



MEMORANDUM

TO:	Honorable Mayor and Members of the City Council
FROM:	Sean Rabé, City Manager
DATE:	November 10, 2025
SUBJECT:	City Manager Report for the November 10 th 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:

SACOG and County Planning Coordination Meetings

One of the key things I have tried to push during my two years here is increasing communication with our partnering agencies. I strongly believe the City needs to have a seat at the table when it comes to what those agencies are working on – whether that is to simply gain information so that we aren't caught off guard, or to potentially influence outcomes that could either benefit or harm the City.

I had two of those such coordination meetings recently – last week I met (virtually) with Sacramento Area Council of Governments (SACOG) Executive Director James Corliss and today Planning Staff and I met with our Planning Department partners from Placer County.

The meeting with Executive Director Corliss was a bit of a catch-up on initiatives that both agencies are working on, and a discussion about how/if we can help each other on those projects. One thing I talked about was looking for funding for the High Street streetscape improvements, as well continued funding for bicycle and pedestrian facilities as will be identified in the upcoming Alternative Transportation Plan (ATP).

The meeting with County Planning Staff included wide-ranging discussion regarding both agencies' General Plan Updates and the City's Airport Master Plan Update.

These meetings are important to maintain communication with surrounding agencies. We can either ignore what is happening around us, or play a role in shaping what is happening. It is far better for us to be an active participant than sit on the sidelines.

Police Department:

PLEA Awards Ceremony

Chief Morrison was honored to present awards at this year's PLEA Awards, recognizing the exceptional dedication and service of Auburn Police Department members. Officer Jarod Collins received the Distinguished Service Award for his outstanding work on a

complex financial crimes investigation that led to a federal indictment. CSO Kimberly Aranda earned the PLEA Chaplain Award for her compassion, leadership, and commitment to community programs like Project Lifesaver and Badge and Books. Volunteers Art Lusignan and Fred Canning were honored with the Volunteer Recognition of Service Award for their dedicated service on the Livescan Team and support of countless community events. Chief Morrison commended all recipients for their professionalism and positive impact on the Auburn community.

Youth Commission PD Tour

Staff from the Auburn Police Department lead by Lieutenant Huey, were proud to host the Youth Commission for an engaging and informative tour of the Police Department. During the visit, staff provided an inside look at daily operations, showcased various divisions, and discussed the department's role in keeping the community safe. Youth participants had the opportunity to meet officers, ask questions, and learn about careers in law enforcement. The tour offered a valuable behind-the-scenes experience that strengthened community connections and inspired future leaders.

Evacuation Planning Presentation

Sergeant Neri, in partnership with Fire Chief Rogers, presented an Evacuation Planning Presentation to the Foresthill/Huntley and Olive Orchard Firewise Communities. The presentation covered key topics such as how residents will be notified to evacuate through Placer Alert, Hi-Low Sirens, and door-to-door notifications. Attendees also learned what to pack, how to prepare their homes and pets, and the importance of planning multiple evacuation routes. Sergeant Neri and Chief Rogers emphasized early preparation, communication, and community cooperation to ensure safety during wildfire emergencies.

Arrest & Firearm Seizure

Officer Collins conducted a vehicle check on a white van with two occupants. During the stop, officers found an open container of marijuana, narcotics, and a loaded unserialized "ghost gun" within reach of the driver—a convicted felon prohibited from possessing firearms. "Ghost guns" are untraceable, often kit-assembled firearms that pose serious public safety risks. Thanks to Officer Collins' quick actions, both the weapon and narcotics were removed from the community. This arrest highlights the value of proactive policing and the vigilance of our officers. We commend Officer Collins for his outstanding work and continued dedication to keeping Auburn safe.

Planning Department:

New Certified Building Official – Congratulations to **Michael Pinola**, our Senior Building Inspector, who has earned all three certifications to become an official Certified Building Official! This is an impressive achievement – especially accomplished within his first year with the City.

Emergency Call-Outs – Building staff have been working closely with Police and Fire to improve coordination on emergency call-outs that require a Building Department response. The goal is to ensure clear communication and efficient action when emergencies or after-hours issues arise.

Economic Development:

Auburn Steakhouse is Open - The Oak House Restaurant at 130 Maple Street in historic Old Town Auburn has already hosted the first of two soft openings this month and is set to open to the public on Friday. Housed in a beautifully restored building that blends Auburn's rich history with modern design, The Oak House will feature a reservation-only steakhouse offering house-aged steaks, seasonal California cuisine, and curated wines. Downstairs, The Lounge will provide a moody, speakeasy-style setting with oysters, charcuterie, and handcrafted cocktails. The Oak House represents another exciting investment in Old Town's growing dining and entertainment scene.

Aircraft Incident - On October 17th, just after noon, an aircraft went off the runway at the Auburn Airport. Per protocol, airport management, fire, and police responded. Upon arrival, it was determined that the aircraft had overrun the end of Runway 25 and come to rest against the airport perimeter fence. No one on board was injured; however, had the long-planned runway extension been in place, this incident likely would not have occurred. Airport staff have spent years working with the Federal Aviation Administration (FAA) to obtain approval for the runway extension project. This marks the second aircraft to overrun the runway in just a few months.

Finance Department:

Capital Improvement Planning – The Finance Director attended a three-day GFOA (Government Finance Officer Association) training last week focused on Preparing & Implementing a Capital Improvement Plan. The course emphasized the partnership that Finance needs to have with the other departments within the City by being at the table for every step of the process. A strong capital improvement plan can have a major impact on local government services, community economic vitality, and overall quality of life.

The GFOA recommends that “state and local governments prepare and adopt a comprehensive, fiscally sustainable, and multi-year capital plan to ensure effective management of capital assets. A prudent multi-year capital plan identifies and prioritizes expected needs based on a strategic plan, establishes project scope and cost, details estimated amounts of funding from various sources, and projects future operating and maintenance costs. A capital plan should cover a period of at least five or more years.”

The good news is that the City of Auburn has already begun to set a foundation towards a strong capital improvement plan, but it needs a lot of care and attention to become a comprehensive, citywide plan that incorporates all existing and future assets supported by long-term financial plans. The City's capital improvement plan must also be connected to the annual budget process, or it is merely a wish list and not a to-do list.

The Public Works Director is currently leading a process utilizing expertise across departments to update and deliver a capital improvement plan to the City Council. The Finance Director maintains intel on existing assets that support the City's annual financial reports and will add the long-term financial planning layer to the capital projects that are identified by departments. As needs always exceed available resources, a method of prioritization of which projects should come first over the next 10+ years will be part of the process. The City Council can look forward to further detail about the upcoming capital improvement plan recommendations in the Spring of 2026.

Fire Department:

Office of Emergency Services Workshop and Tabletop Exercise – On October 29th, Chief Rogers and Auburn Police Department Chief Morrison and Sergeant Neri attended a workshop and tabletop exercise at the Placer County Office of Emergency Services. The workshop included a National Incident Management System and Placer County Emergency Operations Center review, an introduction to community lifelines, description of the planning process, and joint information releases. The tabletop exercise included winter storm activity that threatened the dam at Hell Hole Reservoir eventually causing a simulated dam failure that impacted the American River Confluence below Auburn. Good discussions were had, and staff strengthened their relationship with Placer County OES.

Local Hazard Mitigation Plan update – On November 5th, city staff submitted our Mitigation Action and Hazard Ranking worksheets to Tetra Tech and the Placer County Office of Emergency Service. These worksheets will be utilized to support the development of the draft Local Hazard Mitigation Plan and the city's annex. Staff is looking forward to seeing this project move to completion and will provide updates in the future.

Presentation to the Foresthill/Huntley Loop and Aeolia/Olive Orchard Firewise Communities – On November 6th, Chief Rogers and Auburn Police Department Sergeant Neri presented to the Foresthill/Huntley Loop and Aeolia/Olive Orchard Firewise Communities. The presentation covered the Firewise Program, Fire Hazard Severity Zone mapping, wildfire and other disaster preparedness, evacuation order levels, Fire Weather definitions, and emergency notification processes. The discussion also addressed challenges unique to these neighborhoods. The event was well attended and concluded with a question-and-answer session involving both Fire and Police Department representatives.

Public Works Department:

Emergency Sewer Work - This week, Public Works crews are repairing a long stretch of clay sewer line that has been compromised by tree roots. The line is located in an area that is difficult for heavy equipment to access and has experienced recurring issues. As always, the goal is to remove and replace the clay section with modern materials that are more resistant to root intrusion and water infiltration.

Hwy 49 Round-A Bout- Activity on the Highway 49 Roundabout Project has expanded to six-day operations. Beginning December 1st, Caltrans plans to shift to 24-hour operations, seven days a week. This marks the start of the most intensive and visible phase of construction, which will require a full closure lasting approximately three weeks. Unfortunately, this closure is unavoidable, as both the Caltrans and UPRR permits expire at the end of the year.

During the full closure, two crews will work alternating 12-hour shifts to maintain continuous, 24/7 progress. Once the main construction is complete, minor cleanup and finishing tasks—expected to have minimal local impact—are scheduled for early January.

Human Resources:

November Work Anniversaries

We appreciate your dedication, passion, and hard work in strengthening our community and inspiring those around you.

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

Joe Almeida– 17 years of service

Audra Mackay– 7 years of service

Matt Carducci – 7 years of service

Grayson Hoffman – 4 years of service

Michael Pinola – 1 year of service

Thank you all for your continued contributions! You make the City of Auburn a better place every day!

Current Recruitments

- **Police Officer** – Ongoing (Lateral/Academy Graduate)
- **Bus Driver I** – Ongoing (Part-time)
- **Police Officer Reserve – Level I** – Ongoing (Part-time)
- **Firefighter** – closed- scheduling interviews for December

City Clerk:

Please join us Monday, December 1st, for the Mayor Selection and City Council Reorganization Night. The reception begins at 5:30 p.m., followed by the meeting at 6 p.m.

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



Sean Rabé, City Manager