



**CITY OF SOUTH PASADENA  
LIBRARY/COMMUNITY CENTER COMPREHENSIVE SITE PLAN AD HOC COMMITTEE**

**A G E N D A**  
**THURSDAY, SEPTEMBER 4, 2025, AT 7:00 P.M.**

**MEETING LOCATION CHANGE:**  
**LIBRARY COMMUNITY ROOM**  
**1115 EL CENTRO STREET, SOUTH PASADENA, CA 91030**

**South Pasadena Commission Statement of Civility**

*As your appointed governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made today will be for the benefit of the South Pasadena community and not for personal gain.*

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

The South Pasadena Library/Community Center Comprehensive Site Plan Ad Hoc Committee Meeting will be conducted in-person from Library Community Room, located at 1115 El Centro Street, South Pasadena.

Public participation may be made as follows:

- In Person – Library Community Room, 1115 El Centro Street, South Pasadena, CA 91030.
- Via Zoom – **Meeting ID: 875 1273 0840.**
- Written Public Comment – written comment must be submitted by 12:00 p.m. the day of the meeting by emailing [LibraryParkCampus@southpasadenaca.gov](mailto:LibraryParkCampus@southpasadenaca.gov).
- Via Phone – (669) 900-9128 and entering the Zoom Meeting ID listed above.

Meeting may be viewed at:

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link: <https://bit.ly/SitePlanAdHoc>.

**CALL TO ORDER:** Staff Liaison

**ROLL CALL:** Committee Members  
Janet Braun (Mayor, City of South Pasadena)  
Sheila Rossi (Mayor Pro Tem, City of South Pasadena)  
Kristen Dubé (Board member, Friends of the South Pasadena Library)  
Leslie Albe Field (Member, Community Services Commission)  
Alexandria Levitt (President, Senior Citizens' Foundation of S. Pasadena)  
Tom Afschar (At-Large Member)



Rich Elbaum (At-Large Member)  
Tony Hou (At-Large Member)  
Gene Kim (At-Large Member)  
Bianca Richards (At-Large Member)  
Victoria Rocha (At-Large Member)  
Dean Serwin (At-Large Member)  
Julia Wang (At-Large Member)  
Jasmine Wong (At-Large Member)

**PUBLIC COMMENT GUIDELINES** *(Public Comments are limited to 3 minutes)*

The City welcomes public input. Members of the public may comment on a non-agendized subject under the jurisdiction of the Ad Hoc Committee during the General Public Comment period and on agenda items at the time they are being addressed. You may participate in the following ways:

## Option 1:

Participate in-person at the Library Community Room.

## Option 2:

Participate virtually via Zoom. Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak.

## Option 3:

Email public comment(s) to [LibraryParkCampus@southpasadenaca.gov](mailto:LibraryParkCampus@southpasadenaca.gov).

Public Comments received in writing will not be read aloud at the meeting but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Submit by no later than **12:00 p.m.** on the day of the Ad Hoc Committee meeting. Please make sure to indicate:

- 1) Name (optional), and
- 2) Agenda item you are submitting public comment on.

PLEASE NOTE: The Staff Liaison may exercise their discretion, subject to the approval of the majority of the Committee, to adjust public comment(s) to less than three minutes.

*NOTE: Pursuant to State law, the Committee may not discuss or take action on issues not on the meeting agenda, except that members of the Committee or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.*

**PUBLIC COMMENT****1. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)**

General Public Comment will be limited to 30 minutes at the beginning of the agenda. If there are speakers remaining in the queue, they will be heard at the end of the meeting. Only Speakers who sign up in the first 30 minutes of public comment will be queued up to speak.



**PRESENTATIONS****ACTION/DISCUSSION**

2. **REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA**
3. **REVISED SITE STRATEGY OPTIONS BY GROUP 4 AND FINANCING CONSIDERATIONS OVERVIEW BY CITY MANAGER AND ASSISTANT CITY MANAGER/CHIEF FINANCIAL OFFICER**
4. **APPROVAL OF THE LIBRARY/COMMUNITY CENTER COMPREHENSIVE SITE PLAN AD HOC COMMITTEE MINUTES FROM THE JULY 3, 2025 REGULAR MEETING.**

**Recommendation**

It is recommended that the Ad Hoc Committee review and consider approval of the Library/Community Center Comprehensive Site Plan Ad Hoc Committee minutes from the July 3, 2025 Regular Meeting.

**COMMUNICATIONS**

5. **COMMITTEE MEMBER COMMUNICATIONS**
6. **STAFF COMMUNICATIONS**

**PUBLIC COMMENT – CONTINUED**

7. **CONTINUED PUBLIC COMMENT – GENERAL**

This time is reserved for speakers in the public comment queue not heard during the first 30 minutes of Item 1.

**ADJOURNMENT*****FOR YOUR INFORMATION*****FUTURE AD HOC COMMITTEE MEETINGS**

October 2, 2025	Regular Meeting	7:00 p.m.
November 6, 2025	Regular Meeting	7:00 p.m.
December 4, 2025	Regular Meeting	7:00 p.m.

**PUBLIC ACCESS TO AGENDA DOCUMENTS AND RECORDINGS OF MEETINGS**



Library/Community Center Site Plan Ad Hoc Committee meeting agenda packets, any agenda related documents, and additional documents are available online for public inspection on the City's website: <https://www.southpasadenaca.gov/Your-Government/Committees>

**AGENDA NOTIFICATION SUBSCRIPTION**

If you wish to receive an agenda email notification, please send an email to [LibraryParkCampus@southpasadenaca.gov](mailto:LibraryParkCampus@southpasadenaca.gov) or call (626) 403-7330.

**ACCOMMODATIONS**

The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230 or [CityClerk@southpasadenaca.gov](mailto:CityClerk@southpasadenaca.gov). Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

**CERTIFICATION OF POSTING**

*I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on **September 4, 2025**, on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's, website as required by law, on the date listed below.*

9/1/2025

/S/

Date

Cathy Billings, Library Director





# Library/Community Center Site Plan Ad Hoc Committee Agenda Report

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ITEM NO. 3

**DATE:** September 4, 2025

**FROM:** Cathy Billings, Library Director  
Lucy Hakobian, Community Services Director

**PREPARED BY:** Cathy Billings, Library Director

**SUBJECT:** **REVISED SITE STRATEGY OPTIONS BY GROUP 4 AND  
FINANCING CONSIDERATIONS OVERVIEW BY CITY MANAGER  
AND ASSISTANT CITY MANAGER/CHIEF FINANCIAL OFFICER**

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## **Executive Summary**

The City Manager and Assistant City Manager met with staff and the Group 4 project team on July 23<sup>rd</sup> to receive an overview of the work of the Ad Hoc Committee to date, and a presentation of the most current iterations of site development options, which included refinements that addressed the concerns and requests collected from the Committee at its July 3<sup>rd</sup> meeting. These options included building programs with square footage ranging from 40,000 and 55,000 and costs likely in a range of \$40,000,000 to \$60,000,000 (in current dollars). The City Manager provided an overview of the City's extensive infrastructure needs (streets, sewer, facilities) and associated costs and the financing options that the City is considering. In this context, Group 4 was directed to further refine the site options to ensure that one is at a price point that would be an actionable project with a reasonable prospect of being realized. The higher cost site options that the Committee has been shaping remain in consideration, with the understanding that private funds/grants would be needed to realize them.

## **Background**

The City Council approved \$150,000 in the Fiscal Year 2023-2024 Budget to fund the first phase of a comprehensive site planning project for the Library Park site that is home to the Library, Library Community Room, and Senior Center.

The Library/Community Center Site Plan Ad Hoc Committee was established by an action of the City Council on May 15, 2024. The Committee's charge was to work with staff and assist with developing a comprehensive plan for the site, including involvement in selecting the consultant, visiting libraries/community/senior centers in the region, gathering community input, and contributing insights and expertise.



### Site Plan Project Goals

1. Address the ageing and inadequate buildings and the community's need for a modern and forward-looking facility for the provision of library services and community/recreation/senior services.
2. Assess the needs of the Library and Community Services departments holistically (which has not been done before) to identify opportunities for collaboration, increased operational efficiencies, and sharing spaces in order to make the most of available square footage.

The Site Plan Project deliverable is a plan for the Library Park Campus that lays the foundation to pursue the next steps toward an actionable building project that meets the project goals.

### Project Scope

In November 2024 the City Council awarded a contract to Group 4 Architecture, Research + Planning, Inc. to develop a comprehensive plan for the Library Park site. The scope of work included:

1. Visioning for new Facility
2. Site Visits
3. Information Gathering
4. Needs Assessment
5. Phase 1 Comprehensive Plan

### History of Facilities and Renovation/Expansion Studies

The existing Library and Senior Center facilities were built in 1982. As early as 1999, it was recognized that the library facility was not able to meet the space and functional needs of the community. There have been two major City Council approved efforts to assess and document needs and make recommendations for addressing the inadequacies of the Library and Senior Center facilities. These included the Community Facilities Task Force (active 1999-2004) and the Community Center Ad Hoc Committee (active 2013-2016). Both entities worked with consultants and produced detailed needs assessments (see September 4, 2024 Ad Hoc Committee Agenda Item No. 5 for a summary of needs and recommendations), and developed preliminary design concepts, but the recommendations were not acted on.

In 2023 additional input about the need for facility improvements was received through the Library's five-year strategic planning process and an organizational and operational assessment of the Community Services Department.



The Strategic Plan included two facility-related goals: 1) address short-term and long-term critical and safety-related improvements, and 2) ensure the City has a vital and modern library facility that meets the long-term needs of the community. Based on the totality of information collected from the work of previous committees, public input from the Strategic Plan, and multiple professional facility assessments, there was consensus that the idea of a new facility for the Library Park site should be explored. The City Council then allocated \$150,000 for the “first phase” of this effort.

#### Project Status

The Site Plan Project kicked off in February 2025 with staff gathering information for Group 4, including prior needs assessments, facility assessments, City documents (Housing Element, General Plan, Downtown Specific Plan, Active Transportation Plan), zoning, land use, and historic landmarks and districts maps, statistics about development projects in the pipeline, site/street utility information, existing construction documents/blueprints, tree inventory, etc.

Needs assessments followed, including a first round of community engagement to identify community priorities (600+ surveys completed and 3,000 people reached at pop-up events, workshops, and public meetings), and the assessment of the existing facilities and the needs of Library and Community Services operations.

Since June the Ad Hoc Committee has been engaged in an iterative process to identify preferred site development options, evaluating them based on the following criteria:

- Allows for 21st century services and operations
- Aligned with City's Downtown Specific Plan
- Cost Effectiveness
- Retains South Pasadena heritage and character
- Retains civic presence of building
- Enhances Library Park, residential neighborhood, and business neighborhood

At the Committee's June 5<sup>th</sup> meeting, three site options were presented and the Committee directed Group 4 further refine two options (demolish all buildings on site and demolish 1980s buildings and retain 1930s building) for presentation at the July meeting.

At the July 3<sup>rd</sup> meeting, these refined options were presented, including two options which demolished all buildings and two that 1930s building and demolished the 1980s buildings. The site strategy preferred by the Committee was to renovate the 1930's building with a new plaza and entrance at the northeast corner of the site.

The committee directed Group 4 to return in August with more detailed options for the preferred strategy, that also addressed the questions and concerns raised by Committee members.



In late July the City Manager provided new direction to Group 4 regarding the site options and cost models that they should develop and refine. The August Ad Hoc Committee meeting was cancelled to allow Group 4 to complete this work and present it to the City Manager and staff for further review. The Ad Hoc Committee will review the resulting three site/building options and associated cost models at tonight's meeting.

Attachment:

Group 4 Presentation for September 4, 2025 Library/Community Center Site Plan Ad Hoc Committee



## **ATTACHMENT**

Group 4 Presentation for September 4, 2025  
Library/Community Center Site Plan Ad Hoc  
Committee



# SOUTH PASADENA LIBRARY & COMMUNITY CENTER COMPREHENSIVE SITE PLAN

AD HOC COMMITTEE MEETING

City of South Pasadena | September 4, 2025



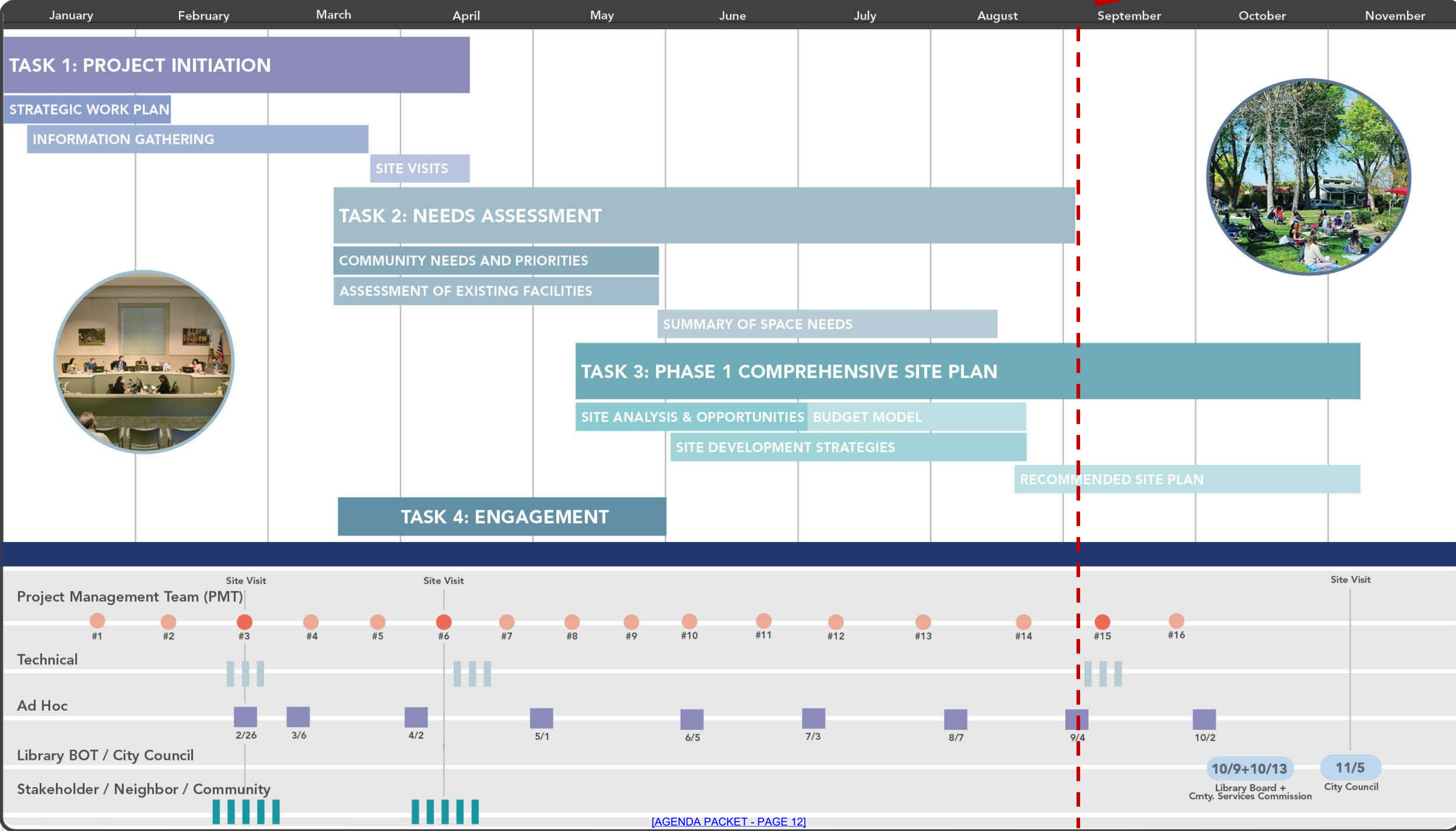


# AGENDA

1. **Project Schedule + Workplan**
2. Funding Capacity/Financial Overlay
3. Updated Assessments
  - Community Needs + Program Options
4. Preferred Site Strategy
  - Site + Building Options
  - Cost Model
5. Next Steps









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# FUNDING CAPACITY / FINANCIAL OVERLAY



1. FY 25-26 Operating/Capital Budget Adopted August 20, 2025
  - a. CIP funding for streets falls off after FY 26-27
  - b. \$75-\$80M necessary for the next 10 years
  - c. Property Tax Measure being considered for November 2025
2. Library Options Requested
  - a. Options range from \$25-\$60M
  - b. Proposed funding plan needs to be developed
    - i. Bond funding
    - ii. Bond funding + fundraising + grants
3. Property Tax Measure
  - a. Survey community this fall to assess tolerance for bond measure
    - i. Streets Only?
    - ii. Streets/Library Mix?
    - iii. Results presented to City Council in November for consideration



# REVISED SITE STRATEGY OPTIONS



- Renovation of the existing Library, Senior Center, and historic 1930's Community Room
- New construction of a co-located Library and Senior/Community Center and renovation and integration of the historic 1930's Community Room



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# LIBRARY + REC SPACE: PROJECTED NEEDS



## Future Projected Population

- A 2045 city population of 30,000 is used for planning purposes, based on SCAG projections and consideration of potential redevelopment projects over the next 10 years.

## Co-located Facilities

- If library and recreation spaces are co-located in a single facility, **total projected space needs can be reduced** because of shared space use opportunities.
- Community Room is currently shared by the Library and Senior Center.

## Library Space Needs

- Based on current **high levels of library use** and community **library needs**, recommendation for South Pasadena is for a **modern full-service library** that supports community-responsive collections, services, spaces, and programs.
- Based on needs assessment analysis, the recommended size for **a stand-alone library** to serve the South Pasadena community would be in the **range of 20,000 SF – 30,000 SF**.



# LIBRARY + REC SPACE: PROJECTED NEEDS



## Recreation Needs

- Based on National Recreation and Park Association planning standards for indoor recreation facilities (rec, community, and senior) and local rec programs, needs, and context, recommendation for South Pasadena is 0.75 – 1.0 SF/capita.
- Existing Orange Grove Recreation Center and Senior Center currently support rec needs.

SOUTH PASADENA						2045 NEEDS	
Existing Orange Grove Rec Center SF	Existing Senior Center SF	Current Population 2020	Current Rec SF/ Resident 2020	Population 2045	Rec SF/ Resident 2045	0.75 SF/ Resident	1.0 SF/ Resident
3,200 SF	5,680 SF	26,943	0.33	30,000*	0.30	22,500 SF	30,000 SF
Reduction for existing Orange Grove Rec Center						<3,200>	<3,200>
Recreation/Senior Space (planned dedicated + shared space) at Library Park - see slide 13						<7,320>	<10,780>
<b>Balance of Unmet Recreation Space Need</b>						<b>11,980 SF</b>	<b>16,020 SF</b>

Projection for planning purposes based on SCAG projections and consideration of potential redevelopment projects over the next 10 years.

\*



# LIBRARY + REC SPACE PLANNING

## RECOMMENDATIONS @ LIBRARY PARK

Co-located, Shared Facility:	Existing Facilities	2045 Needs Low	2045 Needs High
Library	19,000 SF	20,000 SF	30,000 SF
Recreation/Senior Space Available*	5,680 SF	5,680 SF	5,680 SF
Shared Spaces	2,830 SF	4,070 SF	7,500 SF
Subtotal:		29,750 SF	43,180 SF
Reduction for Shared Use (~5-10%)		<2,400 SF>	<2,400 SF>
<b>Library Park Facility Program Options</b>	<b>27,510 SF</b>	<b>27,320 SF</b>	<b>40,780 SF</b>

\* Recreation/Community Center SF is based on replacing existing square feet at the Senior Center and as noted on slide 9 is only meeting part of the overall community need for space for recreation/community programming.



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# AD HOC COMMITTEE PREVIOUS DIRECTION



## Preferred Site Strategy Selected by the Ad Hoc Committee

**Site Options:** Renovation of the 1930's building with or without the colonnade with new plaza and entrance in the northeast corner of the site was the selected site strategy for which more detailed building options should be developed for the committee's review.

### **The committee would like the building options to address the following:**

- 1) The building options should have bubble and stacking diagram annotated with precedent bubbles to assist in their understanding of the diagrams.
- 2) Senior programs and spaces should be easily accessible and on one floor.
- 3) Emergency egress needs for library patrons and seniors.

### **The committee would like the program and diagrams to:**

- 1) More clearly include children's storytime space w/amphitheater seating.
- 2) Show senior meals spaces w/adjacent kitchen.
- 3) More clearly identify open-hours and after-hours entrances.
- 4) Show staff service points for better understanding of staff oversight.

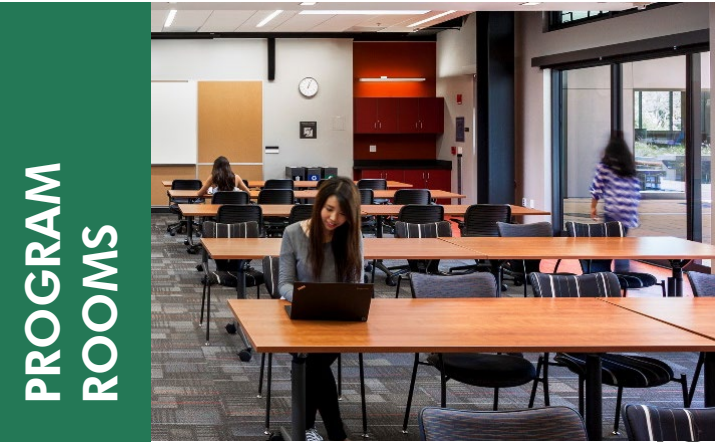


# CONCEPTUAL BUILDING PROGRAM OPTIONS\*

	27K SF	40K SF
Entry	950	1,380
Browsing	1,760	2,150
Group Study Rooms	480	480
Adult	5,000	6,120
Children	4,200	5,430
Teen Center	550	1,040
Library Staff Spaces	2,700	2,980
Library Subtotal	15,640	19,580
Community Center Entry	120	120
Fitness + Wellness	-	1,440
Senior Enrichment	1,890	1,980
Community Staff Spaces	1,030	1,540
Community/Senior Center Subtotal	3,040	5,080
Shared Entry	600	1,900
Shared Community Spaces	3,150	4,050
Shared Meeting Rooms	320	400
Creative Arts Rooms	-	1,150
Shared Subtotal	4,070	7,500
Support Spaces	1,160	2,820
Walls + Circulation	3,410	5,800

**Building Total**

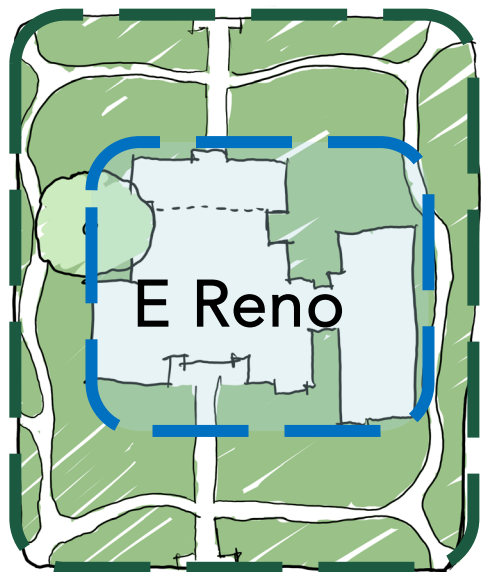
**27,320 SF    40,780 SF**



\*For renovation + new construction building options; building program for renovation of existing library and senior center would remain substantially as is.



# BUILDING OPTIONS SUMMARY



**A - RENOVATION 27,510 SF**

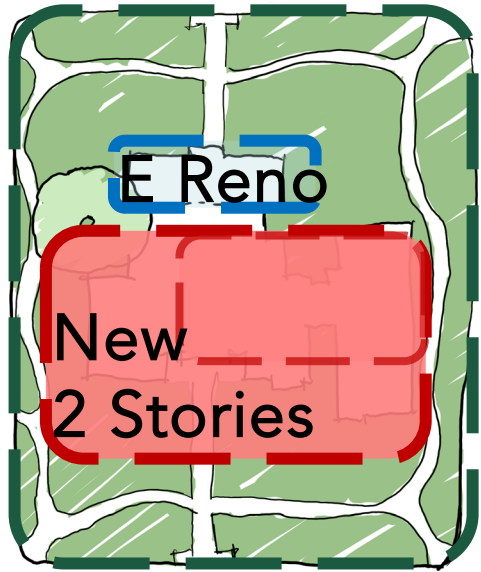
Program Space	Qty./# of seats
Lobby with Community Cultural Arts Gallery and Local History Display	10 seats
Library Browsing inc. FOTL Store	24 seats
Library Adult Space Quiet Reading Room	70 seats 18 seats
Library Children Space Storytime Performance	40 seats 70 seats
Library Teen Space	12 seats
Library Study Room	4 rooms
Senior Lounge/Game Room Senior Classroom	20 seats 60 seats
Community Hall Event Space with Kitchen	250 seats
Conference Room	8 seats
Outdoor Entry Plaza	
Library Reading Garden	
Outdoor Children's Storytime Garden	
Outdoor Terrace	



**B - RENO 1930'S + NEW 27,320 SF**

Program Space	Qty./# of seats
Lobby with Community Cultural Arts Gallery and Local History Display	10 seats
Library Browsing inc. FOTL Store	28 seats
Library Adult Space Quiet Reading Room	80 seats 20 seats
Library Children Space Storytime Performance	48 seats 80 seats
Library Teen Space	12 seats
Library Study Room	4 rooms
Senior Lounge/Game Room Senior Classroom	30 seats 30 seats
Community Hall Event Space with Kitchen	250 seats
Conference Room	8 seats
Outdoor Entry Plaza	
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Outdoor Terrace	

[AGENDA PACKET - PAGE 23]



**C - RENO 1930'S + NEW 40,780 SF**

Program Space	Qty./# of seats
Lobby with Community Cultural Arts Gallery and Local History Display	20 seats
Library Browsing inc. FOTL Store	36 seats
Library Adult Space Quiet Reading Room	116 seats 20 seats
Library Children Space Storytime Performance	96 seats 100 seats
Library Teen Space	29 seats
Library Study Room	5 rooms
Dance & Fitness Studio	30 seats
Senior Lounge/Game Room Senior Classroom	30 seats 30 seats
Community Hall Event Space with Kitchen	360 seats
Multi-Purpose Room	30 seats
Conference Room	10 seats
Maker/Create Lab	30 seats
Outdoor Entry Plaza	
Library Reading Garden	
Outdoor Children's Storytime Garden	
Outdoor Terrace	



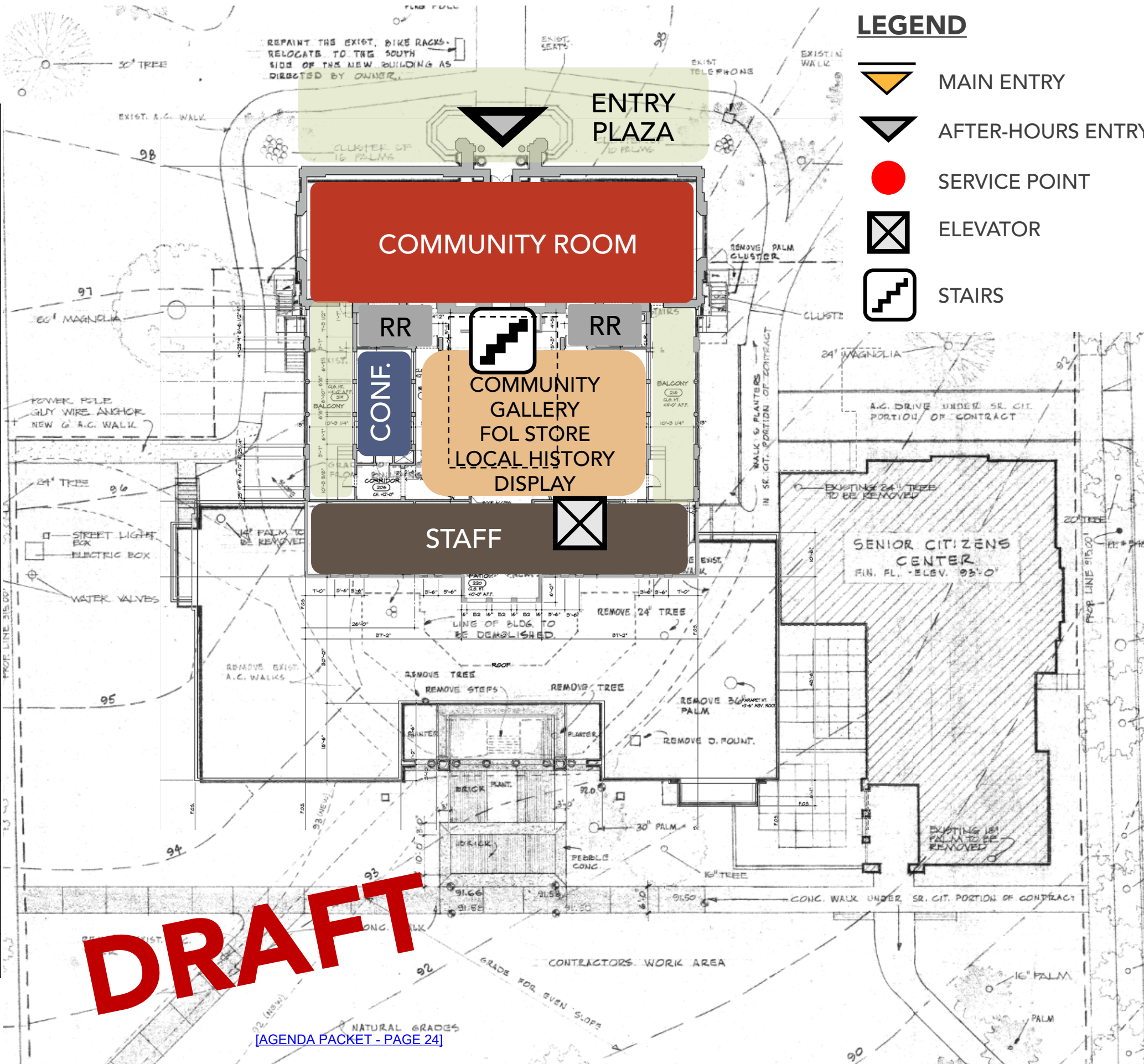
# BUILDING OPTION A – RENOVATION 27,510 SF



## EL CENTRO LEVEL

Program Space	Qty./# of seats
Lobby with Community Cultural Arts Gallery and Local History Display	10 seats
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Dance & Fitness Studio	30 seats
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Conference Room	8 seats
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\*Lecture style seating



FAIRVIEW AVE.



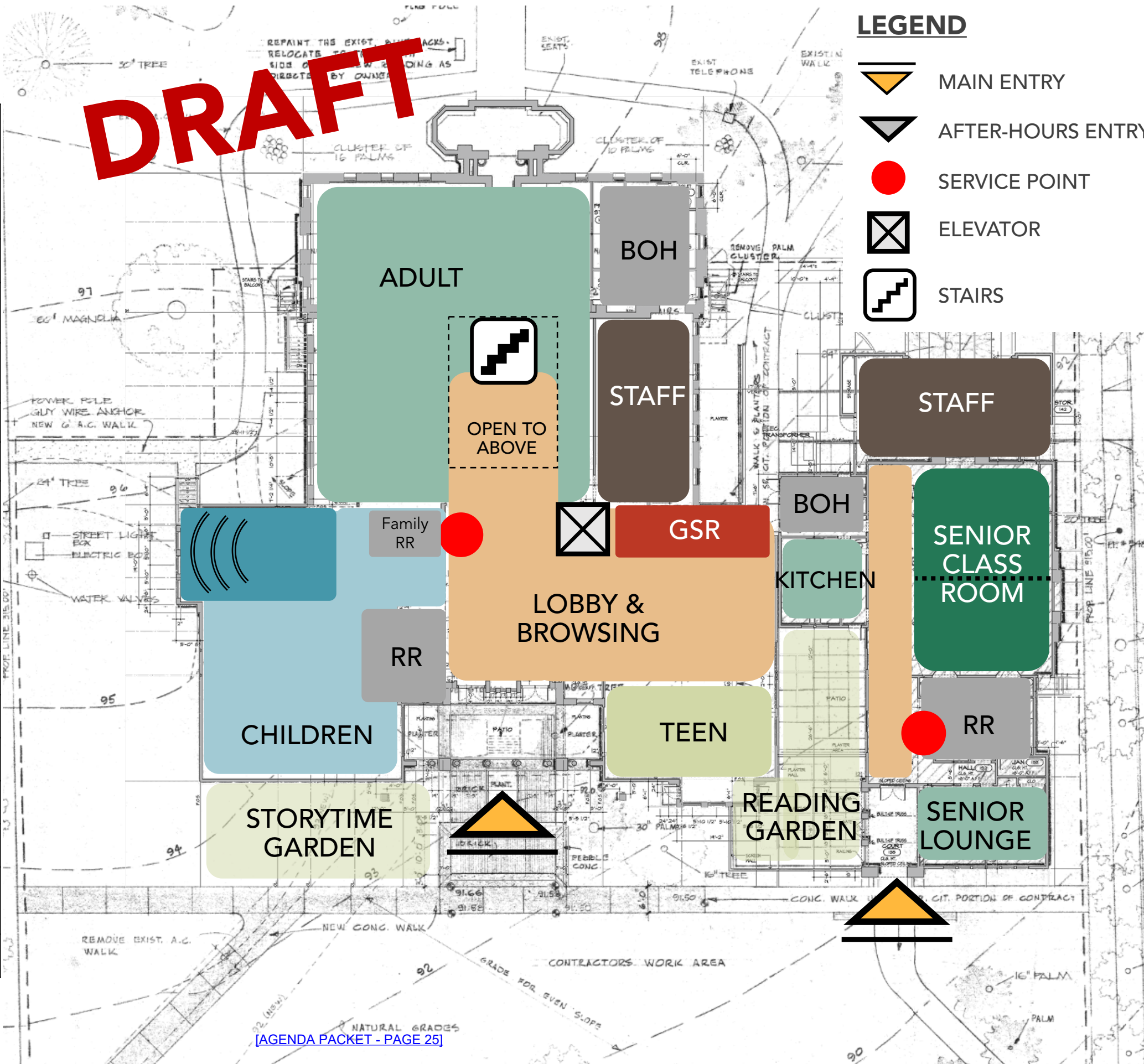
# BUILDING OPTION A – RENOVATION 27,510 SF



## OXLEY LEVEL

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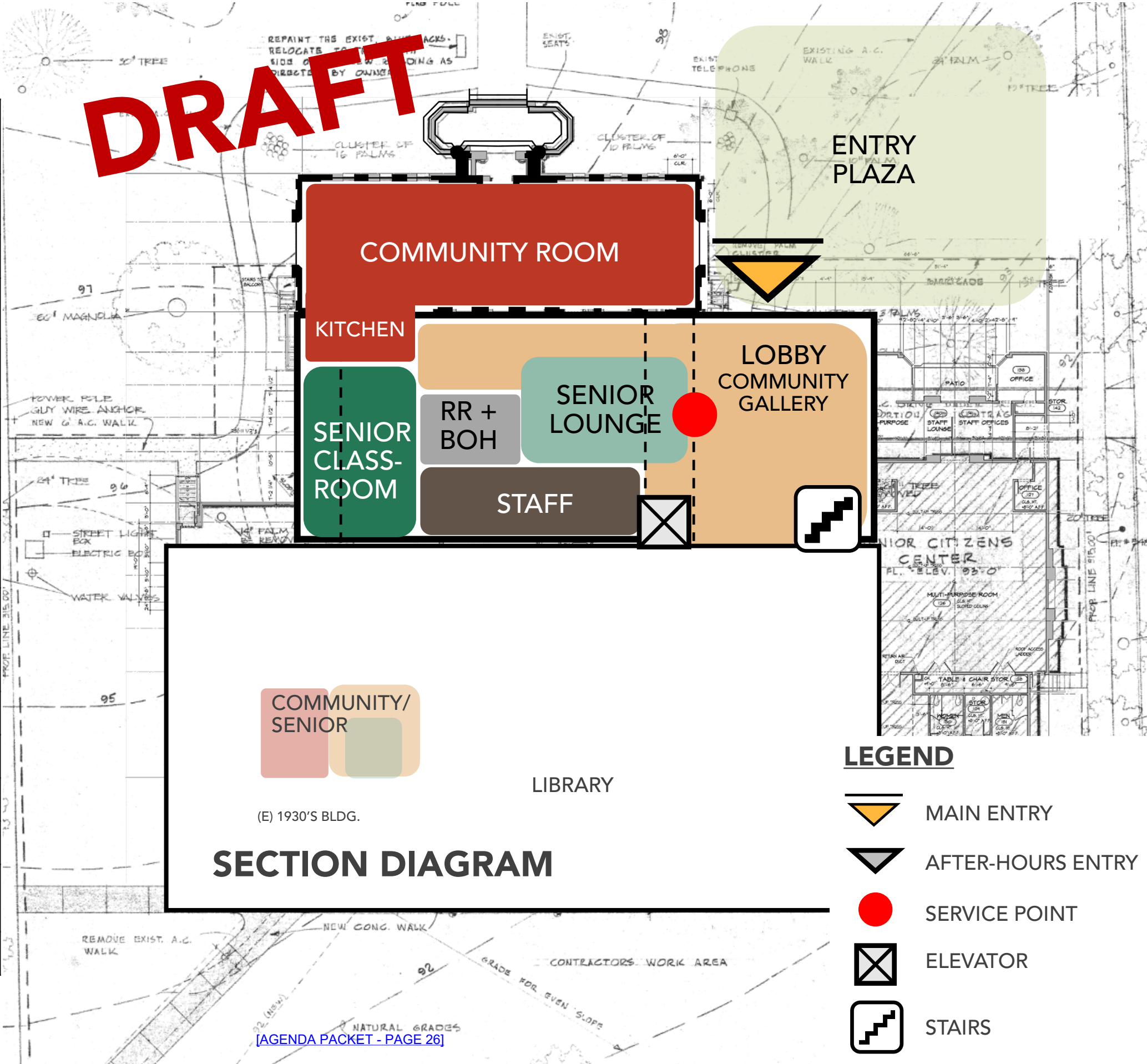
# BUILDING OPTION B – RENO 1930’S + NEW 27,320 SF



## EL CENTRO LEVEL

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Lobby with Community Cultural Arts Gallery and Local History Display	10 seats
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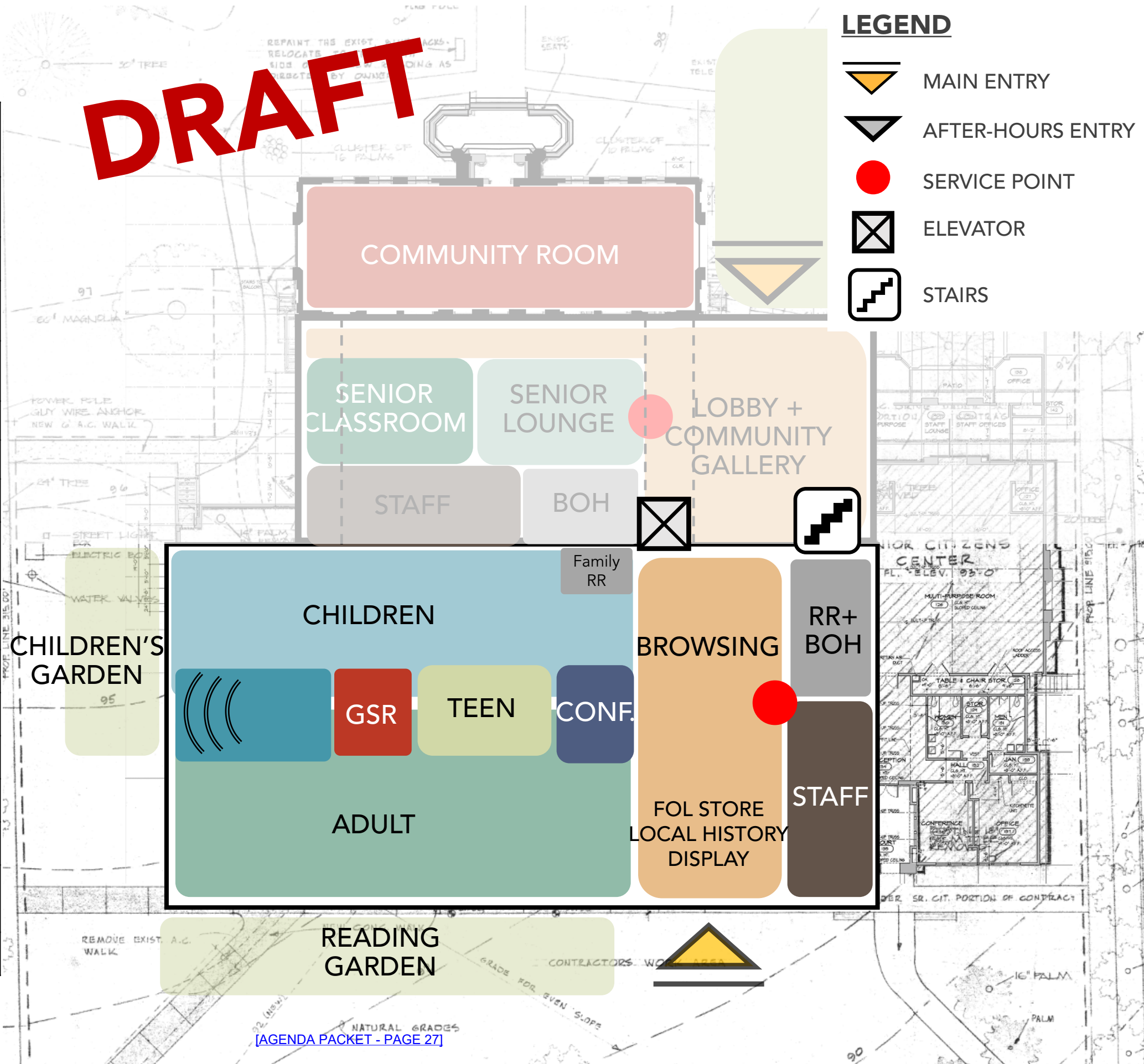
# BUILDING OPTION B – RENO 1930’S + NEW 27,320 SF



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\*Lecture style seating





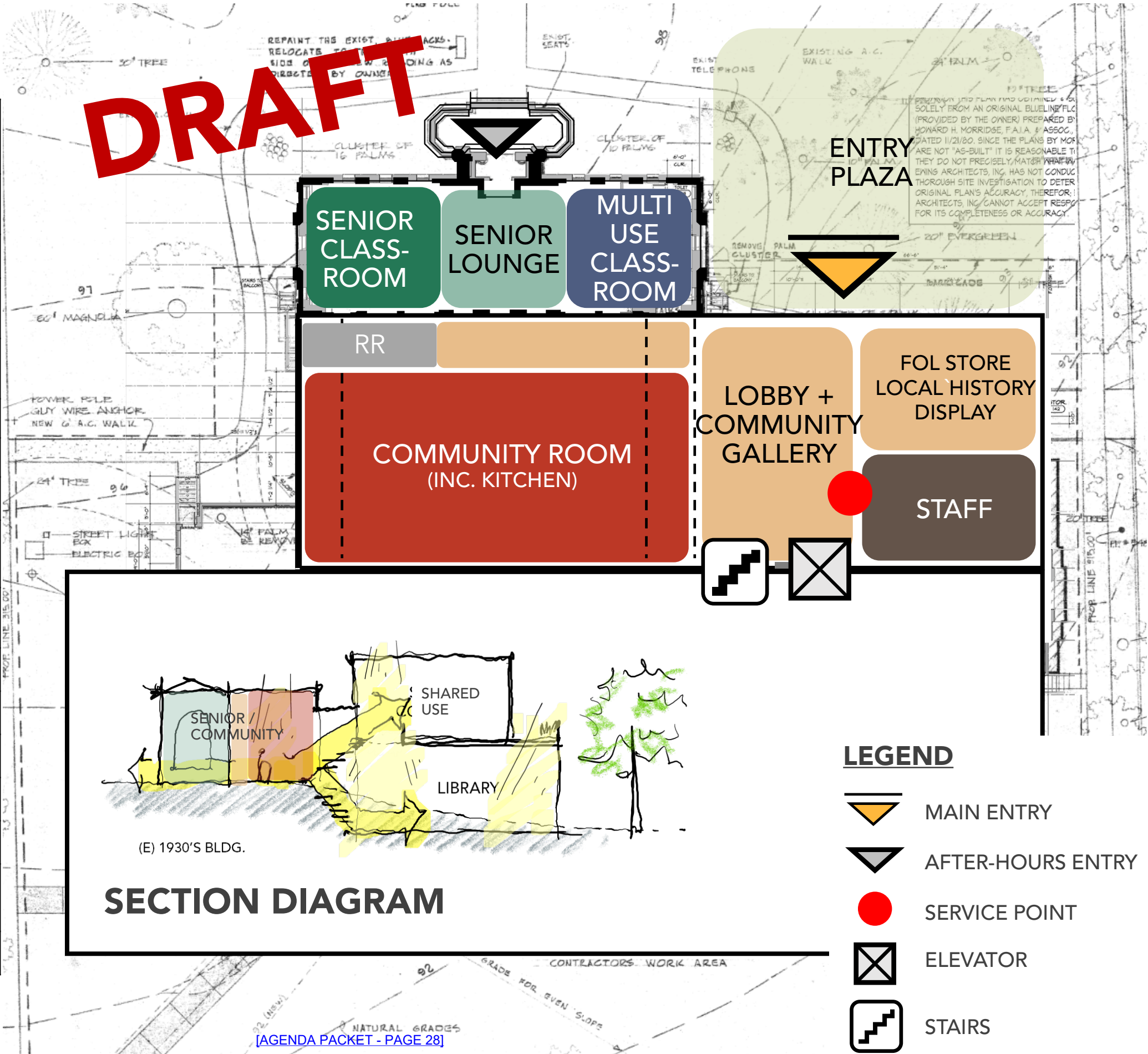
# BUILDING OPTION C – RENO 1930’S + NEW 40,780 SF



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\*Lecture style seating



FAIRVIEW AVE.



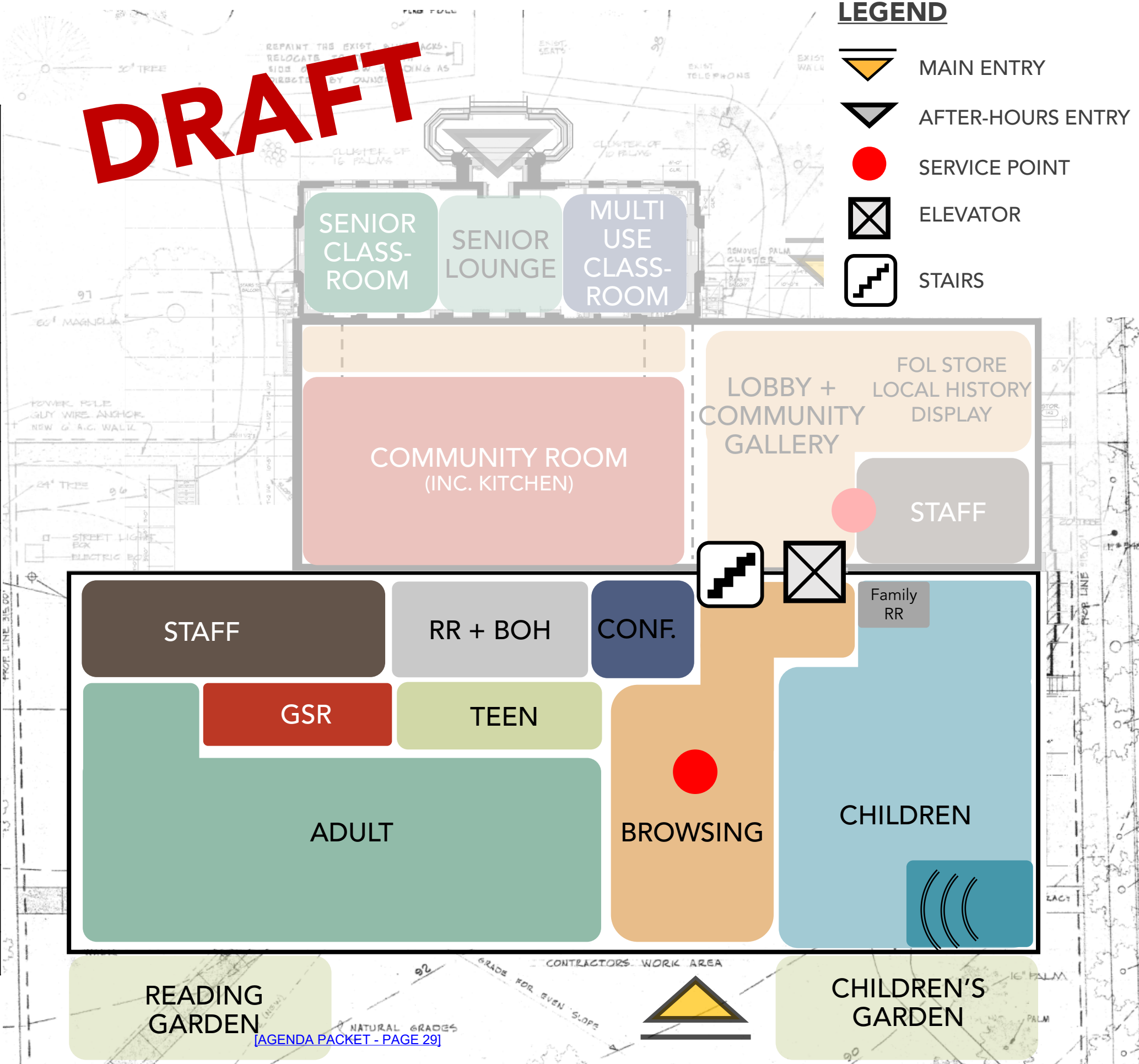
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Senior Lounge/Game Room Senior Classroom	30 seats 30 seats
Community Hall Event Space* with Kitchen	360 seats
Multi-Purpose Room	30 seats
Conference Room	10 seats
Maker/Create Lab	30 seats
Outdoor Entry Plaza	
Library Reading Garden	
Outdoor Children’s Storytime Garden	
Outdoor Terrace	

\*Lecture style seating



FAIRVIEW AVE.

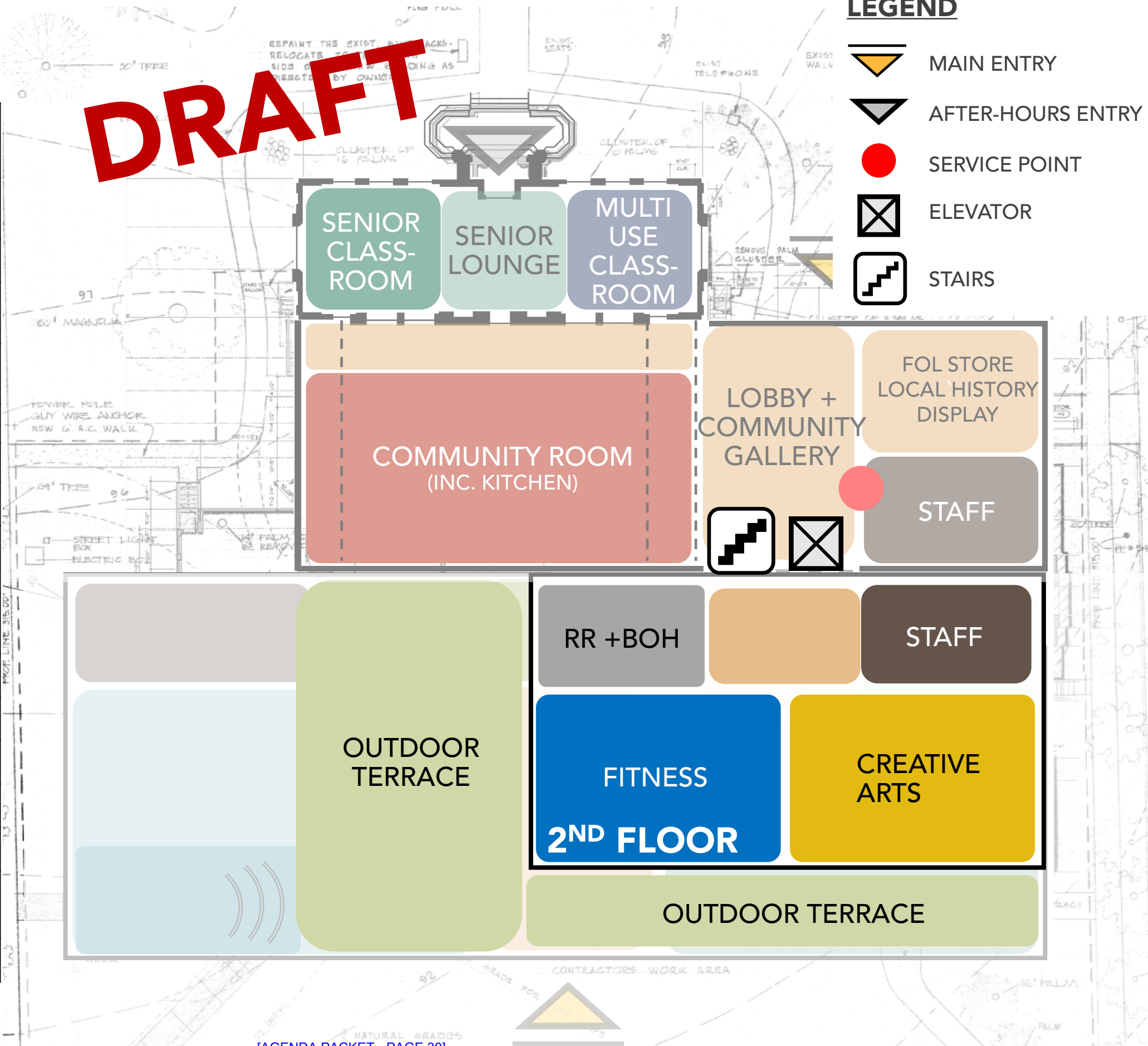


# BUILDING OPTION C – RENO 1930’S + NEW 40,780 SF



## SECOND FLOOR

Program Space	Qty./# of seats
Lobby with Community Cultural Arts Gallery and Local History Display	20 seats
Library Browsing inc. FOTL Store	36 seats
Library Adult Space Quiet Reading Room	116 seats 20 seats
Library Children Space Storytime Performance*	96 seats 100 seats
Library Teen Space	29 seats
Library Study Room	5 rooms
Dance & Fitness Studio	30 seats
Senior Lounge/Game Room Senior Classroom	30 seats 30 seats
Community Hall Event Space* with Kitchen	360 seats
Multi-Purpose Room	30 seats
Conference Room	10 seats
Maker/Create Lab	30 seats
Outdoor Entry Plaza	
Library Reading Garden	
Outdoor Children’s Storytime Garden	
Outdoor Terrace	



\*Lecture style seating



# COST MODELS



## Hard Cost

Includes cost for General Contractors Overhead (site requirements, jobsite management, insurance, bonding, profit), and construction cost for the building and sitework. A cost range (low end to high end) is provided at this initial planning stage.

## Soft Cost

Includes cost for purchasing the building and sites furnishings, fixtures, and equipment that are not "built-in."

## Escalation

Escalation is currently highly unpredictable. Typical escalation is estimated in the 3-5% range, in the last 3 years escalation has ranged from 4-7% per year. This estimate utilizes **4.5%** escalation per year.

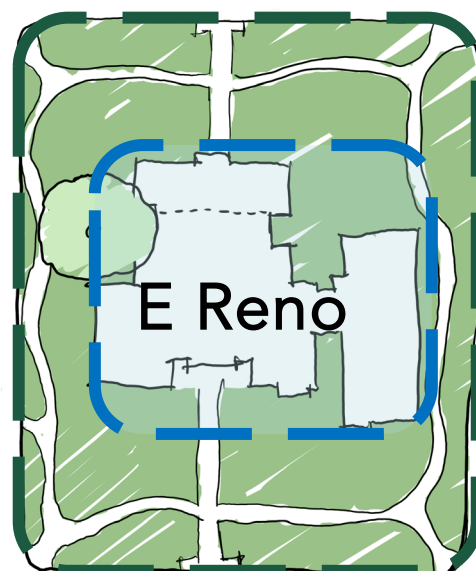
## Contingency

Contingencies are included in the project budgets appropriate for this phase of planning and include:

- Design Contingency is included in the construction hard cost.
- Construction Contingency of **10%** is included in the project budgets for new construction and furniture, fixtures + equipment and **15%** for historical renovation.
- Soft Cost contingency of **10%** is included in the project budgets.



# BUILDING OPTIONS SUMMARY



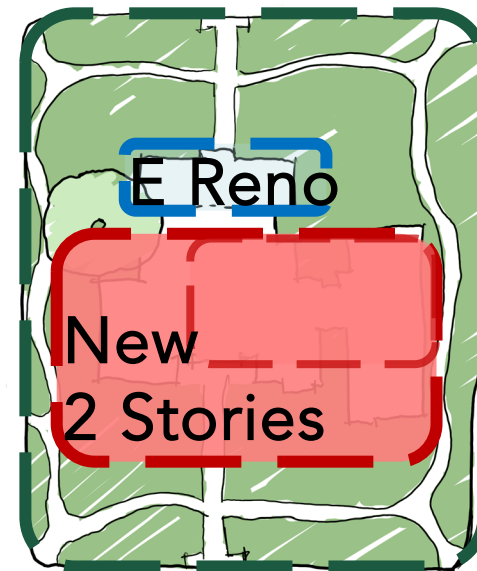
**RENOVATION 27,510 SF**

- Project Scope:**
- Renovate 1930's Building
  - New Furniture, Fixt. + Equip.
  - ADA/Title 24 Compliant
  - Children's Storytime/Perform.
  - Remodeled Bathrooms
  - New Interior Finishes
  - New HVAC
  - Updated electrical & lighting (allowance)
  - Updated Fire Protections
  - Minor addition/subtraction of walls (allowance)
  - Remodeled Entry, Children's, + Reading Plazas (allowance)



**RENO 1930'S + NEW: 27,320 SF**

- Project Scope:**
- Renovate 1930's Building
  - New Furniture, Fixt. + Equip.
  - ADA/Title 24 Compliant
  - Children's Storytime/Perform.
  - New ~24,500 sf
  - New Entry, Children's, + Reading Plazas



**RENO 1930'S + NEW: 40,780 SF**

- Project Scope:**
- Renovate 1930's Building
  - New Furniture, Fixt. + Equip.
  - ADA/Title 24 Compliant
  - Children's Storytime/Perform.
  - New ~38,000 sf
  - New Entry, Children's, + Reading Plazas



# COST MODEL SCENARIOS



Site  
Existing Library  
Existing Community Room  
Existing Senior Center  
New Construction – Library + Senior/Community Ctr.

Q2 2025 DOLLARS  
Q1 2028 DOLLARS  
Including escalation  
@4.5% per annum

Interior + Site Refresh Existing Buildings 27,510 SF		Historical Bldg Reno, New Library + Senior/Community Center 27,320 SF		Historical Bldg Reno, New Library + Senior/Community Center 40,780 SF	
Existing Library + Senior Center Renovation		Existing 1930's Community Room, New Library + Senior Center		Existing 1930's Community Room, New Library + Senior Center	
56,900 SF	56,900 SF	56,900 SF	56,900 SF	56,900 SF	56,900 SF
19,000 SF	19,000 SF				
2,830 SF	2,830 SF	2,830 SF	2,830 SF	2,830 SF	2,830 SF
5,680 SF	5,680 SF				
0 SF	0 SF	24,490 SF	24,490 SF	37,950 SF	37,950 SF
LOW END	HIGH END	LOW END	HIGH END	LOW END	HIGH END
\$18,822,000	\$22,641,000	\$32,801,400	\$37,116,850	\$47,541,200	\$53,788,250
\$21,016,562	\$25,280,840	\$36,625,898	\$41,444,510	\$53,084,293	\$60,059,721

NOTES: 1) Conceptual budgets are for planning purposes only. They have been developed on a general cost per square foot basis without detailed site or building conditions. Depending on project specifics, actual project costs can vary dependant on market and economic factors.  
2) Conceptual budgets are not necessarily comprehensive and may not include all costs, such as land purchase, demolition of existing structures, structured parking, temporary facilities, etc.

[\[AGENDA PACKET - PAGE 33\]](#)



# PROJECT GOALS + BUILDING OPTIONS



The project team developed the following goals at the beginning of the project. The proposed building options all integrate these goals while providing the City a framework to move the project forward and being flexible to potential funding opportunities.

- ✓ **Inspiring, impactful site plan:**
  - Maximizes value to the community, integrates historic elements and outdoor space with aspirational new library and senior center.
- ✓ **Vital and modern facility for the long-term:**
  - Heart of the community and resource and recreation hub that is multi-generational, inclusive, and transformational.
  - Maximizes facility value by looking holistically at the library and senior/community services provided and identifying opportunities for shared spaces and collaboration.
- ✓ **Respect the site's built and natural historic features:**
  - Understand and plan sensitively to maintain the site's historic elements, including the Moreton Bay Fig tree.
- ✓ **Accessible:**
  - ADA accessible, incorporates parking and easy access by walking and other transportation modes.

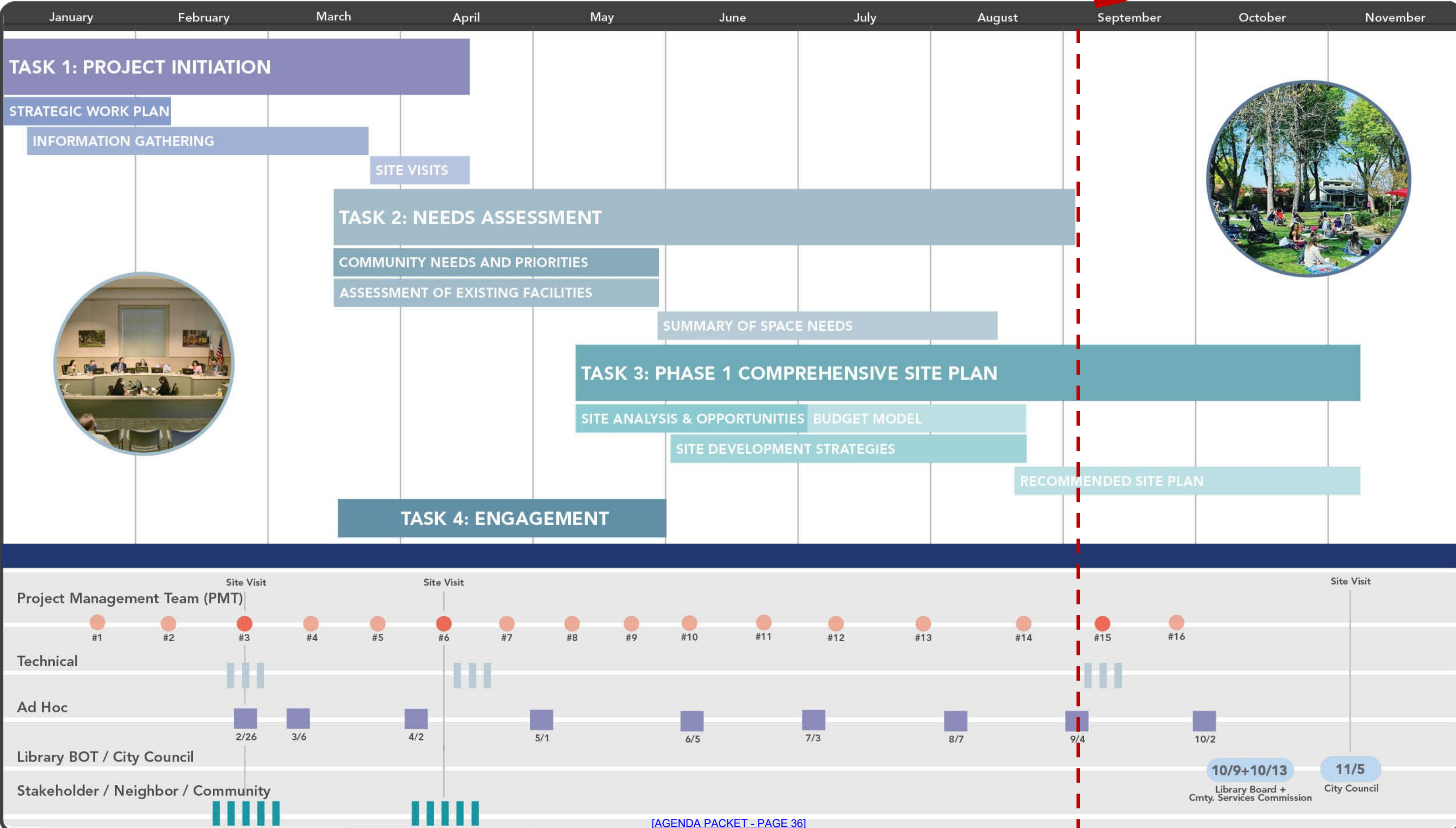


# AGENDA

1. Project Schedule + Workplan
2. Funding Capacity/Financial Overlay
3. Updated Assessments
  - Community Needs + Program Options
4. Preferred Site Strategy
  - Site + Building Options
  - Cost Model
- 5. Next Steps**











# THANK YOU!







# Library/Community Center Site Plan Ad Hoc Committee Agenda Report

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ITEM NO. 4

**DATE:** September 4, 2025

**FROM:** Cathy Billings, Library Director  
Lucy Hakobian, Community Services Director

**PREPARED BY:** Cathy Billings, Library Director

**SUBJECT:** **APPROVAL OF THE LIBRARY/COMMUNITY CENTER  
COMPREHENSIVE SITE PLAN AD HOC COMMITTEE MINUTES  
FROM THE JULY 3, 2025 REGULAR MEETING**

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## **Recommendation**

It is recommended that the Ad Hoc Committee review and consider approval of the Library/Community Center Comprehensive Site Plan Ad Hoc Committee minutes from the July 3, 2025 Regular Meeting.

## **Attachment:**

Library/Community Center Comprehensive Site Plan Ad Hoc Committee Regular Meeting Minutes, Thursday, July 3, 2025.



## **ATTACHMENT**

Library/Community Center Comprehensive Site  
Plan Ad Hoc Committee Regular Meeting Minutes,  
Thursday, July 3, 2025





**CITY OF SOUTH PASADENA  
LIBRARY/COMMUNITY CENTER COMPREHENSIVE SITE PLAN AD HOC COMMITTEE  
REGULAR MEETING  
LIBRARY COMMUNITY ROOM**

**MINUTES**  
**THURSDAY, JULY 3, 2025, AT 7:00 P.M.**

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**CALL TO ORDER:** The meeting was called to order at 7:06 p.m.

**ROLL CALL:**

**PRESENT**

- Tom Afschar (At-Large Member)
- Leslie Albe Field (Member, Community Services Commission)
- Kristen Dubé (Board Member, Friends of the South Pasadena Library)
- Rich Elbaum (At-Large Member)
- Alexandria Levitt (President, Senior Citizens' Foundation of S. Pasadena)
- Bianca Richards (At-Large Member)
- Sheila Rossi (Mayor Pro Tem, City of South Pasadena)
- Dean Serwin (At-Large Member)
- Julia Wang (At-Large Member)

**ABSENT**

- Janet Braun (Mayor, City of South Pasadena)
- Tony Hou (At-Large Member)
- Gene Kim (At-Large Member)
- Victoria Rocha (At-Large Member)
- Jasmine Wong (At-Large Member)

Cathy Billings, Library Director, announced a quorum.

**CITY STAFF PRESENT:**

Cathy Billings, Library Director and Sean Faye, Administrative Secretary, were present at Roll Call.

**PUBLIC COMMENT**

1. **PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)**  
None

**PRESENTATIONS**



**ACTION/DISCUSSION****2. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA**

None

**3. APPROVAL OF THE LIBRARY/COMMUNITY CENTER COMPREHENSIVE SITE PLAN AD HOC COMMITTEE MINUTES FROM THE JUNE 5, 2025 REGULAR MEETING.**

**A motion was made by Richards, seconded by Dubé, and approved by roll call vote to approve Item No. 3. The motion carried 5-0-5-4:**

**AYES:** Afschar, Dubé, Levitt, Richards, Serwin,

**NOES:** None

**ABSENT:** Braun, Hou, Kim, Rocha, Wong

**ABSTAINED:** Albe Field, Elbaum, Rossi, Wang

**4. SEEKING DIRECTION AND INPUT FROM THE AD HOC COMMITTEE, GROUP 4 ARCHITECTURE WILL PRESENT AND LEAD A DISCUSSION ON SITE DEVELOPMENT OPTIONS AND UPCOMING COMMUNITY ENGAGEMENT**

Presenters: Dawn Merkes, Andrea Gifford, Vickie White, Justin Nutt, Group 4 project team.

The team's presentation covered:

- Project Schedule and Workplan
- Assessments (Community, Program, and Site)
- Site and Building Strategies
- Plans for second round of community engagement

**Assessments**

Community: Group 4 presented the results of the community engagement that took place March-June. There were more than 600 hundred survey responses and almost 3,000 people participated in in-person and online engagement. 80% were residents and 20% were non-residents. The community's top priorities in the four areas included in the survey were:

- Library: Books, quiet reading and study, children's play and learning.
- Senior + Community Services: fitness and wellness, games and hobbies, senior lounge, nutrition and meals.
- Shared Use Spaces: Watch movies and performances, visual and creative arts, lifelong learning and classes and cooking classes.
- Library Park Campus: Enjoy existing trees, attend markets and fairs, attend community performances and events, walk around the site.

Program: Projected space needs for library and community/recreation/senior services in 2045 were presented. Projected library needs were between 27,000 and 33,000 square feet and recreation and community services needs were between 19,200 and 26,000 square feet. The total square footage required to meet needs would be reduced by 10% by co-locating and integrating services and sharing spaces.



Committee members had concerns that the 2045 population numbers being used as the basis of space needs were too low. Staff stated that the numbers were taken from the City's 2021-2029 Housing Element. Staff and the consultant were directed to follow up with the City's Community Development Department to verify the accuracy of population growth projections and update the space assumptions accordingly.

Site: John Lesak of Page & Turnbull provided an overview of their assessment of the historic resources of the site and surrounding structures. Elements of the existing building(s) were identified as being of primary historical significance, contributing historical significance, or non-contributing, with the Community Room being of primary significance. The site's adjacency to (or inclusion in) historic districts (e.g. Mission West Historic District), residential properties, and the commercial development across from the Community Room on El Centro Street were discussed, with an emphasis on site strategies compatible with the downtown historic district and preservation of architectural features of primary significance.

Parking related to the site was reviewed, including existing street parking and off-site parking (e.g. Mission Meridian garage), and possible future public-private partnerships, with reference made to the approach to parking included in the City's Downtown Specific Plan. The recommended strategy is to focus on parking near the site, not on-site.

#### Site and Building Strategies

The consultants recapped the three site options discussed by the Ad Hoc Committee at the June 5<sup>th</sup> meeting, and the direction they were given to further refine two options (demolish all buildings on site and demolish 1980s buildings and retain 1930s building) for presentation at the July meeting.

New preliminary site development options were presented: A1 and A2, which demolished all buildings, and B1 and B2 that retained the 1930s building and demolished the 1980s buildings. The four options were discussed and considered in the context of the evaluation criteria that have been used throughout the site planning project process:

- Allows for 21<sup>st</sup> century services and operations
- Aligned with City's Downtown Specific Plan
- Cost Effectiveness
- Retains South Pasadena heritage and character
- Retains civic presence of building
- Enhances Library Park, residential neighborhood, and business neighborhood

The site strategy preferred by the Committee was to renovate the 1930's building with or without the colonnade, with a new plaza and entrance in the northeast corner of the site.

Settling on this preference was preceded by an extensive discussion of the limits that retaining the historic building place on design and functionality, and the idea that starting from scratch would provide more freedom to design and develop the site in the most ideal way.

The committee directed Group 4 to return with more detailed building options for the committee's review, including bubble and stacking diagrams annotated with existing space uses to assist their understanding of the diagrams and addressing the following:



- Easy ground-floor access and egress and space for seniors.
- Egress needs for library to expeditiously remove people whose behavior is unsafe or disruptive.
- Kitchen adjacent to big meeting room or room where senior meals are.
- More clearly include children's "story room" space with amphitheater seating (Carlyle Bequest)
- Clearly identified open-hours and after-hours access points.
- Show staff service points to better understand how staff will oversee/monitor the activity at the facility.
- Clarify and explicitly show shared-use spaces.

The Ad Hoc Committee discussed at length issues of safety and security and access and egress, with a strong emphasis on the special needs of seniors. There was consensus that there is a need to find a balance that supports safety, comfort, inclusivity, and multi-generational integration (not isolating seniors).

#### Plans for Second Round of Community Engagement

Group 4 provided an overview of the plans for a second round of community engagement, including preliminary mockups of engagement kiosk panels and survey questions, and received feedback from the Committee.

### **COMMUNICATIONS**

#### **5. COMMITTEE MEMBER COMMUNICATIONS**

None

#### **6. STAFF COMMUNICATIONS**

None

### **PUBLIC COMMENT – CONTINUED**

#### **7. CONTINUED PUBLIC COMMENT – GENERAL**

In-person comment by Tucker Nelson sharing feedback, concerns, and suggestions for the site.

### **ADJOURNMENT**

There being no further matters, Library Director Billings adjourned the Regular Meeting of the Library/Community Center Comprehensive Site Plan Ad Hoc Committee at 9:41 P.M. to the next Regular Library/Community Center Comprehensive Site Plan Ad Hoc Committee meeting scheduled for August 7, 2025.



Respectfully submitted:

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Cathy Billings  
Library Director

APPROVED:

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Lucy Hakobian  
Community Services Director

ATTEST:

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Cathy Billings  
Library Director

*Approved at the Library/Community Center Comprehensive Site Plan Ad Hoc Committee meeting, September 4, 2025.*