

ORDINANCE NO. _____

BILL NO. _____ (2014)

A BILL FOR AN ORDINANCE AMENDING TITLE 13, MAUI COUNTY CODE, TO
ESTABLISH A PARK VOLUNTEER PROGRAM

BE IT ORDAINED BY THE PEOPLE OF THE COUNTY OF MAUI:

SECTION 1. Title 13, Maui County Code, is amended by adding a new chapter to be
appropriately numbered and to read as follows:

**“Chapter 13.30
PARK VOLUNTEER PROGRAM**

Sections:

13.030.010	Establishment; mission
13.030.020	Definitions
13.030.030	Program components
13.030.040	Park volunteer coordinator
13.030.050	Application, approval process
13.030.060	Recognition
13.030.070	Administration, rules; reporting

13.030.010 Establishment; mission. There is established a park volunteer program within the department of parks and recreation. The program’s mission is to create and implement mechanisms to allow volunteers, volunteer groups, and donors to contribute to the maintenance, preservation, beautification, and improvement of County parks and beaches. The volunteer work authorized pursuant to this chapter shall complement, and not supplant, the work performed by County employees and contractors.

13.030.020 Definitions. A. Whenever used in this chapter, unless the context otherwise requires:

“Adopter” means a volunteer or volunteer group that adopts a park or a portion of a park for the purposes of maintenance, preservation, beautification, or improvement.

“Park donor” means an individual, group, or organization that contributes funds or property to the program for the maintenance, preservation, beautification, or improvement of a County park or public beach in the County.

“Donation” means a gift of funds or property to the program to maintain, preserve, beautify, or improve a County park, playground, playing field, trail, or beach made in accordance with this chapter.

“Adopted area” means a park, playground, playing field, or trail within the County park system, or a public beach in the County.

“Volunteer” or “volunteer group” means an individual, group, or organization that performs services in the park volunteer program without compensation.

13.030.30 Program components.

The program shall consist of three components: Maui Park Volunteers, Adopt-a-Park, and Gift Maui, as follows:

1. Maui Park Volunteers shall provide opportunities for volunteers to clean up, reduce litter, improve grounds and functionality, and enhance the beauty of a County park, playground, playing field, trail, or beach on an hourly, daily, weekend, holiday, or other short-term basis;

2. Adopt-a-Park shall allow volunteers to adopt all, or a designated portion of, a County park, playground, playing field, trail, or beach for the purpose of performing stewardship activities in the adopted area on a monthly, quarterly, semi-annual, or annual basis; and

3. Gift Maui shall provide opportunities for park donors to make donations to maintain, preserve, beautify, and improve County parks, playgrounds, playing fields, trails, and beaches in accordance with this chapter.

13.030.040 Park volunteer coordinator.

A. A park volunteer coordinator shall be appointed by the mayor, with the approval of the council, to serve for a term of five years.

B. The park volunteer coordinator shall:

1. Manage the park volunteer program;

2. Accept, review, and approve or disapprove all applications to participate in the program submitted to the department by prospective volunteers and volunteer groups. The coordinator shall issue a written decision within thirty days of the department’s receipt of an application from a prospective volunteer or volunteer group;

3. Accept and review all donation applications. Not later than thirty days from the department’s receipt of a donation application, the park volunteer coordinator shall forward the application and the coordinator’s recommendation relating to the application, to the County council for approval or disapproval pursuant to chapter 3.56 of this code;

4. Coordinate, facilitate, and monitor all volunteer activities;

5. Provide orientation and training to volunteers as needed to perform volunteer tasks;

6. Provide volunteers with equipment and materials to perform volunteer tasks;

7. Accept and utilize all donations to the program approved by the county council;

8. Establish and maintain a website in support of the program containing volunteer opportunities and forms for park volunteer and donation applications;
9. Submit for publication in local media outlets, articles, advertisements, and informational materials relating to the program;
10. Make presentations regarding the program; and
11. Provide quarterly reports of all program activities to the managing director.

13.030.50 Application; approval process.

- A. To participate in the program, a prospective volunteer, volunteer group, or donor must:
 1. Submit an application to the park volunteer coordinator, on a form provided by the department, specifying the applicant's desired activity or donation and park location; and
 2. Receive written approval by the park volunteer coordinator in the case of volunteers or by the County council in the case of donors.
- B. Where the park volunteer coordinator approves a park volunteer application, the volunteer or volunteer group shall sign a waiver and release of the department from any and all liability in connection with the volunteer activities.
- C. The park volunteer coordinator may terminate the volunteer activity at any time orally or in writing if the coordinator deems it advisable for the program.
- D. Each approved volunteer or volunteer group shall:
 1. Follow all safety guidelines;
 2. Perform all tasks specified in the volunteer application;
 3. Report to the park volunteer coordinator on a form provided by the department; and
 4. Work with the park volunteer coordinator to accomplish the volunteer tasks.
- E. A donation made under this chapter does not transfer any right, title, or interest to the donor.

13.030.60 Recognition.

Participants in the program shall be recognized as follows:

- A. Each park program volunteer or adopter shall receive a certificate of participation upon completion of the volunteer tasks;
- B. An adoption plaque with each adopter's name on it will be posted at the adopted area after twenty hours of volunteer work, and the sign will remain posted as long as the adopter remains an active volunteer at the adopted area;
- C. A donor plaque with each donor's name on it will be posted at an appropriate location in the County park system for a period of at least one year; and
- D. The park volunteer coordinator may include the names of program participants on the program's website and any other promotional material.

13.030.070 Administration, rules; reporting. The managing director shall:

1. Promulgate rules and regulations under the Hawaii Administrative Procedures Act to implement the program in accordance with this chapter; and

2. File a comprehensive report with the office of the mayor and the county council before the end of each calendar year detailing the operations and performance of the program, including, for each donor application, the date the application was received by the department, a description of the donation, the donation's purpose, the date the park volunteer coordinator forwarded the application and recommendation to the County council for approval, the number of the council resolution accepting the donation, and utilization of the donation.”

SECTION 2. This ordinance shall take effect upon its approval.

APPROVED AS TO FORM AND LEGALITY:

Department of the Corporation Counsel
County of Maui

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