

RULES AND REGULATIONS OF THE
DEPARTMENT OF PARKS AND RECREATION OF THE
COUNTY OF HAWAII

RULE 12 - RULES RELATING TO THE "FRIENDS OF THE PARK" PROGRAM

A. Organization and Purpose

1. The program was established by the Department for the purposes of:
 - a. Making improvements and beautifying our public parks and facilities.
 - b. Combatting vandalism, litter and other illegal activities in park facilities.
 - c. Assisting the maintenance staff in restoring deteriorated areas and providing volunteer manpower to help "stretch" tax dollars.
 - d. Assisting in the enforcement of park/facility rules and regulations.
2. The program will also assist the Department by serving as a vehicle whereby citizens can provide input toward the creative development of our public park areas and facilities.

B. Rules and Regulations

1. The program will be initiated under the rules which include, but are not limited to the following:
 - a. The program is open to all community groups and organizations; groups under the legal age of 18 are required to have adult supervision.
 - b. Groups must register by completing agreement forms with the Department. Approval of the Director is required for official recognition and acceptance. (Exhibit A)
 - c. Registered groups will indemnify, defend and hold the County of Hawaii harmless from and against any claim or demand for loss, liability or damage, including claims for property damage, and personal injury arising out of any accident on the premises. All groups are encouraged to obtain their own insurance coverage.

(Group members shall be subject to APA Rule 11, Rules Relating to the Department of Parks and Recreation Volunteer Programs.)

- d. Any individual suffering injury relative to the program/project is required to complete an incident report form and submit it to the Department within 3 days of the accident. (Exhibit B)
 - e. More than one group may choose to be assigned to a facility or park.
 - f. Department liaisons for each of the island districts will be designated by the Director, including parks maintenance supervisors and recreation district supervisors. The role of the liaison will be to help interpret the conditions of the agreement, resolve policy questions, expedite decisions, and inspect and monitor the work performed.
 - g. Any projects requiring building, electrical, plumbing or fire permits must first obtain the written approval of the Director.
 - h. Groups may sponsor fund-raising events for the purpose of purchasing equipment and materials for their designated project. Fundraisers must have written approval of the Director.
 - i. The Department will monitor the progress of all groups and maintain close and frequent communication.
 - j. The installation or placement of signs of any kind within the facility must have prior written consent from the Director.
2. All members of the public shall be entitled to the equal benefit and enjoyment of the park facilities. The volunteer groups shall not favor or discriminate against any person or group of persons on the basis of race, religion, color, sex, age, disability or national origin regarding such use or access.
 3. The department's director shall have the right to terminate an agreement with any group who abandons their responsibilities, abuses privileges or performs unsatisfactorily. All materials purchased by and equipment loaned by the Department shall be immediately returned to the Department in the event of cancellation. Any improvements whether completed or not shall become the property of the Department.
 4. If any provision of these rules or the application thereof to any person or circumstance is held invalid by a court of competent jurisdiction,

such invalidity shall not affect other provisions or applications of these rules which can be given effect without the invalid provision or application, and to this end the provisions of these rules are declared to be severable.

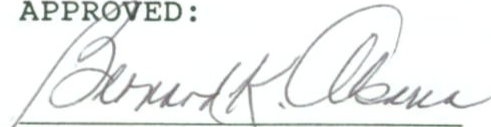
DEPARTMENT OF PARKS AND RECREATION
COUNTY OF HAWAII



DIRECTOR

Notice of Public Hearing: Hawaii Tribune-Herald and West Hawaii Today, July 25, 1989.

APPROVED:



MAYOR

11-9-89

DATE

APPROVED AS TO FORM AND LEGALITY:

GLENN H. SHIIGI

DEPUTY CORPORATION COUNSEL
COUNTY OF HAWAII

11-6-89

DATE

I hereby certify that the foregoing rules were received and filed in the Office of the County Clerk this 13th day of November, 1989.



Dep. COUNTY CLERK

FRIEND OF THE PARK AGREEMENT
DEPARTMENT OF PARKS & RECREATION
COUNTY OF HAWAII

EXHIBIT A

WE, _____ Incorporated Yes _____ No _____
ADDRESS _____ Non-Profit Org. Yes _____ No _____
_____ Telephone _____

wish to be recognized as the Friends of:

Park/Facility Name _____
Tax Map Key _____ Acreage _____

We wish to volunteer our services to help establish a maintenance standard of excellence for this public park/facility.

Our Coordinator is:

Name _____
Address _____
Telephone: (Bus) _____ (Res) _____

The P&R Department
Coordinator is:

Name Robert A. Fitzgerald
Address 101 Pauahi Street, Suite 6, Hilo, HI 96720
Telephone: (Bus) 961-8311 (Cell) 430-1627

In the event of an emergency situation during non-working hours, the Department of Parks & Recreation Contact is:

P & R Emergency Contact:

Robert A. Fitzgerald, Director
101 Pauahi Street, Suite 6, Hilo, HI 96720
Telephone: (Bus) 961-8311 (Cell) 430-1627

We agree to the terms and conditions set forth in the FRIENDS OF THE PARK Program.

Organization Representative (Print Name and Sign)

Application accepted by: _____
Director of Parks and Recreation

Date: _____

**FRIENDS OF THE PARK
ACCIDENT REPORT FORM**

1. Name of the Injured _____

2. Address of Injured _____

3. Phone Number _____

4. Accident Date _____ Time _____

5. Location of Accident _____

6. Nature of Injury (Please describe): _____

7. Immediate action taken (Please check):

() First Aid given by _____

() Sent to Doctor _____

() Sent to Hospital

() Reported to Department

8. Preventive Measures Recommended: _____

9. Report submitted by: _____

Please print name

Signature

Address

Telephone Number

Friend of the Park Program Agreement of Services for: _____

Description of Responsibility	Proposed Work/Schedule	Misc/Comments Commitments
Structures:		
Maintenance:		
Operations:		
Others:		