



City of Costa Mesa
Administrative Services Department
RECREATION DIVISION

“We create community through people, parks, and programs”

INTEROFFICE MEMORANDUM

To: Carol Proctor, City Manager's Office
From: Rob Cavanaugh, Recreation Coordinator
Date: September 21, 2004
Subject: Balearic Center Weekly Facility Usage

Here is some information about the Balearic Community Center and the normal usage of the Sierra and Adobe Rooms.

Monday

- City Yoga Classes 6:30-7:30pm, Adobe Room (10 week class offered quarterly)

Tuesday

- City Parent & Me Infant/Toddler 9:30-11:45am, Adobe Room (10 week class offered quarterly).
- City Youth and Adult Karate 3:30-10pm, Adobe Room (10-13 week class offered quarterly).

Wednesday

- City Yoga Classes 6:30-7:30pm, Adobe Room (10 week class offered quarterly).

Thursday

- City Parent & Me Infant/Toddler: 9:30-11:45am, Adobe Room (10 week class offered quarterly).
- City Youth and Adult Karate: 3:30-10pm, Adobe Room (10-13 week class offered quarterly).

Friday

- Semi-regular rentals (about 20 per year), Adobe room day &/or night, most rentals last until 10pm.

Saturday

- Bird Breeders rental 6:30-10:30pm (Adobe Room, 2nd Saturday of each month).
- Regular rentals (about 40 per year), Adobe room day &/or night, most rentals last until 11pm.

Sunday

- Hope Chapel rental 9:30am-1:30 pm (Adobe & Sierra rooms, year-round).
- Sporadic rentals of both Adobe &/or Sierra rooms, day &/or night.

(*Also, we have additional sporadic use of BCC by City programs: i.e. Kids/Family Night Out on Fri. or Sat. nights a couple times a month year-round, our new Birthday party package programs on early evenings Mon.-Fri. &/or on weekends, Winter/Spring Day Camp during the day Mon.-Fri., Summer Playground Program during the day Mon.-Fri. in summer, etc.)

Balearic Community Center Rental Fee Information

Depending on the type of rental group, the following hourly fees are charged.

<i>Group User Type</i>	<i>Adobe Room</i>	<i>Sierra Room</i>
Resident Non-Profit	\$20	\$15
Non-Resident Non-Profit	\$25	\$20
Resident Private	\$35	\$20
Non-Resident Private	\$40	\$25
Commercial	\$45	\$25

During fiscal year 2003-04, 68% of the rentals at the Balearic Community Center (143 of 209) were to "Resident Non-Profit" groups; 26% of the rentals (55 of 209) were to "Resident Private" groups. The remaining 5% of rentals were to "Non-Resident Non-Profit" or "Non-Resident Private" groups. We did not have any Homeowners Associations request use of the Balearic Center during the year. Two rental groups received a fee waiver:

1. Newport Mesa Unified School District meeting
2. Political Use- Polling location for Mesa Verde residents.

Please call me at x5161 if you have any other questions pertaining to this memo.