



## MEMORANDUM

<b>TO:</b>	Honorable Mayor and Members of the City Council
<b>FROM:</b>	Sean Rabé, City Manager
<b>DATE:</b>	January 13, 2025
<b>SUBJECT:</b>	City Manager Report for January 13th 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:**

- New Chief of Police Named: The City of Auburn has been in the process of recruiting a new Chief of Police since September. In mid-December, candidates who met the job criteria were interviewed by three panels, which recommended the top three candidates to move forward. I conducted one-on-one interviews with the finalists and selected current Lieutenant Bryan Morrison as Auburn's next Chief of Police. We are currently finalizing the employment agreement and plan to present it for approval at the City Council meeting on February 10, 2025.

Lieutenant Morrison has the temperament, professional skills and vision to lead the Auburn Police Department. He has my full trust and confidence and I am excited to see the future of the department under his leadership.

Lieutenant Morrison brings more than 26 years of police experience to the position, with more than four of those in his current capacity as a Lieutenant for the Auburn Police Department. He has worked for the department for about 8.5 years, beginning as a police officer and working his way up to his current position. He has a Bachelor's Degree in Criminal Justice and is currently on the waitlist for the FBI Academy.

February 10 will also be Interim Chief of Police Ted Stec's last day working for the City of Auburn. Chief Stec has done an amazing job of steadyng the Police Department after former Chief Kinnan left for another opportunity. We thank Chief Stec for his steadfastness and help during this transition.

### **Police Department:**

- CSO Williamson's unwavering dedication and persistence have paid off after many attempts, as she successfully placed a chronically homeless individual into permanent housing. This remarkable achievement reflects her commitment to improving the lives of those in need and her ability to navigate the complexities of housing resources and support systems. Through compassion and determination,

she has helped provide stability and hope for someone who faced immense challenges. Her efforts are not only a significant milestone for the individual but also part of the broader commitment by the Auburn Police Department to continue addressing homelessness in the City of Auburn.

- In December, the Auburn Police Department made a total of 11 DUI arrests, with an average Blood Alcohol Concentration (BAC) of .219 and an average age of 42 among offenders. Closing out the year, the department recorded a total of 126 DUI arrests, including 15 drug-related DUIs—a significant increase from the 4 reported in 2023. The year-end average BAC for arrests was .197, with an average age of 38. Officers Bandilla and Schnettz stood out for their dedication, with Bandilla making 31 arrests and Schnettz leading the team with 56 arrests. Their efforts earned them both another well-deserved MADD (Mothers Against Drunk Driving) pin, recognizing their commitment to keeping the roads safe.
- Sergeant Almeida and Officer Collins are currently attending the NorCal Tactical Medicine (TacMed) training, a specialized program designed to enhance tactical medical skills for law enforcement professionals. This training focuses on equipping participants with the knowledge and techniques necessary to provide critical medical care in high-stress and dangerous situations, such as active shooter incidents or tactical operations. By participating in this program, Sergeant Almeida and Officer Collins are not only expanding their expertise but also strengthening the Auburn Police Department's ability to respond effectively to emergencies, ensuring the safety and well-being of both officers and the community.

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

- *Wayfinding Masterplan Readies for Council:* City staff reviewed and provided feedback on the Wayfinding graphics, content, and placement last week, in preparation for the final plan. This comprehensive plan is scheduled to be presented to the City Council in early February, at which time the Council will be asked to provide direction to move forward with bidding the project and installing the proposed signage.
- *TOT Tax Implementation:* Following the passage of Measure F, which introduced an occupancy tax on all short-term rentals within the City, staff has been actively working to establish a contract with HdL Companies. HdL, which the City also relies on for sales tax collection, will assist with the identification and registration of all short-term rental properties in the area. Additionally, HdL will manage the collection and enforcement of the newly implemented tax. The contract is expected to be finalized by the end of this month, enabling a streamlined process for compliance and tax administration moving forward.
- *Bringing History Back Into Historic Old Town:* The Old Town Business Association (OTBA) has reached out to the City Historian with an exciting proposal to expand the popular walking tours of Old Town into the OTBA's summer events. The idea is

to integrate the docents' of the walking tours, as characters dressed in period-appropriate attire, offering immersive storytelling about Auburn's rich history. These storytellers would bring to life the fascinating characters who once roamed the streets of Old Town, sharing anecdotes and historical insights that capture the essence of the city's past. Additionally, the possibility of reenactments was discussed, further enriching the experience for attendees.

- **Station Public House 2nd Expansion:** The City Building Department has reviewed another expansion proposal for Station Public House. While the previous expansion was highly visible due to its significant increase in indoor patron seating, this latest expansion will not be visible to the public. Instead, it focuses on expanding the kitchen area, which will greatly enhance production capacity and operational efficiency. This upgrade will allow for improved service and a higher volume of food preparation, supporting the restaurant's growth and ability to meet customer demand. It's great to see Auburn businesses growing.

#### **Finance Department:**

- **A Transparent Auburn:** The Finance Department worked hard over the holiday season to complete the 2024 final payroll for the City and finalize the 2024 Annual Comprehensive Financial Report (ACFR). Upcoming milestones for Finance include presenting the FY 2024-25 mid-year financial update to Council in February and developing the FY 2025-26 proposed budget. A long overdue effort to publish the City's revenue and expenditure data is now complete.

Thanks to City Council approval to purchase a cloud-based budget software, the fiscal transparency of the City has extraordinarily improved. Now available online for everyone to access are actual expenditures and revenues by fiscal year dating back to FY 2019-20 through FY 2023-24, along with the FY 2024-25 budget adopted this past June. The software vendor, ClearGov, has included additional details about the City for our demographic statistics that enhance the websites fiscal experience.

The new budget software will also be used to develop the FY 2025-26 proposed budget, which means the budget book and financial reports presented at Council meetings will look different this summer. The budget process includes the participation of all City departments and Finance is looking forward to improved collaboration and a streamlined process. The new fiscal transparency website address is available at: <https://cleargov.com/california/placer/city/auburn>

#### **Fire Department:**

- **Firefighter Sloan Completes Probation:** Firefighter Zach Sloan, hired by the City of Auburn on January 2, 2024, successfully completed his one-year probationary period on January 2, 2025. This process required completing a probationary packet, which included two testing processes and performance reviews. Firefighter Sloan is the first member of the Auburn Fire Department to complete this newly

implemented probationary program. Congratulations to Zach on completing this milestone.

- *Auburn Fire Department Participates in Holiday Events:* The Auburn Fire Department continued its tradition of supporting community events throughout the holiday season. Crews attended various festivities, including the Tree Lighting Ceremony, Festival of Lights Parade, Old Town Country Christmas, and the Menorah Lighting. While participating in these events, crews remained ready to respond to emergencies, ensuring community safety during the celebrations.
- *Two Firefighters Transition to New Opportunities:* In December 2024, Firefighter Alex Meeks and Firefighter Cole Davis departed the Auburn Fire Department to join other fire agencies.
  - Firefighter Alex Meeks served Auburn for over three years, working as both a Firefighter and an Acting Engineer. During his time with the department, Alex completed his California State Fire Marshal's Driver/Operator Task Book and became a nationally certified paramedic.
  - Firefighter Cole Davis was with the department for nearly two and a half years, also serving as a Firefighter and Acting Engineer. Cole held an associate degree and was working toward completing his Driver/Operator certification.

We wish Alex and Cole success in their future endeavors and thank them for their contributions to the Auburn Fire Department.

- *Auburn Fire Department Presents to the Leadership Auburn Program:* Chiefs Rogers and Jelle recently hosted a session for the Leadership Auburn Program. Chief Rogers provided a presentation covering the department's mission, history, current organization, response capabilities, prevention efforts, education programs, and fire safety tips. Following the presentation, the group toured Auburn Fire Station #3 with Chief Jelle and participated in a Q&A session. While the program was scheduled to include a structure fire simulation, emergency responses within and outside the city prevented this portion of the event. Despite this, the presentation was well received by the group.
- *Holiday Emergency Responses:* Between December 24th and January 2nd, the Auburn Fire Department responded to 61 calls for service. These included:
  - 38 Medical Aids
  - 3 Vehicle Accidents
  - 9 Public Assistance Calls
  - 6 Fire Alarms
  - 5 Fire-Related Incidents

Fortunately, no significant incidents occurred within the City of Auburn during this time.

## Public Works Department:

- Public Works staff successfully completed the Reamer Street Sinkhole project. The City Council authorized the construction of this project during the November 18, 2024, council meeting. This project involved the removal and replacement of 150 feet of collapsed corrugated metal pipe with modern, durable materials. With this project now completed, staff can redirect resources to address the sewer line located perpendicular to the original site on Reamer Street.
- The next phase, awarded to the lowest-bidding contractor, will replace 25 feet of separated clay sewer pipe. This separation was caused by a storm drain line located directly below it. Both lines will be upgraded with modern materials to improve the longevity and reliability of the infrastructure. This phase of work is scheduled to begin in the third week of January and is expected to conclude shortly thereafter.
- Public Works staff finalized the Diamond Ridge Sewer Lift Station project. The notice of completion will soon be presented to the City Council and filed with the Placer County Recorder's Office. This project was a comprehensive overhaul of an outdated and costly lift station. All components have been replaced with new, modern equipment designed to serve the City's wastewater collection system for decades to come.
- The revamped Diamond Ridge Sewer Lift Station sets a new standard for similar upgrades across the community. Key improvements include:
  - Enhanced sewer service reliability for the surrounding residential area.
  - Installation of modern communication equipment, enabling remote monitoring and control by City Maintenance Staff. This will facilitate faster response times and minimize sanitary sewer overflows (SSOs).
  - Addition of a backup diesel pump to ensure uninterrupted operation during power outages or pump failures.

Although the project was initially awarded at the May 23, 2022, council meeting, supply chain challenges and other delays extended its completion timeline. Now fully operational at 100%, the Diamond Ridge Lift Station is a valuable enhancement to the City's infrastructure.

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



Sean Rabé, City Manager