

CITY OF LAGRANGE  
RANDOLPH RECREATION/ACTIVITY CENTER  
FACILITY – ROOM DIMENSIONS, OCCUPANCY LOADS, and AMENITIES

The City of La Grange Randolph Recreation /Activity Center is designated as a drug, tobacco and alcohol free facility. **There is to be NO smoking, consuming selling and/or distributing of drugs, alcohol or tobacco products on the premises.**

**FACILITY INFORMATION**

❖ **BUILDING A**

- General Assembly/Meeting Room - 40'x33' – Load Occupancy – 88
- Arts/Crafts (West Wing) – 21'x26' – Load Occupancy – 36
- Club Office (West Wing) – 21'x16' – Load Occupancy – 22
- Games Room (West Wing) – 21'x17' – Load Occupancy – 24
- Quilting Room (East Wing) – 21'x22' – Load Occupancy – 31
- Reading Room (East Wing) – 16'x 13' – Load Occupancy – 14
- Exercise Room (East Wing) – 21'x25' – Load Occupancy – 35
- Kitchen (East Wing) – is a separate rentable area – NOT included in rentals – Load Occupancy – N/A

❖ **BUILDING B**

- Meeting Room A - 30'x19' – with bi-folding wall closed – Load Occupancy – 38
- Meeting Room B - 16'x19' – with bi-folding wall closed – Load Occupancy – 20
- Meeting Rooms A & B – 46'x19' – with bi-folding wall open – Load Occupancy – 58

❖ **BUILDING C**

- Dance/YOGA Room – 32'x19' – Load Occupancy – 41

❖ **BUILDING D**

- Game Room 1 - 37'x24' – with bi-folding wall closed – Load Occupancy – 59
- Game Room 2 - 37'x24' – with bi-folding wall closed – Load Occupancy – 59
- Game Rooms 1 & 2 - 74'x48' – with bi-folding wall open – Load Occupancy – 118

❖ **BUILDING E**

- Gymnastics/Cheer Gym – 40'x70' – Load Occupancy – 180

❖ **WEST GYMNASIUM**

- Gym Floor – Load Occupancy – 418
- Kitchen – is a separate rentable area – NOT included in rentals – Load Occupancy – N/A
- Stage – is a separate rentable area – NOT included in rentals – Load Occupancy – 20
- Bounce House – is a separate rental fee – 800 lb. max occupancy

A building Rentable Areas and Occupancy loads MAP is attached to help you determine location/needs within the facility. NOTE: Please understand that some areas may not be available for rent at times that other activities are in progress within the facility. All City of La Grange Programs and/or Activities and Emergency needs take precedence for all rentable spaces.

**AMENITIES OF THE FACILITY**

Tables and Chairs      The City of La Grange will furnish 6'x32" rectangle tables, 4' or 6' round tables, 42" square card tables, or 6'x18" conference tables and folding chairs for rentals. These

furnished tables/chairs are limited in numbers.

\*Limited to numbers that correspond to load occupancy\*

- P.A. System/Podiums The City of La Grange will furnish a Podium with built-in P.A. System for those requesting usage in larger meeting areas. \*NOTE: on a first-come, first-serve basis\*
- Garbage Receptacles The City of La Grange will furnish garbage receptacles, plastic liners, and an on-site dumpster for renters usage of disposal of event garbage.
- Cleaning Supplies The City of La Grange will furnish brooms/dustpans, mops, and mop bucket for clean-up for renters area of usage.
- Heating/Cooling The facility has fully operational centralized A/C and Heating units throughout the facility. The thermostats will be programmed by City of La Grange staff only.
- Restrooms The facility has Men's and Women's restrooms in all areas of the facility. A set of Restrooms are located in Building A ~ West Wing and East Wing; Building B has a Men's/Women's single and separate Men's and Women's in Corridor E between Building B and Building D; Building E (Gymnastics) has a Men's/Women's single; and Gymnasium has a Men's and Women's restroom with single shower in each.
- Coffee Bars A coffee bar is located in Building D - Game Room 2, and a Serving Bar is located in Building A - General Assembly/Meeting Room
- Arts/Crafts Building A/West, Arts & Crafts Room has tables, chairs, easels, cabinets, and a sink.
- Club Office Building A/West – has a small oval conference table with 8 chairs, and additional chairs around perimeter. This room also includes 5 lockable closets for clubs and/or organizations usage. The room is designated for purposes of small group meetings. \*Lockable Closets are on a first-come first-serve basis\*
- Games Room Building A/West has square card tables with chairs for patrons usage in playing table games.
- Quilting Room Building A/East, is reserved for quilting group(s).
- Library Within Building A, the Reading Room houses a small library of hard/soft cover books chairs and loveseat.
- Fitness Equipment Building A/East, The Exercise Room has fully operational fitness machines and a limited number of free weights and exercise balls. This room is designated to those paying Membership for usage.
- Computer Area A desktop computer is located in Building B, Meeting Room A.
- YOGA/Dance Building C – single room with VCT flooring, wall mirror and dance bar.
- Meeting Room A or B Building B, houses a single or two rooms – Room A has computer area listed above, or And Room B has a wall mounted 46" TV. When wall is open, space is available for larger

size meetings (if selected).

Game Room 1 or 2	Building D, houses a single or two rooms – with a folding-wall divider – for youth or adult meetings/parties. Room 1 has a wall mounted 60” TV and access to outside entry doors, adjacent to West Gym doors and Room 2 has a coffee bar and access to the West Gymnasium (if selected for rental)
Gymnastics/Cheer	Building E – Metal building/East - fully insulated with A/C and heat. Spring floor, trampoline and pit-mat are included. A single restroom is within this building. Utilized for Tumbling/Gymnastics classes, by registration only.
Kitchen Amenities	Building A - Kitchen has a stove, oven, microwave, refrigerator, freezer, sink, and roll-up serving bar. West Gymnasium - Kitchen has a stove, oven, (2) microwaves, commercial size refrigerator, freezer, sink, small ice machine, and a roll-up serving bar.
TV/DVD Player	TV’s - 70” flat screen/wall mounted in Building A General Assembly Room, 60” flat screen/wall mounted in Building D, and 46” flat screen/wall mounted in Building B. These are available for renter’s usage upon request, and DVD players are available on a first-come, first-serve basis.
Internet Services	Wireless internet service is throughout the facility.
Courtyard	A ‘plaza courtyard’ with tables & chairs, umbrellas, and seasonal potted flowers will be available for visitors enjoyment in the outdoors.
Parking	A paved/concrete parking area is available on the East and North side of the facility. Also, parking is on Pearl Street in front of Building B and adjacent to the west Gymnasium.
Walkways	Covered walkways are throughout the facility. A covered walkway is also along the Northern end of Building E (Gymnastics/Cheer) from parking area to Building A. A separate, uncovered, walkway is on the North side of Building A for quick access to and from East/West wings, causing less disturbance to occupants within the General Assembly/Meeting room.
Staff	Staff will be on Duty and/or on-call for all operations within the facility. No keys are issued for rentals.