



# ***SENIOR COMMISSION AGENDA REPORT***

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MEETING DATE MAY 12 , 2015

ITEM NUMBER: 9a

**SUBJECT: INSTRUCTIONAL CLASS PROPOSALS**

**DATE: May 12, 2015**

**FROM: PARKS & COMMUNITY SERVICES / RECREATION DIVISION**

**PRESENTATION BY: YVETTE AGUILAR, SENIOR CENTER PROGRAM ADMINISTRATOR**

**FOR FURTHER INFORMATION CONTACT: YVETTE AGUILAR @ 949-645-2356**

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## **RECOMMENDATION**

Staff recommend that the Senior Commission approve fee for one (1) new senior instructional class and a fee increase for two (2) computer class.

## **BACKGROUND**

Instructional classes are a valuable resource for seniors to become involved with new and exciting learning opportunities at a reasonable cost. Senior classes are offered in a variety of areas providing a wide range of learning opportunities for the residents and the public.

Senior classes are offered during the week. Contract instructional classes receive the benefit of City advertising in the monthly newsletter as well as the Recreation Guide and City staff providing the registration of participants.

Fee and fee increases for instructional classes for the Senior Center are brought before the Senior Commission for approval.

## **DISCUSSION**

City staff have received a contract class application for one (1) new senior instructional class and for two (2) fee increases for instructional computer classes beginning June 2015. All classes that are presented in the monthly newsletter and Recreation Guide are up to date and affordable for the community of Costa Mesa.

Class descriptions and proposed fee and fee increases are detailed in Attachment 1.

## FISCAL REVIEW

Revenue estimates are based on the class fee per participant times the minimum number of participants (Attachment 1).

## LEGAL REVIEW

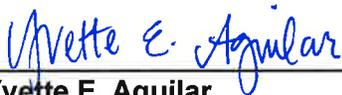
No legal review is required for this item.

## ALTERNATIVES CONSIDERED

1. Commission could approve the fee and fee increase for all classes.
2. Commission could not approve the fee and fee increases for new and current classes.

## CONCLUSION

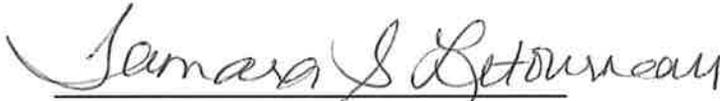
Staff reviewed each proposed instructional contract class to ensure that the seniors would receive quality service. Staff recommend the Senior Commission approve fee for one (1) new instructional class and fee increases for two (2) computer classes.



**Yvette E. Aguilar**  
Senior Center Program Administrator



**Travis M. Karlen**  
Recreation Manager



**Tamara S. Letourneau**  
Assistant Chief Executive Officer

Attachments:

1. Proposed Fee for New Senior Instructional Class
2. Proposed Fee Increases for Existing Senior Instructional Classes

**Recreation Division**  
**PROPOSED FEE FOR NEW SENIOR INSTRUCTIONAL CLASS**  
**EFFECTIVE June 2015**

Recreation Division staff are submitting the following new instructional class fee proposal for approval. Fees are rounded up when total is \$.50 or more and rounded down when total is \$.49 or less.

**The following proposed class is a senior instructional classes and will be held on-site where the instructor receives 65% and the city receives 35% of the class fees collected.**

**1. Buff Bones**

Buff Bones is a scientifically-based, medically endorsed, bone building program which uses weight-bearing, resistance, impact and facial stretching and stretching movement to maintain and improve bone health.

Age: 45+

Minimum/Maximum: 10/18

Duration: 5 weeks – 1 class per week, 60 minutes per class

Proposed Fee: \$78/5 week session

Location: Costa Mesa Senior Center

Instructor: Kathryn Rollins

\$78 x CITY PORTION 35% = \$27

\$78 x INSTRUCTOR PORTION 65% = \$51

**Recreation Division**  
**PROPOSED FEE INCREASE FOR EXISTING COMPUTER INSTRUCTIONAL CLASSES**  
**EFFECTIVE JUNE 2015**

Recreation Division staff are submitting the following request for approval of fee increases for two (2) existing on-site adult instructional classes. Please note that fees are rounded up when total is \$.50 or more and rounded down when total is \$.49 or less.

*The following classes are adult instructional classes and held at a city site (i.e. Community Centers, City Parks, the Volcom Skate Park, etc.), where the instructor receives 65% and the city receives 35%:*

<b>CLASS NAME</b>	<b>CURRENT FEE PER PARTICIPANT</b>	<b>PROPOSED FEE PER PARTICIPANT</b>	<b>CITY 35% ON-SITE</b>	<b>INSTRUCTOR 65% ON-SITE</b>	<b>INCREASE FEE PER PARTICIPANT</b>
<b>Organize your Computer Once and for all (1 class per week for 2 weeks, 120 minutes per class)</b>	<b>\$56</b>	<b>\$61</b>	<b>\$21</b>	<b>\$40</b>	<b>\$5</b>
<b>Introduction to Windows 8 &amp; 10 (1 class, 120 minutes per class)</b>	<b>\$36</b>	<b>\$41</b>	<b>\$14</b>	<b>\$27</b>	<b>\$5</b>