



MEMORANDUM

TO:	Honorable Mayor and Members of the City Council
FROM:	Sean Rabé, City Manager
DATE:	January 12, 2026
SUBJECT:	City Manager Report for the January 12 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:

Did you know Auburn City Hall first opened its doors as Auburn Grammar School 110 years ago? And on Saturday, January 10th, we brought that history to life! City Historian Carol Cramer led an amazing program filled with reenactments, talks, and the living history that is City Hall. About 125 people attended the event.

This building was originally used as a grammar school. It was built in 1915. It followed several other schools on this property beginning with the 1866 school that Capt. Alden Radcliffe built on this property once owned by Capt. and Mrs. Ina Grant.

That wooden building was demolished and in 1874 another school was placed here built by Charles Hicks. In 1879 they added the bell tower and successful gold miner, E. M. Hall donated the big bell. Later, in 1890, a second school followed built by Davis and Garrett. Both of the old wooden schools were removed when William Henry Weeks was hired to build the current brick building for a grammar school. The first classes were held in 1916.

In 1923 Benton Welty was hired as school principal, he was a respected and loved administrator. He retired in 1943. The school closed in 1964 and the building was used as school district offices until 1987.

In 1987 the citizens of Auburn voted yes on Measure A to remodel and more importantly to retrofit the building to match earthquake standards. The City Hall opened its doors in 1990 and has been used since. In 1996 the Retired Teachers Association, the Placer County Historical Museum Foundation and the Placer County Historical Society decorated room 5 to recreate the look of an early classroom and named it the Benton Welty classroom.

In 2012, the building was placed on the National Register of Historic Places.

Today the historic classroom is an important part of sharing our history to school groups and individual visitors.

A hearty congratulations to Carol and her team of plucky volunteers for spearheading such a wonderful event!

Police Department:

We're excited to share that Bolo, the Auburn Police Department's Emotional Support K9, has successfully earned his Advanced Training Certificate!

This advanced certification represents many hours of dedicated training and continued development, building on Bolo's calm demeanor, obedience, and ability to provide comfort in a variety of settings. As an Emotional Support K9, Bolo plays a vital role in supporting the well-being of our staff and community—whether he helps reduce stress, offers comfort during difficult moments, or brings a smile to those he meets. Congratulations to Bolo on this well-deserved accomplishment. We're proud of the positive impact Bolo continues to make every day!

Police Department Promotional Testing Update

The Police Department is currently conducting the testing and selection processes for both the Lieutenant position and the Records/Dispatch Supervisor position. Each process includes multiple evaluation components to ensure the department selects the most qualified candidates to meet operational and leadership needs. The department will provide an update to City Council once the processes have been completed.

Robbery Investigation

Officers responded to a hit-and-run incident that was later determined to also involve a robbery; however, the suspect was not on scene. Through follow-up investigation, the suspect was identified. During a separate traffic stop for an unrelated enforcement reason, Officer Hopping recognized the associated vehicle, and an arrest was made. Great work by Officer Hopping for his diligence and proactive enforcement.

Planning Department:

The transition into the 2025 California code cycle proceeded smoothly. As part of this transition, the City's permitting software automatically updated all new permits to reflect 2026 as the permit year, providing a clear and efficient way to identify the applicable code cycle. Permits beginning with 2026 fall under the 2025 code cycle, while all earlier permit numbers remain subject to the 2022 code cycle.

Several notable projects and activities are underway across the community: McCaulou's Department Store is taking proactive measures in response to recent heavy rainfall through the installation of a TPO roof overlay to improve weather resistance. The Canyon Creek subdivision is nearing full buildout, with only one remaining lot to be sold. The Building Official is meeting this week with Two Ass Brewing regarding potential expansion

into additional suites within their existing building. The Placer County Library project continues to make strong progress and is currently advancing through interior finish work. In support of fleet operations, PG&E is moving forward with the installation of 41 electric vehicle charging stations at the Bill Clark location.

Finally, the Bed and Breakfast renovation at 164 Cleveland Avenue is nearing permit issuance, with only a small number of outstanding items remaining to be resolved in coordination with the Fire Department.

Economic Development:

Entertainment Zone Update

The Entertainment Zone (ET Zone), which allows patrons to carry and consume alcoholic beverages within a designated public right-of-way under defined conditions, has not generated any calls for service that required a police response. This indicates the ET Zone operated as intended without public safety issues. In addition, Public Works staff have completed installing permanent signage to clearly delineate the ET Zone boundaries, replacing the temporary red stickers.

Large Wayfinding Signs

Installation of the large wayfinding signs will begin on Friday. Initial installation will focus on City streets, including Auburn Folsom Road and Maple Street, where the new signs will replace the existing large brown wayfinding signs. Installation of the signs located along Highway 49 has been coordinated with Caltrans and is scheduled to occur over the following several weeks. These signs are designed to match the City's new wayfinding system while providing enhanced visibility and improving navigation and overall wayfinding for residents and visitors alike.

Graphic Design and Marketing Assistance RFQ

The City is publishing an Request for Qualifications (RFQ) for graphic design and marketing assistance services this week. This RFQ seeks qualified firms or individuals to provide design services that support city communications, branding, and public outreach efforts. The publication of the RFQ marks the first step in the selection process, and interested parties are invited to submit their qualifications for consideration.

Finance Department:

On December 26th, the external auditors, Eide Bailly, LLP, issued the City's FY 2024-25 Annual Comprehensive Financial Report (ACFR). The City contracts with an independent external auditing firm to perform the annual audit of the City's finances. This is the second year with firm, Eide Bailly, LLP, who have expressed an unmodified, or clean opinion that the City's financial statements for Fiscal Year 2024-25 are fairly stated and in compliance with accounting principles. The Finance team and auditor staff worked together closely over the past six months to identify issues early and take corrective measures to post any needed adjustments to transactions that occurred in FY 2024-25. Prior to the ACFR being issued, some transactions dating back to FY 2022-23 were identified as needing

correction. The transactions were mainly in the grant reporting area and accruals. The Finance team had already identified grant reporting as a risk area and back in September of 2025 recommended a grant management policy that City Council approved. The new policy is anticipated to greatly improve grant reporting requirements effective this fiscal year (FY 2025-26). For anyone interested in reviewing the FY 2024-25 ACFR, it is available on the City's website, Finance Department page: <https://www.auburn.ca.gov/727/Annual-Reports>

Fire Department:

Tour of Auburn Shaded Fuel Break with BOR

On December 16th, Chief Rogers, Sergeant Metzner, and two representatives from the Bureau of Reclamation's Central California Area Office toured the Auburn Shaded Fuel Break along the eastern edge of the city limits. BOR evaluated the treatment history of the fuel break and reviewed areas requiring re-treatment or enhancement. BOR also provided an updated map highlighting approximately 700 acres of fuel reduction work completed between 2020 and 2025, extending north to south from Bell Road to the Vintage Oaks subdivision. The map is available to review on the Fire Department's webpage. BOR has continued to actively communicate its efforts and has reengaged in participation with the Greater Auburn Area Fire Safe Council.

Presents to Leadership Auburn

On December 17th, the Fire Department hosted a session for the Leadership Auburn Program. Chief Rogers delivered a presentation outlining the department's mission, history, organizational structure, response capabilities, prevention efforts, education programs, and fire safety tips. Following the presentation, participants toured Station #3 with Chief McCarthy and observed a simulated residential structure fire response conducted by Captain Rendon, Engineer Rea, and Firefighter Sloan. The session provided valuable insight into fire department operations and generated engagement and discussion.

New Administrative/Prevention Volunteer

On January 5th, the Fire Department welcomed a new Administrative/Prevention Volunteer, Megan Tribur. Megan is a lifelong Auburn resident and Placer High School graduate and has been an Honorary Member of Auburn Hook and Ladder Company #1 since 2020. Her immediate focus will be supporting the State-Mandated Inspection Program, which she has already begun and will launch in February. The department looks forward to her contributions to Fire Prevention and her efforts to enhance fire safety for residents and property owners throughout the community.

Public Works Department:

As we begin the year, we are looking forward to making progress comparable to or exceeding last year's achievements. Currently out to bid, or on the verge of advertisement, are the Annual Streets and Roads Project and the Annual Sewer Rehabilitation Project. This year, we will continue advancing our sustainability efforts by finalizing design and moving forward with the solar projects at the City's Corporation Yard. With transit operations primarily powered by electricity, additional supporting infrastructure is needed. Over the next six to eight months, the plan is to install and begin operation of a full solar array, including covered canopies to support electrified equipment at the Corporation Yard.

Major wastewater initiatives will include the full reconstruction of the Canyon Lift Station, as well as the initiation of design for water purification improvements at the Wastewater Treatment Plant. These upgrades will include filter enhancements and a new UV disinfection system.

Overall, the year looks promising, and we are excited to hit the ground running.

Human Resources:

January Work Anniversaries

Congratulations to our employees celebrating a work anniversary. Thank you for your continued dedication and the valuable contributions you make to our organization.

We're grateful to have you as part of our team!

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

Phil Isetta- 11 years of service

Buck Sims- 10 years of service

Justin Rendon- 4 years of service

Tyge Richardson - 3 years of service

Zach Sloan – 2 years of service

Current Recruitments

- Police Officer – Ongoing (Lateral/Academy Graduate)
- Bus Driver I – Ongoing (Part-time)
- Police Officer Reserve – Level I – Ongoing (Part-time)

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



Sean Rabé, City Manager