

BOARD REPORTNO. 26-029DATE February 05, 2026C.D. #**BOARD OF RECREATION AND PARK COMMISSIONERS**

SUBJECT: PROPOSED ADOPTION OF THE DEPARTMENT OF RECREATION AND
PARKS ALCOHOLIC BEVERAGE POLICY

B. Aguirre	_____	M. Rudnick	_____
B. Jones	_____	C. Santo Domingo	_____
C. Stoneham	<u>C.S</u>	N. Williams	_____



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS

1. Adopt the revised Department of Recreation and Parks (RAP) Alcoholic Beverage Policy as set forth in Attachment 1 to this Report, effective immediately upon approval of this Report by the Board of Recreation and Park Commissioners (Board); and
2. Authorize RAP staff to make technical corrections, as may be necessary to carry out the intent of this Report.

SUMMARY

The Department of Recreation and Parks (RAP) Alcoholic Beverage Policy underwent a revision, approved by the Board of Recreation and Park Commissioners (Board) on March 7, 2024, as a two-year pilot program. The primary goal of these revisions was to streamline approval processes and better align the policy with RAP's current liability standards. Key changes to the policy included:

- Removing the previous restriction that limited alcoholic beverages to only beer and wine.
- Authorizing the General Manager to approve the sale of alcohol for events exceeding the limits of five public open-area events per region per year or one event per park per year.
- Requiring permittees to hire and provide uniformed security officers.
- Increasing the non-refundable deposit for each day alcoholic beverages are sold from \$150 to \$500.

As part of the pilot program's implementation, the Board directed staff to "report back to the Board annually" on this program, including the policy's implementation, the number of events by park, revenue generated, and any safety considerations. However, the completion of this report was

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delayed because RAP staff played a critical role in the emergency response to the January fires and the Child Care Request for Proposal process.

The pilot program's implementation did not result in a significant impact on the parks or a considerable rise in the number of events where alcohol was served. Furthermore, no major safety concerns emerged.

The pilot program's initial year was successful, generating additional revenue and allowing RAP facilities to increase the frequency of events permitted to sell alcohol at a single site (Attachment 2 to this Report). Furthermore, the number of events with alcohol sales across regions, particularly in the Metro Region, expanded. The expanded ability to serve spirits in addition to beer and wine had no notable affect on safety. Staff recommends adopting the current alcoholic beverage policy with a small number of minor, non-substantive updates to clarify the policy's standards and procedures.

FISCAL IMPACT

The approval to adopt the revised Alcohol Beverage Policy will have no fiscal impact on RAP's General Fund.

This Report was prepared by Patricia Delgado, Executive Director, EXPO Center.

LIST OF ATTACHMENTS/EXHIBITS

- 1) Proposed Revised Alcohol Beverage Policy for Adoption
- 2) Events with Alcohol Served and Generated Gross Alcohol Sales

DEPARTMENT OF RECREATION AND PARKS
ALCOHOLIC BEVERAGE POLICY
SALE, SERVING AND CONSUMPTION OF ALCOHOLIC BEVERAGES
Revised January 2026

The provisions set forth within this policy govern the sale, service and /or consumption of alcoholic beverages in all Department of Recreation and Parks (Department) operated parks and recreation facilities with the exception of those facilities where ongoing alcoholic beverage sales have been authorized by the Board of Recreation and Park Commissioners (Board) pursuant to a written concession agreement or separate board policy. The major factors to be considered in determining approval of alcoholic beverage sales on Department property are patron safety, property protection, and prevention of minors' consumption of alcoholic beverages.

All persons and/or agencies wishing to sell, serve or consume alcoholic beverages on Department property must comply with the provisions listed herein. Department staff shall notify the Los Angeles Police Department (LAPD) Chief's Office when the sale, serving and/or consumption of alcoholic beverages is associated with a City sponsored event. When the sale, serving and/or consumption of alcoholic beverages is associated with a private or permitted event, the permittee is responsible for notification to the LAPD Chief's Office.

1. Department Authority for Approval

The Department's General Manager is responsible for approving or disapproving requests to sell, serve, and/or consume alcohol in Department parks and recreation facilities within the parameters of this policy, and to issue instructions to Department employees in connection with the enforcement of this policy.

The criteria to be considered in the General Manager's determination for approval includes, but are not limited to, the following: applicant's past performance under similar conditions; expected community involvement in proposed event and/or community sensitivity or resistance to alcohol consumption in proposed area; capability and availability of City resources to support event; proposed utilization of revenues generated by sales; applicant's experience, resources, and ability to appropriately conduct alcoholic beverages sales or service; possible interruption of Department sponsored programs or previously scheduled events; Department experience with similar events; and the general interference with or disruption of the public's normal enjoyment of Department facilities.

If the General Manager determines that a permit to sell, serve, and/or consume alcohol should not be issued, the General Manager shall inform the applicant by delivering a brief written statement explaining the reason(s) for denial.

If an applicant intends to sell or serve alcoholic beverages at more than five public open-area events within the same Department region per year, the applicant must also obtain written certification from the LAPD Chief's Office that adequate police resources can be made available for the event.

Please note that these requirements do not extend to the Department's special event venues, which include but not limited to Brand Park Community Center, Orcutt Ranch Horticultural Center, Grace E. Simons Lodge, Friendship Auditorium, Griffith Park Visitor's Center Auditorium, Wattles Mansion, Pershing Square, Monticillo De Leo Politti, Cabrillo Beach Bathhouse, Ramona Hall, Exposition Park

and Rose Garden, and the Greek Theatre, where the sale, service, or consumption of alcohol is governed by a written concession agreement or separate board policy.

2. Location

In accordance with the provisions set forth herein the General Manager shall approve or disapprove the serving and/or sale of alcoholic beverages at small gatherings held exclusively within Department buildings where the number of persons in attendance does not exceed the building's occupancy load established by the Fire Department and the Department of Building and Safety. Such events must be conducted during weekdays in remote areas away from the general public, and cannot be open to the public. Alcoholic dispensing and consumption at such events cannot interfere with or disrupt the public's normal use or enjoyment of Department facilities.

In addition, the General Manager may approve the sale and/or serving of alcoholic beverages at special events which are conducted in open areas of parks and recreation centers where no permanent containment facilities exist **ONLY** if the permittee provides temporary containment of the area in which the alcoholic beverages will be sold and consumed by using temporary physical barriers, and complies with all other provisions set forth in this policy. The required barriers may be constructed by a variety of methods and materials (i.e., picket fencing, flame proofed hay bales, stanchions and cable, etc.). However, the barriers must be connected and completely surround the area where alcoholic beverages will be sold and consumed, except for one opening to allow ingress and egress. The barricaded area must allow patrons adequate space within the confined area, and must have access to a telephone and/or cell phone coverage. The barriers cannot be so restrictive that rapid and safe egress from the area is prevented if emergency evacuation becomes necessary. The permittee shall provide ample seating within the area to accommodate patrons and post a sign at the entrance prohibiting patrons within the area from carrying alcoholic beverages out of the contained area. Such sign shall be clearly visible to patrons inside the area. Permittee shall provide ample trash containers within the area to accommodate all trash generated by the concession. **Alcohol sales must end one hour prior to the conclusion of the event.**

3. Control

When alcoholic beverages will be served, a Department employee must be on duty and immediately available for the duration of the event. In addition, for every 100 participants expected the permittee shall employ the services of uniformed security officers as determined by the Chief Park Ranger and/or LAPD, but not less than two officers per event. The security employee uniforms shall be worn for identification purposes and need not be limited to police-type or security-type uniforms. The Department staff person in charge of the facility shall approve the appropriate uniform. For outdoor events with an anticipated attendance of more than 250, the permittee shall pay the security officers directly and independently of any fees required to be paid to the Department. For indoor events, hall rentals, or outdoor events with an anticipated attendance of 250 or less, the Department may collect the security fees for the service and pay the contracted security vendor as determined by the identified Department liaison per the permit.

Where alcoholic beverages will be sold within a temporarily contained area, one or more uniformed security officers (the precise number to be determined by the Chief Ranger and/or LAPD) shall remain inside the contained area at all times during the event. If permittee wishes to employ a non-contracted security agency, such agency must be registered with the Los Angeles Police Commission. The security

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agency is responsible for ensuring each security guard assigned to the event possesses a State of California guard card and, if armed, must have the training credentials to be an armed security guard within the City of Los Angeles. Permittee shall employ such registered security officers in sufficient numbers but no less than two.

Permittee shall instruct security officers to maintain order within the area, prevent individuals under the age of 21 in the alcohol containment area, prevent patrons from carrying drinks out of the area, and prevent over-consumption of alcoholic beverages. If the required security officers fail to report to duty and/or are unable to remain on duty for the duration of the event, the permittee must immediately cease the operation of serving alcohol or the Department has the option to close down the event if a security guard is not present. Two weeks prior to the scheduled date of the event, the permittee shall present to the appropriate regional Superintendent or equivalent, a signed security contract or equivalent verification of adequate proposed security for the event.

4. Licenses and Permits

The permittee must submit in writing to the Department, a plot plan of the containment area, the proposed number of security guards, the security contract, and the proposed method of accounting for and verification of alcohol sales; and obtain the appropriate regional Superintendent or equivalent's written approval of the same. Permittee shall also obtain the necessary licenses and permits from the California State Alcoholic Beverage Control Board, City Clerk, Fire Department, LAPD, and County Health Department; and shall meet all other requirements and restrictions applicable to the use of Department Facilities. Permittee shall present copies of all permits and required documents at least two weeks in advance of the scheduled event. The approved Department permit, ABC License, and plot plan shall remain at the sales or serving site during all hours of operation and be available for inspection upon request by a Department representative or law enforcement official.

At least thirty days prior to the scheduled event, permittee must complete and submit to the LAPD Area Division Commander, a "Request for LAPD Consideration of Alcohol Dispensing Permit" and receive written recommendation of the Division Area Commander. (See Attached Form "Request for LAPD Consideration of Alcohol Dispensing Permit.")

5. Insurance

Permittee must meet the Department's regular insurance requirements for special events. Additionally, the permittee's required general liability insurance policy must include broad form liquor liability coverage and must include the City as an additional insured. The permittee's paid employees must also be covered by worker's compensation and the permittee must provide the Department proof of such coverage with a waiver of subrogation. All necessary insurance documents must be submitted on KwikComply (<https://kwikcomply.org/>), and upon successful submission by a licensed insurance broker, a Certificate Approval Number will be received. This approval number must be provided to the appropriate regional Superintendent or equivalent at least two weeks prior to the event.

6. Department Permit Fees

For the privilege of selling alcoholic beverages on Department owned and/or operated facilities, the permittee shall remit to the Department an agreed upon percentage of gross receipts from all alcoholic beverage sales (which percentage shall not be less than 20%).

ALCOHOLIC BEVERAGE POLICY - (continued)

The Department shall designate one or more Department employee to be on duty at the alcohol sale or serving site at all times during the event. Permittee shall reimburse the Department for the full cost of any overtime worked by the employee during the scheduled event. Scheduling of said employee shall be at the sole discretion of the appropriate regional Superintendent or equivalent.

The permittee must also remit to the Department in advance of the event, a non-refundable deposit of \$500 for each day alcoholic beverages will be sold. Permittee shall pay to the Department all fees and charges listed herein in addition to any other fees assessed by the Department for the event, such as Building Use Fee, Facility Use Fee, etc.

7. Collection and Verification of Proceeds

The permittee must utilize an accounting system that accurately records and provides verification of the gross alcohol sales receipts. The permittee, together with a Department representative, shall account for all proceeds from the sale of alcoholic beverages at the end of each operating day. The permittee shall remit the agreed upon percentage of gross alcohol sales receipts (but not less than 20% of gross receipts on alcohol beverage sales) to the Department before leaving the Department facility at the close of the event.

If the amount of any additional costs incurred by the Department exceeds the amount of the deposit, the permittee shall remit to the Department the total difference.

Events with Alcohol Served and Generated Gross Alcohol Sales Report

Facility	Name of Event	January 2023 – December 2023	January 2024 – December 2024	January 2025 – December 2025
Echo Park	Lotus Festival (July)	\$12,751.33	\$13,165.00	\$9,218.57
Lincoln Park	Plaza de la Raza (8-19-2023)	\$1,950.00		
Lincoln Park	Plaza de la Raza (10-14/15-2023)	\$2,150.00		
Lincoln Park	Plaza de la Raza (8-2-2024)		\$500.00	
Lincoln Park	Plaza de la Raza (8-20-2024)		\$3,500.00	
Lincoln Park	Plaza de la Raza (10-26-2024)		\$4,000.00	
Seoul International	Korean Festival (Fall)	\$16,426.00	\$19,989.00	\$19,453.00
Griffith Park	Shakespeare in the Park Wine Night			\$3,500.20
Griffith Park	Haunted Hayride (October 2025)			\$70,000.00
Hansen Dam	Watermelon Festival (June)	\$2,475.00	\$4,301.00	
Northridge	Salute to Recreation (May)			\$4,681.00
Revenue		\$35,752.33	\$32,290.00	\$106,852.77