

Item 8.2 Cover sheet – Amending 2015/2016 Project List

**Auburn Area Recreation and Park District Acquisition and Development Committee October, 2015;
ARD Board of Directors meeting October, 2015**

The Issue

Shall the Auburn Recreation District amend the existing 2015/2016 Project List to coincide with the FY 15/16 Budget Revision?

Background

The ARD Board of Directors approved the 2015/2016 Project List in April, 2015 and amended it in May, 2015. As staff prepared the budget revision for FY 2015/2016, a proposed revision was also made to the 2015/2016 Project List.

A list of those proposed revisions, as well as a spread sheet showing those revisions, is attached.

District Policy, Section H states:

3. Project List: The yearly Project List may include all funded items from that Fiscal Year's Capital Improvement Plan plus all planned General Fund projects costing an estimated \$5,000 or more. The Project List may be amended throughout the year if a project is identified after the creation and approval of the list. The Project List should be presented to the Board for approval by May of each Fiscal Year.

Recommendation

Staff recommends amending the 2015/2016 Project List as presented.

The Acquisition and Development Committee sent this item to the Board with a positive recommendation and requested a special note as to why the estimated costs of the Regional Park Shop POT project is expected to cost an extra \$10,000. The reasons for this are:

- The project will need to go to public bid due to the estimated cost (estimate from a contractor). This will require a survey, construction documents and an engineer's estimate. The total cost for this will be approximately \$5,000 - \$7,000.
- The original estimate was low. This was determined after meeting contractors on site and reviewing conditions.

Alternatives available to the Board of Directors

- 1) Do not approve the Project List Amendment.

Fiscal Impact

The estimated costs and proposed funding for each project are included on the project list.

Attachments

FY 2015/2016 Project List (with updates highlighted)

Description of proposed amendments to FY 2015/2016 Project List

Auburn Recreation District Ten Year Project List

2015/2016

Estimated balance

55,031 996,121 441,800 237,435

PROJECT	Est. Cost	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
Recreation Park								
Bocce Ball ³	139,000			39,000	40,000	60,000		
Bocce shade structures	20,000	20,000						
Lower RR replacement ³	35,900	35,900						
Solar at community center building ³	226,150			226,150				
Regional Park								
Dry Creek Picnic ADA improvements	15,000		15,000					
Reg Shop POT	40,000		40,000					
Pickleball court conversion ³	24,000			15,750				8,250
Permanent Stage	100,000			35,000	65,000			
Security cameras	25,000	25,000						
24 Acres								
Preliminary planning	35,000			35,000				
Meadow Vista Park								
Entrance landscape/shade structure ³	18,000			18,000				
Tennis Court resurfacing	10,500	10,500						
Railhead Park								
Playground, shade stucture; landscape	188,199	20,399			121,800	46,000		
Railhead bathroom ADA compliance	25,000				15,000	10,000		
Operation & Development Plan								
CEQA/NEPA costs (continued)	20,000			20,000				
Overlook Park								
Security fencing	5,800	5,800						
Bell Rd²								
Preliminary planning documents	25,000						25,000	
CVCC								
Lighting Project	11,200						11,200	
Bike Park - Design, CEQA (continued)	100,000			90,000				10,000
TOTAL	1,063,749	117,599	55,000	478,900	241,800	116,000	36,200	18,250
Estimated Balance Remaining			31	517,221	200,000	121,435		

Note: Assumes \$50,000/year in County Mitigation Fees

Note: Assumes \$5000/year in ADA reserve funds

Note: Assumes \$10,000/year in city mitigation

Note: Assumes \$25,000 added to FCC per year

Note¹: Forwarded from FY 13/14 Project List

Note²: assumes money being available from the Stewardship Council and other grant sources

Note³: Forwarded from FY 14/15 Project List

FY 2015/2016 Project List: proposed amendments

The following is a brief discussion of the proposed amendments to the FY 15/16 Project List

Recreation Park

Bocce ball courts: The new estimate of \$139,000 (previous estimate = \$127,000) reflects the added costs for landscaping and the contracting of labor to put down the synthetic turf. The turf work was to be done in house, however staffing shortages and timeline issues prompted staff to contract the work.

Bocce shade structures: The \$20,000 reflects the costs to have the structures erected via contracted labor. This work may be done in house, for a savings of \$10,000.

Lower restroom replacements: This number reflects the actual cost of the project (previous estimate = \$45,000).

Solar: This number reflects the actual cost of the project (previous estimate = \$225,000).

Regional Park

Regional Shop Path of Travel (POT): The new estimate of \$40,000 (previous estimate = \$30,000) reflects new information and review by staff and contractors.

Security Cameras: This is a new project added to the list. This will include adding cameras in 3 locations at Regional Park.

Meadow Vista Park

Entrance landscape/shade structure: This number reflects the actual cost of the project (previous estimate \$20,000).

Tennis Court resurfacing: This was a new project added to the project list. These repairs were made as funds were available and cracks in the tennis courts had become worse.

Railhead Park

Playground/Shade Structure/Hardscape: This number reflects actual costs of the project (previous estimate = \$186,218)

Overlook Park

Security Fencing: This was a previously approved project that did not get finished until the beginning of FY 15/16.

Bell Rd.

Preliminary planning documents: This new estimate reflects where staff thinks we will be by the end of this fiscal year (previous estimate \$337,150).

Canyon View Community Center

Lighting Project: This project was added as staff took advantage of a PG&E program that paid for the lights, with a 0% loan to be paid back from the savings of switching to more energy efficient LED bulbs.

Item 8.3 Cover Sheet; Resolution #2015-14, authorizing the transfer of banking relationship

Auburn Area Recreation and Park District (ARD) Finance Committee & Board of Directors meeting, October 2015

The Issue: Shall the District adopt Resolution #2015-14, authorizing the District Administrator to change ARD's banking relationship from Umpqua Bank to Community 1st bank of Auburn?

Background: ARD has several accounts with Umpqua Bank: Payroll, Checking, H.S.A, 501C3 and a small retirement account that pre-dates our affiliation with CalPERS.

Due to changes in policy and procedure at Umpqua Bank, ARD has experienced several regularly occurring issues with service leading staff to investigate other banking options.

Staff interviewed two other local banks in July and August of 2015; Union Bank and Community 1st Bank. Both banks made their staffs available to the District to assess their capabilities. After in depth research, staff recommends that Community 1st Bank be chosen to replace Umpqua Bank.

It should be noted that the local staff at Umpqua Bank in Auburn have been exemplary in providing customer service to the community, including to ARD. The issues prompting this recommended change come from changes at the Umpqua Bank corporate level.

Recommendation: The Finance Committee at its October meeting, sent this item to the Board with a positive recommendation to approve Resolution #2015-14, authorizing the District Administrator to change bank affiliation.

Fiscal Impact: Savings of several hundred to several thousand dollars per year, as Community 1st Bank has agreed to provide normal banking services with no fees.

RESOLUTION NUMBER 2015- 14

A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE AUBURN AREA RECREATION AND PARK DISTRICT TO ADOPT A CHANGE OF BANK ACCOUNTS FROM UMPQUA BANK TO COMMUNITY 1ST BANK

WHEREAS, it has been determined by the District Administrator, the Administrative Services Manager and the Standing Finance Committee on October 21, 2015 that a change of bank accounts will take place in the best interest of the District.

WHEREAS, the Auburn Area Recreation & Park District Board of Directors approves a change of bank accounts from Umpqua Bank to Community 1st Bank.

NOW, THEREFORE, BE IT RESOLVED that the Auburn Area Recreation & Park District Board of Directors adopts Resolution Number 2015-14, A Resolution of the Auburn Area Recreation & Park District to Adopt a Change of Bank Accounts from Umpqua Bank to Community 1st Bank effective October 29, 2015.

Approved by the Board of Directors of the Auburn Area Recreation & Park District unanimously, this 29th day of October, 2015 by the following roll call vote:

APPROVED, PASSED, AND ADOPTED ON October 29, 2015 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

Scott Holbrook
Chairman of the Governing Board

ATTEST:

Clerk to the Governing Board

Item 8.4 Cover Sheet; Resolution #2015-15, authorizing the transfer of banking relationship

Auburn Area Recreation and Park District (ARD) Finance Committee & Board of Directors meeting, October 2015

The Issue: Shall the District adopt Resolution #2015-15, authorizing the President to change Friends of ARD banking relationship from Umpqua Bank to Community 1st bank of Auburn?

Background: ARD has several accounts with Umpqua Bank: Payroll, Checking, H.S.A, 501C3 and a small retirement account that pre-dates our affiliation with CalPERS.

Due to changes in policy and procedure at Umpqua Bank, ARD has experienced several regularly occurring issues with service leading staff to investigate other banking options.

Staff interviewed two other local banks in July and August of 2015; Union Bank and Community 1st Bank. Both banks made their staffs available to the District to assess their capabilities. After in depth research, staff recommends that Community 1st Bank be chosen to replace Umpqua Bank.

It should be noted that the local staff at Umpqua Bank in Auburn have been exemplary in providing customer service to the community, including to ARD. The issues prompting this recommended change come from changes at the Umpqua Bank corporate level.

Recommendation: At the October Meeting, the Finance Committee sent this item to the Board with a positive recommendation to approve Resolution #2015-15, authorizing the President of Friends of ARD to change bank affiliation.

Fiscal Impact: Savings of several hundred to several thousand dollars per year, as Community 1st Bank has agreed to provide normal banking services with no fees.

RESOLUTION NUMBER 2015- 15

A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE AUBURN AREA RECREATION AND PARK DISTRICT TO ADOPT A CHANGE OF BANK ACCOUNTS FOR THE FRIENDS OF THE AUBURN AREA RECREATION & PARKS, INC., 501 c (3) FROM UMPQUA BANK TO COMMUNITY 1ST BANK

WHEREAS, it has been determined by the District Administrator, the Administrative Services Manager and the Standing Finance Committee on October 21, 2015 that a change of bank accounts will take place in the best interest of the District.

WHEREAS, the Auburn Area Recreation & Park District Board of Directors approves a change of bank accounts for the Friends of the Auburn Area Recreation & Parks, Inc. 501 c (3) from Umpqua Bank to Community 1st Bank. The president, treasurer, and chairman of the Friends of the Auburn Area Recreation and Parks, Inc. are appointed as signatories on the bank checking account.

NOW, THEREFORE, BE IT RESOLVED that the Auburn Area Recreation & Park District Board of Directors adopts Resolution Number 2015-15, A Resolution of the Auburn Area Recreation & Park District to Adopt a Change of Bank Accounts for the Friends of the Auburn Area Recreation & Parks, Inc., 501 c (3) from Umpqua Bank to Community 1st Bank effective October 29, 2015.

Approved by the Board of Directors of the Auburn Area Recreation & Park District unanimously, this 29th day of October, 2015 by the following roll call vote:

APPROVED, PASSED, AND ADOPTED ON October 29, 2015 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

Scott Holbrook
Chairman of the Governing Board

ATTEST:

Clerk to the Governing Board

Item 8.5 Cover Sheet for Amending FY 2015/2016 Obsolescence List

Auburn Area Recreation and Park District Finance Committee & Board of Directors meeting
October, 2015

The Issue: Shall the District approve an amendment to the approved 2015/2016 obsolescence list in order to move up the purchase of a new tri-deck mower?

Background: The attached obsolescence list for 2015/2016 was approved by the Board in March 2015. The attached list for 2016/2017 contains a replacement Tri-Deck mower unit to be purchased. The District currently owns three John Deere Tri-Deck mowers purchased in 2006, 2008, 2013 respectively. Over the past year, all the John Deere mowers have experienced maintenance problems, with the 2006 mower costing several thousand dollars a year to repair. The latest repair bill was over \$8500 in August of 2015. One of the major causes of the breakdowns has been the overwhelming number of moving parts and hydraulics in the “wing” sections of the mower. There are over 200 parts in these sections of the unit. All the John Deere mowers the District owns have been experiencing this problem, some to a greater extent than others. The Jacobsen unit has less than 50 moving parts in these sections of the mower.

Staff has researched several brands of mowers available in the “tri-deck” format and have concluded that the Jacobsen R-311T best meets the needs of the District. This mower is available directly from the West Coast Division of the Manufacturer, Jacobsen West. Staff requested pricing from Jacobsen West and received the attached quotes. The first quote is pricing for the unit when purchased through NJPA, a Joint Powers authority authorized to bid contracts nationally, including California (the equivalent of CMAS)(\$64,169). The second quote is for purchase directly from the manufacturer (\$60,701). The pricing is about \$3500 cheaper to take advantage of the manufacturer direct sale. Staff requested that the pricing be extended to April of 2016, but Jacobsen West was authorized to extend to November 15, 2015 only. According to Jacobsen West, there will be a 3-5% price increase at the first of the year, so they cannot hold the price to 2016.

Recommendation: The finance committee at its October meeting sent this item to the Board with a positive recommendation to purchase a new tri-deck mower from Jacobsen West in Fiscal year 2015/2016 instead of Fiscal year 2016/2017.

Fiscal Impact: Since the purchase of the unit was scheduled for April of 2016 and the funding is available in the obsolescence budget, there is no fiscal impact.

Attachments:

Obsolescence List 2015

Obsolescence List 2016

Jacobsen West Proposal (NJPA version)

Jacobsen West Proposal (Factory version)

NJPA annual contract renewal

2015/2016

Auburn Recreation District Park Obsolescence List

FUNDING SOURCE

Estimated balance						708,531		0	
ITEM	Acquired	Purchase \$	Life	Orig Repl Date	year to be Replaced	New Acquisition Cost	Equip Reserve	General Fund	
Gator Cart 4WD w/power lift #7	2005	\$8,882	10		2015	\$9,000	\$9,000		
Cushman #8	2003	\$10,000	10	2013	2015	\$22,000	\$22,000		
2015 Ford F150 (will be unit #8)	2015			n/a	2025	\$20,000	\$20,000		
Regional gym heater #1	1992		15	2007	2015	\$12,500	\$12,500		
Regional gym heater #2	1992		15	2007	2015	\$12,500	\$12,500		
2000 Dodge 3/4 ton truck vin 155626 #8	2002	\$20,000	10	2012	2015	\$30,000	\$30,000		
Total 15/16						\$0	\$106,000		
Estimated Balance Remaining							602,531		
									0

Auburn Recreation District Park Obsolescence List

2016/2017

FUNDING SOURCE

Estimated balance		Orig		year to be		New		652,531		0	
ITEM	Acquired	Purchase \$	Life	Repl Date	Replaced	Acquisition Cost	Equip Reserve	General Fund			
John Deere Gator #4	unk	\$7,500	10		2016	\$10,000	\$10,000				
2005 Ford Ranger vin 09012 unit 1	2005	\$11,000	10	2015	2016	\$20,000	\$20,000				
2006 Ford Ranger vin 95264 unit 2	2006	11000	10		2016	\$20,000	\$20,000				
Rec building - Youth services office HVAC	unk		15		2016	\$10,000	\$10,000				
Rec Park lobby and hallway carpet (2500 sq.ft.)	2006	3.93/sq.ft.	10		2016	\$9,900	\$9,900				
3.5 ton roller	2006	13,942	10		2016	\$14,000	\$14,000				
Ryan Tracaire 72 aerator	2004	4,338	10	2014	2016	\$4,400	4,400				
Lely spreader and ejector disk	2004	3,908	10	2014	2016	\$4,000	\$4,000				
Recreation Park Modular #1 HVAC	unk		15		2016	\$8,500	\$8,500				
Recreation Park Modular #2 HVAC	unk		15		2016	\$8,500	\$8,500				
Auburn El Modular #1 HVAC	unk		15		2016	\$8,500	\$8,500				
Auburn El Modular #2 HVAC	unk		15		2016	\$8,500	\$8,500				
Regional Park irrigation pump/motor	2002	\$4,600	8	2010	2016	\$10,000	\$10,000				
Heater, Sierra Pool	2005		8	2013	2016	\$25,000	\$25,000				
Ashford Park irrigation pump/motor	unk	\$4,600	8		2016	\$4,600	\$4,600				
John Deere 1600 Mower #1	2006	\$43,877	10	2016	2,017	62,000	62,000				
Circulation pump motor, Sierra Pool	2005		8	2013	2016	\$5,000	\$5,000				
Recreation Park irrigation pump/motor	2006	\$4,600	8	2014	2016	\$10,000	\$10,000				
Circulation pump motor, Sierra Pool	2005		8	2013	2016	\$5,000	\$5,000				
Recreation Park irrigation pump/motor	2006	\$4,600	8	2014	2016	\$10,000	\$10,000				
Circulation pump, Splash Pool mushroom	2000		8	2008	2016	\$5,000	\$5,000				
Circulation pump, Splash pool	2003	\$4,600	8	2011	2016	\$4,600	\$4,600				
Meadow Vista Park irrigation pump/motor	2006	\$6,500	8	2014	2016	\$6,500	\$6,500				
CV Tutor Toter Roof	unk		30		2016	\$18,000	\$18,000				
TOTAL						292,000	292,000				
Estimated Balance Remaining							360,531				0



Craig Watters
 1060 National Dr. #1
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 925-684-0909
cwatters@jacobsenwest.com
 707-738-8439

City of Auburn Parks and Rec.
 425 Perry St.
 Auburn, Ca. 95603

Atten: Joe Fecko 530 885 0611 x104
jfecko@aubumrec.com

EQUIPMENT PROPOSAL					
Date:				Terms:	F.O.B.:
10/7/2015				Net 30	Auburn
Qty:	Model #:	Description/Model/Product:	Unit Price:	Total Amount:	
1	69178	New Jacobsen R-311T Roughs Mower 65 HP Kubota Diesel Engine TIER 4 4 Wheel Drive Hydrostatic Transmission Gauges 2 Post ROPS Air Ride Seat 11' Width of Cut 3- Hydraulic Driven Decks (No Belts)			\$79,997.00
1	2811453	CareFree Tire Kit (10 Foam Filled Tires)			\$689.00
			Price		\$80,666.00
		Jacobsen NJPA Disc 26%			\$20,973.00
			Total		\$59,692.00
		City of Auburn NJPA ## NIPA1489			
		Delivery Approx. 2 Weeks			
Comments: Please contact your sales rep if you have any questions.				Subtotal:	\$59,692.00
Quote good through: 30 Days.				Tax:	\$4,476.90
				Total:	\$64,168.90





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 Auburn, Ca. 95603

Atten: Joe Fecko 530 885 0611 x104
jfecko@auburnrec.com

EQUIPMENT PROPOSAL				
Date:			Terms:	F.O.B.:
10/7/2015			Net 30	Auburn
Qty:	Model #:	Description/Model/Product:	Unit Price:	Total Amount:
1	69178	New Jacobsen R-311T Roughs Mower 65 HP Kubota Diesel Engine TIER 4 4 Wheel Drive Hydrostatic Transmission Gauges 2 Post ROPS. Air Ride Seat 11' Width of Cut		
1	2811453	3- Hydraulic Driven Decks (No Belts) CareFree Tire Kit (10 Foam Filled Tires)		\$79,997.00
				\$689.00
			Price	\$80,666.00
			Jacobsen Government 30%	\$24,199.80
			Total	\$56,466.20
Delivery Approx. 2 Weeks				
Comments: Please contact your sales rep if you have any questions.			Subtotal:	\$56,466.20
Quote good through: 30 Days.			Tax:	\$4,234.97
			Total:	\$60,701.17



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History & Authority

Minnesota Statute §123A.21: Service Cooperatives

Under this statute **Subd. 1** NJPA was originally created as 1 of 10 Minnesota Service Cooperatives. Our previous name was the North Central Service Cooperative (NCSC) and we are now doing business as the **National Joint Powers Alliance** (NJPA).

The primary purpose of the service cooperatives, under **Subd. 2** is identified to be the performance of planning on a regional basis and to assist in meeting specific needs of clients in participating governmental units which could be better provided by a service cooperative than by the members themselves.

M.S. 123A.21 Subd. 7 details the 23 programs and service categories that service cooperatives are to operate in and this subdivision states that the service cooperatives are not limited to those categories. Under Subd. 7 the NJPA Board of Directors, in conjunction with its many advisory committees, annually develops a plan identifying the programs and services it will implement each year.

Additional References

M.S. §123A.21 Subd. 3: Membership and Participation

Full Membership with a service cooperative shall be limited to public school districts, cities, counties and other governmental units as defined in section 471.59 and NJPA's Bylaws and Policies. Governmental units are not required to join NJPA as Full Members, but they must sign on as NJPA Participating Members to access our contracts and to validate their purchases. Many local policies require Membership to legally access contracts held by other agencies. NJPA provides a Participating Membership and Joint Powers Agreement at no cost. When a board signs a Joint Powers Agreement it qualifies that board to serve on the NJPA Joint Powers Advisory Board. The Participating Membership and Joint Powers Agreements both establish a legal paper trail between NJPA and the Member as contracts are accessed.

M.S. §123A.21 Subd. 5(g)

Shows that the powers of the board of directors of a service cooperative are written very broadly to grant extensive authority. This statute states "The board of directors shall have authority to maintain and operate a service cooperative." More specifically, "The service cooperative board of directors may enter into contracts with other public and private agencies and institutions to provide administrative staff and other personnel as necessary to furnish and support the agreed upon programs and services."

M.S. 123A.21 Subd. 9(d,e): Service Cooperative Defined

Subd. 9 defines the Service Cooperative (SC) under (d) the SC is a public corporation and agency and its board of directors may make application for, accept, and expend private, state and federal funds that are available for programs of the Members. (e) The SC is a public corporation and agency and as such, no earnings or interest of the SC may incur to the benefit of an individual or private entity.

NJPA Bylaws

- Available upon request

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California

CAL. GOV. CODE § 6500

As used in this article "public agency" includes but is not limited to the federal government or any federal department or agency this state another state or any state department or agency a county county board of education county superintendent of schools city public corporation public district regional transportation commission of this state or another state a federally recognized Indian tribe or any joint powers authority formed pursuant to this article by any of these agencies

CAL. GOV. CODE §6502

If authorized by their legislative or other governing bodies two or more public agencies by agreement may jointly exercise any power common to the contracting parties even though one or more of the contracting agencies may be located outside this state It shall not be necessary that any power common to the contracting parties be exercisable by each such contracting party with respect to the geographical area in which such power is to be jointly exercised

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California

CAL. GOV. CODE § 6500

As used in this article, "public agency" includes, but is not limited to, the federal government or any federal department or agency, this state, another state, or any state department or agency, a county, county board of education, county superintendent of schools, city, public corporation, public district, regional transportation commission of this state or another state, a federally recognized Indian tribe, or any joint powers authority formed pursuant to this article by any of these agencies.

CAL. GOV. CODE §6502

If authorized by their legislative or other governing bodies, two or more public agencies by agreement may jointly exercise any power common to the contracting parties, even though one or more of the contracting agencies may be located outside this state. It shall not be necessary that any power common to the contracting parties be exercisable by each such contracting party with respect to the geographical area in which such power is to be jointly exercised.



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FAQs

Who is NJPA?

NJPA is a public corporation or agency serving as a municipal contracting agency for government and education agencies. NJPA serves member agencies under the legislative authority established and granted by Minnesota Statute 123A.21 (see specific statutory references on pages 4-5). All NJPA employees are public employees whom are required to pay into Public Employment Retirement Association (PERA) through payroll deduction. NJPA employees have the same employment status as employees of NJPA government and education member agencies.

What is NJPA's primary purpose?

Among other areas of serving members, NJPA creates national cooperative contract purchasing solutions on behalf of its member agencies which include all government, education and non-profit agencies nationwide and in Canada. These cooperative contract opportunities offer both time and money savings for their users by consolidating the efforts of numerous individually prepared solicitations to one national, cooperatively shared process. This process leverages the aggregation of volume from members nationwide.

Who is eligible for NJPA membership?

Eligible members include any unit of government, education (K-12 and higher ed) or non-profit agencies nationwide.

How is NJPA governed?

NJPA is governed by the NJPA Board of Directors. The eight member board is comprised of publicly elected governing officials, including school board, city council members and county commissioners from Region Five in Minnesota.

How much does it cost to participate in NJPA?

There is no cost, no obligation or liability to join or participate in the NJPA contract purchasing program. There are no minimum contract purchasing requirements or commitments for members use of NJPA contracts.

How is NJPA funded?

Vendors realize substantial efficiencies through their ability to respond to one NJPA solicitation and Request for Proposal (RFP) that will potentially earn thousands of sales opportunities. From these efficiencies, vendors pay an administrative fee to NJPA calculated as a percentage of sales processed through the competitively solicited procurement contracts awarded and held by the vendor. This administrative fee is not an added cost to the member. This administrative fee covers the costs of contract marketing and facilitation and it offsets operating expenses incurred by NJPA. This fee may also be used for other purposes as allowed by Minnesota statute. NJPA does not receive state or federal aid or membership fees. With respect to cooperative contract purchasing, NJPA is a self-funded governmental unit. NJPA also shares these fees with certain other NJPA members: partner cooperatives or associations as they demonstrate the desire and ability to help facilitate and market available NJPA contracts. Administrative fees paid to NJPA are not an additional cost to NJPA members.

How can we join and participate in NJPA and its contracts and services?

Does NJPA have a professional public purchasing board of advisors?

Yes. At this point, all current members are a part of our Board of Advisors. NJPA also has multiple member advisory committees that specialize in various membership verticals. These verticals include our general membership represented by procurement professionals from our government and education agencies and others, such as fleet departments, food service departments, park and recreation departments and public utility departments.

Can agencies other than government and education use the program?

Yes, under MS 123A.21, non-profit agencies may also participate.

What specific statute gives my agency the authority to participate?

Generally, joint powers and/or cooperative purchasing laws create the authority for members to work together with NJPA and under NJPA procurement laws. These laws are a part of state law in every state, however, they are written slightly differently. Essentially, what these laws state is, "What two units of government can individually do for themselves, one can do for the other." NJPA membership forms are designed to help establish an appropriate agreement to comply with the Joint Powers Laws of our qualifying agencies.

What are the advantages of being a member of NJPA?

- The competitive solicitation and contract process is completed and satisfied on behalf of your agency.

- National aggregation of product and equipment demand and volume resulting in aggressive and competitive pricing
- Choice of equipment, products and services is offered under awarded contracts featuring the highest quality solutions from industry-leading and nationally acclaimed vendors
- Members enjoy a broad range of exceptional product and equipment selections complimented by substantial time savings and multiple other related benefits for participating agencies
- NJPA contract solutions offer choice with the ability to continue to perform your own competitive solicitation process if you choose to do so

NJPA strives to exceed our members' needs and expectations. Our contracting process mirrors our members' process. In creating a contract pathway through a unified and commonly embraced contracting process, NJPA contracts are accepted by the highest level of government and education agencies across the country. NJPA increases our members' comfort by conducting complete financial audits of our organization annually through an independent auditor with the results submitted to the State of Minnesota as required by state law.

As NJPA members, are we still able to buy from other contracts?

Yes, all NJPA membership and contracts are non-exclusive with no obligation to purchase and are contracts of choice by our member agencies.

Can my public agency use NJPA contracts without issuing our own solicitation?

Yes, in most states and local jurisdictions, though it is the responsibility of individual members to make the determination. All NJPA contracts have been competitively solicited nationally, reviewed, evaluated by committee and recommended to the NJPA Board of Directors for award in accordance with Minnesota public purchasing and contracting rules, guidelines and regulations applicable to NJPA. Each solicitation is issued on behalf of NJPA and current and potential NJPA members nationwide. Each RFP advises all responders that NJPA must bid, and invites a vendor who can sell and service participating member agencies in all fifty states and, optionally, provinces and territories of Canada. All RFP respondents understand that these contracts will be under consideration for use by government, education and non-profit member agencies throughout the United States.

How can I obtain copies of the legal documentation associated with each contract?

Related contract and competitive solicited process documentation is available on the NJPA website under each individual vendors' page or by request. Once on a vendor page, there is a tab titled "Contract Documentation" where these documents can be reviewed. Please follow the instructions under each vendor's "Pricing" tab to access pricing for specific contracts. Due to pricing complexity, most pricing is not located on the website and is available upon request in compliance with MN Data Practices. Procurement files are also available upon request.

What is the solicitation and request for proposal (RFP) process?

NJPA conducts a comprehensive 12-step process (described in full [here](#)) that includes:

1. Identify members' needs.
2. Research solutions available in the marketplace.
3. Request permission from the NJPA Board of Directors.
4. Draft a solicitation, public advertisement and notice.
5. Conduct a pre-proposal conference followed by receipt of responses.
6. Evaluate proposers' responses.
7. Review evaluation results.
8. Provide recommendations to the NJPA Board.
9. Award vendor(s).
10. Post approved contract documents.
11. Develop and implement a joint marketing plan with awarded vendor(s) and
12. Review and maintain our contract throughout its term.

How does the purchase process flow?

Can my agency add additional terms & conditions to meet my local requirements?

What about customer satisfaction and assurance?

Describe who NJPA contract awards to.

NJPA prefers to award contracts at the manufacturer level when possible. Contract awards to manufacturers are made on behalf of that manufacturer's dealer network through the established relationship between manufacturer and authorized dealers. Likewise, contract awards made to a re-seller are made on behalf of the re-seller's manufacturers, again through the established relationship between the re-seller and their manufacturers. In many cases, some products or equipment are only available through re-sellers. Whichever is the case, NJPA members have a single source of responsibility in the awarded contractor and that awarded contractor takes responsibility for all third-party sub-contractors used in the acquiring and delivering of products and services to be delivered. As a result of the contracting reputation NJPA has earned, NJPA is able to award contracts to quality vendors that members can trust.

How do my regular suppliers become authorized suppliers for NJPA?

How do I get more information about NJPA?

ANNUAL RENEWAL OF AGREEMENT

Made by and Between

Jacobsen, a Division of Textron, Inc. (Vendor)
11108 Quality Drive
Charlotte, NC 28273

and

National Joint Powers Alliance® (NJPA)
202 12th Street NE
Staples, MN 56479
Phone: (218) 894-1930

Whereas:

"Vendor" and "NJPA" have entered into an "Acceptance and Award #070313-JCS" for the procurement of Grounds Maintenance with Related Equipment, Accessories and Supplies, and having a maturity date of August 20, 2017, and which are subject to annual renewals at the option of both parties.

Now therefore:

"Vendor" and "NJPA" hereby desire and agree to extend and renew the above defined contract for the period of August 20, 2015 to August 20, 2016.

National Joint Powers Alliance® (NJPA)

By: [Signature] Its: Executive Director/CEO

Name printed or typed: Chad Coquette

Date: 6/2/15

Jacobsen, a Division of Textron, Inc.

By: [Signature] Its: VP, Sales & marketing

Name printed or typed: Ric Stone

Date: 6-2-15

If you do not desire to extend contract, please sign below and return this agreement.
Discontinue: We desire to discontinue the contract.

Signature: _____ Date: _____



Contract Acceptance and Award

(To be completed only by NJPA)

NJPA 070313 GROUNDS MAINTENANCE WITH RELATED EQUIPMENT, ACCESSORIES AND SUPPLIES

Jacobson, a Division of Texticon
Proposer's full legal name

Your proposal is hereby accepted and awarded. As an awarded Proposer, you are now bound to provide the defined product/equipment and services contained in your proposal offering according to all terms, conditions, and pricing set forth in this RFP, any amendments to this RFP, your Response, and any exceptions accepted or rejected by NJPA on Form C.

The effective date of the Contract will be August 20, 20 13 and continue for four years thereafter AND which is subject to annual renewal at the option of both parties. This contract has the consideration of an optional fifth year renewal option at the discretion NJPA

National Joint Powers Alliance® (NJPA)

NJPA Authorized signature:

NJPA Executive Director

Chad Coquette

(Name printed or typed)

Awarded this 20th day of August 20 13 NJPA Contract Number # 070313 -JCS

NJPA Authorized signature:

NJPA Board Member

Scott Vernon

(Name printed or typed)

Executed this 20th day of August 20 13 NJPA Contract Number # 070313 -JCS

Proposer hereby accepts contract award including all accepted exceptions and NJPA clarifications identified on FORM C.

Vendor Name Jacobson, a Division of Texticon

Vendor Authorized signature:

Chris Vernon

(Name printed or typed)

Title: VP Marketing

Executed this 27th day of June 20 13 NJPA Contract Number # 070313 -JCS



FORM D Formal Offering of Proposal (To be completed Only by Proposer)

GROUNDS MAINTENANCE WITH RELATED EQUIPMENT, ACCESSORIES AND SUPPLIES,

In compliance with the Request for proposal (RFP) for "GROUNDS MAINTENANCE WITH RELATED EQUIPMENT, ACCESSORIES AND SUPPLIES", the undersigned warrants that I/we have examined this RFP and, being familiar with all of the instructions, terms and conditions, general specifications, expectations, technical specifications, service expectations and any special terms, do hereby propose, fully commit and agree to furnish the defined equipment/products and related services in full compliance with all terms, conditions of this RFP, any applicable amendments of this RFP, and all Proposer's Response documentation. Proposer further understands they accept the full responsibility as the sole source of responsibility of the proposed response herein and that the performance of any sub-contractors employed by the Proposer in fulfillment of this proposal is the sole responsibility of the Proposer.

Company Name: Jacobsen, a Division of Textron Inc.

Date: July 27, 2013

Company Address: 11108 Quality Drive

City: Charlotte
Zip: 28273

State: North Carolina

Contact Person: Art Petrone

Title: Municipal Channel Manager

Authorized Signature (ink only):

A handwritten signature in blue ink, appearing to read 'C. Vernon', is written over a horizontal line.

(Name printed or typed):

Chris Vernon



Home > National Cooperative Contract Solutions > Contracts > Fleet > Landscape & Grounds Maintenance > Jacobsen, a division of Textron



Jacobsen, a division of Textron

NJPA AWARDED CONTRACT



Contract#: 070313-JCS

Category: Landscape & Grounds Maintenance

Description: Mowing & Turf Equipment

Maturity Date: 08/20/2017

Overview

Contract Documentation

Pricing

Marketing Materials

NJPA Contact Information

HOW TO PURCHASE ?

Our step by step guide

Jacobsen is committed to providing superior quality turf maintenance equipment to customers around the globe. Jacobsen's full line of quality mowers, utility vehicles, and renovation equipment is backed by our global network of Jacobsen dealers. Each Jacobsen dealer is staffed by factory-trained technicians and support staff and fully stocked with genuine Jacobsen parts. Every Jacobsen machine is built from the ground up to provide world-class performance and worry-free service – day in and day out. To find a Jacobsen dealer near you or learn more about Jacobsen products, visit www.jacobsen.com.

Item 8.6 Cover sheet – Proposed Changes to ARD Personnel Policy: Background Checks

Auburn Area Recreation and Park District (ARD) Policy Committee meeting October, 2015; ARD Board of Directors meeting October, 2015

The Issue

Shall the Auburn Area Recreation and Park District (ARD) amend its policy in regards to background checks for potential employees?

Background

California Public Resource Code 5164 (attached) prohibits recreation and park districts from hiring anyone on a paid or volunteer basis into a position with supervisory or disciplinary responsibilities over minors, if that person has committed specific crimes.

ARD Personnel Policy requires that all employees get fingerprinted and go through a Department of Justice (DOJ) background check once a conditional offer of employment is made. Typically, DOJ sends ARD the results of the background check within 2 – 3 days after the fingerprinting is completed. On occasion, the results can take several weeks (more than 2 months) to get the results back.

This scenario has happened twice in the last 12 – 18 months for prospective employees who do not have supervisory or disciplinary control over minors.

Staff is proposing changes to the ARD Personnel Manual that will allow for some flexibility when hiring an employee who will not have supervisory or disciplinary control. A copy of these proposed changes is attached.

Recommendation for the Board of Directors

Approve the amendments as proposed.

The Policy Committee forwarded the proposed amendments to the Board with a positive recommendation.

Alternatives available to the Board of Directors

- 1) Request more information and send back to the November Policy Committee meeting
- 2) Do not recommend changes to the ARD personnel policy

Fiscal Impact

N/A

Attachments

Proposed changes to ARD Personnel Manual re: background checks on prospective employees
CA PRC 5164

Proposed changes to ARD Personnel Policy

ARTICLE I

Essential Provisions

- H. After a conditional offer of employment has been made, complete a "Supplemental Questionnaire" regarding any criminal background and after an offer of employment has been made and prior to the commencement of the employment duties complete and pass a fingerprint background check through the Department of Justice.

The District Administrator may hire an applicant on a conditional basis if that applicant's background check is being delayed. The District Administrator may only hire this applicant if they are working in a position that does not have supervisory or disciplinary responsibilities.

The District reserves the right to deny or terminate employment to any applicant or employee who misrepresents the facts on the "Application for Employment" or "Supplemental Questionnaire."

ARTICLE II

Employment Policies and Practices

C. Employee and Volunteer Screening

1. Public Resource Code section 5164 prohibits recreation and park districts from hiring anyone on a paid or volunteer basis into a position with supervisory or disciplinary responsibilities over minors, if that ~~person~~ applicant has been convicted under Penal Code Section 220, 261.5, 262, 273a, 273d, 273.5, or 290.
2. The District shall not hire anyone for employment, either for pay or as a volunteer into a position with supervisory or disciplinary responsibilities over minors, if the ~~person~~ applicant has been convicted within the previous ten years of a felony or of three (3) total misdemeanors of any offense contained in Penal Code Section 11105.3 (c)(1).
3. The District may not hire an ~~person~~ applicant for employment, either for pay or as a volunteer into a position with supervisory or disciplinary responsibilities over minors, if the person has been convicted of a felony more than ten years ago if the felony is codified under Chapter 3 of the Penal Code, Section 215, 217.1, 236, or Chapter 9, or 667.5(c).

4. Prior to employment but after initial application, the District shall require fingerprinting and background checks of all employees applicants who will have supervisory or disciplinary responsibilities over minors. That list shall include, but is not necessarily limited to, supervisors, managers, youth services directors, crew leaders, coaches, instructors, lifeguards and youth services personnel.
5. The District Administrator may hire an applicant on a conditional basis if that applicant's background check is being delayed. The District Administrator may only hire this applicant if they are working in a position that does not have supervisory or disciplinary responsibilities.

SECTION: 9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

- 1, Schedule for November and December 2015 committee and board meetings.

The schedule for November and December 2015 committee and board meetings is as follows:

November, 2015

Acquisition & Development Monday, November 9th at 4:00 p.m.

Standing Finance Thursday, November 12th at 1:00 p.m.

Program, Personnel, Policy, Fee & Legal Review Thursday, November 12th at 2:00 p.m.

Board of Directors Meeting Thursday, November 19th at 6:00 p.m.

December, 2015

Acquisition & Development Monday, December 7th at 4:00 p.m.

Standing Finance Wednesday, December 9th at 1:00 p.m.

Program, Personnel, Policy, Fee & Legal Review Wednesday, December 9th at 2:00 p.m.

Board of Directors Meeting Thursday, December 17th at 6:00 p.m.

Thursday Oct 08 2015 | 6 comments

4

Reader input: Ashley Memorial Dog Park is thriving

For those of you concerned after reading the recent letter to the editor stating the Ashley Memorial Dog Park is having troubles and may be closing (Reader Input, Oct. 1), please be assured this is not the case. In fact, Ashley Memorial Dog Park is happy to announce our tenth anniversary!

For many of us, going to the dog park has become a part of our daily or weekly routine. The "Little Slice of Heaven," as one park user calls it, has been a priceless treasure in our town.

It took many volunteers over the years to create such a wonderful place, and we continue to have special people helping, either giving their time or donating monetarily to fund ongoing maintenance of the park.

Our relationship with Auburn Recreation District has been proven invaluable. Their assistance in planting new sod, keeping the park clean, and mowing and watering is essential to the success of all their parks. The recreation district's executive director, Kahl Muscott, has assured us they will continue to support their most-used facility. Like any other organization, there are times of transition, and Ashley Dog Park has had volunteers come and go over the years. But we have always had a strong foundation and board of directors to keep this Auburn jewel alive and well for everyone to enjoy.

We thank you for your concern and hope to have lots of fun with you and your dogs for years to come. And don't forget to check us out on Facebook! With heartfelt thanks, Kathleen Harris, president and Candace Morton, director, Ashley Memorial Dog Park Foundation

Keywords:

Ashley Memorial Dog Park kathleen harris Candance Morton Kahl Muscott Auburn Recreation District

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TO THE EDITOR**



**SEND
STORY IDEAS**



**SEND
CORRECTIONS**



**SIGN UP FOR
OUR EMAIL
NEWSLETTER**

Thursday Oct 08 2015 |

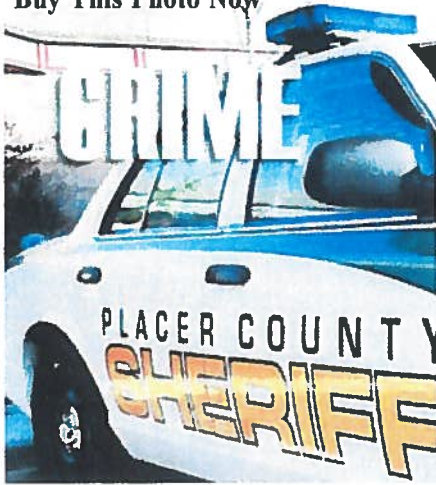
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13 comments

Stabbing in Regional Park, robbery at Government Center bus stop

By: Gus Thomson of the Auburn Journal

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The Placer County Sheriff's Office is reporting two assaults and attempted robberies – one involving a homeless man as a victim, the other, a stabbing in Regional Park – in two locations in one day in North Auburn.

The Regional Park stabbing occurred while a 27-year-old Auburn man was walking alone in the park after dark.

According to a Sheriff's Office report, the victim was approached by five or six Hispanic males. One of the group grabbed the victim's pocket "and asked what he had." The victim pushed the man away and another person in the group stabbed him with a box cutter in the upper right chest area, the report said.

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The victim fled and the attacker or any other members of the group didn't follow him, investigators were told. The incident occurred at about 10:30 p.m. on Sunday but not reported until six hours later.

The victim had accompanied his mother to Sutter Auburn Faith Hospital for a migraine early Sunday morning and while they were there, had asked nurses to examine his chest wound, the report said.

"He didn't report it (initially) because he was fearful of retaliation," the Sheriff's Office stated.

The hospital staff notified authorities about the assault report. The wound was described by hospital staff as superficial and not life-threatening, the Sheriff's Office said.

Earlier Sunday, a 33-year-old man described by the Sheriff's Office as "a local transient" was reportedly robbed and assaulted at a bus stop located at First and B avenues in the Placer County Government Center, near the sheriff's headquarters. No details were given on the extent of the victim's injuries. The attack at about 1 p.m. was described as an assault with a deadly weapon but no description of the weapon was given.

The perpetrator was described as a white male about 6-foot-two and weighing 160 pounds. He was wearing a red shirt, blue shorts and a white ball cap.

The report said that the local transient population was asked if they were familiar with the suspect and that they were not. A search of the area failed to turn up the man, who was believed to be between 17 and 25.

The robbery suspect is reported to have escaped with a stolen \$250 from the incident.

Keywords:

Robbery North Auburn sheriff's office

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TO THIS STORY

READER INPUT

Bell/New Airport park not worthwhile

Parks do not always make life better.

Especially when there is no need for one and when it is not beneficial to the community. In my opinion, the parcel between Bell Road and New Airport Road is one of those pieces not worth developing for a park. It was two very small useable sections where little could be developed due to wetlands in the vicinity. Besides, it is so close to Regional Park where there are so many recreational facilities that it makes this proposal for another park

impractical and unnecessary.

It is my understanding that this green belt was given to ARD by PG&E and that ARD would like to develop it for the future increase in population. If so, then why don't they develop or expand the pieces they have behind Chana, Christian Valley or Winchester? Why start a new Park that offends so many and offers so little? Especially, when it is so unpopular with the nearby residents of Sullivan Ranch, who will be impacted so negatively. It makes no sense, when there

are so many other opportunities and places where ARD can develop that would make a positive connection with the community. I strongly believe that they should leave this parcel just as it is, a green belt.

WENDY HOLT, Auburn

BE HEARD

E-mail: ajournal@goldcountrymedia.com

Drop off: 1030 High Street

Fax: (530) 887-1231

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10-9-15

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Friday Oct 09 2015
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NEWS | SPORTS | LIVING | OPINION | MULTIMEDIA

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Auburn Community Festival going on 19 Pumpkins, scarecrows and costumes vie for big prizes

By: Jaime Carrillo

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For the 19th year running, Auburn will spend a day commemorating pumpkins, scarecrows and community.

On Oct. 17, The Auburn Community Festival will be held from 10 a.m. to 4 p.m. at the Auburn Recreation Park. The yearly festival is a favorite of District Administrator Kahl Muscott and Recreation Services Manager Sheryl Petersen.

"The nature of the event is it attracts everyone from the youngest kids, to their grandparents," Petersen said. "Pumpkins, scarecrows, vendors music; and it's all free."

Before the event, the massive pumpkins, which in past years topped out at over 1,500 lbs. are

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weighed. At 10:00 a.m., the community is welcomed to view and vote on their favorite themed scarecrows for the coveted \$500 People's Choice prize.

"We always get wonderful scarecrows," Petersen said. "People get tremendously creative."

First time contestant Justin Black of Lincoln is participating in the pumpkin contest for the first time. After planting his pumpkin seed in early July, he wasn't sure if his pumpkin would survive the arduous growing process. At one point, an area near the pumpkin's stem was oozing "white goo," but after applying anti-fungal solution, the pumpkin was saved, and grew to be an estimated 450 lbs. by Black's calculation.

"I'm just amazed it's going to make it," Black said. "I thought for sure it would split and rot." After the contest, Black plans to donate the pumpkin to GoatHouse Brewery to display in their tasting room, and later converted into feed for their goats.

Randy Warren, one of the pumpkin contests' yearly contestants will once again be entering one of his prized squashes in the contest. When growing a pumpkin of massive size, there are extra variables to consider, one of which is the possibility of the vegetable rupturing.

"We're going to be there with our pumpkin, provided it stays together," Warren said.

Along with the judging of pumpkins and scarecrows, the community is welcome to participate in the costume contest, which will hand out prizes in categories such as "Most Frightening" and "Best Disney Themed." This year, the festival will also host a coloring contest for kids sponsored by Grocery Outlet.

Live music for the day will be provided by Roseville cover band Auto Reverse, who cover hits spanning all the way back to the 50 s. Vendors and non-profits such as popular food truck An Honest Pie, Old Town Pizza,

Rustic Rooster the Auburn Police Department and Friends of the Auburn Library will be hosting booths throughout the day.

Because of the drought, many in the pumpkin growing community have scaled back the amount of pumpkins grown to be judged at the festival. According to Warren, many of his fellow growers have had difficulties this year with getting their pumpkins as massive as year's past.

"We always say, put your best foot forward for Auburn," Warren said. "We hope we're able to bring a nice big pumpkin for the community to see."

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Placer Environmental Club adopts Railhead Park

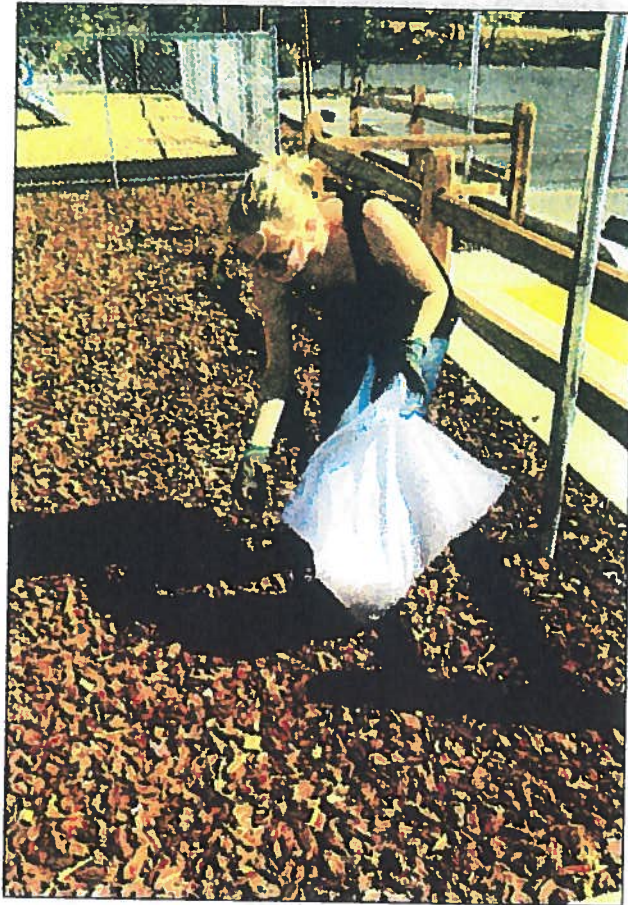
BY KAHL MUSCOTT
FOR THE AUBURN JOURNAL

While looking for a way for the Placer High School Environmental Club to give back to the Auburn community, the club found the Auburn Recreation District's "Adopt-A-Park" program. Right away, the club applied to adopt Railhead Park.

The ARD Adopt-A-Park program was established to provide positive working relationships for local groups wishing to help out in the public sector. The program also allows ARD to supplement its current maintenance program.

ARD provides amazing parks around Auburn for sporting events, family picnics and so much more. Railhead Park is a beautiful park near Placer High School, used mainly for its two competition-size soccer fields.

It is a clean and well maintained park. However the club pitches in to help out. The club mainly does rounds of trash clean-up and weeding at the park. Members have also been available for other projects at the park, including painting and



COURTESY TO THE JOURNAL

Placer High Environmental Club member Brenn Haydon clears trash at Railhead Park.

helping with maintenance.

"I like it that our club has the opportunity to give back to the community," sophomore Brenn

Haydon said. "I hope more groups can 'Adopt-A-Park.'"

The club hopes to raise awareness about keeping Auburn clean and free of

plastic trash.

"It's amazing how much plastic winds up by the canal and in the canyon. It blows around and ends up in areas where it can damage wildlife and find its way to our waterways," said Paige Roper, Environmental Club president.

Lily Worthington, who was weeding at the park recently, said, "I have grown up using the park and I am happy we can help keep it nice. It's an asset to our community."

Larry Gray, ARD's facilities and grounds manager, is impressed by the PHS Environmental Club.

"It is a great organization doing a wonderful job at Railhead Park," Gray said.

"The Environmental Club has been a burst of energy for ARD's maintenance efforts at Railhead Park," District Administrator Kahl Muscott said. "The weeding needed at the park is substantial, and the club has stepped up and took on the role with smiles on their faces."

For more information on the Adopt-A-Park program, please contact ARD at (530) 885-0611 ext. 102.

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Sunday, Oct 18 2015 | 0

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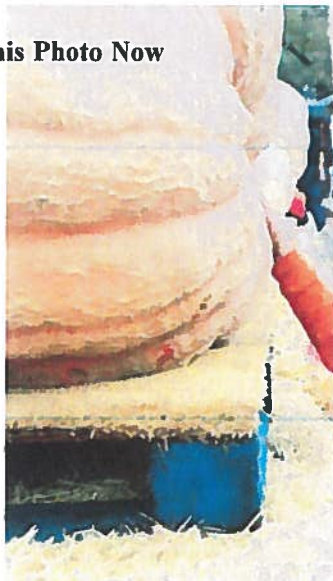
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Auburn Community Festival highlights sights of fall

By Michael Kirby, Freelance Photographer



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Giant pumpkins, crafty scarecrows, recipe favorites and colorful costumes turned Recreation Park into an autumn wonderland for the 19th annual Auburn Community Festival Saturday. The Sugar Plump Fairies led the costume parade and there were plenty of choices for shoppers at the vendor booths.



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