



MEMORANDUM

TO:	Honorable Mayor and Members of the City Council
FROM:	Sean Rabé, City Manager
DATE:	September 23, 2024
SUBJECT:	City Manager Report for September 23 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:

- *Remedy Supply Co Continues Progress:* Remedy Supply Co, located in the old Mickey's Boots building, recently received its last footings inspection – meaning the business is able to begin pouring concrete in the morning. Most noticeable to the public will be the stem-wall in the front of the building that will be used to enclose the front patio, bringing the face of the building close to flush to the street. This means the fence should come down and the framing of the facade should start soon.
- *New State of the City Event:* In order to accommodate all residents and businesses who want to hear about the State of the City and to make sure the City is compliant with recently-modified state law, Mayor Radell-Harris and I are working on establishing a new event to be held here in the Council Chambers. The new State of the City event is tentatively scheduled for the evening of November 21. We will have more information soon.

Police Department:

- *Fall Home Show:* This weekend, Auburn Police Department officers and volunteers attended the annual Home Show, engaging with the community and promoting public safety initiatives. Their booth offered information on crime prevention, traffic safety, and upcoming department events. Officers were on hand to answer questions, while volunteers distributed educational materials, and the Safety Pup pillows were a huge hit with kids and families alike. The Home Show provided a great opportunity for Auburn PD to strengthen community ties, offer valuable resources, and foster a collaborative spirit with residents.
- *Breast Cancer Patches:* This year, the Auburn Police Department is raising awareness for breast cancer with both pink patches and badges. Throughout

October, in honor of Breast Cancer Awareness Month, officers will wear these pink patches and badges as a symbol of solidarity with those affected by the disease. With a \$10 donation, community members can obtain a pink patch, and all donations will go to Sutter Auburn Radiology and Oncology, supporting their efforts in breast cancer treatment, research, and patient care. Through this initiative, Auburn PD reaffirms its commitment to raising awareness and making a meaningful impact in the local community.

- ***Badges and Books:*** Auburn Police Department's Badges and Books initiative, launched by CSO Aranda, is set to kick off at Overlook and CourtView Apartments. This program aims to bring officers together with local children to foster positive relationships and offer homework assistance. Officers will help kids with their assignments, creating a supportive and engaging environment. The initiative not only supports academic success but also strengthens the connection between law enforcement and the community, reinforcing the department's commitment to supporting Auburn's youth.
- ***ABC Compliance Check:*** Officers, alongside the Department of Alcoholic Beverage Control (ABC), recently conducted an ABC compliance check to ensure local businesses are adhering to alcohol regulations. Officers inspected various establishments for compliance with signage, storage, and serving practices, as well as overall cleanliness and the presence of graffiti. This thorough evaluation aimed to prevent underage access to alcohol and promote responsible service, reinforcing the department's commitment to community safety. By maintaining high standards, the department helps create a secure environment for both residents and local businesses.

Planning/Economic Department:

- ***Form-Based Code Project:*** The Form-Based Code was reviewed by the Planning Commission and Historic Design Review Commission on Tuesday, September 17th for a second time. The joint meeting was the second work session held on this matter and was Staff's final attempt to gather input from Commission members and the public before embarking on a legislative process to hopefully adopt the new code. Commission members and the public seem to be generally supportive of the City's attempt to update its land use code and streamline the development process in Old Town and Downtown.
- ***General Plan Outreach:*** Consultants and Department staff hit the streets once again to solicit stakeholder input to help direct prospective general plan policies at the Old Town Business Districts October Fest (yes held in September). This process resulted in engagement with several hundred people and around a hundred comments. The most frequent themes seem to be around the development of bike and pedestrian ways and to keep the Auburn vibe; although many had a hard time identifying what is incorporated Auburn and what is unincorporated North Auburn.

- *Ace Hardware Open:* The Auburn Ace Hardware opened its doors at its new location for the first time last Thursday. No official announcement or grand opening celebration is scheduled at this time; nonetheless, the soft opening still seems to be bringing people through the doors even as employees are still working to fill all of the shelves.

Finance Department:

- *ACFR Progress Continues:* The Finance Department continues efforts required for the Annual Comprehensive Financial Report (ACFR) with the focus shifted to delivering 104 responses to the external auditors. This includes providing support and justification for the year-end transactions but includes a very time-consuming task of updating 39 pages of Notes to the Financial Statements.

The purpose of these notes is to disclose the detailed assumptions used for the financial statements; basically, narratives and summary tables that explain the numbers. This is a perfect opportunity for the new Finance Director to get familiar with the City's financial statements as these statements in the past were prepared by the City's former financial services consultant.

- *Andy Heath Contract Ends:* As you know, the City's long-tenured financial services consultant and former City employee, Andy Heath, has chosen to end his contract with the City as of the latest contract expiration date, which was August 31, 2024. The Finance Department is determined to overcome the loss of institutional knowledge and is working harder than ever to maintain its momentum. After the delivery of the FY 2023-24 fiscal update to City Council, Finance will begin preparing for the FY 2024-25 first quarter fiscal update to provide to Council in the next couple of months. The Finance Director also continues to support the efforts associated with closing the gap on the structural deficit for the General Fund.

Human Resources:

- *Police Chief Recruitment:* Following the recent departure of Chief of Police Ryan Kinnan, Human Resources is excited to announce that the recruitment for our next Chief of Police will open this week! This opportunity will be open until October 25, 2024. We'll be sharing the announcement across various platforms to ensure it reaches a diverse pool of candidates.

Fire Department:

- *Auburn Cruise Night 9/11 Remembrance Ceremony:* On September 13th, members of the Auburn Fire Department attended the Auburn Cruise Night's annual 9/11 Remembrance Ceremony. Chief Rogers delivered remarks on behalf of the Fire Department. The event was attended by all on-duty Auburn Fire personnel, along with Newcastle Engine 41. Additionally, Captain Rendon, his daughter, and several members of the Auburn Hook and Ladder Co. #1 were present for the ceremony.

- *Vegetation Fire in the American River Canyon:* On September 14th, the Auburn Fire Department provided automatic aid to CAL FIRE/Placer County Fire for a reported 50' x 50' vegetation fire near the American River Confluence. Battalion Chief D'Ambrogi and Engine 1282 responded and assisted with extinguishing the fire. The final fire size was approximately 2 acres, with arson identified as the cause. Newcastle Engine 41 provided city coverage from Station #2 for the duration of the incident.
- *Station #3 Power Pole Replacement:* PG&E replaced a power pole at Station #3 on September 14th as part of their scheduled maintenance plan. The replacement was completed without any negative impact on operations or personnel.
- *Vehicle Accident Involving a CHP Officer:* On September 18th, Auburn Fire units responded to a traffic collision involving a CHP motorcycle officer at the intersection of Nevada Street and Placer Street. Battalion Chief Jelle and Engine 1282, along with American Medical Response, provided medical aid to the officer before transferring patient care to CHP Helicopter H20. The officer was airlifted to Sutter Roseville Medical Center and according to news reports no severe injuries were sustained.
- *Gold Country Fair Weekend Incidents (September 5th - 8th):* During the Gold Country Fair weekend, the Auburn Fire Department responded to a total of 32 incidents, including:
 - 21 Medical Aids
 - 5 Fire-Related Incidents
 - 2 Public Assists
 - 2 Fire Alarms
 - 1 Vehicle Accident
 - 1 Hazardous Condition

No major incidents related to the Gold Country Fair were reported.

Public Works Department:

- *Transit Capital Improvements, EV Purchases:* Last year, Public Works staff, in partnership with PCTPA staff, applied for funding through the SB 125 Transit Program, which allows transit agencies to use funds for transit capital improvements. The program, a \$1.1 billion Zero-Emission Transit Capital Program, allocates funds to regional transportation planning agencies across the state. Staff applied for funding for three separate projects, all of which were successfully included in the 5-Year funding plan. The City will receive \$400,000 for EV purchases, \$600,000 for Corporation Yard infrastructure upgrades, and \$1.61 million for the Nevada Street Station electrification, charging, and infrastructure improvements. In total, the City will receive \$2,610,740, and we are able to begin drawing down these funds immediately.

- *Sewer Collection System:* Last winter, staff placed several probes throughout the City's sewer collection system to identify key locations where inflow and infiltration were occurring. This process allowed us to pinpoint several areas with cracked or collapsed sewer lines. We are now in the final stages of project development and expect to put the project out to bid in the coming weeks. More information will be presented to the Council at an upcoming meeting.
- *Upcoming Changes to the Transit Division:* Our transit department is transitioning from the TransLoc on-demand app to the new Spear Platform. This change will improve coordination with Placer County and the City of Roseville, providing users with a more integrated and comprehensive transit experience across the region. City staff were involved in the procurement process for this platform several years ago, but we waited to switch due to existing contractual obligations with TransLoc. The Spear Platform is more user-friendly, offering advanced features such as manual bookings up to two weeks in advance and AI-driven ride scheduling during off-hours when staff are unavailable. This transition marks the next step in enhancing Auburn On-Demand, making it even more accessible and efficient for our community.

QUESTIONS? Please contact me at the phone number below or by email at srabe@auburn.ca.gov.



Sean Rabé, City Manager