



SENIOR COMMISSION AGENDA REPORT

MEETING DATE MAY 10, 2016

ITEM NUMBER: **8a**

SUBJECT: SENIOR INSTRUCTIONAL CLASS PROPOSALS

DATE: APRIL 15, 2016

FROM: PARKS & COMMUNITY SERVICES DEPARTMENT/ SENIOR CENTER

PRESENTATION BY: YVETTE AGUILAR, SENIOR CENTER PROGRAM ADMINISTRATOR

**FOR FURTHER INFORMATION CONTACT: CHRIS CROWLEY, RECREATION SPECIALIST
714-327-7543**

RECOMMENDATION

Staff recommend that the Senior Commission approve fees for two (2) new senior instructional classes.

BACKGROUND

Instructional classes are a valuable resource for the older adults 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.

Instructional classes are offered at the Senior Center and receive the benefit of City advertising in the monthly issue of The Chronicle and quarterly issue of the Recreation Guide, as well as staff support for registration.

Fees for instructional classes are brought before the Senior Commission for approval.

DISCUSSION

City staff have received a contract class application for two (2) new senior instructional classes beginning June 2016. The class description and proposed fees for the classes are attached (Attachment 1).

Additionally, staff contacted Huntington Beach, Irvine, and Newport Beach for a fee comparison and found that those cities either do not offer the classes proposed or that the class fees are comparable.

FISCAL REVIEW

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

1. Selling on Ebay

Expected revenue: \$25 (City Portion @ 35%) x 2 (min) = \$17.50

Expected revenue: \$25 (City Portion @ 35%) x 6 (max) = \$52.50

2. Introduction to Square Dancing

Expected Revenue: \$40 x (City Portion @35%) x 10 (min) = \$140.00

Expected Revenue: \$40 x (City Portion @35%) x 26 (min) = \$364.00

LEGAL REVIEW

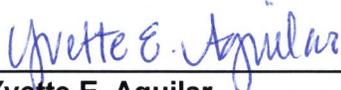
No legal review is required for this item.

ALTERNATIVES CONSIDERED

1. Commission could approve the fees for the two (2) new senior instructional classes.
2. Commission could approve some of the fees for the new senior instructional classes.
3. Commission could not approve the fees for either of the new senior instructional classes.

CONCLUSION

Staff reviewed the proposed instructional contract classes to ensure that the community would receive quality service. Staff recommend that the Senior Commission approve fee for two (2) new senior instructional classes.



Yvette E. Aguilar
 Senior Center Program Administrator



Justin Martin
 Interim Recreation Manager



Tamara S. Letourneau
 Assistant Chief Executive Officer

Attachments: 1. Proposed Fees for New Senior Instructional Classes

**COSTA MESA SENIOR CENTER
PROPOSED FEE FOR NEW SENIOR INSTRUCTIONAL CLASS
EFFECTIVE June 2016**

Senior Center staff are submitting the following new instructional class fees proposal for approval. Fees are rounded up when total is \$.50 or more and rounds down when total is \$.49 or less.

The following proposed classes are senior instructional classes and will be held at the Costa Mesa Senior Center.

The class is instructed by Mariann Ross-Chappell

1. Selling on ebay

Learn to sell unused items on ebay and earn cash. Easily post ads, write descriptions, attach pictures, make offers, and purchase items. Handouts provided. Two (2) week course taught by Mariann Ross Chappell. Each week the student will learn something new. Two (2), 90 minute classes.

Minimum: 2/ Maximum: 6
Duration: 2 weeks – 1 class/week
90 minutes/class

Proposed Fee: \$25/2 week session (180 minutes of instruction) + \$5 (Administrative Fee) = \$30

\$25 x CITY PORTION 35% = \$17.50
\$25 x INSTRUCTOR PORTION 65% = \$32.50

The class is instructed by Karla Westphal

2. Introduction to Square Dancing

Students learn basic calls and practice dancing to them. Calls could be varied in subsequent sessions to offer something new to returning students.

Minimum: 10/ Maximum: 26
Duration: 5 weeks – 1 class per week
90 minutes per class

Proposed Fee: \$40/5 week session (450 minutes of instruction) + \$5 (Administrative Fee) = \$45

\$40 x CITY PORTION 35% = \$14.00
\$40 x INSTRUCTOR PORTION 65% = \$26.00