

**INT DISTINGUISHED PARK AND RECREATION AGENCY COMMITTEE
STANDARDS MANUAL
INDEX OF YEARLY CHANGES 2003-2019 (Updated 11/19/18)**

YES = Change in Standards (Note: Re-accrediting agencies must meet the current standards.)

N/A = Not Applicable

FYI = For Your Information (usually correcting a typographical error)

2019 (Approved 11/19/18)

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
General Management	1.1.b	Philosophy / Mission Statement	Grammar correction / Deleted word "of"	YES	YES
	1.4.5	Chain of Authority During Absences	Commentary revised to state "...chain of command/authority...")	YES	YES (1.3.5)
	1.4.5.a-c	Chain of Authority During Absences	Deleted "succession" and added "chain of command/authority)	YES	YES (1.3.5)
	1.15	National Recognition	Revised "National Accreditation" to "CAPRA"	YES	NO
Finance & Business Operations	2.10.a	Comprehensive Insurance Policies with Sufficient Coverage	Added "IMRA" and "MRMA" to list of recognized risk management associations	YES	YES (2.8)
	2.15	Emergency Expenditures	Deleted last sentence of Commentary " The policy should also detail... "	YES	NO
Facility & Parks	3.2.2	Facility & Parks Planning	Added "parks" to the Title and Commentary	YES	YES
	3.2.6	Accessibility to People with Disabilities	Revised location of evidence of compliance a.4)-6) to h-j and revised mandatory evidence points requirement from seven to four	YES	YES
	3.5.7.b.	Conservation of Natural Resources	Added evidence b. to "Achieve an agency score of not less than 50% on the IRPA Environmental Report Card	YES	YES (3.3.7)
Personnel	4.4.3	Job Descriptions in One Accessible Location	Deleted "Document" in Title and revised Commentary by deleting "bound" and to read job descriptions should be available in one accessible location	YES	YES
	4.8.2	Salary Standards	Salaries updated	YES	YES

Recreation Services	5.9	Behavior Management Policy/Procedure & Training	Revised Commentary and revised/added evidence a.-e.	YES	
	5.10	Code of Conduct	Revised Commentary to include Code of Conduct for general recreation programs and/or adult and youth athletic/sports program activities and leagues and/or recreational facilities.	YES	YES
	5.10.1	Code of Conduct (External)	Revised Commentary and evidence a.-c.	YES	YES
	5.10.2	Staff Training	Deleted Standard	YES	YES

2018 (Approved 11/20/17 & 4/26/18)

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
Legal Rev. 4/26/18	L.1.1.d	Open Meetings	Revised Executive Director to be preferred not req'd.	YES	YES
Rev. 4/26/18	L.2.1.a	Freedom of Information	Revised Executive Director to be preferred not req'd.	YES	YES
	L.3.1.d	Prevailing Wages	Revise to show proof of legal notice on website w/ IDOL hyperlink	YES	YES (1.3.1)
	L.4.1	Harassment	Commentary & Evidence Revised in accordance with Public Act 100-0554	YES	YES (1.4.1)
Finance & Business Operations	2.3	Annual Audit/Annual Financial Report	Commentary Revised to clarify requirements based on agency's revenues	YES	YES (2.3)
	2.9.2.b	Economy of Resources	Deleted reference to "IPRA Joint Purchase Program"	YES	YES (2.7.2)
Facility & Parks	3.3.4.b	Property/Parks	Deleted b. "Site Plans" from evidence	YES	NO
	3.5.3	Building and Park Site Plans	Commentary revised and evidence a. & b. to reflect evidence of document identifying location of plans for bldgs., facilities & parks	YES	YES (3.3.3)
Personnel	4.9.4	Safety Policy Statement/Procedure	Revised Commentary requiring policy to be approved by appropriate authority	YES	YES (4.9.4)
Recreation Services	5.10.1	Code of Conduct	Revised Commentary to read "...sports participants , coaches..."	YES	YES (5.10.1)

	5.10.2	Staff Training	Revised Evidence to read, "...Code of Conduct for Sports..."	YES	YES (5.10.2)
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2017

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
General Management	1.4.1.b	Structure of Authority	Add, "...review annually by administrative staff for accuracy"	YES	YES (1.3.1)
	1.4.5	Succession Procedure	Change Title to "Chain of Authority During Absences" Delete the words "Succession" in commentary	YES	YES (1.3.5)
Finance & Business Operations	2.6.1	Investment of Funds	Renumbered to standard 2.6.2	YES	YES (2.5.1)
	2.6.2	Investment Policy	Renumbered to standard 2.6.1	YES	YES (2.5.2)
	2.15 Commentary	Emergency Expenditures	Revised Commentary	YES	NO
Facility & Parks	3.2.6.e.	Accessibility to People with Disabilities	Delete 3.2.6.e. Revise Scoring Description, 2 points = all of 3.2.6.a plus four (4) of b-g	YES	YES (3.2.6)
	3.4.9	Other Facilities	Add following to list: "Splash Pad / Pickleball / Outdoor Ice Arena (non-artificial) / Community Garden / Fitness Center"	YES	NO
	3.5.2	Map	Delete evidence "a."	YES	YES (3.3.2)
	3.5.7	Conservation of Natural Resources	Delete evidence "d." and revise "c" to read, "Proof of implementation of procedures and programs, including such items as: controlled burn permits or invoices for..."	YES	YES (3.3.7)
Personnel	4.6.2. Commentary	Staff Meetings	Add to Commentary, "Note, meetings used as evidence for 4.3.2 will not be excepted as	YES	YES (4.6.2)

			evidence for Staff Meetings.”		
	4.5.1.b	Comprehensive Personnel Policies Manual	Delete 4.5.1.b	YES	YES (4.5.1)
	4.5.2.c	Distribution of Personnel Policy	Delete 4.5.2.c	YES	YES (4.5.2)
	4.6.3	Employee Relations Program	Delete evidence “c.” and revise “b.” to read, “Evidence of promotion of the programs to employees”	YES	YES (4.6.3)
	4.9.4.b	Safety Policy Statement/Procedure	Delete 4.9.4.b	YES	YES (4.9.4)
	4.9.8	Emergency Operations Manual	Revise (b) to read, “Evidence employees have received the manual and it has been reviewed annually with them so they understand contents.” Revise (c) to read, “Evidence of Administrative staff review at least every five (5) years for accuracy.”	YES	YES (4.9.8)
Recreation Services	5.10.1	Code of Conduct	Add evidence, “Copy of the Code of Conduct”	YES	YES (5.10.1)
	5.10.2	Behavior Training	Revise Standard Title to, “Staff Training” Revise (a) to read, “Evidence staff received training on the Code of Conduct and appropriate methods of enforcement.	YES	YES (5.10.2)

2016

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
Legal	L.14.1.b	Toxic Substances Disclosure Act (HAZCOM Plan)	Deleted the word “Material” and revised “MSDS” to “SDS”	YES	YES (L.14)
General Management	1.6.1.c	Operational Procedures	Added “Administrative” before review	YES	YES (1.5.1)
	1.11.2.a	Annual Meeting	Add “in official minutes” to end of sentence	YES	YES (1.10.2)
	1.11.2.d	Annual Meeting	Delete Evidence of Compliance “d.”	YES	YES (1.10.2)
Finance &	2.5.3	Annual Treasurer’s	Revised to read,	YES	NO

Business Operations	Commentary	Report	“(Statement of Receipts and Disbursements)”		
Facility & Parks	3.2.4.b	Facilities & Equipment Replacement Schedule	Revised to read, “Evidence of implementation of the replacement scheduled items: approved budget, payment vouchers, and if applicable, disposal of surplus property ordinances.”	YES	YES (3.2.4)
	3.2.6.a.7)	Accessibility to People with Disabilities	Add “agency representative”	YES	YES (3.2.4)
	4.3.2. Title	In-House Training – Long Duration	Revise title to, “All Full-Time Staff In-House Training”	YES	YES (4.3.2)
	4.3.2. Commentary	In-House Training – Long Duration	Replace 2 nd sentence in commentary with, “Consequently, the recreation agency should offer in-house training at a minimum total of four hours annually.”	YES	YES (4.3.2)
	4.4.1.d	Job Descriptions	Added “Administrative” before review	YES	YES (4.4.1)
	4.5.2.c	Distribution of Personnel Policy	Revise “two year review” with “five year review”	YES	YES (4.5.2)

2015

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
Legal	L. 7.1. & 1.7.1.a.	Family and Medical Leave Act	Delete “statement” in 1 st sentence of commentary and in Evidence of Compliance “a.”	YES	YES (L.7.1)
	L.10.1.a	Employer’s Requirement to Report New Employees	Delete “/” in Evidence of Compliance “a.”	YES	YES (L.10.1)
	L.17	Firearm Concealed Act	New legal standard	YES	YES (L.16)
General Management	1.3.1	District Goals	Replace “District” with “Agency” in Section Title	YES	YES (1.2.1)
	1.3.3 & 1.3.3.a.	Difference in Long Term and Short Term Goals	Add “Department” to Standard Title and to Evidence of Compliance “a.” before “...goals for	YES	YES (1.2.3)

			the recreation...”		
	1.3.5	Accessibility of District Goals	Replace “District” with “Agency” in Section Title	YES	YES (1.2.5)
	1.4.2	Appointment of Non-Elected Chief Executive Officer (Director)	Add to Evidence of Compliance “a.” “(at hire, annual appointment optional”	YES	YES (1.3.2)
	1.10.2	Reports of Recreation Agency Operations	Delete “flyers, brochures, and pamphlets” in Commentary and add “annual reports” after “...newsletter,…”	YES	YES (1.9.2)
	1.11.1.d.	Monthly Meeting/Written Meeting Minutes	Add to Evidence of Compliance “(website if applicable and…)”	YES	YES (1.10.1)
Finance & Business Operations	2.2.4	Accountability – The Agency should have an accounting system	Replace Section Title with “Accounting System”	YES	YES (2.2.4)
	2.5.1.a.	Payment of All Obligations	Delete Evidence of Compliance “a.”	YES	YES (2.4.1)
Facilities & Parks	3.1.2.c.	Park Maintenance Management Degree and Experience	Add “CGM (Certified Grounds Manager)” to Commentary and Evidence of Compliance “c.”	YES	NO
	3.2.6.a	Accessibility to People with Disabilities	Add “(Inclusivity Assessment Tool)” to Evidence of Compliance “a.5 & a.6.” / Add “All seven points of evidence in “a.” are required.” / Replace Scoring description with: “Scoring to pass this standard will be as follows: 3 points = all of 3.2.6.a. plus b-h 2 points = all of 3.2.6.a. plus four (4) of b-h	YES	YES (3.2.6)
	3.4.9	Other Facilities	Replace “k. Other” with “k. Dog Park” and add “l. Disc Golf”	YES	NO
Personnel	4.5.1	Comprehensive Personnel Policy Manual	In Commentary delete, “...of board approval, including staff input, ...years.” / Add to Commentary, “Input from staff and board approval every five (5) years.	YES	YES (4.5.1)
	4.5.1.b. & c.	Comprehensive Personnel Policy Manual	Delete “...review of entire ...four (4) years” in Evidence of Compliance “b.” /	YES	YES (4.5.1)

			Add Evidence of Compliance "c." stating, "Evidence entire manual is reviewed, including staff input and board approval, every five (5) year."		
	4.5.2	Distribution of Personnel Policy	Delete in Commentary, "This policy is to be reviewed by the staff at least every two years."	YES	YES (4.5.2)
	4.6.2.a.	Staff Meetings	Add "(if departmental, copies from each department)" to Evidence of Compliance "a."	YES	YES (4.6.2)
	4.9.8.b. & c.	Emergency Operations Manual	In Evidence of Compliance "b." replace "receipt" with "review" and delete "(verify on facility tour)" / In Evidence of Compliance "c." add "(verify on facility tour)"	YES	

2014

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
Legal	L. 1.1.d	Open Meetings	Added "Executive Director/CEO" to Evidence of Compliance "d".	YES	YES (L.1.1.d)
	L. 2.1.a	Open Meetings	Added "Executive Director/CEO" to Evidence of Compliance "a".	YES	YES (L.2.1.a)
	L. 3.1.c & d	Prevailing Wage	Replaced 3 with 5 year period in Evidence of Compliance "c" and delete "Secretary of State and" in Evidence of Compliance "d"	YES	YES (L.3.1.c)
	L.6.1	American with Disabilities	Added: "...related to employment, programs, services activities and facilities." to Commentary.	YES	YES (L.6.1)
	L.11.1.a	Regular Meetings	Delete "/" and replace with "or". Commentary.	YES	YES (1.10.1.a)
General Management	1.3.1.c	District Goals	Delete Evidence of Compliance "c".	YES	YES (1.2.1.c)

	1.5.1.b	Comprehensive Board Policy Manual	Added: "...of entire manual..." to Evidence of Compliance "b".	YES	YES (1.4.1.b)
	1.6.1.c.	Administrative Operational Procedure Manual	Added: "... of entire manual..." to Evidence of Compliance "c".	YES	YES (L.5.1.c)
	1.10.4.f	Dealing with Catastrophic Incidents	Replaced word "succession" with "command" in Evidence of Compliance "f".	YES	YES (1.9.4.f)
	1.11.1	Regular Meetings	Replaced "least monthly" with "regularly scheduled meetings" in Commentary.	YES	YES (1.10.1)
	1.13.1.a	Volunteer Program	Delete "and/" in Evidence of Compliance "a".	YES	YES (1.12.1.a)
Finance & Business Operations	2.15	Supplemental/Emergency Appropriations	Revise Standard Title to "Emergency Expenditures"; Replaced sentence before Commentary with "There should be a board written policy to deal with emergency expenditures"; and replace word "procedures" with "policy" in Evidence of Compliance "a".	YES	NO
Personnel	4.6.1.a & b	Employee Orientation Program	Deleted word "manual" from Evidence of Compliance "a" and "b".	YES	YES (4.6.1.a & b)
	4.9.6.c	Employee Knowledge of Safety Policy/Procedure Manual	Deleted Evidence of Compliance "c".	YES	YES (4.9.6.c)

2013

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
Legal	L. 1	Open Meetings	Added Evidence of Compliance f.	YES	NO
	L. 3	Prevailing Wage	Clarify Legal Notice Purpose	YES	
General Management	1.3.1	District Goals	Added Evidence of Compliance e.	YES	YES
	1.3.2	Departmental Goals	Added Evidence of Compliance c.d.	YES	YES
	1.3.4	Evaluation of Long and	Added purpose of	YES	YES

		Short Term Goals	evaluation		
	1.14	Information Services	Added agency video as option	YES	YES
Finance & Business Operations	2.2.7	Comprehensive Revenue Policy	Added Evidence of Compliance c.	YES	YES
Parks & Facilities	3.5.4	Competent Personnel	Changed title to Maintenance Personnel	YES	YES
	3.6.1	Comprehensive Master Plan	Changed "use" to "implementation"	YES	YES
Recreation	5.4.2	Evaluation of Services	Added Evidence of Compliance g.	YES	YES
	5.5.2	Comprehensive Needs Assessment	Added wording on use of assessment and Evidence of Compliance c.	YES	YES
	5.10	Youth Sports	Changed title to Code of Conduct	YES	YES
	5.10.2	Code of Conduct	Changed to # 5.10.1	YES	YES
	5.10.1	Coaches Training	Changed title to Behavior Training and # to 5.10.2	YES	YES

2012

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
Legal	L.6.1	Americans with Disabilities	Reflects compliance with ADA	YES	YES
	L. 14	Toxic Substance Disclosure Act	Corrected typographical error	FYI	FYI
	L. 15	Illinois Identify Protection Act	Added Evidence of Compliance b.	YES	YES
	L. 16	Moveable Soccer Goal Act	Added Standard in compliance with 430 ILCS 145/1	YES	NO
General Management	1.2	Agency Incorporation	New Standard proving legal existence of agency	YES	YES
	1.2 through 1.15		Numbers shifted with addition of new 1.2	YES	YES
	1.4.3	Designation of Authority	Added Evidence of Compliance b.	YES	YES
	1.4.4	Chief Executive Officer	Added CPRE and CTRS	YES	YES
	1.5.2	Administrative & Policy Making Function	Add Evidence of Compliance e.	YES	YES
	1.11.2	Annual Meeting	Remove Evidence of Compliance b.	YES	NO
Finance & Business Operations	2.12	Financial Management Degree	Added CPRE and CPA	YES	YES
	2.31	Certified Accounting Completion	Corrected typographical error	FYI	FYI
	2.4.1	Tax Levy Ordinance	Added Evidence of Compliance d. and e.	YES	NO

	2.5.3	Annual Treasurer's Report	Updated Evidence of Compliance a. to reflect change in law	YES	NO
	2.15	Supplemental/Emergency Appropriations	Corrected typographical error	YES	NO
	2.16	Acceptance of Donations	Clarified separate policy from Ethics Ordinance/Resolution	YES	NO
Facilities & Parks	3.1.2	Park Maintenance Management Degree	Added CPRE and CEU requirement	YES	NO
	3.2.3	Regularly Scheduled Preventive Maintenance	Updated Evidence of Compliance b.	YES	NO
	3.2.4	Facilities & Equipment Replacement Schedule	Removed depreciation from Evidence a.	YES	NO
	3.2.6	Accessibilities to People with Disabilities	Updated Evidence a. 4, a.5, a.6 & a.7 to comply with law	YES	NO
	3.5.2	Map	Added Evidence of Compliance c.	YES	NO
	3.5.7	Conservation of Natural Resources	Changed Evidence of Compliance a to 3 years	YES	YES
	3.6.1	Comprehensive Master Plan	Clarified timing in commentary	YES	NO
Personnel	4.1.2	Personnel Management Degree	Added CPRE, PHR, SPHR, GPHR	YES	YES
	4.5.1	Personnel Policy Manual	Removed distribution and update wording	FYI	FYI
	4.5.2	Distribution of Personnel Policy	Added distribution and update wording	YES	YES
Recreation Services	5.1.2	Recreation Management Degree	Added CPRE and CTRS	YES	YES
	5.4.2	Evaluation of Services	Added demographics	YES	YES
	5.5.2	Needs Assessment Study	Removed requirement for outside organization	YES	YES
	5.7.2	Community Input in Planning	Additional groups indentified	FYI	FYI

2011

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
Legal	L.1.1c., d. & e.	Open Meetings	Revised Evidence of Compliance c. & added d. & e.	YES	YES
	L.1.2.c.	Closed Sessions	Added Evidence of Compliance c.	YES	YES
	L.8.1.c.	Communicable Disease Guidelines	Revised Evidence of Compliance c.	YES	YES
	L.9.1.d.	Abused & Neglected Child Reporting	Added Evidence of Compliance d.	YES	YES
	L.14.1.a.	Toxic Substances Disclosure Act	Added Field Tour Notation	YES	YES
	L.15.1 (New)	Illinois Protection Act	Added New Standard in compliance w/ (5 ILCS 179/1 et. seq)	YES	YES
General	1.1.1.d.	Mission Statement	Revised Evidence of	YES	YES

Management			Compliance d.		
	1.2.1.b. & c.	Goals & Objectives	Combined Evidence of Compliance b. & c.	YES	YES
	1.3.4	Chief Executive Officer Degree/CPRA	Revised Commentary	YES	YES
	1.3.5.d.	Succession Procedures	Revised Evidence of Compliance d.	YES	YES
	1.4.3	Agency Rules and Regulations	Delete entire standard	NO	YES
	1.5.1.c	Operational Procedures	Revised Evidence of Compliance c.	YES	YES
	1.9.4.c.	Dealing w/ Catastrophic Incidents	Revised Evidence of Compliance c.	YES	YES
	1.12.2.e.	Volunteer Manual	Added Evidence of Compliance e.	YES	YES
	1.13	Information Services	Added Evidence of Compliance "Social Media"	YES	YES
Finance & Business Operations	2.2.7.a. & b.	Comprehensive Revenue Policy	Combined Evidence of Compliance a. & b.	YES	YES
	2.3.1.b.	Certified Accounting Completion by Independent CPA Firm	Revised Evidence of Compliance b.	YES	YES
	2.3.1.c.	Certified Accounting Completion by Independent CPA Firm	Delete Evidence of Compliance c.	NO	YES
	2.3.1.d.	Certified Accounting Completion by Independent CPA Firm	Delete Evidence of Compliance d.	NO	YES
	2.14 (New & Renumbered)	Payment Card Industry Data Security Standards (PCI)	Added New Standard in compliance with PCI-DSS standard	YES	YES
	2.14	Supplemental / Emergency Appropriations	Renumbered to 2.15	YES	YES
	2.15	Recreation Agency Acceptance of Donations, Gifts & Bequests	Renumbered to 2.16	YES	YES
	2.16	Certificate of Excellence in Financial Reporting	Renumbered to 2.17	YES	YES
Facility & Parks	3.3.1	Mini Park	Revised Commentary	YES	NO
	3.4.7	Golf	Revised Commentary	YES	NO
	3.5.5.a	Environmental Policy	Delete Evidence of Compliance a.	NO	YES
	3.5.7.a	Conservation of Natural Resources	Revised Evidence of Compliance a.	YES	YES
Personnel	4.5.1.d.	Comprehensive Personnel Policies Manual	Combined Evidence of Compliance b. & c.	YES	YES
	4.9.5	Safety Manual	Revise Commentary, delete Evidence of	YES	YES

			Compliance b. & d.		
Recreation Services	5.4.2.e.	Evaluation of Services	Combine Standard 5.4.3, Revise Commentary, add Evidence of Compliance e.	YES	YES
	5.4.3	Information Reporting	Delete Standard – combined w/ 5.4.2	YES	YES
	5.5.1	Comprehensive Assessment	Add “Needs” to standard title and commentary	YES	YES
	5.10.1.a.	Youth Sports	Revise Evidence of Compliance	YES	YES
	5.10.2.b.	Code of Conduct	Revised Evidence of Compliance b.	YES	YES

2010

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
Legal	L.1.1	Open Meetings	Added Statute Reference	YES	YES
	L.1.2	Closed Sessions	Added Statute Reference	YES	YES
	L.2.1	Freedom of Information	Added Statute Reference; evidence of appointment of FOIA officers & training	YES	YES
	L.3.1	Prevailing Wages	Added Statute Reference; added evidence of additional documents; replaced “County Clerk” with “IDOL”	YES	YES
	L.4.1	Harrassment	Added Statute Reference	YES	YES
	L.5.1	Drug Free Workplace	Added Statute Reference	YES	YES
	L.7.1	Family Medical Leave Act	Added Statute Reference	YES	YES
	L.8.1	Communicable Disease Guidelines	Added Statute Reference	YES	YES
	L.9.1	Abused & Neglected Child Reporting	Added Statute Reference	YES	YES
	L.11.1	Criminal Background Investigations	Added Statute Reference	YES	YES
	L.12.1	Ethics Ordinance/Resolution	Added Statute Reference; added “most recently revised statutory language”	YES	YES
	L13.1	Smoke-Free Illinois	Added Statute Reference; revised posting requirements per statute	YES	YES
	L.14.1	NEW – Toxic Substances Disclosure Act	Previously Standard 4.9.9; clarified manual references, and added statutory requirements	YES	YES
<u>Approved</u> <u>04/22/10</u>	L.14.1	Toxic Substances Disclosure Act	Deleted Evidence of Compliance: “Evidence of submittal	YES	YES

			of comprehensive alphabetized list of acquired MSDS to the Illinois Department of Labor, Toxic Substance Division and thereafter annually any new MSDS” Declared inoperable within 820 ILCS 255		
General Management	1.4.2	Administrative & Policy Making Functions	Combined 1.4.4 with 1.4.2	YES	YES
	1.4.4	Distinction of Board Policies, Regulations,...	Deleted 1.4.4, combined with 1.4.2	YES	YES
	1.10.1	Monthly Meeting / Written Meeting Minutes	Changed Title, combined with 1.10.2	YES	YES
	1.10.2	Written Minutes (Deleted)	Deleted 1.10.2; combined with 1.10.1	YES	YES
	1.10.2	Annual Meeting	Previously numbered 1.10.3	YES	YES
	1.10.3	Establishment of a Meeting Agenda Format...	Previously numbered 1.10.4	YES	YES
Finance & Business Operations	2.2.2	Annual Financial Statement (Deleted)	Combined with 2.3.1	YES	YES
	2.2.2-2.2.7		Renumbered due to combining of 2.2.2 - Annual Financial Statement w/ 2.3.1)	YES	YES
	2.3	Annual Audit / Annual Financial Report	Revised commentary to differentiate between financial requirements per statute	YES	YES
	2.3.1	Certified Accounting Completion by Independent CPA Firm	Combined w/ 2.2.2 deleted words “indicating budget”; added evidence of statutory filings	YES	YES
	2.10.1	Property	Changed title description: – Replacement Value for real (buildings & personal property (contents of building)	YES	YES
	2.10.2	Boiler & Machinery	Changed title description: Value of “Building”	YES	YES
	2.10.3	Fidelity & Crime	Revised description with “\$500,000 per occurrence”	YES	YES
	2.10.5	General Liability	Revised values	YES	YES
	2.10.10	NEW – Pollution Liability	Added pollution liability insurance coverage requirements	YES	YES
	2.15	Recreation Agency Acceptance of Donations, Gifts & Bequests	Changed title; revised commentary to clarify policy intent; deleted reference to “reverter	YES	YES

			clause”		
Facility & Parks	3.2.6	Accessibility to People w/ Disabilities	Added statutory definition/requirements of ADA Transition Plan	YES	YES
	3.2.7	Developer Land Cash Donation Policy	Added “Developer” to title	YES	NO
	3.6	Agency Wide Comprehensive Master Plan	Added “Agency Wide Comprehensive” to title; removed references to “long range plan”; deleted “In the absence of a plan”	YES	YES
Personnel	4.1.2	Personnel Management Degree & Experience	Added unrelated degree with HR certification requirement	YES	YES
	4.8.2	Salary Standards	Updated standards to 2010 averages and adjusted per county prevailing wage weighting	YES	YES
	4.9.9	Hazardous Communications Manual	Deleted; combined with Standard L.14.1	YES	YES

2008

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
Facilities and Parks	3.5.5	Environmental Policy	Updated Evidence of Compliance	YES	YES
	3.5.7	Conservation of Natural Resources	Updated Evidence of Compliance	YES	YES
Personnel	4.8.2	Salary Standards	Updated for 2008	YES	YES
Introduction		Agency Divisions	Updated for 2008	YES	NO

2007

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
Personnel	4.8.2	Salary Standards	Updated for 2007	YES	YES
Legal	6.1.1	Open Meetings	Updated Evidence of Compliance	YES	YES
Legal	6.3.1	Prevailing Wages	Updated Evidence of Compliance	YES	YES

2006

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
General Management	1.3.4	Chief Executive Officer Degree/CPRP	Deleted “equivalent certification”	YES	YES
Finance & Business Operations	2.1.2	Financial Management Degree and Experience	Update Evidence of Compliance	YES	YES
	2.8.3	Salary Schedule	Deleted - Redundant Standard	YES	YES
	3.1.2	Park Maintenance	Update Evidence of	YES	NO

		Management Degree and Experience	Compliance		
Personnel	4.1.2	Personnel Management Degree and Experience	Update Evidence of Compliance	YES	YES
	4.8.1	Salary Ranges	Combined with 2.8.3 and Update Evidence of Compliance	YES	YES
	4.8.2	Salary Standards	Updated for 2005	YES	YES
Recreation Services	5.1.2	Recreation Management Degree and Experience	Update Title and Evidence of Compliance	YES	YES
Self Evaluation Form	2.8.3	Salary Schedule	Deleted	YES	YES
Self Evaluation Form	5.1.2	Recreation Management Degree and Experience	Update Title	YES	YES

2005

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
Personnel	4.8.2	Salary Standards	Updated for 2005	YES	YES
Legal	6.12.1	Ethics Ordinance/Resolution	New Legal Requirement	YES	YES
Legal	6.12.1	Ethics Ordinance/Resolution	Added new Standard	YES	YES

2004

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
Finance & Business Operations	2.3.4	New Governmental Financial Reporting Model	Mandatory Req. (GASB34)	YES	YES
Personnel	4.8.2	Salary Standards	Updated for 2004	YES	YES
Self Evaluation Form	2.3.4	New Governmental Financial Reporting Model	Added new Standard	YES	YES
Intro/Info		Role of the Mentor	Additional info.	YES	YES

2003

AREA	#	TITLE	REASON	APPLIES TO DA	APPLIES TO SRA-DA
Finance & Business Operations	2.3.3	Audit Management Letter	Update Evidence of Compliance	YES	YES
Finance & Business Operations	2.4.1	Tax Levy, Budget and Appropriation Ordinance	Update Evidence of Compliance	YES	N/A
Personnel	4.8.2	Salary Standards	Updated for 2003	YES	YES
Self Evaluation Form	4.9.9	Hazardous Communications Manual	Reword to agree with Standard	FYI	FYI