



City of Huntington Beach
Community & Library Services Department
1600 Palm Avenue
City Gym and Pool

FREQUENTLY ASKED QUESTIONS

General Rental Questions

1. Are we allowed to serve food?
 - a. Yes, but food may only be served and consumed in Room A or Room B. Light refreshments may be prepared in kitchen, if rented, with provided appliances (oven, microwave, refrigerator & freezer), but all other cookware must be brought in by renter. Rentals may also be catered by outside vendors as long as food is prepared offsite.
2. Can we sell products or services during the rental?
 - a. No food or other products may be sold during private rentals. Applications will not be approved for rentals that charge for services (ex: sporting events that charge to participate or spectate).
3. What time may we arrive to set up for our rental?
 - a. Rental time includes set up and clean up. During closed hours, City Staff will open facility doors at the time specified on rental application. If rented during open hours, room doors will be opened at specified rental time.
4. How will guests be directed to the correct area of building?
 - a. Rentals in the gymnasium and/or Room A will enter through the front doors of the building. Rentals in Room B and/or the pool will enter through the back entrance on the left hand side of the building. City Staff will place signs on front and side doors directing towards correct entrance.
5. Does the City Gym provide or rent table covers or other decorations?
 - a. No, the only items provided are tables and chairs (subject to availability). Before processing payment City Staff will confirm if your table and chairs requests can or cannot be met.
6. Can we drop off supplies or decorations in advance?
 - a. No, all items must be brought with renter at beginning of rental time.
7. Is alcohol allowed to be served?
 - a. No, alcohol is not allowed to be served or consumed during rentals.
8. Are renters responsible for clean up?
 - a. Yes, the premises are to be completely cleaned (sweeping floors, removing decorations, emptying trash) by renter. All maintenance supplies will be provided. If facility is not cleaned by specified rental end time, renter will be charged for at least one hour at double the hourly rate and/or forfeit the cleaning deposit.
9. Are renters responsible for room set up?
 - a. City Staff will place folded tables and chairs in rented area (subject to availability), but renters must set up for rental and break down after rental.
10. Can we use other rooms throughout the facility that are not rented?
 - a. Renter and guests must remain in rented areas only for entirety of rental, with the exception of restroom usage.
11. Where should we unload our vehicles?

- a. The loading zone is located at the front of the building on Palm Avenue along the yellow curb. Renters must unload vehicles and move to a legal parking space within 5 minutes to prevent ticketing.
12. What kind of footwear is appropriate?
 - a. No shoes with heels or cleats are allowed in building. Appropriate shoes are required to be worn at all times (pool deck is exempt).
13. What is the min/max amount of time the City Gym may be rented?
 - a. The minimum rental time is two hours. There is no maximum amount of time, but the facility is only available from 9:00am-10:00pm, subject to availability.

Pool Rental Questions

1. Are pool toys allowed?
 - a. No pool toys of any kind are allowed.
2. Are flotation devices allowed?
 - a. No flotation devices of any kind are allowed, including lifejackets. All non-swimmers must be accompanied on pool deck and in water by person 18 years of age or older at all times.
3. Will the pool be available during my entire rental?
 - a. Yes, the pool will be open and staffed by lifeguards during the entire rented period. Lifeguards will remain on pool deck even if no swimmers are present.
4. May we bring our own lifeguard instead of paying for one or both?
 - a. No, only American Red Cross Pool Lifeguards employed by the City of Huntington Beach may supervise the pool during rentals.

Gymnasium Rental Questions

1. Can we serve food in the gymnasium?
 - a. No, food may only be served and consumed in Room A or Room B.
2. Are tables and chairs allowed in the gymnasium?
 - a. Only tables and chairs provided by City Gym are allowed in the gymnasium (based on availability). No outside tables or chairs are allowed.
3. Can we turn off the lights in the gymnasium?
 - a. No, all gymnasium lights must remain on during the entire rental.
4. Is amplified sound allowed?
 - a. Amplified sound is allowed at a reasonable volume. Renters may be asked to lower volume at City Staff's discretion. All gymnasium doors and front doors to the facility must remain closed during entirety of rental. Regardless of rental end time, all amplified sound must be turned off no later than 9:30pm.
5. Can we bring in a fog machine or strobe lights?
 - a. No fog machines or lights of any kind (strobe, disco, etc.) are allowed.