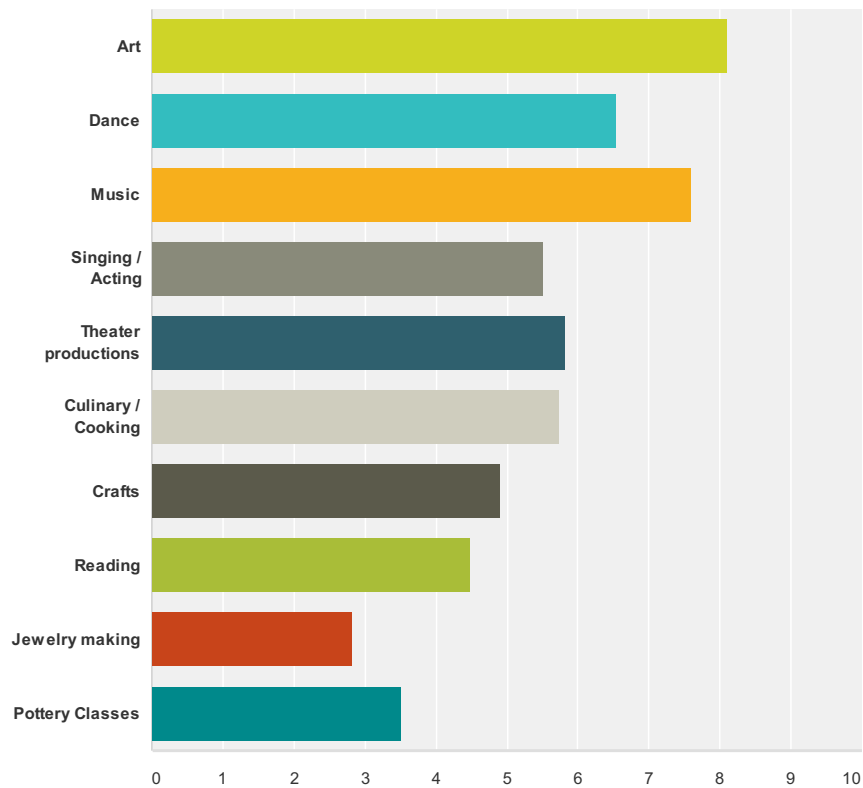
Answer Choices	Responses	Count
Opportunities to enjoy events with other people	32.89%	123
Promote youth mental and physical development	22.99%	86
Improve fitness, health and wellness	34.76%	130
Opportunities for community organizations to meet	11.23%	42
Opportunities for lifelong learning by taking interesting classes	29.95%	112
Cultural opportunities (e.g. arts, music, theater, and dance)	36.63%	137
Help seniors maintain socially active lifestyles	16.04%	60
Connect people together, building stronger family ties	15.24%	57
Enhance community image and sense of place	13.64%	51
Help persons with disabilities feel included and remain socially active	8.02%	30
Access to social services and assistance	6.95%	26
<b>Total Respondents: 374</b>		



# South Pasadena Community Center Needs Survey

**Q3 If cultural opportunities are important to you (if not, skip to question #4) what types of arts programming for all ages would you like to see offered if South Pasadena had a new Community Center? Please select your first priority and drag it to the top of the list, then select your second priority and drag this selection to the 2nd place slot, and continue on until all options are listed in your priority order, 1 being the most desired activity, and 10 being the least desired activity.**

Answered: 265 Skipped: 111



	1	2	3	4	5	6	7	8	9	10	Total	Average Ranking
Art	26.79% 71	23.77% 63	17.74% 47	15.09% 40	6.42% 17	4.53% 12	4.15% 11	0.75% 2	0.38% 1	0.38% 1	265	8.11
Dance	8.30% 22	13.21% 35	17.36% 46	15.47% 41	16.23% 43	10.94% 29	6.04% 16	5.66% 15	3.77% 10	3.02% 8	265	6.53
Music	19.25% 51	18.87% 50	23.77% 63	12.45% 33	10.19% 27	6.04% 16	4.53% 12	2.64% 7	1.13% 3	1.13% 3	265	7.60
Singing / Acting	3.02% 8	7.17% 19	8.68% 23	16.23% 43	18.87% 50	15.09% 40	8.30% 22	10.57% 28	7.17% 19	4.91% 13	265	5.51
Theater productions	13.64% 36	8.71% 23	5.68% 15	11.36% 30	15.53% 41	13.26% 35	10.23% 27	7.58% 20	6.06% 16	7.95% 21	264	5.83
Culinary / Cooking	8.68% 23	9.43% 25	7.92% 21	7.55% 20	10.19% 27	25.28% 67	15.09% 40	7.92% 21	6.42% 17	1.51% 4	265	5.74
Crafts	4.53% 12	6.79% 18	5.66% 15	6.79% 18	8.68% 23	8.68% 23	29.06% 77	21.13% 56	7.17% 19	1.51% 4	265	4.90
Reading	10.57% 28	3.40% 9	4.15% 11	6.04% 16	6.04% 16	8.30% 22	10.94% 29	27.92% 74	9.81% 26	12.83% 34	265	4.49
Jewelry making	0.38% 1	2.26% 6	3.77% 10	4.15% 11	3.40% 9	3.02% 8	5.28% 14	9.43% 25	44.15% 117	24.15% 64	265	2.81
Pottery Classes	4.91%	6.42%	5.28%	4.91%	4.53%	4.91%	6.42%	6.42%	13.96%	42.26%		

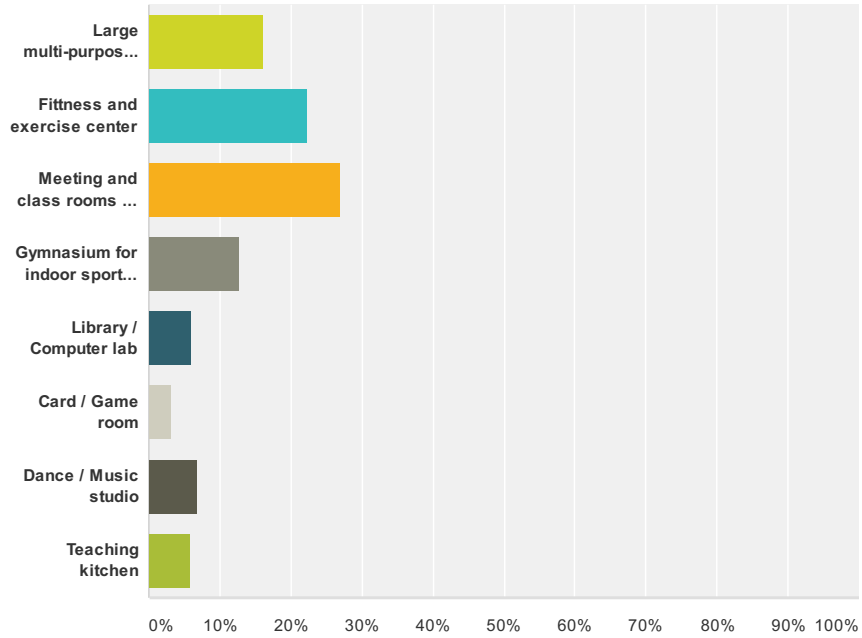
# South Pasadena Community Center Needs Survey

Category	7.01%	6.72%	6.29%	7.01%	7.00%	7.01%	6.72%	6.72%	6.00%	7.29%		
Priority Classes	13	17	14	13	12	13	17	17	37	112	265	3.50

# South Pasadena Community Center Needs Survey

**Q4 What is ONE type of amenity you would MOST like to see included in a new Community Center for South Pasadena that would meet the needs of the members of your household? Please select ONE choice.**

Answered: 348 Skipped: 28

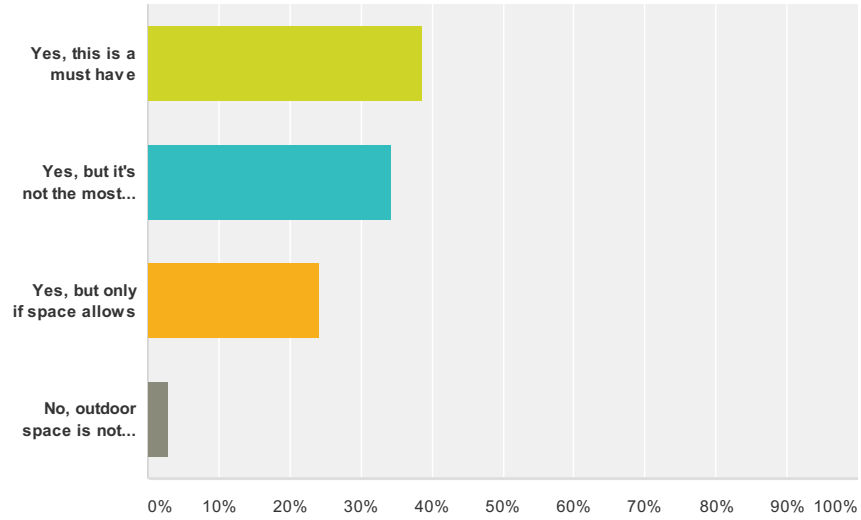


Answer Choices	Responses
Large multi-purpose community room to rent for special occasions	16.09% 56
Fitness and exercise center	22.41% 78
Meeting and class rooms for special interest classes and activities	27.01% 94
Gymnasium for indoor sports activities	12.64% 44
Library / Computer lab	6.03% 21
Card / Game room	3.16% 11
Dance / Music studio	6.90% 24
Teaching kitchen	5.75% 20
<b>Total</b>	<b>348</b>

# South Pasadena Community Center Needs Survey

**Q5 Do you think including outdoor patios and plazas for both organized and informal activities is important to include in a new Community Center? Please select ONE answer.**

Answered: 371 Skipped: 5

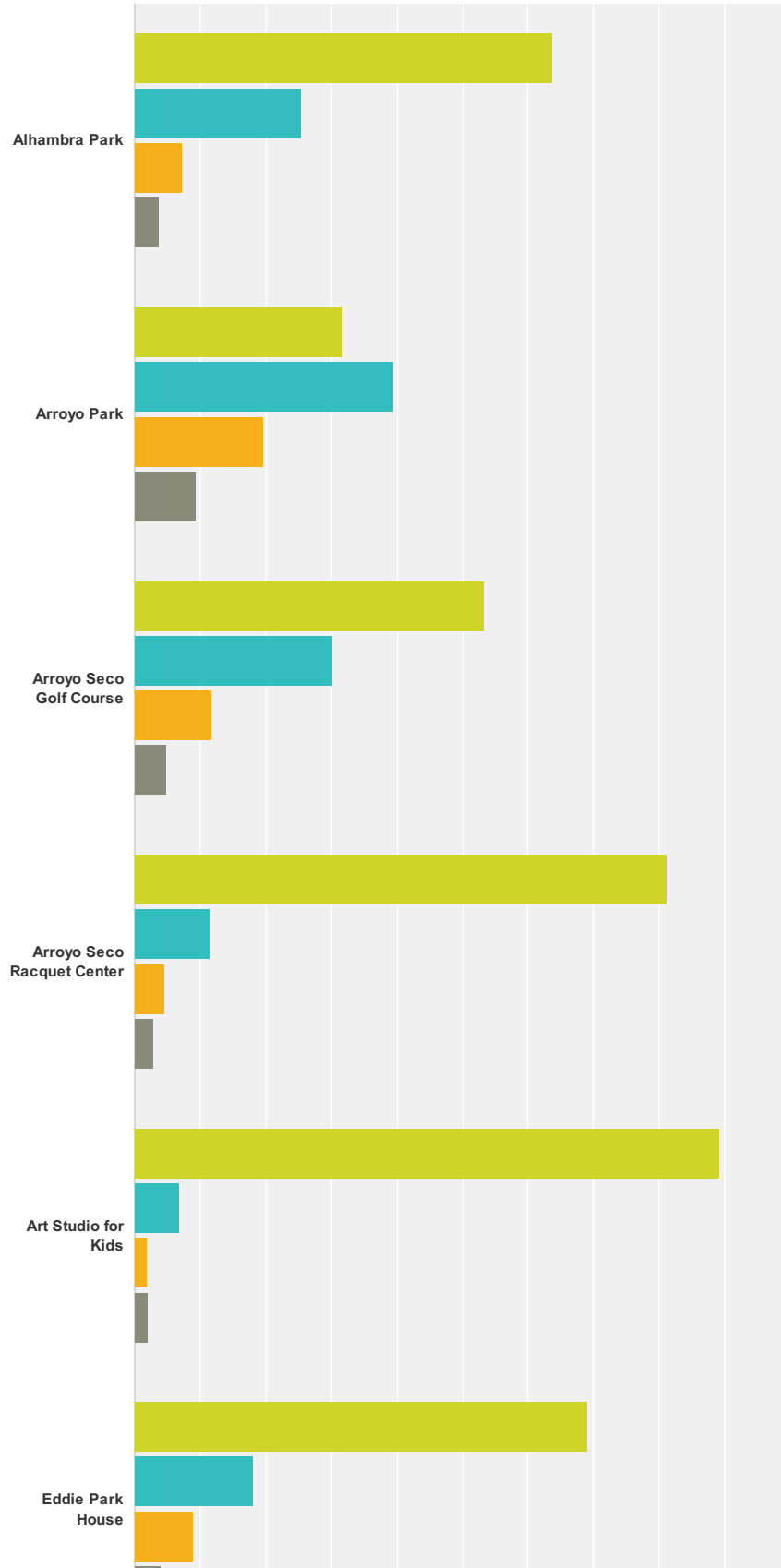


Answer Choices	Responses
Yes, this is a must have	38.54% 143
Yes, but it's not the most important amenity for a new Community Center	34.23% 127
Yes, but only if space allows	24.26% 90
No, outdoor space is not needed	2.96% 11
<b>Total</b>	<b>371</b>

# South Pasadena Community Center Needs Survey

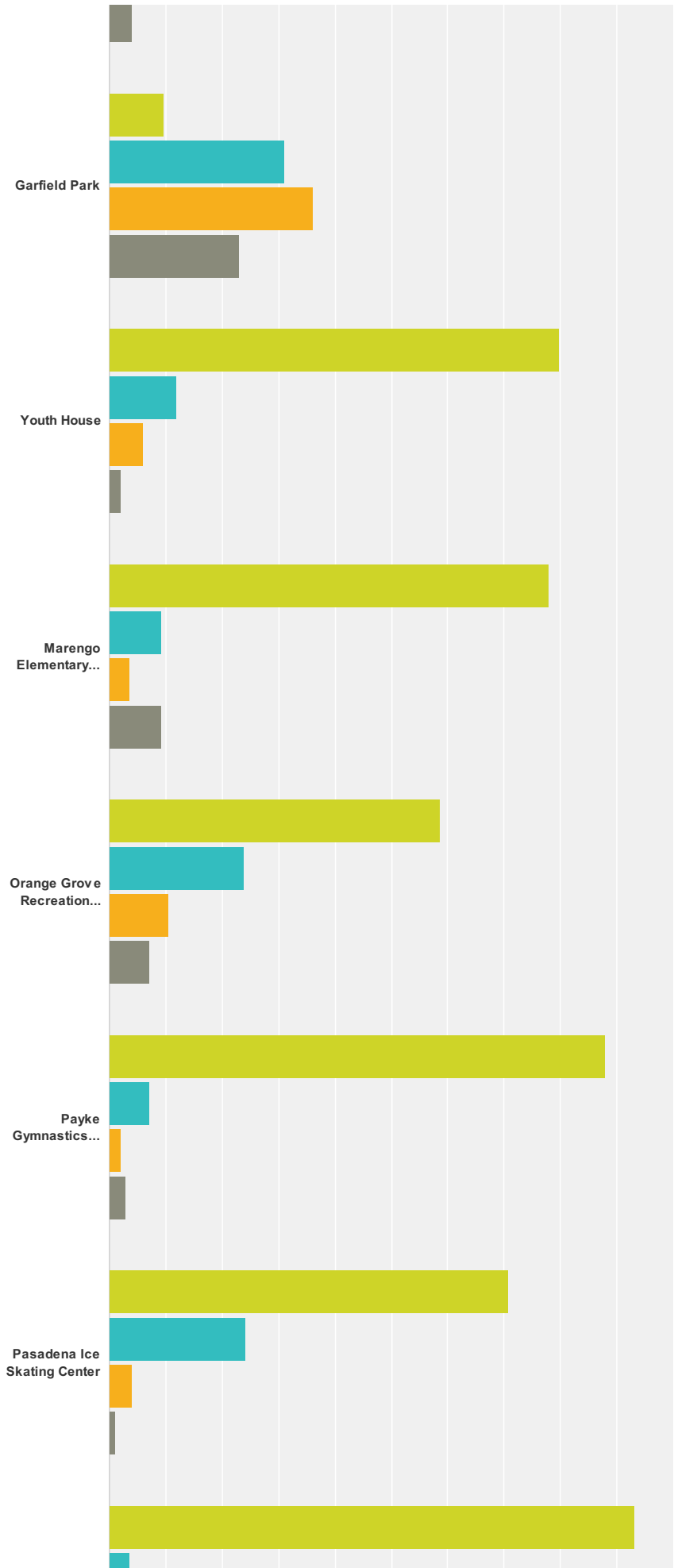
**Q6 If you have used any of the following facilities during the last 12 months for recreation purposes, please select the box that corresponds to the frequency of your use of these facilities.**

Answered: 354 Skipped: 22

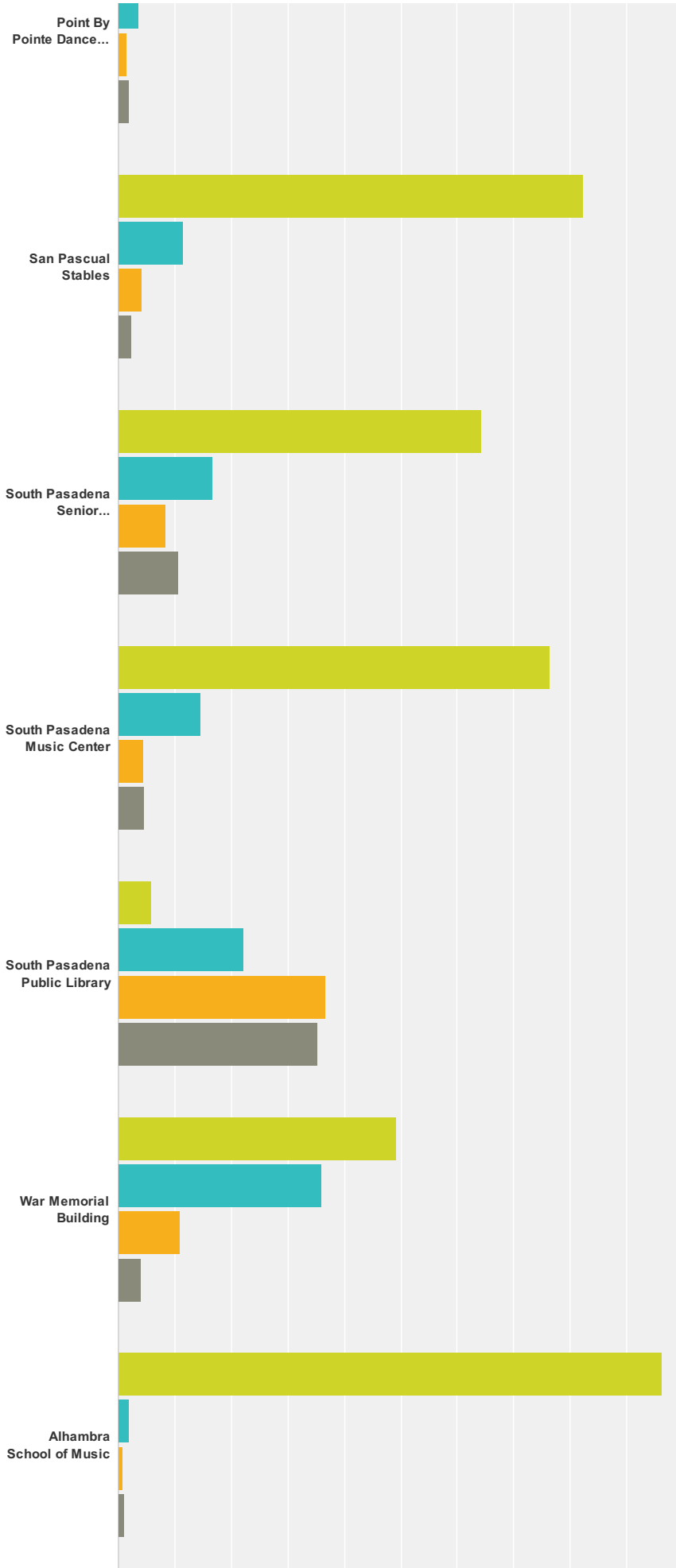




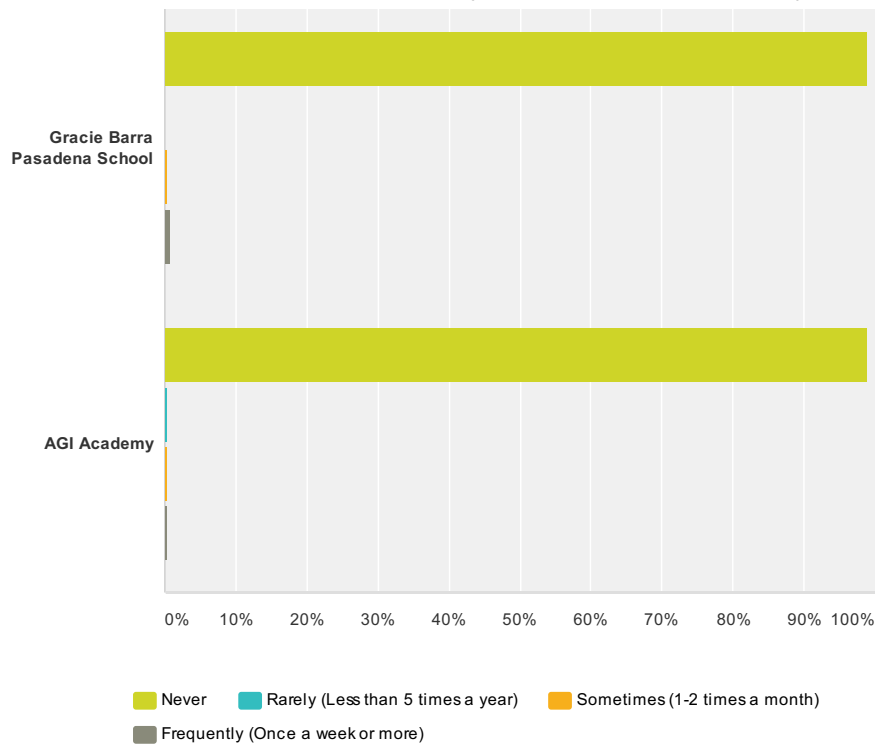
# South Pasadena Community Center Needs Survey



# South Pasadena Community Center Needs Survey



# South Pasadena Community Center Needs Survey



	Never	Rarely (Less than 5 times a year)	Sometimes (1-2 times a month)	Frequently (Once a week or more)	Total
Alhambra Park	63.57% 185	25.43% 74	7.22% 21	3.78% 11	291
Arroyo Park	31.65% 94	39.39% 117	19.53% 58	9.43% 28	297
Arroyo Seco Golf Course	53.26% 155	30.24% 88	11.68% 34	4.81% 14	291
Arroyo Seco Racquet Center	81.14% 228	11.39% 32	4.63% 13	2.85% 8	281
Art Studio for Kids	89.17% 247	6.86% 19	1.81% 5	2.17% 6	277
Eddie Park House	69.04% 194	18.15% 51	8.90% 25	3.91% 11	281
Garfield Park	9.66% 31	31.15% 100	36.14% 116	23.05% 74	321
Youth House	79.78% 221	11.91% 33	6.14% 17	2.17% 6	277
Marengo Elementary School	77.86% 218	9.29% 26	3.57% 10	9.29% 26	280
Orange Grove Recreation Center	58.60% 167	23.86% 68	10.53% 30	7.02% 20	285
Payke Gymnastics Academy	87.86% 246	7.14% 20	2.14% 6	2.86% 8	280
Pasadena Ice Skating Center	70.77% 201	24.30% 69	3.87% 11	1.06% 3	284
Point By Pointe Dance Studio	93.07% 255	3.65% 10	1.46% 4	1.82% 5	274
San Pascual Stables	82.22% 222	11.48% 31	4.07% 11	2.22% 6	270
South Pasadena Senior Citizens' Center	64.21% 192	16.72% 50	8.36% 25	10.70% 32	299
South Pasadena Music Center	76.34% 213	14.70% 41	4.30% 12	4.66% 13	279
South Pasadena Public Library	5.78% 19	22.19% 73	36.78% 121	35.26% 116	329
War Memorial Building	49.28% 136	35.87% 99	10.87% 30	3.99% 11	276
Alhambra School of Music	96.34%	1.83%	0.73%	1.10%	

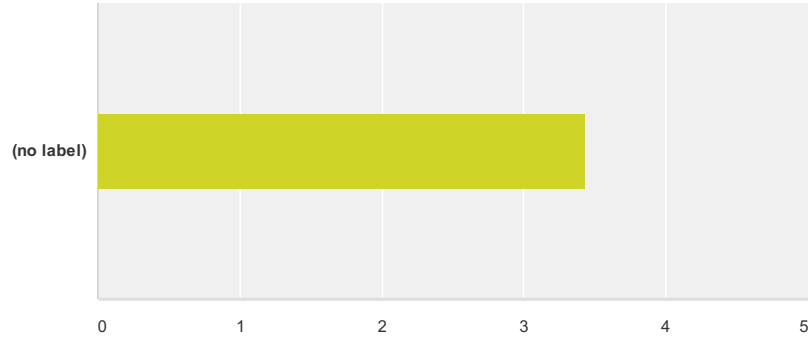
# South Pasadena Community Center Needs Survey

Amalinda School of Music	98.87% 263	1.13% 5	0.00% 0	0.00% 0	0.00% 0	0.00% 0	273
Gracie Barra Pasadena School	98.89% 268	0.00% 0	0.37% 1	0.37% 1	0.74% 2	0.74% 2	271
AGI Academy	98.90% 269	0.37% 1	0.37% 1	0.37% 1	0.37% 1	0.37% 1	272

# South Pasadena Community Center Needs Survey

**Q7 Overall, which of the following statements best describes your satisfaction with the physical condition (Maintenance, cleanliness, etc.) of the South Pasadena parks and facilities you have visited?**

Answered: 356 Skipped: 20



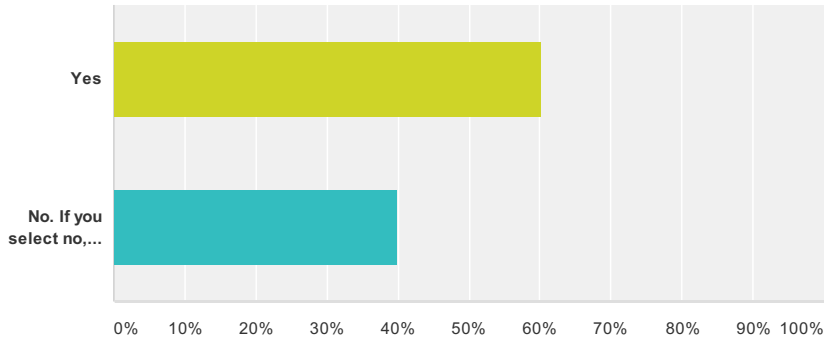
	Very satisfied	Somewhat satisfied	Somewhat dissatisfied	Very dissatisfied	Total	Average Rating
(no label)	50.56% 180	43.54% 155	4.21% 15	1.69% 6	356	3.43



# South Pasadena Community Center Needs Survey

## Q8 Have you or others in your household participated in City recreation programs in South Pasadena?

Answered: 361 Skipped: 15

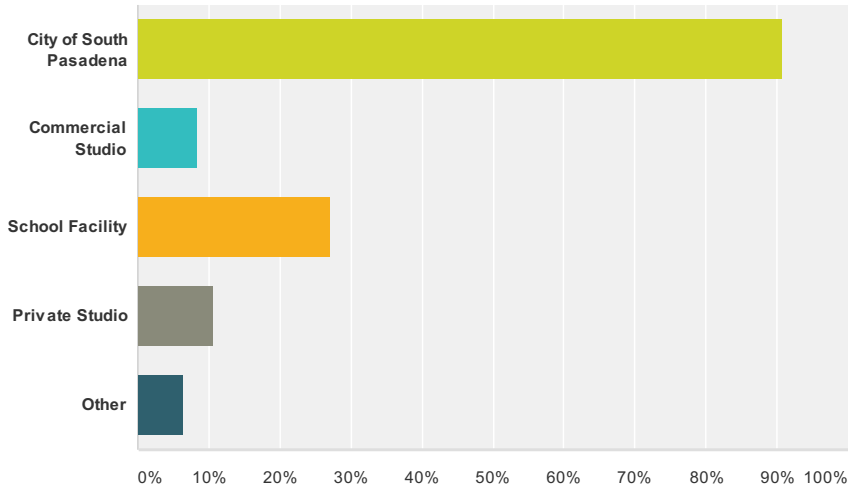


Answer Choices	Responses
Yes	60.11% 217
No. If you select no, please skip question 9 and go to question 10.	39.89% 144
<b>Total</b>	<b>361</b>

# South Pasadena Community Center Needs Survey

## Q9 If you answered "yes" to question #8, who provided the facility for the program (s) you participated in?

Answered: 218 Skipped: 158

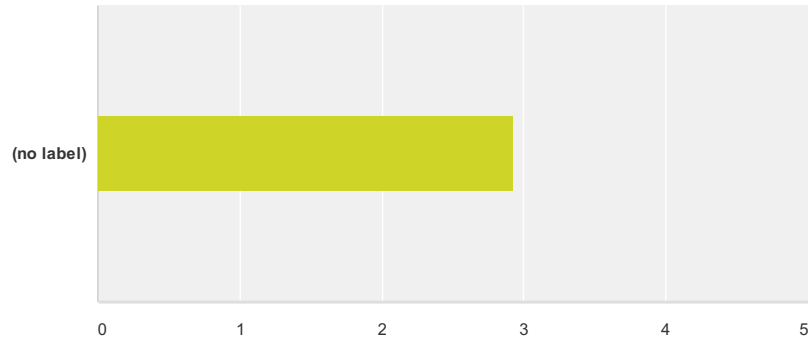


Answer Choices	Responses	Count
City of South Pasadena	90.83%	198
Commercial Studio	8.26%	18
School Facility	27.06%	59
Private Studio	10.55%	23
Other	6.42%	14
<b>Total Respondents: 218</b>		

# South Pasadena Community Center Needs Survey

## Q10 How would you rate the overall quality of recreation programs provided by the South Pasadena Community Services Department?

Answered: 292 Skipped: 84

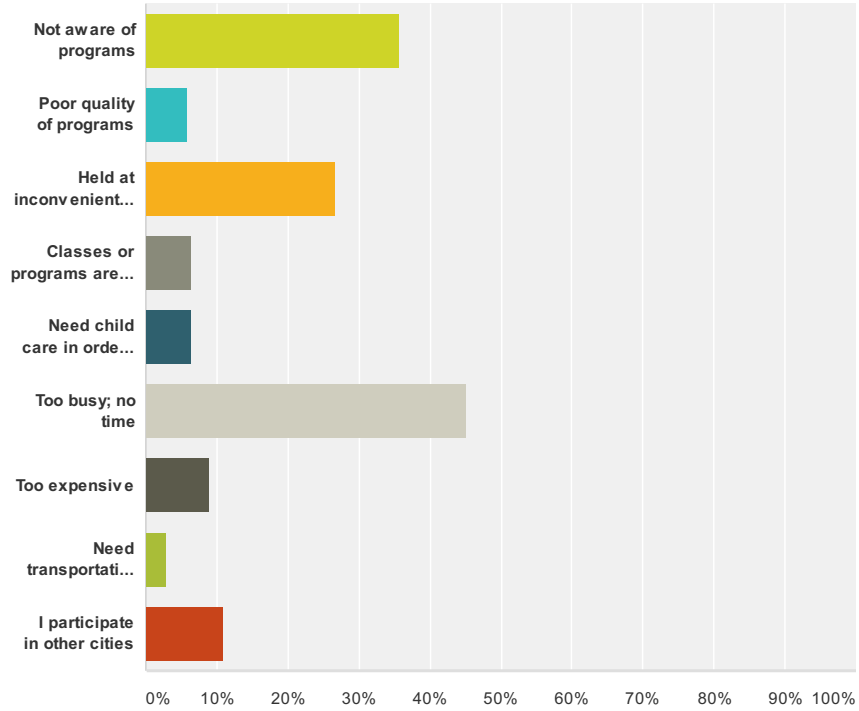


	Excellent	Good	Fair	Poor	Total	Average Rating
(no label)	16.44% 48	60.96% 178	21.23% 62	1.37% 4	292	2.92

# South Pasadena Community Center Needs Survey

**Q11 If you did NOT participate in South Pasadena programs, classes, or lessons, what are your reasons? Select all that apply.**

Answered: 202 Skipped: 174

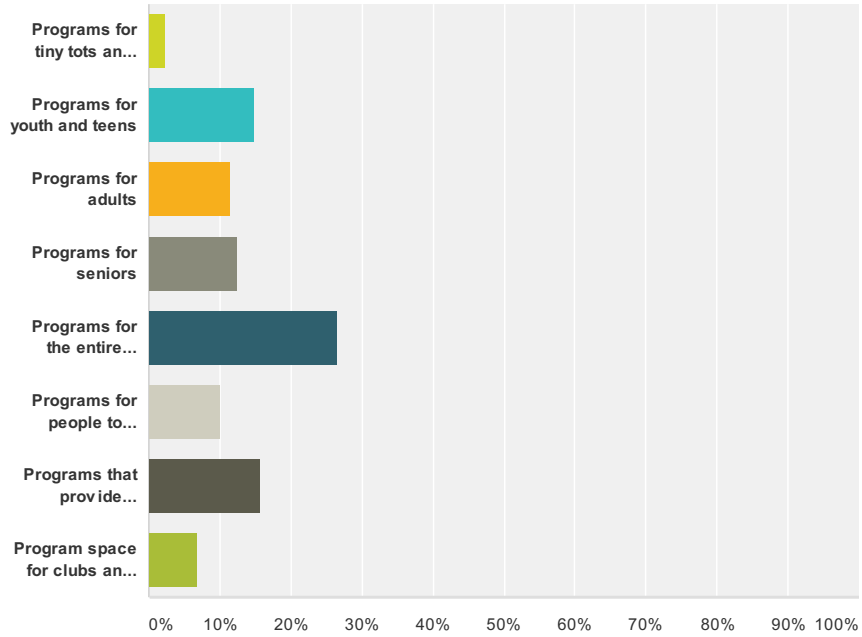


Answer Choices	Responses
Not aware of programs	35.64% 72
Poor quality of programs	5.94% 12
Held at inconvenient times	26.73% 54
Classes or programs are full	6.44% 13
Need child care in order to participate	6.44% 13
Too busy; no time	45.05% 91
Too expensive	8.91% 18
Need transportation to participate	2.97% 6
I participate in other cities	10.89% 22
<b>Total Respondents: 202</b>	

# South Pasadena Community Center Needs Survey

## Q12 Which is the ONE program category you would MOST like to see offered to meet the needs of the members of your household if South Pasadena is able to build a new Community Center?

Answered: 351 Skipped: 25



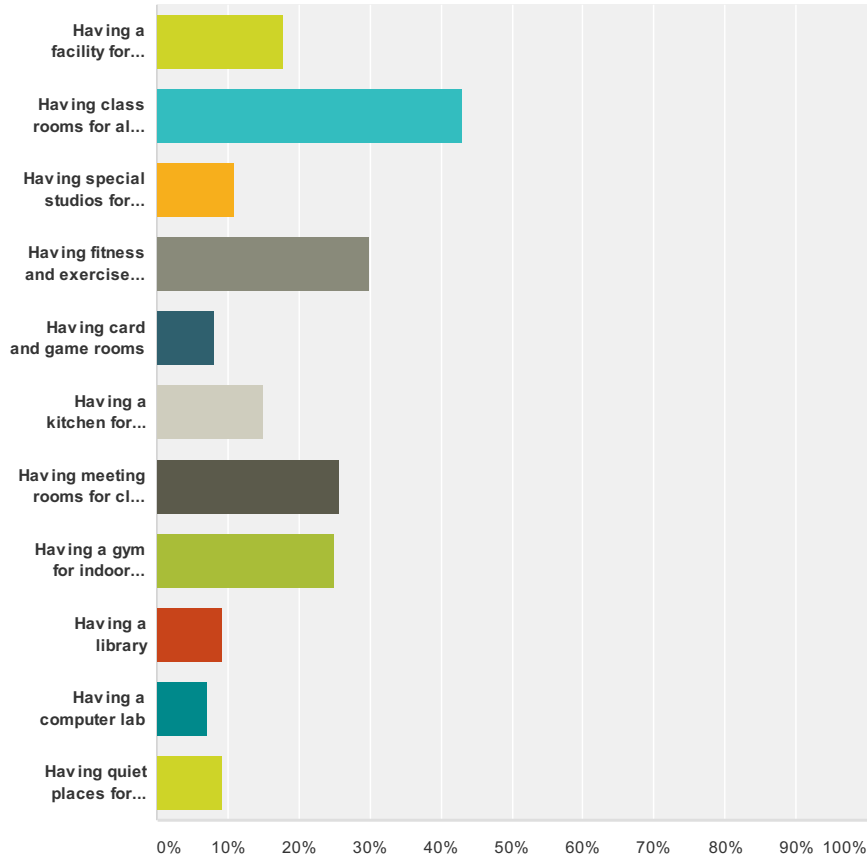
Answer Choices	Responses
Programs for tiny tots and preschoolers	2.28% 8
Programs for youth and teens	14.81% 52
Programs for adults	11.40% 40
Programs for seniors	12.54% 44
Programs for the entire family (Includes all programs for tiny tots - adults)	26.50% 93
Programs for people to socialize and meet their neighbors	9.97% 35
Programs that provide entertainment for all ages	15.67% 55
Program space for clubs and organizations to meet	6.84% 24
<b>Total</b>	<b>351</b>



# South Pasadena Community Center Needs Survey

## Q13 Thinking about the needs of your household, which of the following do you feel should be the focus of the City of South Pasadena in building a new Community Center? Please select your top TWO choices.

Answered: 348 Skipped: 28

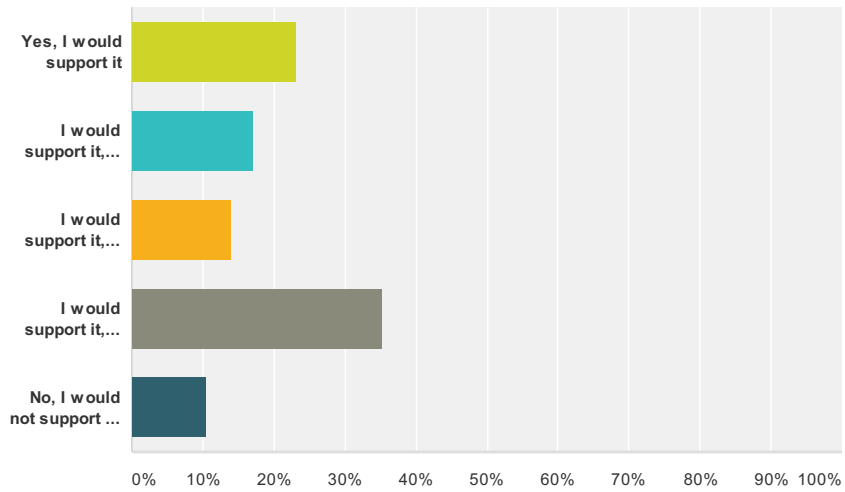


Answer Choices	Responses
Having a facility for banquets and events	17.82% 62
Having class rooms for all kinds of activities	43.10% 150
Having special studios for dance and music	10.92% 38
Having fitness and exercise rooms	29.89% 104
Having card and game rooms	8.05% 28
Having a kitchen for cooking classes	14.94% 52
Having meeting rooms for clubs and organizations	25.57% 89
Having a gym for indoor sports and classes	25.00% 87
Having a library	9.20% 32
Having a computer lab	7.18% 25
Having quiet places for relaxation	9.20% 32
<b>Total Respondents: 348</b>	

# South Pasadena Community Center Needs Survey

## Q14 In general, please select the statement that most describes your feeling about supporting a tax measure to fund a new Community Center for Community Service programs in South Pasadena.

Answered: 345 Skipped: 31

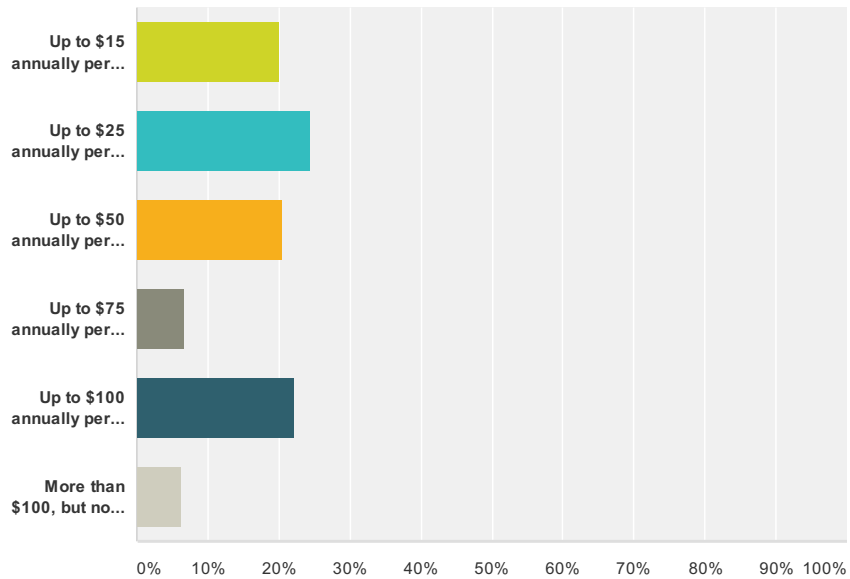


Answer Choices	Responses
Yes, I would support it	23.19% 80
I would support it, depending on the amount of tax I would have to pay	17.10% 59
I would support it, depending on the type of Community Center my tax dollars would be used for	13.91% 48
I would support it, depending on the amount I would have to pay and the type of facilities that would be included in a new Community Center	35.36% 122
No, I would not support it under any circumstance. If you select this option, please skip the next question.	10.43% 36
<b>Total</b>	<b>345</b>

# South Pasadena Community Center Needs Survey

**Q15 If you would support a tax measure for developing a new Community Center in South Pasadena, please select the amount you would be willing to pay per year.**

Answered: 303 Skipped: 73

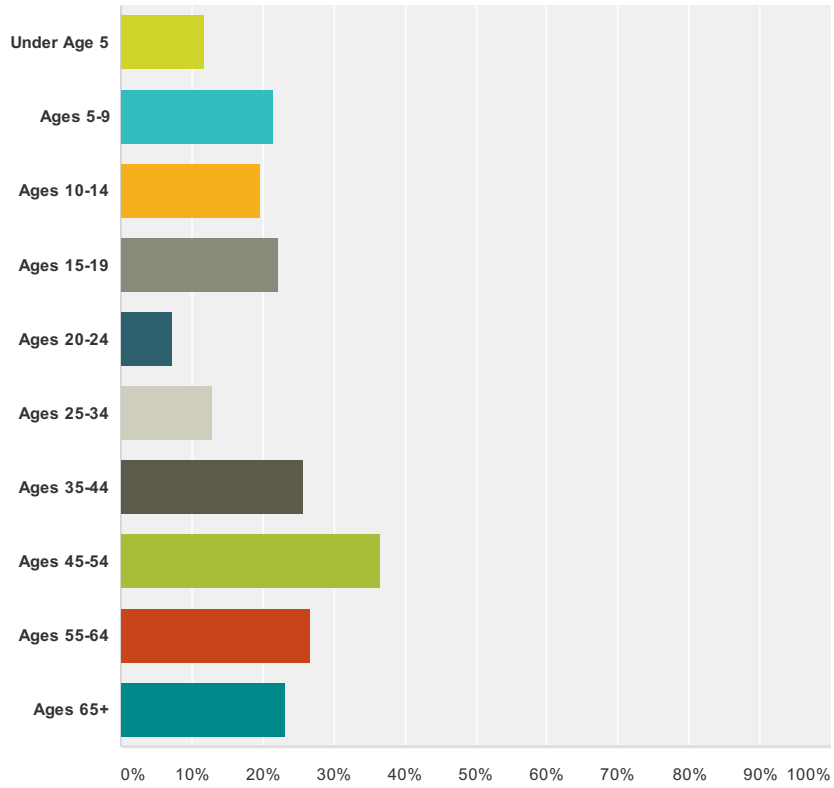


Answer Choices	Responses
Up to \$15 annually per household	20.13% 61
Up to \$25 annually per household	24.42% 74
Up to \$50 annually per household	20.46% 62
Up to \$75 annually per household	6.60% 20
Up to \$100 annually per household	22.11% 67
More than \$100, but no more than \$200, annually per household	6.27% 19
<b>Total</b>	<b>303</b>

# South Pasadena Community Center Needs Survey

## Q16 Including yourself, please select all of the age groups living in your household.

Answered: 353 Skipped: 23



Answer Choices	Responses	
Under Age 5	11.61%	41
Ages 5-9	21.53%	76
Ages 10-14	19.55%	69
Ages 15-19	22.10%	78
Ages 20-24	7.37%	26
Ages 25-34	13.03%	46
Ages 35-44	25.78%	91
Ages 45-54	36.54%	129
Ages 55-64	26.63%	94
Ages 65+	23.23%	82
<b>Total Respondents: 353</b>		

## **APPENDIX B**

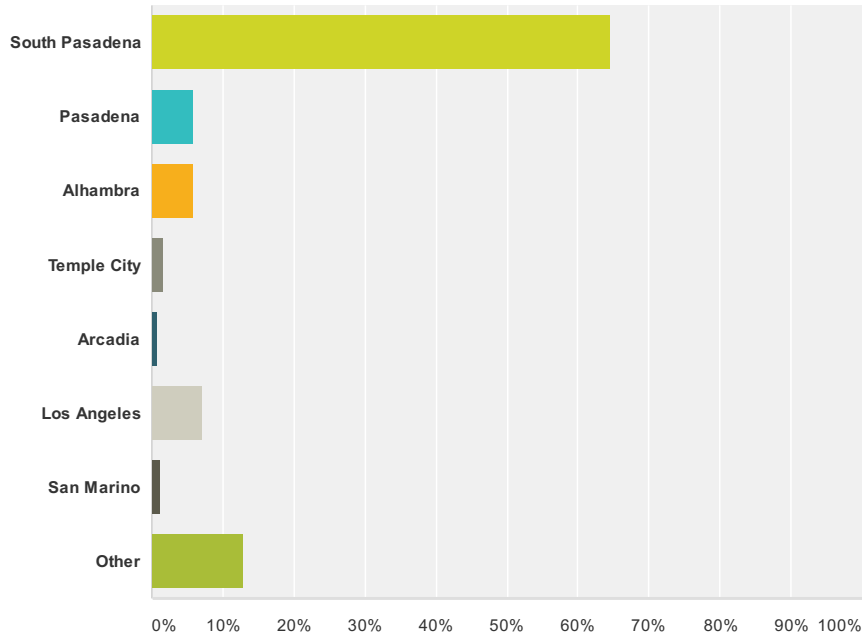
# **HARD COPY COMMUNITY SURVEY RESULTS**



# Hard Copy of Community Survey

## Q1 In which community do you live? Please select an option below.

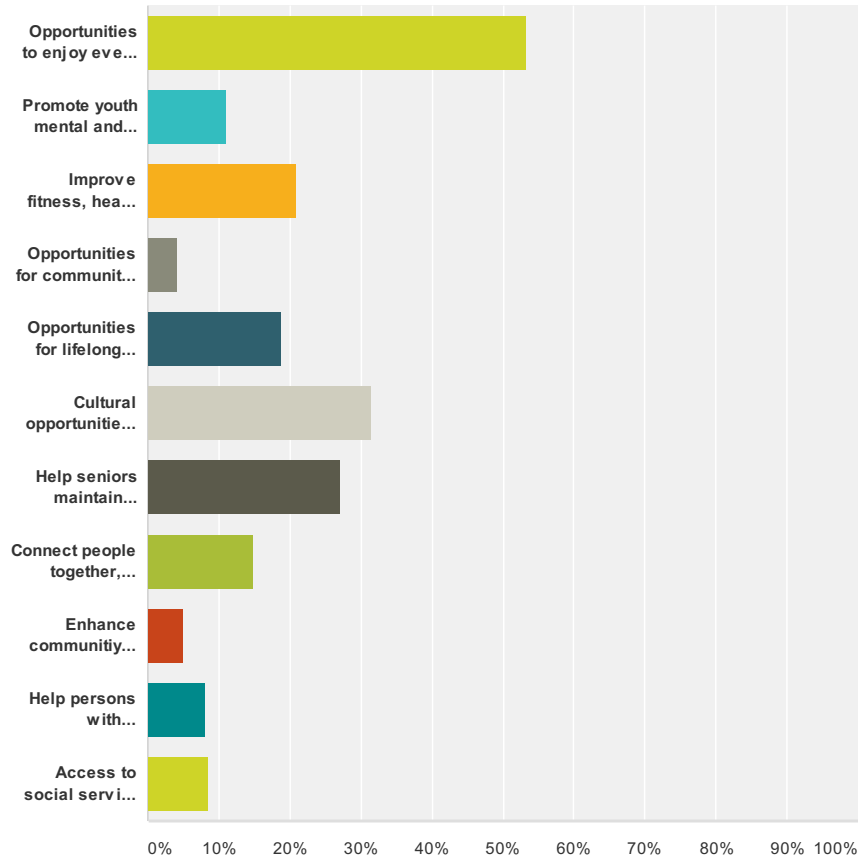
Answered: 239 Skipped: 2



Answer Choices	Responses
South Pasadena	64.44% 154
Pasadena	5.86% 14
Alhambra	5.86% 14
Temple City	1.67% 4
Arcadia	0.84% 2
Los Angeles	7.11% 17
San Marino	1.26% 3
Other	12.97% 31
<b>Total</b>	<b>239</b>

**Q2 Which of the following benefits of recreation programs and services are most important to you? Please select your top TWO choices.**

Answered: 235 Skipped: 6

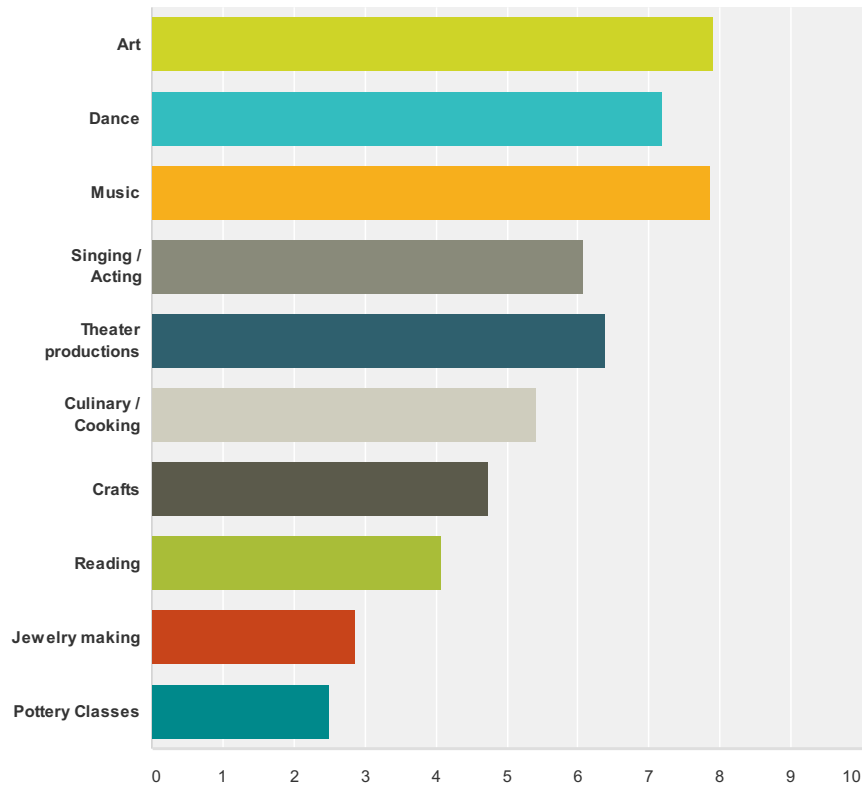


Answer Choices	Responses
Opportunities to enjoy events with other people	53.19% 125
Promote youth mental and physical development	11.06% 26
Improve fitness, health and wellness	20.85% 49
Opportunities for community organizations to meet	4.26% 10
Opportunities for lifelong learning by taking interesting classes	18.72% 44
Cultural opportunities (e.g. arts, music, theater, and dance)	31.49% 74
Help seniors maintain socially active lifestyles	27.23% 64
Connect people together, building stronger family ties	14.89% 35
Enhance community image and sense of place	5.11% 12
Help persons with disabilities feel included and remain socially active	8.09% 19
Access to social services and assistance	8.51% 20
<b>Total Respondents: 235</b>	

# Hard Copy of Community Survey

**Q3 If cultural opportunities are important to you (if not, skip to question #4) what types of arts programming for all ages would you like to see offered if South Pasadena had a new Community Center? Please select your first priority and drag it to the top of the list, then select your second priority and drag this selection to the 2nd place slot, and continue on until all options are listed in your priority order, 1 being the most desired activity, and 10 being the least desired activity.**

Answered: 163 Skipped: 78



	1	2	3	4	5	6	7	8	9	10	Total	Average Ranking
Art	24.54% 40	17.18% 28	25.15% 41	14.72% 24	7.98% 13	4.91% 8	2.45% 4	0.00% 0	2.45% 4	0.61% 1	163	7.92
Dance	14.11% 23	21.47% 35	15.95% 26	19.63% 32	11.04% 18	3.68% 6	3.07% 5	3.68% 6	4.29% 7	3.07% 5	163	7.19
Music	26.38% 43	14.11% 23	20.25% 33	15.95% 26	14.11% 23	4.29% 7	3.68% 6	0.00% 0	0.00% 0	1.23% 2	163	7.87
Singing / Acting	5.52% 9	8.59% 14	7.98% 13	19.63% 32	23.31% 38	15.95% 26	4.91% 8	8.59% 14	3.07% 5	2.45% 4	163	6.07
Theater productions	14.11% 23	12.27% 20	7.36% 12	9.20% 15	18.40% 30	15.34% 25	14.11% 23	3.68% 6	3.07% 5	2.45% 4	163	6.38
Culinary / Cooking	2.45% 4	11.04% 18	6.75% 11	6.75% 11	6.13% 10	31.29% 51	22.09% 36	9.20% 15	2.45% 4	1.84% 3	163	5.41
Crafts	3.68% 6	7.36% 12	3.68% 6	6.13% 10	6.75% 11	9.20% 15	34.97% 57	19.02% 31	4.91% 8	4.29% 7	163	4.73
Reading	4.91% 8	3.07% 5	7.36% 12	4.91% 8	4.29% 7	5.52% 9	4.29% 7	42.94% 70	15.95% 26	6.75% 11	163	4.08
Jewelry making	1.84% 3	2.45% 4	1.23% 2	1.84% 3	4.29% 7	6.13% 10	4.91% 8	5.52% 9	57.06% 93	14.72% 24	163	2.85
Pottery Classes	2.45% 4	2.45% 4	4.29% 7	1.23% 2	3.68% 6	3.68% 6	5.52% 9	7.36% 12	6.75% 11	62.58% 103	163	2.85

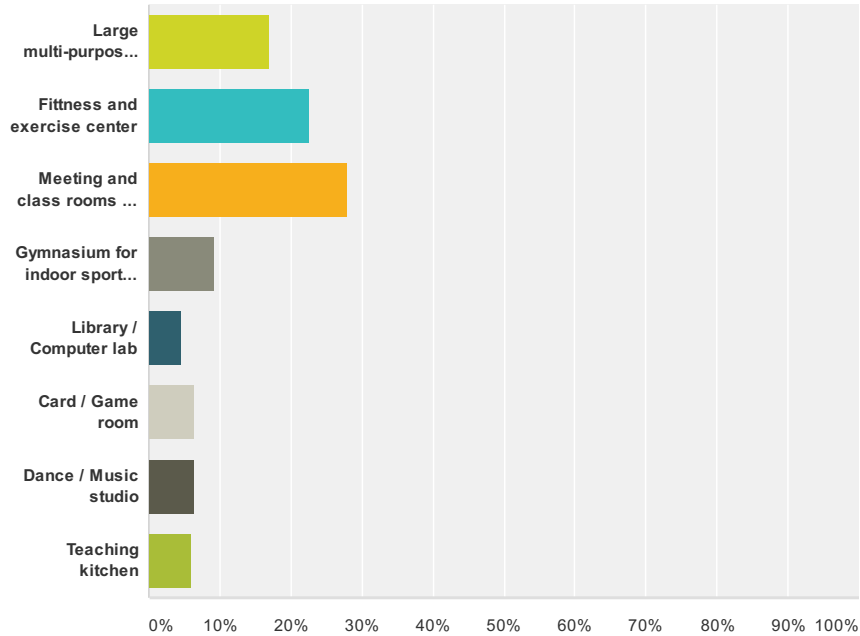
# Hard Copy of Community Survey

Category Classes	4	4	7	2	6	6	9	12	11	102	163	2.50
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# Hard Copy of Community Survey

## Q4 What is ONE type of amenity you would MOST like to see included in a new Community Center for South Pasadena that would meet the needs of the members of your household? Please select ONE choice.

Answered: 218 Skipped: 23



Answer Choices	Responses
Large multi-purpose community room to rent for special occasions	16.97% 37
Fitness and exercise center	22.48% 49
Meeting and class rooms for special interest classes and activities	27.98% 61
Gymnasium for indoor sports activities	9.17% 20
Library / Computer lab	4.59% 10
Card / Game room	6.42% 14
Dance / Music studio	6.42% 14
Teaching kitchen	5.96% 13
<b>Total</b>	<b>218</b>

#	Other	Date
1	Pool	7/30/2014 10:47 AM
2	Pool	7/30/2014 10:19 AM
3	Dance, Music	7/30/2014 9:27 AM
4	patio tables for free gathering and socializing	7/30/2014 8:43 AM
5	Senior Bingo	7/29/2014 8:34 PM
6	Dog Park	7/29/2014 8:12 PM
7	Childcare	7/29/2014 7:03 PM
8	senior center separate from other facilities	7/29/2014 3:08 PM
9	pool for swimming	7/29/2014 3:02 PM
10	off street open parking	7/29/2014 2:53 PM
11	place for seniors to meet	7/29/2014 2:17 PM
12	Swimming Pool	7/28/2014 3:40 PM

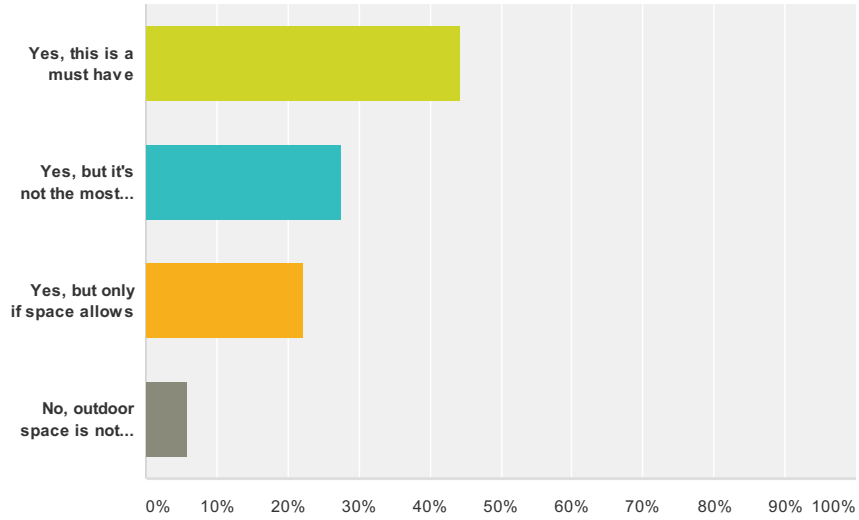
## Hard Copy of Community Survey

13	Pool	7/28/2014 3:25 PM
14	Pool	7/28/2014 1:51 PM
15	Movies	7/28/2014 1:13 PM

# Hard Copy of Community Survey

**Q5 Do you think including outdoor patios and plazas for both organized and informal activities is important to include in a new Community Center? Please select ONE answer.**

Answered: 221 Skipped: 20



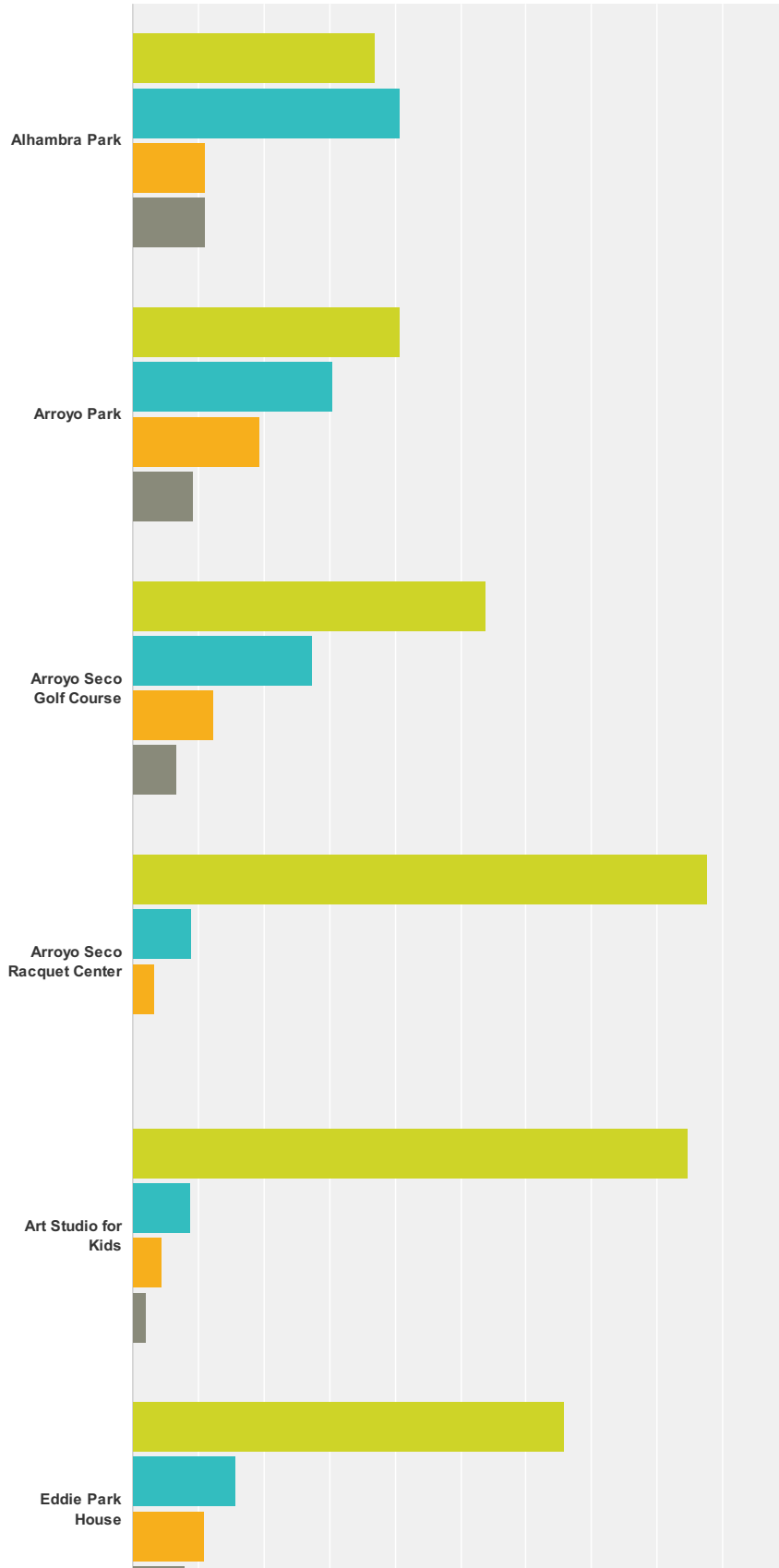
Answer Choices	Responses
Yes, this is a must have	44.34% 98
Yes, but it's not the most important amenity for a new Community Center	27.60% 61
Yes, but only if space allows	22.17% 49
No, outdoor space is not needed	5.88% 13
<b>Total</b>	<b>221</b>



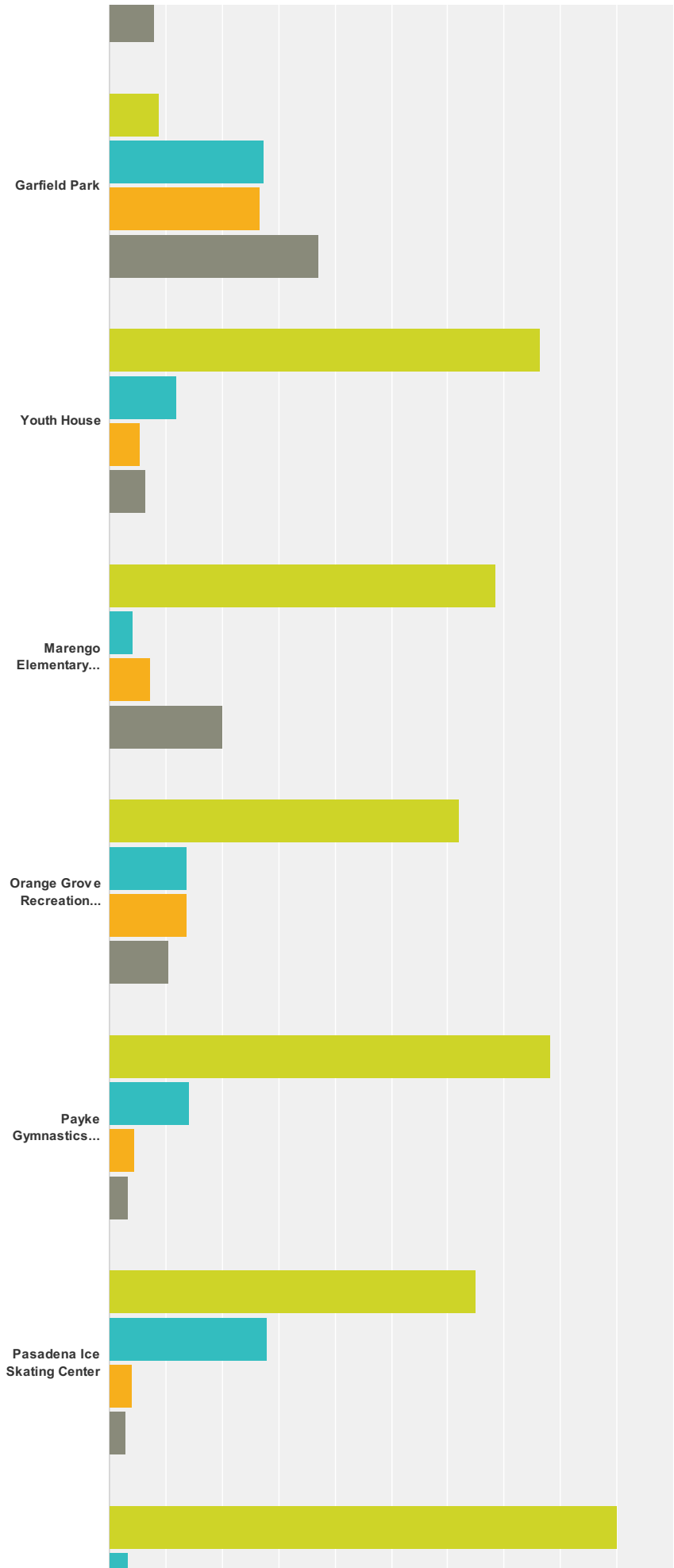
# Hard Copy of Community Survey

**Q6 If you have used any of the following facilities during the last 12 months for recreation purposes, please select the box that corresponds to the frequency of your use of these facilities.**

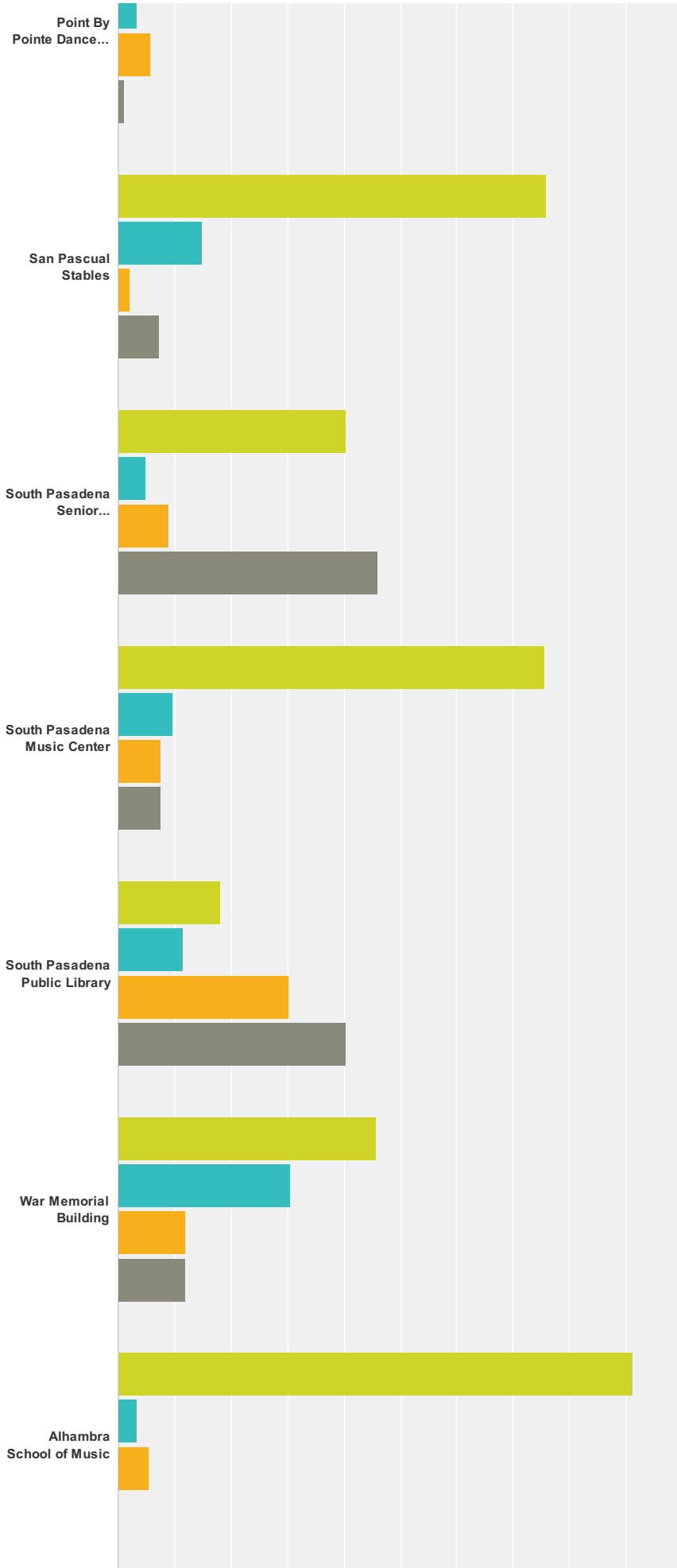
Answered: 221 Skipped: 20



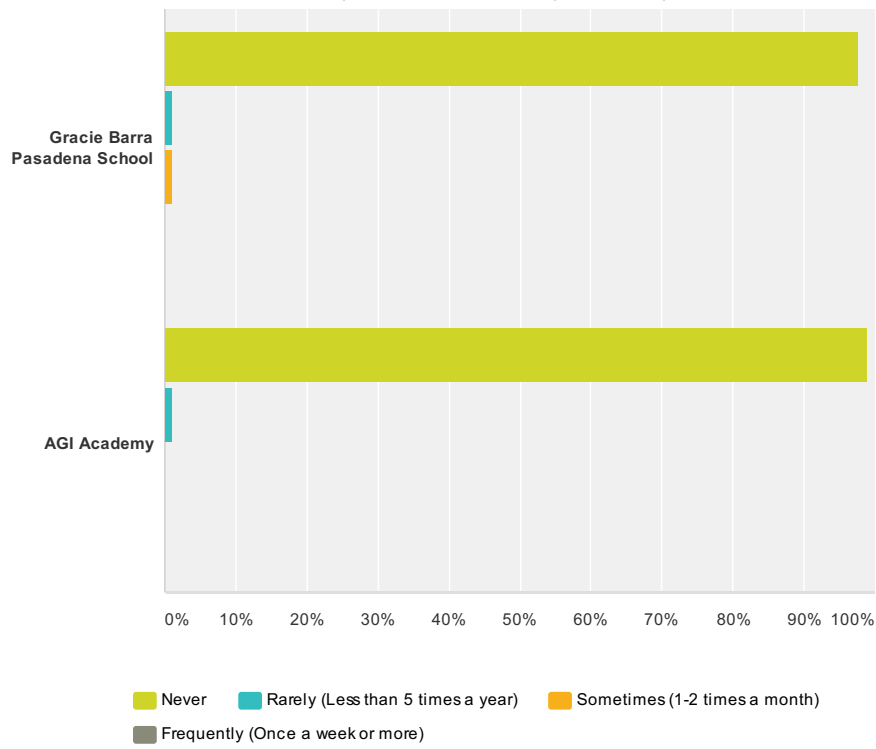
# Hard Copy of Community Survey



# Hard Copy of Community Survey



# Hard Copy of Community Survey



	Never	Rarely (Less than 5 times a year)	Sometimes (1-2 times a month)	Frequently (Once a week or more)	Total
Alhambra Park	37.04% 40	40.74% 44	11.11% 12	11.11% 12	108
Arroyo Park	40.74% 44	30.56% 33	19.44% 21	9.26% 10	108
Arroyo Seco Golf Course	53.77% 57	27.36% 29	12.26% 13	6.60% 7	106
Arroyo Seco Racquet Center	87.78% 79	8.89% 8	3.33% 3	0.00% 0	90
Art Studio for Kids	84.78% 78	8.70% 8	4.35% 4	2.17% 2	92
Eddie Park House	65.69% 67	15.69% 16	10.78% 11	7.84% 8	102
Garfield Park	8.72% 15	27.33% 47	26.74% 46	37.21% 64	172
Youth House	76.34% 71	11.83% 11	5.38% 5	6.45% 6	93
Marengo Elementary School	68.42% 65	4.21% 4	7.37% 7	20.00% 19	95
Orange Grove Recreation Center	62.11% 59	13.68% 13	13.68% 13	10.53% 10	95
Payke Gymnastics Academy	78.26% 72	14.13% 13	4.35% 4	3.26% 3	92
Pasadena Ice Skating Center	65.00% 65	28.00% 28	4.00% 4	3.00% 3	100
Point By Pointe Dance Studio	89.89% 80	3.37% 3	5.62% 5	1.12% 1	89
San Pascual Stables	75.79% 72	14.74% 14	2.11% 2	7.37% 7	95
South Pasadena Senior Citizens' Center	40.28% 58	4.86% 7	9.03% 13	45.83% 66	144
South Pasadena Music Center	75.53% 71	9.57% 9	7.45% 7	7.45% 7	94
South Pasadena Public Library	18.12% 27	11.41% 17	30.20% 45	40.27% 60	149
War Memorial Building	45.76% 54	30.51% 36	11.86% 14	11.86% 14	118
Alhambra School of Music	91.21%	3.30%	5.49%	0.00%	

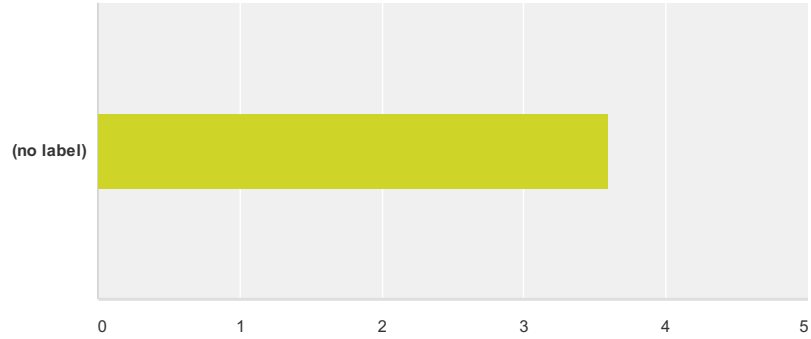
## Hard Copy of Community Survey

Amalinda School of Music	97.21% 83	0.00% 3	0.79% 5	0.00% 0	91
Gracie Barra Pasadena School	97.78% 88	1.11% 1	1.11% 1	0.00% 0	90
AGI Academy	98.88% 88	1.12% 1	0.00% 0	0.00% 0	89

# Hard Copy of Community Survey

**Q7 Overall, which of the following statements best describes your satisfaction with the physical condition (Maintenance, cleanliness, etc.) of the South Pasadena parks and facilities you have visited?**

Answered: 228 Skipped: 13

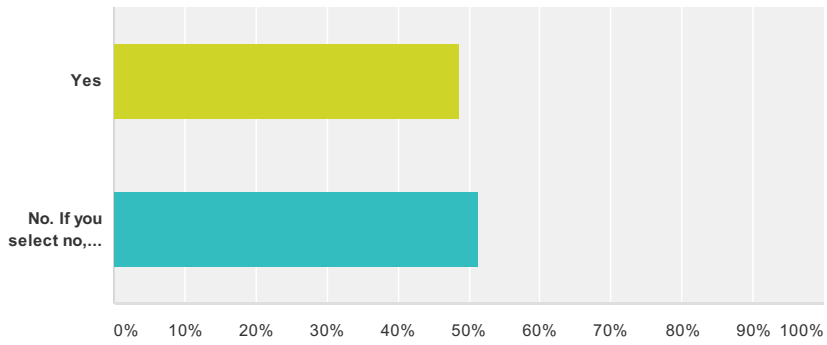


	Very satisfied	Somewhat satisfied	Somewhat dissatisfied	Very dissatisfied	Total	Average Rating
(no label)	60.96% 139	36.84% 84	2.19% 5	0.00% 0	228	3.59

# Hard Copy of Community Survey

## Q8 Have you or others in your household participated in City recreation programs in South Pasadena?

Answered: 220 Skipped: 21



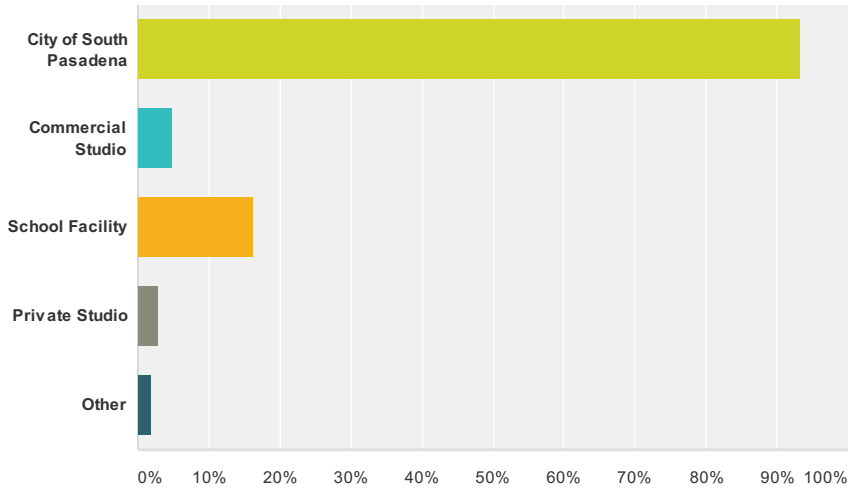
Answer Choices	Responses	
Yes	48.64%	107
No. If you select no, please skip question 9 and go to question 10.	51.36%	113
<b>Total</b>		<b>220</b>



# Hard Copy of Community Survey

## Q9 If you answered "yes" to question #8, who provided the facility for the program (s) you participated in?

Answered: 105 Skipped: 136

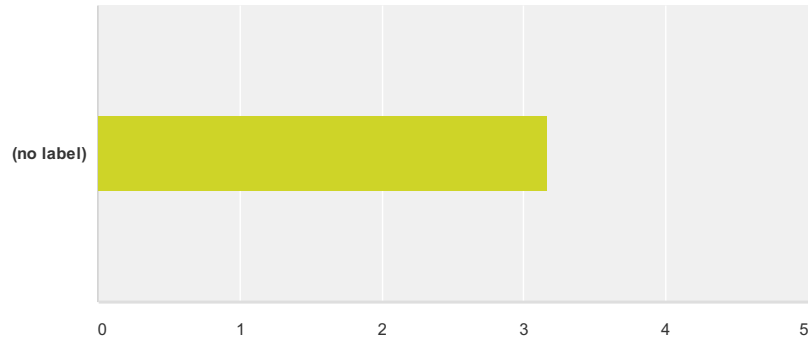


Answer Choices	Responses	Count
City of South Pasadena	93.33%	98
Commercial Studio	4.76%	5
School Facility	16.19%	17
Private Studio	2.86%	3
Other	1.90%	2
<b>Total Respondents: 105</b>		

# Hard Copy of Community Survey

## Q10 How would you rate the overall quality of recreation programs provided by the South Pasadena Community Services Department?

Answered: 198 Skipped: 43

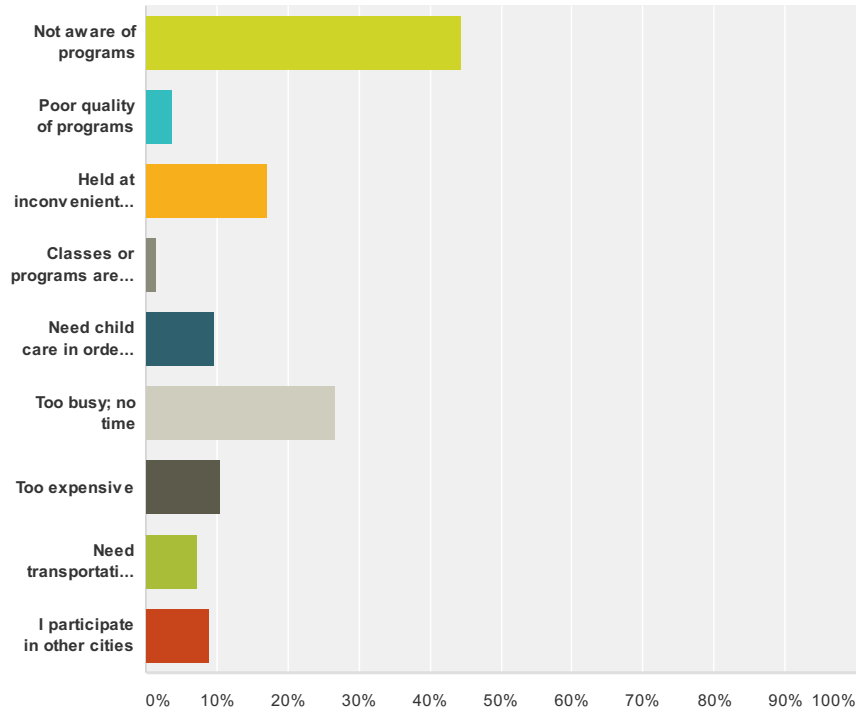


	Excellent	Good	Fair	Poor	Total	Average Rating
(no label)	30.30% 60	55.56% 110	13.64% 27	0.51% 1	198	3.16

# Hard Copy of Community Survey

## Q11 If you did NOT participate in South Pasadena programs, classes, or lessons, what are your reasons? Select all that apply.

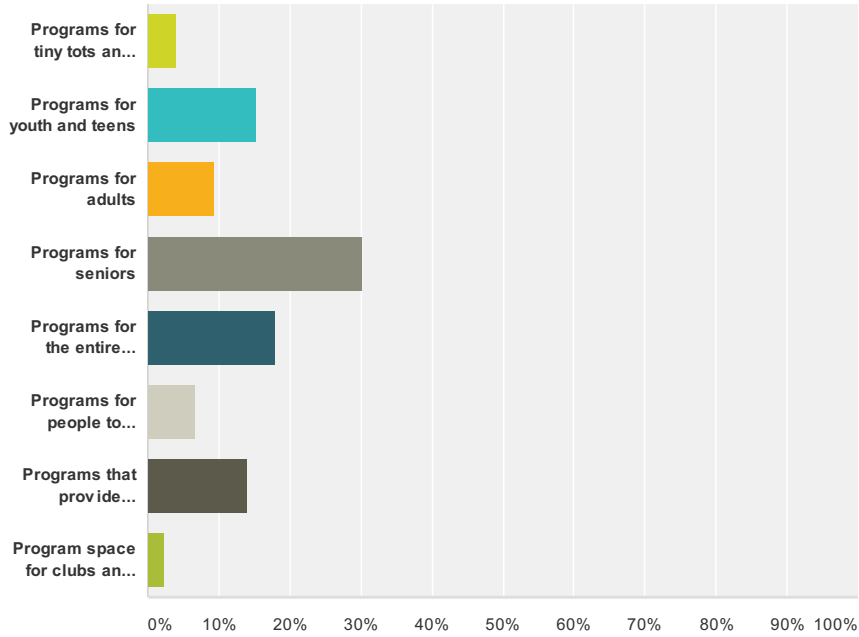
Answered: 135 Skipped: 106



Answer Choices	Responses	Count
Not aware of programs	44.44%	60
Poor quality of programs	3.70%	5
Held at inconvenient times	17.04%	23
Classes or programs are full	1.48%	2
Need child care in order to participate	9.63%	13
Too busy; no time	26.67%	36
Too expensive	10.37%	14
Need transportation to participate	7.41%	10
I participate in other cities	8.89%	12
<b>Total Respondents: 135</b>		

**Q12 Which is the ONE program category you would MOST like to see offered to meet the needs of the members of your household if South Pasadena is able to build a new Community Center?**

Answered: 222 Skipped: 19

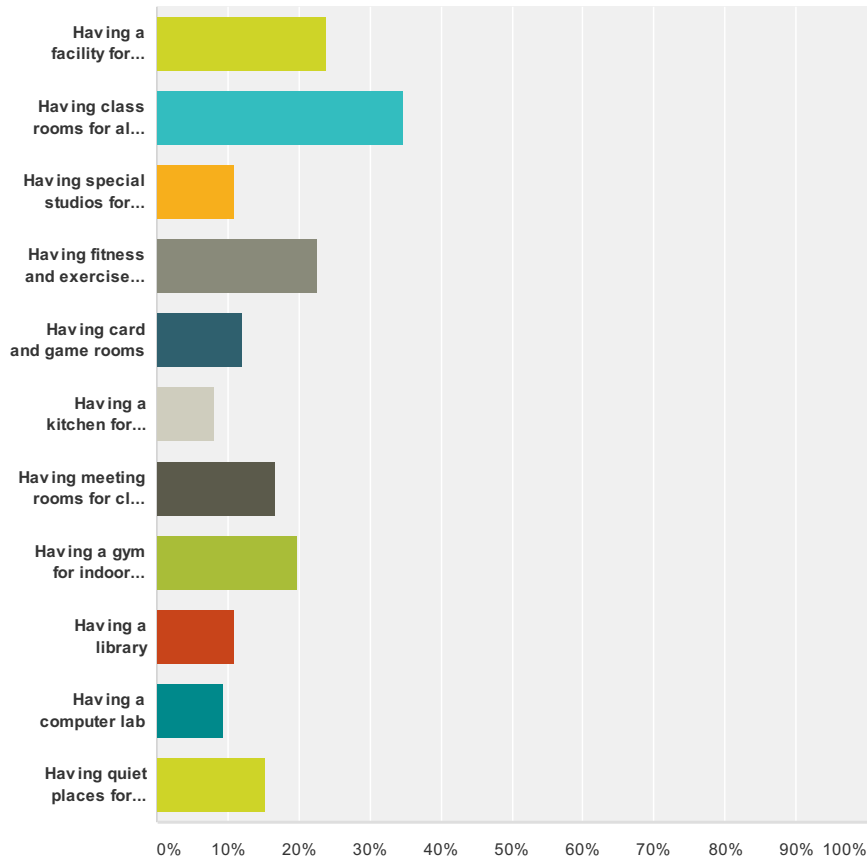


Answer Choices	Responses
Programs for tiny tots and preschoolers	4.05% 9
Programs for youth and teens	15.32% 34
Programs for adults	9.46% 21
Programs for seniors	30.18% 67
Programs for the entire family (Includes all programs for tiny tots - adults)	18.02% 40
Programs for people to socialize and meet their neighbors	6.76% 15
Programs that provide entertainment for all ages	13.96% 31
Program space for clubs and organizations to meet	2.25% 5
<b>Total</b>	<b>222</b>

# Hard Copy of Community Survey

## Q13 Thinking about the needs of your household, which of the following do you feel should be the focus of the City of South Pasadena in building a new Community Center? Please select your top TWO choices.

Answered: 222 Skipped: 19



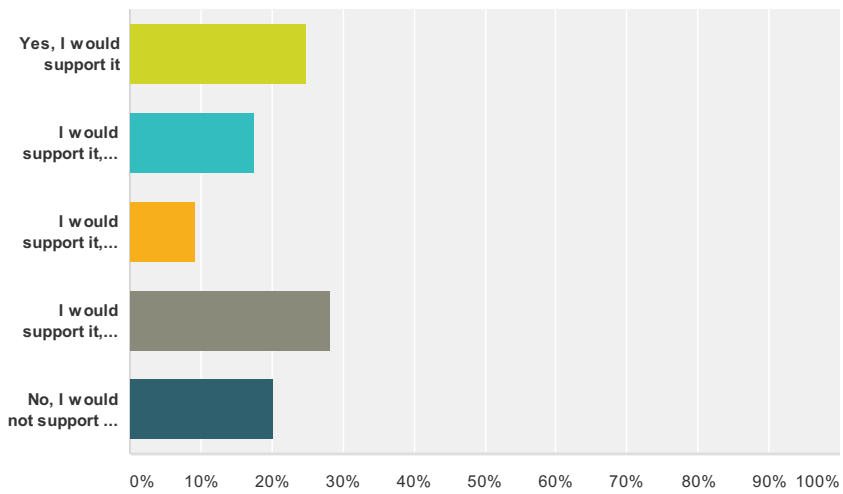
Answer Choices	Responses
Having a facility for banquets and events	23.87% 53
Having class rooms for all kinds of activities	34.68% 77
Having special studios for dance and music	10.81% 24
Having fitness and exercise rooms	22.52% 50
Having card and game rooms	12.16% 27
Having a kitchen for cooking classes	8.11% 18
Having meeting rooms for clubs and organizations	16.67% 37
Having a gym for indoor sports and classes	19.82% 44
Having a library	10.81% 24
Having a computer lab	9.46% 21
Having quiet places for relaxation	15.32% 34
<b>Total Respondents: 222</b>	

#	Other (please specify)	Date
1	Swimming Pool!	7/28/2014 3:40 PM

# Hard Copy of Community Survey

## Q14 In general, please select the statement that most describes your feeling about supporting a tax measure to fund a new Community Center for Community Service programs in South Pasadena.

Answered: 217 Skipped: 24

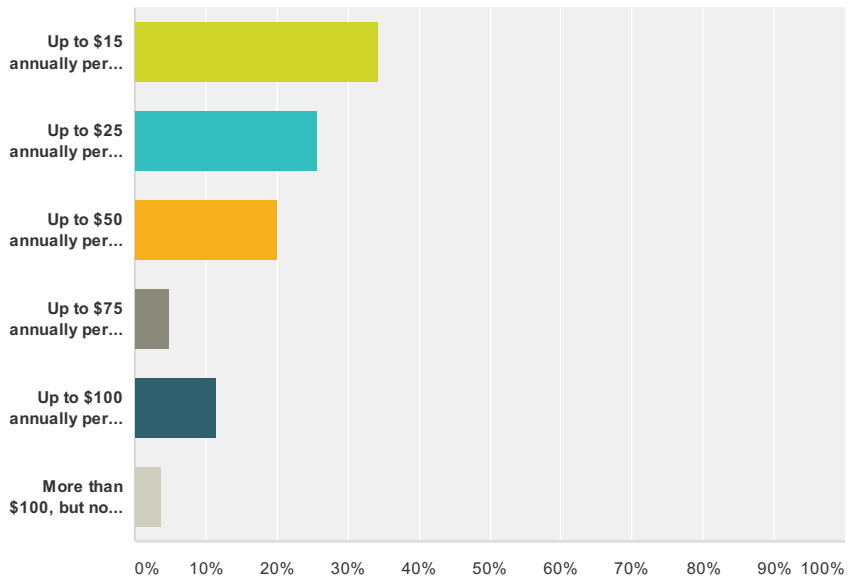


Answer Choices	Responses
Yes, I would support it	24.88% 54
I would support it, depending on the amount of tax I would have to pay	17.51% 38
I would support it, depending on the type of Community Center my tax dollars would be used for	9.22% 20
I would support it, depending on the amount I would have to pay and the type of facilities that would be included in a new Community Center	28.11% 61
No, I would not support it under any circumstance. If you select this option, please skip the next question.	20.28% 44
<b>Total</b>	<b>217</b>

# Hard Copy of Community Survey

## Q15 If you would support a tax measure for developing a new Community Center in South Pasadena, please select the amount you would be willing to pay per year.

Answered: 164 Skipped: 77



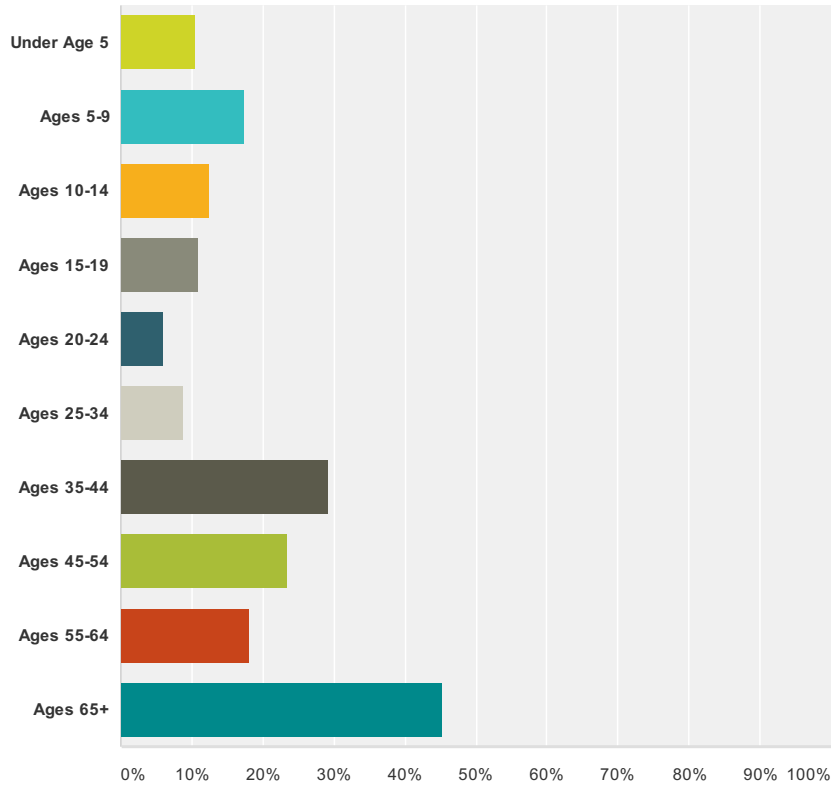
Answer Choices	Responses
Up to \$15 annually per household	34.15% 56
Up to \$25 annually per household	25.61% 42
Up to \$50 annually per household	20.12% 33
Up to \$75 annually per household	4.88% 8
Up to \$100 annually per household	11.59% 19
More than \$100, but no more than \$200, annually per household	3.66% 6
<b>Total</b>	<b>164</b>



# Hard Copy of Community Survey

## Q16 Including yourself, please select all of the age groups living in your household.

Answered: 230 Skipped: 11



Answer Choices	Responses	
Under Age 5	10.43%	24
Ages 5-9	17.39%	40
Ages 10-14	12.61%	29
Ages 15-19	10.87%	25
Ages 20-24	6.09%	14
Ages 25-34	8.70%	20
Ages 35-44	29.13%	67
Ages 45-54	23.48%	54
Ages 55-64	18.26%	42
Ages 65+	45.22%	104
<b>Total Respondents: 230</b>		

## **APPENDIX C**

### **SITE LOCATION ANALYSIS PROCESS**



To: South Pasadena Community Center Feasibility Study Ad-Hoc Committee  
From: ICG Consultants  
Subject: Proposed South Pasadena Community Center Site Location Analysis

ICG has identified six possible site options for a new multipurpose community center in South Pasadena. The sites selected for analysis were a result of touring the city with staff, reviewing past documents and discussions of possible sites, and the professional opinion of ICG consultants on whether a multipurpose community center could physically be designed and developed on the proposed site.

ICG then developed a numerical analysis process to analyze and score each site based on criteria important in determining the feasibility of a location for development of a multipurpose community center. Since some criteria are more important to decision making than others, ICG developed a weighted scoring system so the total score a site receives reflects the relative importance of each criteria in determining the suitability of the site for community center development.

The site analysis criteria and their percentage weight are as follows:

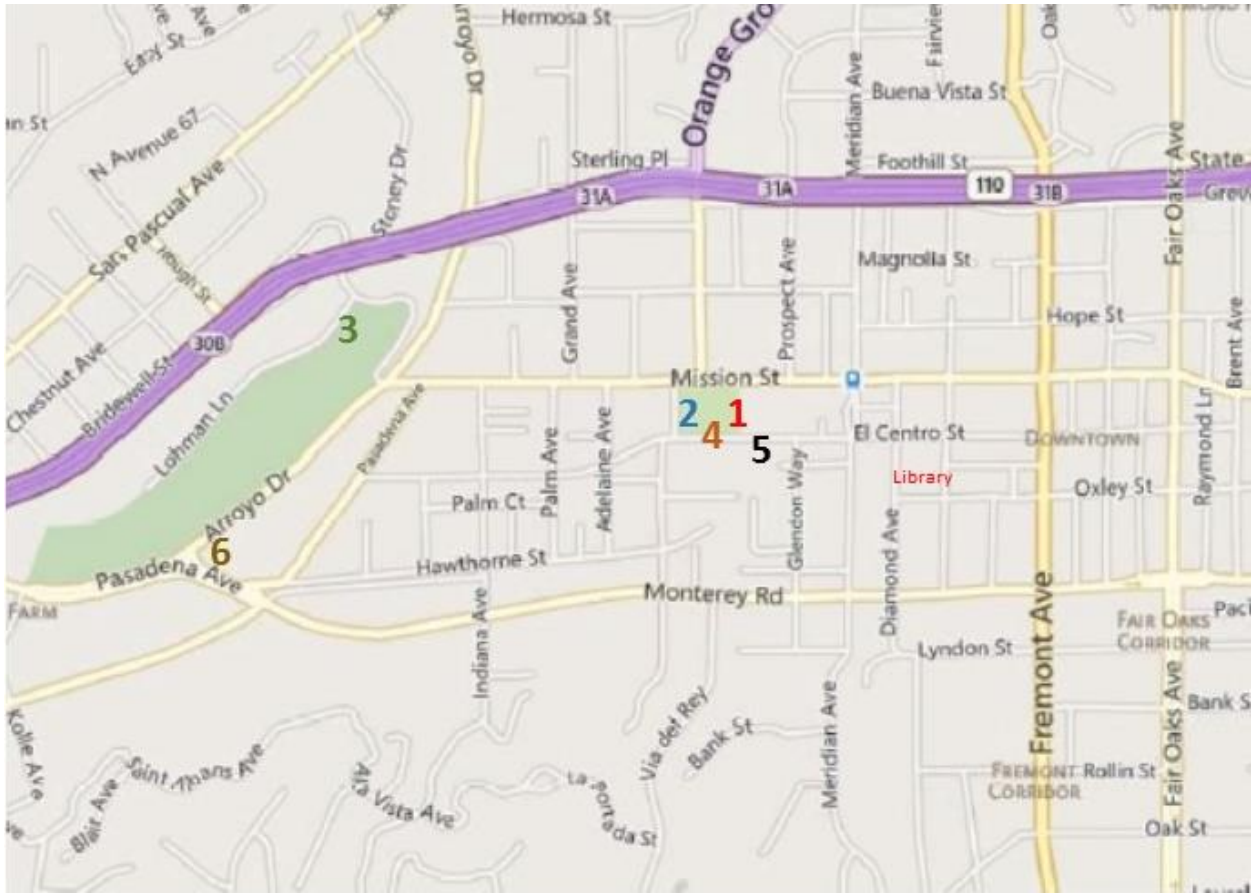
Access and Suitability	35%
Topography and CEQA Issues	30%
Location and Use	20%
Acquisition Costs and Availability	15%

Each of the above categories were then given goals and performance measures that could be scored on a scale of 1 to 5, one being very low on meeting the goal's performance measure and 5 being the site meets all performance measure criteria.

Attached are the spreadsheets for each site which show measurement scale and the numerical score for each site. The higher the score the more suitable the site is for the proposed South Pasadena Community Center. Determining the score for each performance measure was a subjective opinion of the consultants based on our professional experience and knowledge of master planning municipal community centers.

The Ad-Hoc Committee should review the scoring and discuss the priority ranking and determine if any sites should receive a higher or lower score in any of the performance measures. The consultants will be preparing conceptual site plans for the top three ranked sites for review by the Ad-Hoc Committee and eventual recommendation to the City on which site location should be pursued for a new community center in South Pasadena.

ICG's scoring and ranking of the potential site location options is as follows:



Map Number	SITE LOCATION OPTIONS	WEIGHTED ANALYSIS SCORE
<b>1</b>	Orange Grove Park and City Maintenance Yard Site – No Commercial Lease Space	<b>16.65</b>
<b>2</b>	Orange Grove Park and City Maintenance Yard Site with Commercial Lease Space	<b>16.10</b>
<b>3</b>	San Pascual Stables Site	<b>15.10</b>
<b>4</b>	Orange Grove Park - Park site only, no maintenance yard or commercial lease space	<b>14.90</b>
<b>5</b>	El Centro St. Office Complex Site	<b>14.65</b>
<b>6</b>	Old Toy Factory Site (Arroyo Dr. & Pasadena Ave.)	<b>9.90</b>

Requested Ad-Hoc Committee Action

Review and discuss site options and determine which three site location options to recommend for ICG to develop conceptual site plans for the proposed new South Pasadena Community Center.

## Orange Grove Park and City Maintenance Yard Site

### LOCATION

#### Orange Grove Park - Option 1 - Entire Site Plus Existing Maintenance Yard

815 Mission Dr. Orange Grove Park and adjacent existing maintenance yard  
City Owned

Description of location - Currently a community park with existing recreation center, tennis courts, and ball field

This option would also incorporate the adjacent existing City maintenance yard

**Score: 16.65**

**Out of: 20.75**

#### Location Analysis

- 6 Acres
- Currently serves as a community park and recreation center
- Programming currently scheduled would have to be absorbed into new community center
- Centrally located
- Good access from Mission and El Centro
- City would have to relocate maintenance yard to accommodate this option
- Current building may be able to be incorporated into new design, but further study would have to take place
- No acquisition costs, but development would include maintenance yard relocation costs



Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Access  and  Suitability	35%	1 <b>Site can accommodate planned community center amenities</b>	To what extent can the proposed site accommodate all of the desired amenities and activities planned for the site?	1 = Very limited ability; 5 = Can accommodate all planned amenities and activities	5	Site could accommodate planned community center amenities.
		2 <b>Site is safely accessible from a major arterial highway</b>	Extent to which site can be accessed easily and safely from a major highway, or without impacting traffic on residential or feeder streets.	1 = Cannot be accessed safely or without impacts on residential or feeder streets; 5 = Easy and safe access from a major arterial highway.	4	Safe access from Mission and El Centro could be designed; however, walking to the site requires negotiating hilly terrain.
		3 <b>Site could accommodate future growth</b>	Will planned improvements take up the entire site or will there be space left for future growth?	1 = low future growth potential; 5 = high future growth potential	2	No room for growth, unless adjacent property could be acquired
		4 <b>Site meets the needs of demand analysis</b>	Extent to which site can deliver amenity and activity preferences determined in the needs analysis report.	1 = Contrary to needs analysis report; 5 = supports findings of needs analysis report	4	Site could accommodate recreation amenities for a community center/park, but would need a parking structure.
		5 <b>Site's use for a community center would be compatible with surrounding uses</b>	Extent to which site would be compatible with surrounding uses if it were to be used for a community center.	1 = Would severely impact surrounding uses; 5 = Completely compatible with surrounding uses.	5	A community center would not impact surrounding uses and would be accessible to all residents
<b>Access &amp; Suitability Score Total</b>						<b>20</b>

Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Topography and	30%	6	Extent site provides a level surface for development with minimal grading required	1 = Topography is hilly and extensive grading will be required; 5 = Site is level, minimum grading is required	4	Site would have to be graded into levels to accommodate multi-level community center and parking would need to be reviewed and analyzed based on facility requirements, which may require a parking structure.
		7	Extent of environmental cleanup required	1 = Needs extensive environmental cleanup; 5 = Site is completely clean and has no environmental cleanup requirement	4	Site and existing building appears to be clear of any environmental contamination requiring extensive clean up; however, inspection and testing and research of past uses must be done to verify this.
CEQA		8	Extent site can retain runoff	1 = All runoff must be diverted to storm drains or sewers; 5 = Site can retain runoff and percolate so as to avoid putting runoff into storm drains or sewers	4	On-site retention can be designed into the community center/park plan.
		9	Extent of CEQA required	1 = Will require a full EIR; 5 = Will only require a Negative Declaration	3	Probably would require a full EIR with a noise and parking study
<b>Topography &amp; CEQA Score Total</b>					<b>15</b>	

Category		Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Location	20%	10	Extent location is convenient to intended users	Extent to which proposed community center activities will attract intended users	1 = Undesirable location for intended users; 5 = Centrally located and a desired location for intended users	5	The site is centrally located and accessible to all residents.
		11	Potential connectivity	Extent to which there is the potential of connecting programming with other city facilities	1 = No potential for connecting with other facilities; 5 = Within walking distance or easy access to other city facilities	4	Site is close to Library and City Hall, but no physical connection. A shuttle system could be considered to provide better connectivity to other facilities and major places within the community.
		12	Meets Space Requirements	Extent to which site can accommodate size of amenities needed	1 = No planned amenities can be the size desired 5 = All planned amenities can be the size desired	4	Planned studios, meeting/class rooms, office space, storage space sizes can be accommodated, but Multi-purpose room, gymnasium and kitchen areas may be undersized.
<b>Location &amp; Use Score Total</b>							
Acquisition	15%	13	Extent to which the cost to acquire the site is influenced by current owner and uses	Extent to which current ownership of the site and current development will influence the potential acquisition of the site	1 = Site acquisition will be extremely costly due to current ownership and/or current development; 5 = The cost of site acquisition will not be impacted by current ownership or current development	5	City owns the site
		14	Site availability and access to utilities	Extent to which the process for acquiring the site, availability of utilities, and developing the site for community center uses impacts the desired timeline for completing the project	1 = Requires extensive acquisition process, CEQA process, approval process, site preparation, costly utility connections, etc.; 5 = Site is "shovel ready" to proceed with development of community center	4	Site has all utilities, but would require demolition and clearing of existing amenities and grading for parking structure
		15	Creates opportunity for revenue	Likelihood of creating opportunity for an external revenue stream.	1 = not likely to create revenue opportunity; 5 = very likely to create revenue opportunity	3	There could be opportunity for commercial lease space in the remodel/modifications and the building could accommodate naming rights or concessions.
Availability		16	Provides flexibility to accommodate changing needs	Extent to which site can be used for multiple purposes, now or in the future	1 = Site is not suitable for anything but a community center; 5 = Site can be easily be converted to other recreational uses	5	Community center could be converted to a YMCA or Boys & Girls club, or a commercial day care center, or for medical uses if the community center is not needed in the future.
		<b>Acquisition Costs Score Total</b>					
<b>WEIGHTED TOTAL SCORE</b>							<b>16.65</b>



## Orange Grove Park and City Maintenance Yard Site with Commercial Lease Space

### LOCATION

#### Orange Grove Park - Option 3 - Entire Site Plus Maintenance Yard with Lease Space

815 Mission Dr. Orange Grove Park and adjacent existing maintenance yard  
City Owned



Commercial Lease Space

Description of location - Currently a community park with existing recreation center, tennis courts, and ball field and adjacent maintenance yard

This option would also incorporate commercial lease space along Mission St.

**Score: 16.1**

**Out of: 20.75**

#### Location Analysis

- 6 Acres
- Currently serves as a community park and recreation center
- Programming currently scheduled would have to be absorbed into new community center
- Centrally located
- Good access from Mission and El Centro
- City would have to relocate maintenance yard to accommodate this option
- Current building may be able to be incorporated into new design, but further study would have to take place
- No acquisition costs, but development would include maintenance yard relocation costs

Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Access  and  Suitability	35%	1	Site can accommodate planned community center amenities	To what extent can the proposed site accommodate all of the desired amenities and activities planned for the site?	5 1 = Very limited ability; = Can accommodate all planned amenities and activities	4 Site could accommodate core community center amenities, but probably not all desired amenities.
		2	Site is safely accessible from a major arterial highway	Extent to which site can be accessed easily and safely from a major highway, or without impacting traffic on residential or feeder streets.	1 = Cannot be accessed safely or without impacts on residential or feeder streets; 5 = Easy and safe access from a major arterial highway.	4 Safe access from Mission and El Centro could be designed; however, walking to the site will require negotiating hilly terrain.
		3	Site could accommodate future growth	Will planned improvements take up the entire site or will there be space left for future growth?	1 = low future growth potential; 5 = high future growth potential	2 No room for growth, unless adjacent property could be acquired
		4	Site meets the needs of demand analysis	Extent to which site can deliver amenity and activity preferences determined in the needs analysis report.	1 = Contrary to needs analysis report; 5 = supports findings of needs analysis report	5 Site could accommodate recreation amenities for a community center/park, but would need a parking structure.
		5	Site's use for a community center would be compatible with surrounding uses	Extent to which site would be compatible with surrounding uses if it were to be used for a community center.	1 = Would severely impact surrounding uses; 5 = Completely compatible with surrounding uses.	4 A community center would not impact surrounding uses and would be accessible to all residents.
<b>Access &amp; Suitability Score Total</b>						<b>19</b>



Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Topography and	30%	Extent site provides a level surface for development with minimal grading required	Extent the site topography is suitable for development of the planned community center amenities	1 = Topography is hilly and extensive grading will be required; 5 = Site is level, minimum grading is required	3	Site would have to be graded into levels to accommodate multi-level community center and a parking structure to share with commercial lease space
		Extent of environmental cleanup required	Extent to which site will require environmental cleanup	1 = Needs extensive environmental cleanup; 5 = Site is completely clean and has no environmental cleanup requirement	4	Site and existing building appears to be clear of any environmental contamination requiring extensive clean up; however, inspection and testing and research of past uses must be done to verify this.
CEQA		Extent site can retain runoff	Extent to which the site can retain all runoff on site	1 = All runoff must be diverted to storm drains or sewers; 5 = Site can retain runoff and percolate so as to avoid putting runoff into storm drains or sewers	4	On-site retention can be designed into the community center/park plan
Issues		Extent of CEQA required	Extent to which development of the site will require a negative declaration or a full EIR	1 = Will require a full EIR; 5 = Will only require a Negative Declaration	3	Probably would require a full EIR with a noise and parking study
<b>Topography &amp; CEQA Score Total</b>					<b>14</b>	

Category		Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Location	20%	10	Extent location is convenient to intended users	Extent to which proposed community center activities will attract intended users	1 = Undesirable location for intended users; 5 = Centrally located and a desired location for intended users	4	The site is centrally located and accessible to all residents. Walking to the site requires walking hilly terrain.
		11	Potential connectivity	Extent to which there is the potential of connecting programming with other city facilities	1 = No potential for connecting with other facilities; 5 = Within walking distance or easy access to other city facilities	4	Site is close to Library and City Hall, but no physical connection. A shuttle system connection with other facilities and major places within the community should be considered to improve connectivity.
		12	Meets Space Requirements	Extent to which site can accommodate size of amenities needed	1 = No planned amenities can be the size desired 5 = All planned amenities can be the size desired	4	Planned studios, meeting/class rooms, office space, storage space sizes can be accommodated, but Multi-purpose room, gymnasium and kitchen areas may be undersized.
<b>Location &amp; Use Score Total</b>							
Acquisition	15%	13	Extent to which the cost to acquire the site is influenced by current owner and uses	Extent to which current ownership of the site and current development will influence the potential acquisition of the site	1 = Site acquisition will be extremely costly due to current ownership and/or current development; 5 = The cost of site acquisition will not be impacted by current ownership or current development	5	City owns the site
		14	Site availability and access to utilities	Extent to which the process for acquiring the site, availability of utilities, and developing the site for community center uses impacts the desired timeline for completing the project	1 = Requires extensive acquisition process, CEQA process, approval process, site preparation, costly utility connections, etc.; 5 = Site is "shovel ready" to proceed with development of community center	4	Site has all utilities, but would require demolition and clearing of existing amenities and grading for parking structure
And		15	Creates opportunity for revenue	Likelihood of creating opportunity for an external revenue stream.	1 = not likely to create revenue opportunity; 5 = very likely to create revenue opportunity	5	Commercial lease space could provide significant revenue for community center operational costs.
		16	Provides flexibility to accommodate changing needs	Extent to which site can be used for multiple purposes, now or in the future	1 = Site is not suitable for anything but a community center; 5 = Site can be easily be converted to other recreational uses	5	Community center could be converted to a YMCA or Boys & Girls club, or a commercial day care center, or for medical uses if the community center is not needed in the future.
<b>Acquisition Costs Score Total</b>							
<b>19</b>							
<b>WEIGHTED TOTAL SCORE</b>							
<b>16.1</b>							

## San Pascual Stables Site

### LOCATION

#### Adjacent to Arroyo Seco Sports Fields in the Arroyo Seco

221 San Pascual Ave.

City Owned

Description of location - Currently an equestrian center offering horsemanship and other equestrian activities

City lease concession up for renewal

**Score: 15.1**

**Out of: 20.75**

#### Location Analysis

- 9.56 Acres
- Adjacent to sports fields
- Currently developed as an equestrian center
- Not Centrally located, but in area with other city park facilities and open space
- Access would have to be through roads leading down into the Arroyo Seco
- Land only available only if City does not want to continue equestrian uses
- Planned Community Center could fit on site, possibly without parking structure.
- Not ideal for night time access for programming



Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Access and Suitability	35%	Site can accommodate planned community center amenities	To what extent can the proposed site accommodate all of the desired amenities and activities planned for the site?	1 = Very limited ability; 5 = Can accommodate all planned amenities and activities	5	Site has the required size to accommodate the intended uses. Maybe with only surface parking.
		Site is safely accessible from a major arterial highway	Extent to which site can be accessed easily and safely from a major highway, or without impacting traffic on residential or feeder streets.	1 = Cannot be accessed safely or without impacts on residential or feeder streets; 5 = Easy and safe access from a major arterial highway.	3	Cannot be accessed without going down into the Arroyo Seco.
		Site could accommodate future growth	Will planned improvements take up the entire site or will there be space left for future growth?	1 = low future growth potential; 5 = high future growth potential	4	The site is within city park areas that could be used for future growth if needed.
		Site meets the needs of demand analysis	Extent to which site can deliver amenity and activity preferences determined in the needs analysis report.	1 = Contrary to needs analysis reports; 5 = supports findings of needs analysis report	5	Site could accommodate building amenities for a community center
		Site's use for a community center would be compatible with surrounding uses	Extent to which site would be compatible with surrounding uses if it were to be used for a community center.	1 = Would severely impact surrounding uses; 5 = Completely compatible with surrounding uses.	4	A community center would not impact surrounding uses, but would increase traffic in and out of the Arroyo Seco
<b>Access &amp; Suitability Score Total</b>						<b>21</b>

Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Topography and	30%	Extent site provides a level surface for development with minimal grading required	Extent the site topography is suitable for development of the planned community center amenities	1 = Topography is hilly and extensive grading will be required; 5 = Site is level, minimum grading is required	4	Entire site is level requiring minimal grading, Parking will have to be evaluated based on facility requirements.
		Extent of environmental cleanup required	Extent to which site will require environmental cleanup	1 = Needs extensive environmental cleanup; 5 = Site is completely clean and has no environmental cleanup requirement	4	Site appears to be clear of any environmental contamination requiring extensive clean up; however, soil testing and research of past equestrian uses must be done to verify this.
CEQA		Extent site can retain runoff	Extent to which the site can retain all runoff on site	1 = All runoff must be diverted to storm drains or sewers; 5 = Site can retain runoff and percolate so as to avoid putting runoff into storm drains or sewers	4	Site would be able to accommodate a bio-retention basin and graded to retain all run off, with only a 100 year storm episode likely to cause off site run off.
Issues		Extent of CEQA required	Extent to which development of the site will require a negative declaration or a full EIR	1 = Will require a full EIR; 5 = Will only require a Negative Declaration	1	Because of being in the Arroyo Seco and surrounding uses and potential traffic and parking issues, a full EIR will be required.
<b>Topography &amp; CEQA Score Total</b>					<b>13</b>	

Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
<b>Location</b>  <b>And</b>  <b>Use</b>	20%	10 <b>Extent location is convenient to intended users</b>	Extent to which proposed community center activities will attract intended users	1 = Undesirable location for intended users; 5 = Centrally located and a desired location for intended users	3	The site is not centrally located, but is adjacent to sports fields and other recreational uses in the Arroyo Seco.
		11 <b>Potential connectivity</b>	Extent to which there is the potential of connecting programming with other city facilities	1 = No potential for connecting with other facilities; 5 = Within walking distance or easy access to other city facilities	3	While the site is adjacent to city sports fields, skate park, and golf course, it is not located close to schools, other recreation centers or library. Would need a shuttle system to provide connectivity.
		12 <b>Meets Space Requirements</b>	Extent to which site can accommodate size of amenities needed	1 = No planned amenities can be the size desired 5 = All planned amenities can be the size desired	5	All core and desired amenities can be accommodated.
<b>Location &amp; Use Score Total</b>						
<b>Acquisition</b>  <b>Costs</b>  <b>And</b>  <b>Availability</b>	15%	13 <b>Extent to which the cost to acquire the site is influenced by current owner and uses</b>	Extent to which current ownership of the site and current development will influence the potential acquisition of the site	1 = Site acquisition will be extremely costly due to current ownership and/or current development; 5 = The cost of site acquisition will not be impacted by current ownership or current development 1 = Requires extensive acquisition process, CEQA process, approval process, site preparation, costly utility connections, etc.; 5 = Site is "shovel ready" to proceed with development of community center	2	City owns the site, but has an equestrian concession lease that would have to be terminated to use the site for a community center.
		14 <b>Site availability and access to utilities</b>	Extent to which the process for acquiring the site, availability of utilities, and developing the site for community center uses impacts the desired timeline for completing the project	1 = not likely to create revenue opportunity; 5 = very likely to create revenue opportunity	2	Site has access to utilities. Road improvements and dealing with equestrian uses could be problematic.
		15 <b>Creates opportunity for revenue</b>	Likelihood of creating opportunity for an external revenue stream.	1 = Site is not suitable for anything but a community center; 5 = Site can be easily be converted to other recreational uses	2	Very limited opportunity for commercial concessions and asset management programs.
		16 <b>Provides flexibility to accommodate changing needs</b>	Extent to which site can be used for multiple purposes, now or in the future		5	Community center could be converted to a YMCA or Boys & Girls club, or a commercial day care center, or for medical uses if the community center is not needed in the future.
<b>Acquisition Costs Score Total</b>					<b>11</b>	
<b>WEIGHTED TOTAL SCORE</b>					<b>15.1</b>	

## Orange Grove Park

### LOCATION

### Orange Grove Park - Option 2 - Park Site Only, no maintenance yard addition

815 Mission Dr.  
City Owned

Description of location - Currently a community park with existing recreation center, tennis courts, and ball field

This option would not incorporate the adjacent existing City maintenance yard

**Score: 14.9**

**Out of: 20.75**

### Location Analysis

- 4 Acres
- Currently serves as a community park and recreation center
- Programming currently scheduled would have to be absorbed into new community center
- Centrally located
- Good access from Mission and El Centro
- City could add maintenance yard property in future for expansion
- Current building may be able to be incorporated into new design, but further study would have to take place
- No acquisition costs, but development would include demo of existing amenities and grading to accommodate multi-level development



Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Access  and  Suitability	35%	1 Site can accommodate planned community center amenities	To what extent can the proposed site accommodate all of the desired amenities and activities planned for the site?	1 = Very limited ability; 5 = Can accommodate all planned amenities and activities	3	Site could accommodate core amenities, but probably not all desired amenities
		2 Site is safely accessible from a major arterial highway	Extent to which site can be accessed easily and safely from a major highway, or without impacting traffic on residential or feeder streets.	1 = Cannot be accessed safely or without impacts on residential or feeder streets; 5 = Easy and safe access from a major arterial highway.	3	Safe access from Mission and El Centro could be designed. Site would be multilevel and walking to the site would involve negotiating hilly terrain.
		3 Site could accommodate future growth	Will planned improvements take up the entire site or will there be space left for future growth?	1 = low future growth potential; 5 = high future growth potential	4	Room for growth if City relocates maintenance yard in the future
		4 Site meets the needs of demand analysis	Extent to which site can deliver amenity and activity preferences determined in the needs analysis report.	1 = Contrary to needs analysis report; 5 = supports findings of needs analysis report	3	Site could accommodate most, but not all of recreation amenities recommended in the needs analysis and would need a parking structure.
		5 Site's use for a community center would be compatible with surrounding uses	Extent to which site would be compatible with surrounding uses if it were to be used for a community center.	1 = Would severely impact surrounding uses; 5 = Completely compatible with surrounding uses.	5	A community center would not impact surrounding uses and would be accessible to all residents
<b>Access &amp; Suitability Score Total</b>						<b>18</b>

Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Topography	30%	Extent site provides a level surface for development with minimal grading required	Extent the site topography is suitable for development of the planned community center amenities	1 = Topography is hilly and extensive grading will be required; 5 = Site is level, minimum grading is required	3	Site would have to be graded into levels to accommodate multi-level community center and parking would have to be evaluated.
		Extent of environmental cleanup required	Extent to which site will require environmental cleanup	1 = Needs extensive environmental cleanup; 5 = Site is completely clean and has no environmental cleanup requirement	4	Site and existing building appears to be clear of any environmental contamination requiring extensive clean up; however, inspection and testing and research of past uses must be done to verify this.
CEQA		Extent site can retain runoff	Extent to which the site can retain all runoff on site	1 = All runoff must be diverted to storm drains or sewers; 5 = Site can retain runoff and percolate so as to avoid putting runoff into storm drains or sewers	4	On-site retention can be designed into the community center/park plan
		Extent of CEQA required	Extent to which development of the site will require a negative declaration or a full EIR	1 = Will require a full EIR; 5 = Will only require a Negative Declaration	3	Probably would require a full EIR with a noise and parking study
<b>Topography &amp; CEQA Score Total</b>					<b>14</b>	



Category		Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Location	20%	10	Extent location is convenient to intended users	Extent to which proposed community center activities will attract intended users	1 = Undesirable location for intended users; 5 = Centrally located and a desired location for intended users	4	The site is centrally located and accessible to all residents. However, walking to the site requires negotiating hilly terrain.
		11	Potential connectivity	Extent to which there is the potential of connecting programming with other city facilities	1 = No potential for connecting with other facilities; 5 = Within walking distance or easy access to other city facilities	3	Site is close to Library and City Hall, but no physical connection. Shuttle service may be something to consider to connect community center with other major facilities/points within the community.
		12	Meets Space Requirements	Extent to which site can accommodate size of amenities needed	1 = No planned amenities can be the size desired 5 = All planned amenities can be the size desired	3	Planned studios, meeting/class rooms, office space, storage space sizes can be accommodated, but Multi-purpose room, gymnasium and kitchen areas may be undersized.
<b>Location &amp; Use Score Total 10</b>							
Acquisition	15%	13	Extent to which the cost to acquire the site is influenced by current owner and uses	Extent to which current ownership of the site and current development will influence the potential acquisition of the site	1 = Site acquisition will be extremely costly due to current ownership and/or current development; 5 = The cost of site acquisition will not be impacted by current ownership or current development	5	City owns the site
		14	Site availability and access to utilities	Extent to which the process for acquiring the site, availability of utilities, and developing the site for community center uses impacts the desired timeline for completing the project	1 = Requires extensive acquisition process, CEQA process, approval process, site preparation, costly utility connections, etc.; 5 = Site is "shovel ready" to proceed with development of community center	4	Site has all utilities, but would require demolition and clearing of existing amenities and grading for parking structure
		15	Creates opportunity for revenue	Likelihood of creating opportunity for an external revenue stream.	1 = not likely to create revenue opportunity; 5 = very likely to create revenue opportunity	2	Entire site would be needed for community center, may be room for some internal concessions, good naming rights opportunity
Availability		16	Provides flexibility to accommodate changing needs	Extent to which site can be used for multiple purposes, now or in the future	1 = Site is not suitable for anything but a community center; 5 = Site can be easily be converted to other recreational uses	5	Community center could be converted to a YMCA or Boys & Girls club, or a commercial day care center, or for medical uses if the community center is not needed in the future.
<b>Acquisition Costs Score Total 16</b>							
<b>WEIGHTED TOTAL SCORE 14.9</b>							



## El Centro St. Office Complex Site

### LOCATION

#### Office Complex Corner of El Centro & Rail Tracks

Southeast of Orange Grove Park  
Privately Owned

Description of location - Currently a commercial office complex not on the market for sale  
City would have to negotiate acquisition

**Score: 14.65**

**Out of: 20.75**

#### Location Analysis

- 4 Acres
- Adjacent to Orange Grove Park
- Currently developed as a commercial office complex
- Centrally located
- Good access from El Centro
- Site only available if City can fund and negotiate purchase
- Current two story building could be remodeled/modified for a community center
- Acquisition costs could be prohibitive



Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Access  and  Suitability	35%	1 <b>Site can accommodate planned community center amenities</b>	To what extent can the proposed site accommodate all of the desired amenities and activities planned for the site?	1 = Very limited ability; 5 = Can accommodate all planned amenities and activities	3	Site would need extensive remodel/modification to accommodate planned community center amenities
		2 <b>Site is safely accessible from a major arterial highway</b>	Extent to which site can be accessed easily and safely from a major highway, or without impacting traffic on residential or feeder streets.	1 = Cannot be accessed safely or without impacts on residential or feeder streets; 5 = Easy and safe access from a major arterial highway.	4	Safe access from El Centro, could be problematic during special events
		3 <b>Site could accommodate future growth</b>	Will planned improvements take up the entire site or will there be space left for future growth?	1 = low future growth potential; 5 = high future growth potential	2	No room for growth, unless site could be connected to Orange Grove Park.
		4 <b>Site meets the needs of demand analysis</b>	Extent to which site can deliver amenity and activity preferences determined in the needs analysis report.	1 = Contrary to needs analysis report; 5 = supports findings of needs analysis report	3	Site could accommodate recreation amenities for a community center, but needs extensive remodel and parking structure.
		5 <b>Site's use for a community center would be compatible with surrounding uses</b>	Extent to which site would be compatible with surrounding uses if it were to be used for a community center.	1 = Would severely impact surrounding uses; 5 = Completely compatible with surrounding uses.	5	A community center would not impact surrounding uses and would be accessible to all residents
<b>Access &amp; Suitability Score Total</b>						<b>17</b>

Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Topography	30%	Extent site provides a level surface for development with minimal grading required	Extent the site topography is suitable for development of the planned community center amenities	1 = Topography is hilly and extensive grading will be required; 5 = Site is level, minimum grading is required	4	Site is currently developed so no site work would be required, however, to accommodate on-site parking a parking structure may be required on the lower parking lot.
		Extent of environmental cleanup required	Extent to which site will require environmental cleanup	1 = Needs extensive environmental cleanup; 5 = Site is completely clean and has no environmental cleanup requirement	4	Site and existing building appears to be clear of any environmental contamination requiring extensive clean up; however, inspection and testing and research of past uses must be done to verify this.
CEQA		Extent site can retain runoff	Extent to which the site can retain all runoff on site	1 = All runoff must be diverted to storm drains or sewers; 5 = Site can retain runoff and percolate so as to avoid putting runoff into storm drains or sewers	4	Site already meets runoff requirements
Issues		Extent of CEQA required	Extent to which development of the site will require a negative declaration or a full EIR	1 = Will require a full EIR; 5 = Will only require a Negative Declaration	3	Probably would only require a mitigated negative declaration with a noise and parking study
<b>Topography &amp; CEQA Score Total</b>					<b>15</b>	

Category		Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Location	20%	10	Extent location is convenient to intended users	Extent to which proposed community center activities will attract intended users	1 = Undesirable location for intended users; 5 = Centrally located and a desired location for intended users	5	The site is centrally located and adjacent to Orange Grove Park.
		11	Potential connectivity	Extent to which there is the potential of connecting programming with other city facilities	1 = No potential for connecting with other facilities; 5 = Within walking distance or easy access to other city facilities	5	Site has potential to connect with Orange Grove Park and is close to Library and City Hall
		12	Meets Space Requirements	Extent to which site can accommodate size of amenities needed	1 = No planned amenities can be the size desired 5 = All planned amenities can be the size desired	2	Planned studios, meeting/class rooms, office space, storage space sizes can be accommodated, but Multi-purpose room, gymnasium and kitchen areas may be undersized.
<b>Location &amp; Use Score Total</b>							
Acquisition	15%	13	Extent to which the cost to acquire the site is influenced by current owner and uses	Extent to which current ownership of the site and current development will influence the potential acquisition of the site	1 = Site acquisition will be extremely costly due to current ownership and/or current development; 5 = The cost of site acquisition will not be impacted by current ownership or current development	1	City does not own the site, would have to purchase the property, which could be cost prohibitive
		14	Site availability and access to utilities	Extent to which the process for acquiring the site, availability of utilities, and developing the site for community center uses impacts the desired timeline for completing the project	1 = Requires extensive acquisition process, CEQA process, approval process, site preparation, costly utility connections, etc.; 5 = Site is "shovel ready" to proceed with development of community center	3	Site has all utilities, but would require extensive remodel/modification
		15	Creates opportunity for revenue	Likelihood of creating opportunity for an external revenue stream.	1 = not likely to create revenue opportunity; 5 = very likely to create revenue opportunity	3	There could be opportunity for commercial lease space in the remodel/modifications and the building could accommodate naming rights or concessions.
Availability		16	Provides flexibility to accommodate changing needs	Extent to which site can be used for multiple purposes, now or in the future	1 = Site is not suitable for anything but a community center; 5 = Site can be easily be converted to other recreational uses	5	Community center could be converted to a YMCA or Boys & Girls club, or a commercial day care center, or for medical uses if the community center is not needed in the future.
<b>Acquisition Costs Score Total</b>							
<b>WEIGHTED TOTAL SCORE</b>							
<b>12</b>							
<b>14.65</b>							

## Old Toy Factory Site

### LOCATION

#### Old Toy Factory

Arroyo Dr. and Pasadena Ave.  
Not City Owned



Description of location - Currently an inactive industrial building

Site would have to be purchased by the City, current buildings demolished, and new access provided

**Score: 9.9**

**Out of: 20.75**

#### Location Analysis

- 3 Acres
- On the west side of town, not adjacent to any other recreation uses
- Currently an inactive industrial site
- Not Centrally located
- Access could be easily designed off of Arroyo Dr.
- Land only available only if City can fund and purchase property
- Not enough acreage to accommodate all desired amenities
- Not ideal for night time access for programming

Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Access  and  Suitability	35%	1 <b>Site can accommodate planned community center amenities</b>	To what extent can the proposed site accommodate all of the desired amenities and activities planned for the site?	1 = Very limited ability; 5 = Can accommodate all planned amenities and activities	2	Site does not have the required size to accommodate all of the intended uses, but could accommodate core amenities
		2 <b>Site is safely accessible from a major arterial highway</b>	Extent to which site can be accessed easily and safely from a major highway, or without impacting traffic on residential or feeder streets.	1 = Cannot be accessed safely or without impacts on residential or feeder streets; 5 = Easy and safe access from a major arterial highway.	3	Safe access could be designed from Arroyo Drive.
		3 <b>Site could accommodate future growth</b>	Will planned improvements take up the entire site or will there be space left for future growth?	1 = low future growth potential; 5 = high future growth potential	1	There would be no room for growth, without additional property acquisition.
		4 <b>Site meets the needs of demand analysis</b>	Extent to which site can deliver amenity and activity preferences determined in the needs analysis report.	1 = Contrary to needs analysis report; 5 = supports findings of needs analysis report	3	Site could accommodate core recreation elements, but probably not gymnasium and fitness center and parking is problematic.
		5 <b>Site's use for a community center would be compatible with surrounding uses</b>	Extent to which site would be compatible with surrounding uses if it were to be used for a community center.	1 = Would severely impact surrounding uses; 5 = Completely compatible with surrounding uses.	5	A community center would not impact surrounding uses.
<b>Access &amp; Suitability Score Total</b>					<b>14</b>	

Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Topography	30%	Extent site provides a level surface for development with minimal grading required	Extent the site topography is suitable for development of the planned community center amenities	1 = Topography is hilly and extensive grading will be required; 5 = Site is level, minimum grading is required	3	Site is level requiring minimal grading, existing parking structure will need to be evaluated based on facility requirements.
		Extent of environmental cleanup required	Extent to which site will require environmental cleanup	1 = Needs extensive environmental cleanup; 5 = Site is completely clean and has no environmental cleanup requirement	2	Environmental contamination is unknown, soil testing and research of past uses must be done.
CEQA		Extent site can retain runoff	Extent to which the site can retain all runoff on site	1 = All runoff must be diverted to storm drains or sewers; 5 = Site can retain runoff and percolate so as to avoid putting runoff into storm drains or sewers	1	Site would not accommodate a retention area and drainage would have to flow to storm drain
		Extent of CEQA required	Extent to which development of the site will require a negative declaration or a full EIR	1 = Will require a full EIR; 5 = Will only require a Negative Declaration	1	Because of past uses and parking and traffic studies needed a full EIR will be required.
<b>Topography &amp; CEQA Score Total</b>						<b>7</b>

Category		Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Location	20%	10	Extent location is convenient to intended users	Extent to which proposed community center activities will attract intended users	1 = Undesirable location for intended users; 5 = Centrally located and a desired location for intended users	2	The site is not centrally located, walking or biking to the location is problematic. A shuttle system could make it more accessible.
		11	Potential connectivity	Extent to which there is the potential of connecting programming with other city facilities	1 = No potential for connecting with other facilities; 5 = Within walking distance or easy access to other city facilities	2	While the site is close to city sports fields, skate park, and golf course, there is no potential for connectivity and it is not located close to schools, other recreation centers or library. Would need shuttle system to provide connectivity.
		12	Meets Space Requirements	Extent to which site can accommodate size of amenities needed	1 = No planned amenities can be the size desired 5 = All planned amenities can be the size desired	3	Planned studios, meeting/class rooms, office space, storage space sizes can be accommodated, but Multi-purpose room, gymnasium and parking are problematic and may be undersized.
<b>Location &amp; Use Score Total</b>							
Acquisition	15%	13	Extent to which the cost to acquire the site is influenced by current owner and uses	Extent to which current ownership of the site and current development will influence the potential acquisition of the site	1 = Site acquisition will be extremely costly due to current ownership and/or current development; 5 = The cost of site acquisition will not be impacted by current ownership or current development	1	City would have to acquire, demo and clean up the site.
		14	Site availability and access to utilities	Extent to which the process for acquiring the site, availability of utilities, and developing the site for community center uses impacts the desired timeline for completing the project	1 = Requires extensive acquisition process, CEQA process, approval process, site preparation, costly utility connections, etc.; 5 = Site is "shovel ready" to proceed with development of community center	3	Site has access to utilities. Design and approval of underground parking could delay process.
And		15	Creates opportunity for revenue	Likelihood of creating opportunity for an external revenue stream.	1 = not likely to create revenue opportunity; 5 = very likely to create revenue opportunity	2	Very limited opportunity for commercial concessions.
		16	Provides flexibility to accommodate changing needs	Extent to which site can be used for multiple purposes, now or in the future	1 = Site is not suitable for anything but a community center; 5 = Site can be easily be converted to other recreational uses	4	Community center could be converted to commercial office use if the community center is no longer needed in the future.
<b>Acquisition Costs Score Total</b>						<b>10</b>	
<b>WEIGHTED TOTAL SCORE</b>						<b>9.9</b>	

The first part of the document discusses the importance of maintaining accurate records in a business setting. It highlights how proper record-keeping can help in decision-making, legal compliance, and financial management. The text emphasizes that records should be organized, up-to-date, and easily accessible.

Next, the document addresses the challenges of data management in the digital age. It notes that while digital storage offers convenience, it also introduces risks such as data loss, security breaches, and information overload. Solutions like cloud storage, encryption, and regular backups are suggested to mitigate these risks.

The third section focuses on the role of technology in streamlining business processes. It describes how automation and software tools can reduce manual errors, save time, and improve overall efficiency. Examples of such tools include accounting software, project management systems, and CRM platforms.

Finally, the document concludes by stressing the importance of employee training and awareness. It suggests that regular training sessions can help employees understand the value of data and the correct procedures for handling information. This, in turn, leads to a more professional and data-driven organization.





To: South Pasadena Community Center Feasibility Study Ad-Hoc Committee  
 From: ICG Consultants  
 Subject: Proposed South Pasadena Community Center Site Location Analysis

At the August 13, 2014 Ad-Hoc Committee meeting the Committee selected two sites for ICG to do concept site plans for:

1. Orange Grove Park and City Maintenance Yard Site (retaining the current softball and soccer field); and
2. El Centro St. Office Complex Site.

The Committee directed ICG to look at all possible sites and provide a spreadsheet analysis of the Methodist Church property and on the vacant lot on the corner of Fremont and Mission. The Committee also asked for a list of the sites ICG looked at and dismissed without doing the spreadsheet analysis, so they could see what other sites were looked at during the process.

The following is the list of sites ICG visited and considered for analysis; however, they were dismissed due to various reasons that ICG believed made them inappropriate or unattainable for community center development purposes.

<b>Location</b>	<b>Reason for not considering the site for spreadsheet analysis</b>
<b>SPHS Area east of existing softball field</b>	<b>Would require joint development agreement with school district, area needed by high school for PE, parking and access too difficult to design for a community center.</b>
<b>NE Corner of Bank St. and Fair Oaks</b>	<b>Difficult access, site too small to accommodate planned program, costly to acquire for amount of space to build.</b>
<b>Rialto Theater</b>	<b>No parking, could not retrofit theater for community center purposes, would have to demolish and rebuild, plans are in the works to refurbish.</b>
<b>Parking lot on El Centro St. between Edison Ln and Mound</b>	<b>Could do shared parking structure with retail commercial, but site too small to accommodate planned program unless it would be a 5 story building.</b>
<b>Property south of existing War Memorial Building</b>	<b>Would have to relocate bridge, build parking structure, property too small</b>
<b>Corner of Prospect &amp; Mission</b>	<b>Owner has plans, not interested in selling, too small to accommodate planned program</b>
<b>City Hall &amp; Police Department</b>	<b>Cost to relocate city hall and police and then retrofit building would be cost prohibitive</b>



<b>Arroyo Seco Golf Course</b>	<b>While the clubhouse at the golf course needs refurbishing, building a community center there would not be an ideal area for access by seniors and would most likely take away the driving range.</b>
<b>Garfield Park</b>	<b>The Garfield House is needed in addition to a new community center and taking away any current open space would have a negative impact on the community.</b>
<b>South Pasadena Middle School</b>	<b>School District is not interested in selling this site</b>
<b>Marengo Elementary School Site</b>	<b>School District is not interested in selling this site</b>
<b>Industrial buildings east of Orange Grove Park fronting Mission</b>	<b>Zoned for industrial, businesses are active, costly to acquire</b>
<b>Green Brooms Music Academy corner of Fremont &amp; Hope</b>	<b>Private property, too small, currently in use for cultural programs</b>

Attached are the spreadsheet analysis the Committee requested on the Methodist Church and Fremont Vacant Lot sites. ICG believes neither of these sites would work well for a community center location; however, if the Committee would like to choose one of these sites for the third concept plan ICG will prepare it.

During ICG’s review of the August 13<sup>th</sup> Ad-Hoc Committee minutes we noted the committee’s desire not to lose the field space at Orange Grove Park in order to develop a new community center at this location. We did some research and have come up with an option for the Committee to consider as the third concept plan that would preserve the field space by building a two level parking structure on the existing field area and then installing a brand new artificial turf and infield for softball with an overlay artificial turf soccer field on top of the parking structure.

The remaining portion of Orange Grove Park, along with the existing city maintenance facility (to be relocated) would provide enough space to build a new community center containing all the program amenities the Committee reviewed at the August 13<sup>th</sup> meeting.

Because of the change in elevation from the existing fields up to the maintenance facility, a two level parking structure (with 200 spaces on each level) would put the fields on top of the structure at the same elevation as the entrance level to the new community center.

The second story of the new community center could contain balconies overlooking the new fields that could be used for viewing special events on the fields or as quiet outdoor space during non-even times.

The existing tennis courts would be replaced by tennis and pickle ball courts on the roof of the new community center, along with an outdoor basketball court.

This development concept would not require any underground parking under the new community center, as will be required in the concept where the existing fields are preserved as is and only the

remaining portion of the park and the city maintenance yard being used for the community center development.

We believe this concept addresses all of the Committee's issues and provides enough space to meet all the program needs desired by the community, while providing both parking and new sports fields.

**Requested Ad-Hoc Committee Action**

Review and discuss site options and determine which third site location ICG should develop conceptual site plans for the proposed new South Pasadena Community Center.

ICG recommendation is the Orange Grove Park/City Maintenance Yard Site with a two level above ground parking structure on the existing field site containing new softball and soccer fields and amenities on the top of the parking structure.

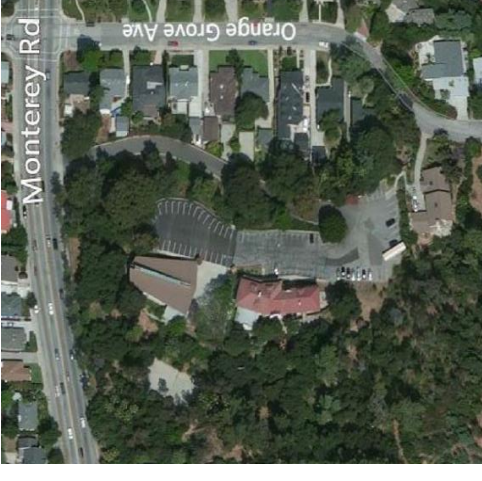
Enclosed are three spreadsheet analysis ranking the Methodist Church, Fremont/Mission vacant lot, and Orange Grove Park/City Maintenance Yard with two level parking structure with new fields on top for the Committee's review.

## Methodist Church Site

### LOCATION

### Methodist Church

699 Monterey RD  
Private Property



Description of location - Currently a Methodist Church operating services, programs and child care center  
Church says they have no plans to sell the property

**Score: 11.25**

### Out of: 20.75 Location Analysis

- 4.5 acres
- Currently serves as a community church
- Church conducts programming and states they have no plans to sell the property
- Not centrally located
- Good access from Monterey Rd.
- Terrain not ideal for development
- Current church building may be able to be incorporated into new design, but further study would have to take place
- Acquisition costs could be substantial

Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Access  and  Suitability	35%	1 Site can accommodate planned community center amenities	To what extent can the proposed site accommodate all of the desired amenities and activities planned for the site?	1 = Very limited ability; 5 = Can accommodate all planned amenities and activities	3	Site could accommodate core amenities, but design will be difficult
		2 Site is safely accessible from a major arterial highway	Extent to which site can be accessed easily and safely from a major highway, or without impacting traffic on residential or feeder streets.	1 = Cannot be accessed safely or without impacts on residential or feeder streets; 5 = Easy and safe access from a major arterial highway.	2	Safe access from Monterey Rd. could be designed. Site would be multilevel and walking to the site would involve negotiating hilly terrain.
		3 Site could accommodate future growth	Will planned improvements take up the entire site or will there be space left for future growth?	1 = low future growth potential; 5 = high future growth potential	3	Entire site would have to be used for planned program
		4 Site meets the needs of demand analysis	Extent to which site can deliver amenity and activity preferences determined in the needs analysis report.	1 = Contrary to needs analysis report; 5 = supports findings of needs analysis report	3	Site could accommodate all of recommended amenities, may need a parking structure, and development would have to be on multi-levels.
		5 Site's use for a community center would be compatible with surrounding uses	Extent to which site would be compatible with surrounding uses if it were to be used for a community center.	1 = Would severely impact surrounding uses; 5 = Completely compatible with surrounding uses.	5	A community center would not impact surrounding uses and would be accessible to all residents
<b>Access &amp; Suitability Score Total</b>						<b>16</b>

Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Topography	30%	Extent site provides a level surface for development with minimal grading required	Extent the site topography is suitable for development of the planned community center amenities	1 = Topography is hilly and extensive grading will be required; 5 = Site is level, minimum grading is required	2	Site would have to be graded into levels to accommodate multi-level community center and parking would have to be evaluated.
		Extent of environmental cleanup required	Extent to which site will require environmental cleanup	1 = Needs extensive environmental cleanup; 5 = Site is completely clean and has no environmental cleanup requirement	4	Site and existing building appears to be clear of any environmental contamination requiring extensive clean up; however, inspection and testing and research of past uses must be done to verify this.
CEQA		Extent site can retain runoff	Extent to which the site can retain all runoff on site	1 = All runoff must be diverted to storm drains or sewers; 5 = Site can retain runoff and percolate so as to avoid putting runoff into storm drains or sewers	2	Difficult to design on-site retention due to hilly terrain.
		Extent of CEQA required	Extent to which development of the site will require a negative declaration or a full EIR	1 = Will require a full EIR; 5 = Will only require a Negative Declaration	1	Probably would require a full EIR with a noise and parking study
<b>Topography &amp; CEQA Score Total</b>					<b>9</b>	

Category		Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Location	20%	10	Extent location is convenient to intended users	Extent to which proposed community center activities will attract intended users	1 = Undesirable location for intended users; 5 = Centrally located and a desired location for intended users	2	The site is not centrally located and walking to the site requires negotiating hilly terrain.
		11	Potential connectivity	Extent to which there is the potential of connecting programming with other city facilities	1 = No potential for connecting with other facilities; 5 = Within walking distance or easy access to other city facilities	3	Site is not close to Library and City Hall, but shuttle service may be something to consider to connect community center with other major facilities/points within the community.
		12	Meets Space Requirements	Extent to which site can accommodate size of amenities needed	1 = No planned amenities can be the size desired 5 = All planned amenities can be the size desired	3	Planned studios, meeting/class rooms, office space, storage space sizes can be accommodated, but Multi-purpose room, gymnasium and kitchen areas may be undersized.
<b>Location &amp; Use Score Total</b>							
Acquisition	15%	13	Extent to which the cost to acquire the site is influenced by current owner and uses	Extent to which current ownership of the site and current development will influence the potential acquisition of the site	1 = Site acquisition will be extremely costly due to current ownership and/or current development; 5 = The cost of site acquisition will not be impacted by current ownership or current development	1	City does not own the site and acquisition costs could be significant, could require use of eminent domain.
		14	Site availability and access to utilities	Extent to which the process for acquiring the site, availability of utilities, and developing the site for community center uses impacts the desired timeline for completing the project	1 = Requires extensive acquisition process, CEQA process, approval process, site preparation, costly utility connections, etc.; 5 = Site is "shovel ready" to proceed with development of community center	3	Site has all utilities, but would require some demolition and clearing of existing amenities and significant grading
And		15	Creates opportunity for revenue	Likelihood of creating opportunity for an external revenue stream.	1 = not likely to create revenue opportunity; 5 = very likely to create revenue opportunity	3	Entire site would be needed for community center, may be room for some internal concessions, good naming rights opportunity
		16	Provides flexibility to accommodate changing needs	Extent to which site can be used for multiple purposes, now or in the future	1 = Site is not suitable for anything but a community center; 5 = Site can be easily be converted to other recreational uses	2	If a community center is built on the site it is doubtful that it could be used for commercial purposes or residential if not needed in the future for a community center. May be able to sell or lease to a private school.
<b>Acquisition Costs Score Total</b>							<b>9</b>
<b>WEIGHTED TOTAL SCORE</b>							<b>11.25</b>

## Corner of Fremont & Mission

### LOCATION

#### Vacant Property

Corner of Fremont & Mission St.  
Private Property



Description of location - Currently a vacant lot  
Owner has no plans to sell the property

**Score: 9.6**

**Out of: 20.75**

#### Location Analysis

- .34 acre
- Currently vacant property
- Community center would have to be 4 stories to accommodate programing
- Centrally located, easy walking distance to city hall and library
- Good access from Fremont and or Mission, probably needs underground parking
- Flat property with utilities and infrastructure
- Privately owned
- Acquisition costs could be substantial

Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Access  and  Suitability	35%	1 <b>Site can accommodate planned community center amenities</b>	To what extent can the proposed site accommodate all of the desired amenities and activities planned for the site?	1 = Very limited ability; 5 = Can accommodate all planned amenities and activities	2	Site would need two level underground parking and four story building to accommodate recommended programing
		2 <b>Site is safely accessible from a major arterial highway</b>	Extent to which site can be accessed easily and safely from a major highway, or without impacting traffic on residential or feeder streets.	1 = Cannot be accessed safely or without impacts on residential or feeder streets; 5 = Easy and safe access from a major arterial highway.	3	Safe access would be right turn only into underground parking off of both Fremont and Mission.
		3 <b>Site could accommodate future growth</b>	Will planned improvements take up the entire site or will there be space left for future growth?	1 = low future growth potential; 5 = high future growth potential	1	Entire site would have to be used for planned program
		4 <b>Site meets the needs of demand analysis</b>	Extent to which site can deliver amenity and activity preferences determined in the needs analysis report.	1 = Contrary to needs analysis report; 5 = supports findings of needs analysis report	3	Site could accommodate all of recommended amenities with 4 story structure, but no room for green space or outdoor events area.
		5 <b>Site's use for a community center would be compatible with surrounding uses</b>	Extent to which site would be compatible with surrounding uses if it were to be used for a community center.	1 = Would severely impact surrounding uses; 5 = Completely compatible with surrounding uses.	1	Increased traffic and height of building may impact surrounding residential.
<b>Access &amp; Suitability Score Total</b>						<b>10</b>



## Orange Grove Park and City Maintenance Yard Site with Sports Field on top of Parking Structure

### LOCATION

### Orange Grove Park

815 Mission Dr. - Orange Grove Park and adjacent existing maintenance yard  
City Owned



Description of Option - Build a two story parking structure on existing sports fields with an artificial turf softball and soccer field on the top of the parking structure.

**Score: 17.65**  
**Out of: 20.75**

### Location Analysis

- Replace sports fields with new fields on top of 400 space two level parking structure
- Build new community center on remaining park property and maintenance yard
- Makes use of entire site and provides on-site parking with new sports fields
- Tennis courts can be relocated to the roof of community center
- Good access from Mission and El Centro
- City would have to relocate maintenance yard to accommodate this option
- Second level sports field on same level as community center entrance
- No acquisition costs, but development would include maintenance yard relocation costs

Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion	
Access  and  Suitability	35%	1	Site can accommodate planned community center amenities	To what extent can the proposed site accommodate all of the desired amenities and activities planned for the site?	1 = Very limited ability; 5 = Can accommodate all planned amenities and activities	5	Site could accommodate all planned community center amenities.
		2	Site is safely accessible from a major arterial highway	Extent to which site can be accessed easily and safely from a major highway, or without impacting traffic on residential or feeder streets.	1 = Cannot be accessed safely or without impacts on residential or feeder streets; 5 = Easy and safe access from a major arterial highway.	4	Safe access from Mission and El Centro could be designed; however, walking to the site requires negotiating some hilly terrain.
		3	Site could accommodate future growth	Will planned improvements take up the entire site or will there be space left for future growth?	1 = low future growth potential; 5 = high future growth potential	3	Growth could be accommodated by adding levels to the parking structure
		4	Site meets the needs of demand analysis	Extent to which site can deliver amenity and activity preferences determined in the needs analysis report.	1 = Contrary to needs analysis report; 5 = supports findings of needs analysis report	5	By putting artificial turf sports fields on top of the parking structure the site accommodated all program needs without losing existing fields
		5	Site's use for a community center would be compatible with surrounding uses	Extent to which site would be compatible with surrounding uses if it were to be used for a community center.	1 = Would severely impact surrounding uses; 5 = Completely compatible with surrounding uses.	4	There would be increased traffic impacting surrounding uses, so a traffic impact study would need to be undertaken
<b>Access &amp; Suitability Score Total</b>						<b>21</b>	

Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Topography and	30%	Extent site provides a level surface for development with minimal grading required	Extent the site topography is suitable for development of the planned community center amenities	1 = Topography is hilly and extensive grading will be required; 5 = Site is level, minimum grading is required  1 = Needs extensive environmental cleanup; 5 = Site is completely clean and has no environmental cleanup requirement	2	Site is level, but would require significant digging and soil removal to accommodate two level underground parking.
		Extent of environmental cleanup required	Extent to which site will require environmental cleanup	1 = All runoff must be diverted to storm drains or sewers; 5 = Site can retain runoff and percolate so as to avoid putting runoff into storm drains or sewers	4	Site appears to be clear of any environmental contamination requiring extensive clean up; however, inspection and testing and research of past uses must be done to verify this.
CEQA		Extent site can retain runoff	Extent to which the site can retain all runoff on site		2	Difficult to design on-site retention due to need for underground parking.
Issues		Extent of CEQA required	Extent to which development of the site will require a negative declaration or a full EIR	1 = Will require a full EIR; 5 = Will only require a Negative Declaration	1	Probably would require a full EIR with a noise and parking study and may require a zoning variance for height,
<b>Topography &amp; CEQA Score Total</b>					<b>9</b>	



Category		Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Location	20%	10	Extent location is convenient to intended users	Extent to which proposed community center activities will attract intended users	1 = Undesirable location for intended users; 5 = Centrally located and a desired location for intended users	4	The site is centrally located and easily walked to.
		11	Potential connectivity	Extent to which there is the potential of connecting programming with other city facilities	1 = No potential for connecting with other facilities; 5 = Within walking distance or easy access to other city facilities	4	Site is close to Library and City Hall
		12	Meets Space Requirements	Extent to which site can accommodate size of amenities needed	1 = No planned amenities can be the size desired 5 = All planned amenities can be the size desired	3	Planned studios, meeting/class rooms, office space, storage space sizes can be accommodated, but Multi-purpose room, gymnasium and kitchen areas may be undersized.
<b>Location &amp; Use Score Total</b>							
Acquisition	15%	13	Extent to which the cost to acquire the site is influenced by current owner and uses	Extent to which current ownership of the site and current development will influence the potential acquisition of the site	1 = Site acquisition will be extremely costly due to current ownership and/or current development; 5 = The cost of site acquisition will not be impacted by current ownership or current development	1	City does not own the site and acquisition costs could be significant, could require use of eminent domain.
		14	Site availability and access to utilities	Extent to which the process for acquiring the site, availability of utilities, and developing the site for community center uses impacts the desired timeline for completing the project	1 = Requires extensive acquisition process, CEQA process, approval process, site preparation, costly utility connections, etc.; 5 = Site is "shovel ready" to proceed with development of community center	2	Site has all utilities, but acquisition and CEQA process could take years.
		15	Creates opportunity for revenue	Likelihood of creating opportunity for an external revenue stream.	1 = not likely to create revenue opportunity; 5 = very likely to create revenue opportunity	3	Good naming rights opportunity with high profile corner location, no room for concessions.
Availability		16	Provides flexibility to accommodate changing needs	Extent to which site can be used for multiple purposes, now or in the future	1 = Site is not suitable for anything but a community center; 5 = Site can be easily be converted to other recreational uses	2	If a community center is built on the site it is doubtful that it could be used for commercial purposes or residential if not needed in the future for a community center. May be able to sell or lease to a private school.
		<b>Acquisition Costs Score Total</b>					
<b>WEIGHTED TOTAL SCORE</b>						<b>9.6</b>	

Category	Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Topography	30%	Extent site provides a level surface for development with minimal grading required	Extent the site topography is suitable for development of the planned community center amenities	1 = Topography is hilly and extensive grading will be required; 5 = Site is level, minimum grading is required	5	Site is already multi-level, so no underground parking would be required if sports fields are put on top of two level above ground structure.
		Extent of environmental cleanup required	Extent to which site will require environmental cleanup	1 = Needs extensive environmental cleanup; 5 = Site is completely clean and has no environmental cleanup requirement	4	Site and existing building appears to be clear of any environmental contamination requiring extensive clean up; however, inspection and testing and research of past uses must be done to verify this.
CEQA		Extent site can retain runoff	Extent to which the site can retain all runoff on site	1 = All runoff must be diverted to storm drains or sewers; 5 = Site can retain runoff and percolate so as to avoid putting runoff into storm drains or sewers	4	On-site retention can be designed into the community center/park plan.
		Extent of CEQA required	Extent to which development of the site will require a negative declaration or a full EIR	1 = Will require a full EIR; 5 = Will only require a Negative Declaration	3	Probably would require a full EIR with a noise and parking study
<b>Topography &amp; CEQA Score Total</b>					<b>16</b>	

Category		Weight	Goal	Performance Measure	Measurement Scale	Score	Discussion
Location	20%	10	Extent location is convenient to intended users	Extent to which proposed community center activities will attract intended users	1 = Undesirable location for intended users; 5 = Centrally located and a desired location for intended users	5	The site is centrally located and accessible to all residents.
		11	Potential connectivity	Extent to which there is the potential of connecting programming with other city facilities	1 = No potential for connecting with other facilities; 5 = Within walking distance or easy access to other city facilities	4	Site is close to Library and City Hall, but no physical connection. A shuttle system could be considered to provide better connectivity to other facilities and major places within the community.
		12	Meets Space Requirements	Extent to which site can accommodate size of amenities needed	1 = No planned amenities can be the size desired 5 = All planned amenities can be the size desired	5	All planned amenities can be size desired.
<b>Location &amp; Use Score Total</b>							
Acquisition	15%	13	Extent to which the cost to acquire the site is influenced by current owner and uses	Extent to which current ownership of the site and current development will influence the potential acquisition of the site	1 = Site acquisition will be extremely costly due to current ownership and/or current development; 5 = The cost of site acquisition will not be impacted by current ownership or current development	5	City owns the site
		14	Site availability and access to utilities	Extent to which the process for acquiring the site, availability of utilities, and developing the site for community center uses impacts the desired timeline for completing the project	1 = Requires extensive acquisition process, CEQA process, approval process, site preparation, costly utility connections, etc.; 5 = Site is "shovel ready" to proceed with development of community center	4	Site has all utilities, but would require demolition and clearing of existing amenities and relocation of maintenance yard.
		15	Creates opportunity for revenue	Likelihood of creating opportunity for an external revenue stream.	1 = not likely to create revenue opportunity; 5 = very likely to create revenue opportunity	4	Not likely to be able to accommodate concessions with sports fields and two level above ground parking structure. Good opportunities for naming rights.
Availability		16	Provides flexibility to accommodate changing needs	Extent to which site can be used for multiple purposes, now or in the future	1 = Site is not suitable for anything but a community center; 5 = Site can be easily be converted to other recreational uses	5	Community center could be converted to a YMCA or Boys & Girls club, or a commercial day care center, or for medical uses if the community center is not needed in the future.
		<b>Acquisition Costs Score Total</b>					
<b>WEIGHTED TOTAL SCORE</b>							<b>17.65</b>

The first part of the document discusses the importance of maintaining accurate records in a business setting. It highlights how proper record-keeping can help in identifying trends, making informed decisions, and ensuring compliance with legal requirements. The text emphasizes that records should be organized, up-to-date, and easily accessible to all relevant personnel.

Next, the document addresses the challenges associated with data management in a digital age. It notes that while technology offers powerful tools for data collection and analysis, it also introduces risks such as data breaches, loss of information, and information overload. The author suggests implementing robust security protocols, regular backups, and employee training to mitigate these risks.

The third section focuses on the role of data in strategic planning. It argues that data-driven insights are essential for understanding market dynamics, customer behavior, and operational efficiency. By leveraging analytics, businesses can identify new opportunities, optimize their processes, and gain a competitive edge. The text encourages a culture of data literacy where employees are empowered to use data to drive innovation and growth.

Finally, the document concludes by emphasizing the ethical implications of data collection and use. It stresses the importance of transparency, consent, and data privacy. Businesses should clearly communicate their data practices to customers and ensure that data is used responsibly and in accordance with applicable laws and regulations. The author calls for a balanced approach that maximizes the benefits of data while protecting individual rights and privacy.



To: South Pasadena Community Center Study Ad-Hoc Committee

From: ICG Consultants

Subject: Final Site Recommendation Direction

Based on the site analysis review, the Ad-Hoc committee has directed ICG to develop further expanded site analysis on the following selected sites:

- Orange Grove Park and City Maintenance Yard Site - No Commercial Lease Space
- El Centro Street Office Complex Site
- Orange Grove Park and El Centro Street Office Complex Site with a portion of the Maintenance Area for Future Sale

ICG will be preparing a space analysis / bubble diagram for each site listed above for review and further consideration by the City and Ad-Hoc Committee.