



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

POLICIES GOVERNING USE OF THE CITY GYM AND POOL

Thank you for utilizing a Community & Library Services facility. A city recreation worker will be on the premises during your event AT THE TIME SPECIFIED on your facility application. It is your responsibility to see that your event is adequately supervised. Notify the City Gym and Pool immediately of any change in use. Any change in the use of the facility must be approved by the Center Director at least one week prior to the event and is contingent upon that approval.

Seven calendar days' notice and a \$10 fee are required to **cancel** a reservation or **change** a date or time. The \$10 fee is in addition to any hourly rates charged for extra rental time.

Please allow at least 30 minutes for setup and 30 minutes for cleanup. Depending on the nature and size of the rental, you may be required to allow at least 60 minutes for set-up and 60 minutes for cleanup.

REGULATIONS:

- Permits will only be issued to persons 21 years of age and over. The person signing the application is responsible for the facility and must be present for the duration of the event.
- No alcohol may be served under any circumstances. If any person has possession of an alcoholic beverage at any event, the alcohol and the guest must be removed from the premises immediately.
- An adult chaperone (21 years) will be required for every 25 minors at youth events.
- Payment of all fees is required with the application. The facility must be cleaned and left in good condition in order to qualify for a full refund of the cleaning and/or security deposit. Failure to vacate the facility at the pre-designated time will result in an additional charge at double the appropriate rate. Everything must be accomplished prior to the closing time specified on your application. *Please allow 4-6 weeks for refund(s).*
- Groups requiring time for decorating or other preparation **must include** the time on the original application. Supplies may not be delivered prior to the beginning rental time on the approved application. Do not use staples or tape on the walls or windows.
- Building Curfew: Monday-Sunday 10:00 p.m. Under no circumstances may a group stay past the designated curfew times. **FOR LARGER GROUPS, EVENT MUST CONCLUDE AND MUSIC MUST BE TERMINATED ONE HOUR PRIOR TO DESIGNATED RESERVATION ENDING TIME.**
- Patrons must have facility cleaned by the ending time specified on the application. ***If the facility is not cleaned by the time specified, you will be charged for at least one hour at double the hourly rate and/or forfeit your cleaning deposit.***
- Kitchen is to be used for catered meals and light refreshments. All food, supplies, and trash must be removed from kitchen upon conclusion of event.
- Rented tables, chairs and other equipment must be removed at the end of the event. All equipment must have prior approval of Supervisor. For safety reasons the use of fog machines and strobe lights is prohibited.

The use and/or distribution of expandable polystyrene (Styrofoam) products by any attendee, vendor, caterer, supplier, or any other person attending the permitted event are prohibited by City Resolution No. 2005-1. Security deposit will be forfeited if it is determined that such products were utilized.

13.48.080 Boisterous Conduct: No person shall maliciously or willfully disturb the peace and quiet of a park or of any person therein, by loud or unusual noises, or by indulging in riotous, boisterous, threatening, indecent, or offensive conduct or by using abusive, profane, indecent, or vulgar language. No person shall, within any park, disturb in any manner any picnic, meeting services, concert, exercise or exhibition.

No person shall play or utilize any sound-amplifying system within or upon any park or facility not set aside for such purpose by the City Council or the Director

13.52.020 Unlawful Acts: It is unlawful for any person to do or commit, or for any reason to cause or permit to be done or committed on or within the premises of any public building within the city, and of the following:

- a) **Disfiguration and Removal:** Willfully mark, deface, disfigure, injure, tamper with, or displace or remove any buildings, bridges, tables, benches, fireplaces, railings, paving or paving material, waterlines or other public utilities or parts or appurtenances thereof, signs, notices, or placards whether temporary or permanent, monuments, stakes, posts, or other boundary markers, or other structures or equipment, facilities or park property or appurtenances whatsoever, either real or personal.
- b) **Restrooms and Washrooms:** Fail to cooperate in maintaining restroom and washrooms in a neat and sanitary condition.
- c) **Sanitation:** Have brought in or shall dump, deposit or leave any bottles, broken glass, ashes, paper, boxes, cans, dirt, rubbish, waste, garbage or refuse, or other trash;
- d) **Alcoholic Beverages:** To consume any alcoholic beverages of any kind whatsoever except when attending a function operating under an alcohol permit issued in accordance with Chapter 9.84 of the is code: ****NOTE** ALCOHOL MAY NOT BE SERVED OR PRESENT AT THE CITY GYM AND POOL. IF ANY PERSON HAS POSSESSION OF AN ALCOHOLIC BEVERAGE AT THE CITY GYM AND POOL, THE ALCOHOL AND THE GUEST MUST BE REMOVED FROM THE PREMISES IMMEDIATELY.**
- e) **Vending and Peddling:** Expose or offer sale any article or thing, nor station or place any stand, cart, or vehicle for transportation, sale or display of any such article or thing;
- f) **Advertising:** Announce, advertise or call the public attention in any way to an article for sale or hire.

13.52.030 Nuisance: It shall be deemed a public nuisance for any person to do or commit, or cause to permit to be done or committed on or within the premises of any public building within the City of Huntington Beach, any act as described in the foregoing sections.

The police will be called for any disturbance and the event will be shut down immediately. This will also constitute a breach of contract and no refund will be issued. In addition, any person violating any provision of this chapter shall, upon conviction thereof, be guilty of a MISDEMEANOR and subject to a fine or to be imprisoned in the City or County Jail, or both.

- Security guards may be required depending upon the nature and/or size of the rental. Final decision is at the discretion of the Center Director.

If you have any questions regarding rentals, please contact the City Gym and Pool at (714) 960-8884.

I HAVE READ AND AGREE TO COMPLY WITH THE ABOVE REQUIREMENTS:

Signed _____

Date _____