



City of Auburn Hills

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# **2024 Annual Report**

# ASSESSOR'S OFFICE

## 2024 ANNUAL REPORT

The Assessor's office primary goal for 2024 was to continue the implementation of the Five Year Plan. The Five-Year Plan is a set of goals to be completed over the next 5 years. The plan is fluid and changing as we move forward. The plan is broken up into four parts:

- Training
- Audit of Minimum Assessment Requirements
- Values
- File Maintenance

### **Training**

- For 2024, our primary training focus has been the implementation of the Personal Property Administration and the change in filing requirements for Eligible Manufacturing and Small Business exemptions.
- We are continuing to refine the use of the new Cost Manual required by the State Tax Commission.
- Implement the new State guidelines for Principal Residence and Veterans Exemptions filings.
- For 2024 CAMA Data Standards training continues. The standards phase-in will continue for several years.

### **Values**

- We continued to review commercial and industrial properties in 2024.
- For 2024 we have continued updating land tables and new ECF tables. We implemented them in 2024 for the 2025 assessments.
- Commercial and Industrial properties were reviewed and valued with the income approach when appropriate. We continue to review what properties should be appraised on income.
- The reappraisal of all real property improvements is ongoing.
- The Stellantis appeal was settled with a favorable resolution.

**File Maintenance**

The Assessor's Office fifth year of implementing the Five-Year Plan was productive. We completed our goals related to the Property Tax Reform Act. We have begun the conversion related to CAMA Data Standards. We are looking forward to checking off additional stated goals and tackling any goals that are added for 2025.



## 2024 Brownfield Redevelopment Authority Annual Report

### **Introduction**

In 1996, the Brownfield Redevelopment Act allowed a municipality to create a Brownfield Redevelopment Authority (BRA) to develop and implement Brownfield Projects. This economic development resource allows for using tax increment financing (TIF) as a tool for property redevelopment. The BRA reviews proposals for the redevelopment of eligible property and determines what incentives are necessary to assist in the redevelopment. Each project section of the Brownfield Plan includes the description of the eligible property, eligible activities, and the TIF approach related to the parcels. The Authority recommends the Brownfield Plan to the governing body through a public hearing, and the plan is subsequently approved, modified, or denied. The BRA contributes to the economic vitality of Auburn Hills by cleaning up contaminated sites within the community.

### **History of the Auburn Hills Brownfield Redevelopment Authority**

In 1998, the Auburn Hills City Council approved a resolution of intent to create and provide for the operation of a Brownfield Redevelopment Authority for the City of Auburn Hills. This resolution established the municipal boundaries as a Brownfield Redevelopment Zone and granted the Brownfield Redevelopment Authority the powers vested under Act 381 of 1996. The Brownfield Redevelopment has been integral to economic development and has demonstrated a commitment to environmental stewardship in Auburn Hills. For over 26 years, the Brownfield Redevelopment Authority collaborated with Auburn Hills to create economic opportunities by restoring contaminated properties to productive use while protecting human health and the environment.

### **2024 Accomplishments**

#### **3180 Auburn Road**

In March, the final closure monitoring samples were taken and deemed favorable. The final step of this clean-up project was finalized. The formal request for closure was submitted to EGLE for approval. AKT Peerless worked directly with EGLE to complete the closure reporting for the petroleum release associated with 3180 Auburn Road. The closure



included the Declaration of Restrictive Covenant for the property filed with Oakland County in December.

### **Galloway Creek**

In 2023, quarterly monitoring of Galloway Creek began. Surface water and sediment samples were collected at four (4) locations along the creek, analyzed, and reported back to the Board. Each sample was carefully examined, and to date, none of the samples have presented any significant concerns.

### **2041 Auburn Road/Clinton River**

We continue to discuss funding possibilities with the Environmental Protection Agency (EPA) for 2041 Auburn Road. The Board has been assessing groundwater flow patterns to identify potential contamination pathways, mitigate risks, and establish baseline numbers. Quarterly monitoring was done throughout the year to understand the impacts on the Clinton River further. We need to get permission from the EPA to start an Analysis of the Brownfield Clean-Up Alternatives Plan (ABCA). This is a lengthy process, but it is necessary to apply for funding.

### **Future Outlook**

As we proceed into 2025, the Board will continue working on priority community sites. These include the Galloway Creek and the Clinton River. Protecting waterways is a critical priority when addressing brownfield redevelopment to prevent contamination of nearby water resources and improve water quality. The Brownfield Redevelopment Authority remains a resource and partner for positive economic change in Auburn Hills, helping assess and understand contaminated sites, foster job creation, eliminate blight, re-use properties and infrastructure, and leverage investment. Staff will continue monitoring all projects to ensure compliance and accurate tracking to tax increment revenue when collected and redistributed.

## **2024 Brownfield Redevelopment Authority Board of Directors**

Christopher Slocum, Chair  
Henry Knight, City Council Liaison/Vice Chair  
Joseph Hopper  
Wes Schaar  
Richard Schindler

Stephanie L. Carroll, Executive Director



# **CITY CLERK**

## **2024 ANNUAL REPORT**

Prepared by Laura M. Pierce, MMC, CMC, MIPMC III  
City Clerk

## INTRODUCTION

The responsibilities of and services provided by the City Clerk's Office vary widely. The City Clerk's Office is the information center of the City, maintaining the integrity of public records which include: the charter, ordinances, resolutions, deeds, and agreements. The City Clerk's Office administers federal, state and local elections and maintains the records of all registered voters in the City. In addition, the office is responsible for the dissemination and preservation of official City records, Freedom of Information Act responses and issuance of certain required licenses and permits.

## RESPONSIBILITIES

### Agendas & Minutes

The City Clerk's Office prepares the agendas and minutes for City Council, Retiree Health Care Board, Pension Board, Elected Officials Compensation Commission, and the Election Commission. The City Clerk's Office prepares a synopsis of the City Council minutes for review at the weekly staff meetings. The synopsis shows any action taken and the resulting vote. In addition, the City Clerk's Office provides certified resolutions of actions taken by City Council.

| Board  | Agendas | Minutes |
|--|---------|---------|
| City Council   | 25      | 35*     |
| Election Commission  | 6       | 6       |
| Elected Officials Compensation Commission<br>(Meetings are only held in odd-numbered years.) | 0       | 0       |
| Pension Board  | 4       | 4       |
| Retiree Health Care Board  | 4       | 4       |

\*includes workshops

### Boards & Commissions

The City Clerk's Office maintains the Board and Commission rosters as appointments and reappointments are made. The City Clerk administers the oath to the appointed board members as well.

### Cemetery

The City Clerk's Office maintains the Aaron Webster Cemetery lot records, processes the transfer of graves, and schedules the burials and foundation orders with the Department of Public Works.

| 2024        | Total |
|-------------|-------|
| Burials     | 3     |
| Foundations | 1     |



### "Do Not Knock" List

The City Clerk's Office maintains the "Do Not Knock" List. Residents are able to add their address to the list which will restrict certain vendors, peddlers, and solicitors from door-to-door sales at their homes. The list is provided to door-to-door solicitors when they apply for a permit to solicit. An updated list is sent to the solicitors monthly. The number of addresses on this list is expected to increase yearly. As of December 31, 2024, there are 515 addresses on the list.

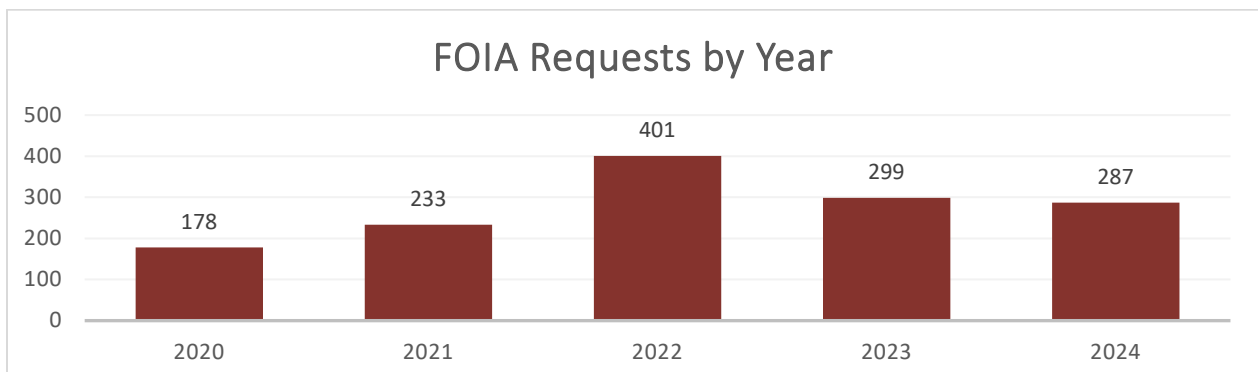


### Fee Schedule

The City Clerk's Office maintains the Fee Schedule. It is reviewed yearly by the departments, then is presented to City Council for approval. The approved Fee Schedule is then posted on the City website.

### Freedom of Information Act (FOIA) Requests

All FOIA requests for the City are routed through the City Clerk's Office, with the exception of the Police Department FOIA requests. The City Clerk's Office distributes the request, assembles the response, creates an invoice if needed, and forwards the requested documents to the requestor. Below shows the comparison of requests by year.



### Legal Ads

The City Clerk's Office is responsible for publishing legal notices in the newspaper for items considered by City Council such as ordinances and public hearings. Election related notices are published as well.

### Licenses

The City Clerk's Office processes annual licenses for Hotels, Liquor, Trash Haulers, Peddler/Solicitors, Smoking Lounges, Used Car Lots and now Adult Use Marihuana Establishments. Staff works closely with various departments to review and process each application.

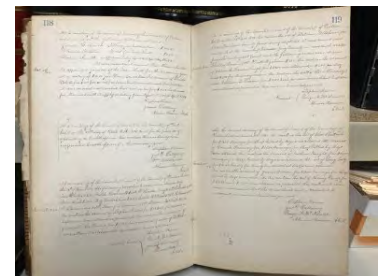
| 2024                               | Total |
|------------------------------------|-------|
| Adult Use Marihuana Establishments | 0     |
| Hotels (two-year license)          | 15    |
| Liquor License Renewals            | 33    |
| Peddlers/Solicitors                | 4     |
| Smoking Lounges                    | 1     |
| Trash Haulers                      | 4     |
| Used Car Lots                      | 4     |

### Metro Act & Right-of-Way Permits

The City Clerk's Office receives applications for Metro Act Permits and Right-of-Way Permits from wireless phone companies, cable companies and other companies who want to install underground lines. The applications are routed to staff for review and approval.

### Records Retention

The City Clerk's Office handles records retention for the City. This includes processing, filing, and storage of all City records such as minutes, ordinances, contracts, agreements, City's property files, deeds, lawsuits, insurance certificates, and a number of older records. The files are kept in a fire proof vault and a document management system as some records must be retained permanently. Although each department stores many of their own records, by statute the City Clerk is responsible for their retention.



### Website & Meeting Notices

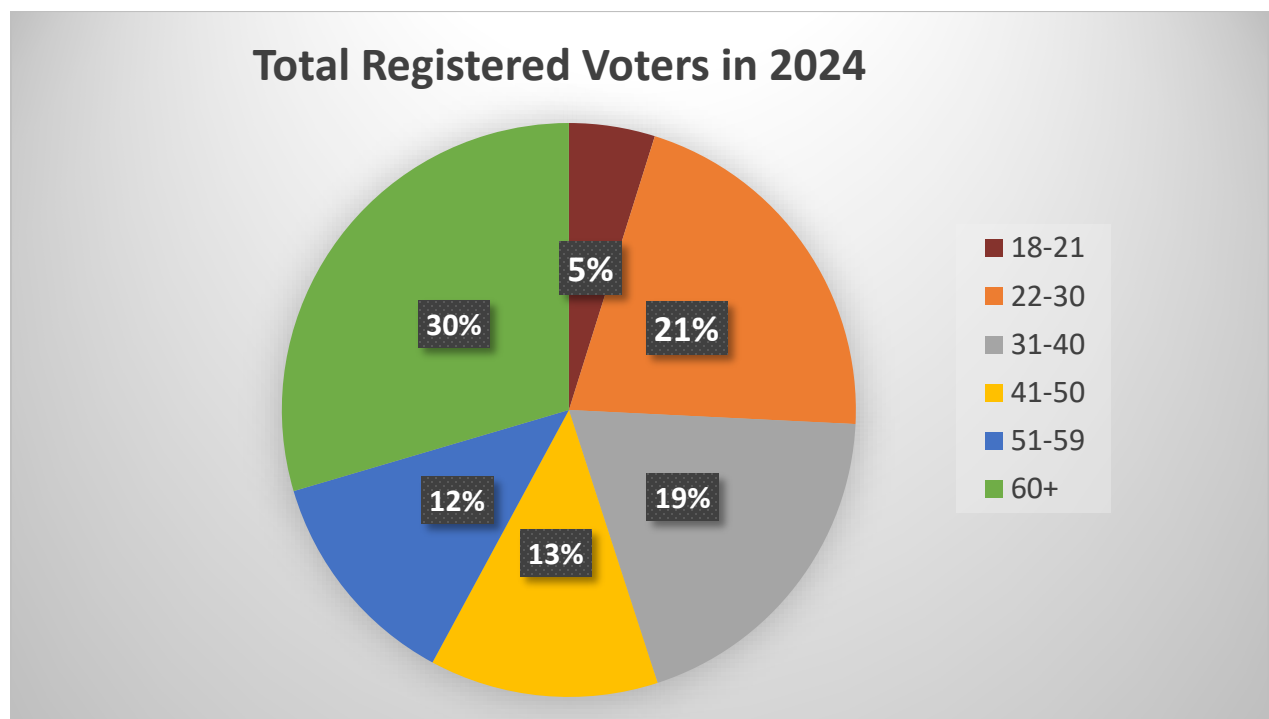
The City Clerk's Office maintains various pages on the City website as well as the meetings posted on the web calendar. The City Clerk's Office also maintains the posted meeting notice for all Board and Commission meetings (except the Library Board).

## ELECTIONS & VOTER REGISTRATION

### Voter Registration

Auburn Hills is a very transient community. This makes the number of registered voters a very fluid number. Every time a resident makes a change to their driver's license, either into or out of the City, the City Clerk's Office receives a notification and must update the voter's record in the Qualified Voter File (QVF) and on their master card. In addition, there is follow up work that must be performed for new and cancelled voters, incomplete applications, change of address, and returned Voter ID cards.

The City ended the year with 17,634 voters which is an increase of 686 voters from 2023. The increase in voter registrations is due to the large interest in the presidential election. The chart below shows the total percentage of registered voters broken down by age group.



## Elections

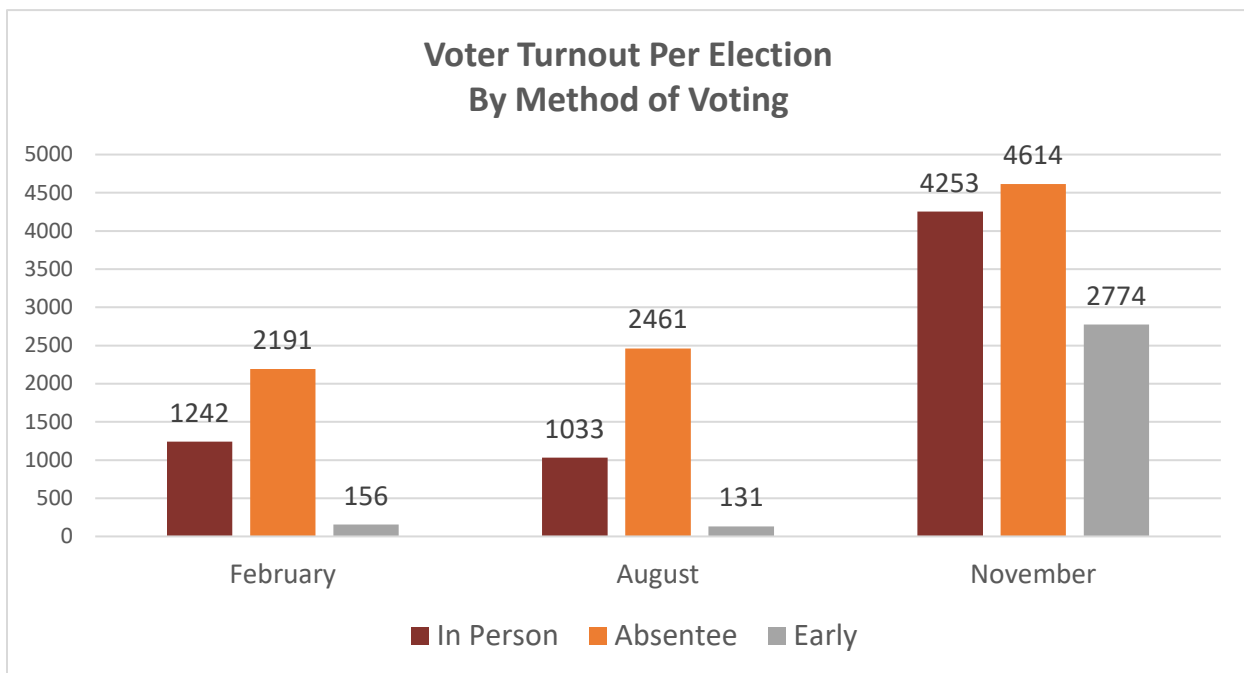
The City Clerk's Office administers the elections for the City. Election administration is very detailed and includes tasks such as testing the voting equipment, ordering ballots & supplies, scheduling & training election inspectors, issuing absentee ballots, and processing paperwork as required by the County and State.

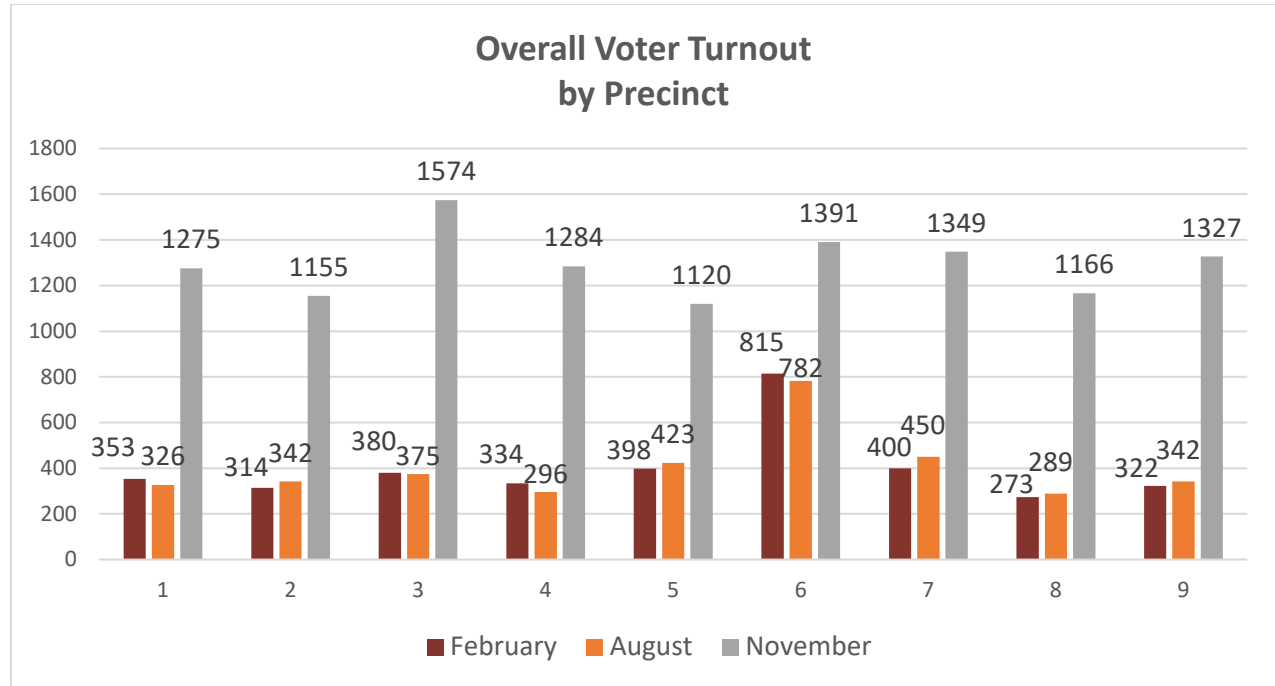
There are nine precincts located in the City. During local elections, the City is able to combine precincts that are located in the same building. The State allows the combination of precincts because local elections tend to generate a smaller voter turnout than federal elections. Due to the higher voter turnout, the combination of precincts is not allowed during state and federal elections.

In November, 2022 voters approved Proposal 22-2, which amongst many other changes to election law, required nine days of early voting for all state and federal elections. Early voting was officially implemented with the 2024 election cycle.

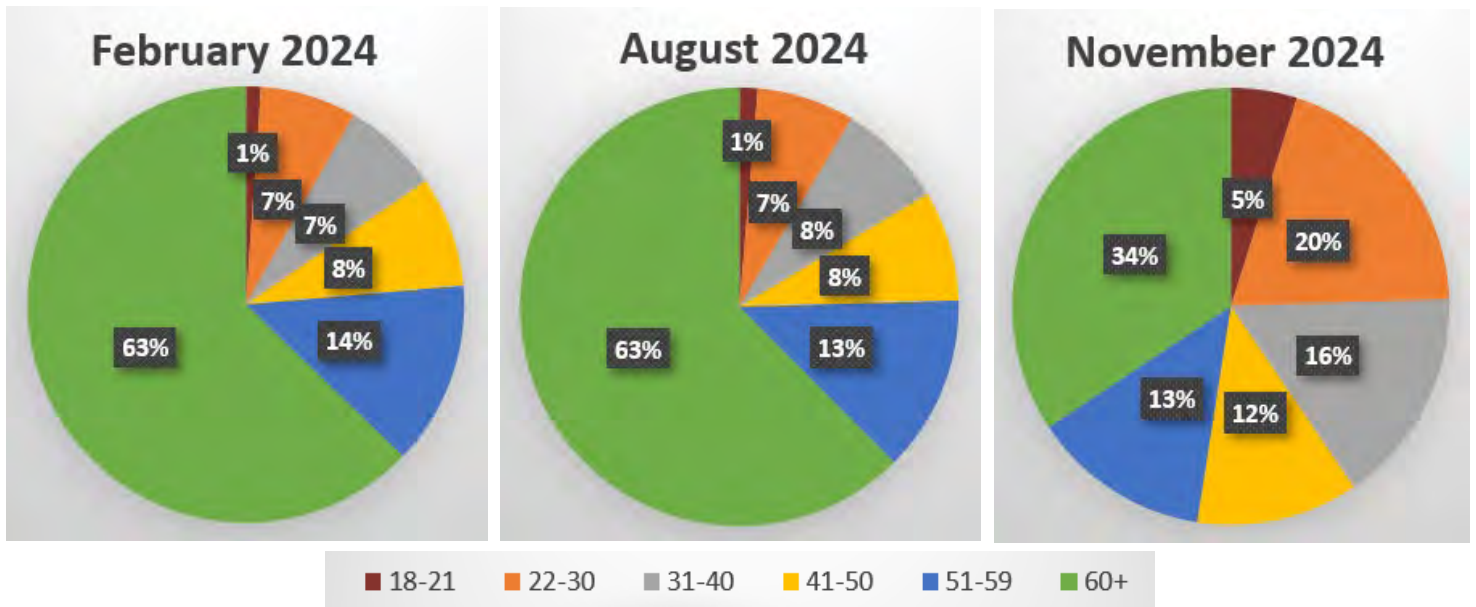
Three elections were held in 2024. Several graphs are shown below to compare the voter turnout data for each election, as well as the early voting turnout.

| Election Type                   | Date              | Voter Turnout |
|---------------------------------|-------------------|---------------|
| Presidential Primary Election   | February 27, 2024 | 20.91%        |
| Primary Election                | August 6, 2024    | 20.96%        |
| General Election (Presidential) | November 5, 2024  | 66.32%        |





### Voter Turnout By Age Range



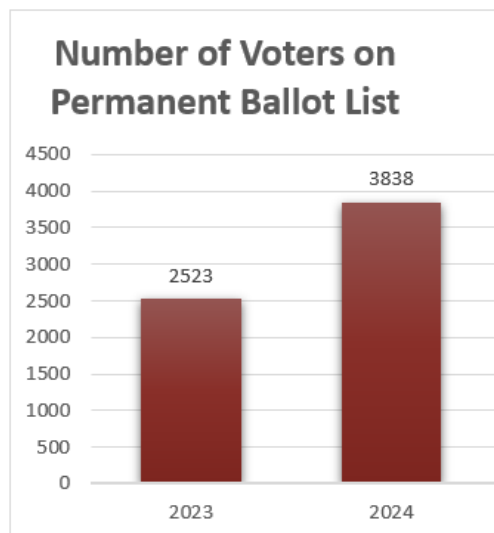
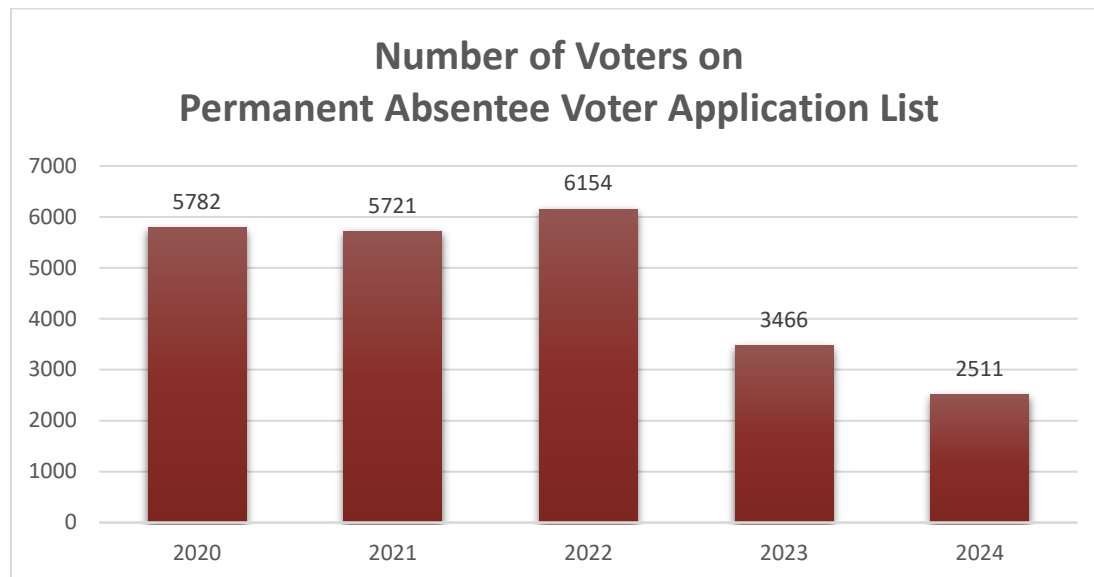


### Permanent Absentee Voter Application List & Permanent Ballot List

Absentee voter ballots are available for all elections to registered voters in Michigan. The City Clerk's Office maintains a "Permanent Absent Voter Application List". Voters who have requested to be placed on this list are automatically sent an absentee voter application prior to each election. The voter must complete and return the application in order to receive a ballot.

With the passage of Proposal 2 in 2022, voters now have the option of being placed on the "Permanent Ballot List" to receive an absentee ballot for every election without having to complete an absentee voter application.

As you can see from the chart below many voters have moved from the "Permanent Absent Voter Application List" to the "Permanent Ballot List". Because of this transition, the Bureau of Elections plans to phase out the "Permanent Absent Voter Application List" list in 2025.



## CITY CLERK'S OFFICE STAFF

The City Clerk's Office staff consists of two full-time positions and one part-time position:

- City Clerk, full-time
- Deputy Clerk, full-time
- Voter Registration Clerk, part-time

The City Clerk's Office staff attends numerous training sessions throughout the year including the MAMC Conference, Master Academy, Clerk Institute, QVF Training, Clerk Education Day, Michigan Association of Municipal Clerks, and FOIA trainings. In addition, educational sessions are held as part of the OCCA Quarterly meetings.

The City Clerk's Office staff also participates on the Summerfest Planning Committee by coordinating the Pet Parade.

The City Clerk and Deputy Clerk are members of the following organizations:

| 2024   | City Clerk | Deputy Clerk |
|--|------------|--------------|
| International Institute of Municipal Clerks (IIMC) | x          | x            |
| Michigan Association of Municipal Clerks (MAMC)    | x          | x            |
| Oakland County Clerk's Association (OCCA)          | x          | x            |
| Michigan Association of Municipal Clerks (MAMC)    | x          | x            |
| National Association of Parliamentarians           | x          |              |
| Research and Resource Committee (IIMC)             | x          |              |
| Legislative Committee (OCCA)                       | x          |              |
| Nominating Committee (OCCA)                        | x          |              |

# COMMUNITY DEVELOPMENT DEPARTMENT



# 2024

## ANNUAL REPORT





## ONE STOP SHOP

- ✓ ECONOMIC DEVELOPMENT
- ✓ ADVANCE PLANNING
  - ✓ BUSINESS FRIENDLY PERMITTING
- ✓ BUILDING SERVICES
- ✓ ORDINANCE ENFORCEMENT

## **STEVEN J. COHEN, AICP, DIRECTOR**

### **EXECUTIVE TEAM**

DEVIN M. LANG, ASSISTANT DIRECTOR

JEFFREY A. SPENCER, BUILDING OFFICIAL

STEPHANIE L. CARROLL, ECONOMIC DEVELOPMENT MANAGER

### **STAFF**

GABRIELLA ALLEN, CLERK III

SHANNON LINKEWITZ, CLERK III

CHRIS KIJEK, BUILDING INSPECTOR III

VACANT - BUILDING INSPECTOR III

JACK SKINNER, ORDINANCE ENFORCEMENT OFFICER

JUSTIN TOMEI, ORDINANCE ENFORCEMENT OFFICER

DAVE TODD, ORDINANCE ENFORCEMENT OFFICER

*(STAFF AT THE TIME OF ISSUANCE OF THIS REPORT / JANUARY 2025)*

#### **TRADE INSPECTORS**

BRIAN CLAYCOMB, MECHANICAL

BILL HYDER, ELECTRICAL

JODY KINJORSKI, PLUMBING

#### **CONSULTANTS**

ANDREW FOERG, LANDFILL

JULIE STACHECKI, WOODLANDS

OHM ADVISORS, ENGINEERING



## THE CITY COUNCIL APPROVED SITE PLANS FOR OVER \$40 MILLION IN NEW INVESTMENT IN 2024.

1. **GREYSTONE PICKLEBALL CLUB – AUBURN HILLS** (\$13 MILLION) – 60,528 SQUARE FOOT INDOOR RECREATION FACILITY AND EVENT VENUE
2. **WESCAST INDUSTRIES** (\$11.9 MILLION) – TENANT BUILDOUT OF EXISTING 127,655 SQUARE FOOT TECHNOLOGY AND RESEARCH BUILDING
3. **PENSKE VEHICLE SERVICES** (\$6 MILLION) – TENANT BUILDOUT OF EXISTING 114,366 SQUARE FOOT SPECULATIVE BUILDING
4. **JOSLYN ROAD FUEL STATION (MOBIL)** (\$4 MILLION) – FUEL STATION FOR AUTOMOBILES AND TRUCKS WITH A 4,608 SQUARE FOOT CONVENIENCE STORE
5. **THE LEARNING EXPERIENCE** (\$3.5 MILLION) – 10,000 SQUARE FOOT EARLY CHILDHOOD EDUCATION CENTER/CHILDCARE FACILITY
6. **OAKLAND COUNTY COMMUNITY COLLEGE (SIGN PROJECT)** (\$1.5 MILLION) – CAMPUS SIGNAGE PROJECT, INCLUDING AUTOMATIC CHANGEABLE COPY SIGNS AND A FREESTANDING FREEWAY SIGN
7. **CHICK-FIL-A** (\$1.2 MILLION) – 5,196 SQUARE FOOT QUICK SERVICE RESTAURANT AND DRIVE-THRU
8. **OAKLAND CHRISTIAN SCHOOL** (\$1.2 MILLION) – 93-SPACE PARKING LOT EXPANSION WITH IMPROVED SAFETY/CIRCULATION



CHICK-FIL-A



PENSKE VEHICLE SERVICES



JOSLYN ROAD FUEL STATION

BUSINESS RETENTION VISITS ARE INTEGRAL TO THE CITY'S ECONOMIC DEVELOPMENT SUCCESS. THESE VISITS ALLOW STAFF TO LEARN WHAT IS HAPPENING IN THE BUSINESS COMMUNITY WHILE ALSO DEVELOPING CONNECTIONS AND RELATIONSHIPS WITH CORPORATE LEADERS.

STEPHANIE CARROLL, ECONOMIC DEVELOPMENT MANAGER, IS THE CITY'S KEY POINT OF CONTACT FOR THIS PROGRAM. MOST OF THESE MEETINGS INCLUDE STATE AND COUNTY OFFICIALS. MRS. CARROLL AND THE CITY'S BUSINESS ASSISTANCE TEAM FIND THAT THESE VISITS ALLOW THE CITY TO BETTER UNDERSTAND THE OPPORTUNITIES AND CHALLENGES A COMPANY MAY BE EXPERIENCING. TALENT AND TRAINING OPPORTUNITIES, POTENTIAL FUTURE INVESTMENTS, AND OTHER VALUABLE INFORMATION ARE DISCUSSED AT THESE MEETINGS.

## **STAFF PARTICIPATED IN OVER 20 BUSINESS RETENTION VISITS IN 2024.**

SOME OF THE COMPANIES VISITED BY THE CITY INCLUDE: ABB ROBOTICS, AIRBOSS, BORGWARNER, CANOO, CELANESE, CLEVER FOX CYCLERY, CONTINENTAL, FORVIA, GEOFABRICA, JABIL CIRCUIT, LEAF & LATTE, LIFE & LEGACY, LUCERNE INTERNATIONAL, MARTINREA, MUNRO & ASSOCIATES, PHINIA, TI FLUID SYSTEMS, UNITED CNC MACHINING, US FARATHANE, AND VITESCO.



GM VAA FACILITY GROUNDBREAKING, OCTOBER 2024



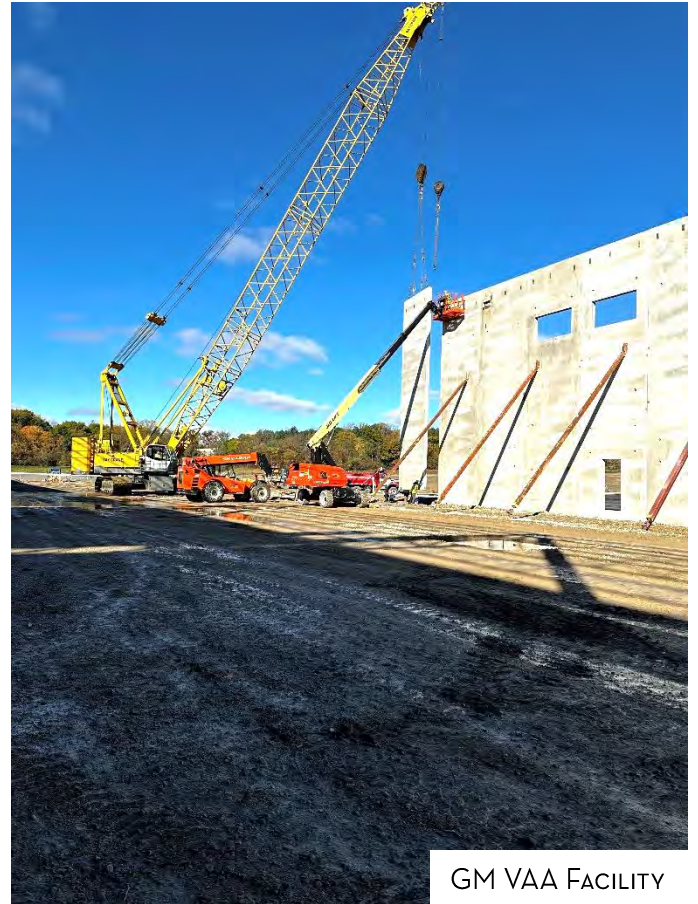
ABB ROBOTICS & AUTOMATION SUMMIT, MARCH 2024

IN 2024, STAFF ALSO MADE AND HOSTED SEVERAL VISITS FROM COMPANIES LOOKING TO RELOCATE OR EXPAND THEIR BUSINESSES TO AUBURN HILLS. WE LOOK FORWARD TO WELCOMING THESE BUSINESSES TO THEIR NEW HOME IN AUBURN HILLS IN THE FUTURE.



## THE FOLLOWING MAJOR CONSTRUCTION PROJECTS WERE UNDERWAY AS OF DECEMBER 31, 2024:

1. BEACON HILL - PHASE V
2. THE AVANT AT FIVE POINTS - PUD
3. TRAILWAY COMMONS - PUD
4. TAYLOR CROSSING SENIOR APARTMENTS - PUD
5. UNIVERSITY PLAZA – BUILDING EXPANSION
6. THE WEBSTER - PUD
7. ATLANTIC BOULEVARD SPECULATIVE BUILDING
8. GM VAA FACILITY
9. FIVE POINTS COMMUNITY CHURCH  
– BUILDING EXPANSION
10. PACIFIC & TAYLOR SPECULATIVE BUILDING
11. RESIDENCES AT RIVER TRAIL – PUD
12. CHICK-FIL-A RESTAURANT
13. GREYSTONE PICKLEBALL CLUB AUBURN HILLS
14. RIDGEWOOD VILLAS – PUD
15. OAKLAND COUNTY COMMUNITY COLLEGE  
– SIGNAGE/BRANDING REFRESH



GM VAA FACILITY



PENSKE VEHICLE SERVICES



BEACON HILL - PHASE V





UL SOLUTIONS

## NOTABLE PROJECTS COMPLETED IN 2024:

1. MAGNA SEATING
2. UL SOLUTIONS
3. PRIMARY PLACE - PUD
4. TI-FLUID SYSTEMS – BUILDING EXPANSION
5. VISIONEERING – BUILDING EXPANSION
6. FANUC AMERICA – WEST CAMPUS
7. THE PARKWAYS – PHASE III
8. WHISKER (FKA: AUTOPETS) – BUILDING RENOVATION
9. GREAT LAKES CROSSING – TENANT BUILDOUT
  - A. DICK'S SPORTING GOODS
  - B. PRIMARK



ANDERSON MEDICAL SUPPLIES



FANUC AMERICA – WEST CAMPUS



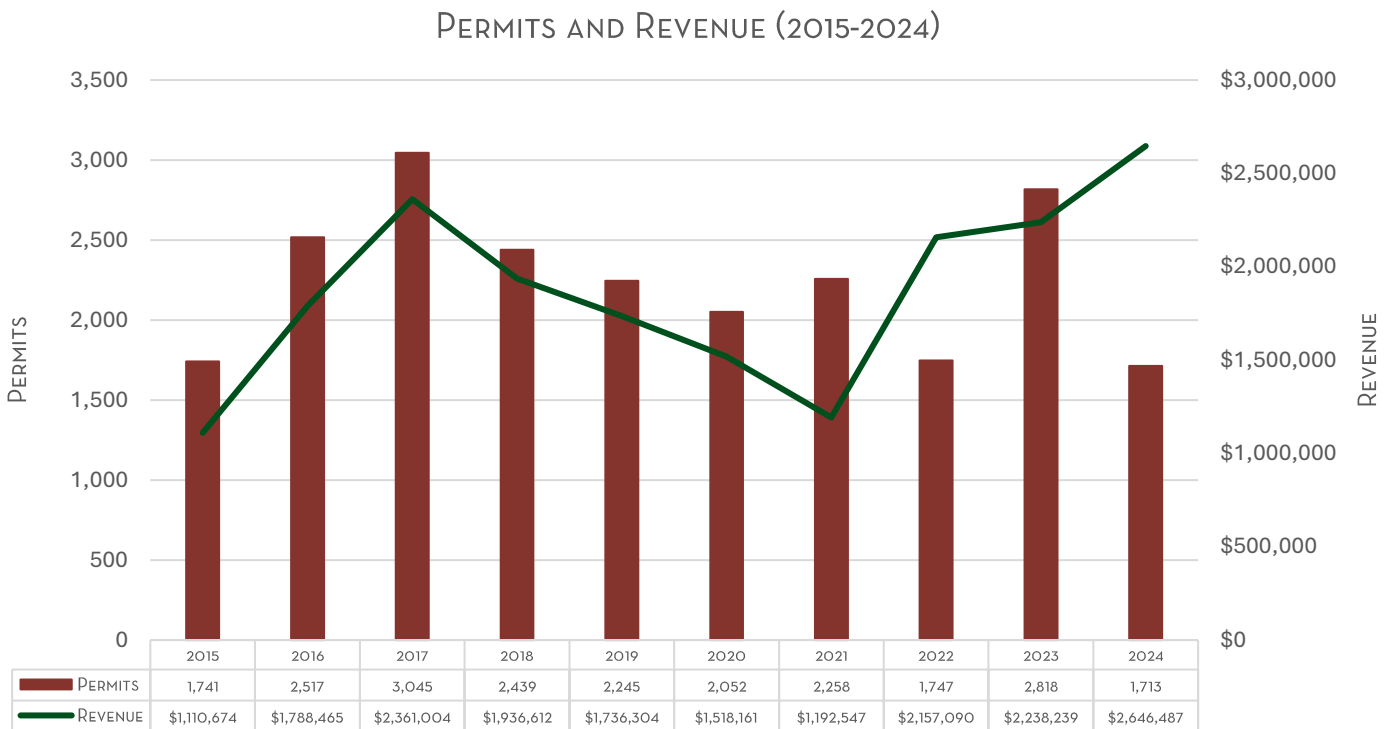
CONCRAFT



# PERMIT ACTIVITY / REVENUE



THE CHART BELOW ILLUSTRATES THAT THE NUMBER OF PERMITS ISSUED BY THE COMMUNITY DEVELOPMENT DEPARTMENT OVER THE PAST TEN YEARS HAS REMAINED RELATIVELY STEADY. HOWEVER, THE REVENUE GENERATED FROM BUILDING PERMITS HAS FLUCTUATED BASED ON THE VALUE OF CONSTRUCTION PROJECTS. THE PRIMARY SPIKE IN REVENUE IN 2024 WAS DUE TO THE GM VAA FACILITY BUILDING PERMIT.



## NOTEWORTHY PERMITS ISSUED IN Y2024:

GM VAA FACILITY – 2400 MOMENTUM WAY - \$821,783 PERMIT REVENUE

THE AVANT - PUD – 3355 FIVE POINTS DR - \$149,981 PERMIT REVENUE

PRIMARK (GREAT LAKES CROSSING) – 4000 BALDWIN SPACE #933 - \$79,731 PERMIT REVENUE

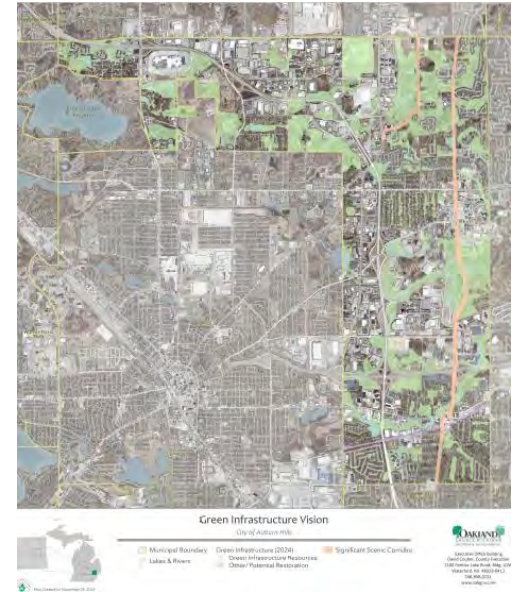
ATLANTIC SPEC BUILDING – 1600 ATLANTIC BLVD - \$54,470 PERMIT REVENUE

PACIFIC & TAYLOR SPEC BUILDING – 1465 PACIFIC DR - \$46,009 PERMIT REVENUE

FIVE POINTS COMMUNITY CHURCH – 3411 E. WALTON BLVD. - \$26,708 PERMIT REVENUE

## **GREEN INFRASTRUCTURE**

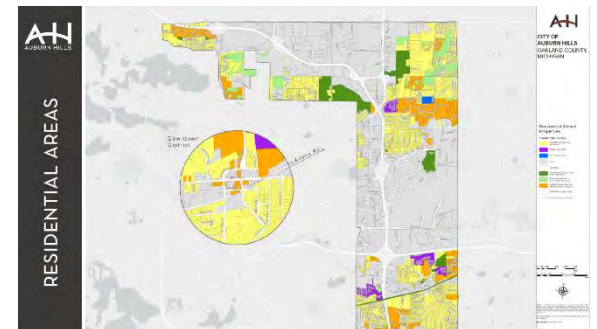
DIRECTOR COHEN LED THE PLANNING COMMISSION IN A JOINT WORKSHOP WITH OAKLAND COUNTY TO IDENTIFY UNDEVELOPED AND UNDERDEVELOPED AREAS OF THE CITY THAT HOLD ECOLOGICAL AND CULTURAL SIGNIFICANCE TO AUBURN HILLS RESIDENTS. DATA FROM THIS WORKSHOP HAS BEEN MAPPED BY OAKLAND COUNTY AND PROVIDED TO STAFF. STAFF WILL INTEGRATE THIS INFORMATION INTO A POLICY THAT WILL BE PRESENTED IN THE FUTURE. THIS POLICY WILL AID STAFF IN CLEARLY COMMUNICATING THE EXPECTATIONS AND DESIRES OF THE COMMUNITY DURING THE EARLY STAGES OF DEVELOPMENT. THIS WILL ENSURE THAT AUBURN HILLS RECEIVES THE HIGHEST QUALITY DEVELOPMENT PROPOSALS, PROVIDING MAXIMUM BENEFIT TO THE CITY.



DRAFT GREEN INFRASTRUCTURE PLAN

## **RENTAL HOUSING POLICY**

DIRECTOR COHEN LED THE CITY COUNCIL IN A WORKSHOP ON FEBRUARY 5, 2024, DISCUSSING THE CURRENTLY AVAILABLE HOUSING STOCK AND THE PERCENTAGE OF RENTAL HOUSING COMPARED TO OWNER-OCCUPIED HOUSING. AUBURN HILLS HAS A NEARLY 50/50 SPLIT BETWEEN OWNER-OCCUPIED AND RENTAL HOUSING. STAFF ARE CURRENTLY DEVELOPING A HOUSING POLICY THAT WILL BE PRESENTED AT A LATER DATE.



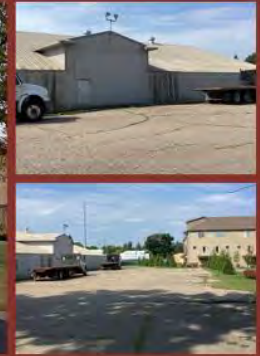
RENTAL HOUSING ANALYSIS

## **2024-2028 PARKS AND RECREATION MASTER PLAN**

DIRECTOR ADCOCK AND DIRECTOR COHEN SPEARHEADED THE EFFORT WITH OTHER CITY STAFF AND CONSULTANTS TO COMPLETE THE 2024-2028 PARKS AND RECREATION MASTER PLAN. THIS PLAN IS REQUIRED TO BE FILED WITH THE STATE OF MICHIGAN FOR AUBURN HILLS TO BE ELIGIBLE FOR GRANT CONSIDERATION AND OTHER STATE FUNDING. THIS PLAN MUST BE UPDATED EVERY FIVE YEARS. THE PLAN WAS PRESENTED TO THE PLANNING/RECREATION COMMISSION AT THEIR JANUARY 10, 2024, MEETING. AFTER RECEIVING A FAVORABLE RECOMMENDATION FROM THE RECREATION COMMISSION, THE CITY COUNCIL PASSED A RESOLUTION TO ADOPT THE PLAN ON JANUARY 22, 2024.

# ORDINANCE ENFORCEMENT

## COMMERCIAL PROPERTY ENFORCEMENT



**PROPERTY MAINTENANCE**



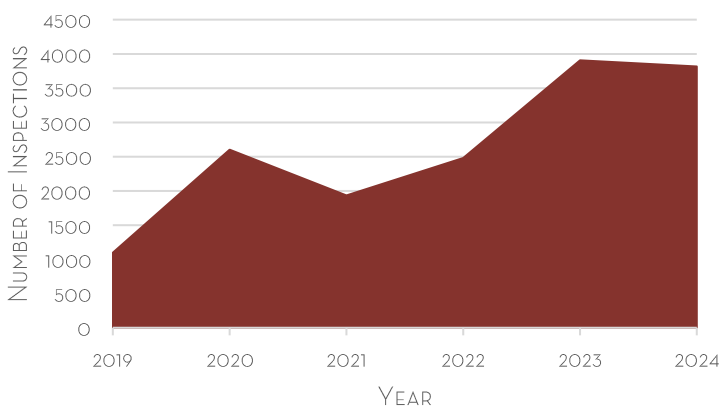
**VEGETATION OVERGROWTH**



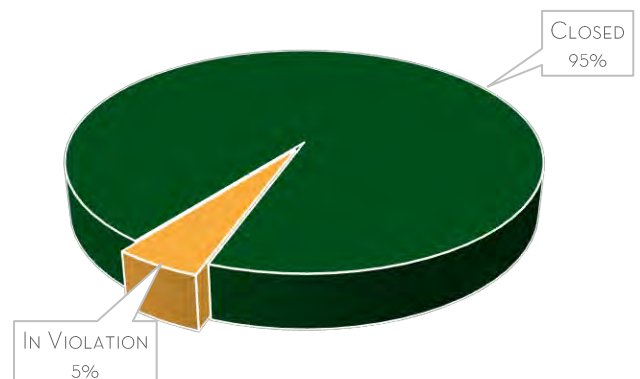
**BLIGHT AND NUISANCE**

CITY ORDINANCES EXIST AS A PREVENTATIVE AND REGULATORY METHOD OF PROTECTING THE CHARACTER AND INTEGRITY OF AUBURN HILLS' NEIGHBORHOODS AND THE HEALTH AND SAFETY OF ITS CITIZENS. THE CITY'S THREE-MEMBER CODE ENFORCEMENT TEAM (JACK SKINNER, JUSTIN TOMEI, AND DAVE TODD) COORDINATES THE EFFORTS OF ALL CITY DEPARTMENTS TO VALIDATE AND RESPOND EFFECTIVELY TO HEALTH AND SAFETY THREATS RELATED TO PROPERTY MAINTENANCE, BLIGHT, AND PUBLIC NUISANCE ISSUES WITHIN THE CITY. WHEN AN ORDINANCE VIOLATION IS IDENTIFIED, THE TEAM HANDLES THE INVESTIGATION AND WORKS WITH THE PROPERTY OWNER TO GAIN COMPLIANCE.

NUMBER OF INSPECTIONS (Y2019-Y2024)

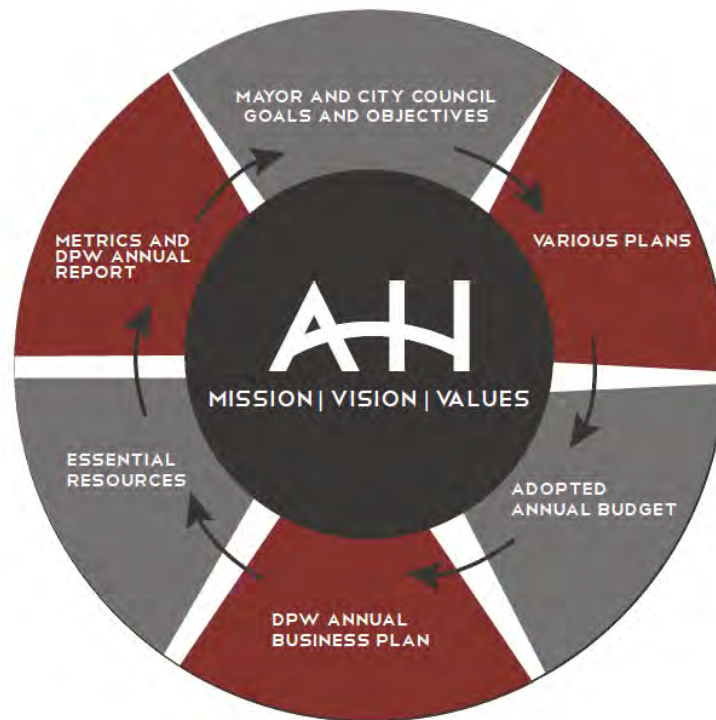


ENFORCEMENT STATUS  
(1692 CASES) - Y2024





## Department of Public Works 2024 Annual Report



**Approved By:** Steve Baldante, Director of Public Works

**Date:** January 24<sup>th</sup>, 2025



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Attachment 1 – DPW Organizational Chart





## Background

The purpose of this document is to provide an overview of City accomplishments that the [Department of Public Works](#) (DPW) assisted with in 2024. The DPW is comprised of 45 full-time and 8 permanent part-time employees. In addition, we are tasked with managing multiple contractors, including OHM Advisors, who support the public infrastructure, daily operations, maintenance, and capital improvement projects. Accomplishments are categorized by respective divisions. **Attachment 1** is an up-to-date organization chart of the DPW. For the first time in many years, DPW was fully staffed which allowed us to exceed all of our internal targets for maintenance activities for each division. Additionally, there were many large infrastructure projects in Roads, Water and Sewer and Municipal Properties. Our goals for 2025 are focused on improving internal metrics in maintenance related areas as well as 100% completion of forecasted projects. For the upcoming year, we are expecting approximately \$17 million in Capital Improvement projects as well as other infrastructure enhancements such as pathway and sidewalk repairs and completion of open 2024 project such as the South Boulevard Water Main project and the Public Square. Each year we look to increase the volume of maintenance related items by 5% across all divisions.

## Fleet & Roads (Manager – Jason Hefner)

The Fleet Division (Fleet) is made up of three full-time personnel including two Master Mechanics, and one Maintenance Technician. In addition to supporting various initiatives and projects, Fleet is also responsible for the maintenance of more than 125 fleet units and over 150 pieces of equipment.

The Roads Division (Roads) is made up of seven full-time personnel. In addition to supporting various initiatives and projects, Roads are also responsible for the maintenance of more than 90 miles of roadway, over 120 miles of pathway, nearly 225 Miles of storm mains, 2,754 catch basins, and all City roadway and related signs. In addition, 2024 was extremely busy with multiple road projects and commencement of our long-line striping program. One incredible metric to highlight is that the Roads division applied almost 35,000 pounds of crack seal which helps extend the life of asphalt surfaces. This was an almost 300% increase from 2023. Some of the smaller projects that took place in 2024 underneath the Roads Division were extensive pathway repairs, with more to come in 2025 and 2026 as well as sidewalk repairs utilizing our new grinder machine.

In extension of the above, accomplishments from 2024 that Fleet & Roads assisted with include:

- Shimmons/Dexter - curve realignment.
- Dexter Road (Walton to Shimmons) - asphalt reconstruction
- Hunt Club - asphalt mill and overlay.
- Zelma/Hatton/Glenrose – asphalt pulverization and overlay
- Superior Court – asphalt reconstruction
- 1114 fleet work orders.
- 272 signs produced.
- 671 catch basins inspected. 129 repaired.
- 32 winter operations events.
- 116 tons of asphalt installed.
- 34,900 lbs. of crack seal applied.
- 293 miles of curb cleaned with 195 tons of debris.



### **Public Utilities (Manager – Jason Deman)**

The Public Utilities Division is made up of 13 full-time personnel. In addition to supporting various initiatives and projects, Utilities is responsible for the maintenance of over 182 miles of water main, 118 miles of sewer main, 2,905 water system valves, 2,620 water hydrants, 2,904 sewer manholes, 4 sanitary sewer lift stations, 10 pressure reducing valves, a booster station, and a water tower. Additionally, Utilities is responsible for the City's Cross Connection Control Program, construction related inspections for water and sewer services, and metering water usage related to utility billing for 6,446 customers served. In 2024, we made significant progress utilizing our new GIS system, Cartegraph. The GIS mapping program has been extremely effective in helping to locate city assets and saving time and increasing efficiencies.

In extension of the above, accomplishments from 2022 that Utilities assisted with include:

- 2,929 MISS Dig requests.
- 300+ construction inspections.
- 113,443 feet of sewer inspection.
- 121,407 feet of sewer cleaning
- 638 hydrants inspected, 28 repaired.
- 710 meter interface units (MIU's) changed out.
- 801 valves inspected.
- 102 meters changed out.
- 85 new meter installations.
- 1 water main repair
- 11 Curb box/service repairs.
- 5 new service installations.
- Commencement of South Boulevard Water Main replacement.

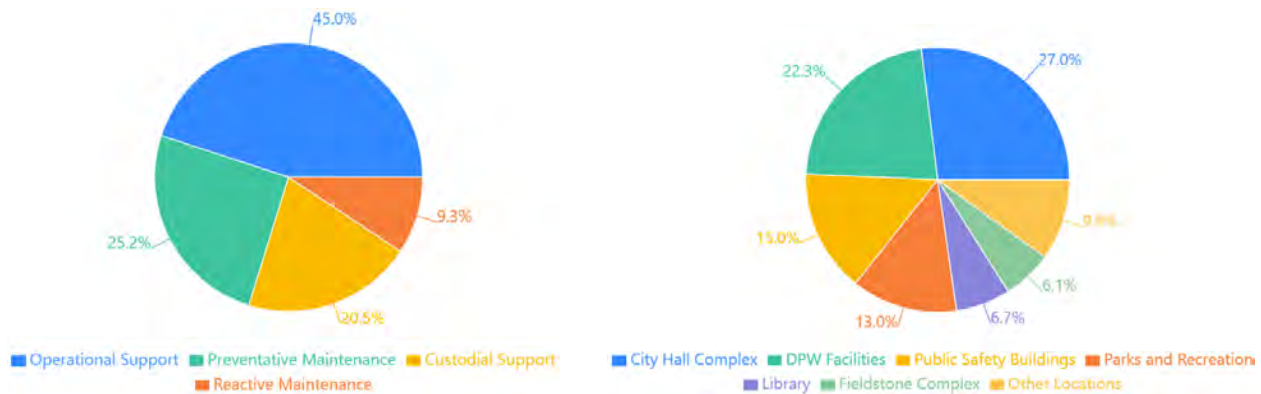
### **2024 Municipal Properties Accomplishments**

The skilled nine-person Facilities Division team oversees maintenance across 44 municipal buildings and associated structures. Beyond their core maintenance duties, the division completed several major construction projects in 2024. These included a new teaching kitchen at the Community Center, Library bathroom renovations, Fieldstone Golf Club improvements (roof replacement and cart path renovations), and renovation of the Icehouse which serves as the civic center campus's utility hub. The team also installed new public art downtown, enhancing Auburn Hills' cultural landscape. While managing these capital projects, the division processed 3,048 work orders, implemented new preventative maintenance programs, and enhanced building security systems across the city.

The facilities team demonstrated exceptional operational efficiency throughout 2024, maintaining a 95% preventative maintenance compliance rate and 99% building systems uptime. Response metrics were equally



impressive, with an 85% same-day completion rate and 4.2-hour average response time. Work order distribution revealed concentrated activity at the City Hall complex with 825 orders (27%), followed by DPW facilities with 680 orders (22.3%), public safety buildings with 458 orders (15%), and parks and recreation facilities with 395 orders (13%). The library accounted for 205 orders (6.7%), the Fieldstone complex generated 185 orders (6.1%), with various other locations comprising the remaining 300 orders (9.9%).



The Electrical Division continued modernizing the city's lighting infrastructure in 2024, completing comprehensive LED upgrades across multiple facilities. Major building improvements included Administration Building LED retrofits, Community Center gym lighting upgrades that doubled light output, and significant enhancements to the Public Safety parking lot lighting. Infrastructure projects focused on power reliability and efficiency, with new transfer switches and generator systems installed at Hawk Woods Lodge and the Icehouse. The division also modernized citywide lighting controls with photo eye technology and installed the 3<sup>rd</sup> phase of our new decorative streetlights in Downtown Auburn Hills. Seasonal initiatives included the installation of downtown pear tree holiday lighting, citywide snowflake decorations, and power infrastructure for community events.

The Parks and Grounds Division, staffed by 9 full-time, 8 part-time, and 4 seasonal employees, maintained over 155 acres while achieving significant environmental milestones. The team notably eliminated the downtown winter maintenance contract, generating \$54,000 in annual savings while improving service quality and response times. Environmental achievements included a first-time net-positive tree balance with over 200 trees planted against 132 removals, and more than 1,000 trees trimmed. The comprehensive turf

and horticulture program installed 402 cubic yards of mulch, 36 cubic yards of landscape stone, 400 cubic yards of topsoil, and 1,000 pounds of grass seed. Water conservation efforts continued for the third consecutive year, while the city earned Tree City USA recognition for the 25th year.





Major park improvements transformed several key locations throughout 2024. Civic Center Park received a complete disc golf course rehabilitation including new equipment and bridge restoration. River Woods Park

saw extensive upgrades with boardwalk and playground replacement, invasive species removal, and new pedestrian entry gates. The Aaron Webster Cemetery underwent comprehensive improvements including headstone leveling, fence repairs, and complete turf restoration. Riverside Park benefited from fountain spillway rehabilitation and pathway repairs, while Hawk Woods Park received trail base reconstruction and drainage improvements.

Parks and Grounds continued annual community engagement through partnerships with local corporations and organizations. Earth Day events with Borg Warner engaged 50 volunteers in trail repairs and planting 58 trees, while Vitesco Technologies contributed 30 volunteers for additional plantings and landscaping work. River cleanup events partnered with Clinton River Watershed Volunteers and Trout Unlimited, while staff supported major community gatherings including Paddle-Palooza, Summerfest, Fall Fest, and the Winter Solstice Lantern Walk.

Through diligent infrastructure management, construction expertise, and environmental stewardship, the Municipal Properties team maintained and enhanced city facilities while elevating amenities for all residents. Their commitment to collaborative projects, community engagement, and operational efficiency ensures facilities and grounds continue to meet evolving community needs while maintaining the highest standards of maintenance and operation.

- Commencement of the Public Square project
- Disk golf course rehabilitation
- Aaron Webster Cemetery improvements
- Fieldstone Golf Course roof replacement

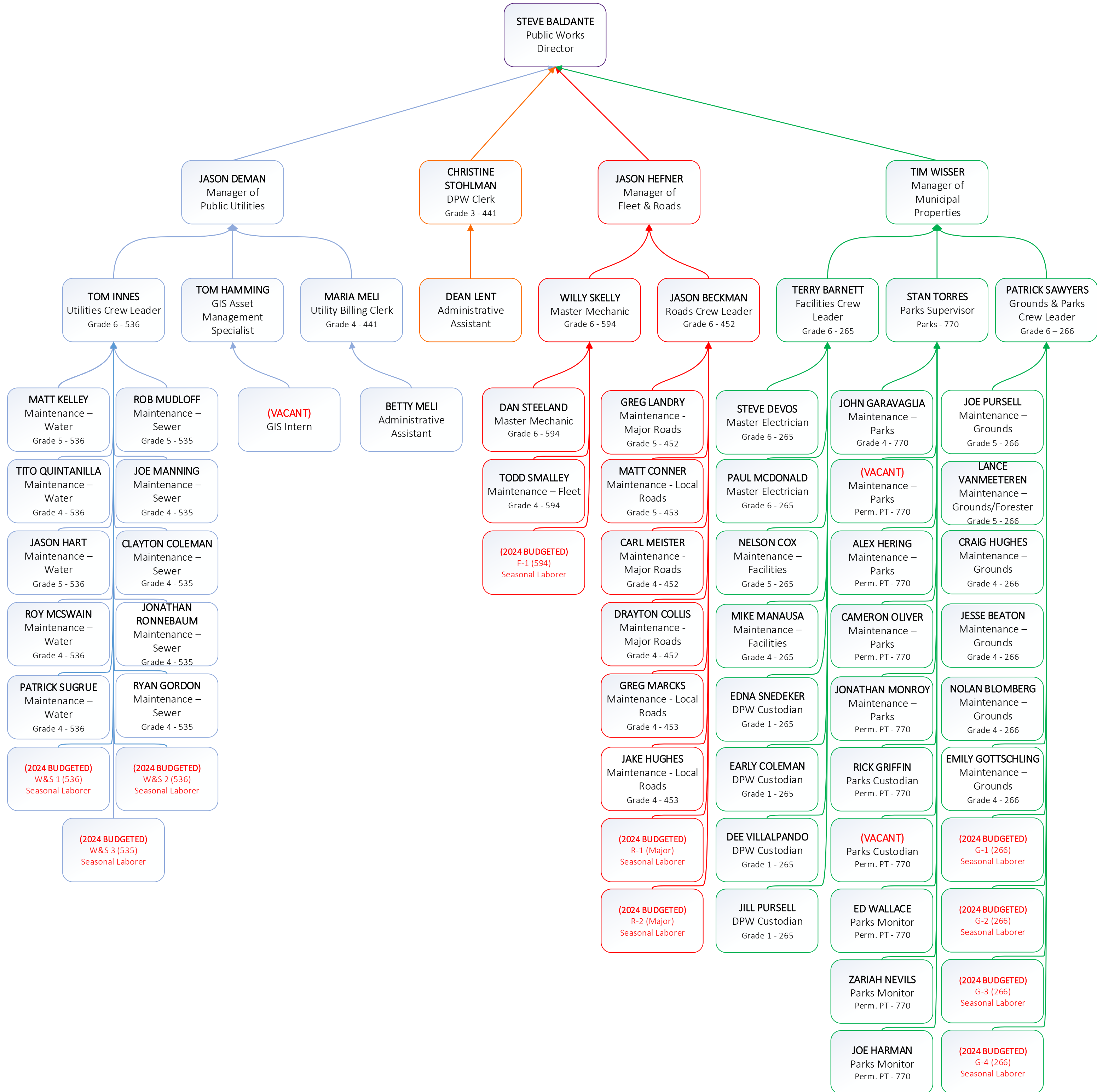
## **ATTACHMENTS**

Attachment 1 – Department Organization Chart



# Department of Public Works

## Organizational Chart





# 2024 Downtown Development Authority Annual Report

## Introduction

The Auburn Hills Downtown Development Authority is dedicated to promoting economic revitalization, supporting local businesses and promoting downtown as a desirable place to live, work and visit. The DDA provides for a variety of funding options including tax increment financing which utilizes funds for public improvements in the downtown district. The DDA tax increment financing mechanism allows for the capture of incremental growth of local property taxes over a period of time to fund public infrastructure improvements. Funding large-scale projects can lead to new development opportunities in the district and is considered an amenity to the development community. In collaboration with other public and private entities, the DDA Board of Directors strive to ensure the growth and prosperity of Downtown Auburn Hills.

## **Mission/Vision Statements**

The Auburn Hills Downtown Development Authority strives to create a vibrant, inclusive, and economically viable downtown district by embracing and engaging residents, businesses, and institutions.

Downtown Auburn Hills is a multi-faceted business and entertainment district that offers a unique experience to residents and visitors alike. Our connection to nature through our park system, year-round events and activities, and our diverse business mix of excellent restaurants, specialty retail, and entertainment venues create a strong, vibrant, and high-quality downtown that serves the needs of the community.

## 2024 Summary

- The DDA serves as the primary sponsor for downtown events. With an outstanding line-up, the Friday Night Concert Series continued to draw large crowds over the summer. The DDA also once again sponsored the Bunny Bash, the summer movies in the park series, Reels by the Riverside, the Blues & Jazz music series, and the newest event to kick off summer, the downtown Beach Bash. Events continue to feature family-friendly entertainment and make great additions to the downtown programming. The DDA's flagship event, SeptemBEERfest, was held on September 22 in Riverside Park and was successful, raising over \$11,000 in proceeds for Neighborhood House. Spooktacular was back in the fall, and we welcomed over 900 families to the downtown. Lastly, the DDA contributed to the Annual Tree Lighting Ceremony. This sponsorship included both staffing hours toward event planning and execution, as well as two food trucks, which brought a unique element to Auburn Road. All in all, 2024 was a great year for events and we are eager to set the stage for more to come.
- A new piece of art from the Detroit Design Company was installed our downtown, welcoming residents and visitors to the area.
- In an effort to continue to market the downtown, we will continue the downtown billboard promotions that showcase the downtown as a destination.
- Downtown Auburn Hills was named an Main Street America Affiliate for 2024. Communities must meet six standards to qualify for Affiliation status. Evaluation criteria determines the communities that are building comprehensive and sustainable revitalization efforts and include standards such as fostering strong public-private partnerships, and document programmatic progress. We will continue to build upon the programs and goals we have for the downtown to hopefully achieve Accreditation status.



## **Future Outlook**

Efforts in 2025 will be focused on ways to promote downtown branding, a way-finding campaign, a new public square with pop-up events, other special events and recruitment opportunities for our restaurant and retail spaces.

As a Partner level Member with Main Street Oakland County, we will continue to utilize their services, grant opportunities and training. With greater promotion, merchant engagement and cross promotion, and Board Member involvement, downtown events and businesses will continue to grow well into the future.

The work that the DDA has completed in 2024 is a direct result of the Board's dedication to furthering its mission and vision. The DDA will continue to work closely with the Tax Increment Finance Authority (TIFA) on initiatives and projects that directly benefit the downtown.



### **2024 DDA Board of Directors**

*John Young, Chairman*

*Jean Jernigan, Vice Chair*

*Mayor Brian Marzolf*

*Robin Bachan*

*Cortney Casey*

*Valerie Gaton*

*Michael Wayne*

*Dawn Wise*

*Stephanie Carroll, Executive Director*

*Eveonne Roberts, Downtown Events Specialist*





## 2024 Annual Report

Fieldstone Golf Club opened for the season on April 1<sup>st</sup> but deteriorating weather conditions in late fall forced an early closure on November 6<sup>th</sup>.

**Golf Start History:** Calculated for all guest starts off the #1 or #10 tee; playing 9 or 18 holes. Golf car fees are included in the calculation of the Guest Fee Revenue. Although RevPAR has stabilized since the inception of both dynamic pricing and GPS (to improve pace of play) in 2021, Fieldstone has continued to grow both starts and revenue to PY.

| Year        | Starts        | Guest Fee Rev      | Rev Per Rd      | \$ Change       |
|-------------|---------------|--------------------|-----------------|-----------------|
| <b>2024</b> | <b>42,515</b> | <b>\$1,733,888</b> | <b>\$ 40.78</b> | <b>+ \$1.25</b> |
| 2023        | 41,209        | \$1,628,791        | \$ 39.53        | + \$ .29        |
| 2022        | 38,426        | \$ 1,507,765       | \$ 39.24        | + \$ .71        |
| 2021        | 37,902        | \$ 1,460,081       | \$ 38.53        | + \$2.28        |
| 2020        | 36,169        | \$ 1,310,880       | \$ 36.25        | +\$ .87         |
| 2019        | 32,454        | \$ 1,148,151       | \$ 35.38        | +\$ .48         |
| 2018        | 32,077        | \$ 1,119,235       | \$ 34.90        | - \$ .09        |
| 2017        | 33,952        | \$ 1,186,959       | \$ 34.96        | + \$ .10        |

**Tournaments Hosted:** Fieldstone Golf Club hosted all major golf associations in Michigan including the following: **The Mulligan Tour, The Mitten Tour, GAM Michigan Amateur Qualifier, MHSAA Oakland County Championship, MHSAA Boys and Girls Regional Championship, NextGen Golf, Michigan PGA Rocket Mortgage Pre Qualifier, Callaway and Meijer Junior Tour, East Michigan Golf Week Championship, Top 50 Junior Tour, AJGA Metro Detroit Qualifier, Michigan Senior Publinx Championship, US Kids Summer and Fall Tour Championships.**

| Year        | Total     |
|-------------|-----------|
| <b>2024</b> | <b>17</b> |
| 2023        | 16        |
| 2022        | 15        |
| 2021        | 17        |
| 2020        | 10        |
| 2019        | 12        |
| 2018        | 7         |
| 2017        | 12        |



**Practice Facility:**

| <b>Year</b> | <b>Sales</b>     | <b>Rev Per Rd</b> |
|-------------|------------------|-------------------|
| <b>2024</b> | <b>\$157,197</b> | <b>\$ 3.70</b>    |
| 2023        | \$147,274        | \$ 3.58           |
| 2022        | \$118,604        | \$ 3.02           |
| 2021        | \$105,488        | \$ 2.79           |
| 2020        | \$ 78,580        | \$ 2.19           |
| 2019        | \$ 82,361        | \$ 2.54           |
| 2018        | \$ 74,492        | \$ 2.32           |
| 2017        | \$ 77,610        | \$ 2.29           |

**Merchandise:**

| <b>Year</b> | <b>Sales</b>      | <b>Rev Per Rd</b> |
|-------------|-------------------|-------------------|
| <b>2024</b> | <b>\$ 142,779</b> | <b>\$ 3.35</b>    |
| 2023        | \$ 109,311        | \$ 2.65           |
| 2022        | \$ 110,822        | \$ 2.82           |
| 2021        | \$ 110,985        | \$ 2.93           |
| 2020        | \$ 77,499         | \$ 2.15           |
| 2019        | \$ 111,824        | \$ 3.45           |
| 2018        | \$ 106,311        | \$ 3.15           |
| 2017        | \$ 125,026        | \$ 3.21           |

**Food & Beverage – Operating Share (Crank’s Catering):**

| <b>Year</b> | <b>Amount</b>    |
|-------------|------------------|
| <b>2024</b> | <b>\$ 55,000</b> |
| 2023        | \$ 55,000        |
| 2022        | \$ 55,000        |
| 2021        | \$ 50,000        |
| 2020        | \$ 30,000        |
| 2019        | \$ 50,000        |
| 2018        | \$ 50,000        |
| 2017        | \$ 50,000        |

**Total Facility Revenue:** Total Facility Revenue was up to prior year by \$282,486 and exceeded Budgeted Revenue by \$548,356.

| <b>Year</b> | <b>Revenue</b>      |
|-------------|---------------------|
| <b>2024</b> | <b>\$ 2,359,156</b> |
| 2023        | \$ 2,076,670        |
| 2022        | \$ 1,927,684        |



|      |              |
|------|--------------|
| 2021 | \$ 1,802,736 |
| 2020 | \$ 1,529,220 |
| 2019 | \$ 1,414,347 |
| 2018 | \$ 1,353,038 |
| 2017 | \$ 1,461,469 |

**Total Facility Expenses:** Facility expenses were up to PY by \$204,605. This variance was due to +\$15,126 in Land and Improvements, +\$109,436 in Cart Path Improvements and +\$412,398 Building Additions and Improvements i.e. roof replacement at Golf Maintenance, Golf Car Storage Facility and Clubhouse. Overall expenses were under Budget by -\$360,989.

| Year        | Expenses            |
|-------------|---------------------|
| <b>2024</b> | <b>\$ 2,188,562</b> |
| 2023        | \$ 1,963,957        |
| 2022        | \$ 1,736,685        |
| 2021        | \$ 1,598,798        |
| 2020        | \$ 1,282,990        |
| 2019        | \$ 1,754,246        |

## Golf Course Maintenance

- **Renovation Projects**

1. #5 Tee Renovation – Tee renovation was completed. Irrigation was moved to for better turf coverage. The back 10 yards of the tee and the left half all the way to the front of the tee was stripped of bentgrass. The tee surface and banks were all graded to desired specifications and the tee surface was sodded with bentgrass, along with the banks being sodded with bluegrass. The tee was re-oriented (slightly turned) to better fit the direction of the tee shot regarding the landing area and the overall direction of the hole.

- **Cart Paths/Bridges**

1. Cart path resurfacing was completed from 15 Tee bridge to 16 fairway, new asphalt cart path installed to the left of 15 fairway.
2. #6 – Bridge was resurfaced with new lumber.
3. Giddings Bridge – Process of resurfacing bridge began in December 2024.
4. Bridge plan is in place to continue resurfacing in 2025.

- **Tree Pruning/Removal**

1. #5 – Removed 2 declining Spruce front/left of 5 tee box and 1 Spruce removed by ITC due to proximity of power lines.
2. #8 – Left side of 8 gold and white tee, multiple trees removed from the wood line leaning into the path of the tee shot.



3. #14 – 3 Oaks removed around 14 green complex for sunlight and air circulation.
4. #17 – 3 Oaks elevated on the left side of 17 fairway and 3 Oaks elevated and 1 removed on the right side of the 17 fairway.
5. #18 – 3 Poplar elevated near the Galloway on the tee side and 3 Poplar removed right of 18 fairway in the native.
6. Cart Barn – Both side of Cart Barn had all trees removed that could damage the roof. Also, 2 damaged River Birch removed.

- **Tree Plantings**

1. 7 Conifer planted behind existing Spruce tree behind 11 green complex.
2. 7 Columnar Oak Planted behind 9 green complex to screen the Cart Barn.

- **Maintenance Facility**

1. The Maintenance Facility construction was completed in August of 2024 after beginning in March of 2023.
2. Downsize in yard area, new soil bins, new fences surround shop yard, new asphalt in the back with the front becoming new shared parking lot with TI, new siding and façade on the exterior of the building and a newly sealed and painted roof.



## **2024 Finance/Treasurer Highlights**

- City management promoted Mallory Jones to Deputy Treasurer as of November 2024 upon the unexpected resignation of Salvatore Vittone. This position is assigned to the training and direct supervision of the tax administration and settlement process, cash handling and investments, special assessments, and debt. Mallory cross trained with Mr. Vittone for a little over a year providing a near seamless transition. Once again, Ms. Jones highlights the importance of the Finance/Treasurer's staffs ability to be flexible and willing to put in the extra effort to accommodate additional roles for potential changes in staff.
- Staff added payee name verification to its check processing services on increase security. It is an extra layer of prevention in check fraud worth the additional time required for staff to review those items presented by the bank as necessary.
- Salvatore Vittone began training as backup for payroll in the beginning of 2024 due to the expected eventual retirement of Connie Bommarito in 2025. Unfortunately, Mr. Vittone's unexpected resignation later in the year required staff to quickly shift plans. Christiana Faulk, Accountant who started with the City at the very end of April 2024 shifted her training in fixed assets accounting, fleet and risk support, Pcard processing, and other balance sheet related reviews to payroll mid-November. With year end approaching, Christina found out on January 2 she had only until January 17 to work with Ms. Bommarito on process and year end requirements. Ms. Faulk is another example of the dedicated staff of the City.
- Staff began evaluating the elimination of the lock box late in 2024 and expects to continue it through 2025 before potentially eliminating it in 2026. Lockbox is one of more costly services, but eliminates the need for in-house staff to process mailed checks on site. Residents continue to transition to electronic pay services thus making this a more viable option.
- Staff continues to evaluating changes to the Pcard process. Due to personnel changes, staff doesn't expect changes in 2025. A demo with another provider is likely during the 2025. Staff has recognized a need to

increase efficiency in one of the timeliest processes that the department is responsible for.

- Staff continues to serve in a both direct administrative and oversight roles in every grant dollar awarded from varied federal, state, and local sources to support City functions and initiatives. Staff is responsible for ensuring compliance and document support.
- Finance staff continues to support each City department. Staff assists each department to remain fiscally aware of expenditures and the impact on the fund balance, especially General Fund. Finance staff guides departments with budget amendment evaluation and appropriate City Council motion language. Staff provides all City staff, upon request, support and training in recording and tracking expenditures, purchase order creation, accounts payable entry, invoice creation, timesheets, and other general procedures.
- Department staff continues to be diligent in thwarting phishing and other cyber threats. Actively engaged in conversation regarding appropriate cyber safety for the City. The need to be on constant alert does slow down the department to some extent due to additional inquiries and a “stop, look, consider a verification call” approach to unexpected emails asking for changes or information.
- Last year Finance/Treasurer reported a key accounting role was unfilled since June. A replacement was found in December 2023 who left February 2024. A new accountant got started the last week of April 2024. As mentioned earlier, the Deputy Treasurer and Payroll Accountant left at end of 2024. Turnover and retraining has taken its toll on existing staff, which are expensive, and impedes progress on new initiatives. The inefficiencies of training new staff multiple times in the last few years is evident. Still, amidst the challenges of staffing, the most essential needs are being met and staff is diligently working through improvements as well as addressing changes in state and federal reporting and new standards.

Capturable 2024 data points:

- Reviewed and Processed 11,605 invoices through the AP system.
- Reviewed and Processed 2,656 Pcard purchases.
- Reconciled 61,176 payments in cash receipting.

- Entered 1,056 *manual* journal entries into the General Ledger.
- Manage 4,079 account numbers across all Funds.
- Processed 445 W2's
- Administer 8,416 taxable parcels.
- Maintain 1531 active capital assets prior to 2024 adds.
- Account for 15 debt issuances.
- 7 active Special Assessment Districts. We have 12 more coming on the books.
- Released 129 1099 documents for qualified service vendors.

### **Finance/Treasurer Department At A Glance**

The role of the Finance/Treasurer department continues to expand as new mandates are added each year on top of existing requirements. The following is a *general* list of recurring items the department manages. Finance/Treasurer staff work with all departments on troubleshooting, problem solving, and encouraging good stewardship of taxpayers' dollars. Full staffing will consist of 7 full time staff, the Finance Director/Treasurer(since 9/2007), Deputy Treasurer(since 11/2024) , two Accountants(since 5/2024 and one vacant as of 1/2025), two Accounting Clerks (since 5/2018 and 1/2025), and one Finance Clerk (since 1/2025). The staff utilized an intern until May 2024 and also the front desk clerk to provide phone and mail assistance due to the volume of work product required from the department.

- Annual Financial Audit (prep is Jan-March, audit is April-May, final reporting to Federal and State agencies begins March 31 through June 30). Includes full accrual and modified accrual accounting review for all balance sheet accounts across all funds.
- Annual Budget (Prep in May-September, Department work June-August, Budget finalization and review with Council September-October).
- State and Federal reporting primarily due by June, including Act 51, F65, Qualifying Statements, Debt Disclosures and Retirement Repots. Other reports are due in April and in September.
- Review, prepare, study, and collect required data for new Governmental Accounting Standard board changes each year. Each standard adds to the

amount of data required to be managed throughout the year and reconciled and presented for audit and recording purposes. There are 104 standards to date. Looking ahead we have new guidance coming for 2024 with No.'s 100 (Error Correction) and 101 (Compensated Absences) 102 (Certain Risk Disclosures) and in 2025, 103 (Changes in Financial Reporting) and 104 (Disclosure of Certain Capital Assets).

- Support reporting/guidance for TIFA, Brownfield, and DDA boards.
- Tax statement issuance (prep May-June, July 1 bills; prep Oct-Nov, Dec 1 bills), collection (July 1-Feb 28), distribution (Every two weeks from July-March), monthly reconciliation, and annual settlement (March) each year, including delinquent accounts.
- Monthly review and balancing of Delinquent Month End reporting provided by Oakland County to verify accuracy of prior year delinquent collections and adjustments.
- Management of a growing number of road special assessments – Includes setting up new districts in MYSA (multiple year special assessment) module, placement, and removal of liens, preparing and sending annual installment statements, collection, and reconciliation. Analysis of reserves/balances for outstanding tribunal cases, potential lawsuits, ambulance billings, police billings, and other potential refunds/write-offs required of the City.
- Staff records bankruptcies, manages property liens, and provides data to City departments regarding any resident or business debt due to the City to prevent providing additional services when accounts are in arrears. Staff manages transferring applicable delinquencies to taxes annually.
- Financial Reporting for Federal, State, and Grant, and Debt Compliance.
- Cash and Investment Management including management of all securities and access to all banks. Monthly bank reconciliations for all Chase and investment accounts. Quarterly reporting. Includes management of Pension and RHC trust accounts.
- Debt Management, payment, and reporting.
- Risk Management and coverage maintenance including incident reporting and tracking, management of property list, and education of exposures and 3<sup>rd</sup> party contract requirements.

- Accounts Payable including P-card administration and fraud management. Requires in-depth review of invoice activity, employee reimbursement requests and organizational wide follow-ups requiring a minimum of 40 hours per week.
- Accounts Receivable-Review all billings initiated by other departments, provide follow up to outstanding invoices/alert departments to non-payments, manage the collection of ambulance billings and other public safety invoices, provide support to Building staff invoicing and collection, set annual positional rates for 3<sup>rd</sup> party billings of staff time, monitor and/or create grant receivables for federal and state programs.
- Back up customer support for utility billing.
- Provide the cashiering function for all on-line payments, walk in payments, and mailed payments. Responsible for all in person bank activity and deposits for City. Manage a multitude of phone calls regarding balances, payments, and general questions. Daily review of all electronics payments for appropriate application from 4 processors.
- Administer dog licenses to residents on behalf of Oakland County Animal Control from December-June and provide monthly reporting to Oakland County.
- Bi-Weekly Payroll and Timesheets with related Monthly, Quarterly, and Year end reporting including W2, 941, and State of Michigan withholding and sales tax. Updates in pay tables, benefit accruals, withholdings for child support, garnishments. Set up new laws such as part time leave and part time sick pay. Updates for annual benefit elections. Management of Interfaces with 3<sup>rd</sup> party providers. Troubleshoot and communicate with the IRS and SSA.
- Management of Retiree Benefits including meeting with eligible DB employees, processing retirements, COLA's, and other pension changes. Also, annual preparation of employee census data for pension and retiree health benefits to allow for actuarial calculation, valuation, and funding directives. Annual reporting to the State of Michigan. Annual Worker's Comp audit.

- Work closely with Human Resources to facilitate benefit management and reporting. Directly manage and administer the 401K, 457, and RHS programs with Mission Square.
- Grant review and support applicable departments ensuring proper expenditure and reporting to outside agencies.
- Purchasing and Vendor contracts reviews. W-9's, 1099's, and vendor contracts are maintained and reviewed for completion.
- Management of users and troubleshooting within the BSA modules collaboratively with IT.
- All related FOIA requests for outstanding bonds, deposits, vendors, payroll, and investments.
- Manage and maintain fixed assets listings including disposals and determination of classifications, depreciable value, and need for insurance.
- Daily awareness of transactions, classifications, and activity within City Hall and around the community to ensure fiscal responsibility and ethical conduct. Staff is often the first point of contact for numerous inquiries related to Auburn Hills, city activities, city invoices, or how to do manage something within the City.
- Manage the disbursement of Vehicle and Equipment fleet costs equitably across departments.
- Assist departments in appropriate budget amendment language and other contract language relating to risk.



# 2024 ANNUAL REPORT



Adam Massingill, Fire Chief

Trevin Robinson, Assistant Chief

Owen Milks, Administrative Officer

## **Mission Statement**

Our Mission is to Serve, Support, and Protect Life and Property in our Community

## **Vision Statement**

To be a cohesive team that can anticipate and meet the needs of the community by building a great culture that delivers excellent service to our community. We will focus on our personnel and provide them with the support and resources needed to deliver excellent service in our community.





# AUBURN HILLS



## Fire Department

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Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326

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## 2024 Year-End Report

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# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

### 2024 Year-End Report

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# AUBURN HILLS



## Fire Department

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### 2024 Year-End Report

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# AUBURN HILLS



## Fire Department

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**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

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## 2024 Year-End Report

### FIRE CHIEF'S COMMUNICATION

On behalf of the men and women sworn to serve, support, and protect our community, it is my pleasure to present the 2024 Annual Report for the Auburn Hills Fire Department. The following pages contain detailed information on service delivery, apparatus, stations, and equipment.

The number of calls for service surged to 4,621, which was an increase of 280 from the previous year. The surging call volume has followed the post-COVID trend in which the departments calls have increased by twenty-three percent since 2020. The 3,480 emergency medical calls represent seventy-five percent of the total call volume for the department, making it once again the most prevalent request for aid. The department responded to twenty-three building fires in 2024 and assisted neighboring communities with another sixteen fires as part of our mutual aid compact.

The department focus on growth and improvement continued in 2024 as our dedicated firefighters logged 12,147 hours of training. This has been a continuation of concentrated efforts to be prepared for any type of emergency in our community with training hours surpassing 12,000 for the fourth consecutive year.

Fire inspectors assigned to the fire prevention division worked diligently throughout the year to proactively keep the community safe. The three inspectors increased overall prevention activities by 36% since adding a third fire inspector in 2022. In addition, the fire prevention division closely tracks hazardous materials use and storage in the community which allows our fire suppression personnel the advantage of knowing what chemicals they may encounter when responding to emergencies.

The combined work of the fire prevention division and our well-prepared fire suppression division have continuously reduced risk in our community and led to our strong ISO rating which directly impacts insurance rates for our businesses and residents. We continue working hard to make sure the community's investment in the fire department is utilized responsibly and the benefits can be easily recognized through information contained in this report.

On behalf of the Auburn Hills Fire Department, I would again like to thank City Manager Tanghe, City Council, and our Public Safety Advisory Committee for their support in allowing us to carry out our most important mission; protecting the lives and property of those who live, work, and play in Auburn Hills. I would also like to thank our residents and business owners for their



# AUBURN HILLS



## Fire Department

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**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

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### **2024 Year-End Report**

continued support and encouragement throughout the year. It is through this support that we proudly serve our community.

Adam Massingill

Fire Chief  
City of Auburn Hills Fire Department



# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

### FIRE STATION LOCATIONS

The Department consists of three (3) fire stations strategically placed within the upside down “L” shaped city to cover its unique 17.4 square miles and 26,544 citizens.

#### Station 1: 3483 Auburn RD



Station 1 protects downtown Auburn Hills and the southern end of the city. This station is also where large Public Education events are held such as the department’s annual Fire Prevention Open House.

#### Station 2: 1899 N Squirrel RD



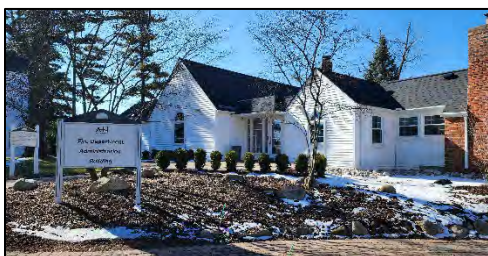
Station 2 is located directly across from Oakland University’s (OU) campus and protects the central area of the city. This station hosts suppression personnel in the city’s Public Safety Building.

#### Station 3: 3253 Joslyn RD



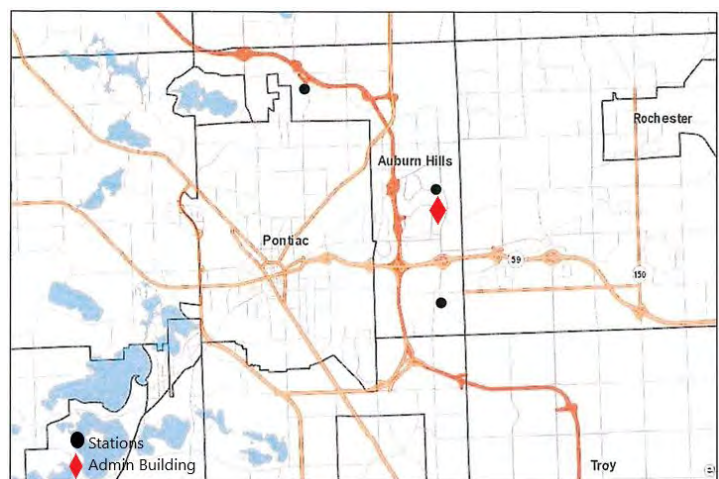
Station 3 is responsible for protecting the northern side of the city which includes the Great Lakes Crossing Outlet mall. Many industrial buildings and shopping centers reside in the northern portion of the city as well.

#### Administration Building: 3410 E Seyburn



The Administration Building hosts all administrative personnel, as well as the Fire Prevention Division.

#### Overview of Auburn Hills with Fire Station Locations







# AUBURN HILLS



## Fire Department

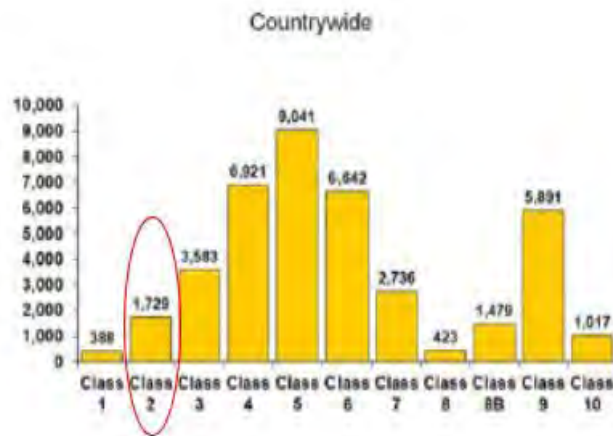
**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

### DEPARTMENT OVERVIEW

#### Public Protection Classification

The Insurance Service Office ISO assigns PPC grades on a scale of one (1) to ten (10) based on the fire protection capabilities of a department where a class one (1) rating represents an exemplary fire suppression program, and a class ten (10) rating indicates the department's current fire suppression program does not meet ISO's minimum standards. AHFD has been awarded an improved Public Protection Classification (PPC) 2 rating from the ISO. AHFD's above-average fire protection classification aids in reducing insurance premiums and provides financial savings for property insurance in Auburn Hills. AHFD's ISO rating went into effect April 1st, 2023.



ISO representatives completed a comprehensive analysis of our department's structural fire suppression delivery system which included evaluating fire department effectiveness, community risk reduction, water supply, and communications systems. Current ISO data shows only 2% of Michigan fire departments and 6% of fire departments across the nation have achieved the Class 2 rating or better. The improved rating reflects professional excellence by Auburn Hills Firefighters and Command Staff to make our community a safer place to live and work.

With the commencement of 2024, the Auburn Hills Fire Department (AHFD) employed a total of forty-two (42) employees. Of these employees, there are twenty-six (26) full-time suppression division personnel, six (6) part-time employees, and two (2) paid-on-call employees, five (5) administrative personnel, and three (3) prevention division fire inspectors. Apart from five EMTs, all full-time employees are licensed paramedics. We have a total of twenty-five (25) paramedics on staff at AHFD along with five current members attending paramedic courses to become more knowledgeable and experienced emergency medical responders.



# AUBURN HILLS

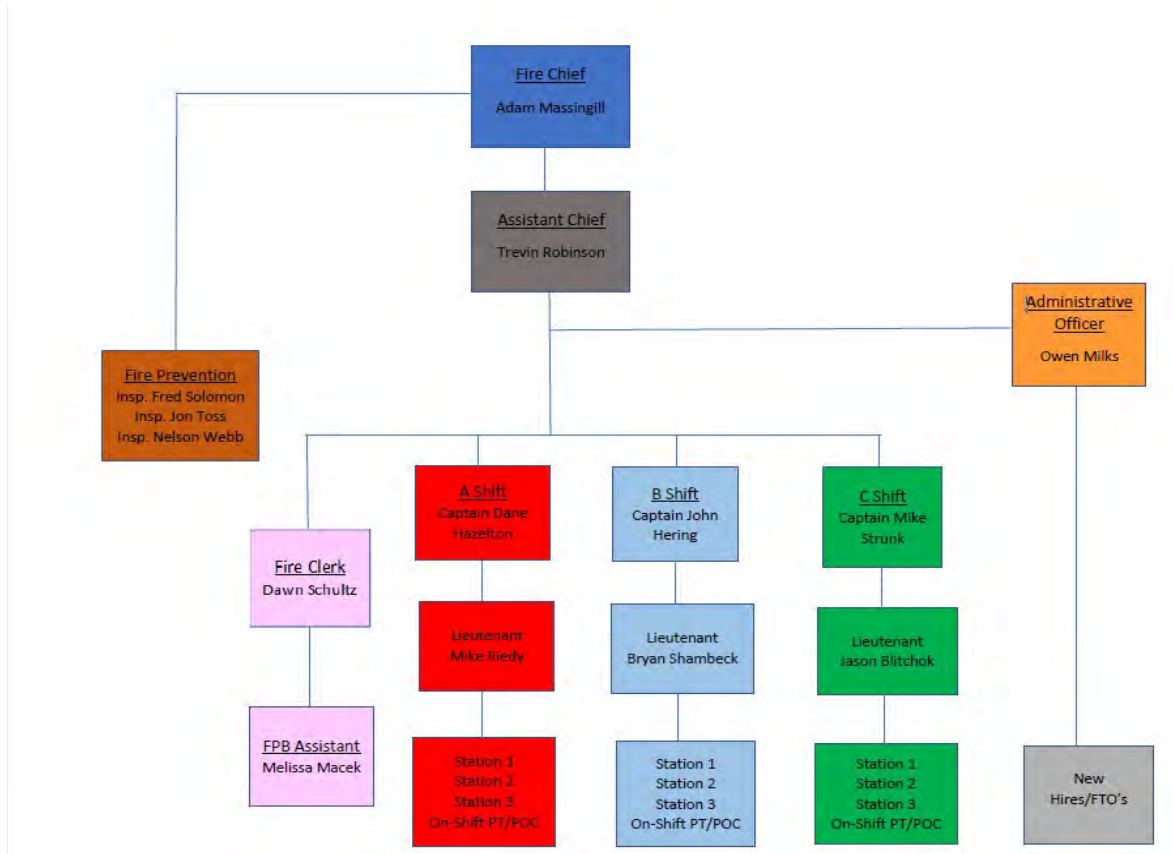


## Fire Department

Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326

## 2024 Year-End Report

### Organizational Chart



AHFD uses 3 shifts to provide protection 24 hour/7 days a week/365 days a year to the community. Each of the three shifts have eight (8) assigned full-time firefighters. AHFD relies on part-time and paid-on-call employees to compliment the full-time personnel. Above is AHFD's organizational chart that represents the structure of the department. Below is the list of personnel and rank.



# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

### AUBURN HILLS FIRE DEPARTMENT

#### ADMINISTRATION

|                                   |
|-----------------------------------|
| Chief Adam Massingill             |
| Assistant Chief Trevin Robinson   |
| Administrative Officer Owen Milks |
| Fire Clerk Dawn Schultz           |
| Admin. Asst. Melissa Macek        |

#### FIRE PREVENTION

|                        |
|------------------------|
| Inspector Fred Solomon |
| Inspector Jon Toss     |
| Inspector Nelson Webb  |

#### Full Time Suppression

| Captain               | Lieutenant         | Paramedic/EMT        |
|-----------------------|--------------------|----------------------|
| Captain Dane Hazelton | Lt. Jason Blitchok | Steven Andary        |
| Capt. John Hering     | Lt. Michael Riedy  | Gary Chapman-EMT     |
| Capt. Michael Strunk  | Lt. Bryan Shambeck | Zachary Dill -EMT    |
|                       |                    | Brittany Ebersole    |
|                       |                    | Jake Fortenberry     |
|                       |                    | Dianne Knapp         |
|                       |                    | Andrew Lajoie        |
|                       |                    | Kat Lajoie           |
|                       |                    | Alan Lee             |
|                       |                    | Josef Lewandowski    |
|                       |                    | Michael McNamara     |
|                       |                    | Edwin Prado          |
|                       |                    | Zachary Puckett -EMT |
|                       |                    | Tony Randolph        |
|                       |                    | Brian Rowley         |
|                       |                    | Anne Slaughter       |
|                       |                    | Maddox Zurawski      |

#### PART TIME

##### POC

|               |                   |
|---------------|-------------------|
| Sumi Dinda    | Dave Ghesquiere   |
| Jonathon Goss |                   |
|               |                   |
|               | Part Time Trainee |
|               | Seth Purcilly     |
|               | Ryan Toss         |



# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

### New Hires and Swear Ins

In 2024, the department was fortunate to swear-in three (3) full-time firefighters, Katherine Lajoie, Jacob Fortenberry and Anne Slaughter after completing their probationary time and necessary training, before the City Council, city staff, members of the department, family members and residents. AHFD proudly added four (4) full-time firefighters, who will be sworn in after their probabtionary period, and two (2) part-time firefighters in 2024.



### Strategic Planning

Effective strategic planning is crucial for fire departments to maintain rediness, improve service delivery, and adapt to an evolving community. In 2024, AHFD held a series of Strategic Planning Workshops to gather input from both command staff and line personnel, the purpose of which is to build a more cohesive, effective department. Constructive conversations resulted in the following:

**Mission:** To Serve, Support, and Protect Life and Property in our Community.

**Vision Statement:** To be a cohesive team that can anticipate and meet the needs of the community by building a great culture that delivers excellent service to our community. We will focus on our personnel and provide them with the support and resources needed to deliver excellent service in our community.



# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

**Values:** \* Safety \* Integrity \* Professionalism \* Emotional Intelligence.

Personnel also identified four goals and multiple objectives for each. The goals are:

- Improve Service Delivery
- Build a Better Culture
- Enhance Training Programs
- Stabilize Staffing

By embracing these statements and values, AHFD firmly believes the department will continue to be a trusted and resilient fire department that the community can rely on today and in the future.

### SUPPRESSION DIVISION

AHFD's suppression division is responsible for mitigating any fire, environmental, rescue, vehicle, or other emergencies including medical services. The department continues to work on improving emergency services, through better departmental structure, advanced training, equipment/vehicle procurement, and constant strategy improvement.

#### Fire Suppression Call Volume Statistics

##### Incident Calls by Year

In 2024, AHFD responded to a total of 4,641 calls for service with emergency medical service calls accounting for 75% of all calls. From 2023 to 2024, there was an increase in calls by 280, or 6.4%.

| Calls for Service by Type (3-Year) |      |      |      |
|------------------------------------|------|------|------|
| Service Call Type                  | 2022 | 2023 | 2024 |
| EMS                                | 3083 | 3255 | 3480 |
| False Alarms                       | 343  | 318  | 371  |
| Good Intent                        | 308  | 329  | 340  |
| Service Calls                      | 255  | 171  | 183  |
| Hazardous                          | 111  | 164  | 125  |
| Fire                               | 76   | 70   | 71   |
| Special                            | 28   | 53   | 70   |
| Overpressure                       | 1    | 1    | 1    |
| Total                              | 4205 | 4361 | 4641 |





# AUBURN HILLS



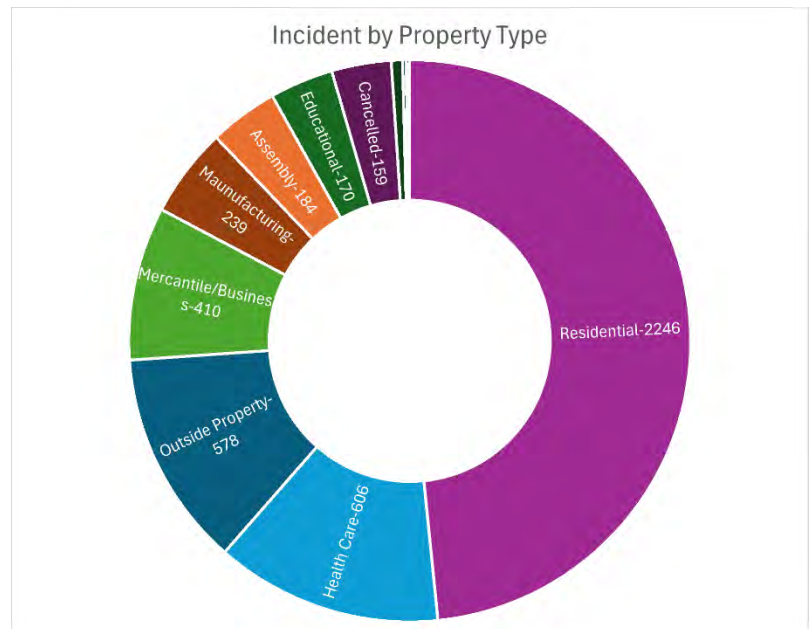
## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

### Incident by Property Type

Every structure or area in Auburn Hills obtains a property classification divided into ten (10) categories including assembly, educational, health care, residential, mercantile/business, industrial, manufacturing, storage, outside property, and other. Of the 4,641 emergency incidents that AHFD responded to in 2024, the top three (3) property types were incidents occurring at residential structures at 48.4% or 2246 incidents; health care facilities such as nursing homes, hospitals, clinics, and doctors offices at 13.1% or 606 incidents; and, outside properties such as roadways or parking lots which accounted for 12.5% or 578 incidents.



### Incidents by Day of Week

Calls for service are usually quite consistent throughout the entire week; in 2024, AHFD had the highest amount of calls on Tuesday at 723 incidents and the fewest amount of calls on Sundays where 570 incidents occurred throughout the year. In the past three (3) years, AHFD maintained the same pattern of the least number of calls occurring on Sundays and the greatest number of calls occurring during the middle portion of the week.



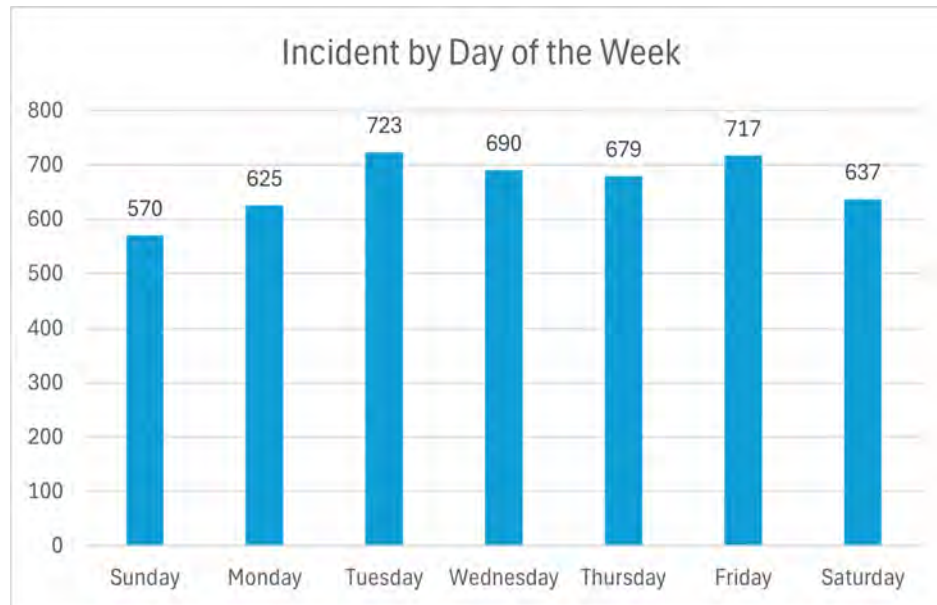
# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report



The graph below shows the time of day that the incidents occurred. The call volume is evenly split during the daytime hours and a decrease is noted during the overnight hours.





# AUBURN HILLS



## Fire Department

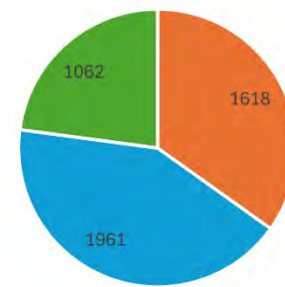
**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

### Incident Volume by District

Every call for service is classified by which district the incident originated. To the right is a pie chart with each station's incidents throughout the year. In 2024, the majority of calls occurred in the central portion of the city, District 2, with a total of 1961 calls for service. The next busiest area was District 1, located in the southern part of the city which had 1618 calls for service. District 3, located in the north-west area of the city, had 1062 calls for service.

Number of Incidents by District



■ District 1 ■ District 2 ■ District 3

The table to the right includes both the service call classification and the response district. District 2 had the highest number of total calls, leading with a total of 1435 EMS calls and 39 fire calls. District 1 had 1232 EMS calls and 22 fire calls, while District 3 had 814 EMS calls and 10 fire calls.

**Calls for Service by District and Type**

| <u>Service Call Type</u> | District 1  | District 2  | District 3  |
|--------------------------|-------------|-------------|-------------|
| EMS                      | 1232        | 1435        | 814         |
| False Alarms             | 110         | 167         | 94          |
| Service Calls            | 87          | 62          | 33          |
| Good Intent              | 111         | 151         | 78          |
| Hazardous                | 38          | 71          | 16          |
| Fire                     | 22          | 39          | 10          |
| Special                  | 18          | 36          | 16          |
| Overpressure             | 0           | 0           | 1           |
| <b>Total</b>             | <b>1618</b> | <b>1961</b> | <b>1062</b> |

### Fire Incident Response Time

In 2023 the department started evaluating response data utilizing percentile response times in lieu of average response times. This provides a better understanding of the department's response by explaining the frequency of crews arriving on scene of an emergency in a specific timeframe. Response time percentiles more accurately measure system performance as they indicate response metrics as a slice of a curve instead of averaging the data.



# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

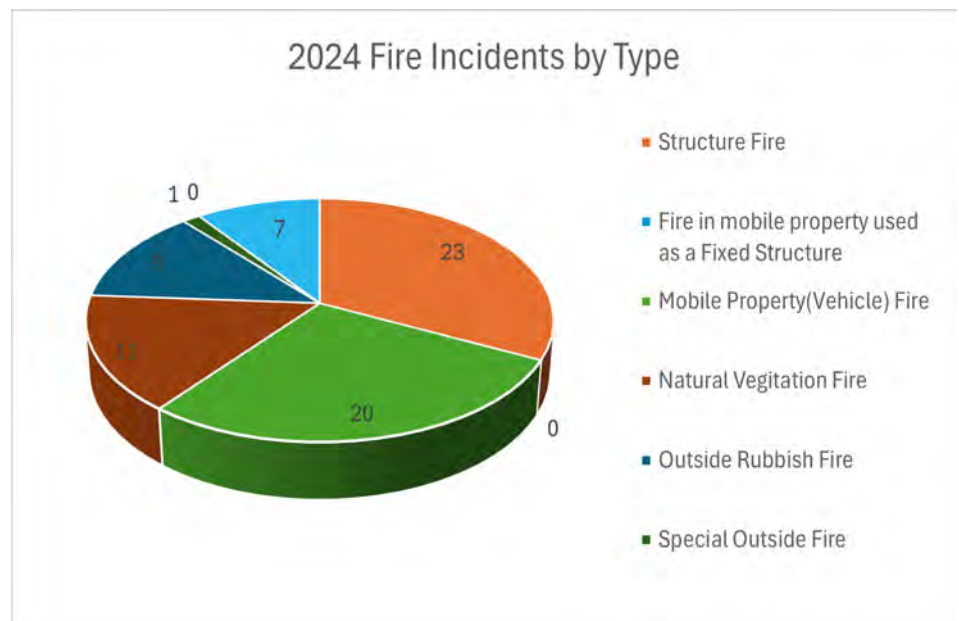
| Department Suppression Response Times in Minutes |      |      |       |
|--|------|------|-------|
|  | 70%  | 80%  | 90%   |
| Department Response Time 2023                    | 8:03 | 9:10 | 10:59 |
| Department Response Time 2024                    | 9:41 | 9:16 | 9:44  |

The 2024 data above shows that the department responds to suppression calls 70% of the time in approximately nine (9) minutes. 80% of the time, the department will arrive in approximately nine and a half (9.5) minutes and 90% of the time firefighters arrive on scene in under ten (10) minutes.

### Fire Incident Breakdown

Whenever suppression crews are needed for fire or fire-related incidents, these events are separated and sorted by National Fire Incident Reporting System classifications. Many fire incident types are

related to the specific area where the fire occurred or what exactly was burned. Of the seventy-one (71) fire-related incidents in 2024, the largest number of incidents were structure fires which accounted for twenty-three (23) incidents. The second largest number of calls were related to vehicle fires accounting for twenty (20) incidents, followed by natural vegetation fires which accounted for eleven (11) incidents.





# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

### 2024 Year-End Report

The estimated value of property affected by fire in 2024 was \$6,804,500. Over eighty-four and a half percent (84.5%) of property affected by fire was saved.



### Outdoor Burning Complaints

[Captain John Hering]

Each year, Auburn Hills allows open burning during two (2) separate timeframes pursuant to the City's Fire Prevention Ordinance. During the Spring and Fall season, residents are allowed to burn small amounts of leaves or brush. The City also allows residents to obtain a bonfire permit which allows for controlled burning of seasoned firewood with specific regulations for the time, day, spacing, and size. If a person calls 911 to report complaints about potential violations of these guidelines, AHFD is called out to the scene and these incidents are classified as outdoor burning complaints. In 2024, AHFD responded to a total of 40 incidents related to outdoor burning, which is approximately 55.5% lower than the number of incidents recorded in 2023. Of the 40 complaints, twenty-one (21) incidents were related to burning leaves.

| Burning Complaint Types by Year |      |      |      |      |
|---------------------------------|------|------|------|------|
| Run Disposition                 | 2021 | 2022 | 2023 | 2024 |
| Burning Complaint               | 42   | 45   | 28   | 21   |
| Smoke Investigation             | 21   | 22   | 9    | 0    |
| Outdoor Fire - Other            | 5    | 6    | 51   | 19   |
| Total                           | 110  | 118  | 88   | 40   |

There were two (2) recorded complaints of leaf burning during the Spring season. During the Fall season, a total of seven (7) leaf burning calls occurred. The other twelve (12) incidents in 2024 were considered "out of season". Five (5) calls were in accordance with the ordinance and no violations were issued. Residents have been cooperative and understanding when asked to extinguish their fires.





# AUBURN HILLS

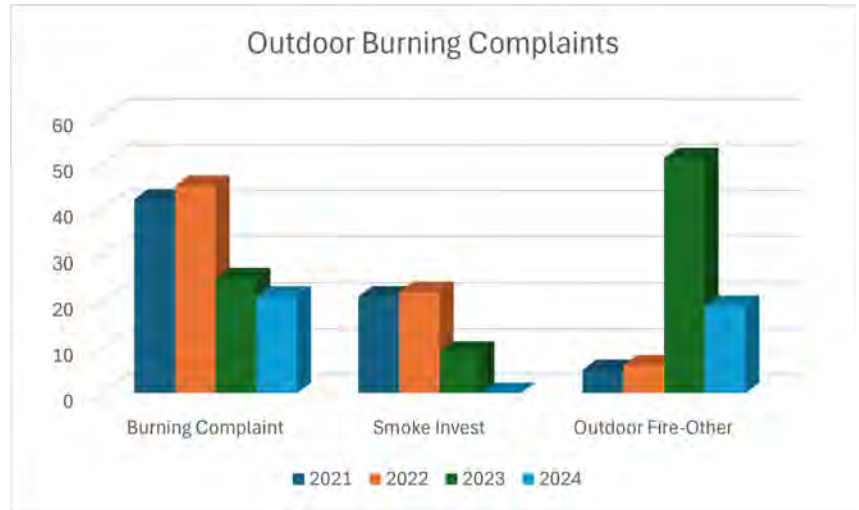


## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

In the period from 2021 to 2024, the total number of burning complaints has significantly decreased; with the number of burning complaints decreasing by twenty-one (21).



### EMERGENCY MEDICAL SERVICE

[Administrative Officer Owen Milks]

Emergency medical services (EMS) are needed for a variety of incidents. EMS is a complex system of professionals working together to mitigate medical emergencies, transport patients to the hospital, and save lives. EMS incidents can range anywhere from heart attacks and strokes to back pain and headaches. In 2024, EMS had a total of 3480 calls for service, which accounts for 75% of the call volume for the department.

### Most Common Medical Complaint Types

Of the 3480 medical incidents during 2024, the most common dispatch reason was the chief complaint of a sick person at 33%, followed by falls at 10%, and then by traffic/transportation incidents at 6%. Rounding out the top 10 medical run dispositions are breathing problems, chest pain, psychiatric issues, unconscious/fainting persons, convulsions/seizures, abdominal pain, and traumatic injuries.

| Top 10 Medical Run Dispositions     |            |            |
|-------------------------------------|------------|------------|
| Call Complaint                      | # Of Calls | Percentage |
| Sick Person                         | 1150       | 33%        |
| Falls                               | 346        | 10%        |
| Traffic/Transportation Incidents    | 222        | 6%         |
| Breathing Problem                   | 189        | 5%         |
| Chest Pain (Non-Traumatic)          | 185        | 5%         |
| Psychiatric Problem/Suicide Attempt | 173        | 5%         |
| Unconscious/Fainting                | 155        | 4.5%       |
| Convulsions/Seizures                | 122        | 3.5%       |
| Abd Pain/ Problems                  | 106        | 3%         |
| Traumatic Injury                    | 94         | 3%         |



# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

### Priority 1 Transports

Priority-1 transport is an emergency call that requires immediate response, coupled with a reason to believe an immediate threat to life exists. Such calls demand immediate transportation to emergency rooms, coupled with lights and sirens. There are several factors to consider when deciding to transport a patient as a Priority 1 transport. Some of the most notable are unstable or deteriorating vital signs; compromised airway; severe respiratory distress; cardiac resuscitation; and signs or symptoms of stroke. The chart to the right shows the number of priority-1 transports the department performed in 2024.

| Top 5 Priority 1 Transports      |    |
|----------------------------------|----|
| Sick Person                      | 35 |
| Traffic/Transportation Incidents | 26 |
| Breathing Problems               | 20 |
| Falls                            | 18 |
| Chest Pain/Chest Discomfort      | 17 |

### Emergency Medical Incident Response Times

In 2023 the department started evaluating response data utilizing percentile response times in lieu of average response times. This provides a better understanding of the department's response by explaining the frequency of emergency services reaching victims of medical emergencies in a specific time frame. Response time percentiles more accurately measure system performance as they indicate response metrics as a slice of a curve instead of averaging the data.

| EMS Response Times |      |       |       |
|--------------------|------|-------|-------|
| EMS Response Time  | 70%  | 80%   | 90%   |
| 2023 Response Time | 8:15 | 10:07 | 11:00 |
| 2024 Response Time | 9:01 | 10:05 | 11:57 |

The 2024 data above reflects the fact that the department responds to EMS calls 70% of the time in approximately nine (9) minutes. 80% of the time, the department will arrive in approximately 10 minutes and 90% of the time firefighters arrive on scene in under 12 minutes.



# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

### Simultaneous Incident Data

| Simultaneous Calls by Amount                |             |             |             |
|---|-------------|-------------|-------------|
| Number of Instances                         | # Of Calls  |             |             |
| Year  | 2022        | 2023        | 2024        |
| Instances of 2 Concurrent Incidents         | 997         | 965         | 972         |
| Instances of 3 Concurrent Incidents         | 313         | 325         | 294         |
| Instances of 4 Concurrent Incidents         | 97          | 93          | 74          |
| Instances of 5 Concurrent Incidents         | 24          | 31          | 10          |
| Instances of 6 Concurrent Incidents         | 6           | 7           | 4           |
| Instances of 7 or More Concurrent Incidents | 4           | 13          | 1           |
| <b>Total</b>                                | <b>1441</b> | <b>1434</b> | <b>1355</b> |

The fire department is frequently faced with simultaneous calls for service. Multiple calls occurring at the same time may overwhelm AHFD resources, and the model can become stressed. When this occurs, AHFD relies on mutual aid partnerships to assist with the high call volume. In 2024, there were a total of 1,355 concurrent incidents which decreased by 5.8% from 2023.

### Mutual Aid Assistance

Mutual Aid partnerships are an important component of AHFD's response model. AHFD is a member of the Michigan Mutual Aid Box Alarm System (MABAS) 3201 Division. Through MABAS agreements, AHFD receives mutual aid assistance for all structure fires in Auburn Hills. In addition, AHFD reciprocates assistance to neighboring mutual aid partners for structure fires in their jurisdictions.

| 2024 Mutual Aid Requests  |                |
|---------------------------|----------------|
| <u>Type of Mutual Aid</u> | # of Instances |
| EMS MA Received           | 87             |
| EMS MA Given              | 37             |
| Fire MA Received          | 29             |
| Fire MA Given             | 16             |



# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

AHFD also utilizes mutual aid partners for emergency medical calls or car accidents when no AHFD ambulances are available due to response model stress. The department closely tracks EMS mutual aid requests. In 2024, AHFD was forced to rely on EMS mutual aid for 87 of the medical calls in the city.

Rochester Hills Fire Department remains AHFD's closest mutual aid partner with 48% of the combined mutual aid, both given and received, followed by Orion Township Fire Department with 30% of the combined mutual aid. Bloomfield Township Fire Department rounded out our top three mutual aid partnerships with 7% of the combined mutual aid responses.

| Mutual Aid by Department               |                  |                     |
|--|------------------|---------------------|
| Agency                                 | Mutual Aid Given | Mutual Aid Received |
| RHFD – Rochester Hills Fire Department | 26               | 55                  |
| Star EMS – Privatized EMS              | 1                | 7                   |
| ROC – Rochester City Fire Department   | 2                | 4                   |
| ORION – Lake Orion Fire Department     | 17               | 34                  |
| WRFD – Waterford Regional Fire         | 3                | 3                   |
| BTF – Bloomfield Township              | 2                | 10                  |
| INDF – Independence                    | 2                | 1                   |
| OAT – Oakland Township Fire            | 0                | 2                   |
| <b>Total</b>                           | <b>53</b>        | <b>116</b>          |



# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

### TRAINING DIVISION



The Auburn Hills Fire Department is committed to providing the highest level of service to the citizens, businesses, and visitors of Auburn Hills. To accomplish this, AHFD's training division provides the most current and comprehensive fire and EMS training to the members of the department, ensuring that AHFD's firefighters are skilled to perform their duties effectively and efficiently on every call for service throughout the city. Fire and EMS operations require significant annual training to ensure all federal and state regulations are completed.

AHFD's training committee is tasked with coordinating, planning, and collecting data for AHFD's training division as well as ensuring that all departmental members receive the necessary amount of training to stay proficient in their skills and compliant with MIOSHA requirements. To improve the collection and tracking of data, the committee explored different learning management software platforms available. The department continues to utilize an on-line training management platform (Target Solutions).



### Departmental Training

In 2024 the department participated in 12,147.50 hours of training across the different training disciplines. These disciplines include hazardous materials, technical rescue, driving, EMS, suppression,





# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

### 2024 Year-End Report

officer development, and fire prevention education. This was a decrease of 354.8 hours from 2023. In 2024, the department averaged 1,012 training hours per month.

Between the seven (7) training categories that department staff attend, suppression training accounts for the most training with 5769.5 hours; EMS training is second with a total of 3196.25 hours. EMS and suppression calls for service account for the majority of the department's call volume. This makes it essential to continually work towards improving personnel's knowledge in these areas and ensuring the most up-to-date information is learned.

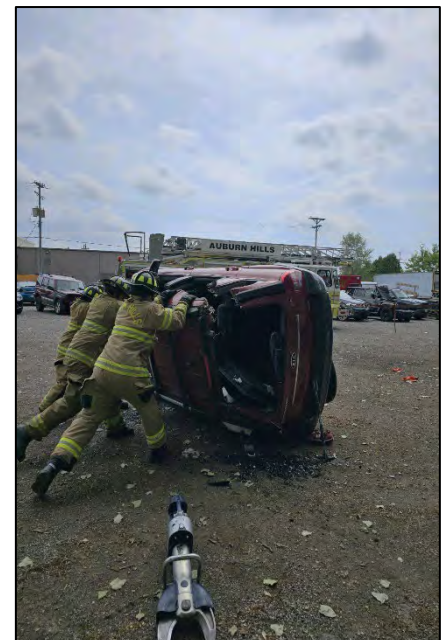
| Training Hours    |            |            |
|-------------------|------------|------------|
| Training Type     | 2023 Hours | 2024 Hours |
| Driver's Training | 655.00     | 207.50     |
| EMS               | 5365.00    | 3196.25    |
| HazMat            | 576.00     | 424.00     |
| Technical Rescue  | 293.25     | 670.50     |
| Officer           | 1007.05    | 1602.75    |
| Suppression       | 4250.00    | 5769.50    |
| Prevention        | 356.00     | 277.00     |
| Total             | 12,502.30  | 12,147.50  |

#### First Due Units Exercise

The Auburn Hills Fire Department invested a lot of time this year to streamline and standardize our structure fire response model. The focus of this project was to improve the standardization, efficiency, and safety of how we respond to and fight structure fires. Command staff and suppression personnel were tasked with developing the "Auburn Hills Way" of addressing these dangerous and complicated incidents. The department was able to create a system that maximized our ability to operate the same way across all stations and shifts and leveraged the unique staffing model we operate under. Personnel trained on this new system all year to gain



proficiency and in November we conducted three exercises to evaluate the new system at the Oakland Community College CREST Training Center. Post exercise evaluations showed a significant improvement in the coordination, efficiency, and safety of our







# AUBURN HILLS



## Fire Department

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## 2024 Year-End Report

personnel and we feel this process will improve our initial operations and response to structure fire incidents.

### Fire Suppression Field Training

In addition to the AHFD's regularly scheduled annual training requirements, firefighters also participated in high quality realistic training at acquired structures within the city. Acquired structures are typically vacant buildings that are scheduled to be demolished or significantly renovated and can be used for aerial operations, ladder placement operations, search and rescue, Rapid Intervention Team (RIT) training, pump operations, active assailant training, hose deployment, and fire attack.

### Incident Command Training

The department continues to focus on incident command training for all personnel. Upon completing their field training program, all full-time personnel must complete 50 hours of on-line Blue Card Hazard Zone Management system. This program teaches all members to properly "size up" a building and manage the initial stages of a structure fire, by initiating command, performing a risk assessment, developing tactical objectives, and assigning resources. In August the department purchased the computer equipment needed to conduct the three-day practical simulation lab required for full Blue Card certification of our personnel in-house. The department can now certify all our suppression personnel internally. Previously, the financial cost of the three-day certification lab was restricted to command staff personnel. The purchase of this equipment now removes the financial barrier of certification for all our personnel and aids in succession planning by giving our personnel much more comprehensive incident command training. The department has two certified Blue Card Hazard Zone Instructors that allow us to provide continuing education credits to our personnel and assist them in maintaining their certification and proficiency with the system.

### FIRE PREVENTION

The Fire Prevention Bureau (FPB) consists of three (3) fire inspectors who manage all plan reviews, building inspections, permitting, and occupancy data for the entire city. The fire inspectors are responsible for inspecting all businesses within city limits, from small occupancies such as gas stations to larger occupancies such as Stellantis and Great Lakes Crossing. The Fire Prevention Bureau is also responsible for handling hazardous material classification and pre-incident plans for 281 occupancies that use, handle, or store hazardous chemicals.



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### Plan Reviews and Inspections

[Fire Inspector Fred Solomon]

Fire inspectors are tasked with varying types of inspections, permit issuance, and pre-plan operations. In 2024, the number of inspections increased by a total of one hundred and forty-six (146) inspections or 14.40% as compared to 2023. The number of annual inspections increased by forty-nine (49) or 18.28% and follow-up inspections increased by sixty (60) inspections or 14.85% compared to 2023.

| Inspections (Yearly Totals) |            |             |             |
|-----------------------------|------------|-------------|-------------|
| Inspection Type             | 2022       | 2023        | 2024        |
| Annual                      | 164        | 268         | 317         |
| Final Building              | 67         | 53          | 58          |
| Suppression/Detections      | 103        | 118         | 164         |
| Follow-Up                   | 200        | 404         | 464         |
| Incident Preplanning        | 4          | 8           | 14          |
| Complaint                   | 31         | 20          | 13          |
| Bonfire Permit Issued       | 38         | 31          | 21          |
| Knox Box Updates            | 45         | 112         | 109         |
| <b>Total</b>                | <b>652</b> | <b>1014</b> | <b>1160</b> |

The Fire inspectors are responsible for all plan reviews in the city. Plan reviews are required for all new fire suppression or detection systems, modifications to those systems, building additions, temporary event plans, pyrotechnic events, prescribed burns, and any site plans for new occupancies or buildings. In 2024, the total number of plan reviews decreased by fifty-nine (59) or 24.79% as compared to 2023. While there was a decrease in plan reviews, this was balanced out by an increase in inspections, resulting in a 6.5% increase in overall prevention activities during 2024 compared to 2023.

| Plan Review (Yearly Totals) |            |            |            |
|-----------------------------|------------|------------|------------|
| Plan Review Type            | 2022       | 2023       | 2024       |
| Site                        | 86         | 115        | 44         |
| Suppression                 | 59         | 57         | 69         |
| Detection                   | 51         | 54         | 47         |
| Temporary Event             | 14         | 12         | 19         |
| <b>Total</b>                | <b>210</b> | <b>238</b> | <b>179</b> |

Additionally, the Inspection Division has been involved in a number of large projects such as the completion of the Underwriters Laboratories electric vehicle battery testing facility on New Energy Way, the new Fanuc Robotics facility on Featherstone and the Magna Seating facility on Brown Road, as well as a number of projects that are under construction including:

- The Webster apartments on Auburn Road
- The City Parking Garage expansion on Primary Street
- The Clover senior apartments on Taylor Road
- The General Motors plant at the old Palace site on Lapeer Road

Our highly trained inspectors are continually seeking to develop their skills and knowledge pursuing



# AUBURN HILLS



## Fire Department

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training and certification opportunities.

### Hazardous Material Disclosures/Firefighter Right to Know

[Admin. Asst. Melissa Macek]

On April 7<sup>th</sup>, 1986, the State of Michigan enacted a three (3) bill public health and safety package into law; the three (3) laws included Michigan's Right to Know Law, Firefighter Right to Know Law, and Community Right to Know Law to protect employees, first responders, and communities.

These laws were created in coordination with the Occupational Safety and Health Administration's (OSHA) hazard communication standard. Every year, any business storing or using substances that are deemed hazardous in Auburn Hills must submit a hazardous material disclosure survey to AHFD to be compliant with Federal Firefighter Right to Know (FFRTK) laws. In the instance of an emergency, these disclosures are necessary to protect all responding agencies and departments to mitigate any hazardous substance releases/spills or potential hazardous explosions as quickly as possible. The department continues to assure that all known hazardous material sites have been updated and incorporated into a mobile GIS application where our first responders have easy access to this pertinent information to help respond more safely to these dangerous sites.



### Hazardous Material Site Permitting

Once AHFD requests this information, businesses complete their hazardous material disclosure. After they complete and return their disclosure, the Fire Prevention Bureau classifies the facility as a "Red", "Yellow" or "Green" site, depending on the types/quantities of the hazardous substances on site and whether they surpass thresholds set by the State of Michigan. After classification, each "Red" and "Yellow" business site is charged an annual permit fee. Those occupancies classified as "Green" do not require a hazmat permit because their materials stored are considered nonhazardous such as common cleaning supplies.



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There were one hundred and thirty-six (136) “Red” businesses and one hundred and forty-three (143) “Yellow” businesses totaling to two hundred and seventy-nine (279) businesses that reported storing or utilizing hazardous materials in 2024.

By continuously working on this program, the department also creates and maintains better relationships with businesses in the city. The hazardous material program continues to grow and allows the department knowledge of hazardous material sites within the city.

| Hazardous Material Reporting |      |      |      |      |
|------------------------------|------|------|------|------|
| Business Classification      | 2021 | 2022 | 2023 | 2024 |
| Red                          | 106  | 114  | 152  | 136  |
| Yellow                       | 127  | 123  | 132  | 143  |
| Total                        | 233  | 237  | 284  | 279  |

### SPECIAL OPERATIONS PARTICIPATION

AHFD personnel participate in various regional specialty teams. Specialty teams provide expanded training opportunities and valuable experience that are critical in successfully mitigating highly technical incidents such as hazardous materials incidents, technical rescue incidents, hostile tactical events, or large-scale disasters. Participation in regional specialty teams is voluntary, though encouraged for interested personnel as it increases knowledge, skills, and abilities for high risk/low frequency emergencies and increases AHFD’s ability to protect Auburn Hills residents. AHFD currently has one (1) member on the MABAS 3201 Hazmat Team and four (4) members on the Technical Rescue specialty teams.

#### Hazardous Material Team

[Firefighter Sumi Dinda]

Established in 2002, the Oakland County Hazardous Materials (Hazmat) team, known as OCHMRT, was created with the primary goal of offering expertise and guidance in managing and eliminating hazardous substances. Comprising members from MABAS-3201 fire departments, the team is tasked with responding to various hazmat incidents in Oakland County, including industrial hazardous material events, hazardous materials complaints, suspected terrorist incidents, clandestine drug lab sites, tanker truck rollovers, train derailments, MSP Bomb Squad support, and Federal Bureau of Investigation (FBI) terrorism incidents. In addition to their response duties, the OCHMRT conducts air



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monitoring during incidents to ensure the safety of both fire personnel and community residents. The team, staffed 24/7, is made up of highly trained Hazardous Materials Technicians and Specialists.

Among the dedicated team members is firefighter/paramedic Sumi Dinda from AHFD. FF Dinda holds certification as a Hazmat Specialist and is authorized by the Fire Training Council of the state of Michigan to instruct Hazmat awareness and operations, a role he has consistently fulfilled since 2008 at the North Oakland County Fire Authority. AHFD hosts the Hazmat segment for the North Oakland Fire Academy, a two-week course sanctioned by the Fire Training Council of the state of Michigan, every year since 2008.



Maintaining active status within the team necessitates the completion of a minimum of 100 hours of hazmat training, encompassing both in-house sessions and external programs, in addition to regular fire and EMS training. Team members undergo comprehensive training focused on identifying and mitigating hazardous materials, particularly those associated with Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) substances. The OCHMRT's training regimen extends to handling hazmat incidents related to Weapons of Mass Destruction (WMDs) and clandestine

drug laboratories. OCHMRT additionally organized specialized training sessions addressing Lithium-ion batteries, vehicles powered by compressed natural gases (CNG), and emergency incidents involving propane cylinders. These sessions were prompted by the heightened utilization of these chemicals within the transportation industries, which underscored the team's commitment to staying abreast of evolving hazards and ensuring preparedness to handle emergent situations.







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## Fire Department

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### 2024 Year-End Report

In the year 2024, OCHMRT was called into action for a total of 15 incidents, with 9 requiring the entire team's activation, while the remainder involved consultations with team leaders. Two needed full Level-2 activations. In September 2024, OCHMRT was alerted to a mercury incident at Cranbrook Middle School. A child brought a vintage "Mercury Maze" toy to school. The toy broke inside the school. The classroom was evacuated outside via a direct access exterior door. BHDPS arrived at the scene secured the area of concern and notified OCHMRT to respond. Additional requests were made for Oakland County Health Department personnel and the Environmental Protection Agency personnel. In November of 2024, a vehicle struck two propane vessels and caused damage to the



tanks. One tank (tan in color) was rolled over. The 2nd tank (white in color) was pushed off the concrete pad and may have sustained damaged to bottom. Failure or a leak from the vessel could result in another uncontrolled release of flammable propane gas that spreads off-site or to a nearby ignition source, resulting in a fire. During these incidents, OCHMRT played a pivotal role in air monitoring, identifying and mitigating hazardous chemicals, demonstrating their expertise in ensuring the safety of the affected areas.

#### Technical Rescue Team

[Firefighter Gary Chapman]



The Auburn Hills Fire Department has personnel that are trained and certified in technical rescue response. Personnel with this specialized training and certification belong to a county wide team called the North Oakland County Technical Rescue Team that responds to trench rescue, high and low angle rope rescues, confined space rescues, ice and water rescues, structural collapse rescues and heavy machine rescues, not just in our city, but throughout Oakland County.





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## Fire Department

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## 2024 Year-End Report

AHFD currently has four (4) members on the MABAS 3201 Technical Rescue Team. Each member is required to train at least five (5) times annually in addition to their yearly required fire and EMS training. The department has yearly scheduled training for many specialized response events including swift water rescue where personnel use cold-water suits and special rope operations to save victims trapped in freezing waters.



### OakTac

In 2022 AHFD became an associate member of the Oakland County Tactical Response Consortium. The consortium was formed in 2009 to prepare Oakland County in the event of a major incident requiring a mutual-agency response. OakTac provides training and shared resources to strengthen overall preparedness for large scale events and support member agencies. The OakTac associate membership has improved interagency relationships and increased response capabilities.

### Oakland County Incident Management Team

AHFD Command Staff also fill important roles as members of the Oakland County Incident Management Team (OCIMT). The OCIMT was formed in 2006 and includes representatives from fire departments, law enforcement, public health, public works, and emergency management. The purpose of OCIMT is to provide support for incidents that overwhelm local communities. In 2023, the OCIMT transitioned from a local entity with oversight from various Oakland County mutual aid partners to a county resource with oversight provided by Oakland County Emergency Management. The change increased the team's capability and allowed for improved service delivery throughout Oakland County as well as the entire state. OCIMT assisted with multiple planned events in 2024 which included the North American Active Assailant Conference in Troy, the Rochester Christmas Parade, and the 2024 NFL Draft.



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## Fire Department

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### Public Education/Community Risk Reduction/Community Outreach

The department had many opportunities to provide public education to the neighboring businesses and schools in the city in 2024. Fire Inspectors spend an extensive amount of their time educating the community on various fire safety and prevention aspects. Fire extinguisher classes were numerous, with companies requesting their employees be given the training and education to properly use a fire extinguisher, should the need ever arise. Many community schools took advantage of the educational experiences the fire department provides with visits to classrooms, fire truck visits, fire safety discussions and station tours. Students were challenged with knocking traffic cones over with fire hoses, and learned to Stop, Drop, and Roll in the event of a fire. They were able to see all the components of a fire truck and learned about air packs. CPR/First Aid/AED training was provided to 375 students in 2024.







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### 2024 Year-End Report

Senior Citizens were also included in educational opportunities. The File of Life program was presented to a group of seniors who were shown how this helps inform emergency personnel of a patient's health status and prescribed medications upon arrival. There is one (1) certified child safety seat technician in the department. This technician was able to inspect sixteen (16) car seats for safety and proper installation in 2024. The department also participated in the Oakland University Fire Truck Pull event that benefits OU's Golden Grizzlies Pantry, providing students with food assistance.





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## Fire Department

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## 2024 Year-End Report

### Holiday Meals on Wheels

For the 13<sup>th</sup> consecutive year at Christmas, senior citizens of Auburn Hills who are homebound, received meals prepared and distributed by the fire department. Firefighters cooked, packaged, and helped deliver 60 meals on Christmas Day to seniors in need of assistance. Thirty (30) people were given 2 meals each consisting of prime rib, ham, mashed potatoes, green beans, corn, pecan-crusted sweet potatoes, rolls and pie. AHFD assists the Auburn Hills Community Center in this generous and helpful venture.



### Helping Hands

AHFD's Helping Hands program is a non-profit program managed by several firefighters in the department. This program donates both time and money to in-need citizens in the community. The Helping Hands program is essential in building community relationships between the department and the community by giving aid to those needing it most. After a fire, residents in need are offered hotel stays and gift cards to buy essential needs that were destroyed by fire. Several city residents donated to this organization in 2024 with hopes that the organization will continue to benefit burnout victims after fires occur.





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## Fire Department

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### Spooktacular Participation

Through participation in the City's annual Spooktacular event, two of the department Fire Inspectors were able to hand out candy to over 450 children. AHFD would also like to thank the Helping Hands organization for donating twelve (12) large bags of candy for this event. The event was a success, especially due to the beautiful weather, and allowed for a safe and fun way to enjoy Halloween for children, teens, and adults alike.



### SIGNIFICANT INCIDENTS

During 2024, there were several significant incidents that required specialized response or noteworthy mutual aid from AHFD. Below are incidents that made a lasting impression on the department and community.



# AUBURN HILLS



## Fire Department

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## 2024 Year-End Report

### Residential Fire-1/25/2024

AHFD was called to a residential fire on January 25th, just as the shift change was occurring. The caller stated that an attached garage was on fire. When the captain arrived, he noticed light smoke coming from the garage and fire under the garage door. Entry was forced into the home where it appeared no one was home, and no smoke was showing. Engine 1 crew stretched a line to the garage door and Rescue 2 crew forced the door open. The fire was quickly controlled and knocked down. Engine 3 crew searched the home for residents and fire extension before giving the all clear.



### Structure Fire-4/30/2024

Firefighters were dispatched to a residential structure fire on the evening of April 30th. Smoke and fire were visible as firefighters arrived. The resident confirmed everyone was out of the home and stated the fire was in the kitchen. AHFD was assisted in battling the fire by Rochester Hills and Bloomfield Township Fire Departments. Once the fire was out, crews checked for extension on the second floor and the attic, then began to ventilate the house. Although smoke damage permeated the entire house, flame damage was restricted to the kitchen and back deck. No injuries were reported.







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### Vehicle Fire-7/5/2024

C Shift firefighters were called to a vehicle fire in the early morning following the 4th of July. Upon arrival, they found a pickup truck in a driveway on fire. The fire was primarily in the truck bed and spread to the passenger compartment. Ladder 2 arrived, and the crew successfully extinguished the fire with tank water from ladder 2. The driver of the pickup stated that discarded fireworks were placed in the bed of the truck. The fireworks had been watered down several hours earlier.



### Residential Fire-8/30/2024

Firefighters on A shift were called to a residential fire with a victim trapped. Heavy smoke conditions were noted upon arrival. The victim was instructed to go to his room and open the window. Ladder 2 personnel were able to rescue the victim using a ladder to his bedroom window. The victim stated he woke up and smelled smoke, opened his bedroom door and saw flames. He immediately called 911. The fire occurred in a second-floor apartment where the living room suffered heat damage and there was smoke damage located throughout the rest of the apartment. The kitchen was the origin of the fire, as determined by Inspectors Solomon and Toss. The cause of the fire remains undetermined. Several surrounding apartments had smoke and water damage. Two family pets were rescued, but one cat was found deceased.





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Lake Orion Explosion-10/19/2024





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### 2024 Year-End Report

AHFD spent over 4 hours assisting Orion Township when an explosion occurred on the evening of November 19. First responders from more than a dozen neighboring communities responded to the blaze that sent two (2) people to the hospital, destroyed one building, and damaged other buildings. While firefighters worked to control and extinguish the blaze, Consumers Energy ensured the gas was shut off.



#### Commercial Fire-12/06/2024

The Auburn Hills Fire Department was dispatched to a commercial structure fire at a hotel. B shift responded to a 5-story hotel with significant smoke on two floors. Rescue 2 used a portable fire extinguisher filled with water to fight the blaze, until the engine arrived. Engine 3 was directed to the source of the fire, the laundry area, where the fire was extinguished with a hose from the truck. There appeared to be no extension. Several neighboring fire departments arrived to assist with ventilation, search rooms for occupants, and help a disabled resident down to the lobby. Two Auburn Hills Police Officers were treated at a local hospital for smoke inhalation. No other injuries were reported.

#### DEPARTMENT FLEET

[Firefighter/Paramedic Tony Randolph]

AHFD's vehicle fleet includes a variety of vehicles used in the protection of the City of Auburn Hills to mitigate both small and large medical and fire emergencies. At the end of 2024, AHFD owns and operates a total of seventeen (17) vehicles which include three (3) aerial ladder trucks (quints), two (2) fire engines, four (4) rescue ambulances with one of the four rescues as a reserve, three (3) fire





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## Fire Department

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prevention vehicles, three (3) administrative vehicles, one (1) command vehicle, and one (1) utility vehicle.

Station 1 houses Rescue 1, Engine 1, and Ladder 1

Station 2 houses Rescue 2, Ladder 2, Rescue 4 (reserve) and Captain 1.

Station 3 houses Rescue 3, Engine 3 and Ladder 3.

### EMS

All AHFD's four (4) State licensed ambulances are equipped to handle Advanced Life Support (ALS) emergency medical services and transportation. The captain's vehicle is also a BLS non-transport vehicle.

### Suppression



In 2023, AHFD formed a Fire Apparatus Committee. This committee has the responsibility to gather information and develop specifications for new fire apparatus for the fire department.

The fire apparatus committee was tasked with the gathering of ideas and information to spec out a new 80-foot quint/ladder for purchase. The committee evaluated many quint manufacturers to develop the best functional apparatus for the department. The committee recommended the purchase of a new 80-foot Rosenbauer aerial quint/ladder. After Public Safety Advisory Committee and City Council approval, the order was placed with Rosenbauer with an intended delivery date of early 2026.



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## Fire Department

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### Station 1 Apparatus

#### Rescue 1

**Fleet #2327**

|              |            |
|--------------|------------|
| Make         | Ford       |
| Model        | F450 4x4   |
| Year         | 2023       |
| Cost         | 276,072.00 |
| Useful Life  | 6 years    |
| Current Life | 1 year     |
| Idle Hrs     | 1,131      |
| Engine Hrs   | 2,009      |
| Mileage      | 28,490     |



| Year | Approximate Maintenance |
|------|-------------------------|
| 2023 | \$ 3,243.99             |
| 2024 | \$ 1,459.33             |

#### Ladder 1

**Fleet #230**

|              |            |
|--------------|------------|
| Make         | E-One      |
| Model        | Cyclone II |
| Year         | 1997       |
| Useful Life  | 25 years   |
| Current Life | 28 years   |
| Pump Hrs     | 1,278      |
| Engine Hrs   | 2,003      |
| Mileage      | 51,708     |



| Year | Approximate Maintenance |
|------|-------------------------|
| 2022 | \$ 2,994.50             |
| 2023 | \$ 8,388.84             |
| 2024 | \$ 4,543.78             |



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## Fire Department

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### Engine 1

**Fleet #2106**

|              |            |
|--------------|------------|
| Make         | Rosenbauer |
| Model        | Commander  |
| Year         | 2020       |
| Useful Life  | 15 years   |
| Current Life | 5 years    |
| Pump Hrs     | 323        |
| Engine Hrs   | 1,536      |
| Mileage      | 19,644     |



|      |                            |
|------|----------------------------|
| Year | Approximate<br>Maintenance |
| 2022 | \$ 3,788.88                |
| 2023 | \$ 0.00                    |
| 2024 | \$ 3,965.55                |

### Station 2 Apparatus

### Captain 1

**Fleet #2329**

|              |         |
|--------------|---------|
| Make         | Dodge   |
| Model        | Durango |
| Year         | 2023    |
| Useful Life  | 7 years |
| Current Life | 5 years |
| Idle Hrs     | 324     |
| Engine Hrs   | 630     |
| Mileage      | 10,325  |



|      |                            |
|------|----------------------------|
| Year | Approximate<br>Maintenance |
| 2023 | \$ 0.00                    |
| 2024 | \$ 53.58                   |





# AUBURN HILLS



## Fire Department

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### 2024 Year-End Report

#### Rescue 2

#### Fleet #2103

|              |          |
|--------------|----------|
| Make         | Ford     |
| Model        | F450 4x4 |
| Year         | 2020     |
| Useful Life  | 6 years  |
| Current Life | 5 years  |
| Idle Hrs     | 3,004    |
| Engine Hrs   | 5,170    |
| Mileage      | 70,384   |

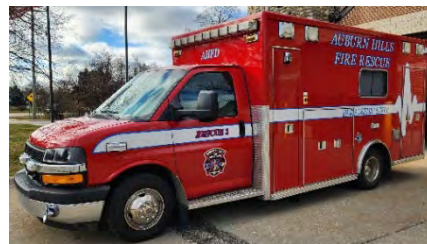


|      |                         |
|------|-------------------------|
| Year | Approximate Maintenance |
| 2022 | \$ 3,798.73             |
| 2023 | \$ 897.27               |
| 2024 | \$ 5,412.63             |

#### Rescue 4

#### Fleet #225

|              |  |
|--------------|--|
| Make         | Chevy (chassis)  |
| Model        | G4500 chassis<br>Box - Life Line<br>Chassis 2015<br>Box 2007 |
| Year         |  |
| Useful Life  | 6 years  |
| Current Life | 10 years   |
| Idle Hrs     |  |
| Engine Hrs   |  |
| Mileage      | 126,174  |



|      |                         |
|------|-------------------------|
| Year | Approximate Maintenance |
| 2022 | \$ 901.03               |
| 2023 | \$ 1,544.15             |
| 2024 | \$ 4,096.82             |

#### Ladder 2

#### 75 ft Quint

#### Fleet #2211

|      |            |
|------|------------|
| Make | Rosenbauer |
|------|------------|





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## Fire Department

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## 2024 Year-End Report

|              |           |
|--------------|-----------|
| Model        | Commander |
| Year         | 2021      |
| Useful Life  | 15 years  |
| Current Life | 4 years   |
| Pump Hrs     | 227       |
| Engine Hrs   | 1,537     |
| Mileage      | 20,837    |

|      |                            |
|------|----------------------------|
| Year | Approximate<br>Maintenance |
| 2022 | \$ 0.00                    |
| 2023 | \$ 1,825.50                |
| 2024 | \$ 5,220.51                |

### Station 3 Apparatus

#### Rescue 3 Fleet #2017

|              |          |
|--------------|----------|
| Make         | Ford     |
| Model        | F450 4x4 |
| Year         | 2020     |
| Useful Life  | 6 years  |
| Current Life | 10 years |
| Idle Hrs     | 3,062    |
| Engine Hrs   | 5,415    |
| Mileage      | 76,297   |



|      |                            |
|------|----------------------------|
| Year | Approximate<br>Maintenance |
| 2022 | \$ 0.00                    |
| 2023 | \$ 2,368.36                |
| 2024 | \$ 3,316.15                |



# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

### 2024 Year-End Report

#### **Ladder 3 100 ft Quint**

**Fleet #1809**

|              |            |
|--------------|------------|
| Make         | Rosenbauer |
| Model        | Commander  |
| Year         | 2018       |
| Useful Life  | 15 years   |
| Current Life | 8 years    |
| Pump Hrs     | 323        |
| Engine Hrs   | 1,349      |
| Mileage      | 16,812     |



|      |                            |
|------|----------------------------|
| Year | Approximate<br>Maintenance |
| 2022 | \$ 15,259.81               |
| 2023 | \$ 1,641.66                |
| 2024 | \$ 3,980.51                |

#### **Engine 3**

**Fleet #1512**

|              |            |
|--------------|------------|
| Make         | Rosenbauer |
| Model        | Commander  |
| Year         | 2015       |
| Useful Life  | 15 years   |
| Current Life | 10 years   |
| Pump Hrs     | 707        |
| Engine Hrs   | 6,468      |
| Mileage      | 79,910     |



|      |                            |
|------|----------------------------|
| Year | Approximate<br>Maintenance |
| 2022 | \$ 29,614.81               |
| 2023 | \$ 11,705.69               |
| 2024 | \$ 25,656.76               |



# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

### BUDGET

The 2024 budget saw a decrease in revenues and a slight increase in expenditures compared to 2023. Costs in the Administration Division decreased, but the Fire Suppression Division and Fire Prevention Division saw an increase in 2024 compared to 2023. The increase in Suppression was largely due to the overtime costs to meet adequate staffing requirements.

| Budget Line-Item Description   | 2023 Budget Results |
|--------------------------------|---------------------|
| Fire Total Revenue             | \$5,905,114.66      |
| Fire Total Expenditures        | \$5,715,351.88      |
| Administration Division        | \$793,005.64        |
| Suppression Division           | \$4,401,734.63      |
| Fire Prevention Division       | \$520,611.61        |
| Revenue/Expenditure Difference | \$189,762.78        |

### ADMINISTRATIVE DIVISION

AHFD's administrative personnel have been working tirelessly to support our strategic goals. Employee surveys were created and submitted to identify key areas that our personnel identified as important items to focus on in the coming year. Areas of attention that were identified focused on employee retention and recruitment, succession planning, and training. The department continues to focus on the strategic goals of a new reporting and inspection software platform, station alerting systems, and station renovations. The department focused on succession planning by enrolling several of our personnel in Fire Instructor classes, Incident Safety Officer, National Incident Management (NIMS) 300 & 400, and Fire Officer 1, 2, & 3 classes to prepare our personnel for leadership opportunities within the department.

Important areas that the department concentrated on this past year include:

- Strategic Planning
- Revamped FTO Program
- New Annual Training Program
- Continue Incident Communication Improvement



# AUBURN HILLS



## Fire Department

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**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

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### 2024 Year-End Report

- BlueCard ICS Training
- NIMS 300 Training
- Cultural Excellence Training
- Mental Health/Emotional Wellness Training
- Disaster Response Training
- Suppression Tablets for Emergency Responder Access to Fire Fighter Right To Know (FFRTK)
- New Incident Reporting Software Implementation
- Documentation Training and Quality Improvement Program
- Policy Updates and Review
- Grant applications and alternative funding opportunities
- Providing community CPR & First Aid Training

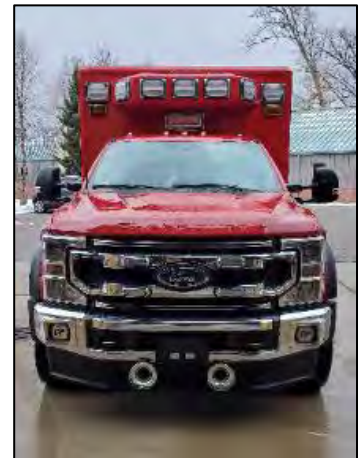
With each improvement and administrative item being addressed, the Auburn Hills Fire Department is better able to effectively support the city, its citizens, and Oakland County.

### Fleet Replacement Program

[Firefighter/Paramedic Tony Randolph]

In September 2023, the department took delivery of a new Wheeled Coach F450 four-wheel drive ambulance from Emergency Vehicles Plus (EVP) located in Holland Michigan. With the delivery of this new ambulance the department was able to replace an ageing ambulance.

This is the first time in the fire department's history that it has three (3) identical ambulances. This is useful in that all the equipment and location of the equipment is uniform, allowing firefighters to perform their duties more efficiently.



The department is expecting delivery of an 80-foot Rosenbauer aerial quint/ladder in early 2026.





# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

### Grant Funding

[Administrative Officer Owen Milks]

#### **Michigan Department of Health and Human Services (MDHHS) EMS Workforce Grant** – The Auburn



Hills Fire Department was awarded two (MDHHS) EMS Workforce grants to fund emergency medical education programs for our staff. This grant will fund the cost of tuition, books, and wages for personnel to attend EMT-Paramedic initial education programs to help alleviate the national shortage of EMS providers. Paramedic students must complete over 1,100 hours of education to attain their license. The total (MDHHS) funding awarded for this program is \$334,840. To date, similar grants have funded Paramedic Initial education, wages and training supplies for eighteen students.

**Michigan Fire Equipment Grant** – The Auburn Hills Fire Department was awarded a Firefighter Turnout Gear Grant to fund the purchase of 25 sets of firefighter turn out gear for our staff. Turn out gear is one of the most critical pieces of equipment issued to our personnel to keep them safe in the dangerous environments they must work in such as car accidents, car fires, and structure fires. Each set of turn out gear is custom made for each person based on their personal measurements and costs approximately \$3,500 per set. The award of this grant will allow the department to provide our responders with new safety equipment that meet all the newest State and Federal requirements. The grant award of \$87,500 will purchase 25 sets of new turnout gear.





# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

## 2024 Year-End Report

### Medical Service Revenue

The total amount of EMS fees billed in 2024 was \$614,840 whereas the total revenue/amount collected was \$911,128. The total amount collected increased by \$9,753 as compared to 2023, representing a 1.08% increase.

| Year | Billed      | Collected |
|------|-------------|-----------|
| 2021 | \$1,228,581 | \$739,219 |
| 2022 | \$1,478,471 | \$881,984 |
| 2023 | \$1,272,008 | \$901,375 |
| 2024 | \$614,840   | \$911,128 |

Compared to last year's medical revenue, the department billed \$657,168 less and collected \$9,753 more in revenue in 2024. In the final quarter of 2024, AHFD transitioned to new reporting software, resulting in a delay in the billing cycle.

### PUBLIC SAFETY ADVISORY COMMITTEE

The Public Safety Advisory Committee (PSAC) serves as an advisory board providing input from citizens to the public safety administration and City Council. The committee is comprised of five (5) Auburn Hills residents, one of whom is appointed by Council, one recommended by each of the Fire and Police Departments and two recommended by the Mayor. Committee members review budget proposals, policies, and receive monthly and annual reports. All meetings are open to the public and are held on the fourth Tuesday during the months of February, May, and August.



# AUBURN HILLS



## Fire Department

**Auburn Hills Fire Dept. 3410 E. Seyburn Road, Auburn Hills, MI 48326**

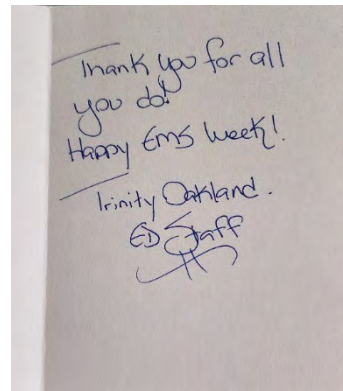
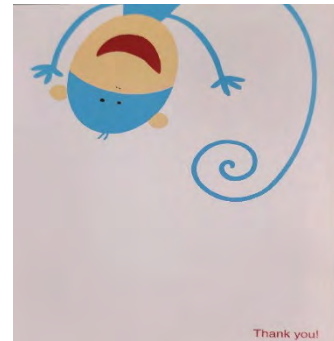
## 2024 Year-End Report

### POSITIVE FEEDBACK

The Department appreciates hearing from the residents and visitors to the city when there has been any interaction. Below are some comments from people who have taken the time to let us know how we are doing.

On Wednesday night, 10/2/24, approximately 10:30pm, two EMS paramedics responded to an emergency call regarding my husband. While I don't have their names, I need to take this opportunity to comment their behavior. My hope is you can do this for us.

After taking the information, monitoring him it was evident he needed hospital care. He was put in the rig & kept there for about 10 minutes. One of the EMT's came out, told me that "he was sick & they got more orders." They would take him to Troy Braunhart. With "lights & sirens" but for my safety, I was not to stay keeping up. He was received by ER, & they made sure I had what I needed prior to leaving. These men were both technically competent & humanely competent & I am grateful. Please give them our gratitude.



## **2024 Annual Report**

### **Human Resources Department**

#### **Introduction**

- The mission of the City of Auburn Hills Human Resources Department is to provide high quality human resources, employee development and retention to the City by recruiting, developing, and maintaining an effective, competent workforce able to deliver timely, responsive and cost-effective services to the community.
- The Human Resources Department provides service and consultation in the areas of recruitment, employment, salary, benefits administration, employee and labor relations, employee education and training, collective bargaining and contract administration, personnel records maintenance, safety and workers compensation and other personnel related issues. The recruitment function assists departments in hiring full-time, part-time, and seasonal staff. This office ensures that the City meets equal employment requirements through proper employment practices and reporting requirement and ensures compliance with State and Federal labor laws.
- Additional services provided by this office include: maintenance of job descriptions, compensation schedules and employee personnel files, monitoring employee evaluation programs, implementation of employee pay changes and the publication and maintenance of employee Personnel and Policy Procedure Manual.

#### **Assessments/Hiring**

- Human Resources is contracted with HireSelect to assess all potential employment applicants for full-time and part-time positions. The results from the assessment assist in narrowing down the pool of candidates prior to conducting interviews. All full-time and part-time employees complete an assessment to measure cognitive and behavioral thinking. The cognitive assessment measures an individual's aptitude, or ability to solve problems, digest and apply information, learn new skills, and think critically. The behavioral assessments measure different personality traits that provide valuable insights into a person's work styles and how they are likely to interact with co-workers, management, and customers. There are also skill tests that are administered, depending on which position the applicant is considered. Some skills tests include measuring how proficient one is in Excel, Word, PowerPoint, Typing and Internet Usage. A total of 263 candidates were assessed in 2024, a slight increase from 257 candidates that were assessed in 2023.
- Overall, 82 new hires were processed for full-time, part-time and seasonal employment:
  - Community Development – 1 Community Development Clerk
  - Department of Public Works – 4 PT DPW Laborers, 3 Full-time Maintenance Technician I, 1 Full-time Maintenance Technician II, 5 Seasonal Laborers, 1 PT Park Monitor
  - Finance/Treasury – 1 Accountant

- Fire –2 Part-time FF Paramedic or EMT, 3 Full-time FF Paramedics, 2 Full-time FF EMT
- Golf –18 Seasonal Employees
- Human Resources – 1 PT Human Resources Assistant
- Library – 5 Employees
- Police – 3 Police Officers, 9 PT Police Cadets, 1 PT Cadet Program Coordinator
- Recreation/Senior Services – 1 Program Coordinator, 2 PT Program Leaders, 1 PT Building Supervisor, 5 PT Bus Driver, 3 PT Custodians, 10 Seasonal Camp Counselors

#### Promotions/Job Transfers

- Pul Ali from Seasonal Camp Counselor to PT Recreation Intern
- Matthew Conner from Maintenance Technician I to Maintenance Technician II
- Andrew Hagge from Management Assistant to Assistant to the City Manager
- Jason Hart from Maintenance Technician I to Maintenance Technician II
- Mallory Jones from Finance Clerk to Deputy Treasurer
- Alexander Liogas from PT Firefighter/EMT to FT Firefighter/EMT
- Jonathan Monroy from Seasonal DPW Laborer to PT DPW Laborer
- Yazmine Moosavi from PT Police Cadet to Police Officer
- Robert Mudloff from Maintenance Technician I to Maintenance Technician II
- Melissa Page from PT Police Cadet to Police Officer
- Jill Pursell from PT DPW Laborer to DPW Custodian
- Joseph Pursell from Maintenance Technician I to Maintenance Technician II
- Andrew Schneider from PT Police Cadet to Police Officer
- Cynthia Scott from Police Officer to Police Detective
- Chad Taylor from Police Detective to Police Sergeant
- Garrett Worrell from PT Firefighter/EMT to FT Firefighter/EMT
- Mackenzie Young from Seasonal Camp Counselor to PT Community Center Front Desk Clerk

#### Retirements

- Jake Brehmer – Police Officer - 25 years of service
- Brian Martin – Police Officer – 25 years of service
- Brian Miller – Police Officer – 25 years of service
- Christy Worrell – Community Development Clerk – 27 years of service
- HR participated in one promotional process for the Police Department. HR is responsible for administering the promotional examination and dropping off the examinations to the external assessment company. In November, one (1) Police Officer was promoted to the rank of Detective and one (1) Detective was promoted to the rank of Sergeant. Once the promotions have been approved, HR is responsible for creating promotional offer letters and making changes in payroll, benefits, and BS&A to reflect the promotions.



## **HR Staff Training/Employee Training**

- The City Manager, Assistant City Manager and HR have been working together to create more training opportunities for employees. The following opportunities were provided for staff this year:
  - CH Training & Coaching was offered to provide professional development training and coaching for five individuals in the organization. These coaching sessions focus on enhancing our current organizational strengths, while also assisting individuals in developing new skill sets tailored to the organization's need to create a healthier internal work force.
    - CH Training & Coaching expanded its services this year to provide group training sessions for employees that completed the one-on-one training sessions. The purpose is to expand leadership methods and communicate with others in the organization about the challenges they face in their roles.
  - All full-time employees were required to attend an in-person Harassment and Discrimination training presented by attorney Ryan Fantuzzi. The training reinforced existing policies and directed employees on proper steps for reporting workplace harassment and discrimination.
  - The City provided a training program titled "Customer Service Through a Multicultural Lens." There were two training sessions held for employees in highly customer-facing roles. The purpose was to help employees recognize their biases when dealing with people with different cultures and backgrounds. The training was four hours long and was presented by Darnell Blackburn.
  - Two employees were selected to attend the Auburn Hills Chamber of Commerce remote "iLEAD" program, which stands for Learn, Engage, Achieve and Discover. This program runs for 6 months and is designed for those who want to develop their strengths in self-awareness, ability to influence, community development, teamwork, and adaptability. Each session was focused on a different leadership topic. Some topics covered were: "The Art of Leading in the Messy Middle," "Unlock Authentic Leadership," "Lead with Social & Emotional Intelligence," "Personality Dimensions Awareness" and "Pathway to Leadership". The Human Resources Generalist attended iLEAD for the first time this year and was pleased with the program. The speakers did a wonderful job with helping each student learn how to use their strengths to their advantage, and how to improve upon their weaknesses when it comes to leadership.
  - HR coordinated CPR/AED training with the Fire Department. There was a total of 40 employees that attended CPR/AED training in 2024. The City requires employees to maintain their certifications, which are valid for two years.
  - Stay Interviews were conducted with all police and fire personnel. The purpose of these meetings is to determine what employees like most about working for the City, and what we could do to help with retention. This will be an ongoing project for 2025, as the HR Generalist is meeting one on one with the employees.

- HR attended several training courses throughout the year held by Michigan Public Employer Labor Relations Association (MPELRA) in March, June and December. The topics covered at these meeting included: Michigan earned sick time act, common pitfalls by employers from a plaintiff lawyer perspective, artificial intelligence: practical considerations for compliance and implementation, why mental health matters in the workplace, employee accountability in the public sector, compensation packages in 2024, DEI, retirement plan options that work for your municipality, workplace investigations, and more.
- The Human Resources Manager attended the annual conference hosted by MPELRA. Some of the topics included: legal updates, recent headwinds in healthcare and their impact on Michigan public sector employers, retiree healthcare challenges: retiree medical trusts concepts and details, arbitration issues and challenges, people centered benefits designed to attract and retain today's talent, fitness for duty and accommodations for first responders, effectively preparing for and negotiating a labor agreement in the public sector, strategies for labor arbitration advocates, artificial intelligence in the workplace, MERC case and legislative updates, and more. There was a lot of valuable information obtained at the conference and incorporated into new HR practices.
- The HR Department attended the Miller Canfield Annual Employment Law Seminar. The topics of this seminar included: hot topics in employment and labor law, transforming disability and leave practices, DEI, guiding principles for conducting harassment investigations, and how Artificial Intelligence is impacting the workplace.

### **Flexible Spending Account Conversion**

In October, the company that provides our flexible spending accounts, Employee Benefit Concepts (EBC), informed the City that they were having financial issues and were going to be purchased by another company. We were also informed that the transition would be seamless. A Flexible Spending Account (FSA) is an employee benefit that allows employees to set aside pre-tax money to pay for certain health care and dependent care expenses.

During November, Human Resources conducted the annual enrollment election process for the 2025 FSA election plan year which starts on January 1st each year. On December 4, 2024, HR was advised that our company of over 20 years was not bought out as planned and would stop paying claims and processing credit card transactions effective, December 20, 2024. On the morning of December 16<sup>th</sup>, EBC informed HR that due to the amount of reimbursement request received, all claims and credit card transactions were terminated immediately.

HR launched into action. After reaching out to colleagues, HR received recommendations for a new company, did some additional due diligence with our insurance agent, Paul Pomerleau, and was able to have a new provider in place within five business days. A new contract to provide flexible spending accounts for our employees at what is rather substantial savings for the employer was also achieved in the process.

While we were told that there could be about a six-week lag in starting with the new company, isolated, we were able to get the plan up and running within three weeks. The conversion to isolated was completed in January of 2025. Employees received their credit cards and were able to start receiving the tax benefits before the end of January. HR's role involved answering employee questions about the change, assisting in introducing the new benefit plan and ensuring all employee information was transferred correctly.

### **Affordable Care Act (ACA) Reporting**

All employers must report to the IRS information about the health care coverage, if any, they offered to full-time employees. The IRS uses this information to administer the employer shared responsibility provisions and the premium tax credit. The City is required to provide a statement to employees that includes the same information provided to the IRS. Employees may use this information to determine whether, for each month of the calendar year, they may claim the premium tax credit on their individual income tax returns. HR was able to meet the requirement by issuing the statements to the employees and to the IRS by the required deadline.

### **Boost Employee Morale**

- The big employee appreciation events of the year were the Employee Picnic and the Holiday Luncheon. We had a great turnout at both events and employees continuously expressed their appreciation for being able to get together in person.
  - Instead of having an employee competition at the picnic this year, HR set up popular picnic games, such as corn hole, connect four and volleyball nets. This created a fun, competitive environment for employees.

The 2024 budget allowed for employee appreciation events, which were well attended and well received by employees.

- The following events took place:
  - “You are the heart of our organization” – which took place at Sarah’s coffee on Valentine’s Day
  - “Franks-A-Lot” – baseball season was kicked off with hot dogs and sides, prepared in house by the HR team
  - “Thank You Dairy Much” took place in the summer at Twist ‘N Dip. Ice cream sundaes were also purchased for members of the night shift so that they could still be included in the activity
  - “Holy Guacamole, You’re a Great Employee!” This included a taco truck coming onsite to serve lunch. There were over 120 employees that attended this event for lunch. Despite the weather being gloomy, employees were happy and filled with laughter
- Auburn Hills University took place again in 2024. This program is popular among City employees, as it gives them the opportunity to meet employees from other departments, team build and learn more about how the City operates. Ten employees were selected to be in AHU and the group met once a month for six months. Some highlights from the program included: learning about the Police and Fire Departments and receiving tours of each facility. The team also spent a great deal of time at the Community Center, learning about

Senior Services and Recreation. The team also visited the AH Public Library, which was a first for many employees. While at the Department of Public Works, the team was able to examine the different equipment in the garage and watch several demonstrations showing how the pieces work. DPW also provided the team with a tour of popular parks. Another fun activity was spending an afternoon at Fieldstone Golf Club. Community Development spent one day taking the group on a tour of major developments around the City, including the landfill. The department made sure to emphasize many important processes that take place when a company wants to develop land in Auburn Hills. The highlight of the program is the teambuilding activities that take place during each session. The activities truly brought the group closer each month and employees were able to walk away with a better understanding of what their coworkers do to help make the City operate the way that it does.

### **Employee Health and Wellness**

- The HR Generalist is focused on providing employees with more health and wellness opportunities. HR worked closely with HAP and was able to bring back the “Cooking Well” series to City employees. A chef came onsite several times and taught interested employees how to cook healthier meals. The chef also taught various cooking techniques and spent time instructing on what type of things to look for when grocery shopping.
- Wellness articles, recipes and health tips were emailed to employees at least two times per month.
- Updates were made to the Public Safety Fitness Center, such as the purchase of a new cycling bike and kettlebells.
- The Employee and Retiree Health and Benefits Fair took place in October. Representatives from the City’s insurance plans were in attendance and set up at vendor tables. Employees enjoy being able to have face-to-face interaction with the vendors so that they can ask questions about services and learn about new things being offered by our providers. Some providers and vendors that were in attendance this year included: EMPOWER (401k/457 administrator), HAP (health insurance provider), EHIM (prescription provider), Dental (dental provider), UNUM (short/long term and life insurance provider), MSU OU Credit Union, and MET (Michigan Educational Trust). HAP brought a chef onsite, as well as a massage therapist. HR wanted to ensure employees were provided with extra tools they need to lead a healthy lifestyle, so additional vendors such as Yoga 6, [solidcore] and Clean EatZ Café were in attendance.

### **Safety Committee/Work-Related Accidents**

- The purpose of the Safety Committee is to review accidents/injuries that have occurred in the workplace to employees and residents. Together as a group, the Committee makes suggestions on how to reduce and prevent those types of accidents/injuries from occurring.
- The HR Department plays a key role as members of the Safety Committee. HR organizes the monthly meetings. In addition, an HR representative is on the sub-committee and coordinates safety inspections for buildings that are due for inspections. The generalist schedules the inspections, gives input at the inspection, compiles notes and sends feedback to appropriate parties that can assist with repairs.

- The number of work-related accidents decreased in 2024 with 24 accidents, compared to 33 accidents in 2023. Per MIOSHA standards, only 14 of those accidents are considered recordable due to employees seeking medical treatment beyond first aid. There was an overall decrease in the number of 2024 recordable accidents. However, the total number of cases with days away from work, and the total number of cases with job restrictions slightly increased last year. In 2024, 5 of those cases experienced 132 days away from work, compared to 4 cases in 2023, which had required 114 calendar days away from work. In 2024, there were 3 cases that required a total of 560 restricted duty days, compared to 9 cases in 2023 that required a total of 510 restricted duty days. A light-duty program is in place to help employees remain on the job, as long as the City is able to accommodate their work restrictions.

### **Summary**

- It was another challenging year, HR was constantly recruiting, interviewing and working hard to get the City staffed.
- The department continues to look for ways to improve morale, develop employees, keep employees safe and build on current programs. The HR department continues to ensure employees understand the City's values and exemplify the behaviors in their everyday work practices. The department is excited about another wonderful year!



# Auburn Hills Police Department 2024 Annual Report

Ryan Gagnon, Chief of Police | Thomas A. Tanghe, City Manager



City of Auburn Hills  
Police Department

1899 N. Squirrel Rd.  
Auburn Hills, MI 48326  
Phone: 248-370-9460  
Fax: 248-364-9365



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# Ryan Gagnon, Chief of Police

***Dear Mayor Marzolf, City Council Members, City Manager Tanghe, Auburn Hills Residents, Community Leaders, Business Representatives, and Visitors:***

It is my pleasure to present the 2024 Auburn Hills Police Department Annual Report. Thank you for taking the time to review our report as we put a lot of effort into compiling all the data and putting it into a format that is useful, while remaining transparent with the community.

You will find that we remained busy in 2024, while striving to continually improve our service delivery and make a positive impact on the community. We have an exceptional group of people here, who share the common values of HONOR, INTEGRITY, and SERVICE. We treat all people with courtesy, compassion, empathy, and respect. Our mission statement states in part that the only service we will not provide is poor service and we will at all times stand accountable for our conduct.

In 2024, we experienced a 2% increase in calls for service (26,050) compared to 2023. I am extremely proud of our entire staff who collectively work together as a team to proactively prevent crime, enforce the law, investigate criminal complaints, and provide outstanding service. You will find in 2024 that our department had a crime clearance rate of 76.38% overall for all crimes. To put that in perspective the national crime clearance rate for violent crimes is 45.5% and for property crimes is 17.2%. Crime clearance rates are a true measure of the effectiveness of a police department and their ability to bring those responsible for committing crimes to justice. It all starts with an initial report from a police officer in the field and accurately collecting all evidence, information, and witness statements to document in a comprehensive police report. Our detectives in the Investigations Division then work on these cases to determine the facts of a case and identify those responsible for committing crimes. We have the best detectives in the business, and I am extremely proud of their dedication and hard work. They play a huge role in our collective efforts to solve crimes, and because of their work our crime clearance rates are so high.

The safety and security of our residents, businesses, and visitors is our top priority. We take this responsibility seriously! We consistently pay attention to crime trends around the region and across the country to better prepare our staff to protect our community. I am pleased to report that we took steps a couple of years ago to purchase protective equipment and barriers that enhance the safety of our city sponsored open air events. We have also been staffing these events with police officers to ensure everyone can have a safe and enjoyable experience here in Auburn Hills.

I am grateful for the partnerships that we have with members of our community and the role they play in our police department. We continue to operate a robust Volunteers in Policing (VIP) and Community Emergency Response Team (CERT) with volunteers from our community, who have stepped up to volunteer their time to serve our community. Most of the volunteers are previous graduates of our Citizens Academy and I am happy to report that we put on another successful academy in the fall of 2024. The police need the support of our community to be effective and I am certainly proud to boast about the wonderful support we have here from our Auburn Hills community members. This partnership plays a key role in the success of our department.



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## Letter to the Community, Continued

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Law enforcement continues to be challenged across the country with attracting people to the profession. We have not been immune from this challenge here at Auburn Hills. However, with the strong support of our elected officials and city administration, we offer a dynamic work environment for a police officer, as well as cutting edge technology, equipment, facilities, and opportunities. It is because of these variables that we stand out among other agencies as a place to call home and build a lasting career. In 2024, our department experienced three retirements, which opened up opportunities for three promotions to occur. We also brought on four new police officers to join our team, some of whom have previous experience working as a police officer in other departments. In 2024, we continued to run our Youth Police Academy in June for high school age students exploring a career in law enforcement in the future. We also continue to operate a robust cadet program and have identified many cadets who have been sponsored to attend the police academy and ultimately start their career here as police officers.

We work hard to serve our community, to keep people safe, and to protect property. I personally want to thank our staff, whether they wear a uniform every day or work behind the scenes in a supportive role. They are the ones who collectively make us successful, who ensure people are treated with respect, who exceed expectations, and serve our community with honor and integrity. I am most thankful for them and all that they do!

I hope you find this annual report insightful as it demonstrates the hard work of our staff. We look forward to serving our community in 2025 and are always looking at innovative ways of improving our service and connection to the community.



Stay Safe!

**Ryan Gagnon**  
Chief of Police

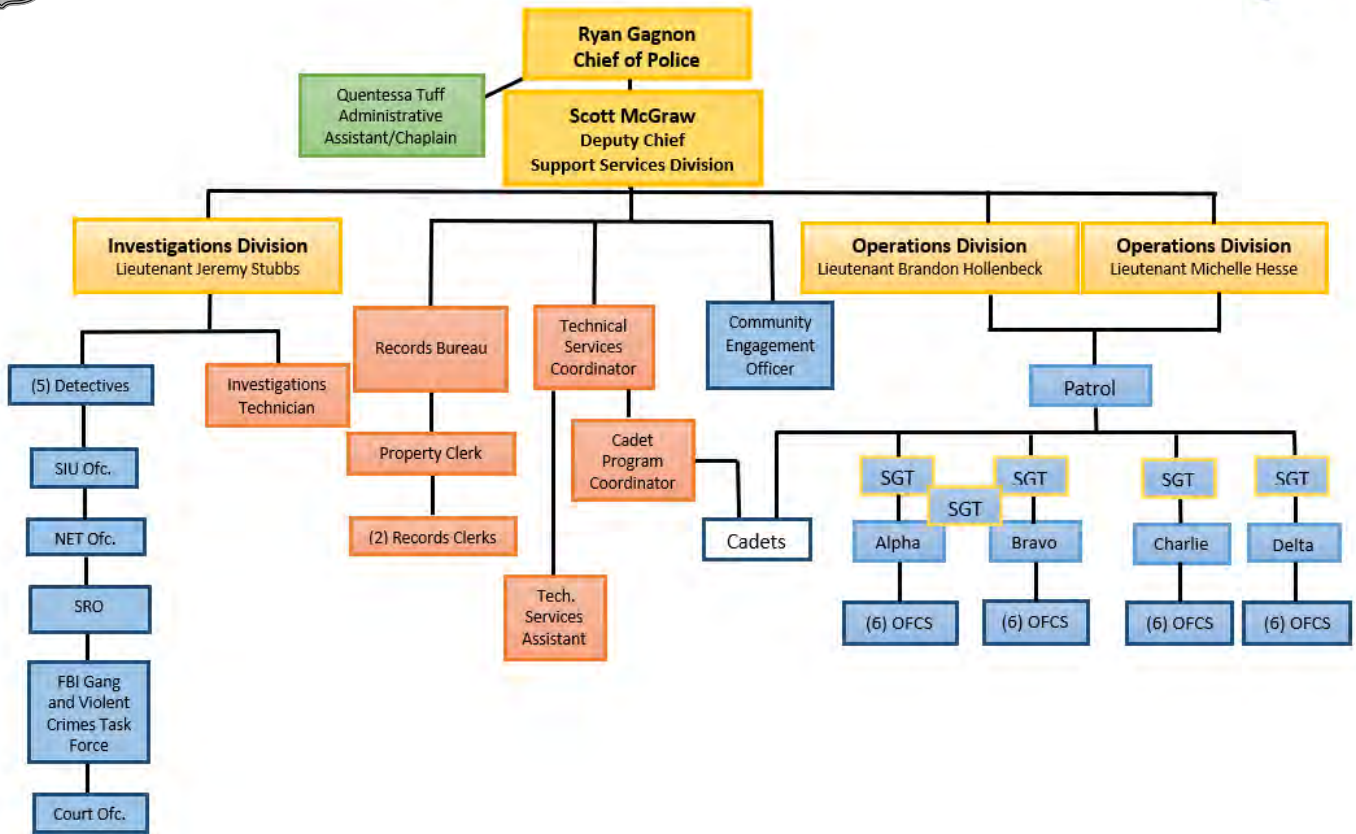


# AUBURN HILLS POLICE DEPARTMENT

## ORGANIZATIONAL CHART—2024



### AUBURN HILLS POLICE DEPARTMENT ORGANIZATIONAL CHART





# Police Executive Command

## Ryan Gagnon, Chief of Police



Chief Gagnon began his service with the Auburn Hills Police Department in 1999 after completing his police academy training at Ferris State University. He rose through the ranks of the department, and was promoted to Chief of Police in 2022.

- M.S. in Public Administration, Oakland University
- B.S. in Criminal Justice, Ferris State University
- Michigan State University School of Staff and Command
- F.B.I. National Academy Graduate (Class #276)

## Deputy Chief Scott McGraw

Serving since 2003, B.S. in Criminal Justice, Saginaw Valley State University; M.S. in Criminal Justice, Bowling Green State University, MSU School of Staff and Command.



## Lieutenant Brandon Hollenbeck, Patrol Division

Serving since 2002, B.S. in Community Development and Services, Central Michigan University; MSU School of Staff and Command; MBA, Cleary University 2025 (anticipated); Emergency Vehicle Operations Program Manager; Departmental Use of Force Training Coordinator; Field Training Coordinator.



## Lieutenant Jeremy Stubbs, Investigations Division

Serving since 2001, M.S. in Organizational Management, University of Phoenix; B.S. in Criminal Justice, Ferris State University; MSU School of Staff and Command;



## Lieutenant Michelle Hesse, Patrol Division

Serving since 2013 (with a Dispatch career beginning in 2000), B.S. in Criminal Justice, University of Michigan; Associates in Criminal Justice, Oakland Community College; MSU School of Staff and Command; EVO instructor, CORE Program Coordinator.



## PERSONNEL CHANGES— NEW HIRES, PROMOTIONS, RETIREMENTS

In 2024 the Department had 3 internal promotions, 3 retirements, and 4 new officers hired.



### *Promotions*

Officer Scott Smith was promoted to Detective  
Det. Chad Taylor was promoted to Sergeant  
Officer Cynthia Scott was promoted to Detective



### *Retirements*

Detective Brian Martin  
Officer Brian Miller  
Officer Jake Brehmer



### *New Police Officers*

Officer Kevin Sims  
Officer Devin Spencer  
Officer Jake Carriveau  
Officer Yazmine Moosavi



# AUBURN HILLS POLICE DEPARTMENT



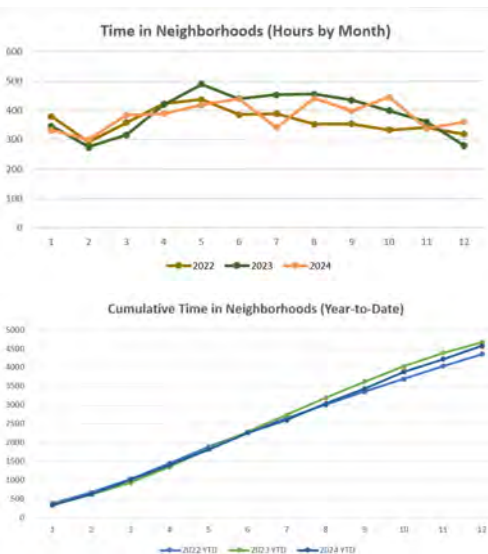
## Community Policing—Neighborhood Patrol Districts

The Department is consistently looking for ways to engage with our residents in the neighborhoods, while addressing the service demands of our commercial, retail, and high traffic volume areas. As such, we have established several initiatives to ensure our officers keep the very important connection to our residents.

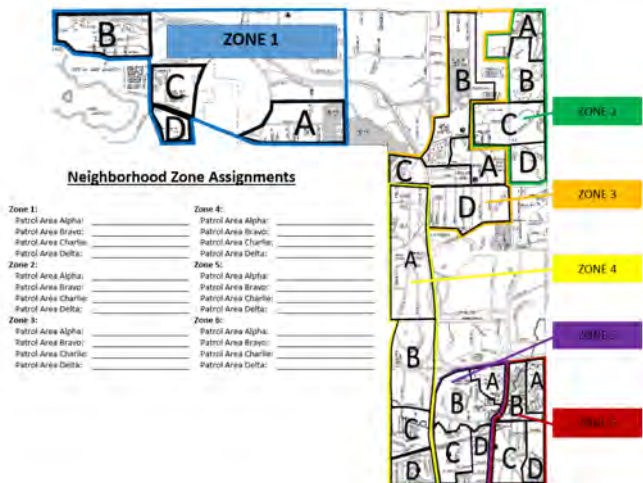
These initiatives include Neighborhood Zone Assignments to help with consistency in policing, and encouraging and tracking officer activity in their assigned zones.

Time spent in the neighborhoods consist of proactively patrolling our residential communities, conducting selective traffic enforcement, crime prevention activities, community engagement, and handling calls for service. Data is collected and analyzed monthly from GPS technology in the patrol cars in order to accurately capture time spent in the neighborhoods.

| Year | Average Hours per Month |
|------|-------------------------|
| 2018 | 307.5                   |
| 2019 | 401.7                   |
| 2020 | 387.7                   |
| 2021 | 332.6                   |
| 2022 | 378.4                   |
| 2023 | 388.5                   |
| 2024 | 381.7                   |



Neighborhood Zone Assignment Map



Total Time in Neighborhoods by Month (Hours)

|          | Jan    | Feb   | Mar    | Apr   | May    | Jun    | Jul    | Aug    | Sep    | Oct    | Nov    | Dec    | Total  |
|----------|--------|-------|--------|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 2023     | 346    | 274   | 315    | 419   | 489    | 440    | 453    | 455    | 434    | 398    | 360    | 279    | 4662   |
| 2024     | 332    | 300   | 383    | 388   | 418    | 438    | 341    | 441    | 397    | 445    | 338    | 359    | 4580   |
| % Change | -4.05% | 9.49% | 21.59% | -7.4% | -14.5% | -0.45% | -24.7% | -3.07% | -8.53% | 11.81% | -6.11% | 28.68% | -1.76% |





# AUBURN HILLS POLICE DEPARTMENT



## Volunteers in Policing Program & Police Chaplain Program

### V.I.P.S / Community Emergency Response Team

The Auburn Hills Police Department Volunteers in Policing (VIPs) and Community Emergency Response Team is truly integral to our community function. These volunteers have dedicated their service to the police department and Auburn Hills community. Each year, their level of dedication ensures the success of many City programs. This year our VIPs and CERT members made the following programs possible; Summerfest, National Night Out, Fall Festival at Hawkwoods, Citizens Academy, City Tree Lighting, Shop with a Cop, the Rochester Arts and Apples Festival, Breakfast with Santa, and the Rochester Parade.

These amazing people volunteer their time and efforts to make sure they are ready for any needs the community has. They are trained in disaster response, terrorism recognition, traffic control, first aid, and more. They are all selflessly available at a moments notice to assist our Police Department and the Auburn Hills Community. We are lucky to have such a great team of dedicated volunteers!



### Police Chaplain Program Updates

Chaplains provide spiritual and moral support for staff, being a trusted resource to talk through issues and concerns. The Chaplains represented the agency at funerals, memorial services, and other civic ceremonies this year. They also attended the swear-in for 5 new officers and provided a prayer for their safety in their career in law enforcement. Our Chaplains continue to give support to all the Auburn Hills staff members and the community they serve.

The Chaplain program provides information for officer wellness, spiritual support, and they participate in community – police engagement events. The Chaplaincy program is a key to building bonds between officers and residents given the dangers law enforcement professionals continue to encounter. Daily stress affects individuals in different ways, which makes the Chaplaincy and wellness services crucial.



# AUBURN HILLS POLICE DEPARTMENT



## Community Partnerships and Events

### Police Honor Guard

The Honor Guard is an honorary Departmental function intended to show respect for the law enforcement profession, its traditions, and its history of service to communities. The Honor Guard may be used for parade functions, city activities, special events, funerals, and any other function at the direction of the Chief of Police. The Honor Guard will represent the City of Auburn Hills and the Auburn Hills Police Department and will be held to the highest standards of appearance and conduct.

In 2024, the Honor Guard participated in four Auburn Hills community events, including the Auburn Hills Memorial Day Parade and the Stellantis 9/11 Memorial Event.

The Honor Guard also had the sad honor to represent the Police Department at the funerals of three Michigan police officers who tragically lost their lives in the line of duty—MSP Trooper Popp, OCSD Deputy Reckling, and Melvindale Police Officer Mohammed.



### Child Safety Seat Program

#### Free Child Safety Seat Distribution Program

Many parents who violate the child safety seat law do so because they do not have access or funds to buy a child safety seat for their kids. To date, we have distributed over **120+ child safety seats** to families in need.

#### This program is funded entirely by our community partners

In 2018, Brose North America signed on to be the permanent corporate sponsor of the AHPD Free Child Seat Distribution Program, giving us a sustainable source of funds that we can rely on.

**2024 marked the 7th year** that Brose has supported this crucial program, donating \$500 used to purchase 8 Child Safety Seats.



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# AUBURN HILLS POLICE DEPARTMENT



## Community Partnerships and Events

### National Night Out Against Crime

At our annual NNO event, volunteers from all over the city join police department personnel to donate their time and resources to make this event a successful partnership and strong statement about police—community relations.

The event was well attended and more than 100 volunteers from all over the City (including our VIPs and CERT Team) worked to make this event perfect. There were several returning activities at the event including a rock climbing wall, ice cream truck, dunk tank, pedal cart, live music and much more! This is a great opportunity for our staff to interact with our community partners and residents.

This community building event is almost entirely funded by our very generous sponsors. This year, Cornerstone Community Financial Credit Union was our Platinum Sponsor, sponsoring almost half of the events expense. Genisys Credit Union, MSU Federal Credit Union, McDonalds and Sam's Club were also instrumental with their generous donations. Without these amazing sponsors, this event would not be possible!

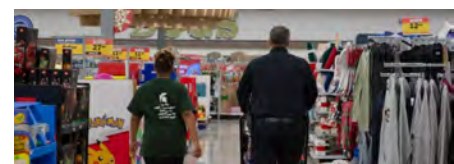
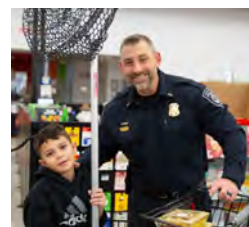


### Shop with a Hero / Stuff a Squad

Each year we partner with Avondale Youth Assistance, Pontiac Youth Assistance, and volunteers from the community and AHFD to take economically disadvantaged youths to local retail establishments during the holiday season, using donated money, to purchase items for them and their family.

Through the generous support of our Corporate Partners—we raised over \$7,000 to help many local families. **Meijer** and **SL America Corporation** generously donated thousands of dollars to help, and Meijer graciously hosted all the families and helpers with snacks and a gift wrapping station.

Officers from AHPD, Bloomfield Township Police, and Birmingham Police were there to take the kids shopping, assisted by our amazing volunteers from the AH CERT Team. Each of the 25 kids we given over \$250 to spend on their family needs. These kids were referred to us by Avondale and Pontiac Youth Assistance, as well as inquiries from residents in the City.



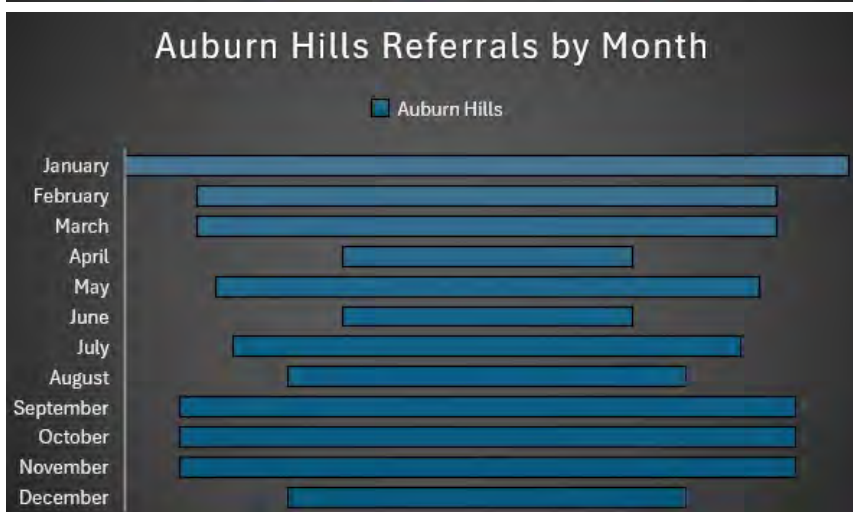
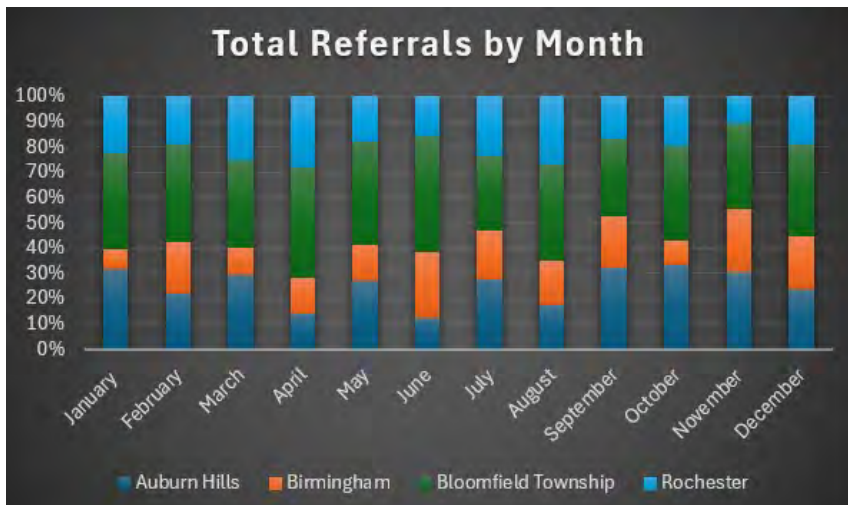
# AUBURN HILLS POLICE DEPARTMENT

## Mental Health Co-Response



The Co-Response (CORE) Crisis Outreach Program began as a partnership between law enforcement and mental health professionals to better serve the communities of Auburn Hills, Birmingham and Bloomfield Township. The three agencies came to a mutual agreement with Oakland Community Health Network (OCHN) to contract a full-time clinician to work with the three departments. While police officers are trained to de-escalate many situations, they were not trained to identify specific needs of individuals in crisis. Having a licensed social worker qualified in mental health response on staff allowed the officers to obtain valuable additional resources.

In 2024, due to the success of the program and the level of mental health referrals received, the program again increased the number of clinicians assigned to the four agencies. There are now three trained clinicians, one of which is taking on supervisory responsibilities for the group.



| Total Referrals 2024 | Auburn Hills Referrals 2024 |
|----------------------|-----------------------------|
| 690                  | 170                         |



# Patrol 2024

## PATROL STAFFING

2 Lieutenants

5 Sergeants

24 Police Officers

The Operations Division includes:

- Uniformed officers, who respond to calls for service and proactively patrol for criminal and traffic violators. Officers are assigned to one of two shifts (6 AM to 6 PM or 6 PM to 6 AM) providing 24 hour coverage for the City.

Response to calls for service is the core function of the Auburn Hills Police Department. Our uniform patrol officers are the first face that citizens see when in need. The Patrol Officers respond to every type of call ranging from in-progress criminal activity to citizen requests for assistance to animal complaints. As noted by our crime clearance rate, rapid and efficient initial police response often lends to higher crime solve rates.



## CALLS FOR SERVICE

A “call for service” number is generated for each activity in which an officer is involved . It may be in response to a call from a citizen or self-initiated (such as traffic stops). In 2024, a total of **26,050** calls for service were generated for the department.

|     | 2023   | 2024   | % Change |
|-----|--------|--------|----------|
| CFS | 25,530 | 26,050 | 2.03%    |

### AHPD Crime Clearance Rate: \*

**76.35%**

### National Average:\*\*

**45.5% Violent Crimes**

**17.2% Property Crimes**

### *Crime Clearance*

Crimes are considered “cleared” when there is some final outcome of the case. Typically, this involves an arrest of the suspect or the completion of an investigation leading to the authorization of charges by the Prosecutors Office. Other ways to clear cases include the death of the offender, uncooperative victim closure, and juvenile cases non-custody.

\* Combined MICR part A and B crimes,, CLEAR OO3 MICR Summary Report

\*\* 2019 FBI UCR data, Offenses Cleared By Arrest or Exceptional means





# Patrol 2024

When a “call for service” is received, generated by a citizen or a self initiated act by a police officer, it is coded as a “reported offense.” Once investigated, the officer re-codes it as a “verified offense.” These often will differ, for example—if an officer is dispatched to a Property Damage Traffic Crash and finds injuries to parties involved, the officer will verify the offense as a Personal Injury Traffic Crash.

## SERVICE ORIENTED POLICING

We are a full service police department and take pride in responding to the needs of our citizens. Policing is often evaluated by the number of tickets or arrests an officer makes, but we do so much more here.

We offer other services, such as vacation home checks and vehicle lockouts.

**AHPD officers\* averaged 73 arrests, 1,085 calls for service, and 263 traffic stops each in 2024.**

The Auburn Hills Police takes the needs of its residents, businesses, and visitors seriously. Many of our calls for help have nothing to do with crime. We offer a wide array of non-law enforcement services to those in our city.

|                      |       |
|----------------------|-------|
| VEHICLE LOCKOUTS     | 457   |
| VACATION HOME CHECKS | 80    |
| CITIZEN ASSIST       | 1,004 |
| PUBLIC RELATIONS     | 921   |

|                   | 2023   | 2024   | % Change |
|-------------------|--------|--------|----------|
| Arrests***        | 1,614  | 1,772  | 9.79%    |
| Calls for Service | 25,530 | 26,050 | 2.03%    |
| Traffic Stops**   | 6,255  | 6,333  | 1.25%    |
| Traffic Citations | 4,124  | 4,058  | -1.6%    |

## Top Verified Offenses for 2024

| Verified Offense                           | CFS Count |
|--|-----------|
| L4520 Traffic Stop - AH                    | 5,614     |
| C3902 Burglary Alarm                       | 1,438     |
| L3535 BOL - AH                             | 1,409     |
| C3332 Assist Fire Department               | 1,263     |
| C3336 Assist Citizen                       | 1,004     |
| C3145 Property Damage Traffic Crash PDA    | 988       |
| C3299 Welfare Check                        | 969       |
| L6044 Public Relations - AH                | 921       |
| C3702 Traffic Complaint / Road Hazard      | 591       |
| C3333 Assist Motorist                      | 588       |
| C3328 Suspicious Persons                   | 485       |
| C3337 Assist Citizen - Vehicle Lockout     | 457       |
| L6009 Extra Patrol - AH                    | 375       |
| C3311 Customer Trouble                     | 348       |
| C3312 Neighborhood Trouble                 | 343       |
| C3355 Civil Matter - Other                 | 289       |
| C2931 DWLS OPS License Suspended / Revoked | 275       |
| C3330 Assist Other Law Enforcement Agency  | 267       |
| L3503 Duplicate Call - AH                  | 265       |
| L3525 School Check - AH                    | 235       |

\* Patrol division staff assigned to Road Patrol only.

\*\* This figure includes traffic stops that lead to verbal warning, tickets issued, or arrest.

\*\*\* CLEAR CCAD-851 and CLEAR Citations Summary, CLEAR-077 for arrest data.



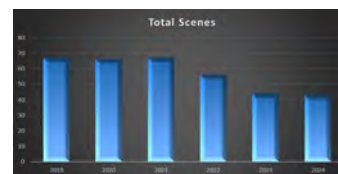
# Patrol 2024

## Evidence Technician / Crash Investigation

|                  | 2023 | 2024 | % Change |
|------------------|------|------|----------|
| Scenes Processed | 44   | 43   | -2.27%   |

Evidence Technicians document crime scenes and process them for evidence (such as fingerprints, DNA, and other trace evidence). Evidence Technicians go through an 80 hour training class initially, then have continuous in-service training throughout their career. This enables our Evidence Technicians to investigate serious crime scenes at a higher level of expertise.

**STATISTICS:** During 2024, the police department had 7 officers trained as Evidence Technicians. In total, they **processed 43 crime scenes for evidence**.



## South Oakland County Crash Investigation Team

### Team Updates

During the 2024 calendar year the SOCCIT team had 13 team activations— 5 in Auburn Hills, 1 in Bloomfield Township, 2 in Clawson, and 5 in Troy.

Since the team was formed in November of 2010, the team has handled over 170 joint investigations.

AHPD and other member agencies continue to utilize **drone technology** as well as state of the art GPS Technology to investigate and document crashes. In 2024, AHPD continued to develop investigative capabilities by better incorporating Electronic Data Recording (EDR) equipment as a shared resource amongst the team and continuing in-service training sessions.

SOCCIT is a multi-jurisdictional crash investigation unit formed in 2010 that includes Officers / Investigators from Troy, Bloomfield Township, Bloomfield Hills, Auburn Hills Police, Bloomfield Hills Public Safety, Birmingham Police, and Clawson Police. By combining the resources of many agencies, serious and fatal traffic crashes are investigated in an efficient and thorough manner, reducing the overall costs to individual agencies while minimizing the disruption to traffic flow in the area. Further, the SOCCIT team retains a higher level of investigative expertise by pulling from the resources of many agencies.

|                  | 2023 | 2024 |
|------------------|------|------|
| Team Activations | 11   | 13   |





# Patrol 2024



## Field Training Program

### FIELD TRAINING PROGRAM

Policing is complex work that requires an initial training commitment and continuous updating. In addition to the almost 20 weeks of basic police academy training, the Auburn Hills Police Department requires all new hires to complete an extensive field training program.

Our Field Training Program is based on the "San Jose Model" of training, developed in San Jose, CA in the 1970's. All of our Field Training Officers (FTO's) are experienced officers who have been trained extensively on proper recruit training methods. Recruits are trained from 31 different categories ranging from officer safety to policy and procedures.

### New Hire Requirements

- Minimum of 70 observed days of in-service training.
  - Recruits will progress through 3 phases of training where they are given progressively more independent responsibilities.
  - Final phase is 10 days with the FTO observing only. Successful completion certifies the officer for solo patrol.

**9 new police recruits were trained in 2024**

## Auburn Hills Police Department Cadet Program

The AHPD Cadet Program began in 2018. The implementation of the cadet program allows those interested in a career in policing to learn about the profession while the Department evaluates the cadet's suitability for future employment as an Officer. Cadets work at the front desk of the department, take non-emergency service calls, work community events and assist officers when they are requested. In 2024, two Cadets were promoted to Officer and completed their Police Academy training.

The Cadet Program remains very beneficial to the department. Since program inception, AHPD has hired 16 cadets as Police Officers.



# Patrol 2024

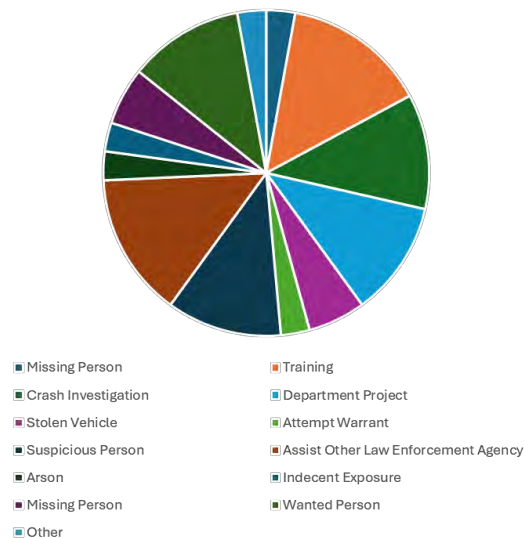


## Unmanned Aerial Vehicle Team

The Auburn Hills Drone Program consists of 8 licensed Drone Operators. Each Drone Operator is certified as a "Remote Pilot In Command" for an Unmanned Aircraft through the Federal Aviation Administration. AHPD uses the DJI Maverick Enterprise Dual. In order to fly this drone, it takes two operators to be present to take flight.

The Drone was utilized 30 times for service in 2024 for incidents ranging from Crash Investigation to Missing Persons Investigations.

Types of Drone Use  
2024



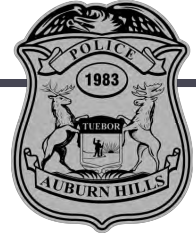
## 2024 Grant Activity

Each year the Auburn Hills Police Department partners with the Office of Highway Safety Planning by participating in various traffic enforcement grants with the goal of decreasing total crashes in the State. In 2024, AHPD participated in enforcement grants including distracted driving, Operating While Intoxicated, Seatbelt enforcement, and Speed.

|                               |            |
|-------------------------------|------------|
| Traffic Stops                 | 740        |
| Seat Belt Citations           | 110        |
| Texting/Hands Free Violations | 106        |
| Speeding Citations            | 177        |
| Misdemeanor Arrests           | 37         |
| Felony Arrests                | 11         |
| Total Grant Hours             | 462.25 HRS |



# Criminal Investigations



Crime clearance rates can be an indicator of the success of a law enforcement agency. However, it is important to note that some crimes reported to a jurisdiction are reported as a matter of law—and at times, by their very nature, cannot be investigated by the reporting agency. For example, the law provides that a resident of a community can report an Identity Fraud crime to the police agency in the jurisdiction they live - regardless of where the crime occurred. We strive to investigate every reported crime, but resources are limited and choices must be made.

Auburn Hills Police are proud of the level of service we provide our citizens, and equally proud of the high crime clearance rate achieved by the Department.

## AHPD Crime Clearance Rates 2024

| Type of Crime           | Number of AHPD Offenses | AHPD Clearance Rate | National Average (2019)* |
|-------------------------|-------------------------|---------------------|--------------------------|
| Criminal Sexual Conduct | 25                      | 86.21 %             | 32.9 %                   |
| Robbery                 | 7                       | 71.43 %             | 30.5 %                   |
| Aggravated Assault      | 63                      | 90.48 %             | 52.3 %                   |
| Arson                   | 2                       | 100 %               | 23.8 %                   |
| Burglary                | 31                      | 48.39 %             | 14.1 %                   |
| Larceny                 | 177                     | 19.21 %             | 18.4 %                   |
| Motor Vehicle Theft     | 55                      | 45.45 %             | 13.8 %                   |
| Retail Theft            | 283                     | 63.96 %             | N/A                      |

## 2024 Forfeiture Activity

| Drug and Identity Theft Forfeitures          |                    |
|--|--------------------|
| Seizures/Forfeitures Initiated               | 3                  |
| Seizures/Forfeitures Completed               | 6                  |
| Proceeds from NET                            | \$44,378.66        |
| HIDTA Grant                                  | \$6,000            |
| Other Forfeiture Revenue (ID Theft, Omnibus) | \$7,316.27         |
| <b>Total 2024 Forfeiture Deposits</b>        | <b>\$57,694.93</b> |

## AHPD Crime Clearance Rate:

**76.35%\*\***

## National Average:

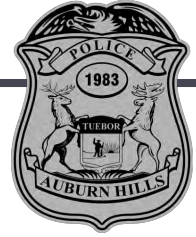
**45.5% Violent Crimes**

**17.2% Property Crimes**

\*Note that the FBI Uniformed Crime Report crime description may vary from the Michigan offenses reported. Data from the 2019 FBI UCR crime report

\*\*Data obtained from Michigan Incident Crime Reporting System for MICR Part "A" and Part "B" crimes., CLEAR 003 MICR Summary Report

# Criminal Investigations



The Criminal Investigations Division (CID) is responsible for all in-depth and complex criminal investigations and local licensing investigations, presenting all department cases to the Prosecutor for arrest warrant issuance, and participation in multiple outside investigative units.

## Investigations Division

|  | 2023 | 2024 |
|--|------|------|
| <b>Open Cases Assigned to Division</b> | 696  | 981  |
| Felony Warrants Obtained               | 152  | 223  |
| In Custody Warrants                    | 104  | 148  |
| Misdemeanor Warrants                   | 104  | 210  |
| Warrant Requests Denied                | 47   | 134  |
| Cases Closed by Investigations         | 647  | 912  |

- 5 Detectives
- School Resource Officer
- Court Liaison Officer
- Narcotic Enforcement Team Officer, assigned to Oakland County Sheriffs Department
- Special Investigation Unit Officer, assigned to Troy Police Department
- FBI Gang and Violent Crimes Task Force Officer
- Investigations Technician

| ACTIVITY TYPE                    | Martin* | Wagenmaker | Collick | Taylor* | M. Smith | S. Smith* | Scott* | Total      |
|----------------------------------|---------|------------|---------|---------|----------|-----------|--------|------------|
| <b>Open Cases Assigned</b>       | 7       | 218        | 107     | 58      | 165      | 212       | 214    | <b>981</b> |
| <b>Warrants, Felony</b>          | 4       | 56         | 20      | 9       | 41       | 53        | 40     | <b>223</b> |
| <b>Warrants, Misdemeanor</b>     | 1       | 30         | 18      | 23      | 61       | 41        | 36     | <b>210</b> |
| <b>In Custody Warrants</b>       | 5       | 34         | 30      | 5       | 17       | 33        | 24     | <b>148</b> |
| <b>Juvenile Petition</b>         | 1       | 5          | 2       | 4       | 12       | 7         | 8      | <b>38</b>  |
| <b>Youth Assistance</b>          | 0       | 0          | 0       | 0       | 0        | 0         | 0      | <b>0</b>   |
| <b>Prosecution Denied</b>        | 0       | 23         | 17      | 16      | 23       | 26        | 29     | <b>134</b> |
| <b>Pending Cases</b>             | 9       | 129        | 95      | 51      | 113      | 41        | 71     | <b>509</b> |
| <b>Inactive Cases</b>            | 0       | 131        | 90      | 14      | 50       | 32        | 33     | <b>350</b> |
| <b>Closed Cases</b>              | 15      | 212        | 101     | 50      | 205      | 209       | 120    | <b>912</b> |
| <b>Search Warrants</b>           | 7       | 82         | 25      | 11      | 14       | 24        | 23     | <b>186</b> |
| <b>Phone Downloads</b>           | 3       | 8          | 3       | 1       | 2        | 15        | 7      | <b>39</b>  |
| <b>Background Investigations</b> | 0       | 2          | 6       | 4       | 2        | 6         | 3      | <b>23</b>  |

\*Det. Martin retired in February

\*Det. Taylor started as interim Sergeant in June, and promoted to Sergeant in December

\*Ofc. S. Smith was promoted to Detective in February

\*Ofc. Scott started in July as interim Detective, and was Promoted to Detective in December

# Criminal Investigations



## School Resource & Court Officer

### School Resource Officer

The safety of schools in a community, and the safety of the children who attend, cannot be overstated. With so many critical incidents occurring and those incidents now occurring close to home, AHPD takes the responsibility of protecting our schools seriously. We have one officer assigned as the School Resource Officer (SRO) for all Auburn Hills Schools, as well as random patrols by our patrol staff.

#### SCHOOL RESOURCE OFFICER

|                            | 2023 | 2024 |
|----------------------------|------|------|
| Open Cases Assigned        | 61   | 42   |
| Calls for Service          | 676  | 503  |
| Reports Taken              | 162  | 147  |
| Juvenile Petitions         | 64   | 61   |
| Youth Assistance Referrals | 25   | 20   |
| Citations                  | 30   | 49   |
| Cases Closed               | 86   | 38   |

#### INVESTIGATIONS TECHNICIAN

In 2021 the department hired an Investigations Technician. The Investigation Technician assists the Criminal Investigations Division with obtaining surveillance video, reviewing video, downloading phones and much more.

|                        | 2023 | 2024 |
|------------------------|------|------|
| Phone Downloads        | 50   | 48   |
| Phone Reviews          | 48   | 43   |
| Video Reviews          | 90   | 276  |
| Search Warrant Reviews | 5    | 1    |
| Jail Call Reviews      | 400  | 743  |

### COURT LIAISON

The Court Liaison Officer, assigned to the Investigations Division, acts as the liaison between the 52/3 District Court, the Oakland County Prosecutors Office (OCPO), the City Prosecutor, and the Police Department. This officers responsibilities include:

- Presenting in-custody arrest reports to the Prosecutor for charges
- Arraigning arrestees on charges
- Transporting and guarding prisoners at the court
- Serving subpoenas
- Minor case follow-up investigation
- Transporting evidence to the crime lab for processing

#### COURT OFFICER

|                             | 2023 | 2024* |
|-----------------------------|------|-------|
| In Custody Warrant Request  | 110  | 33    |
| Non-Custody Warrant Request | 238  | 86    |
| Warrants Denied             | 85   | 27    |
| Subpoenas Served            | 247  | 46    |
| Warrant Swear To's          | 194  | 77    |

\* The Court Officer position was left vacant in June following the assignment of Ofc. Scott to Interim Detective pending her promotion.



# Criminal Investigations



## Specialized Units

### Special Investigations Unit

|               | Surveillance Targets | Arrests   |
|---------------|----------------------|-----------|
| January       | 10                   | 10        |
| February      | 3                    | 1         |
| March         | 7                    | 4         |
| April         | 3                    | 1         |
| May           | 6                    | 6         |
| June          | 3                    | 3         |
| July          | 5                    | 3         |
| August        | 4                    | 8         |
| September     | 3                    | 3         |
| October       | 4                    | 2         |
| November      | 3                    | 3         |
| December      | 0                    | 0         |
| <b>Totals</b> | <b>51</b>            | <b>44</b> |



The Auburn Hills Police Department participates in many multi-jurisdictional crime task-forces.

The **Special Investigations Unit** focuses on criminal trends impacting the area by utilizing various surveillance and covert techniques.

The **Narcotics Enforcement Team** is tasked with taking dangerous drugs off the streets of our City.

The **Violent Crime Task Force** to identify, and target for prosecution, violent criminal offenders, enterprises/gangs/ groups/individuals responsible for drug trafficking, human trafficking, money laundering, crimes of violence such as murder, aggravated assault, and robbery.

### Violent Crimes Task Force

|                         |     |
|-------------------------|-----|
| Targets                 | 17  |
| Surveillance Operations | 147 |
| Search Warrants         | 97  |
| Narcotics Seized        | 5   |
| Weapons Seized          | 18  |
| Property Seized         | 15  |
| Arrest                  | 8   |

### Narcotics Enforcement Team

|                         |     |
|-------------------------|-----|
| Targets                 | 24  |
| Surveillance Operations | 162 |
| Search Warrants         | 48  |
| Narcotics Seized        | 74  |
| Weapons Seized          | 48  |
| Property Seized         | 26  |
| Arrests                 | 28  |

# COMMUNITY ENGAGEMENT



## Community Engagement Officer

|                              |    |
|------------------------------|----|
| Active Assailant Trainings   | 49 |
| Stop the Bleed Trainings     | 28 |
| Special Events               | 17 |
| Other Trainings Held         | 15 |
| Security Assessment Meetings | 18 |

With the retirement of Officer Miller in April of 2024, Officer Chris Mahon was assigned as Community Engagement Officer. Officer Mahon continued to grow the position, participating and developing new events including;

- Detroit Zoo Tons of Trucks Event
- Multiple “Trunk or Treat” Events
- Charity Ping Pong Tournament
- Church and Senior Citizen Training Sessions
- Multiple Neighborhood Events

Ofc. Mahon also planned and coordinated the National Night Out Against Crime event, conducted multiple training sessions in furtherance of the “Safe City” initiative, and managed the CERT/VIP teams activities.



## REGIONAL YOUTH ACADEMY

The Department made some major changes to the Youth Police Academy in 2023. In an effort to expand the program and attract more youth, AHPD partnered with Bloomfield Township Police, Birmingham Police, and Rochester City Police to hold a combined academy. The second year of this partnership proved to be a success, with the 2024 course filling rapidly. All attendees were trained on certain first aid related techniques, firearm safety, introduction to the law, and defensive tactics.

### Program Coordination

The Community Engagement Officer (CEO) is responsible for planning and coordination of all community programs, training sessions, and many department initiatives, including:

- Serving as the **AHPD Accreditation Manager**.
- Managing the **AHPD Child Safety Seat program**.
- Coordinating / conducting civilian **safety training programs** (Civilian Response to Active Shooter Events, Stop the Bleed, etc).
- Coordinating the **Police Volunteer Program./CERT Team**.
- Acting as a liaison for the **AH Chamber of Commerce** business group.
- Managing the **National Night Out** event.
- Facilitating the **Citizen Police Academy and Youth Police Academy**.
- Manage the **Handle with Care and Mental Health Notification** Programs.
- Coordinate the Holiday Season **Shop Heroes and Helpers** event.
- Organize the **DEA National Drug Takeback Day**
- Spearhead the **Department Recruiting Team**
- Organize “Cool off with the Cops” events



**The Regional Youth Police Academy was generously sponsored by TI Fluid Systems**



# SUPPORT SERVICES



## PROPERTY AND EVIDENCE MANAGEMENT

The property clerk is a civilian employee who is responsible for managing all property taken into the custody of the Police Department. The types of property that the department is responsible for includes:

- Evidence: Property collected for purpose of documenting criminal activity.
- Safe Keeping: Property with a known owner, held by the department for various reasons.
- Found: Property without a known owner, found by officers or the public.

All property is preserved for a certain amount of time required by State Law. It is held until it can be returned to the owner, auctioned off or destroyed.

## Total Property Collected 2024:

**1,924 Items**

|                          | 2023  | 2024  | % Change |
|--------------------------|-------|-------|----------|
| Total Property Collected | 1,013 | 1,924 | 89.9%    |

|                     |       |
|---------------------|-------|
| Checked In          | 1,924 |
| Destroyed           | 546   |
| Released            | 354   |
| Set for Destruction | 87    |
| Set for Auction     | 64    |



## RECORDS BUREAU

The Records Bureau is the nerve center of the police department. Staffed by two records clerks, the Bureau is responsible for Responding to Court Requests, processing FOIA Requests, Pistol Records, Cost Recovery Invoices, Sex Offender Registry entries, Warrant Entries, Entering Parking Tickets, and Body Camera video redaction.

| <u>Activity</u>      | <u>2023</u> | <u>2024</u> | <u>% Change</u> |
|----------------------|-------------|-------------|-----------------|
| FOIA Requests        | 660         | 692         | 5%              |
| Licenses to Purchase | 36          | 123         | 241%            |
| Pistol Sales Records | 857         | 1375        | 60%             |
| Warrants Entered     | 1,139       | 1184        | 4%              |

One additional responsibility of the Records Bureau is to process drunk / drugged driving cost recovery paperwork. In 2024 we processed cases for OWI cost recovery with a total cost recovery value of \$59,141 up from \$41,059 in 2023.



## SUMMARY—CRIME STATS

### —[EXPLANATION—PART A, B, & C CRIMES]—

Several years ago, the official method for classification of crimes was changed from Class I, II, and III to Part A, Part B, and Part C. Part A crimes are the more serious felony crimes and include such offenses as murder, criminal sexual conduct, robbery, burglary, arson, and kidnapping. Part B crimes are misdemeanor offenses and local ordinance offenses such as operating under the influence, disorderly person, negligent homicide and liquor law violations. Part C crimes cover such activity as arrestable traffic offenses, juvenile complaints, traffic crashes, sick/injury calls and miscellaneous complaints.\*

\* Acknowledgement to Chief Daniel Roberts, Franklin Police Department, on drafting the explanation of the crime parts seen above, seen in their 2013 Annual Report.



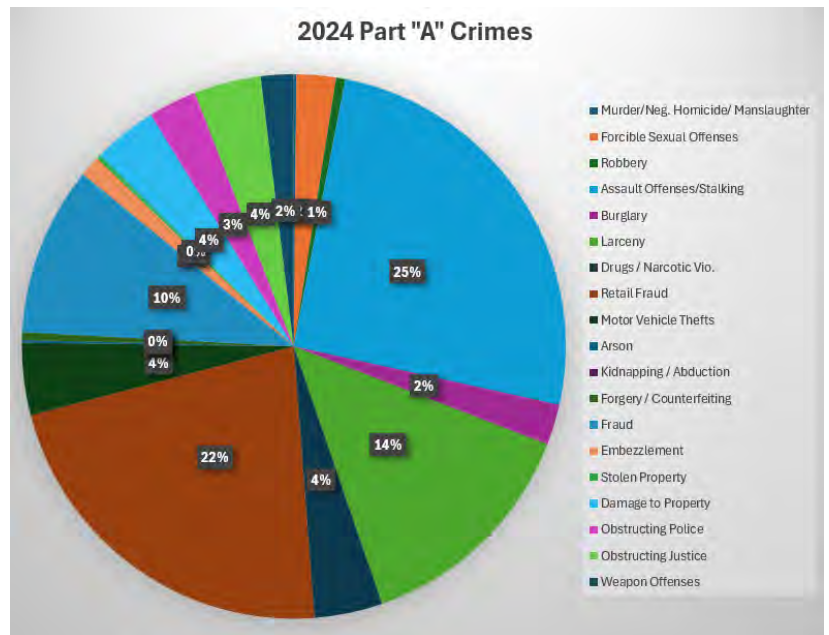


# STATISTICS



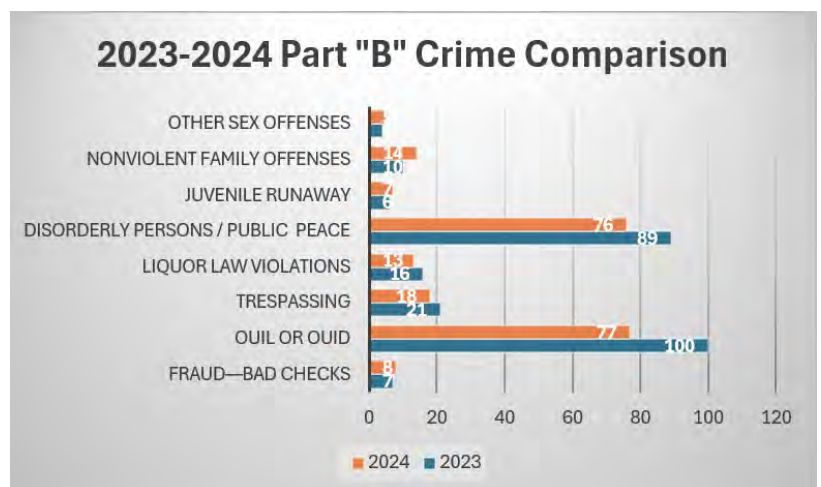
## PART "A" INCIDENTS\*

| INCIDENT TYPE                     | 2023 | 2024 | % Change  |
|-----------------------------------|------|------|-----------|
| Murder/Neg. Homicide/Manslaughter | 3    | 2    | -33.33%   |
| Forcible Sexual Offenses          | 26   | 30   | 15.38%    |
| Robbery                           | 13   | 7    | -46.15%   |
| Assault Offenses/Stalking         | 298  | 326  | 9.40%     |
| Burglary                          | 58   | 31   | -46.55%   |
| Larceny                           | 258  | 178  | -31.01%   |
| Drugs / Narcotic Vio.             | 34   | 52   | 52.94%    |
| Retail Fraud                      | 219  | 284  | 29.68%    |
| Motor Vehicle Thefts              | 56   | 55   | -1.79%    |
| Arson                             | 2    | 2    | No Change |
| Kidnapping / Abduction            | 0    | 0    | No Change |
| Forgery / Counterfeiting          | 22   | 6    | -72.73%   |
| Fraud                             | 143  | 129  | -9.79%    |
| Embezzlement                      | 11   | 16   | 45.45%    |
| Stolen Property                   | 5    | 3    | -40%      |
| Damage to Property                | 71   | 49   | -30.99%   |
| Obstructing Police                | 30   | 37   | 23.33%    |
| Obstructing Justice               | 106  | 51   | -51.89%   |
| Weapon Offenses                   | 21   | 25   | 19.05%    |



## PART "B" INCIDENTS

| INCIDENT TYPE                     | 2023 | 2024 | % Change |
|-----------------------------------|------|------|----------|
| Fraud—Bad Checks                  | 7    | 8    | 14.29%   |
| OUIL or OUID                      | 100  | 77   | -23%     |
| Trespassing                       | 21   | 18   | -14.29%  |
| Liquor Law Violations             | 16   | 13   | -18.75%  |
| Disorderly Persons / Public Peace | 89   | 76   | -14.61%  |
| Juvenile Runaway                  | 6    | 7    | 16.67%   |
| Nonviolent Family Offenses        | 10   | 14   | 40%      |
| Other Sex Offenses                | 4    | 5    | 25%      |



\* CLEAR-003-M MICR Summary Report, accounting for MICR reportable offenses only, not total offenses, and not all offenses listed.

Note: Data sets from year to year may change based on late reporting and variations in collection databases.



# STATISTICS



## PART "C" INCIDENTS

| <b>INCIDENT TYPE</b>             | <b>2023</b> | <b>2024</b> | <b>% Change</b> |
|----------------------------------|-------------|-------------|-----------------|
| Juvenile Offenses and Complaints | 213         | 190         | -9.4%           |
| Traffic Offenses                 | 517         | 553         | 11.6%           |
| Warrants                         | 344         | 357         | 9.6%            |
| Animal Complaints                | 203         | 229         | 12.8%           |
| Alarms                           | 1,485       | 1,533       | 3.2%            |
| Miscellaneous Traffic            | 1,379       | 1,273       | -7.7%           |
| Non-Criminal Complaints          | 3,176       | 3,565       | 12.4%           |
| Miscellaneous Complaints         | 6,502       | 6,669       | 2.7%            |



| <b>Crime Part</b>  | <b>2023</b> | <b>2024</b> | <b>% Change</b> |
|--------------------|-------------|-------------|-----------------|
| Part "A" Incidents | 1,388       | 1,339       | -1.5%           |
| Part "B" Incidents | 640         | 578         | 1.6%            |
| Part "C" Incidents | 16,700      | 17,252      | 3.8%            |

NOTE: Data discrepancies may occur due to multiple reporting outlets. This data was pulled from the CLEAR-003 MICR Summary Report and only includes MICR reportable offenses. Not all Part B crimes are listed in the above chart. Some data for Part C crimes was derived from a CLEAR-008 Summary Report.

# STATISTICS



## TRAFFIC: CRASHES AND ENFORCEMENT

Data on crashes stays consistent year to year with passenger cars being involved in crashes more frequently than any other vehicle. Most crashes occur during day time hours and peak hours during the morning and evening rush hours. The most frequent type of crash are rear-end crashes followed by single motor vehicle crashes.

In 2024, there were a total of **1,246 crashes on public roadways** in the city. This data does not include private property or other types of crashes not reported to the State, and is based on geographic location of crash, not as taken by our agency.

| Crashes by Month |             |
|------------------|-------------|
| Count            | Type        |
| 149              | January     |
| 83               | February    |
| 117              | March       |
| 99               | April       |
| 99               | May         |
| 116              | June        |
| 113              | July        |
| 104              | August      |
| 97               | September   |
| 134              | October     |
| 77               | November    |
| 58               | December    |
| <b>Totals</b>    | <b>1246</b> |

| Weather Conditions |              |
|--------------------|--------------|
| Count              | Type         |
| 0                  | uncoded      |
| 847                | clear        |
| 159                | cloudy       |
| 3                  | fog          |
| 127                | rain         |
| 93                 | snow         |
| 0                  | wind         |
| 9                  | sleet/hail   |
| 3                  | blowing snow |
| 1                  | blowing sand |
| 0                  | smoke        |
| 4                  | unknown      |
| <b>Totals</b>      | <b>1246</b>  |

### Top 5 Hazardous Action    **Total**

|                           |     |
|---------------------------|-----|
| Unable to stop            | 445 |
| Speed too Fast            | 160 |
| Failed to Yield           | 232 |
| Improper Lane Use         | 83  |
| Disregard Traffic Control | 57  |

| Road Condition |             |
|----------------|-------------|
| Count          | Type        |
| 893            | dry         |
| 216            | wet         |
| 42             | ice         |
| 74             | snow        |
| 19             | slush       |
| 2              | unknown     |
| <b>Totals</b>  | <b>1246</b> |

| Lighting Conditions |             |
|---------------------|-------------|
| Count               | Type        |
| 933                 | day         |
| 38                  | dawn        |
| 17                  | dusk        |
| 117                 | dark/ltd    |
| 139                 | dark/unltd  |
| 1                   | other       |
| 1                   | unknown     |
| <b>Totals</b>       | <b>1246</b> |

## CRASHES BY TYPE 2024\*

| CRASH TYPE                                     | 2023         | 2024         |
|--|--------------|--------------|
| PROPERTY DAMAGE TRAFFIC CRASH PDA              | 956          | 996          |
| PRIVATE PROPERTY TRAFFIC CRASH                 | 221          | 216          |
| PERSONAL INJURY TRAFFIC CRASH PIA              | 148          | 132          |
| PROPERTY DAMAGE H&R TRAFFIC CRASH              | 128          | 121          |
| MOTOR VEHICLE—ANIMAL TRAFFIC CRASH             | 33           | 44           |
| PRIVATE PROPERTY H&R TRAFFIC CRASH             | 48           | 41           |
| PROPERTY DAMAGE—PEDESTRIAN                     | 1            | 1            |
| PRIVATE PROPERTY—PERSONAL INJURY TRAFFIC CRASH | 5            | 2            |
| FATAL TRAFFIC CRASH                            | 2            | 4            |
| PERSONAL INJURY—H&R TRAFFIC CRASH              | 3            | 4            |
| OTHER  | 26           | 31           |
| <b>Total</b>                                   | <b>1,571</b> | <b>1,592</b> |

### Top ten intersections for crash frequency

| Location                    | Crashes |
|-----------------------------|---------|
| LAPEER RD/N I75             | 52      |
| S I75/E M59                 | 41      |
| BALDWIN RD/N I75            | 32      |
| N I75/JOSLYN RD             | 31      |
| S I75/JOSLYN RD             | 31      |
| W M59/N I75                 | 30      |
| N I75/N BALDWIN RD          | 29      |
| N I75/LAPEER RAMP           | 27      |
| N I75/UNIVERSITY DR         | 26      |
| E WALTON BLVD/N SQUIRREL RD | 25      |

\* As taken by AHPD officers only (not geographic), data from CLEAR. Due to multiple reporting methods, data may vary. This data also includes private property crashes and other crashes generally not reportable to the State of Michigan.

# USE OF FORCE REVIEW—2024



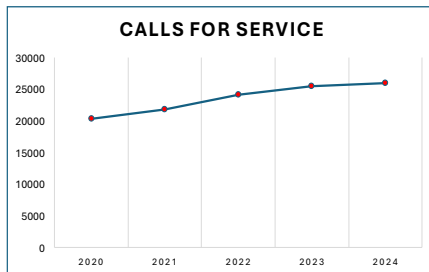
## USE OF FORCE BY POLICE

The vast majority of police contacts with citizens occur without the need for any physical force. However, due to the nature of law enforcement, at times officers must use reasonable and legal force to carry out their duties.

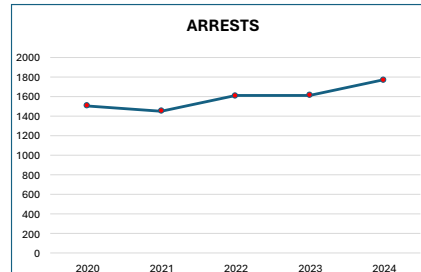
The Auburn Hills Police Department documents all use of force or threat of force incidents, which are subjected to an administrative review. The purpose of this review is to ensure compliance with Departmental policies and to identify training needs. All sworn officers are required to file use of force reports regardless of whether they serve in uniform patrol or with a plainclothes unit not headquartered in the city.

The use of force report is required whenever an employee discharges a firearm or less lethal weapon, points a firearm or less lethal weapon at another person (example is when an officer points a Taser at someone to gain compliance), discharges the Taser or activates the Warning Arc, and applies weaponless subject control. Weaponless subject control includes the use of joint locking, blocks or other weaponless techniques to control a subject, stop an assault, or gain compliance.

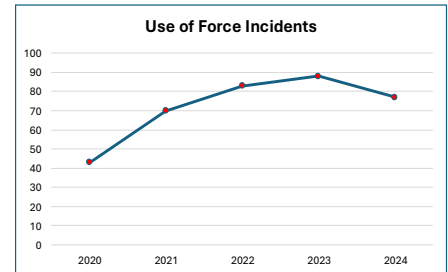
In 2019, the Department began submitting use of force data to the FBI Use of Force Data Collection program. The FBI collects data on incidents when force causes serious injury or death to the offender. The information contained in this report evaluates the current use of force trends, compares these incidents to the number of individuals arrested and number of calls for service.



Officers handled 26,050 calls for service in 2024, a 2% increase compared to 2023



Officers arrested 1,772 individuals in 2024, a 9.8% increase compared to 2023



Officers used force 77 times in 2024, a 12.5% decrease when compared to 2023.

|  |  |   |  |
|--|--|---|--|
| <b>Median Age of Subject</b>                 | 30 years old   | Youngest: 10  | Oldest: 69   |
| <b>Gender</b>                                | 79 Male  | 10 Female   |  |
| <b>Felony, Misdemeanor, or Mental Health</b> | 32 Felony  | 24 Misdemeanor  | 21 Mental Health (27.3% of incidents)                          |
| <b>Alcohol and/or Drug Use</b>               | 15 of 77 Incidents   | 19.5% of Incidents  |  |
| <b>Initial Contact with Subject</b>          | 59 Dispatched  | 18 Found on Patrol  |  |
| <b>Control Method</b>                        | 26 Empty Hand Control  | 16 Taser deployed/ displayed  | 36 Firearms deployed/ displayed                                |
| <b>Taser Incidents</b>                       | 5 Taser Fired/or Warning Arc   | 11 Taser Displayed  |  |
| <b>Firearms</b>                              | 36 Firearms Displayed  |   |  |
| <b>Injuries</b>                              | 5 Suspects received minor injuries: scratches, minor abrasions, etc. | 2 Officers received minor injuries: scrapes, abrasions, bruises, etc. | There was no significant injury that required hospitalization. |

In 2024, there were 77 use-of-force or threat-of-force incidents documented and reviewed. These are incidents where some level of force was used beyond normal handcuffing. This decreased by 12.5% compared to 2023, when we had 88 incidents. These 77 incidents make up only 4.3% of all arrests made and/or .29% of all calls for service where officers are dealing with the public.

# POLICE VEHICLE PURSUITS—2024

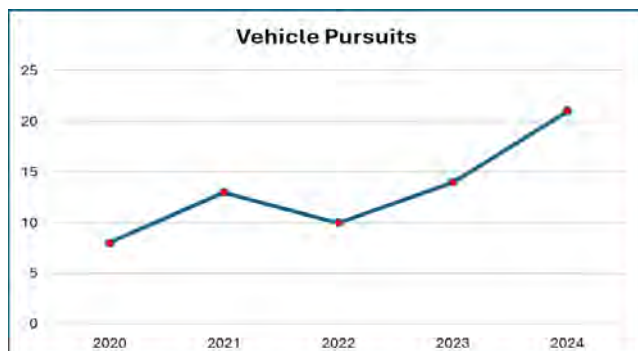


## VEHICLE PURSUITS—REVIEW AND ANALYSIS

In 2024, there were 21 vehicle pursuits documented and reviewed. This is an increase of 50% compared to 2023 when we had 14 vehicle pursuits. These 21 incidents make up only .08% of all calls for service where officers are dealing with the public.

| Initial Incident | Age of Offender | Sex of Offender | Distance (Miles) | Top Speed | Apprehended | Crash | Injuries | Terminated By |
|------------------|-----------------|-----------------|------------------|-----------|-------------|-------|----------|---------------|
| LFA              | Unknown         | M               | 3 miles          | 120       | No          | No    | No       | Supervisor    |
| Traffic Stop     | 69              | M               | .4 miles         | 40        | Yes         | No    | No       | N/A           |
| Retail Fraud     | Unknown         | M               | .5 miles         | 80        | No          | No    | No       | Supervisor    |
| Traffic Stop     | 23              | M               | 3 miles          | 101       | Yes         | No    | No       | N/A           |
| Traffic Stop     | 24              | M               | 1.5 miles        | 131       | No          | No    | No       | Supervisor    |
| Suicidal         | 34              | F               | 6 miles          | 103       | Yes         | No    | No       | N/A           |
| Traffic Stop     | Unknown         | U               | .5 miles         | 100       | No          | No    | No       | Officer       |
| Traffic Stop     | 33              | M               | .25 miles        | 35        | Yes         | No    | No       | N/A           |
| Traffic Stop     | Unknown         | Unknown         | 1 mile           | 124       | No          | No    | No       | Supervisor    |
| Traffic Stop     | 38              | M               | .75 miles        | 88        | Yes         | Yes   | Yes      | N/A           |
| DV               | 24              | M               | .5 miles         | 90        | No          | No    | No       | Officer       |
| DV               | 31              | M               | .2 miles         | 49        | Yes         | No    | Yes      | Officer       |
| Stolen Vehicle   | Unknown         | Unknown         | .2 miles         | 55        | No          | No    | No       | Officer       |
| Traffic Stop     | 31              | M               | .2 miles         | 20        | Yes         | No    | No       | Officer       |
| Mental Health    | 39              | F               | 4 miles          | 80        | Yes         | No    | No       | Supervisor    |
| Traffic Stop     | 20              | F               | .2 miles         | 40        | Yes         | No    | No       | Officer       |
| Reckless         | 19              | M               | .5 miles         | 85        | Yes         | No    | No       | Officer       |
| OCSO Pursuit     | U               | F               | 1 mile           | 80        | No          | No    | No       | Supervisor    |
| Traffic Stop     | U               | M               | 2 miles          | 65        | No          | No    | No       | Supervisor    |
| Stolen Vehicle   | U               | M               | .5 miles         | 65        | No          | No    | No       | Supervisor    |
| Retail Fraud     | 28              | F               | 5 miles          | 100       | Yes         | No    | No       | N/A           |

A review of the 21 vehicle pursuits in 2024 found that 16 of them were within compliance of Department policy and procedures. Five of the incidents were found not to be within department policy and procedure. The officers and supervisors involved in the incidents received remedial training that consisted of emergency vehicle operation, and procedures post termination of a pursuit.



|                | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|----------------|------|------|------|------|------|------|
| Total Pursuits | 5    | 8    | 13   | 10   | 14   | 21   |

Every sworn department member goes through emergency vehicle operations training every two years. The vehicle pursuit forms along with this review are provided to the department's emergency vehicle operations training coordinator to assist in identifying training needs. During the reporting period there were no identifiable issues or recommended changes needed related to training, equipment, and/or policy.

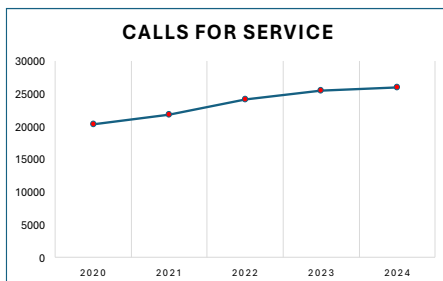
# POLICE FOOT PURSUITS—2024



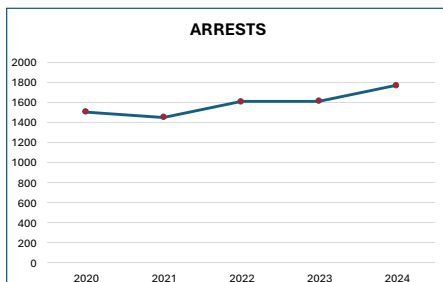
## FOOT PURSUITS—REVIEW AND ANALYSIS

The Auburn Hills Police Department documents all foot-pursuit incidents, which are subjected to an administrative review. The purpose of this review is to ensure compliance with Departmental policies and to identify training needs. All sworn officers are required to file foot pursuit reports regardless of whether they serve in uniform patrol or with a plainclothes unit not headquartered in the city. The information contained in this report evaluates the current foot pursuit trends, compares these incidents to the number of individuals arrested, and number of calls for service.

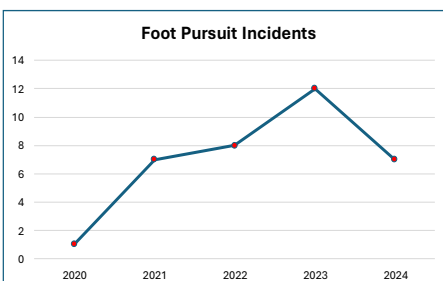
|                              |  |                               |   |
|------------------------------|--|-------------------------------|---|
| Median Age of Subject        | 27   | Youngest: 14                  | Oldest: 54  |
| Gender                       | 7 Male   | 0 Female                      |   |
| Felony or Misdemeanor        | 4 Felony   | 3 Misdemeanor                 |   |
| Alcohol and/or Drug Use      | 2 Alcohol  | 0 Drug                        |   |
| Initial Contact with Subject | 6 Dispatched                                     | 1 Found on Patrol             |   |
| Arrest Made                  | 5 of the incidents                               |                               |   |
| Injuries                     | 1 suspect complained of pain, no visible injury. | No officer injuries reported. | There were no significant injuries that required hospitalization. |



Officers handled 26,050 calls for service in 2024, a 2% increase compared to 2023



Officers arrested 1,772 individuals in 2024, a 9.8% increase compared to 2023.



In 2024, there were 7 foot-pursuit incidents documented and reviewed. This is a decrease of 42% compared to 2023 when we had 12 incidents. These 7 incidents make up only .39% of all arrests made and/or .027% of all calls for services where officers are dealing with the public.

**The 7 foot-pursuit incidents were found to be within compliance of the Department policies and procedures.**

The annual foot pursuit review allows the department to identify any training and/or policy issues. During the reporting period there were no identifiable issues or recommended changes needed related to training, equipment, and/or policy.

We continue to train annually on relevant foot pursuit topics and techniques



# CITIZEN COMPLAINTS



## COMPLAINTS AGAINST DEPARTMENT MEMBERS - 2024

### OUR MISSION

Public confidence in their law enforcement is important in any community. It is our objective to have a fair and consistent system for handling complaints by citizens about police conduct. We are as careful and thorough as possible when we are evaluating employee conduct toward the public to assure that we hold employees accountable for their conduct and yet treat our staff with fairness and respect.



*All members of this Department  
will at all times stand accountable  
for their conduct.*

|                | 2021 | 2022 | 2023 | 2024 |
|----------------|------|------|------|------|
| Sustained      | 1    | 2    | 2    | 3    |
| Not Sustained  | 1    | 1    | 3    | 0    |
| Exonerated     | 1    | 1    | 1    | 2    |
| Unfounded      | 4    | 2    | 6    | 5    |
| Policy Failure | 0    | 0    | 0    | 0    |
| Withdrawn      | 2    | 0    | 0    | 0    |



### 2024 COMPLAINTS

In 2024 we had a total of 10 citizen complaints in the Police Department, down from 12 in 2023. Our General Orders allow for six possible findings.

Sustained: Evidence sufficient to prove allegations.

Not Sustained: Insufficient evidence to either prove or disprove allegations.

Exonerated: Incident occurred but was lawful or proper.

Unfounded: Allegation is false or not factual.

Policy Failure: Flaw in policy caused incident.

Withdrawn: Citizen withdraws the complaint.

# DEPARTMENTAL TRAINING



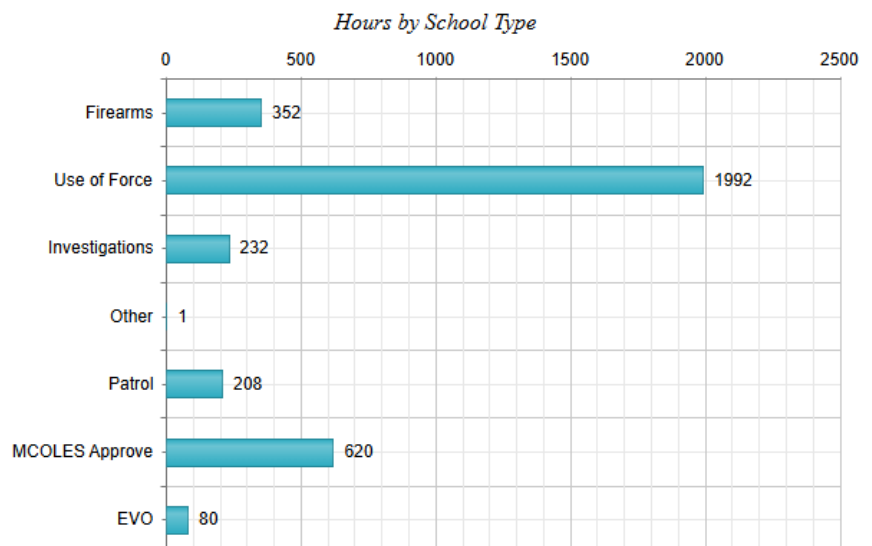
## TOTAL TRAINING HOURS

**3,693 Hours**

Proper training is crucially important in law enforcement. Keeping up-to-date on the constantly evolving legal issues, police best practices, and new technical procedures limits legal liability and keeps officers and the public safe. We meet all State of Michigan standards and requirements for police training.

AHPD has a commitment to keeps its officers highly trained. The types of training that our employees undergo includes:

- Annual Use of Force Training
- Investigations
- Accident Reconstruction and Investigation
- Medical
- Evidence
- Legal
- Active Shooter Response
- Firearms
- Emergency Vehicle Operation



# POLICE BUDGET



## Auburn Hills Police Department—2024 Budget

*We strive to provide our high level of services in an efficient and fiscally responsible manner.*



### Revenue vs. Expenditure 2024

|                    | Budgeted     | Actual       |
|--------------------|--------------|--------------|
| Total Revenues     | \$12,479,677 | \$12,782,148 |
| Total Expenditures | \$10,721,060 | \$9,944,108  |
| Difference         | \$1,758,617  | \$2,838,040  |

### Expenditures

| Division       | Budgeted    | Expended    |
|----------------|-------------|-------------|
| Administration | \$2,097,914 | \$1,884,832 |
| Patrol         | \$8,588,145 | \$7,951,510 |



Expenditures by Division



■ Administration ■ Patrol









# **DIRECTOR'S INTRODUCTION**

## **2024**

2024 marked a year of significant growth for various programs, classes, events, and services provided by the Recreation and Senior Services Department.

A key highlight was the much-anticipated completion of the kitchen equipment upgrade in late summer. This initiative was made possible through funding from the Tax Increment Finance Authority and the Senior Centers Grant from Oakland County. The upgrade features a four-station cooking suite and a multi-functional convection oven, enabling us to offer nutritional and cooking opportunities for the community.

After a year's pause, our popular Day Camp returned, filling the building with the joyful sounds of excited campers and camp staff. Fitness classes continued to expand, catering to adults and seniors aged 55 and over. Our senior transportation program experienced a surge in requests, making it quite busy. Securing bus drivers proved to be a challenge, leading several full-time staff members to step in to keep transportation running smoothly. By year-end, we successfully onboarded additional drivers.

Community events such as Summerfest, the Summer and Fall concerts, Paddlepalooza, The Fishing Derby, and the Fall Festival saw a rise in participation. Even our annual Tree Lighting ceremony was well-attended, despite the chilly temperatures.

As we reflect on 2024, we feel a sense of accomplishment. Looking ahead to 2025, we are enthusiastic and confident about the enhanced services, events, and programs we will offer to the community.

This report showcases the unwavering dedication and passion of the Recreation and Senior Services Department staff. Their commitment to community service is invaluable; we would not have reached this point without their efforts.

In community stewardship,  
Karen S. Adcock, SDC  
Director of Recreation and Senior Services



## COMMUNITY EVENTS

Starting with the MLK Celebration and ending with the Winter Solstice Lantern Walk, we had over **11,200** people attend the **11** events throughout the year. In 2024, we partnered with many charity organizations, neighboring cities, and downtown businesses, softened the Grinch's heart, and donated food, coats, blankets, and blood.





## MLK DAY CELEBRATION

The theme for 2024 was "Community" to keep the legacy of Dr. Martin Luther King Jr' alive. We collected and donated over 900 coats to Beyond Basics and over 80 volunteers made 88 blankets which were donated to Grace Centers of Hope. Dr. King would have been proud of the 384 volunteer hours given to our community.



## FISHING DERBY

In 2024, we had **140** kids who participated in our fishing derby. Bright and early, the kids get to learn how to fish from their loved ones and got the opportunity to catch one of the **775** Trout that were released. A day filled with fun, learning and of course, fishing rods!

## PADDLEPALOOZA

In our 16th installment of Paddlepalooza, over **90** kayakers and canoers took to the river to begin the race from Auburn Hills to Rochester Hills. We had 3 champions who flew down the 8-mile path and came out victorious in their categories.



## SUMMERFEST

Summerfest was two hot days that brought over **2,000** people to Riverside Park for food, music, and fun. The city council's ice cream social, petting zoo, pet parade, cupcake walk and Optimist Car Show made for a great day of fun in the sun. To run Summerfest, we needed around **400** volunteer hours from **80** volunteers.

## CONCERT SERIES

The 2024 Season of Music brought us **14** amazing bands from country, to rock, to smooth jazz. We had over **7,500** concert goers join us from June through September at the Knight Amphitheatre to appreciate music and be in good company.





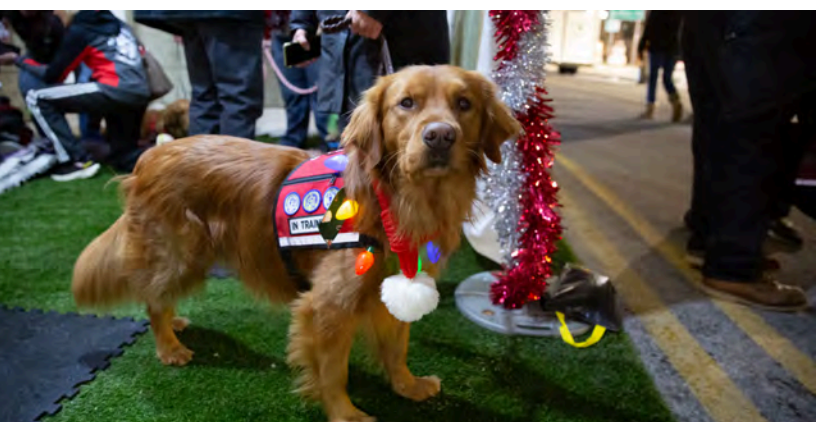


## FALL FEST

The 26th annual Fall Fest fell on a beautiful sunny day that brought over **400** people. Back by popular demand was the Blue City Ramblers Band. Guests enjoyed the different nature displays, horse drawn wagon rides through the woods, kids making bows and arrows, and painting pumpkins. Grilled hotdogs, cider and donuts made the day even better.

## TREE LIGHTING

This tree lighting honored a special guest, the Grinch! He was giving and kind during the holiday season which did not go unnoticed by the big man in red. Over **650** residents came out on a cold night to enjoy coffee, cider donuts, and take a picture with Santa and Mrs. Claus.



## BREAKFAST WITH SANTA

Santa joined us again for a Pancake Breakfast to celebrate the holidays. Many families came out to enjoy holiday games, pancakes and eggs, and to give Santa their wish list. Santa managed to see **100** good little boys and girls that morning.

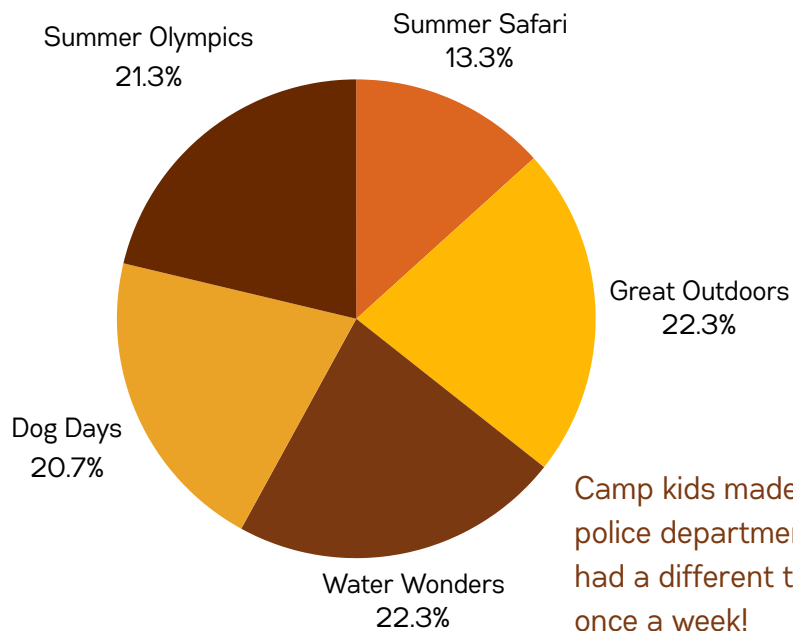
## WINTER SOLSTICE

Winter solstice was on a clear night and **350** people came to spend some time under the stars. With over **250** luminaries set out, people walked the trail, enjoyed hot chocolate, and made luminary crafts.





# SUMMER CAMP IS BACK



**This year, camp was back and in full swing with five weeks of fun!**

| Theme of Camp by Week      | # of Campers |
|----------------------------|--------------|
| Week 1: Summer Safari      | 25           |
| Week 2: The Great Outdoors | 42           |
| Week 3: Water Wonders      | 42           |
| Week 4: Dog Days of Summer | 39           |
| Week 5: Summer Olympics    | 40           |

Camp kids made a greenhouse, visited the fire department, the police department, and library, and ran in a color run! Each week had a different theme, and of course the fan favorite - water day once a week!





# PROGRAMS

## YOUTH PROGRAMS

In 2024, we had all new youth programs. Kids came for dance classes, basketball leagues, summer camp, and a new painting class- Pint Size Picassos. We had over **221** kids and can't wait for more youth programs in 2025!



**The Maker's Studio** is completely run by volunteers. These individuals volunteer their time to teach our community to master the tools available to them at the community center and how to make all kinds of beautiful crafts which are always available on display in the Community Center lobby. We had **74** makers studio classes with **226** participants.

## SENIOR PROGRAMS

We had **39** senior programs this year with **1,102** seniors who attended them. The senior parties were the most well attended with **886** seniors.





# BRAND NEW KITCHEN

## KITCHEN RENOVATION

In 2022, the city successfully applied for the Senior Centers Grant Program, part of the Oakland County Board of Commissioners' "Oakland Together Senior Initiative." This program offered a matching grant opportunity, and the city's Tax Increment Finance Authority financed the match. In January 2023, the city was awarded the funding and in 2024 construction was underway.

The new kitchen brought in 4 brand new ovens and 2 new Unox Ovens.



## OU TEACH- KITCHEN PROGRAM

The first class using the brand new kitchen was in partnership with Oakland University Dietetics Program. With the help of Sarah Martin, MS, RD, and her students, our seniors learned the how to cook three delicious and nutritious meals and two snacks. Each class was catered to a different health concerns: diabetes, gut health and inflammation, and heart health. Over the course of 3 classes, 24 seniors learned the value of nutrition through this tasty lecture.





# FITNESS

## ADULT FITNESS

Our adult fitness programs have a great following with **37** classes having been offered throughout the year. The classes range from high intensity workouts like pound or core and toning, to the more relaxed like Yoga with Lisa and Zumba, to the niche classes like martial arts and Japanese Swordsmandship. Overall, these classes saw over **560** people in 2024.



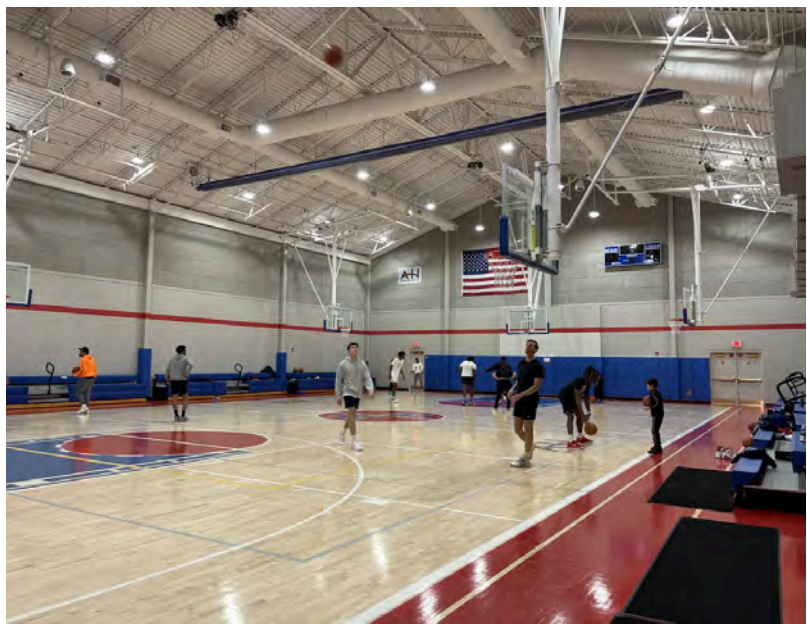
## SENIOR FITNESS

The senior fitness classes find ways for seniors to stay active well into their gos. With **27** senior fitness classes being offered in 2024, visitors had plenty of options of different ways to stay active. Also, the community center saw over **386** seniors ready to stay fit! Our drop-in fitness programs like senior pickleball and walking saw around **760** seniors staying fit and active.



## FITNESS ROOM

Our fitness room is a free service offered to residents with treadmills, ellipticals, free weights, medicine balls, and a multi-station strength machine. In 2024, we had **2,132** residents use the fitness room with **1,118** being seniors. On top of that, **5,668** residents used the gym for open basketball, pickleball, badminton, parent-tot time, and walking.





# OUR VOLUNTEERS

Volunteers are an essential part of our day to day and make up a great part of the team. From big community events to helping us out in the office, volunteers are the city's ambassadors to the rest of the community and they always do an amazing job!

**\$264,354**  
**IN VOLUNTEER**  
**SAVINGS**

|                              |                  |
|------------------------------|------------------|
| Makers Studio                | <b>159 Hours</b> |
| Spring and Fall Rake and Run | <b>265 Hours</b> |
| Senior Parties               | <b>529 Hours</b> |

**7,893.5**  
**VOLUNTEER**  
**HOURS**





# SHARP-SENIOR HOME ASSISTANCE REPAIR PROGRAM



**136** VOLUNTEER HOURS

**34** PROJECTS FINISHED

- Safety: Grab bars, Door Locks, Peep Holes, Motion Lights, Smoke Detectors, CO Detectors, Ring Door bell
- Energy Saving: Caulk exterior windows
- Plumbing: leaky faucets
- Small home jobs: unsticking doors, install screen, remove window air conditioner, replace furnace filters, assemble stools, hang blinds, repair wallpaper peel, install window in screen door
- Exterior: shrubs cut back from home/windows, repair mailbox
- Miscellaneous: relit water heater, troubleshoot dryer

## CDBG MINOR HOME REPAIR

The Minor Home Repair program offers eligible homeowners in the community a financial reprieve to help fix their homes. This year, **8** projects were completed consisting of deck replacement, roofing, hot water, tree removal, gutter replacement, and outdoor chair lift installation. The projects are done by contractors who have been part of the program for years.

The CDBG Lawn and Snow Program serviced 29 residents for lawn and 28 for snow. In 2024, our contractor mowed 377 times and plowed 128 times.





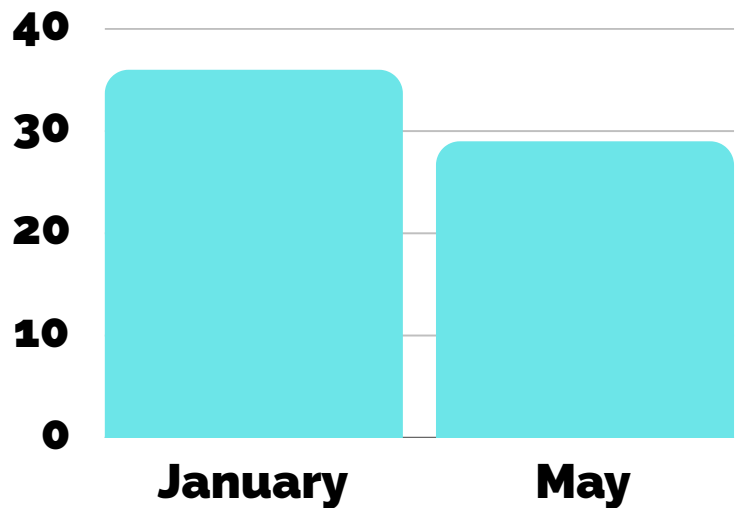
## ADOPT A SENIOR

In the spirit of giving, every holiday season we do our "Adopt a Senior" program. This year **20** seniors received gifts from City of Auburn Hills Employees. These gifts were each hand-delivered by community center staff.



## RED CROSS BLOOD DRIVES

Every January and May, we host a blood drive in our community center. We have hosted community blood drives for over **22** years and in 2024, we have hosted **35** blood drives. In 2024, **65** units of life saving blood was donated for a total of **983** units collected overall.



## COMMUNITY HEALTH EXPO

The Community Health and Wellness Expo is in partnership with Alana's foundation who offers free flu shots to the community.

- 110 Visitors ranging from college students to Seniors
- 21 Vendors and tables
- 31 Flu shots administered
- 45 Flu shot surveys
- 132 Volunteer Hours completed by Rochester University's Nursing Students.

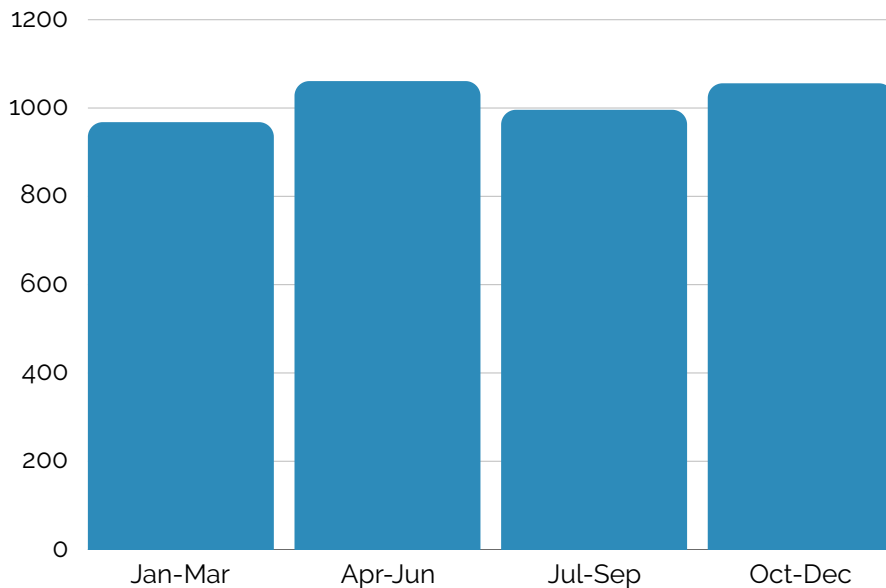


## MEALS ON WHEELS

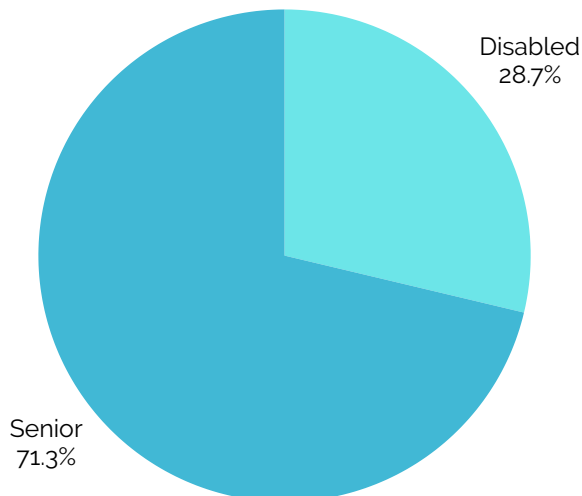
Our Meals on Wheels program is an entirely volunteer-based program to deliver food to homebound seniors in the community. This year, we served **4,650** congregate meals and **29,229** meals were delivered to senior's homes. This program took **4,284** volunteer hours to run.



## SENIOR TRANSPORTATION

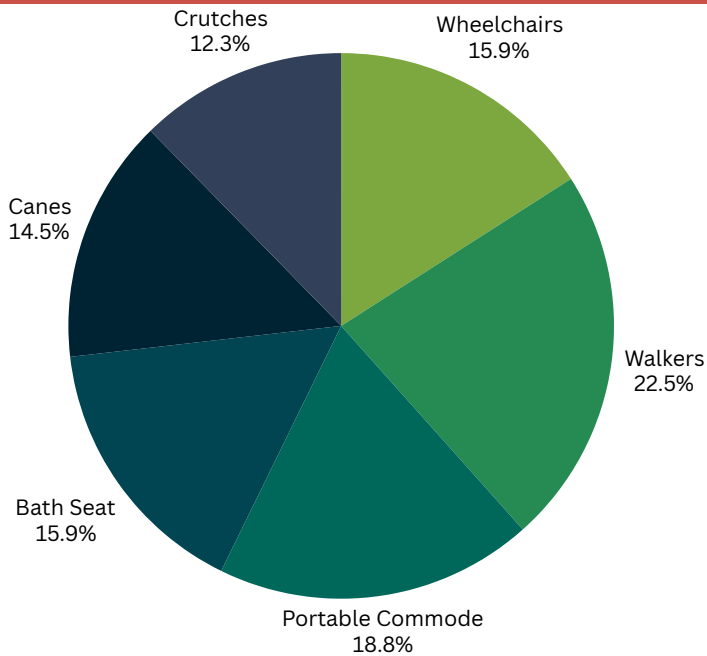


The transportation program is offered to seniors over 65 and also to those who are disabled. Our services are used for medical appointments, grocery shopping, runs to the bank, and personal appointments. In 2024, our bus drivers traveled close to **34,100** miles within Auburn Hills and had **2,400** passengers. The buses ran for a grand total of **3,325** hours.





## DURABLE MEDICAL EQUIPMENT LOANED OUT



## HONORING OUR VETERNAS

To honor those who served, we do a "Thank You" yard sign to all veterans who enroll. We had **24** veterans ranging in age involved.

## FOCUS HOPE

Approximately **25** low-income seniors receive a monthly box of pantry staples and cheese. In 2024, we delivered **300** boxes. This was done by staff and volunteers and it took **12** volunteer hours.



## MMAP MEDICARE/MEDICAID COUNSELING

Our counselor has been helping people for 20+ years and 2024 was no different. Tony met with 39 clients, provided 56 hours of counseling resulting in \$3,943 of savings for our residents.

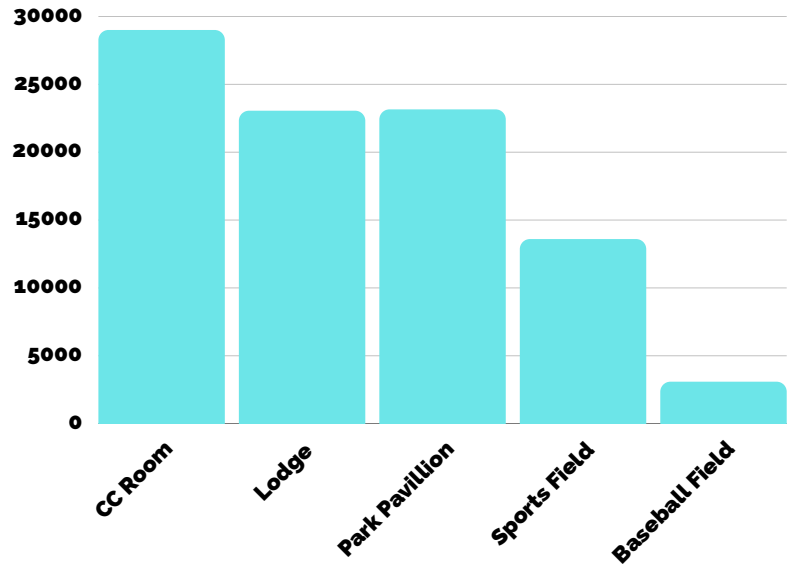
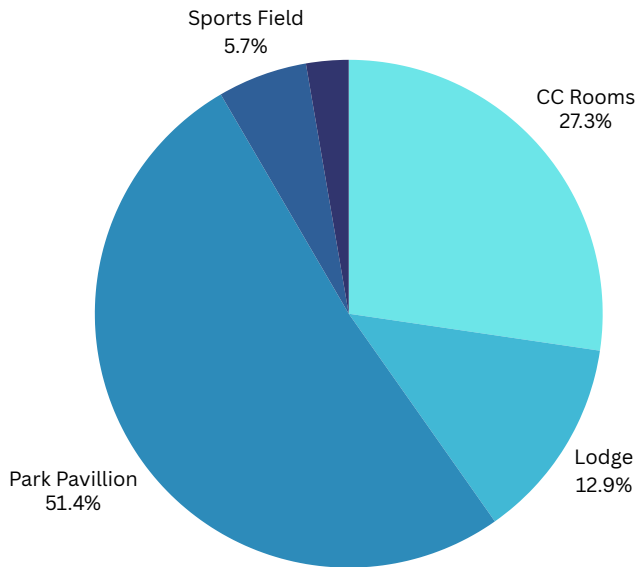
## FOOD DRIVE



In 2024, the Community Center, in partnership with Neighborhood House, organized **two** food drives, collecting over **300** pounds of non-perishable food for donation to Neighborhood House's Food Pantry.



# FACILITY RENTALS



## AARP TAX RETURN PROGRAM

- Number of Returns Filed: 307
- Total Refund Amount: \$257,040
- Total Balance Due Amount: \$90,422
- Average Adjusted Gross Income: \$31,438
- Average Refund Amount: \$1040
- Primary or Secondary Filer on the return over 60 years of age: 237

Volunteer Hours (not including Training):  
Approximately 875 hours by 17 volunteers







# 2024 ANNUAL REPORT

## Introduction

In 1980, the Tax Increment Financing Authority (TIFA) Act was established, and then updated and recodified in 2018, to prevent urban deterioration and encourage economic development using tax increment financing within an established district. Tax increment financing utilizes incremental tax capture above the base amount established at the time a Tax Increment Financing (TIF) District is created. Auburn Hills has three TIFA districts; 85-A, 85-B and 86-D which are managed by the Tax Increment Finance Authority Board of Directors. The Tax Increment Finance Authority Board of Directors is prescribed powers and duties including interest in real and personal property, the creation and implementation of development plans, study and analysis of economic changes taking place within the municipality, and the impact of growth in the development districts. The Board of Directors develop long range plans as well as preservation and planning initiatives through the use of matching grants, strategic design, and improvements.

## Summary of 2024

Through strategic planning and coordinated efforts in 2024, the TIFA Board of Directors has facilitated initiatives that strengthen the City's economic vitality, improve public infrastructure, and enhance recreational assets, ensuring the long-term sustainability of the City of Auburn Hills.

### *Supporting Economic Development*

To encourage and support local business growth, the Board of Directors awarded economic development incentive grants to Bacall Development to address a series of site and building challenges related to their mixed-use development in downtown Auburn Hills, and Greystone Pickleball Club, to address cost-prohibitive environmental and geotechnical challenges impacting their new 60,000 square foot facility along the Opdyke Road corridor. Additionally, the Board of Directors awarded a grant to support the installation of a new surveillance system at thyssenkrupp North America as part of the City's Safe City Initiative.

### *Enhancing Public Spaces*

The Board of Directors provided funding for the replacement of the River Woods Park play structure and basketball court and contributed matching grant funds to support the construction of the Public Square. The Public Square will serve as a central gathering place in downtown Auburn Hills and will feature a performance stage, pergolas, raised planter boxes with seating, artificial turf, and lighting enhancements. Lastly, the Board of Directors purchased a new 40-foot Christmas tree for downtown Auburn Hills, further enhancing downtown's holiday décor.

### *Investing in Infrastructure*

In 2024, the Board of Directors provided funding for the engineering design work necessary for the reconstruction of Butler Road, Executive Hills Boulevard, Centre Road, and Innovation Drive. The Board of Directors also provided funding for the Oakland University water main extension project located at Oakland University's West Campus.

### *Investing in City Facilities*

Finally, the Board of Directors allocated funding for the renovations at Fire Station 2, which is located on the City's Municipal Campus. These renovations will improve working conditions, increase productivity, and improve service delivery to the community.

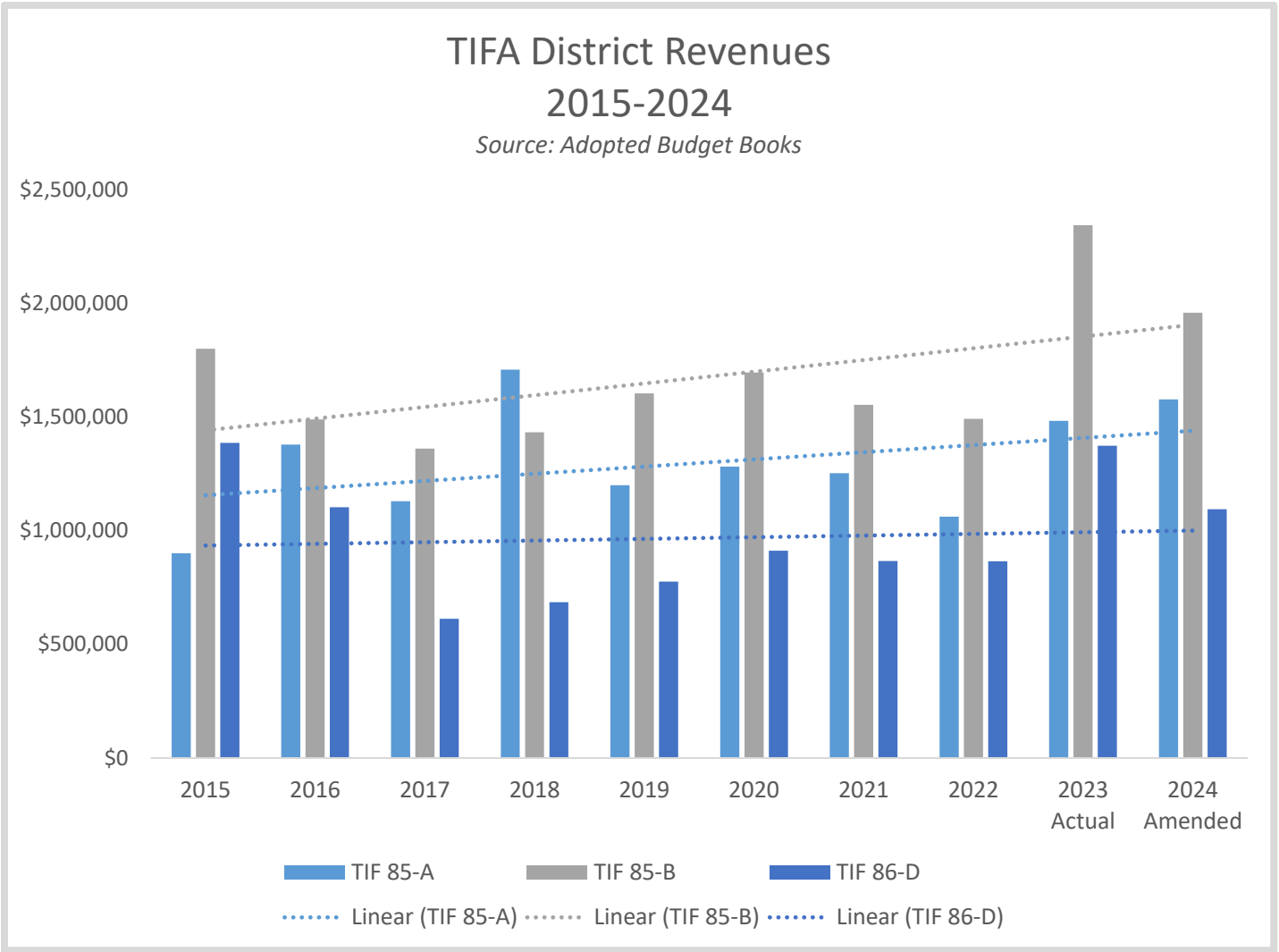
Current Fund Balances

|              | TIF 85-A     | TIF 85-B     | TIF 86-D     | Totals       |
|--------------|--------------|--------------|--------------|--------------|
| Assets       | \$25,961,934 | \$23,576,893 | \$25,537,249 | \$75,076,076 |
| Liabilities  | \$128,305    | \$1,139      | \$19,581     | \$149,025    |
| Net Position | \$25,833,629 | \$23,575,754 | \$26,517,668 | \$75,927,051 |
| Cash         | \$3,907,545  | \$13,402,943 | \$5,121,018  | \$22,431,506 |

Source: TIFA Financial Statements – December 2024 \*Pre-Audit

Revenues

Staff and the Tax Increment Finance Authority Board of Directors understand the necessity to remain fiscally conservative when making policy decisions. As new projects begin in the districts, corresponding tax increment revenue will influence the future budgets and help sustain the future of the Tax Increment Finance Authority.

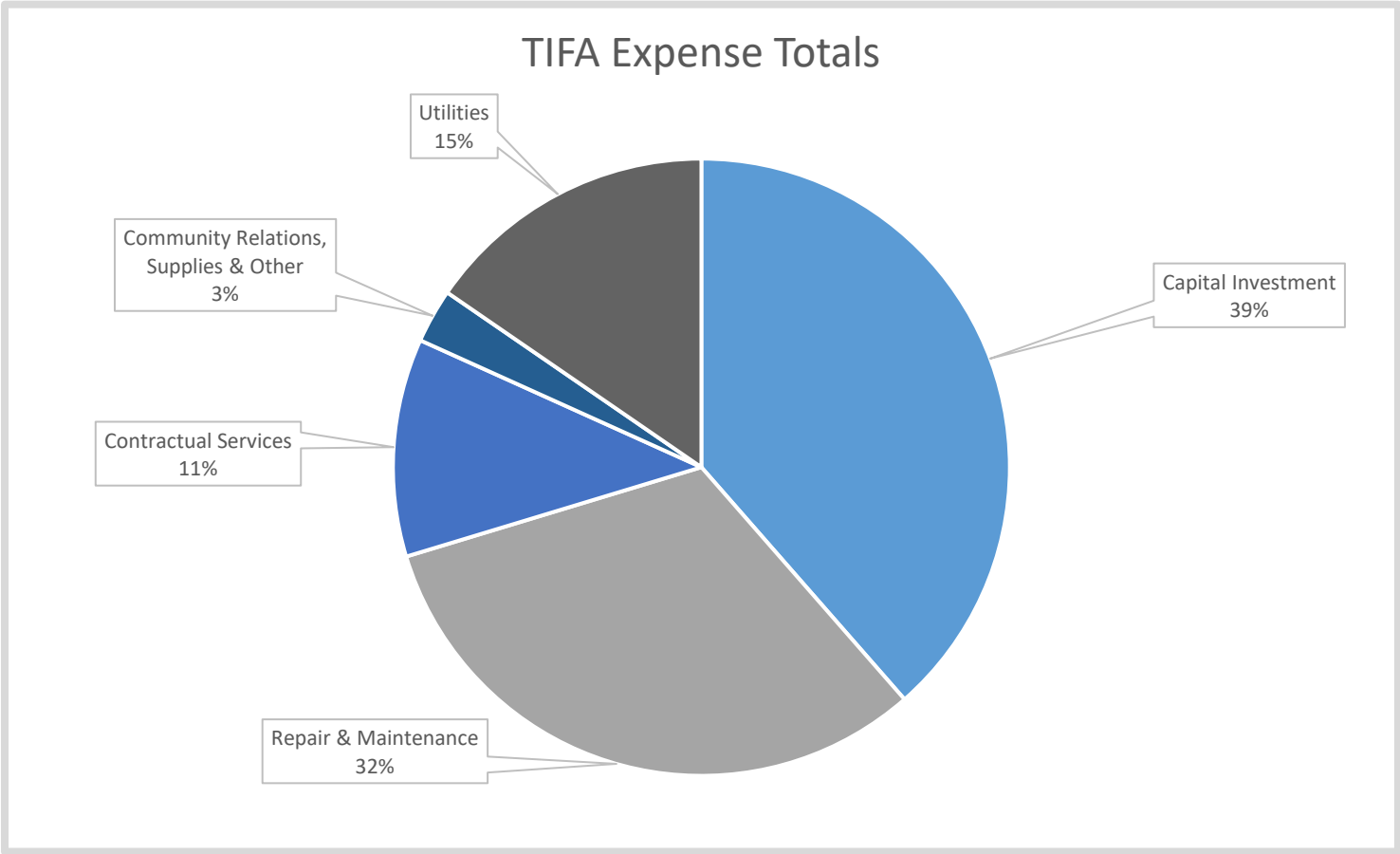


Source: TIFA Financial Statements – December 2024 \*Pre-Audit

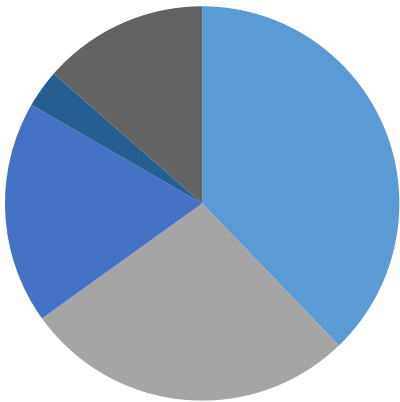
Expense Breakdown

The most impactful expenses and budgetary constraints on the Tax Increment Finance Authority come from the following areas: repair and maintenance, capital investment, utilities, community relations, supplies, & other, and contractual services.

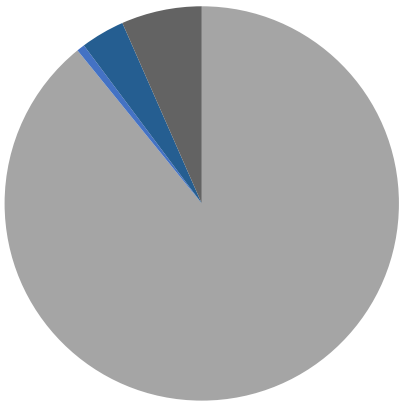
The following charts break down the proportion of these expenses in each district and provide an overview of the total of these expenses of all the districts combined.



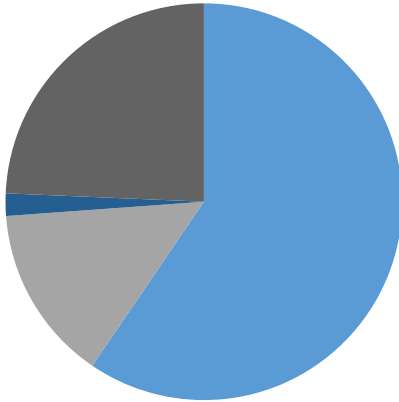
TIF 85-A



TIF 85-B



TIF 86-D



Source: TIFA Financial Statements – December 2024 \*Pre-Audit

## Conclusion

The Tax Increment Finance Authority works diligently to market properties in the core downtown area to create higher residential and retail density and to generate more walkable traffic throughout the downtown. Into the future, the Board and its leadership will continue to look for strategic partnerships with local stakeholders and higher education institutions to establish greater connections to the businesses and individuals in which the Tax Increment Finance Authority serves.

The progress that the Tax Increment Finance Authority has continued to make throughout 2024 is a direct result of the Board's dedication to furthering its vision and mission. The Tax Increment Finance Authority will continue to work closely with the Auburn Hills Downtown Development Authority (DDA) as the two economic development entities share district boundaries and City-owned property.

As the community continues to build-out, the Tax Increment Finance Authority Board of Directors will continue to preserve and maintain our community assets. The established tradition of the Tax Increment Finance Authority leadership will continue to be the guiding principle for partnerships in the business community and seeking out greater community involvement.

### **2025 TIFA Board of Directors**

**Michael Kneffel, *Chairman***

**Ron Moniz, *Vice Chairman***

**Steven Goodhall, *Secretary***

**Dr. Shawanna Fletcher, *City Council Liaison***

**Bob Waltenspiel**

**Dr. Cody Eldredge**

**Paul Gudmundsen**

**Anthony Barash**

**Brandon Skopek, *Executive Director***