

# WAIMANALO SPORTS COUNCIL

## Conditions of Use

(Revised July 5, 2018)

Definition: City: City & County of Honolulu  
DPR: Department of Parks and Recreation  
RD: Recreation Director  
Organization: Includes coaches, participants, spectators, visiting teams and their supporters, and anyone else associated with the activity.

### 1. Rules, Regulations, Policies.

- a. Organizations will comply with all of the rules that are (a) posted in the City parks, (b) mentioned at this Waimanalo Sports Council meeting, (c) listed with the Facility Permit. Organizations will consistently enforce the following prohibitions in City parks.
  - i. Smoking (effective 1/1/14 for cigarettes; effective 1/1/16 for e-cigarettes).
  - ii. Alcoholic beverages.
  - iii. Dogs and other animals.
  - iv. Vehicles parked outside of marked parking stalls. Do not park along the red curb, yellow curb, areas marked with diagonal stripes.
  - v. Vehicles on the medial strip, grass, walkway, ball fields, and in driveways.
- b. Organizations will comply with the City's zero-tolerance policy on sexual harassment and workplace violence. Disrespectful or abusive behavior toward staff and park-users will not be tolerated. If the Organization does not correct disrespectful or abusive behavior, the City may cancel the organization's permit.
- c. Organizations will comply with the Americans with Disabilities Act by making reasonable accommodations for participants that have disabilities.
- d. RDs will report to the police or Child Welfare Services any sign of child abuse or child neglect.

### 2. Facility Use.

- a. During use, Organizations will have, onsite, the following documents.
  - i. Facility Permit for practice, with practice schedule attached.
  - ii. Facility Permit for games, with the schedule of games attached.
  - iii. Facility Permit special activities (tournament, play day, etc.).
  - iv. Conditions of Use (this document).
- b. Equipment Storage
  - i. The following organizations may store equipment at Waimanalo District Park during their season: AYSO, Windward PONY Baseball, Waimanalo Xtreme Rebels football.
  - ii. The following organizations may store equipment at Waimanalo Beach Park during their season: Waimanalo Warriors Baseball, Windward Pony Baseball
  - iii. Organizations that have a Facility Permit to store their equipment must comply with the following conditions.
    1. The Organization's name must be clearly visible on the storage container.
    2. The Organization must keep the storage container in attractive, safe, and secure condition.
    3. The Organization must remove the storage container and equipment at the end of the season/permit period.



- iii. Temporary Permit to Drive on Grass to load/unload equipment that cannot be safely carried from the parking lot. The permit requires a \$250 deposit. This permit must be clearly visible on the dashboard. The permit is void if it is altered.
- iv. Clean-up deposit.
- v. A bonded security company to watch equipment overnight. The name of the company must be listed on the Facility Permit.
- d. For Fund-raising events.
  - i. Organization must have bona fide nonprofit status.
  - ii. Event must be held in conjunction with another recreational event, not solely for the purpose of raising funds.
  - iii. Paperwork.
    - 1. Facility Permit.
    - 2. Temporary Concession Permit.
    - 3. Comprehensive general liability insurance in the following minimum amounts, covering delivery, set-up, the event, take-down, and removal:
      - 1. Bodily injury, \$300,000 per occurrence.
      - 2. Property damage, \$10,000 per occurrence.
    - 4. Written financial report given to the RD one week after the event.
  - iv. Sales of Food and Refreshments.
    - 1. Clearance from the State of Hawaii Department of Health.
    - 2. Certificate of Insurance, naming the City and its officers and employees as additional insured, with comprehensive general liability insurance, including products liability, in the following minimum amounts:
      - 1. Bodily injury, \$300,000 per occurrence.
      - 2. Property damage, \$10,000 per occurrence.
- e. For Non-fund-raising events.
  - i. Facility Permit.
  - ii. Food vendor (caterer or lunch wagon) may provide prepared food under the following conditions.
    - 1. All food and refreshments must be served only to members of the organization and not to other park users.
    - 2. There shall be no exchanging of monies at the event.
    - 3. Authorization to have a commercial caterer or lunch wagon provide food is noted on the Facility Permit.
    - 4. The commercial food caterer or lunch wagon must provide liability insurance, including products liability, in the following minimum amounts:
      - 1. Bodily injury, \$300,000 per occurrence.
      - 2. Property damage, \$10,000 per occurrence.
  - iii. Clearance from the State of Hawaii Department of Health when the organization serves food to the general public/"outsiders" (i.e., people who are not members of the organization).

