

RESOLUTION NO. 2023-118

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA APPROVING THE
CREATION OF A RECREATION AND CULTURAL SERVICES SCHOLARSHIP
PROGRAM

WHEREAS, the City of Marina is committed to developing a community characterized by a desirable quality of life, including recreation and cultural opportunities; and

WHEREAS, the City of Marina is committed to improving quality of life through diversity, equity, and inclusion and championing equitable access to recreational programs and services; and

WHEREAS, The median income is \$78,795 and 10.2% of Marina families live in poverty (U.S. Census 2021); and

WHEREAS, the Recreation & Cultural Services Department must recovery costs to achieve financial sustainability.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Marina do hereby authorize the Recreation & Cultural Services Director to implement a financial needs-based scholarship program for Marina residents.

PASSED AND ADOPTED, by the City Council of the City of Marina at a regular meeting held on the 21st day of November 2023, by the following vote:

AYES: COUNCIL MEMBERS: Visscher, McCarthy, Biala, Medina Dirksen, Delgado

NOES: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: None

ABSTAIN: COUNCIL MEMBERS: None

Buce C. Delgado, Mayor

ATTEST:

Anita Sharp, Deputy City Clerk



RECREATION & CULTURAL SERVICES

SCHOLARSHIP APPLICATION

2024

Statement of Intent

The City of Marina’s Recreation & Cultural Servies Scholarship Program will ensure that qualifying Marina residents will have access to participation in department programs, classes, and activities.

All requests are subject to available funding.

Eligibility Criteria

Scholarship recipient(s) must be a City of Marina resident and demonstrate financial need. Eligibility documentation is required, and copies must be submitted with application.

Proof of Identity: • Identification Card • Driver’s License • Passport	Proof of Eligibility: Participant, Parent, or Legal Guardian must be currently enrolled and show proper documentation for one, or more, of the following programs: • Temporary Assistance for Needy Families (TANF) • HUD Section 8 rent subsidy • California Advantage or Cal Fresh • Medi-Cal • Women, Infants, & Children (WIC) • California’s Life Line Program (reduced rates for phone) • Foster Youth OR Fitness Class or Program Eligibility: • A doctor’s referral/prescription to enroll in a fitness program
Proof of Residency: • Utility bill dated within 60 days of application • Current Automobile Registration • Eligibility document with participant/parent/guardian name AND address listed	

Scholarship Policies

Scholarships apply to all fee-based Recreation & Cultural Services programs, classes, and activities.

Attendance in selected program, activity, or class is mandatory to maintain scholarship eligibility.

Scholarships are awarded on a first-come, first-served basis. Applicants will be notified of award status within 5 business days after submittal. Scholarships are subject to available funding.

If scholarship application is approved, the scholarship will be awarded upon completion of registration. The applicant is responsible for completing the class registration and paying the remaining fees for selected program or activity.

Scholarship awards do not guarantee enrollment and do not replace the registration process.

Scholarship funds are not available for expenses beyond the listed fee such as, but not limited to: supplies, materials, food and/or transportation.

Any refunds will be only for the amount paid by the applicant. Refunds requested must follow the existing Recreation & Cultural Services Refund Policy.

Scholarship Levels

- Level 1-50%:** Extends 50% scholarship for all programs to households who are enrolled in one of the eligibility programs.
- Level 2-75%:** Extends 75% scholarship for all programs to households who are enrolled in two or more of the eligibility programs.
- Level 3-100%:** Extends 100% scholarship to households demonstrating extreme extenuating circumstances.



RECREATION & CULTURAL SERVICES

SCHOLARSHIP APPLICATION

EXHIBIT A

2024

Application Requirements

Applications are accepted IN PERSON ONLY at City Hall. Applications will not be accepted at any other location.

Applications are accepted at the start of program registration.

Application must include copies of all required documents listed on the front of this form.

Incomplete applications and applications missing required documents will not be processed.

Scholarships are awarded as funding is available.

Completion of this application does not guarantee approval of a scholarship.

PARTICIPANT INFORMATION (PLEASE PRINT NEATLY-UNLEGIBLE APPLICATION WILL NOT BE PROCESSED)

Last Name	First Name	Preferred Pronouns	Date of Birth	Age
Last Name	First Name	Preferred Pronouns	Date of Birth	Age
Address	Apartment #	City	Zip Code	Phone#

PARENT OR LEGAL GUARDIAN INFORMATION (FOR YOUTH APPLICANTS ONLY)

Last Name	First Name	Preferred Pronouns	Phone #	Email
Address	Apartment #	City	Zip Code	
IF DIFFERENT THAN ABOVE				

APPLICANT ACKNOWLEDGEMENT AND DISCLAIMER

The information provided is true and correct and the eligibility criterion has been met. Any falsification of information will be cause for immediate and automatic removal from any program, activity, or class for which a scholarship was granted as well as disqualification from the Scholarship Program. Scholarships are awarded as funding is available and this application does not guarantee an award. Applicant is responsible for any additional costs (supplies, etc.) that are not covered by the scholarship funds. Participation in the Scholarship Program will be subject to all Policies and Procedures set forth by the City of Marina’s Recreation & Cultural Services Department.

I understand that my signature below indicates that I have read and understand the Policies and Procedure s of the City of Marina’s Recreation & Cultural Services Scholarship Program.

Print Name	Signature	Date

FOR OFFICE USE ONLY

Application received by: _____		Date received: _____	
Application includes: Proof of Identity ☐		Proof of Residency ☐	Proof of Eligibility ☐
Approved: Level 1 (50%)		Level 2 (75%)	Level 3 (100%)
If denied, reason for denial: _____			
Approver: _____		Date: _____	

November 21, 2023

Item No. **10g(3)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of November 21, 2023

**CITY COUNCIL CONSIDER ADOPTING RESOLUTION NO. 2023-,
APPROVING THE CREATION OF A NEEDS BASED ASSISTANCE
PROGRAM TO PROVIDE ACCESS TO RECREATION & CULTURAL
SERVICES PROGRAMS AND SERVICES.**

RECOMMENDATION: It is recommended that the City Council consider:

1. Adopting Resolution No. 2023-, approving the creation of a needs-based assistance program to provide access to recreation & cultural services programs and services.

BACKGROUND:

Per 2021 United States Census Bureau, the median household income for City of Marina residents is \$78,795 and 10.2% of individuals are in poverty. While current fees are set at only a fraction of the cost to provide services, some residents still need financial assistance to access Recreation & Cultural Services programs, classes, and activities.

While not authorized, the past practice has been for staff to waive fees for any individual stating that they are unable to pay.

Due to extremely low fees, compared to the cost of service, and the practice of waiving fees; the cost recovery for the Recreation & Cultural Services Department as a whole, has averaged 9% over the past 5 years (2018-2023).

Cost recovery refers to offsetting the costs (expenses) of delivering services by way of revenues generated from fees and charges, sponsorships, donations, grants, and other alternative revenue streams. Alternatively, subsidies represent a tax source, the General Fund. It is a benefit given by a governmental entity; typically to remove some type of burden, and often considered to be in the overall interest of the public. It is also given to promote social good or an economic policy.

For example, a cost recovery level of 75% simply means that for each dollar spent on a service, 75-cents are generated from a revenue source (i.e., fees) with the remaining 25-cents covered by subsidies (i.e., taxes, General Fund).

Over the past 5 years, the Recreation & Cultural Services Department has spent \$6,025,429 on providing services, and collected \$563,314 in fees, to cover the cost of service. This is a 9% cost recovery over a 5-year period. During that same time, the General Fund has subsidized the department \$5,462,314. So, on average, Marina taxpayers are subsidizing 89%, or \$1,092,423 per year, of the cost for individuals to participate in Recreation & Cultural Services programs, classes, and activities. As costs increase due to minimum wage increases, salary compaction, inflation of cost of goods and services; this model is financially unsustainable.

ANALYSIS:

To ensure that services are accessible to residents who may require financial assistance to participate in recreational activities, and to reduce the subsidy from the General Fund, staff has developed a needs-based assistance program.

The City of Marina's Recreation & Cultural Services Scholarship Program will ensure that qualifying Marina residents will have access to participation in department programs, classes, and activities. The Scholarship Program will be funded through private donations. All requests will be first come, first served and subject to available funding. Applicants will be required to show proof of identity, proof of residency, and proof of financial need. Specific requirements to establish eligibility are detailed in the 2024 Scholarship Application, **EXHIBIT A**.

FISCAL IMPACT:

Based on the approximate number of program fees waived in prior years, staff estimates an annual loss of revenue near \$5,000 per year. Without a Scholarship Program, losses will increase significantly as the volume of program offerings and fees increase. The Scholarship Program funds will make the Recreation & Cultural Services Department "whole" while reducing reliance on the General Fund.

CONCLUSION:

This request is submitted for City Council consideration and possible action.

Respectfully submitted,

Andrea M. Willer
Recreation & Cultural Services Director
City of Marina

REVIEWED/CONCUR:

Layne P. Long
City Manager
City of Marina