

STAFF REPORT

Consent Agenda Item

DATE: May 18, 2026

TO: Honorable Mayor and Council Members

FROM: Jason Kadle, Lieutenant

THROUGH: Amy Nilsen, City Manager

SUBJECT: **Humboldt Domestic Violence Services – Bingo Permit Application**

STAFF RECOMMENDATION:

Approve Humboldt Domestic Violence Services Bingo Permit Application.

EXECUTIVE SUMMARY:

The organization Humboldt Domestic Violence Services is seeking a permit to operate “Charitable Bingo Games” at the Fortuna Veterans Memorial Building. Paulette Pettit with Humboldt Domestic Violence Services contacted the City of Fortuna to ascertain what steps were needed to conduct Bingo games for their fundraising event.

The Fortuna Municipal Code allows Charitable Bingo Games in accordance Chapter 5.16 of the Fortuna Municipal Code; however, no permit has been received for this activity. In response to this request staff prepared an application with the information required to confirm compliance with the municipal code and provided it to Mrs. Pettit.

Mrs. Pettit submitted the application to the city, which was reviewed by Interim Police Chief Eberhardt. The application contained all the required information and it appears to be consistent with the requirements. A complete copy of the application is attached. The applicant was provided Fortuna Municipal Code Section 5.16 and made aware of all pertinent requirements and conditions. The following is a summary of the primary conditions:

- The games will be run by Humboldt Domestic Violence Services
- The games will be open to the public
- The games will be held within the City of Fortuna
- The games will not take place outside the hours of noon to midnight
- The maximum prize limit per game will not exceed \$250

Humboldt Domestic Violence Services acknowledged these primary conditions and the complete conditions outlined in Fortuna Municipal Code 5.16. Their event is scheduled to take place on September 11, 2026, at Fortuna Veterans Memorial Building from 5pm to 10pm.

The municipal code gives the chief of police the authority to inspect the premises in order to ensure that the operation of bingo games at the premises does not constitute a violation of any state or

federal law and to inspect the records and special bank accounts containing profits derived from bingo games of any organization conducting bingo games whenever deemed reasonable and appropriate to ensure compliance with municipal code.

There is no established fee in the fee schedule for this activity. Staff are not recommending that a fee be charged for this application at this time. Any other applicants that wish to obtain a permit for a Bingo gaming operation will be required to follow the application process and requirements and seek separate Council approval.

The proposed permit duration for this application is three years. The Council may include any restrictions to the permit that the Council deems reasonable and necessary to ensure compliance with the municipal code Chapter 5.16. A copy of this chapter is attached.

FISCAL IMPACT

Staff time necessary to review application and confirm compliance with the municipal code over a period of three years.

RECOMMENDED COUNCIL ACTION:

Receive and Approve Humboldt Domestic Violence Services – Bingo Permit Application. Consent Agenda vote.

ATTACHMENTS:

- Humboldt Domestic Violence Services – Bingo Permit Application
- Chapter 5.16 of the Fortuna Municipal Code