

STAFF REPORT

Consent Agenda Item

DATE: January 20, 2026

TO: Honorable Mayor and Council Members

FROM: Kaylyn Stainbrook, Parks and Recreation Director

THROUGH: Amy Nilsen, City Manager

SUBJECT: Parks and Recreation Department Monthly Report

STAFF RECOMMENDATION:

Receive report as an informational item.

EXECUTIVE SUMMARY:

Parks Maintenance

- Park Maintenance has one full-time Park Maintenance Worker II on leave.
- Deferred Maintenance Items:
 - Forest Management
 - Pavilion Foundation
 - Pavilion Interior/Exterior Paint
 - Monday Club Paint
 - Museum Steps and Ramp
- Park/Facility Maintenance Tasks Completed (done *in addition* to several routine items):
 - Troubleshoot, ordered parts for, and repaired a broken heater in the Pavilion.
 - Performed chair safety and maintenance inspections in the Pavilion.
 - Collected trash and performed litter pickup at bus stops throughout City.
 - Removed approx. 75 pounds of wet clothing and litter from the creek under Main Street.
 - Inspected and cleaned the footbridge near Carson Woods.
 - Prepared for the Christmas Truckers Parade (restroom prep and traffic signs)
 - Prepped and applied floor sealant to the Pavilion floor (Total: 48 staff hours).
 - Replaced hazardous boards of the Museum ADA ramp.
 - Performed skate maintenance and safety inspections due to damage to newly refurbished floors.
 - Removed hazardous “widow maker” branches from trees in the Rohner playground.
 - River Lodge:
 - Replaced a broken light switch in the sound system room.
 - Replaced air filters.
 - Prepared and installed sheetrock in the kitchen.
 - Performed plumbing and electrical maintenance.

Rentals

There were eight Monday Club rentals and two Rec Hall rentals. Additionally, several user groups, such as the Genealogical Society, Fortuna Garden Club, Eel River Little League, Eel River Youth Soccer League, Emerald Football Club, Fortuna High School, Redwood Prep and Results Fit Camp, continue to use our indoor and outdoor facilities on a recurring basis.

Community Service

- There are currently no active Humboldt County Probation-assigned community service workers serving Parks and Recreation.

Recreation

- During the month of December, programs experienced consistent growth. Drop-in programs and public skating both saw increased participation, averaging approximately 10 additional participants per program.
- The two-week Winter Break Camp started at the end of December and experienced a 28% increase in participation compared to the previous year. Thanks to additional funding from Changing Tides, we were able to provide meals for all break camps. This added support was very well received by the community and contributed to attracting new participants to the program.
- Additionally, two new Recreation Leaders were hired for the upcoming Hot Shots program. They bring strong experience working with children and sports programs, which will provide valuable support to the program's success.
- **Year-Round Recreation Programs (Firemen's Pavilion) Schedules:**
 - **Drop-in Pickleball:** Monday, Wednesday, and Friday mornings, 9:00am – 12:00pm; Sunday and Tuesday evenings, 7:00pm-9:00pm.
 - **Drop-in Basketball:** Thursday evening, 7:00pm-9:00pm.
 - **Drop-in Volleyball:** Sunday evening, 5:00pm-7:00pm.
 - **Public Skate:** Fri/Sat 6:30pm – 9:30pm, Sun 1:30pm – 4:30pm
 - **Private Parties:** Fri afternoon, Sat morning/afternoon, Sun morning (Varies)

Year-Round Programs	Drop-In Pickleball	Drop-In Basketball	Drop-In Volleyball	Public Skate	Private Skate Party
Total Sessions	15	2	3	9	12
Total Participants	276	26	33	229	265

Fortuna Transit

- Special Projects/Announcements/Donations
 - Our riders continue to utilize the weekly Eureka Medical Trips on Tuesdays.
 - The monthly Eureka Shopping Trip service continued in December – with options to visit the Bayshore Mall, WinCo and Costco.
 - An anonymous donor donated funds to sponsor the purchase of 5 punch cards specifically covering the trip cost of the “helpers” of our riders.
- Rider/Miles/Hours Stats per usual
 - 3 new riders signed up for the transit service in December.

	December 2024	December 2025	YTD July 2024-June 2025	YTD July 2025-June 2026
Total Passengers	658	525	5458	2692
Total Miles	1875	2023	14970	10334
Service Miles	1763	1893	13892	9643
Total Hours Worked	203	243	1703.75	1223.75
Service Hours Worked	186.25	222.25	1515	1121

Fortuna Depot Museum

- The museum had 94 visitors in December. Recent year's December visitation totals were: 2024: 108, 2023: 154, 2022: 137, 2021: 95, 2020 (open only on December 31): 3, 2019: 146, 2018: 147, 2017: 233, 2016: 184, 2015: 98.
- In December 2025, we welcomed California visitors from Eureka, Folsom, Fortuna, Loleta, Manhattan Beach, Sacramento and Santee, as well as out-of-state visitors from North Carolina.
- The following holiday exhibits were installed: "Merry Christmas 1975," featuring a tree decorated in the style of fifty years ago, along with the bound compilation of the 1975 *Humboldt Beacon*; Christmas 1925; and "A Taste of Christmas Cheer," highlighting holiday food traditions around the world.

River Lodge

- Hamanaka Painting is continuing the staining project at River Lodge.
- The Conference Center manager is working with Techome Innovations to schedule A/V update installation.
- River Lodge is now fully staffed with the addition of two new Conference Center Workers.
- Deferred Maintenance:
 - Sheetrock repair in the foyer from earthquake damage
 - Interior Paint
 - Replace failed windows/panes many rooms
- Notable events:
 - Humboldt Petroleum Holiday Party.
 - Ambrosini Elementary Holiday Performance.
 - Walker Elementary Holiday Performance.
 - Redwood Preparatory Charter School Holiday Performance.

	December 2024	December 2025	Fiscal YTD 25 - 26
Total Events	15	10	71
Total Attendees	2572	1620	7650
Total Days Occupied	16	10	78

RECOMMENDED COUNCIL ACTION:

Receive Parks and Recreation Department Monthly Report. Consent Agenda vote.