



## MEMORANDUM

<b>TO:</b>	Honorable Mayor and Members of the City Council
<b>FROM:</b>	Sean Rabé, City Manager
<b>DATE:</b>	August 12, 2024
<b>SUBJECT:</b>	City Manager Report for Aug. 12, 2024 City Council Meeting

Mayor and Council Members,

The following report provides an update on some of the major activities City Staff has been working on recently:

### City Manager's Department:

- ***TOT Measure:*** With the Council's adoption of Resolution #24-80, the City placed a ballot measure on the November General Election that would both increase the City's Transient Occupancy Tax rate from 8 percent to 10 percent and would also require short-term rentals to pay the TOT. The measure has been assigned Measure F on the ballot. We have had an argument in favor of the Measure and an argument opposing the Measure submitted. The City has created an informational page on our website providing factual information on Measure F. You can find that here: <https://www.auburn.ca.gov/701/Measure-F>
- ***High Street Tree Planting Project:*** The Downtown Business Association recently reached out to the City with a potential project to plant street trees along various areas of High Street, to create a more welcoming environment by adding shade and color to the street. Public Works Director Mengil Deane and I walked the areas on Friday that the DBA is requesting to plant the trees, and approved the project in most areas. The trees will be planted along the sidewalk where previous trees may have been located at one point (there are concrete squares that were placed in the sidewalk that don't match the rest of the sidewalk). Trees that don't have water available will be watered by a tree watering bag, similar to the Crepe Myrtle tree near the Auburn Journal. I'm excited to see the streetscape improvements for that area!

### Police Department:

- ***National Night Out:*** The National Night Out event was another huge success bringing hundreds of business and community members together in Old Town Auburn. The highlight of the night was seeing city staff taking turns in the dunk

tank, with kids eagerly running up to push the lever and send them splashing into the water, creating memorable moments, and building connections in a light-hearted atmosphere. The water slide provided a perfect way for kids to cool off from the heat, ensuring everyone had a fantastic time. The department extends its gratitude to all the City departments that attended and contributed to the success of the event, reinforcing the spirit of collaboration and community. We also want to pass along our appreciation to our business community who made this event possible and their level of support for the Auburn Police Department.

- *Wellness Program Initiated:* The police department is also participating in a newly created program by California POST, focused on organization wellness, and led by UC San Diego. This innovative program aims to integrate wellness practices into law enforcement agencies across the state. To participate, agencies had to apply and be selected as partners in developing this crucial organizational wellness initiative. CA POST plans to implement the outcomes of this program in police academies and law enforcement agencies throughout California in the future, promoting the well-being of officers and improving overall organizational health.

#### **Planning/Economic Department:**

- *Form-Based Code:* The Form-Based Code project continues, with RGS Consultants assisting City Planning Staff on the project. We will have an open house to begin rolling the project out to the public on Wednesday, August 15 from 5 pm to 6 pm, here at City Hall. As you know, the Community and Economic Development Department has been working for the past few years to develop a new land use code for the City's Old Town and Downtown to incentivize infill development and make it easier for businesses and housing to come into these districts, thus recreating the historical live/work development patterns that characterized our Gold Rush communities. The idea is to create a more-modern land use code for Auburn's central core and streamline processes by limiting lengthy Planning Commission Hearings and making more over-the-counter processes.
- *Wells Fargo Building Purchased:* The Wells Fargo building in Central Square has been purchased by local entrepreneur Dallas Drake and his family. We're looking forward to Dallas bringing life back to the building, which has sat vacant for many years and is such a key piece of real estate for Downtown Auburn.
- *RFP for Hotel Feasibility Study:* The City recently issued a Request for Proposals (RFP) for a hotel feasibility study. As Council knows, diversification of the City's revenues is very important and the Transient Occupancy Tax (TOT) generated by hotels is one way to provide that diversification. The City received five proposals for the study and the Community/Economic Development Department is now analyzing those RFPs.

### **Human Resources Department:**

- *Workplace Violence Prevention Training:* Police Chief Ryan Kinnan and HR Director Jen Leal teamed up to deliver crucial training on our new Workplace Violence Prevention Plan (WVPP). Although not the most uplifting topic, this training is now mandatory under the new law SB 553, requiring employers like us to implement and uphold a WVPP. The City of Auburn is committed to fostering a safe working environment that minimizes the risk of workplace violence and other safety/security threats. Workplace violence not only jeopardizes the safety of our employees but can also impact the general public. Therefore, it's everyone's responsibility to help prevent it. During the sessions, we explored what constitutes workplace violence, identified risk factors, and learned to recognize warning signs. The training equipped us with the knowledge to respond promptly and effectively should such situations arise. We hope the training left our employees feeling empowered and reassured about our commitment to safety in the workplace.

### **City Clerk's Department:**

- *Updated Auburn History Page on Website:* Working with City Historian Carol Cramer, City Clerk Amy Lind has updated the Auburn History page on the City's website to provide a much more comprehensive look at the City's rich past. Much thanks to Amy and Carol!
- *Redesigned Website Coming:* Amy will begin working next week with our website provider, CivicPlus, on a FREE redesign of our site that will begin incorporating the new City branding effort. We will also begin replacing the logos on our City vehicles whenever they need a new logo (either because a new vehicle has been added or because the existing logo is faded).

### **Fire Department:**

- *AFD Engine Covering CALFIRE Station in Foresthill:* On August 7th, Auburn Fire E1272 was requested to cover Station #11 as part of an Assistance by Hire agreement to cover CAL FIRE Station #11. The engine is under the leadership of Captain Bowers who has extensive knowledge of the Foresthill area as a lifelong resident and former Foresthill Fire Protection District employee. This collaboration ensures that local stations are staffed by personnel familiar with the region, communication systems, and local emergency operating plans. Additionally, participating in this agreement allows Auburn Fire personnel to be integrated into CAL FIRE's response plan, providing them with more exposure to wildland fire incidents and enhancing their operational readiness. It is unknown how long the assignment will last, but it is based on state-wide fire activity and the return on CAL FIRE Nevada-Yuba-Placer fire engines from there fire assignments.

**Public Works Department:**

- *Sewer and Collections Department Updates:* In the last couple of weeks, the design phase for the Canyon Dr. Lift Station has officially begun, focusing on the property survey and initial schematic design.

Staff has also kicked off the annual City Sewer Line CIP project, which includes a priority list from our operations team. We are deep into project development, and an item will soon return to the council for consideration.

The Sewer Lift Station SCADA project is progressing well. Telstar has completed their work at the Fawn Creek Lift Station and has moved on to the Maidu Lift Station. Excavation at Maidu was completed last week, and the panel switch-over started today and will continue into tomorrow. The temporary pump is functioning properly, and Panel 1 of 2 is expected to be completed today, with the second on track for completion tomorrow.

- *Stormwater System Update:* Staff has spent a significant amount of time mapping unknown stormwater lines and monitoring hotspots due to an increase in sinkholes. As more information becomes available staff will return to Council for direction.

QUESTIONS? Please contact me at the phone number below or by email at [srabe@auburn.ca.gov](mailto:srabe@auburn.ca.gov).

A handwritten signature in blue ink that reads "Sean Rabé".

Sean Rabé, City Manager