



# **SENIOR COMMISSION AGENDA REPORT**

---

MEETING DATE: NOVEMBER 16, 2016

ITEM NUMBER: **8a**

**SUBJECT: SENIOR INSTRUCTIONAL CLASS PROPOSALS**

**DATE: NOVEMBER 4, 2016**

**FROM: PARKS & COMMUNITY SERVICES DEPARTMENT / SENIOR CENTER**

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

**FOR FURTHER INFORMATION CONTACT: BRIANA DELFIN, RECREATION SPECIALIST  
714-327-7544**

---

## **RECOMMENDATION**

Staff recommends that the Senior Commission approve fees for two (2) new instructional classes at the Costa Mesa Senior Center.

## **BACKGROUND**

Instructional classes are a valuable resource for older adults to become involved with new and exciting learning opportunities at a reasonable cost. Older adult classes are offered in a variety of areas providing a wide range of learning opportunities for senior residents.

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 contract class applications for two (2) new instructional classes beginning January 2017. The class description and proposed fees for the classes are attached (Attachment 1).

Additionally, staff compared fees with the neighboring cities of Huntington Beach, Irvine, and Newport Beach, 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. Special Apps and Programs for Seniors**

Expected revenue: \$33.00 (City Portion @ 20%) x 3 (min) = \$19.80

Expected revenue: \$33.00 (City Portion @ 20%) x 6 (max) = \$39.60

**2. Photos by Google**

Expected revenue: \$33.00 (City Portion @ 20%) x 3 (min) = \$19.80

Expected revenue: \$33.00 (City Portion @ 20%) x 6 (max) = \$39.60

**LEGAL REVIEW**

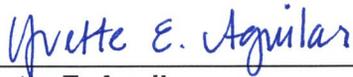
No legal review is required for this item.

**ALTERNATIVES CONSIDERED**

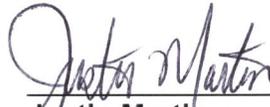
- 1. Commission could approve the fees for the two (2) new instructional classes.
- 2. Commission could approve one (1) of the fees for the new instructional classes.
- 3. Commission could not approve the fees for the new instructional classes.

**CONCLUSION**

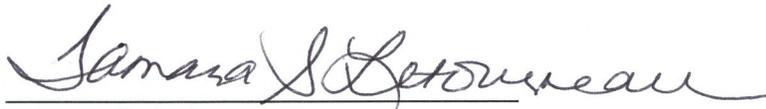
Staff reviewed the proposed instructional contract classes to ensure that the senior community would receive quality service. Staff recommends that the Senior Commission approve fees for two (2) new instructional classes.



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



**Justin Martin**  
Recreation Manager



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

Attachments:            1. Proposed Fees for New Senior Instructional Class

**COSTA MESA SENIOR CENTER  
PROPOSED FEE FOR NEW SENIOR INSTRUCTIONAL CLASS  
EFFECTIVE JANUARY 2017**

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 rounded down when total is \$.49 or less.

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

**1. Special Apps and Programs for Seniors**

This is a single, 3-hour class taught by Joel Lander that will explore many of the outstanding free smart phone/tablet apps and computer programs that are useful for seniors. The class will expose seniors to a variety of applications and social media platforms such as Facebook, YouTube, Skype, etc. Handouts included.

Instructor: Joel Lander  
Minimum/Maximum: 3/6  
Duration: 1 day class (180 minutes/class)

Proposed Fee: \$33/1 day session (180 minutes of instruction) + \$5 (Administrative Fee) = \$38

\$33 x CITY PORTION 20% = \$6.60  
\$33 x INSTRUCTOR PORTION 80% = \$26.40

**2. Photos by Google**

This is a single, 3-hour class taught by Joel Lander that will teach students how to use the new and free Google Photo application. Students will be taught how to use the manual and automatic photo enhancement features, as well as what back up features are available on their phones, tablets, and computers. Handouts included.

Instructor: Joel Lander  
Minimum/Maximum: 3/6  
Duration: 1 day class (180 minutes/class)

Proposed Fee: \$33/1 day session (180 minutes of instruction) + \$5 (Administrative Fee) = \$38

\$33 x CITY PORTION 20% = \$6.60  
\$33 x INSTRUCTOR PORTION 80% = \$26.40