



MEMORANDUM

TO:	Honorable Mayor and Members of the City Council
FROM:	Sean Rabé, City Manager
DATE:	June 2, 2025
SUBJECT:	City Manager Report for June 2 nd 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:

July 4th Fireworks: The City Council authorized me in May to sign the contracts required for the July 4th Fireworks at the Gold Country Fairgrounds. Those contracts have been signed and fundraising for the event is ongoing. We are more than halfway to the needed \$21,000 for the event.

Clean-Up Day This Weekend: Clean up Day is coming up June 7. This event is for Auburn residents only. Recology Auburn Placer is teaming up with the City of Auburn to pick up residential curbside trash throughout Auburn City Limits. Trucks will come by one time only, so please ensure that all trash is at your curbside on Friday Night.

Trash must be in garbage cans, toters, bags, or bundles small enough for one person to handle and must meet the following parameters:

- One cubic yard limit per customer
- Items must be no longer than 3 feet and no heavier than 40 pounds
- No large pieces of furniture, refrigerators, appliances, or tires
- Prohibited electronic waste will not be picked up. This includes, but is not limited to televisions, computer monitors, stereo equipment, radios, telephones, florescent lights, and other peripherals
- NO TOXIC MATERIALS! (paints, solvents, motor oil, or pesticides)
- Property owners must remove and dispose of anything not picked up by Recology Auburn Placer

Police Department:

- **Community Engagement Meeting – Military Equipment Report:** APD invites the public to attend its annual Community Engagement Meeting regarding the department's military equipment usage, in compliance with Assembly Bill 481. The meeting will take place on Wednesday, June 18, 2025, at 7:00 AM in the Rose Room on the bottom floor of City Hall. This important discussion will provide an overview

of how and why military equipment has been used, summarize community feedback and any related concerns, and present audit findings, cost breakdowns, and current inventory levels. We will also share information about future acquisition plans. This meeting reflects our ongoing commitment to transparency and open dialogue with the community. We welcome your input and encourage all community members to attend.

- *APD Conducts Parole Search, Makes Multiple Arrests*: Officers conducted a parole search at an Alcoholism & Drug Abuse Recovery Treatment facility located on the 300 block of Lincoln Way. The operation was part of the department's annual sex offender compliance sweep and was conducted in partnership with the California Department of Corrections and Rehabilitation and with assistance from a Placer County Sheriff's Office K9 unit. As a result of the search, four individuals were arrested—two for parole violations and two on outstanding warrants from nearby counties. Officers also seized drug paraphernalia at the location, and a code enforcement investigation was initiated to address potential municipal code violations. These efforts reflect the department's continued commitment to public safety and accountability within our community.
- *APD Assists with Structure Fire on High Street*: Officers responded to assist with a structure fire on High Street. Thanks to the swift and coordinated efforts between Auburn Fire and Police personnel, all occupants were safely evacuated, and the fire was quickly brought under control. This incident highlights the strong partnership and seamless teamwork between our first responder agencies. The cause of the fire is currently under investigation.
- *Supporting Officer Wellness Through Critical Incident Debriefing*: Following a critical incident last week, a Therapist with prior law enforcement experience was brought in to conduct a critical incident debrief with our staff. Chief began the session with a brief, heartfelt speech, sharing his own experiences and emphasizing the importance of addressing the emotional toll this profession can take. The therapist's background in law enforcement allowed them to connect on a deeper level with our team, offering insight, relatability, and meaningful support. These debriefings are a vital part of our department's commitment to wellness, providing a structured and confidential space to process difficult events. By prioritizing mental health, we continue to foster a culture of resilience, care, and strength within the department.

Planning/Economic Department:

- *New City Logo on the Move*: Like a game of Where's Waldo, Auburn's new City logo is popping up all over town. From window clings in local businesses to stickers on water bottles, the fresh new brand is making its mark. The latest, and perhaps most prominent, sighting is on the sign in the Holiday Inn parking lot. Nestled just below the In-N-Out sign, the old City logo that stood for decades has officially been swapped out for the new design, giving thousands of I-80 travelers a glimpse of Auburn's updated identity.

- *Vacant Building Ordinance*: As directed by the City Council, the proposed Vacant Building Ordinance will be presented, with the suggested changes from a previous informational presentation, at the upcoming regular City Council meeting on June 9. In addition to the standard legal notice published in the newspaper, staff has taken extra steps to ensure community awareness by mailing notices directly to property owners with known long-term vacancies. This effort aims to both inform stakeholders and encourage their input on the proposed ordinance.
- *Airport Growth is Key to Masterplan*: Viewed by staff as the Auburn Airport's last major opportunity to plan for future growth, the new Airport Master Plan is being developed with Auburn's aviation community at its core. As a vital economic engine for the region, now is a critical time to define its ultimate growth potential. City staff, supported by consultants from Mead & Hunt, have already hosted multiple stakeholder meetings to gather input and build consensus. Most recently, staff has engaged with the Placer County Transportation Planning Agency (PCTPA) and Placer County to ensure regional alignment and support for what is recognized as a significant and ambitious planning effort.

It's important to note that the Airport's growth strategy is not about accommodating larger aircraft, but rather about protecting and securing land around the Airport for future aviation operations. This includes preventing the development of conflicting land uses within the Airport's airspace, ensuring the long-term safety, functionality, and economic viability of Auburn's aviation hub.

Finance Department:

- *Preparing for Year-End*: Fiscal year-end processes have begun in Finance. The external auditors have the department pulling interim data ahead of fiscal year-end close to get an idea of the City's greatest financial reporting vulnerabilities. The work being accomplished helps the audit procedure by focusing energy on key areas later in the Fall when the official audit is underway. The Finance team is also readying for fiscal year-end by working closely with departments on grant and revenue accruals, invoices that need to be received for services provided, and seeking to ensure all transactions that belong in FY 2024-25 are booked appropriately.
- *Sales Tax Projections*: As fiscal year-end approaches, Finance watches sales tax, as our primary revenue stream, closely. With sales tax making up 40% of the City's discretionary funding, any swing in sales tax revenue can and does make an impact. The good news is we've done our due diligence with sales tax projections to not leave the City short on expectations this year. We have one quarter of unknowns remaining, April – June 2025. HdL Companies, our sales tax consultant, has projected a year-over-year decline, however, the unpredictable peaks and valleys of fuel sales cannot be estimated with any certainty. With the amount of sales tax received through March 2025, it is reasonable to assume we will hit our FY 2024-25 target of \$7,665,000 by June 30, 2025, but we won't know for sure until August!

- *FY 2025-26 Proposed Budget*: The proposed budget will be presented to City Council on June 9, 2025. The budget is already in balance, with remaining preparations behind the scenes focusing on report formatting and new technology to produce the budget book.

Fire Department:

- *2024–2025 Burn Season Ended*: On May 22nd, the Auburn Fire Department suspended residential burning within the city limits. While our typical burn season ends on May 31st, the early suspension was based on a combination of weather conditions, fuel dryness, and a recent incident where an improperly extinguished pile escaped and burned approximately ¼ acre of grass. Residents are encouraged to continue Defensible Space efforts and to utilize the Placer County Chipper Program as an alternative to burning.
- *AFD – Hosts 2025 Annual Wildland Refresher Drill*: On May 27th, 29th, and 30th, the Auburn Fire Department hosted the 2025 Annual Wildland Fire Refresher Training. Battalion Chief Matt McCarthy, in coordination with representatives from the Western Placer County Fire Chiefs Association Training Group, organized the three-day training event. The refresher included four hands-on stations: off-road driving, water supply operations, simulated fire attack/progressive hoselay, and presentations from CALFIRE dozer and air attack subject matter experts. Every Western Placer County fire agency participated, and each session lasted approximately 3.5 hours. The drill served as a critical opportunity to enhance operational readiness and build relationships among firefighters ahead of fire season.
- *AFD – Hosts 2025 Annual CALFIRE Cooperators Meeting*: On May 30th, the Auburn Fire Department hosted CALFIRE’s annual pre-fire season Cooperators Meeting at Station #1. The meeting provided local government Fire Captains and Battalion Chiefs with essential updates on State Responsibility Area wildland fire response protocols, Assistance by Hire invoicing, and the Grass Valley Emergency Command Center’s Radio Call Plan. Auburn Fire is proud to continue supporting our CALFIRE and local government partners by offering Station #1 as a meeting location.
- *35th Annual Placer High School Grad Night Inspection*: On May 31st, Captains Bowers and Croft, along with Firefighter Sims, conducted a fire and life safety inspection at the Auburn Recreation District for Placer High School’s 35th Annual Grad Night celebration. All three Auburn Fire personnel are Placer High alumni and recognize the importance of this event. The inspection ensured that organizers set up a safe environment, where graduates and volunteers could focus on enjoying the culminating event. Congratulations to all the graduating Placer High School Seniors.

Public Works Department:

- *Ford E-Transit Vans Update*: Last week, staff had the opportunity to visit the manufacturing plant in Chico where our Ford E-Transit vans are being built. We’re happy to report that they are nearly complete and are expected to be delivered to

our fleet for final outfitting by June 15th. The goal is to have them ready for their maiden voyages at the start of the upcoming fiscal year.

This milestone is especially significant as it marks the complete transition of our On-Demand program fleet to zero-emission vehicles, eliminating all gas-powered units. This achievement not only meets but exceeds state mandates, and we've accomplished it primarily through grant funding with minimal to no use of local funds.

- *Solar Project Bid Update:* On Friday, the bid solicitation for the solar projects requested by Council officially closed. We're pleased to share that we received a total of 33 proposals, with 11 proposals submitted for each of the three project sites. These proposals are currently under evaluation by staff.

At first review, some of the pricing appears to be well below initial estimates. Staff is working to compile a thorough analysis and aims to bring a detailed report to Council at the next meeting to support an informed decision.

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

A handwritten signature in blue ink, appearing to read "Sean Rabé".

Sean Rabé, City Manager