



## MEMORANDUM

<b>TO:</b>	Honorable Mayor and Members of the City Council
<b>FROM:</b>	Sean Rabé, City Manager
<b>DATE:</b>	October 27, 2025
<b>SUBJECT:</b>	City Manager Report for the October 27 <sup>th</sup> 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:**

This past week was a very busy for me, with two different conferences where I was a panelist in each.

Friday, October 17<sup>th</sup> saw me in Roseville at the Placer Valley 2025 Summit. This event brings together South Placer's economic leaders to connect and collaborate. The day had two keynote speakers, plus multiple breakout sessions. I spoke on two panels with the City Managers from Roseville and Rocklin, plus the Assistant City Manager from Lincoln.

Last week I attended the Placer Business Alliance DC Summit, in Washington DC, along with Council Member Dowdin Calvillo (who was representing Pioneer Energy). This three day conference includes sessions from a vast array of Placer County officials, business and trade folks. Sessions included topics such as Helping Local Governments Respond to Federal Policy to Drive Placer's Economy, The Future of Federal Land Management in California, and Legislative Priorities with Congressman Kiley's Chief of Staff. I again spoke on a City Manager panel along with the City Managers of Roseville and Rocklin.

These types of conferences are important to learn more about how Auburn can successfully navigate through the changes in the political landscape and to thrive in today's economy. I was able to talk to several lobbyists, Congressional Staff and a Virginia Congressman Morgan Griffith, who serves as the Chair of the Health Committee.

**Planning Department:**

Fairgate Carwash – Last year, the carwash was purchased by a new owner who is now planning an exciting expansion. The proposal includes the addition of two new wash

bays specifically designed for RVs. Additionally, the existing car and truck wash bays will receive much-needed upgrades, including fresh paint, a new roof, and a complete refresh. The plans also feature site improvements such as a new asphalt parking lot, perimeter fencing, and enhanced landscaping. Stay tuned for more updates!

**State Theater** - Staff recently met with the design team working on the historic State Theater. After a major storm in early 2023 caused a significant roof collapse, most of the restoration work has now been completed. The team is exploring additional improvements, including expanded theater seating and ADA accessibility upgrades. Plans for the exterior paint and a new addition have been submitted and is currently with staff for review and will be presented to the Historic Design Review Commission for approval in the upcoming months. The overall goal remains clear: enhancing the theater's function and appearance while preserving its historic character.

**Economic Development:**

**Cannabis Update** - As we move the draft cannabis ordinance toward completion, the timeline is becoming clearer. Currently, the draft ordinance is expected to be finished by mid-November, with the required environmental document anticipated by the end of the year. This schedule would place the Planning Commission hearing in late January, with the earliest possible City Council hearing occurring in February.

Please note that these timeframes are preliminary and may change as more information about the process becomes available.

**Commercial Property Owner Workshop** - This is a reminder that the Commercial Property Owners Workshop will take place on Thursday, October 30th at 6:00 p.m. in the Rose Room at Auburn City Hall. The purpose of this workshop is to discuss and address commercial vacancies throughout the city. The input received is essential in helping the City understand the factors contributing to these vacancies and explore possible solutions together.

**Finance Department:**

**Business Licenses** – The Finance Department would like to remind the members of our community and the business professionals providing services here, that the City of Auburn requires you to obtain and maintain an active business license, as set forth in our Municipal Code, section 33 Finance, Licensing, and Taxation.

To assist in the process, we offer a wealth of information online or via phone or email. Check out our webpage at: <https://www.auburn.ca.gov/337/Business-License> or call (530)823-4211x142 and speak with our business license specialist, or email us at [BusinessLicense@auburn.ca.gov](mailto:BusinessLicense@auburn.ca.gov)

**1<sup>st</sup> Quarter Financials in Review** – With FY 2025-26 underway, the Finance Department has three months of data to begin identifying trends that help project the outcomes of the fiscal year. Though it is too early to prepare a formal projection, the department is looking at our sales tax revenue closely. The first payments of sales tax for the fiscal year are lower as compared to this same time last fiscal year. Though not a cause for concern yet, this does put us on high alert. After the completion of the 2<sup>nd</sup> quarter into February 2026, a formal projection will be prepared and presented to City Council.

### **Fire Department:**

**Residential Structure Fire** – On October 21<sup>st</sup>, at 8:26 pm, the Fire Department responded to a reported residential structure fire on High Street. Upon arrival, Battalion Chief D'Ambrogi and Engine 1282 encountered heavy smoke from a 2,500 ft<sup>2</sup>, two-story split-level home. Contrary to an initial report of a Tesla vehicle on fire in the garage, crews found no fire in that area and focused operations on the kitchen and attic space. The single occupant safely exited prior to arrival, and firefighters successfully rescued the family dog. Five additional automatic aid engines supported suppression efforts. The fire was knocked down and an all-clear obtained within 23 minutes of dispatch, with PG&E responding to secure gas and electric service. Units remained on scene for approximately three hours conducting overhaul operations. During the incident, South Placer Fire Engine 20 and Placer County Fire Battalion 71 provided city coverage. The City Building Official inspected the property the following day, and the structure remains uninhabitable.

**Local Hazard Mitigation Plan and Placer OES Training Exercise** – On October 28<sup>th</sup>, personnel from the Fire, Police, Planning, and Public Works Departments will attend a workshop at the Placer County Office of Emergency Services. This workshop is the next step in developing the City's annex for the Local Hazard Mitigation Plan and will include reviewing previously submitted risk assessment worksheets, discussing mitigation strategies, and identifying next steps in the planning process. On October 29<sup>th</sup>, the Finance Director will accompany the Fire Department in participating in a disaster response workshop and tabletop exercise simulating a mock emergency impacting areas within Placer County. This exercise will provide valuable hands-on training and enhance interdepartmental coordination and emergency preparedness.

### **Public Works Department:**

The State Route 49 project continues to progress, and last week was a full week of productive work with no unexpected issues. The sewer line associated with the project is now fully installed, with only the manhole needing to be brought to grade and pressure tested to complete that phase.

The Aeolia Sewer Line Project is also moving forward. At this stage, only a small portion of the water line remains to be installed before tie-ins for individual residences can begin. The project remains on schedule and is expected to be completed, including final paving before the end of the year, weather permitting.

The Annual Road Maintenance Project is anticipated to go out to bid by the end of this week, with the goal of beginning construction in early spring. The intent is to start catching up with the Pavement Management Plan in the upcoming fiscal year, and this marks the first step toward that effort.

### **Human Resources:**

#### October Work Anniversaries

We proudly acknowledge the team members who help make the City of Auburn a great place to live and work. Your dedication, passion, and hard work strengthen our community and inspire those around you.

This August, we recognize these outstanding employees for reaching their milestones:

**Mike Metzner** – 21 years of service

**Adam Cline** – 18 years of service

**Tucker Huey** – 12 years of service

**Cristina Shafer** – 10 years of service

**Amy Franklin** – 8 years of service

**Anthony Davis** – 6 years of service

**James Taber** – 5 years of service

**Aaron Rea** – 3 years of service

**Kyle Oblander** – 3 years of service

**Brilda Sanchez** – 3 years of service

**Shaprey Jenkins** – 3 years of service

**Gary Hopping** – 2 years of service (as Reserve)

Thank you all for your continued contributions! You make City of Auburn better place every day. Here's to many more years of success and celebration!

#### Current Recruitments

- **Police Officer** – Ongoing (Lateral/Academy Graduate)
- **Bus Driver I** (Part-time)
- **Police Officer Reserve – Level I** (Part-time)
- **Firefighter** – closes 10/31/25

## **Police Department:**

The Auburn Police Department was excited to host Skyridge Elementary's first grade class for a special behind-the-scenes visit. Students had the opportunity to meet Bolo, our emotional support K9, watch a dispatcher take a real 9-1-1 call, and even climb inside a patrol car to see what it's like on patrol. The kids asked great questions, shared lots of smiles, and learned more about how officers and staff work together to keep the community safe. We always enjoy welcoming our youngest community members and sparking their curiosity about public safety!

Chief Morrison recently met with the Auburn Lions Club, where he gave a presentation highlighting the department's ongoing efforts to keep the community safe and connected. He shared updates on current initiatives, answered questions, and discussed how the department and community partners can continue working together to make Auburn a great place to live and work. The department is grateful for opportunities like this to engage with local organizations and strengthen relationships with community members.

The Auburn Police Department still has a limited number of our breast cancer awareness patches available as we wrap up October, with all proceeds supporting Sutter Auburn Faith Hospital's Radiology and Oncology Department. In November, we'll continue our Salute to Service series, honoring the United States Navy, with donations benefiting Auburn American Legion Post 84. Looking ahead to December, we're excited to release a special Christmas-themed Shop with a Cop patch, with proceeds helping sponsor local students to participate in this year's event. All of our awareness patches are available year-round, so you can support a cause or complete your collection at any time, with every patch helping to give back to our community through meaningful programs and partnerships.

In September 2025, our team opened an investigation after a female suspect was arrested in Auburn for trying to cash fraudulent U.S. Treasury checks at a local post office.

During her arrest, several electronic devices were collected. After reviewing data from her phone, investigators uncovered evidence of multiple successful fraudulent transactions at post offices across Sacramento and Placer Counties. The phone data also revealed information about other people involved and locations connected to the operation.

By late October, investigators served a search warrant at the suspect's home in Modesto with help from the Stanislaus County High Intensity Drug Trafficking Area (HIDTA) task force. A second suspect was arrested at the scene for his involvement in the check scheme and for having an outstanding felony drug trafficking warrant.

Inside the home, officers found a marijuana grow and packaging setup indicating that they are shipping marijuana via USPS, firearms parts for assault rifles and ammunition, and numerous electronic devices that are now being examined for additional evidence.

This case appears to be part of a larger, nationwide operation involving the creation, distribution, and cashing of fake U.S. Treasury checks. Investigators are continuing to follow leads and work toward identifying other suspects connected to the ring.

We'd like to thank everyone involved in this effort, including assistance from the Stanislaus County Sheriff's Office, Turlock Police Department, FBI, U.S. Postal Inspection Service, and U.S. Secret Service. Great teamwork all around.

**City Clerk:**

2025 Statewide Special Election - All active, registered California voters will automatically receive a vote-by-mail ballot for the Statewide Special Election on November 4, 2025.

Returning your ballot is easy — you can:

Mail it (no postage required!)

Drop it off at any official drop-off location

Deliver it directly to your county elections office

For your convenience, Auburn voters can use the official ballot drop box located in the City Hall parking lot to securely return their ballots.

Make sure your voice is heard — vote by November 4!

Downtown & Old Town Auburn Safe Trick or Treat -October 31, 2025, 3:00 PM-6:00 PM  
Old Town and Downtown Auburn Costume Contest at Herschel Young Park at 4:15PM  
Trick or Treat from business to business- Stores participating will have a balloon marking their store.

Save the Date - The Annual Mayor Selection and Swearing-In Ceremony will be held Monday, December 1 at 6 p.m. in the Council Chambers.

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