

STAFF REPORT

City Council Business Item

DATE: May 19, 2025

TO: Honorable Mayor and Council Members

FROM: Matthew A. Eberhardt, Chief of Police

THROUGH: Amy Nilsen, City Manager

SUBJECT: Kiwanis Club of Rio Dell – Scotia Bingo Permit Application

STAFF RECOMMENDATION:

Hold a public hearing to consider approving a bingo permit for the Fortuna Senior Center.

EXECUTIVE SUMMARY:

The Kiwanis Club of Rio Dell – Scotia is seeking a permit to operate “Charitable Bingo Games” at the River Lodge Conference Center. Dana Webb, Chairperson of their Bingo event, contacted the City of Fortuna to ascertain what steps were needed to conduct a Bingo game for their annual fundraiser.

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 the compliance with the municipal code and provided it to Ms. Webb.

Ms. Webb submitted the application to the City and reviewed it with the City Manager. The application contained all of the required information and it appears to be consistent with the requirements. A complete copy of the application is attached and a summary of the application is provided below:

- The game will be run by the Kiwanis Club of Rio Dell – Scotia
- The game will be held at the River Lodge, 1800 Riverwalk Dr.
- The game will not take place outside the hours of 6pm to 8:30pm
- The maximum prize limit will not exceed \$250
- Funds from the game will be donated to kids in the community for various school related expenses

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.

As this is the second formal request the City has received for Bingo within the City of Fortuna, there is no established fee in the fee schedule for this activity. Staff is 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:

1. Receive staff presentation and review Council questions with staff
2. Open Public Hearing
3. Close Public Hearing
4. Motion to approve Bingo Permit for the Kiwanis Club of Rio Dell - Scotia. Voice Vote.

ATTACHMENTS:

- Kiwanis Club of Rio Dell - Scotia Bingo Permit Application
- Chapter 5.16 of the Fortuna Municipal Code