


Director Approval - Original Approval Date: 12/31/2022 Update Approval Date: 2/31/2022 Signature: 												
CAPRA SECTION	Monthly	Quarterly	Catalog Season	Annual	Biennial	3 Years	5 Years	7 Years	As Needed	Other Timeframe	Last Update	Notes:
6: Program and Services Management												
LOPR Customer Excellence	X			X							2022	
Activity_Services Development & Delivery Process (ASDDP)			X				X		X		2022	
Recreation Division Performance Measurement				X							2022	
Fiscal Year Activity Reporting (Annual Report)				X							2022	
7: Facility and Land Use Management												
Park Land Acquisition Policy							X				2022	
Park Donation & Memorial Policy							X				2021	
Area and Facilities Development Policies & Procedures							X				2022	
Facility Reservation Guidelines				X							2022	
Parks Division Inspections	X			X					X		2022	
Recycling and Zero Waste Plan						X					2019	
Inventory and Fixed Assets Control				X							2022	
Defense Against Encroachment							X		X		2021	
Facilities Survey									X		2011	
Maintenance Equipment Inventory and Condition				X							2022	
Conditions of parks and natural areas										Note 1	2012	In PP2025
8: Public Safety, Law Enforcement, and Security												
LOPR General Security Plan (ERP)							X				2021	
City Emergency Operations Plan (EOP)								X			2017	
9: Risk Management												
Risk Management Policy & Plan							X				2021	
Child Safety Guidelines						X					2019	
10: Evaluation, Assessment, and Research												
Community Satisfaction											2021	
Community Needs Assessment Programs & Parks										Note 1	2012	In PP2025
Community Inventory (part of PP2025)										Note 1	2012	In PP2025
Recreation and Leisure Trends Analysis										Note 1	2012	In PP2025
Level of Service Standards										Note 1	2012	In PP2025
NRPA Parks Metrics				X							FY21-22	
Parks Reporting Metrics				X							2022	
Note 1: 2022 - Parks Plan 2025 is in the process of being updated to Parks Plan 2040. LOPR updates the Parks Master Plan about every 12-15 years (of which the updating process takes 3 years to complete)												