



City of Auburn Hills

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# **2022 Annual Report**

# ASSESSOR'S OFFICE 2022 ANNUAL REPORT



We successfully completed the AMAR (Audit of Minimum Assessment Requirements) and received a perfect score with the State.

The Assessor's office primary goal for 2022 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 2022, our primary training focus has been the implementation of the Personal Property Administration.

We are continuing to refine the use of the new Cost Manual required by the State Tax Commission.

For 2022 CAMA Data Standards training began. The standards phase-in will continue for several years.

### **Audit of Minimum Assessment Requirements (AMAR)**

Preparation for the new AMAR began in 2018 and continued in 2022.

The Legislature passed the Property Assessing Reform Act and we will begin implementation in 2021. This Act will affect the AMAR.

The State Tax Commission has created CAMA Data Standards for all of the units in the State. In 2019 we began the implementation of the required standards. This process will continue for several years and certainly be included in the AMAR.

## **Values**

We continued to review commercial and industrial properties in 2022.

For 2022 we have continued updating land tables and new ECF tables. We implemented them in 2022 for the 2023 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.

All commercial and industrial properties were recalculated using the new cost manuals. The effects of the new cost manual were reviewed and adjusted when needed. This process will continue in 2023.

All residential properties were recalculated using the new cost manual and reviewed. The effects of the new cost manual were reviewed and adjusted when needed. This process will continue in 2023.

## **File Maintenance**

Continuing a program of annual field reviews of up to 20% of all the real property in the City.

The Exemption Policy was updated for 2018 to comply with the AMAR. This policy has been further updated in 2022 following the Property Assessing Reform Act. For 2022 we continued to expand the exemption policies.

For 2019, Personal Property Assessment Administration is done in house. We will continue to educate and refine the process to implement the new guidelines issued by the State Tax Commission.

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 2023.





# 2022 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 resource allows for the use of tax increment financing (TIF) as a tool for property redevelopment. The BRA reviews proposals for the redevelopment of eligible property and determines what potential incentives are necessary to assist in the redevelopment. Each project section of the Brownfield plan includes the description of eligible property, eligible activities, and the TIF approach related to the parcels. The Authority recommends to the governing body the Brownfield Plan through a public hearing and the plan is subsequently approved, modified or denied. The Brownfield Redevelopment Authority contributes to the economic development of Auburn Hills by cleaning up contaminated sites within the community.

## History of 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 Authority has been an integral partner to economic development in Auburn Hills by allowing the city to redevelop underutilized and contaminated properties. Brownfield financing is an important resource to the community that provides an opportunity to enhance local economic development capacities and market difficult sites by providing incentives to developers.

## 2022 Accomplishments

### 3180 Auburn Road

While this project was filled with its fair share of challenges and a few surprises, the goal of removing the diesel from the site and protecting the Clinton River was achieved. The contractor removed nearly 14,000 tons of soil from the property. Following removal of the impacted soils at 3180 Auburn Road, the excavation was backfilled with crushed limestone and class ii sand. A new monitoring well network will be installed at the site in the spring to monitor post excavation effectiveness. We expect the monitoring period to cover one calendar year to monitor the site conditions during all four seasons post excavation. If favorable post excavation monitoring results are achieved, AKT Peerless will work with EGLE on closing the site by submitting a Closure Report. A deed restriction may be required in order to achieve case closure with EGLE.



## Galloway Creek

In January, monitoring of the Galloway Creek began on a quarterly basis. Samples of surface water and sediment were collected at four (4) locations along the creek, analyzed and reported back to the Board. Each sample was analyzed for volatile organic compounds (VOCs), semi-volatile organic compounds (SVOCs), polychlorinated biphenyls (PCBs), herbicides, pesticides, Michigan 10 metals and hexavalent chromium.

Surface water analytical results for the four quarters were below method detection limits and/or Residential Cleanup Criteria (RCC) at each sample location. Sediment analytical results for the fourth quarter were below method detection limits and/or RCC at each sample location. Select SVOC constituents (benzo(a)pyrene, fluoranthene, phenanthrene, carbazole) were identified at location C above RCC in the second and third quarters. Arsenic concentrations were observed above RCC at locations A and B in fourth quarter and location C in the first, second, and third quarters. Sediment analytical results for the first through third quarters were below method detection limits and/or RCC at each sample location for the remaining constituents analyzed.

City of Auburn Hills is sharing their monitoring data with Michigan Department of Environment, Great Lakes, and Energy staff and will continue to monitor the Galloway Creek at these locations in 2023.

## Future Outlook

As we proceed into 2023, The Board will continue work on priority sites. These now include quarterly sampling of the Galloway Creek. The Brownfield Redevelopment Authority remains committed to being a resource and partner for positive economic change in Auburn Hills, helping to assess and understand contaminated sites, foster job creation, eliminate blight, re-use properties and infrastructure, and leverage investment.

Staff will continue to monitor all projects to ensure compliance and accurate tracking to tax increment revenue is collected and redistributed.

## 2022 Brownfield Redevelopment Authority Board of Directors

**Christopher Slocum, Chairman**

**Henry Knight, City Council Liaison**

**Larry Douglas**

**Wes Schaar**

*Stephanie Carroll, Executive Director*





# **CITY CLERK**

## **2022 ANNUAL REPORT**

Prepared by Laura M. Pierce, MMC, CMC, MIPMC II  
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	38*
Election Commission	5	5
Elected Officials Compensation Commission (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

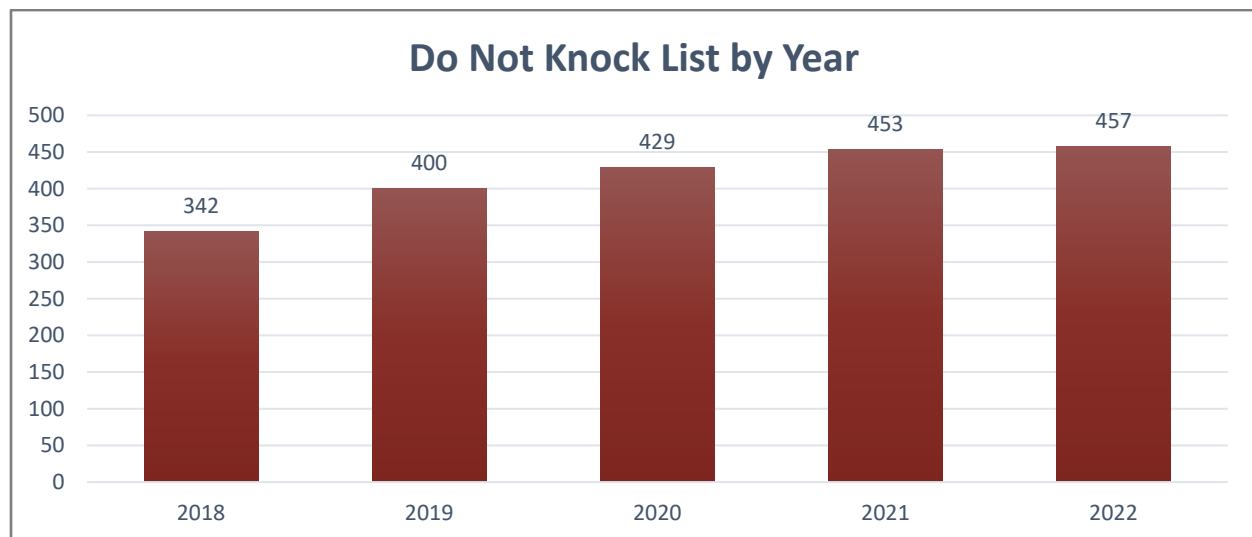
The City Clerk's Office maintains the Aaron Webster Cemetery lot records, processes the transfer of graves, and schedules the burials and foundation orders with the Department of Public Works.

2022	Total
Burials	2
Foundations	2



### "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.

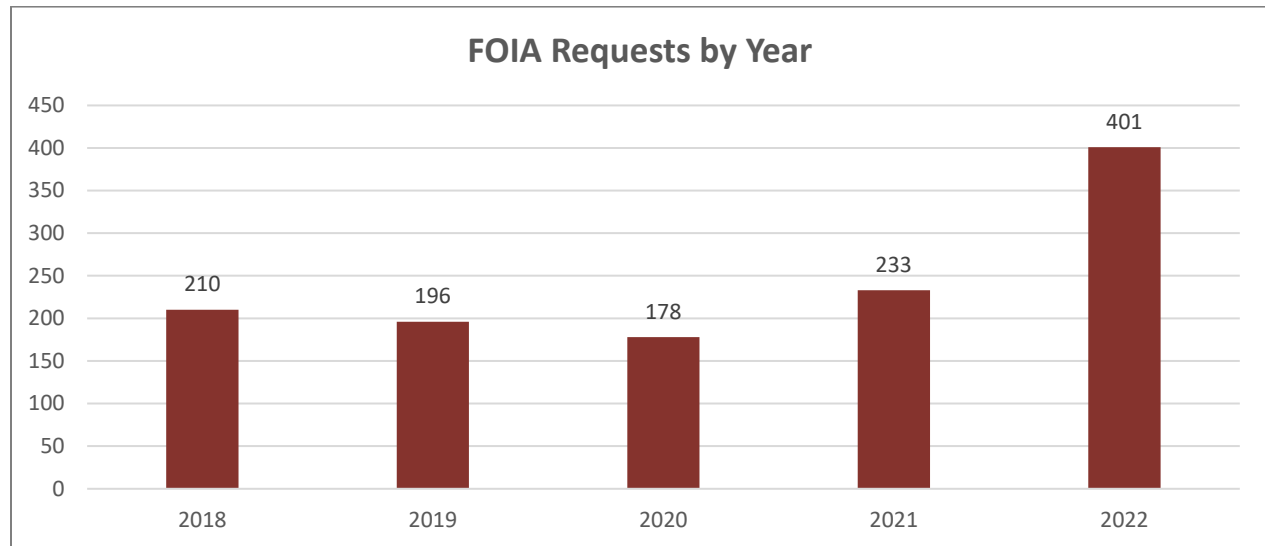


### Fee Schedule

The City Clerk's Office maintains the Fee Schedule. It is reviewed yearly by the departments, then is presented to 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 Liquor, Trash Haulers, Peddler/Solicitors, Smoking Lounges, and Used Car Lots. Staff works closely with various departments to review and process each application.

In November, 2022, voters approved four Adult Use Marihuana Establishments to operate in the City. The licensing process is currently being established. The licensing information will be reported in the 2023 Annual Report.

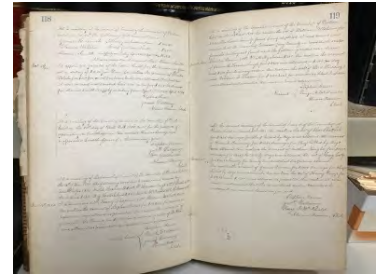
<b>2022</b>	<b>Total</b>
Hotel	19
Liquor License Renewals	30
Peddlers/Solicitors	5
Smoking Lounges	1
Trash Hauler Renewals	8
Used Car Lots	4

### 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 the 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

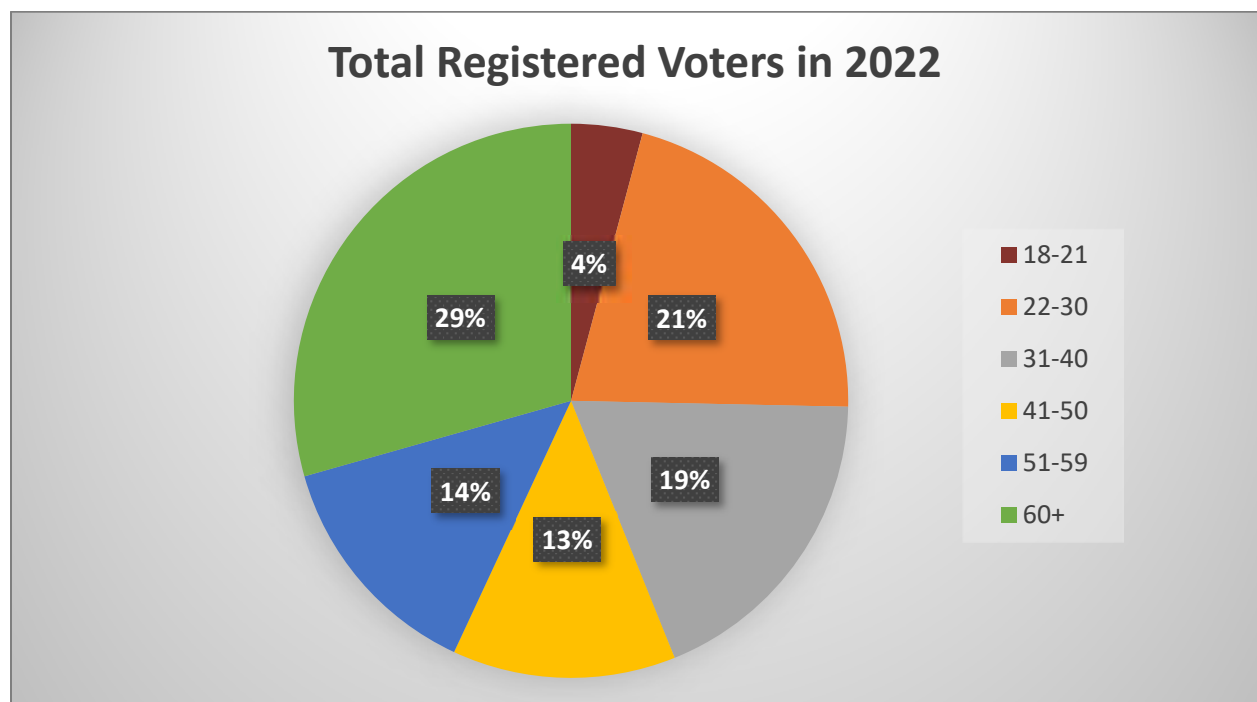
The City Clerk's Office maintains various pages on the City website as well as the meetings posted on the web calendar. The City Clerk's Office also maintains the posted meeting notice for all Board and Commission meetings (except the Library Board).

## 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, either into or out of the City, to their driver's license, we receive 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 17,069 voters which is an increase of 581 voters from 2021. The chart below shows the total percentage of registered voters broken down by age group.



### Elections

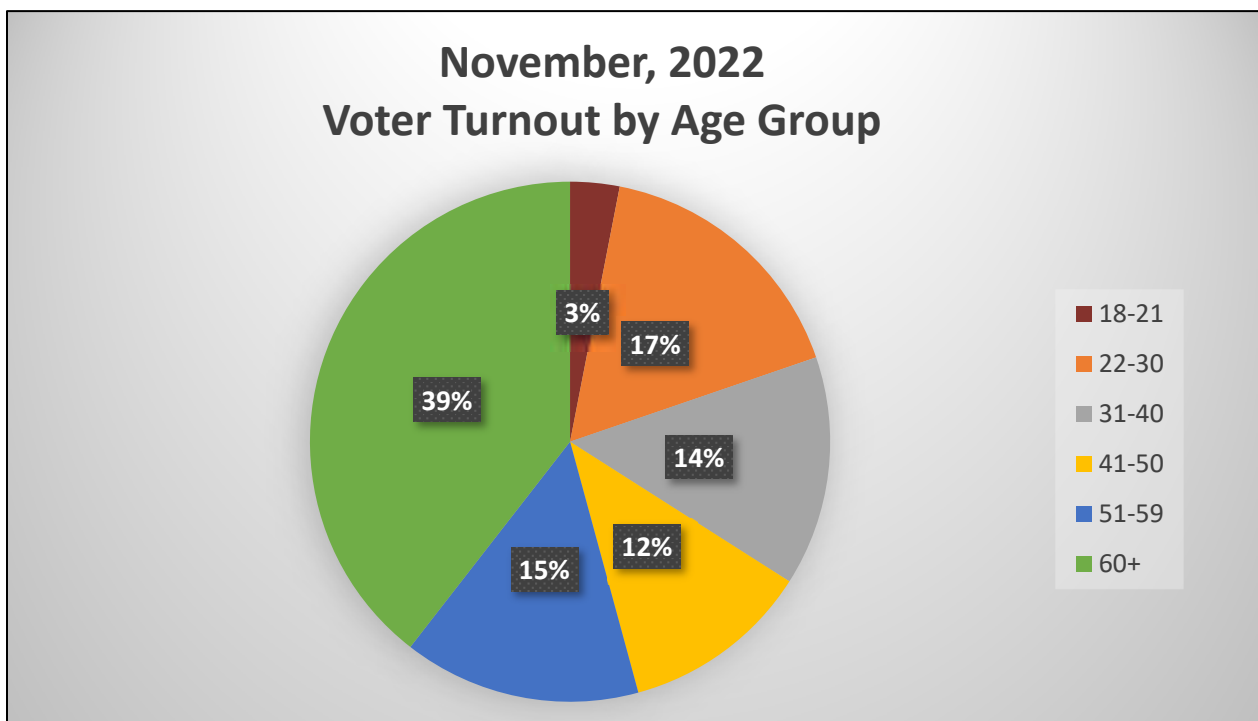
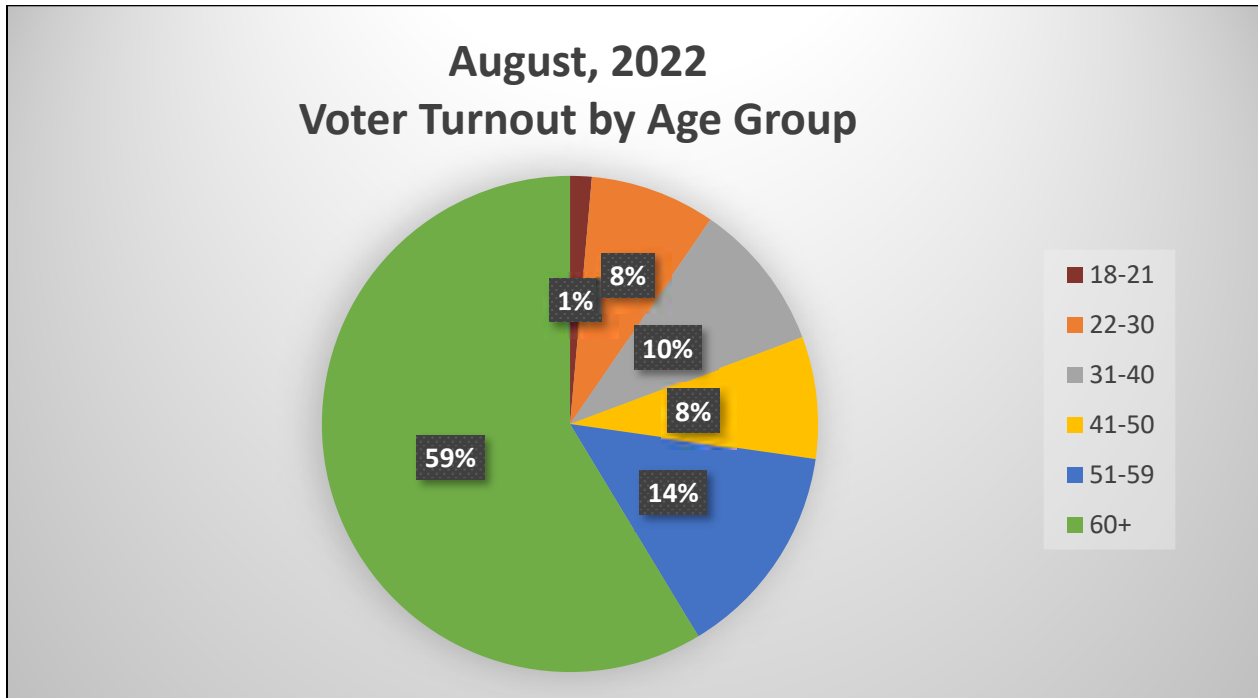
The City Clerk's Office administers the elections for the City. Election administration is very detailed and includes tasks such as testing the voting equipment, ordering ballots & supplies, scheduling & training election inspectors, issuing absentee ballots, and processing paperwork as required by the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

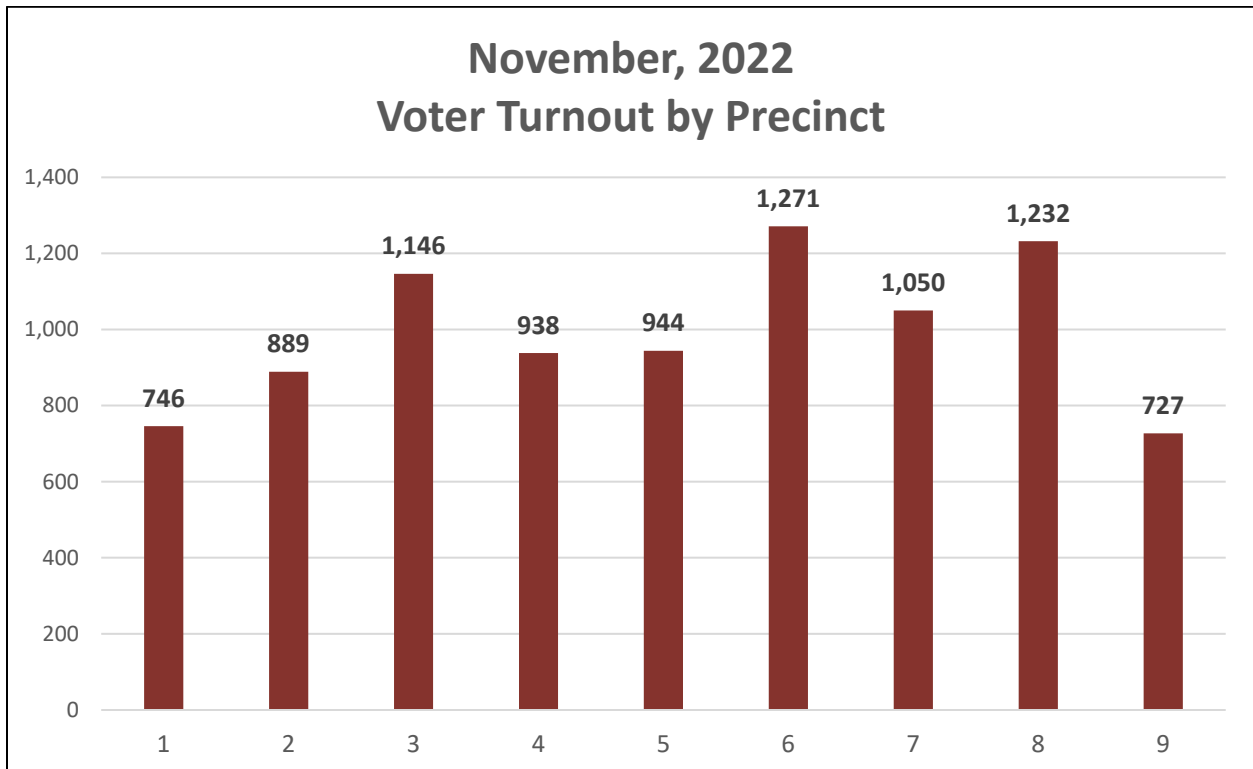
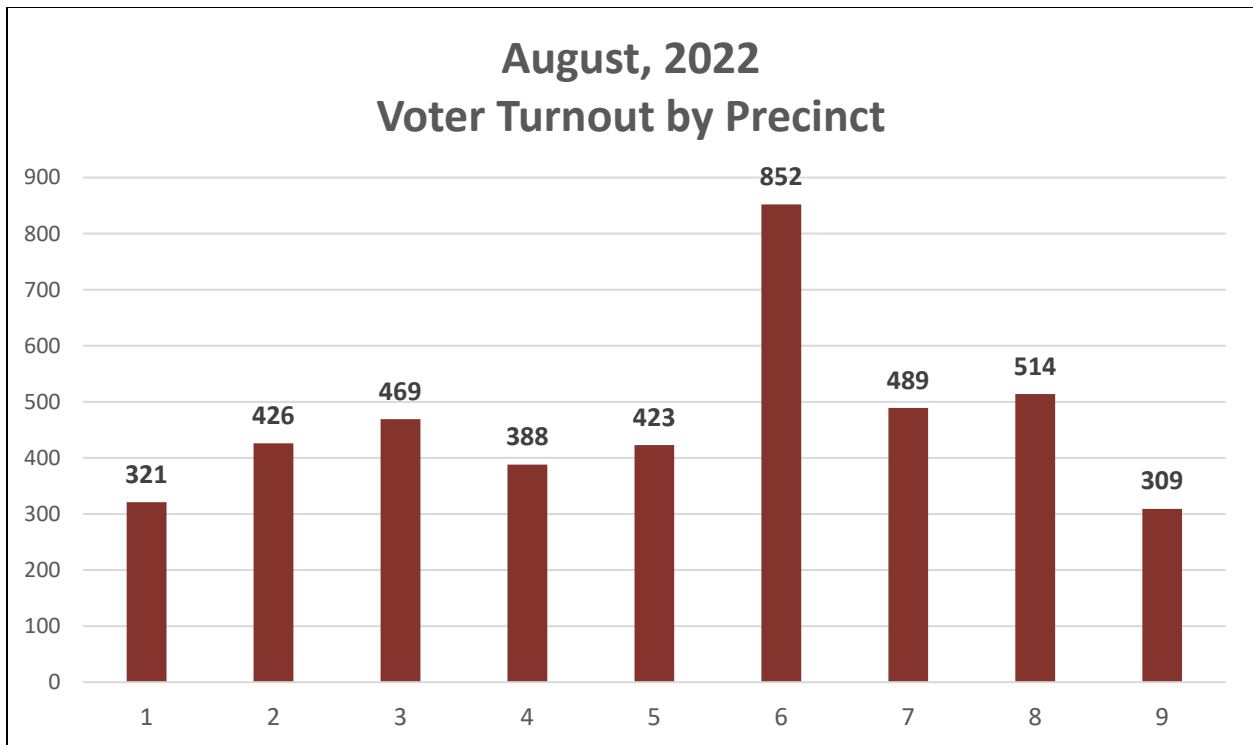
There are nine precincts located in the City. During local elections, the City is able to combine precincts that are located in the same building. The State allows the combination of precincts because local elections tend to generate a smaller voter turnout than federal elections.

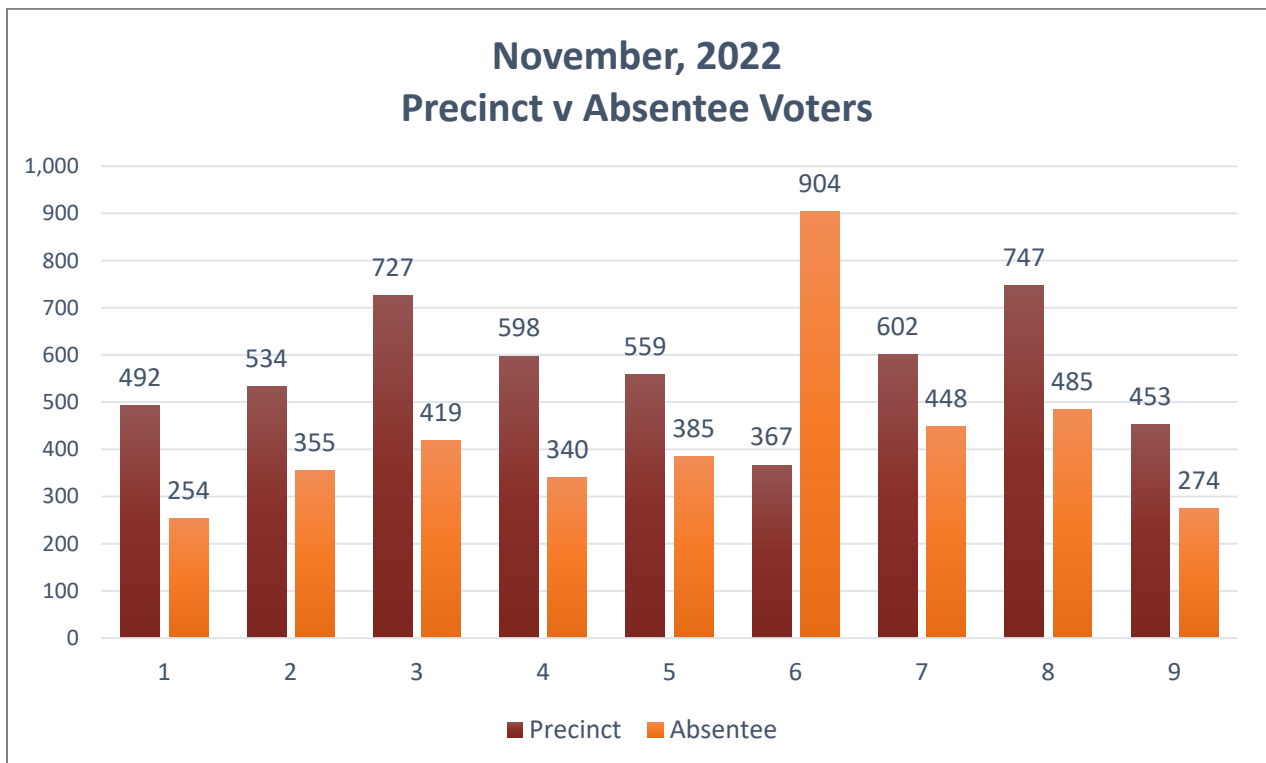
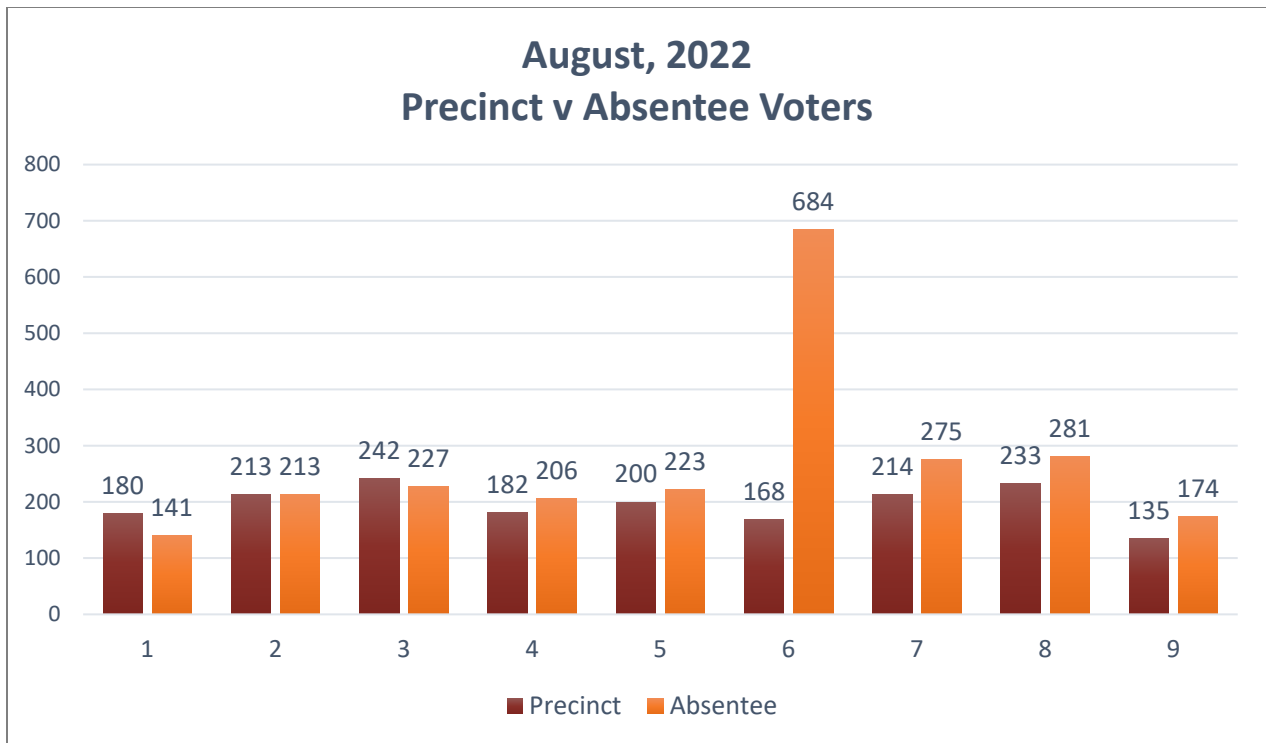


Election Type	Date	Voter Turnout
Primary Election	August 2, 2022	25%
General Election (Gubernatorial)	November 8, 2022	52%

Several graphs are shown below to compare the voter turnout data for each election.

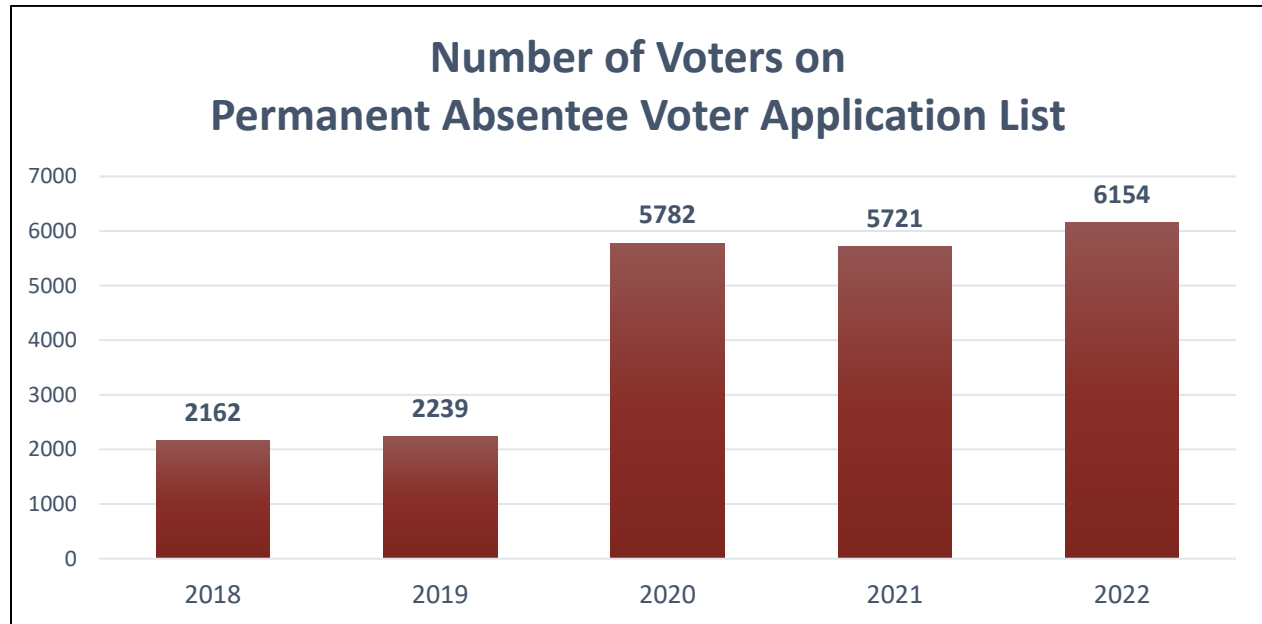






### Permanent Absentee Voter Application List

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 November, it is anticipated that this process will be changing in the future.)



### Redistricting

As a result of the 2020 Census and the 2021 redistricting of the State and County representative boundaries, Voter ID Cards had to be mailed to every voter in the City. Because Voter ID Cards had to be mailed to each voter, the City Clerk's Office reviewed the City's precinct boundaries to ensure there was an evenly distributed number of voters in each precinct. When reviewing the precinct boundaries, future developments, school district boundaries, and number of voters when precincts are combined were taken into consideration. As a result, precinct boundary changes were made to Precincts 1, 3, 6, 7, and 8.

### Precinct Location Change

In 2022, two precincts formerly located at the Public Safety Building Community Room were permanently moved to the gym at the Community Center. The Community Center location offers a larger space for each precinct and more parking for the voters.

### ADA Precinct Survey

The State required an ADA survey of each precinct be completed in 2022 to confirm that each precinct is ADA compliant. As a result of the survey, the City implemented the use of "Voter Only" handicap parking signs on Election Day. This signage designates the handicap parking spaces closest to the entrance for voter use only. The signage is used at the precincts located at the Community Center, Fire Station 1, and the Apostolic Church.

## 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, FOIA, and website trainings. In addition, educational sessions are held as part of the OCCA Quarterly meetings.

The City Clerk's Office staff also participates in the Meals on Wheels program and Summerfest Planning Committee coordinating the Pet Parade.

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

<b>2022</b>	<b>City Clerk</b>	<b>Deputy Clerk</b>
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	

# COMMUNITY DEVELOPMENT DEPARTMENT



## 2022 ANNUAL REPORT







## **ONE STOP SHOP**

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

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

### **EXECUTIVE TEAM**

JEFFREY A. SPENCER, BUILDING OFFICIAL

STEPHANIE L. CARROLL, ECONOMIC DEVELOPMENT MANAGER

SHAWN KEENAN, AICP, CITY PLANNER

DEVIN M. LANG, CONSTRUCTION COORDINATOR / ASSISTANT TO THE DIRECTOR

### **STAFF**

CHRISTY WORRELL, CLERK III

GABRIELLA ALLEN, CLERK III

RICK OBERLIN, BUILDING INSPECTOR III

(VACANT), BUILDING INSPECTOR III

JACK SKINNER, CODE ENFORCEMENT OFFICER

HECTOR ORTIZ, CODE ENFORCEMENT OFFICER

JUSTIN TOMEI, CODE ENFORCEMENT OFFICER

#### **CONSULTANTS**

BRIAN CLAYCOMB, MECHANICAL INSPECTOR

BILL HYDER, ELECTRICAL INSPECTOR

TOM KATICH, PLUMBING INSPECTOR

ANDREW FOERG, LANDFILL CONSULTANT

JULIE STACHECKI, WOODLANDS CONSULTANT

OHM ADVISORS, ENGINEERING CONSULTANT

## THE CITY COUNCIL APPROVED SITE PLANS FOR OVER \$200 MILLION IN NEW INVESTMENT IN 2022.

1. **HIROTEC AMERICA** (\$18 MILLION) – 128,290 SQUARE FOOT WAREHOUSE ADDITION
2. **PARKVIEW RESIDENCE PUD** (\$9.8 MILLION) - 28 ONE-FAMILY DWELLING UNITS (DUPLEX)
3. **LAMAR ADVERTISING COMPANY PUD** – (\$400,000) –DIGITAL BILLBOARD
4. **THE BRUNSWICK PUD** (\$4.7 MILLION) - FOUR-STORY, 29,451 SQUARE FOOT MIXED-USE BUILDING
5. **PARKWAYS – PHASE THREE PUD** (\$10 MILLION) - 50 TOWNHOUSE-STYLE HOUSING UNITS
6. **TA SYSTEMS** (\$13.5 MILLION)- 71,775 SQUARE FOOT CLEAN, HIGH-TECH FACILITY
7. **THE WEBSTER PUD** (\$22 MILLION)– A SIX-STORY, 126,271 SQUARE FOOT MIXED-USE BUILDING
8. **FANUC AMERICA CORPORATION - WEST CAMPUS BUILDING** (\$86 MILLION) – 671,100 SQUARE FOOT LIGHT INDUSTRIAL FACILITY
9. **CARVANA AUBURN HILLS PUD** (\$15 MILLION) - 7,988 SQUARE FOOT, 12-TIER STATE-OF-THE-ART STEEL AND GLASS CAR VENDING MACHINE
10. **2111 N. SQUIRREL ROAD PUD** (\$4 MILLION) - 3,480 SQUARE FOOT PANERA BREAD RESTAURANT AND A 10,196 SQUARE FOOT ONE-STORY RETAIL CENTER
11. **CLEAN VIEW CAR WASH** (\$4 MILLION) - 16,307 SQUARE FOOT AUTOMOBILE LAUNDRY
12. **TI FLUID SYSTEMS** (\$14.5 MILLION) - 49,374 SQUARE FOOT BUILDING ADDITION AND ASSOCIATED PARKING AND IMPROVEMENTS





BUSINESS RETENTION VISITS PLAY AN INTEGRAL ROLE IN THE CITY'S ECONOMIC DEVELOPMENT SUCCESS. THESE VISITS ALLOW STAFF TO LEARN WHAT IS HAPPENING IN THE BUSINESS COMMUNITY AND GROW 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 OPPORTUNITIES AND CHALLENGES A COMPANY MAY BE EXPERIENCING. TALENT AND TRAINING OPPORTUNITIES, POTENTIAL FUTURE INVESTMENTS, AND OTHER VALUABLE INFORMATION ARE DISCUSSED WITH COMPANIES AT THESE MEETINGS.

## **STAFF PARTICIPATED IN 47 BUSINESS RETENTION VISITS IN 2022.**

SOME OF THE COMPANIES VISITED BY THE CITY INCLUDE: OXUS AMERICA, GEOFABRICA, REPLY CONCEPT, INCOE CORPORATION, VISIONEERING, ABB ROBOTICS, MELECS, ENGENUITY, ELDEC, CANOO, MINO AUTOMATION USA, THYSSENKRUPP SYSTEM ENGINEERING, KUNDINGER CONTROLS, EXPERT TECHNOLOGIES GROUP, MAHINDRA, VIA MOTORS, ADAPT TECHNOLOGY, DELSCAN, TA SYSTEMS, BROWE SKIN AND BROW BAR, MUNROE & ASSOCIATES, HIROTEC AMERICA, ACME MANUFACTURING, ASTOTEC, KILPATRICK AND ASSOCIATES, ALDEN DEVELOPMENT, PREFIX CORPORATION, FEV NORTH AMERICA, ELEMENT MATERIALS, HENNIGES AUTOMOTIVE, DM3D TECHNOLOGY, INC., COMERICA, DUPONT, MAKINO, EVOSYS NORTH AMERICA CORPORATION, JR AUTOMATION (ESYS), AND BROSE NORTH AMERICA.



**ABB ROBOTICS VISIT ON AUGUST 26, 2022**

## THE FOLLOWING MAJOR NEW CONSTRUCTION PROJECTS WERE UNDERWAY AS OF DECEMBER 31, 2022:

1. PRIMARY PLACE PUD
2. RESERVES OF AUBURN HILLS PUD
3. CANDLEWOOD SUITES HOTEL PUD
4. EXECUTIVE HILLS NORTH SPEC
5. BEACON HILL - PHASE V
6. THE AVANT AT FIVE POINTS PUD
7. BARRINGTON LUXURY APARTMENTS
8. TRAILWAY COMMONS PUD
9. THE BRUNSWICK PUD
10. CLOVER SENIOR HOUSING PUD
11. UNIVERSITY PLAZA
12. TÜV SÜD AMERICA INC.
13. FANUC AMERICA CORPORATION



STEEL SIGNING AT TÜV SÜD ON SEPTEMBER 21, 2022



TRAILWAY COMMONS PUD





**FOUNTAIN CIRCLE OF AUBURN HILLS PUD**

## NOTABLE PROJECTS COMPLETED IN 2022:

1. FOUNTAIN CIRCLE OF AUBURN HILLS PUD
2. THE JORDAN PUD
3. PROJECT WORLDWIDE / GEORGE P. JOHNSON
4. ELITE DETECTION K9 PUD
5. WEBASTO AMERICAS
6. MSU FEDERAL CREDIT UNION
7. AT&T WIRELESS COMMUNICATION TOWER
8. CONSUMERS ENERGY CITY GATE - ADAMS
9. AUTOLIV EXPANSION
10. SUMERLYN SITE CONDOMINIUMS PUD
11. VILLA MONTCLAIR PUD
12. MORRELL GROUP EXPANSION

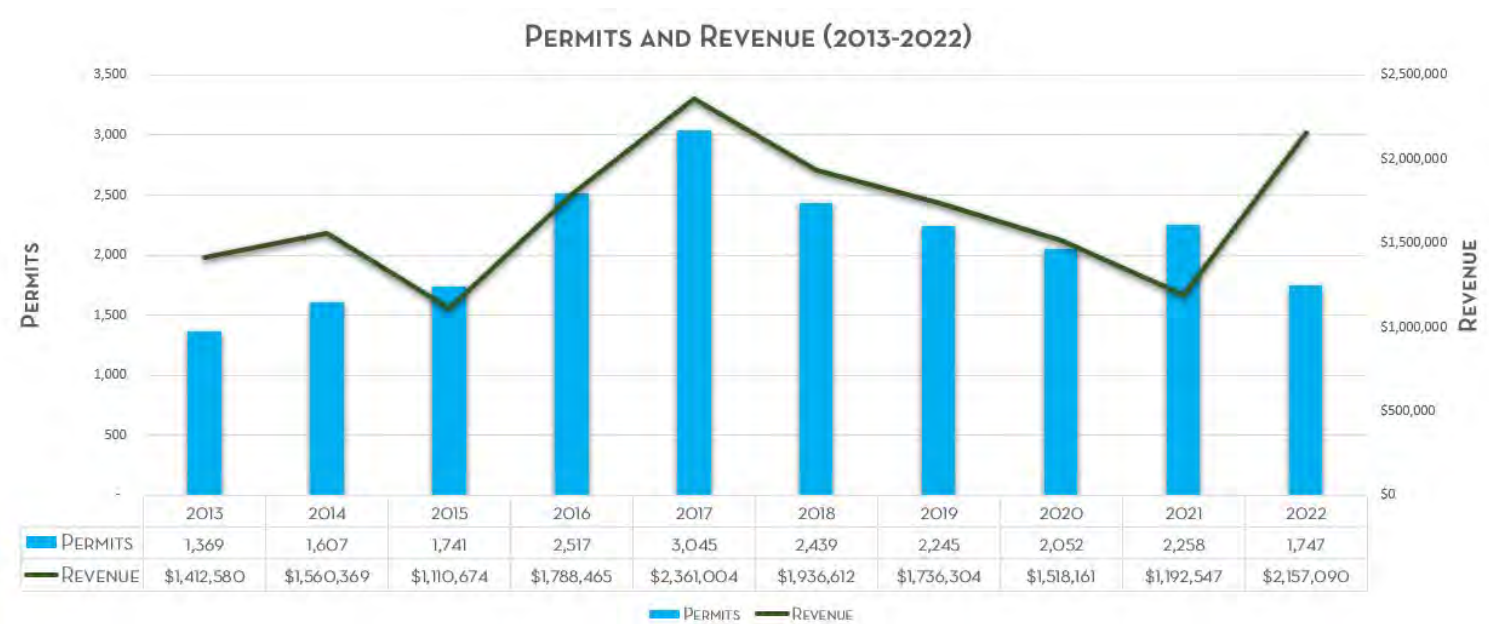


**PROJECT WORLDWIDE**

# PERMIT ACTIVITY / REVENUE

THE CHART BELOW ILLUSTRATES THAT THE NUMBER OF PERMITS ISSUED BY THE COMMUNITY DEVELOPMENT DEPARTMENT OVER THE PAST 10 YEARS HAS REMAINED STEADY. HOWEVER, THE REVENUE GENERATED SPECIFICALLY FROM BUILDING PERMITS HAS FLUCTUATED BASED ON THE COST OF CONSTRUCTION OF PROJECTS. FOR EXAMPLE, THE NUMBER OF PERMITS ISSUED IN Y2015 AND Y2022 WAS ALMOST EQUAL, BUT PERMITS ISSUED IN Y2022 GENERATED OVER ONE MILLION DOLLARS MORE IN REVENUE THAN Y2015. THE BIGGEST REASON FOR THE INCREASE IN REVENUE IN Y2022 WAS THE PAYMENT OF THE BUILDING PERMIT AND PLAN REVIEW FEE FOR THE FANUC AMERICA WEST CAMPUS.

THE RISE IN PERMITS ISSUED BETWEEN Y2016 AND Y2021 IS ATTRIBUTED TO THE RECORD NUMBER OF HOUSING UNITS BUILT DURING THAT TIME. STAFF HAS FOUND FROM RECENT EXPERIENCE THAT HOUSING DEVELOPMENTS ARE MORE LABOR-INTENSIVE AND TIME-CONSUMING TO INSPECT AND OVERSEE THAN TYPICAL RETAIL AND INDUSTRIAL BUILDINGS.



## NOTEWORTHY PERMITS ISSUED IN Y2022:

FANUC AMERICA WEST CAMPUS – 2630 FEATHERSTONE ROAD - \$749,054 PERMIT REVENUE

TAYLOR CROSSING SENIOR APARTMENTS (A.K.A., CLOVER) – 2747 LAPEER ROAD - \$134,322 PERMIT REVENUE

TÜV SÜD – 1866 NEW ENERGY WAY - \$117,335 PERMIT REVENUE

HIROTEC AMERICA – 3000 HIGH MEADOW CIRCLE - \$112,502 PERMIT REVENUE



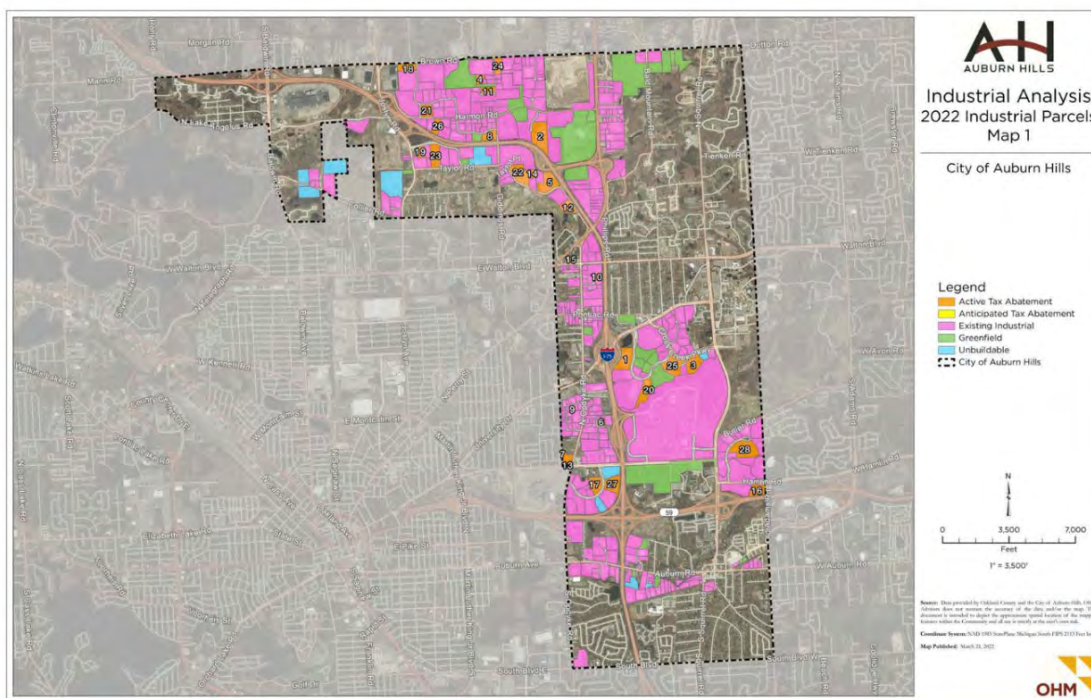
ON APRIL 18TH, DIRECTOR STEVE COHEN PROVIDED AN EXTENSIVE UPDATE TO THE CITY'S 2015 *INDUSTRIAL PROPERTY ANALYSIS* REPORT TO THE CITY COUNCIL. MR. COHEN AND THE CITY OF AUBURN HILLS WERE PREVIOUSLY HONORED IN 2016 BY THE MICHIGAN ASSOCIATION OF PLANNING FOR PLANNING EXCELLENCE - BEST PRACTICE FOR THE CREATION OF THE 2015 REPORT.



MR. COHEN'S NEW 59-PAGE REPORT AND PRESENTATION UPDATED THE CITY COUNCIL ON THE FOLLOWING:

1. AN UNDERSTANDING OF PAST DEVELOPMENT AND ITS IMPACT ON THE CITY'S TAX BASE.
2. AN OVERVIEW OF THE 2015 INDUSTRIAL PROPERTY ANALYSIS.
3. AN UPDATE ON INDUSTRIAL GROWTH SINCE 2015 AND ITS IMPACT ON THE CITY'S TAXABLE VALUE.
4. THE IMPACT OF THE GREAT RECESSION ON THE CITY'S CURRENT TAX COLLECTION AND THE PROJECTED GAP IN REVENUE SUPPLIED TO THE GENERAL FUND.
5. THE IMPACT OF THE 2016 TAX ABATEMENT POLICY CHANGES, ACTIVE TAX ABATEMENTS, AND SUGGESTED CHANGES TO THE TAX ABATEMENT POLICY MOVING FORWARD.
6. REMAINING VACANT INDUSTRIAL PROPERTIES.
7. REDEVELOPMENT OPPORTUNITIES AND NEXT STEPS.

THE CITY'S TAX ABATEMENT POLICY WAS AMENDED ON MAY 2ND BASED ON THE NEW REPORT'S FINDINGS.



# ENVIRONMENTAL SERVICES



**CLINTON RIVER EVENTS**  
(FISHING DERBY AND PADDLEPALOOZA)



**STORMWATER EDUCATION**  
(CLINTON RIVER WATER FESTIVAL AND STREAM LEADERS)



**ENVIRONMENTAL STEWARDSHIP**  
(CLINTON RIVER CLEAN-UP)



**ENVIRONMENTAL COMPLIANCE**  
(CLEAN WATER ACT - NPDES PHASE II)



**POLLUTION PREVENTION**  
(ILLICIT DISCHARGE DETECTION & ELIMINATION)



**LANDFILL OVERSIGHT**  
(OAKLAND HEIGHTS DEVELOPMENT LANDFILL)



**WEST NILE VIRUS CONTROL**

## **WATER RESOURCES PROTECTION**

THE CITY OF AUBURN HILLS PROACTIVELY WORKS TO PROTECT AND ENHANCE THE QUALITY OF ALL WATER FEATURES LOCATED THROUGHOUT THE COMMUNITY. THE CITY TAKES PRIDE IN HAVING TWO PARKS LOCATED ALONG THE CLINTON RIVER WHERE RESIDENTS CAN TAKE THE TIME TO ENJOY THE BEAUTY OF THE RIVER. CITY PLANNER SHAWN KEENAN LEADS THE CITY'S CLEAN WATER EFFORTS VIA PUBLIC EDUCATION, STEWARDSHIP, AND MONITORING BY FACILITATING VARIOUS EVENTS AND ACTIVITIES SUCH AS THE CLINTON RIVER CLEAN-UP PROGRAM, CLINTON RIVER POLLUTION MONITORING, AND PARTNERSHIPS WITH VARIOUS COMPANIES AND ORGANIZATIONS.

## **OAKLAND HEIGHTS DEVELOPMENT - LANDFILL MONITORING**

THE HOST AGREEMENT BETWEEN THE CITY OF AUBURN HILLS AND REPUBLIC SERVICES HAS A PROVISION THAT ALLOWS FOR THIRD-PARTY OVERSIGHT OF THE QUARTERLY GROUNDWATER MONITORING PROGRAM (GROUNDWATER, SURFACE WATER, LEACHATE, AND SECONDARY COLLECTION SYSTEM) AT THE LANDFILL LOCATED AT 2350 BROWN ROAD. THE CITY UTILIZES ANDREW FOERG, PRESIDENT OF ENVIRONMENTAL CONSULTING SOLUTIONS, TO ASSIST THE COMMUNITY WITH THIS OVERSIGHT REVIEW.

AS BACKGROUND, THE LANDFILL INITIALLY BEGAN OPERATION IN 1982. ALLIED WASTE/REPUBLIC SERVICES TOOK OVER THE OPERATION OF THE FACILITY IN 1997. THE LANDFILL HAS GONE THROUGH SEVERAL EXPANSIONS OVER THE YEARS. THE AGREED FINAL PERMITTED HEIGHT WILL BE 1,270 FEET ABOVE MEAN SEA LEVEL. A GAS COLLECTION SYSTEM WAS INSTALLED IN 1997/98 WHEN THE LANDFILL AGREED TO SELL ITS GAS FOR USE AT THE GM ORION ASSEMBLY PLANT. OVER TIME, THE COLLECTION SYSTEM HAS EXPANDED ALONG WITH THE LANDFILL AND NOW INCLUDES 123 GAS WELLS. THE LANDFILL IS SCHEDULED TO CLOSE IN SPRING 2025.



# CODE ENFORCEMENT



**VEGETATION OVERGROWTH**



**INOPERABLE VEHICLES**



**ANIMALS**



**PROPERTY MAINTENANCE**



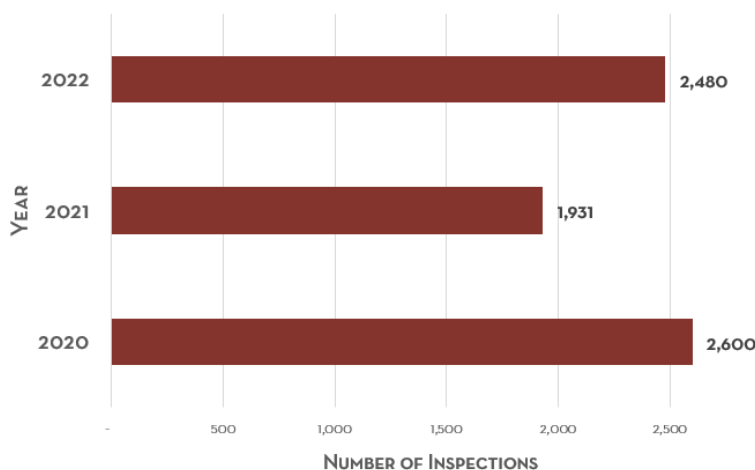
**BLIGHT AND NUISANCE**



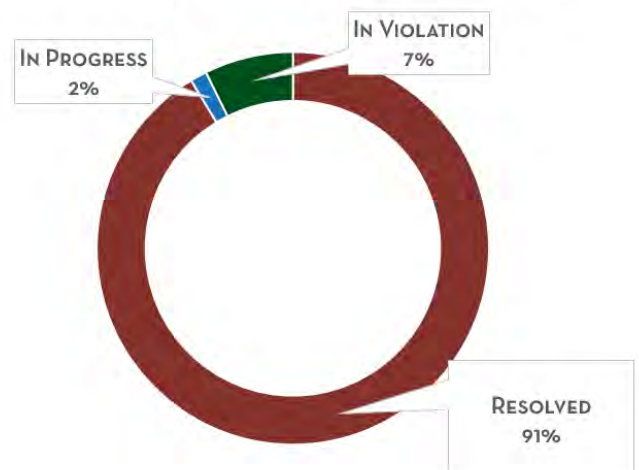
**ILLEGAL SIGNS**

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, HECTOR ORTIZ, AND JUSTIN TOMEI) COORDINATE THE EFFORTS OF ALL CITY DEPARTMENTS TO VERIFY AND RESPOND EFFECTIVELY TO HEALTH AND SAFETY THREATS RELATED TO PROPERTY MAINTENANCE, BLIGHT, AND PUBLIC NUISANCE ISSUES WITHIN THE CITY. WHEN A CODE VIOLATION IS IDENTIFIED, THE TEAM COORDINATES THE INVESTIGATION AND ABATEMENT PROCESS AND, WHEN NECESSARY, PURSUES ADDITIONAL REMEDIES AGAINST VIOLATORS THROUGH COURT ACTION.

**NUMBER OF INSPECTIONS (Y2020-Y2022)**



**ENFORCEMENT STATUS (883 CASES) - Y2022**





# 2022 Downtown Development Authority Annual Report

## Introduction

In 1975, the Downtown Development Authority (DDA) Act was enacted, and then updated and recodified in 2018, to be a catalyst in the development of a community's downtown district. 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.

## 2022 Summary

- ❖ The DDA continued to serve as the primary sponsor for several downtown events. The Friday Night Concert Series continued to draw large crowds and merchant tables were on display for our downtown businesses to promote and showcase themselves. The DDA also sponsored the Children's Concert Series as well as our summer movies in the park series, Reels by the Riverside. Both featured family-friendly entertainment and made great additions to the downtown programming line-up. The DDA also sponsored the first annual Feed Your Soul event in August. The DDA's flagship event, SeptemBEERfest, was held on September 17 in Riverside Park and was successful with a crowd of over 300 attendees. Lastly, the DDA contributed to the Annual Tree Lighting Ceremony. This sponsorship included both staffing hours toward event planning and execution, as well as an ice sculpture carving featuring our new downtown logo. All in all, 2022 was a great year for events and set the stage for more to come.





- ❖ Throughout 2022, the Board worked with Destination By Design on a new a new logo for the downtown. The Promotions Committee met to review the proposed logo options and the Board chose a new logo to represent the downtown. The new brand was launched at the downtown Tree Lighting Ceremony and then again at the Auburn Hills Chamber State of the Community event.
- ❖ As a member of Main Street Oakland County, the DDA was awarded two grants for our downtown branding initiative. A Spirit of Main Street micro business grant in the amount of \$1,000 that was provided generously by Genisys Credit Union and we also received a grant in the amount of \$2500 from the Flagstar Bank Main Street Placemaking grant program.
- ❖ In an effort to continue to market the downtown, we will continue the billboards that showcase the downtown as a destination. We will continue to host annual merchant meetings to bring businesses together. This meeting helps to keep our members informed of community meetings, events, concerns and opportunities to best position downtown Auburn Hills for long-term success.
- ❖ In May, downtown Auburn Hills was promoted to the Partner Level, from Associate Level at the Main Event program hosted by Main Street Oakland County. We will continue to work to achieve Select Level.

## Future Outlook

Efforts in 2023 will be focused on the launch of the new the downtown branding, starting with a way-finding campaign , a new art piece, 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 2022 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.

## 2023 DDA Board of Directors

*John Young, Chairman*

*Jean Jernigan, Vice Chair*

*Mayor Kevin McDaniel*

*Robin Bachan*

*Cortney Casey*

*Dan Gliniecki*

*Michael Wayne*

*Dawn Wise*

*Stephanie Carroll, Executive Director*

*Eveonne Roberts, Downtown Events Specialist*





# **Fieldstone Golf Club Annual Report**





Fieldstone Golf Club opened for the season on March 26th but, deteriorating weather conditions forced an early November closure on November 11<sup>th</sup>.

**Golf Start History:** Calculated for all guest starts off the #1 or #10 tee; playing 9 or 18 holes. Golf cart fees are included in the calculation of the Guest Fee Revenue. Dynamic pricing and improved pace of play continued to provide continued growth to PY.

Year	Starts	Guest Fee Rev	Rev Per Rd	\$ Change
<b>2022</b>	<b>39,384</b>	<b>\$ 1,565,683</b>	<b>\$ 39.76</b>	<b>+\$1.23</b>
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
2016	33,034	\$ 1,151,441	\$ 34.86	

**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, NextGen Golf, Michigan PGA Rocket Mortgage 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>2022</b>	<b>15</b>
2021	17
2020	10
2019	12
2018	7
2017	12
2016	12

**Practice Facility:** With the support of DPW staff, Fieldstone completed repairs to the breach of the retention pond located at the back of the Practice Facility in early Spring. This repair allowed the Practice Facility to remain open all year, with no flooding and contributed to an additional \$13,116.00 in revenue to PY.

Year	Sales	Rev Per Rd
<b>2022</b>	<b>\$118,604</b>	<b>\$ 3.02</b>
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
2016	\$ 77,169	\$ 2.34



**Merchandise:** Merchandise Net Operating Profit (gross revenue less merchandise purchases) was +\$16,957 in 2022.

Year	Sales	Rev Per Rd
<b>2022</b>	<b>\$ 110,822</b>	<b>\$ 2.82</b>
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
2016	\$ 95,262	\$ 2.88

**Food & Beverage – Operating Share (Crank’s Catering):** Beginning in 2022, City Council approved an additional \$5,000 from Crank’s Catering in an effort to offset additional incurred expenses due to aging equipment; including kitchen equipment and beverage car.

Year	Amount
<b>2022</b>	<b>\$ 55,000</b>
2021	\$ 50,000
2020	\$ 30,000
2019	\$ 50,000
2018	\$ 50,000
2017	\$ 50,000
2016	\$ 50,000

**Total Facility Revenue:** Total Facility Revenue was up to prior year by \$124,948.

Year	Revenue
<b>2022</b>	<b>\$ 1,927,684</b>
2021	\$ 1,802,736
2020	\$ 1,529,220
2019	\$ 1,414,347
2018	\$ 1,353,038
2017	\$ 1,461,469
2016	\$ 1,382,858

**Total Facility Expenses:** Facility expenses; were less than PY by \$112,070 and contributed to a Net Operating Profit (revenue - expenses) of \$440,956.



Year	Expenses
2022	\$ 1,486,728
2021	\$ 1,598,798
2020	\$ 1,282,990
2019	\$ 1,754,246

## **Golf Course Maintenance**

Outlined below are a list of projects completed by Davey Golf under the direction of Myles Sprague, Golf Course Superintendent this season:

- **Drainage Projects**

1. Driving Range/#1 – The retention pond behind the Driving Range was rebuilt to correct the flooding issues in the landing area and in 1 fairway.
2. #13 – Investigation into wet area behind 13 green revealed broken, very old, clay drainage tile leaching water into the green surround area. Drainage was added and tied into existing drainage to correct the problem.
3. #15 – Drainage was added in two locations under 15 fairways current cart path to move water towards wetland/woods. This was done in anticipation for the new asphalt cart path in 2023.

- **Cart Paths/Bridges**

1. #12 – Cart path on the left side from the beginning of the fairway to 13 tee was paved. The process of soil and seeding up to cart path edges has started and will continue in 2023.
2. The Cart path project plan was created and will be implemented starting in 2023 through 2025.
3. #18 – Bridge was resurfaced with new lumber.
4. Bridges were evaluated and plan is in place to continue resurfacing in 2023.

- **Bunkers**

1. #1 – Fairway bunker was renovated. New drainage, edge repairs and new sand.
2. #2 – Front right greenside bunker was renovated. New drainage, edge repairs and new sand.
3. #8 – Greenside bunker was renovated. New drainage, edge repairs and new sand.
4. #9 – Front right greenside bunker was renovated. New drainage, edge repairs and new sand.
5. #10 – Left greenside bunker was renovated. New drainage, edge repairs and new sand.
6. #11 – Front right greenside bunker was renovated. New drainage, edge repairs and new sand.
7. New sand was also added to various bunkers around the golf course.



- **Irrigation**

1. Sediment Removal – Sediment was removed from the bottom of the pump house wet well and from around the intake pipe in the irrigation pond. This preventative maintenance should be considered every 3 to 5 years.

- **Sod/Seed Projects**

1. Driving Range – Turfgrass was seeded and established in the flood damaged areas of the driving range landing area. Additionally, the target greens were over seeded in damaged/thin areas.
2. #1 – Turfgrass was seeded and established in the flood damaged area of #1 approach/fairway. Along with some additional rough seeding down the left rough of #1

- **Landscaping**

1. Parking Lot / Club House – Pruned multiple overgrown shrubs and trees around parking lot and club house.

- **Tree Pruning/Removal**

1. #2 – Removed Oak behind 2 green in the native for turf health.
2. #3 – Removed 3 declining Boxelder between 3 green and 4 tee.
3. #4 – Removed Poplar left rough (120 yards from green) and Poplar over first right greenside bunker.
4. #6 – Removed Poplar behind green.
5. #8 – Removed dead Oak left of bridge and 2 declining Walnut just after the bridge on the fence line.
6. #10 – Removed declining Austrian pine behind 10 green.
7. #11 – Removed 2 Poplar left of 11 tee.
8. #12 – Removed 2 Oak behind 12 green for turf health.
9. #13 – Removed 2 Oak and a Locust right of 13 tee.
10. #15 – Removed 2 Silver Maple right of 15 green and maintenance pruned 3 Oak surrounded 15 green.
11. #16 – Maintenance pruned Poplars down the left rough of 16.

- **Tree Plantings**

1. #7 – White Oak planted in right rough of 7, protecting 6 tee.
2. #9 – 2 Autumn Blaze Maple and 1 Greenspire Linden planted behind 9 green to create a backdrop and screen the cart barn.
3. #10 – White Oak planted behind 10 green to replace Austrian Pine removal.
4. #11 – White Oak planted in right rough.
5. #18 – 1 Autumn Blaze Maple and 2 Greenspire Linden planted around 18 green.

**Finance & Treasury**  
**Annual Report – 2022**



### **2022 Finance/Treasurer Highlights**

- Completed the 2021 audit by June 2022 meeting the June 30<sup>th</sup> filing deadline. While this is quite normal for the department, 2022 was unique as staffing was without a primary accountant from October 2021 until May 2022 and the Deputy Treasurer/Deputy Finance Director since 1/1/2022. This position remained unfilled all of 2022. Thus, preparation for audit was challenging. In addition to the department's staffing, the City also engaged with new auditors for 2022 who were also plagued by staff issues. It was only with considerable effort of the 4 Finance staff, in early 2022, that we were able to meet the June 30 deadline. Department displayed teamwork and dedication at a degree over and above expectations.
- Utilizing Oakland County's multiyear special assessment system created a new special assessment as well as renewed documentation of its use.
- Staff continues to serve in a direct administrative and/or oversight role 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.
- Staff continues to plan for strategic use of bond funds. Late in 2022, Finance staff met with leadership from PFM and the City's bond attorney to discuss a workshop for new employees and new City Council members to educate on bond issuance and provide for discussion for a potential 2025 bond issue. The City is still in the process of utilizing the funds from the 2021 bond issue. Finance staff continues to monitor uses and record spending. Staff will close that spending, reconcile proceeds and review for compliance in 2023.
- Converted to BSA Cloud during the 3<sup>rd</sup> quarter of 2021. Staff continued to work closely with BSA through 2022, working through several quality issues and bug fixes with the cloud-based product. Finance staff has assumed the responsibility as the point person for BSA questions and training. One-on-One training is given upon request to any current or new staff member.
- Finance staff continues to support to 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 support in recording and tracking expenditures.

- Department staff continues diligence in thwarting phishing and other cyber threats. Actively engaged in conversation regarding appropriate cyber safety for the City. Continues to require increased Finance/Treasury time that can sometimes impact the timeliness of other processes.
- City management promoted the current Property Tax and Cash Manager to Deputy Treasurer as of 1/1/2023. This new position is assigned to the training and direct supervision of the tax administration and settlement process, cash handling, special assessments, and debt. The Deputy Finance role is unfilled and the grant reporting, audit support, accounts receivable, budget support, and backup support to accounting roles that were included in that role have been assumed by existing staff, primarily the accountant hired in May 2022. The Finance Director/Treasurer was given direction to operate with only 6 staff not 7 in 2022 indefinitely. Thus, the department continues to shrink while responsibilities increase. With that said, the department is works diligently to address the most critical deadlines and manage competing demands from all departments. Despite increased responsibilities in the accounting and finance area, it remains timely and compliant in critical areas.
- Capturable 2022 data points:
  - Reviewed and Processed 9,674 invoices through the AP system.
  - Reviewed and Processed 2,376 Pcard purchases
  - Reconciled 58,694 payments in cash receipting.
  - Entered 971 *manual* journal entries into the General Ledger
  - Manage 3,659 account numbers across all Funds
  - Processed payroll in 2022 for 401 employees
  - Administer 8,610 parcels
  - Maintain a Fixed asset listing of 2,263 assets
  - Account for 12 debt issuances
  - Preparing for 15 special assessments, 7 currently active
  - Released 122 1099's for qualified service vendors.

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

The role of the Finance/Treasurer department continues to grow and bring in new mandates 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.

- Annual Financial Audit (prep is Jan-March, audit is April-May, final reporting to Federal and State agencies begins March 31 through June 30).
- Annual Budget (Prep in April-May, Department work June-July, Budget finalization and review with Council August-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 have been over 30 new releases since 2016. For 2022, we will be required to report on multi year contracts differently according to GASB 87. There are 101 different standards to consider in governmental accounting that require specific treatment either now or in the next year or two.
- 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 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 to facilitate weekly check runs taking approximately 30-35 hours a week from department staff.
- 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.
- 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 (Requires about 10-15 hours on non-pay weeks and 20-30 hours on pay weeks).
- 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 with 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.
- 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.



# 2022 ANNUAL REPORT



Adam Massingill, Fire Chief

Trevin Robinson, Assistant Chief

Owen Milks, Administrative Officer

## Mission Statement

Serve our community with dedication by providing professional compassionate emergency services for all who live, work, and play in Auburn Hills.

## Vision Statement

Committed to provide a dynamic and properly staffed organization that fosters teamwork and embraces change for the needs of the community.





# AUBURN HILLS



## Fire Department

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

## 2022 Year-End Report

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# AUBURN HILLS



## Fire Department

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

## 2022 Year-End Report

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# AUBURN HILLS



## Fire Department

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

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## 2022 Year-End Report

### FIRE CHIEF'S COMMUNICATION

We are proud to present the 2022 Auburn Hills Fire Department annual report for review. The report provides a detailed overview of fire department's performance for the 2022 calendar year. The department continued to improve upon the existing service delivery model by focusing on goals and objectives that provide quality emergency service to our residents and visitors.

The department responded to record number 4,205 calls for service in 2022 which represented a slight increase of 54 calls for service from 2021. Emergency medical responses continue to be the most prevalent call request experienced by AHFD personnel. Emergency medical responses represented 73% of the department's overall call volume. The department also responded to 76 fire-related incidents, 30 of which were for structure fires.

In addition to the ever-present calls for service, fire department personnel also completed over 13,000 training hours. Training hours are crucial for ensuring that personnel are prepared to effectively handle the various types of emergency responses they will encounter while protecting our community. The number of hours dedicated to improvement through training is a source of pride within department leadership as it shows a commitment by fire department personnel to continue growing and improving service delivery for our residents.

The Fire Prevention Division worked tirelessly in 2022 to proactively keep the community safe by reducing community risk through various programs. Fire inspections increased by 17% from 2021 to 2022 as our Fire Inspectors assisted business owners in providing a safe environment for their customers. Fire inspectors also reviewed 27% more plans than in 2021 and provided guidance on code compliance to ensure that new or remodeled properties are being built with safety measures that reduce risk for our community.

In addition to this work, the Fire Inspectors also spend considerable time on community outreach events such as those described in the following pages. Community outreach and public education events are a valuable way in which our Fire Inspectors interact with the public to share valuable fire safety tips and training.

On behalf of the Auburn Hills Fire Department, I would like to thank City Manager Tanghe, Mayor McDaniel and City Council Members, staff throughout the City of Auburn Hills, and most importantly the residents and business owners for their continued support. It is through this support that we proudly serve our community with dedication by providing professional, compassionate emergency services for all who live, work, and play in Auburn Hills.

Adam Massingill  
Fire Chief  
City of Auburn Hills Fire Department





# AUBURN HILLS



## Fire Department

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

## 2022 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



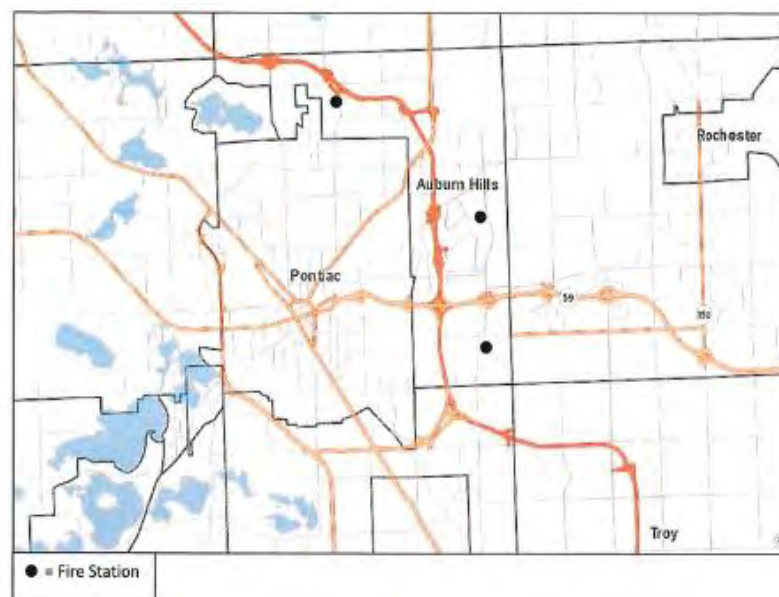
Station 2 is located directly across from Oakland University’s (OU) campus and protects the central area of the city. This station hosts all administrative personnel along with suppression personnel.

#### 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.

### Overview of Auburn Hills with Fire Station Locations





# AUBURN HILLS



## Fire Department

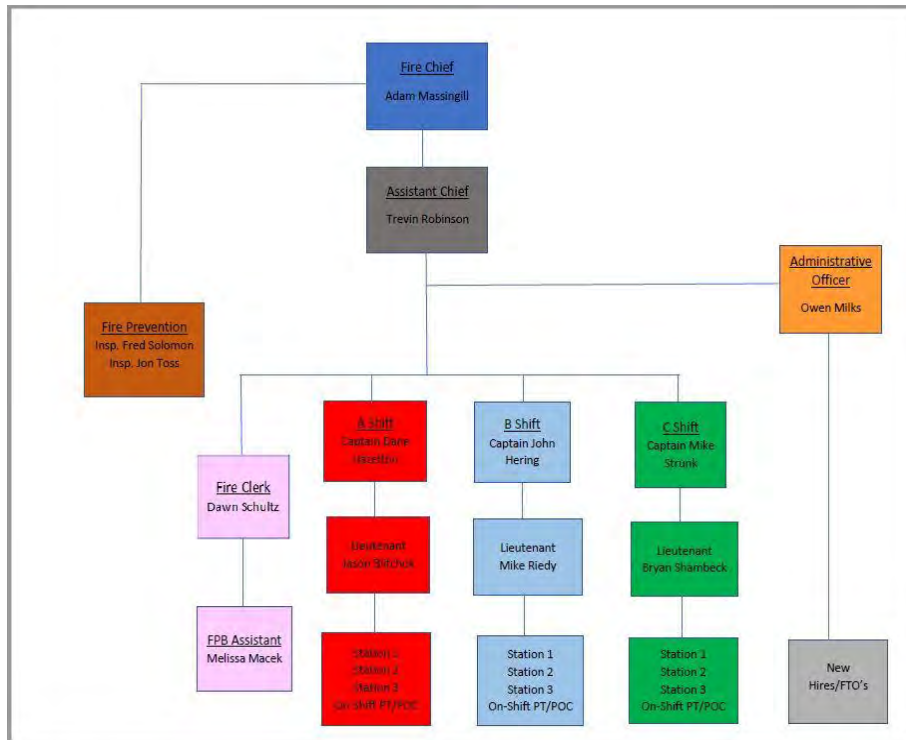
Auburn Hills Fire 3410 E. Seyburn Road, Auburn Hills, MI 48326

## 2022 Year-End Report

### DEPARTMENT OVERVIEW

With the commencement of 2022, the Auburn Hills Fire Department (AHFD) employed a total of forty-one (41) employees. Of these employees, there are twenty-four (24) full-time suppression division personnel, eight (8) part-time employees, and two (2) paid-on-call employees, five (5) administrative personnel, and two (2) prevention division fire inspectors. Apart from six EMTs, all full-time employees are licensed paramedics. We have a total of twenty-four (24) paramedics on staff at AHFD along with five current members attending medic courses to becoming more knowledgeable and experienced emergency medical responders.

### Organizational Chart



Each of the three shifts have eight (8) assigned fulltime firefighters. AHFD relies on part-time and paid-on-call employees to compliment the full-time personnel. To the left is AHFD's organizational chart that represents the structure of the department. Below is the personnel roster for the three stations, showing where each firefighter is typically assigned. Daily assignments may change, according to staffing.



# AUBURN HILLS



## Fire Department

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

## 2022 Year-End Report

### AUBURN HILLS FIRE DEPARTMENT

#### ADMINISTRATION

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

#### FIRE PREVENTION

Inspector Fred Solomon
Inspector Jon Toss-M

#### SUPPRESSION

	STATION 1	STATION 2	STATION 3
<b>A-SHIFT</b>	Gary Chapman Anthony Summers - M	Capt. Dane Hazelton - M Lt. Jason Blitchok Brittany Ebersole Bobcean-M Dianne Knapp- M	Mike McNamara - M Jay Coaster- M
<b>B-SHIFT</b>	Alan Lee - M Maddox Zurawski-M	Capt. John Hering Lt. Mike Riedy - M Tony Randolph - M Alix Swett	Nelson Webb - M Brian Rowley - M
<b>C-SHIFT</b>	Steven Andary- M Nolan Taylor - M	Capt. Michael Strunk -M Lt. Bryan Shambeck -M Nicole White Jake Fortenberry	Joseph Lewandowski- M Edwin Prado -M
<b>POC</b>		Sumi Dinda -M	Jonathon Goss

#### PART TIME

<b>PT Staffing</b>
Dave Ghesquiere-M
Katherine Lajoie
<b>PT Field Training</b>
<b>PT Academy</b>
Eduardo Arellano
Matthew Hess
Justin Lane
Alexander Liogas
Robert Trevino
Garrett Worrell

M indicates Paramedics

24

Admin / Fire Prev.	7
Full-Time	24
POC	2
Part-Time	8
<b>TOTAL</b>	<b>41</b>

\* Honoray Department Physician Dan Wahl

## 80<sup>th</sup> Anniversary

The Fire Department celebrated it's 80<sup>th</sup> year in existence with a small gathering of former and current chiefs, former employees, new hires and current staff. The celebration took place in the Public Safety Community Room while those attending enjoyed refreshments, a slide show presentation and the company of colleagues old and new.

## Retirement

Former Chief Ellen Taylor retired from the fire service in 2022 after dedicating over twenty-eight (28) years in the industry, with nearly 4 years here in Auburn Hills. Among her many accomplishments were implementing a new command structure within the department; securing numerous grants for equipment and personnel; overseeing the procurement of four (4) ambulances, two (2) engines, one (1) aerial, three (3) administrative vehicles and one (1) command vehicle; rewriting the city's Emergency Operations Plan, and creating four (4) new positions within the department. The Department also had its first official retirement in 2022. Firefighter





# AUBURN HILLS



## Fire Department

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

### 2022 Year-End Report

Larry Basaj retired after eighteen (18) years at Auburn Hills Fire Department and 31 years in public service. Basaj was not only a firefighter, but also a paramedic, certified car seat technician, and a CPR and First Aid instructor to both employees and residents of the city. For more than ten (10) years Basaj orchestrated the Holiday Helping Hands program, assisting qualifying residents with utility help, toys and gift cards.

#### New Hires and Swear Ins

In 2022, AHFD proudly added a new fire chief, four (4) full-time firefighters and 12 part-time firefighters. The department was also fortunate to see the appointment of three firefighters in August. Firefighters Brian Rowley, Brittany Ebersole and Katherine Lajoie were sworn in, after one year of service with the department, before City Council, city staff, members of the department, family members and residents. Early in 2022, our new Fire Chief was sworn in. Adam Massingill came to us from Monroe County, Michigan. This marks his 28<sup>th</sup> year in fire service. He is both a Fire and EMS Instructor, holds a Critical Care Paramedic certification and is a 2018 EMU Staff and Command Graduate. Chief Massingill earned an MA in Organizational Leadership and a BAS in Public Safety. He is currently working towards his Doctorate in Public Administration. Chief Adam Massingill was selected to lead the department after an extensive interview process. These newly appointed personnel have shown strong leadership skills and will carry the department forward in the coming years.



Another monumental achievement was the completion of the Staff and Command Program by our Administrative Officer Owen Milks. This very challenging program is offered through Eastern Michigan University to help prepare officers in the Fire Service to effectively manage and lead a department. A.O. Milks not only completed, but excelled, in this program finishing at the top of his class of 44 students with a 99.9% and earning the honor of Valedictorian.



# AUBURN HILLS



## Fire Department

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

## 2022 Year-End Report

### Committee Work

In valuing the department's employees and their input, committees were developed to undertake areas in the department needing improvement.

**Engine/Aerial Committees:** Studies the specifications of varying fire engines and aerials to determine the best vehicle for the department and AHFD's specific set of needs.

**Facilities Renovation Committee:** Studies the remodeling of Stations 1 and 3 in order to meet the specific needs of the expanded department including bunk rooms, decontamination room, and centralized kitchen and living areas.

**Software Committee:** Evaluates software to find an integrated package for incident reporting, scheduling, vehicle and equipment tracking and maintenance, incident preplanning, training and inspections.

**Training Committee:** Handles, directs, and oversees any training events or activities including training at Oakland Community College and other facilities around Auburn Hills.

### SUPPRESSION DIVISION

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

### Fire Suppression Call Volume Statistics

#### Incident Calls by Year

In 2022, AHFD responded to a total of 4,205 calls for service with emergency medical service calls accounting for 73% of all calls. From 2021 to 2022, there was an increase in calls by 54, or 1.3% increase. This slight increase in calls was largely medical in nature. Across the state, emergency rooms were at or near capacity the latter part of the year, reporting climbing numbers of flu, COVID, and RSV cases amid continued staffing shortages.

Calls for Service by Type (3-Year)			
Service Call Type	2020	2021	2022
EMS	2590	2995	3083
False Alarms	303	330	343
Good Intent	234	291	308
Service Calls	266	289	255
Hazardous	100	156	111
Fire	63	69	76
Special	28	19	28
Overpressure	1	2	1
Total	3585	4151	4205



## Fire Department

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

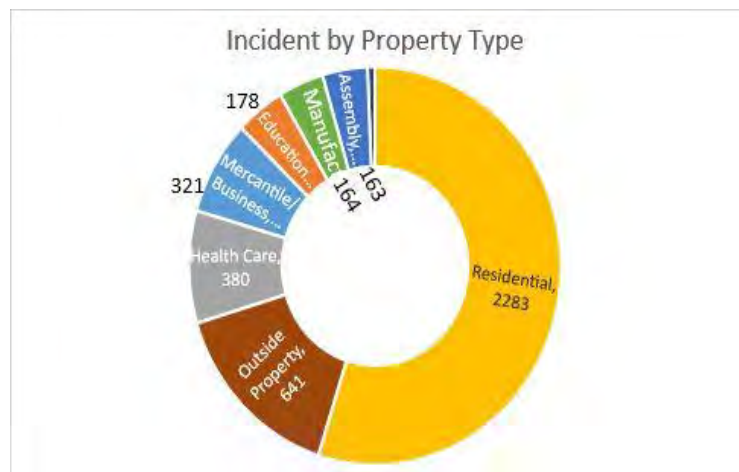
### 2022 Year-End Report

Below is a five (5) year breakdown of AHFD's service calls broken down into EMS/medical and fire suppression categories. There was a slight increase in suppression related incidents from 2021 to 2022. Medical calls continue to increase steadily each year.

Five (5) Year Number of Incident Comparison					
Incident Type	2018	2019	2020	2021	2022
EMS/Medical	2523	2705	2590	2995	3083
Fire Suppression	91	94	63	69	76
Total	3733	3906	3585	4151	4205

### Incident by Property Type

Every structure or area in Auburn Hills obtains a property classification divided into ten (10) various categories including assembly, educational, health care, residential, mercantile/business, industrial, manufacturing, storage, outside property, and other. Of the 4,205 emergency incidents that AHFD responded to in 2022, the top three (3) property types were incidents occurring at residential structures at 54.3% or 2283 incidents; outside properties such as roadways or parking lots at 15.2% or 641 incidents; and, health care facilities such as nursing homes, hospitals, clinics, and doctors offices which accounted for 9% or 380 incidents.



### Incidents by Day of Week

Calls for service are usually quite consistent throughout the entire week; in 2022, AHFD had the highest amount of calls on Thursday at 673 incidents and the fewest amount of calls on Sundays where 510 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 later portion of the week.



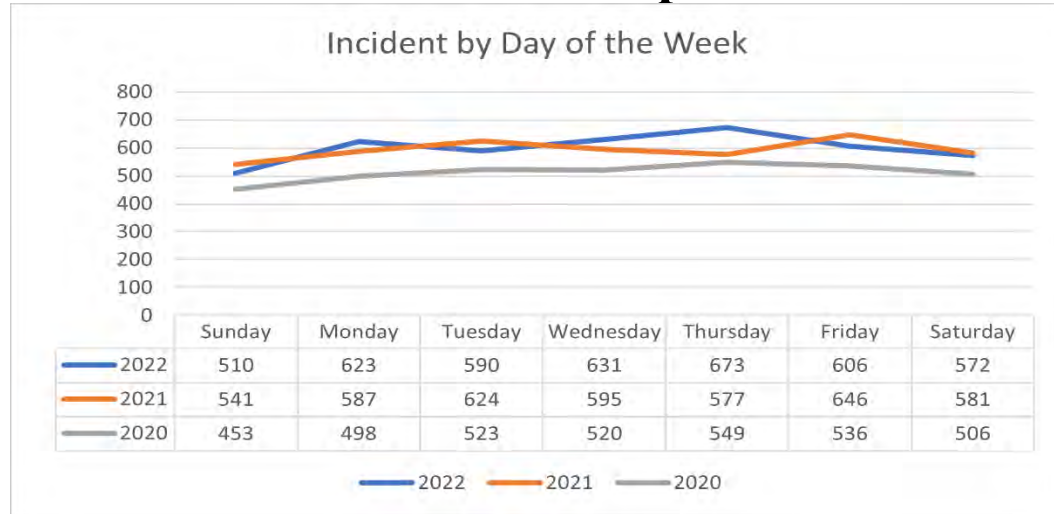
# AUBURN HILLS



## Fire Department

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

### 2022 Year-End Report



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

Incidents by Time of Day	
07:00 to 15:00	1719
15:01 to 23:00	1709
23:01 to 07:00	777
Total	4205



# AUBURN HILLS



## Fire Department

Auburn Hills Fire 1899 N. Squirrel Road, Auburn Hills, MI 48326

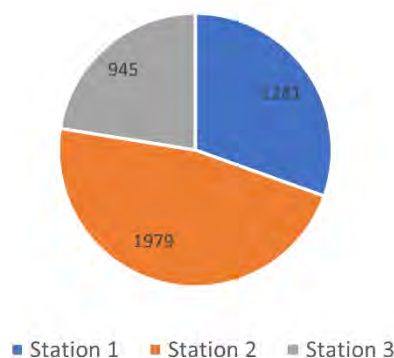
## 2022 Year-End Report

### Incident Volume by Station

Every call for service is classified by which station responded to the incident. Below is a table including both the service call classification and station response district. To the right is a pie chart with each station's incidents throughout the year. In 2022, the majority of calls occurred in the central portion of the city where station 2 is located with a total of 1979 calls for service. The next busiest station was station 1 located in the southern area of the city which responded to 1274 calls for service. Station 3 located in the North-West area of the city responded to 945 calls for service.

The table to the right includes both the service call classification and the station response district. With station 2 responding to the highest number of total calls, it led with a total of 41 fire calls and 1344 EMS calls. Station 1 responded to 26 fire calls and 982 EMS calls, while station 3 responded to 9 fire calls and 757 EMS calls.

Number of Incidents by Station



Calls for Service by Station and Type

Service Call Type	Station 1	Station 2	Station 3
EMS	982	1344	757
False Alarms	73	212	58
Service Calls	83	131	41
Good Intent	74	180	54
Hazardous	33	58	20
Fire	26	41	9
Special	10	12	6
Overpressure	0	1	0
Total	1281	1979	945

### Fire Incident Response Time

Any fire-related incident is classified as either a priority or non-priority call. Priority calls would include active structure fires, calls with visible signs of fire, and any incident in progress. Non-priority calls would include good intent calls, burning complaints, and public service assistance calls. During 2022, the average priority fire response time was 6 minutes and 29

Average Fire Response Time

Priority	6m29s
Non-Priority	6m36s





## 2022 Year-End Report

seconds, and the average non-priority response time was 6 minutes and 36 seconds.

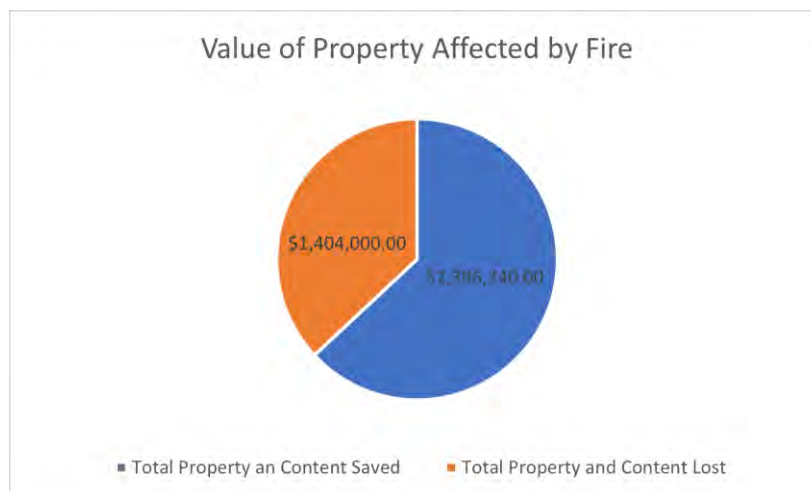
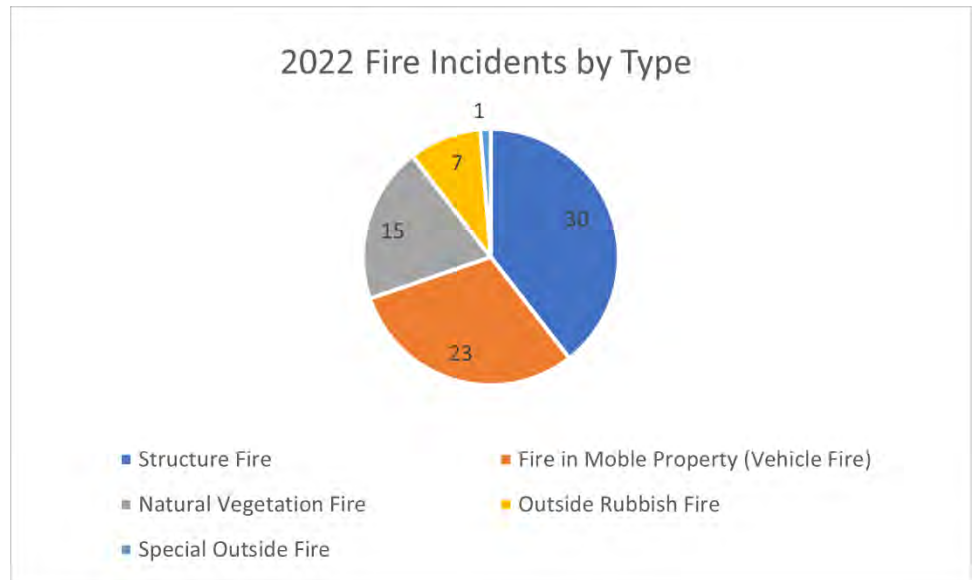
### Fire Incident Breakdown

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-six (76) fire-related incidents in 2022, the largest number of incidents were structure fires which accounted for thirty (30) incidents. The second largest number of

calls were related to vehicle fires accounting for twenty-one (21) incidents, followed by natural vegetation fires which accounted for fifteen (15) incidents.

The estimated value of property affected by fire in 2022 was \$3,800,340. Sixty-three percent (63%) of property affected by fire was saved.





## 2022 Year-End Report

### Outdoor Burning Complaints

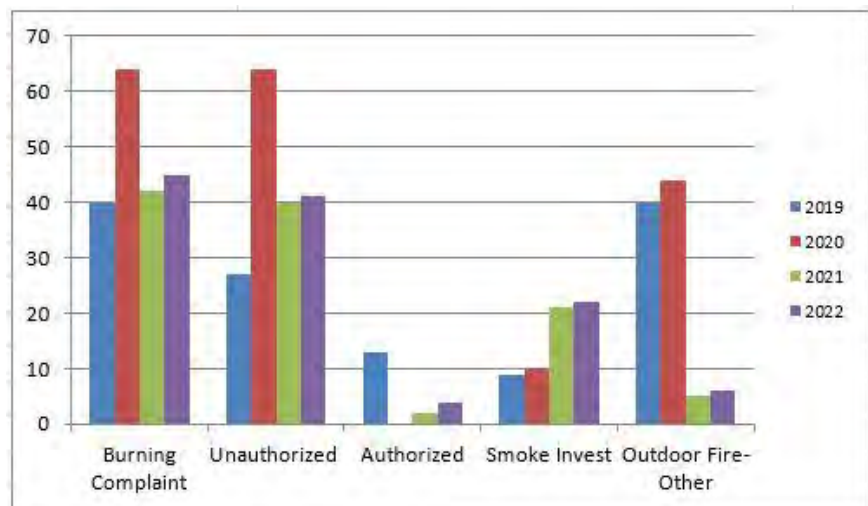
[Captain John Hering]

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 for 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 an outdoor burn complaint. In 2022, AHFD responded to a total of 118 incidents related to outdoor burning, which is approximately 7.27% higher than the number of incidents recorded in 2021. Of the 118 complaints, forty-five (45) incidents were related to burning leaves.

There were no recorded complaints of leaf burning during the Spring season. During the Fall season, a total of twenty-two (22) leaf burning calls occurred. Nine (9) calls were in accordance with the ordinance and no violations were issued. The other twenty-three (23) incidents in 2022 were considered "out of season". If

the fire was either outside of the ordinance or was considered a nuisance, the residents are asked nicely to extinguish their fire. In the time from 2019 to 2022, the total number of burning complaints and unauthorized burning has increased; with the number of burning complaints increasing by five (5), and the number of unauthorized burns increasing by fourteen (14).

Burning Complaint Types by Year*				
Run Disposition	2019	2020	2021	2022
Burning Complaint	40	64	42	45
Unauthorized Burning	27	64	40	41
Authorized Burning	13	0	2	4
Smoke Investigation	9	10	21	22
Outdoor Fire - Other	40	44	5	6
<b>Total</b>	<b>129</b>	<b>182</b>	<b>110</b>	<b>118</b>





## 2022 Year-End Report

### 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 2022, EMS accounted for 73.3% or a total of 3083 calls for service at AHFD.

### Most Common Medical Complaint Types

Of the 3083 medical incidents during 2022, the highest dispatch reason was the chief complaint of a sick person at 28% of all medical incidents, followed by falls at 10%, and then by traffic/transportation incidents at 8%. The top 10 medical run dispositions included lift assist/no injuries, abdominal pain/problems, psychiatric emergencies, unconscious/fainting patients or those near fainting, unknown problems with a downed person, non-traumatic chest pain/discomfort, traffic/transportation incidents, breathing problems, falls, and general sick persons.

Top 10 Medical Run Dispositions		
Call Complaint	# Of Calls	Percentage
Sick Person	866	28%
Falls	314	10%
Traffic/Transportation Incidents	258	8%
Breathing Problems	221	7%
Unknown Problems (Person Down)	167	5%
Unconscious/Fainting	153	5%
Chest Pain/ Chest Discomfort	147	5%
Psychiatric Issue/Suicide Attempt	127	4%
Lift Assist-No Injury	120	4%
Convulsions/Seizures	110	4%

### Priority 1 Transports

A priority 1 transport is an emergency call that requires immediate response, coupled with a reason to believe an immediate threat to life exists. 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 transports the department performed in 2022.

Top 5 Priority 1 Transports	
Trauma Injury	54
CVA/Stroke	24
Chest Pain	22
Alt. Level Conscious	18
Cardiac Symptoms	16



## 2022 Year-End Report

### Emergency Medical Incident Response Times

When EMS calls are dispatched, they are classified as priority calls or non-priority calls. Priority calls would include strokes, heart attacks, car accidents, traumatic injuries, and life-threatening injuries; non-priority calls would include headaches, lift assists, minor injuries, anxiety, small cuts/bruises, dizziness, and non-life-threatening injuries. In 2022, AHFD had an EMS priority response time of six (6) minutes and thirty-one (31) seconds.

#### Average EMS Response Time

Priority	6m31s

### Simultaneous Incident Data

Simultaneous Calls by Amount			
Number of Instances	# Of Calls		
	2020	2021	2022
Year			
Instances of 2 Concurrent Incidents	777	998	997
Instances of 3 Concurrent Incidents	208	286	313
Instances of 4 Concurrent Incidents	57	69	97
Instances of 5 Concurrent Incidents	16	18	24
Instances of 6 Concurrent Incidents	1	12	6
Instances of 7 or More Concurrent Incidents	5	9	4
Total	1064	1392	1441

Each year the number of simultaneous calls increase as call volume increases. Multiple calls 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 2022, there were a total of 1,441 concurrent incidents which is an increase of 3.5% from 2021. This coincides with the overall increase

in call volume from year to year.

### 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.

#### 2022 Mutual Aid Requests

Type of Mutual Aid	# of Instances
EMS MA Received	56
Fire MA Received	27
EMS MA Given	33
Fire MA Given	10



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AHFD also utilizes mutual aid partners for emergency medical calls or serious car accidents when no AHFD ambulances are available due to response model stress. The department closely tracks EMS mutual aid requests as this poses an increased risk to health, safety, and welfare of the residents in Auburn Hills. In 2022, AHFD was forced to rely on EMS mutual aid for less than 2% of the medical calls in the city.

Rochester Hills Fire Department remains AHFD's closest mutual aid partner with 41% of the combined mutual aid, both given and received, followed by Orion Township Fire Department with 27% of the combined mutual aid. Rochester City Fire rounded out our top three mutual aid partnerships with 13% of the combined mutual aid responses.

Mutual Aid by Department		
Agency	Mutual Aid Given	Mutual Aid Received
RHFD – Rochester Hills Fire Department	33	32
Star EMS – Privatized EMS	2	0
ROC – Rochester City Fire Department	6	15
ORION – Lake Orion Fire Department	10	33
WRFD – Waterford Regional Fire	1	5
BTF – Bloomfield Township	5	6
INDF – Independence	2	2
OAT – Oakland Township Fire	3	1
Oxford	1	0
<b>Total</b>	<b>62</b>	<b>94</b>

## 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 equipped 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.





## 2022 Year-End Report

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 2022 the department participated in 13,042 hours of training across the different training disciplines. These disciplines include hazardous materials, technical rescue, driving, EMS, suppression, officer development, and fire prevention education. This was an increase of 482 hours. The significant increase in the total number of training hours for our department is a result of the commitment by the fire command staff and line personnel to utilize the online training management platform. In 2022, the department averaged 1087 training hours per month.

Between the seven (7) training categories that department staff attend, suppression training accounts for the most training with 5620 hours; EMS training is second with a total of 3890 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 that the most up-to-date information is learned.

Training Hours		
Training Type	2021 Hours	2022 Hours
Driver's Training	871.25	948.00
EMS	3638.50	3890.00
HazMat	524.75	374.00
Technical Rescue	246.00	489.00
Officer	2443.55	1471.00
Suppression	4588.14	5620.00
Prevention	278.25	250.00
Total	12560.44	13042.00

With that goal in mind, Lieutenant Riedy implemented a daily shift training outline for personnel to follow and strengthen their basic skills. The following chart shows the suggested training activities



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## Fire Department

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for the shifts to use as a guideline. The training committee is working on developing an EMS training equivalent.

	AHFD Daily Shift Training
Monday	<b>"Mask-Up Monday"</b> (Mask-up procedures while sitting, kneeling, standing and walking. Work towards accomplishing this with fire gloves on. Breathe down a bottle and work through air emergencies. Utilize the RIT pack making all connections. Do a mask swap on your partner. Practice radio comm. and calling a MAYDAY. Clean and inspect your mask after each use).
Tuesday	<b>"Tag a Hydrant Tuesday"</b> (Check out hydrant locations in your district. Think about parking, length of LDH needed, forward/reverse lays or pull by hand. Organize, clean, lubricate and operate hydrant ops equipment. Tag, flush and dress your hydrant. Winter time? Use the hydrant pump).
Wednesday	<b>"Waterway Wednesday"</b> (Aerial waterway, deck gun, blitz nozzle-OH MY! When are they appropriate during offensive/defensive ops? What are the benefits/limitations? What should PSI be? Setup, operate and clean the equipment. Place apparatus to the best tactical advantage).
Thursday	<b>"Throw a Ladder Thursday"</b> (Size, type and parts of a ladder. Types of carries/raises. Placement of ladders during ventilation/rescue and angle. Watch videos of VEIS. Properly secure your halyard; loop, swoop and pull? I think knot, no pun intended! Climb and work from the ladder. Clean, lubricate and inspect your ladders).
Friday	<b>"Fire Attack Friday"</b> (Exactly how far is 200ft? Show me! Stretch handlines: straight/sidewalk/split. Operate nozzles: stream and pattern types. Advance lines around obstacles while upright/ground level. Deploy high-rise hose and create a horizontal standpipe. A correctly loaded line will aid in proper deployment. Your training, or lack of, will show the rest).
Saturday	<b>"Size-Up Saturday"</b> (Drive your district and practice size-ups on residential/commercial structures. Use your imagination: Where is the fire located? Offensive/defensive fire? What are your initial actions? Is a greater alarm needed? Assume command, and utilize the Blue Card tactical sheet. Give a size-up while watching fire videos. Talk strategies and tactics. Review communication and command policies).
Sunday	<b>"Self-Reflection Sunday"</b> (Are you mentally and physically prepared? Do you know your strengths/weaknesses? If so, are you working to improve? Do you participate in training? If not, why? Do you have questions or need help? Ask!)

## 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 also focused on incident command training for all personnel. All full-time personnel are required to complete 50 hours of online Blue Card Hazard Zone Management system. This



# AUBURN HILLS



## Fire Department

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

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### 2022 Year-End Report

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. Managing the initial stages of a structure fire in a systematic, consistent manner allows us to operate in the most efficient and safe environment possible. To support this program the department has trained two existing personnel as certified Blue Card Instructors. These instructors allow us to provide continuing education credits to our personnel and assist them in maintaining their certification and proficiency with the system.

#### SPECIAL OPERATIONS PARTICIPATION

AHFD personnel participate in various regional specialty teams. Specialty teams provide expanded training opportunities and valuable experience that is 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) personnel member on the MABAS 3201 Hazmat Team and three (3) personnel members who are active on the Technical Rescue specialty teams.

#### Hazardous Material Team

[Firefighter Sumi Dinda]

The Oakland County Hazmat team (OCHMRT) was formed in 2002 with the primary objective of providing guidance and technical expertise in the mitigation and removal of hazardous substances. The team is composed of members of MABAS-3201 fire departments and is responsible for responding to all hazmat related calls in Oakland County including Industrial Hazardous Material Incidents, 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. The team also performs air monitoring for any incidents for the safety of the fire personal and the citizens of the community. The OCHMRT consists of a highly trained unit of Hazardous Materials Technicians and Specialists delivering emergency response staffing 24 hours a day.







## 2022 Year-End Report

Firefighter/paramedic Sumi Dinda serves on the HazMat Team. FF Dinda is certified as a Hazmat Specialist and is certified by the Fire Training Council of the state of Michigan to teach Hazmat awareness and operations to new recruits. He instructs each year at a local academy. Every year AHFD volunteers to host the hazmat portion for the North Oakland Fire Academy which is a two-week course per the Fire Training Council of the State of Michigan. The picture to the right shows FF Dinda instructing the new recruits on donning procedures for chemical protective clothing.



To stay active on the team one must complete at least 100 hours of hazmat training in addition to normal fire and EMS training. Team members are trained in the identification and mitigation of hazardous materials associated with Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) substances. The OCHMRT training also includes dealing with hazmat incidents regarding Weapons of Mass Destruction (WMDs) and clandestine drug laboratories.

The OCHMRT was activated 14 times in 2022, with 5 of those activations being full team activations and the rest being team leader consultations. Members of the AHFD responded to three of the activation calls, including a lithium battery explosion in Franklin Township, a Butane Hash Oil explosion in Commerce Township, and a garbage dump fire in Auburn Hills. The OCHMRT was





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responsible for mitigating and containing the lithium battery incident, dismantling the BHO equipment, and monitoring the air for toxic methane gas at the dump fire.



### 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.

The fire department has a special response vehicle that carries specialized equipment for our personnel to initiate one of the disciplines until the county team can arrive with a larger cache of equipment that will be used to mitigate the situation.







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

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## 2022 Year-End Report

AHFD currently has three (3) active 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 the 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 2022, OCIMT assisted in local responses to Holly as well as Bloomfield Township. In addition, OCIMT was requested and provided resources through Michigan MABAS for the Menominee Paper Mill Fire as well as the Saginaw Grain Fire.

### FIRE PREVENTION

The Fire Prevention Bureau (FPB) consists of two (2) fire inspectors who manage all plan reviews, building inspections, permitting, and occupancy data for the entire City of Auburn Hills. 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 Chrysler Automobiles and Great Lakes Crossing. The fire inspectors are also responsible for handling hazardous material classification and pre-incident plans for 233 occupancies that exceed regulated quantified thresholds of hazardous materials as determined by the State of Michigan.



## 2022 Year-End Report

### Plan Reviews and Inspections

[Fire Inspector Fred Solomon]

Fire inspectors are tasked with varying types of inspections, permit issuance, and pre-plan operations. In 2022, the total number of inspections increased by a total of one hundred and seven (107) inspections or 17.80% as compared to 2021. The number of annual inspections increased by sixty-five (65) or 65.66% and follow-up inspections increased by ten (10) inspections or 5.26% compared to 2021.

Inspections (Yearly Totals)			
Inspection Type	2022	2021	2020
Annual	164	99	104
Final Building	67	66	67
Suppression/Detections	103	98	125
Follow-Up	200	190	130
Incident Preplanning	4	0	1
Complaint	31	21	5
Bonfire Permit Issued	38	28	22
Knox Box Updates	45	43	18
<b>Total</b>	<b>652</b>	<b>545</b>	<b>472</b>

The fire inspectors are accountable 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 2022, the total number of plan reviews increased by fifty-six (56) or 36.36% as compared to 2021.

Plan Review (Yearly Totals)			
Plan Review Type	2022	2021	2020
Site	86	74	59
Suppression	59	31	55
Detection	51	42	27
Temporary Event	14	7	11
Pyrotechnic	0	0	0
<b>Total</b>	<b>210</b>	<b>154</b>	<b>152</b>

2022 was a busy year for the Prevention Division as inspection activities ramped up from the COVID related restrictions of 2020 and 2021. In addition to building related inspections, a Hotel Inspection Task Force Team completed their first sweep of the city's hotels this year. The Prevention Division partnered with Community Development Department and the Police Department to inspect the 19 local hotels for code compliance and safety. When businesses have an issue with their fire alarm system or their sprinkler system, they are required to perform a fire watch and document the proceedings. The Fire Watch Documentation was also fully implemented this year. The company must appoint a person, or persons to walk the building and keep a log of their watch for the safety of the occupants of the building for the duration of the impairment to any life safety system.



## 2022 Year-End Report

### 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 Health and Safety 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 are to 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 stored materials are considered nonhazardous such as common cleaning supplies.

There were one hundred and fourteen (114) "Red" businesses and one hundred and twenty-three (123) "Yellow" businesses totaling to two hundred and thirty-seven (237) businesses storing or utilizing hazardous materials. During the past four (4)

Hazardous Material Reporting				
Business Classification	2019	2020	2021	2022
Red	85	93	106	114
Yellow	146	130	127	123
Total	231	223	233	237
Permit Fees Collected	\$71,700	\$72,300	\$77,900	\$79,900



# AUBURN HILLS



## Fire Department

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

### 2022 Year-End Report

years, the revenue received from the program has increased by an average of 10.26% or by approximately \$2,050 per year.

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 wide knowledge of hazardous material sites within the city.

### 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. 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. 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 are two (2) certified child safety seat technicians in the department. These technicians were able to inspect twenty (20) car seats for safety and proper installation in 2022.







## 2022 Year-End Report

### Meals on Wheels

For the 11<sup>th</sup> consecutive year, senior citizens of Auburn Hills who are homebound have received meals prepared and distributed by the fire department. Firefighters cooked, packaged, and helped deliver 36 meals on Thanksgiving to seniors in need of assistance. Christmas Day another sixteen (16) people were given 2 meals for a total of thirty-two (32) holiday dinners cooked and delivered. AHFD assists the Auburn Hills Community Center in this generous and helpful venture.



### Helping Hands

AHFD's Helping Hands program is a non-profit 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. While the program has had very little funding during the hard hit COVID years, several city residents donated to this organization in 2022 with hopes that the organization will continue to benefit burnout victims after fires occur.





# AUBURN HILLS



## Fire Department

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

### 2022 Year-End Report

#### Spooktacular Participation

Through participation in the City's annual Spooktacular event, both the department Fire Inspectors were able to hand out goodie bags to over 425 children. Each goodie bag contained fire educational resources, AHFD logo apparel, a handful of candy, and useful school supplies. AHFD would also like to thank the Department's Union for donating ten (10) large bags of candy for this event. The event was a success, especially due to the unseasonably warm and sunny weather, and allowed for a safe and fun way to enjoy Halloween for both children, teens, and adults alike.



#### SIGNIFICANT INCIDENTS

During 2022, 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.

##### *Residential Fire-4/20/2022*

AHFD was called to a structure fire at a residential home on the afternoon of Wednesday, April 20. Mutual Aid was immediately requested from Rochester Hills as two of our three stations were committed to previous calls when the fire was dispatched. Smoke and flames were seen by the Captain on arrival. A working fire was found on both floors of a 2-story residential home, a detached garage, a vehicle in the driveway, and another vehicle in the garage were also on fire.



Residents outside confirmed everyone was safely out of the home, but there were up to seven (7) cats trapped inside. Engine 1 crew attacked the fire in the home, while additional crew fought the fire in the garage and vehicles. Several of the cats were rescued by the firefighters, while several



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

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### **2022 Year-End Report**

others made their way to safety. Rochester Hills assisted in cutting a hole in the roof for ventilation. All fires were extinguished, but the attic was found to have fire extension. Because of the wood ceilings upstairs, extensive overhaul was necessary to reach the attic fire. Due to the suppression personnel already being on multiple calls, Inspectors Solomon and Toss were called upon to help attack the fire. Once the fire was extinguished, they began investigating the cause of the fire. It was noted that the carport on the East side of the garage, where one of the vehicles was parked, suffered the heaviest damage. The inspectors believe the vehicle parked under the carport to be the area of origin for the fire.

#### *Apartment Fire-5/11/2022*



In the early morning hours of May 11<sup>th</sup>, while AHFD was assisting Rochester City at a large structure fire in their downtown, the Mosaics Apartment Complex in the northwest part of the city was reported to be on fire. When firefighters from Station 3 arrived, they found a working fire through the roof of the apartment building. Engine 3 crew performed a rapid size-up and

confirmed with the Auburn Hills police officers on scene that everyone was safely out of the building. They aggressively attacked fire in the attic, balcony and on the roof from outside the structure. Additional assistance arrived from Rochester Hills, Orion Township, Independence Township and Oakland Township Fire Departments while AHFD Engine 2 made entry into the building to check for fire extension. Fire Inspectors Solomon and Toss arrived to conduct an investigation. Based on the observed fire patterns, structural damage and a neighbors security camera footage showing fire starting on the balcony, the inspectors determined that the fire began in the plastic trash receptacle on the balcony and the cause of the fire is believed to be discarded smoking materials.



### **2022 Year-End Report**

#### *Residential Fire-6/23/2022*

Auburn Hills Fire Department was called to service on Thursday, June 23 for a structure fire at the Countryside Townhouses. Captain Hazelton, along with Engine 1, arrived on scene to find flames shooting through the roof of a two (2) story apartment unit and fire visible from both the first and second floor. The crew immediately started attacking the fire. It was reported that there were two (2) children trapped inside, but firefighters found all residents to be safely outside. Inside the home, the crew worked to prevent the fire from spreading across the attic and into other units. With Ladder 2 and Ladder 3 battling the blaze together, most of the fire was extinguished from the exterior. The personnel could then safely enter each affected townhouse, knocking down any fire that had reached the attic and ensuring no remaining hot spots. Mutual aid was received from Waterford, Rochester City, Rochester Hills, Orion Township and Bloomfield Township. No injuries were reported.







# AUBURN HILLS



## Fire Department

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

## 2022 Year-End Report

### *Fatal Car Crash-11/14/2022*

Oakland County Dispatch notified the Fire Department of a vehicle fire on Joslyn Rd, just south of I75. When Engine 3 arrived, they found a car in the ditch with a fully involved fire. Upon extinguishing the fire, a victim was discovered in the driver's seat. When all hot spots were confirmed to be out, the scene was turned over to AHPD for further investigation.



### *Plane Crash-12/21/2022*



The Fire Department was called to the scene of an emergency landing/possible plane crash on the afternoon of December 21<sup>st</sup>. Upon arrival, the fire department came upon a Cessna 172-5 single





### 2022 Year-End Report

prop airplane, upside down in the median near Chrysler Headquarters. The pilot had freed himself from the cockpit, after successfully avoiding landing on nearby traffic-laden streets. He was treated by AHFD and transported to a local hospital for further evaluation. Once the scene was secured and firefighters had returned service, the first responders were called back to the crash site to standby while the towing company removed the plane's wings and drained the fuel from the aircraft. Proper handling by the tow company and preparation by the fire department resulted in removal and cleanup without incident.



### 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 2022, AHFD owns and operates a total of seventeen (17) vehicles which include three (3) administrative vehicles, one (1) command vehicle, two (2) fire prevention vehicles, one (1) utility vehicle, four (4) rescue ambulances with one of the four rescues as a reserve, two (2) fire engines, three (3) aerial ladder trucks (quints) and one (1) special response vehicle.

Station 1 houses Rescue 1, Engine 1, SR 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.





# AUBURN HILLS



## Fire Department

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

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## 2022 Year-End Report

### *EMS*

All AHFD's four (4) State licensed Advanced Life Support (ALS) ambulances are equipped to handle Medical First Responder (MFR), Basic Life Support (BLS), and Advanced Life Support (ALS) emergency medical services and transportation.

### *Suppression - Fire Engines*

AHFD took delivery of our newest firefighting apparatus in July. The new vehicle is a 78-foot quint/ladder with a 470-gallon water tank and a 30-gallon foam tank. It has the ability to pump 2000 gallons of water per minute when connected to a hydrant! A quint is unique in that it combines the capabilities of a ladder truck and an engine. It carries five (5) pieces of the necessary firefighting equipment: ground ladder, pump, water tank, hose, and an aerial device.



In 2022, AHFD also formed a committee consisting of fire personnel to form the 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 again tasked with the gathering of ideas and information to spec out a new aerial ladder truck for purchase. The committee is currently working on the details for another 78-foot quint that will replace the lone remaining 1997 quint.



# AUBURN HILLS



## Fire Department

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

## 2022 Year-End Report

### Station 1 Apparatus

#### Rescue 1

#### Fleet #2017

Make	Ford
Model	F450 4x4
Year	2020
Cost	252,984.00
Useful Life	6 years
Current Life	2 years
Idle Hrs	1,384
Engine Hrs	2,468
Mileage	34,549



Year	Approximate Maintenance
2021	\$ 596.89
2022	\$ 1,180.70

#### Ladder 1

#### Fleet #230

Make	E-One
Model	Cyclone II
Year	1997
Useful Life	15 years
Current Life	26 years
Pump Hrs	1,228
Engine Hrs	1,811
Mileage	49,790



Year	Approximate Maintenance
2020	\$ 14,580.64
2021	\$ 5,834.62
2022	\$ 2,994.50



# AUBURN HILLS



## Fire Department

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

### 2022 Year-End Report

#### Engine 1

Fleet #2106

Make	Rosenbauer
Model	Commander
Year	2020
Useful Life	15 years
Current Life	3 years
Pump Hrs	140
Engine Hrs	785
Mileage	11,291



Year	Approximate Maintenance
2021	\$ 3,426.25
2022	\$ 3,788.88

#### SRU

Fleet #213

Make	Hackney
Model	SRU
Year	2001
Useful Life	N/A
Current Life	22 years
Engine Hrs	485
Mileage	14,585



Year	Approximate Maintenance
2020	
2021	\$ 676.76
2022	\$ 1,091.17



# AUBURN HILLS



## Fire Department

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

## 2022 Year-End Report

### Station 2 Apparatus

#### Captain 1

#### Fleet #2102

Make	Dodge
Model	Ram 2500 4x4
Year	2020
Useful Life	7 years
Current Life	3 years
Idle Hrs	644
Engine Hrs	1,651
Mileage	19,909



Year	Approximate Maintenance
2021	\$ 1,261.50
2022	\$ 1,855.70

#### Rescue 2

#### Fleet #2103

Make	Ford
Model	F450 4x4
Year	2020
Useful Life	6 years
Current Life	3 years
Idle Hrs	1,385
Engine Hrs	2,335
Mileage	30,485



Year	Approximate Maintenance
2021	\$ 908.66
2022	\$ 3,798.73



# AUBURN HILLS



## Fire Department

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

### 2022 Year-End Report

#### Rescue 4 Fleet #225

Make	Chevy (chassis)
Model	G4500 chassis Box - Life Line
Year	Chassis 2015 Box 2007
Useful Life	6 years
Current Life	8 years
Idle hrs	
Engine Hrs	7,440
Mileage	111,816



Year	Approximate Maintenance
2020	\$ 4,747.21
2021	\$ 6,347.25
2022	\$ 901.03

#### Ladder 2 75 ft Quint Fleet #2211

Make	Rosenbauer
Model	Commander
Year	2021
Useful Life	15 years
Current Life	2 years
Pump Hrs	31
Engine Hrs	293
Mileage	4,377



Year	Approximate Maintenance
2020	
2021	
2022	





# AUBURN HILLS



## Fire Department

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

## 2022 Year-End Report

### Station 3 Apparatus

#### Rescue 3 Fleet #1522

Make	Chevy
Model	4500
Year	2015
Useful Life	6 years
Current Life	8 years
Idle Hrs	
Engine Hrs	7,478
Mileage	112,708



Year	Approximate Maintenance
2018	\$ 2,773.55
2019	\$ 4,347.69
2020	\$ 4,065.25
2021	\$ 8,737.76
2022	\$ 9,162.80

#### Ladder 3 100 ft Quint Fleet #1809

Make	Rosenbauer
Model	Commander
Year	2018
Useful Life	15 years
Current Life	6 years
Pump Hrs	286
Engine Hrs	1,184
Mileage	15,185

Year	Approximate Maintenance
2020	\$ 4,226.58
2021	\$ 3,227.40
2022	\$ 15,259.81





# AUBURN HILLS



## Fire Department

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

## 2022 Year-End Report

### Engine 3

Fleet #1512

Make	Rosenbauer
Model	Commander
Year	2015
Useful Life	15 years
Current Life	8 years
Pump Hrs	644
Engine Hrs	6,073
Mileage	75,714



Year	Approximate Maintenance
2020	\$ 9,916.37
2021	\$ 11,113.25
2022	\$ 29,614.81

### BUDGET

The results of the 2022 budget are presented to the right, as of February 3, 2023. The revenues were \$5,925,394 with expenditures of \$5,204,798. The difference of \$720,596 will be transferred back to the general fund. The amended budget included \$1.5 million for Station 1 and 3 renovations that have not yet started, but plans are to complete this work in 2023.

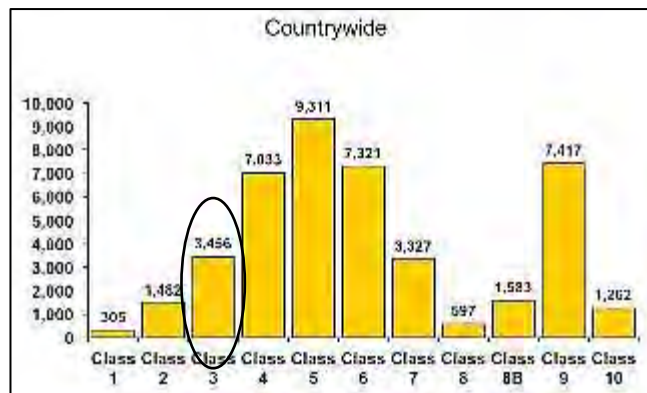
Budget Line-Item Description	2023 Budget Results
Fire Total Revenue	\$5,925,394
Fire Total Expenditures	\$5,204,798
Administration Division	\$788,348
Suppression Division	\$4,101,360
Fire Prevention Division	\$315,090
Revenue/Expenditure Difference	\$720,596



## 2022 Year-End Report

### Public Protection Classification

AHFD continues to be rated as a Class three (3) Public Protection Classification (PPC) by the Insurance Services Office, Inc. (ISO). 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 that the department's current fire suppression program does not meet ISO's minimum standards. 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 July 1st, 2018; Auburn Hills will continue to be ranked as a class three (3) while waiting for the results of a recent ISO audit.



### 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 also focused 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 in the future.

Other important areas that the department concentrated on this past year include:

- Continue Incident Communication Improvement
  - BlueCard ICS Training
  - Fire Critiques
- Wellness Courses and Fitness Competition
- Active Assailant Training
- Suppression Tablets for Emergency Responder Access to Fire Fighter Right To Know (FFRTK)



# AUBURN HILLS



## Fire Department

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

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### **2022 Year-End Report**

- 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.

### **Department Strategic Plan**

In order to build a solid foundation and plan for the future, AHFD has developed a five-year strategic plan, starting in 2020. This strategic plan addresses the challenges and opportunities that the organization faces today and, more importantly, those that may challenge the department tomorrow. This five-year strategic plan will be reviewed and modified as needed in incremental periods of time. Below is the department's five-year goal:

- GOAL 1: Reduce community risk by increasing fire safety and prevention programs and developing key strategic partnerships.
- GOAL 2: Improve the way in which we manage, engage, and support our employees in the area of training.
- GOAL 3: Expand opportunities to improve the wellness of each employee, specifically related to safety, education, mental health, and fitness.
- GOAL 4: Provide leadership and management across the organizations structure which allows us to build a healthy, performance-based culture of success.
- GOAL 5: Invest in technology to drive improved work processes and service levels across all areas of the department.
- GOAL 6: Develop and implement strategies that allow us to recruit and retain professional fire fighters.
- GOAL 7: Implement ET3 services to enhance medical care delivered to the community.



# AUBURN HILLS



## Fire Department

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

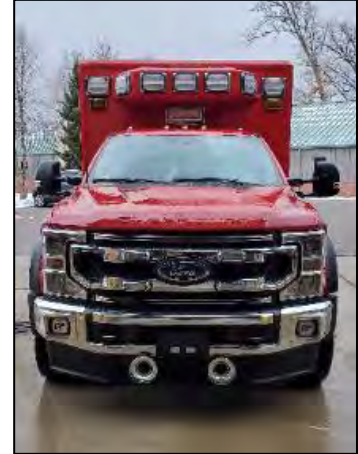
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## 2022 Year-End Report

### Fleet Replacement Program

[Firefighter/Paramedic Tony Randolph]

In January 2021 the department took delivery of two (2) Wheeled Coach F450 four-wheel drive ambulance from Emergency Vehicles Plus (EVP) located in Holland Michigan. With the delivery of the new ambulance/rescue the department was able to replace the two (2) aging ambulances/rescues with the new ambulances/rescues.



In 2023, the department will again be taking delivery of a new Wheeled Coach F450 four-wheel drive ambulance from EVP. The anticipated delivery date is August 2023. This will replace another aging rescue. This will be the first time in the fire department's history that it will have three (3) identical ambulance/rescues. This is useful in that all equipment and location of the equipment is uniform, allowing firefighters to perform their duties more efficiently.

### Grant Funding

[Administrative Officer Owen Milks]

**Staffing for Adequate Fire and Emergency Response (SAFER) Grant** – AHFD was awarded a Federal grant in the amount of \$718,551 in the fourth quarter of 2019. This grant allowed the department to hire three (3) additional personnel who were hired in January of 2020. The department has completed three years and the grant concluded at the end of 2022.

**Regional Assistance to Firefighters Grant (RAFG)** - The Auburn Hills Fire Department was awarded a regional Assistance to Firefighter (AFG) grant that that focused on much needed replacement hose nozzles. Auburn Hills, Brandon Township, the Village of Holly, and Farmington Hills Public safety applied for the replacement nozzles which will allow all the departments involved to replace all their aging and defective nozzles with new, efficient, NFPA compliant equipment. The total federal funding amount for the project is \$87,025.







### 2022 Year-End Report

**Assistance to Firefighters Grant (AFG)** – The Auburn Hills Fire Department was awarded a AFG



grant that focused on replacing the 20 year old firefighting gear washers at all three stations and purchase three new gear dryers. This equipment will allow firefighters to quickly wash and dry their protective gear after being exposed to the cancer causing byproducts of firefighting. The new units will also allow administration to monitor how often gear has been washed and reduce the cancer risk to our personnel. The total federal funding amount of the project is \$65,315.

### Fire Department Station Alert System

Technology for toning and alerting fire personnel needed to be updated to meet today's technology. The frequency currently used would no longer be supported by Oakland County Radio system. A committee was formed and after extensive research, Bryx Station Alerting was determined to be the most



innovative, efficient, and cost-effective system. Although the company is located in New York, our system's server will be located in Detroit, Michigan. The Bryx system is a cloud-based system, providing real-time information and can also control station lighting, turn off cooking appliances when a call is dispatched and displays call information on TV monitors located in the stations. This system is used in hundreds of fire departments, ambulance companies and police departments across the country.

### Medical Service Revenue

The total amount of EMS fees billed in 2022 was \$1,478,471 whereas the total revenue/amount collected

<u>Year:</u>	2022	2021
Billed	\$ 1,478,471	\$ 1,228,582
Collected	\$ 881,953	\$ 739,218



### 2022 Year-End Report

was \$881,953. The total amount collected increased by \$142,734 as compared to 2021, representing a 16.9% increase.

In 2022, the largest amount billed occurred in October while the largest amount collected was found in September. The highest amounts billed were \$176,481 in October and \$149,738 in June. Sixty percent (60%) of the amount billed was collected this past year. Compared to last year's medical revenue, the department billed \$249,899 more and collected \$142,735 more in revenue.

2022 Monthly Medical Revenue		
Month:	Billed	Collected
January	\$105,985	\$78,662
February	\$114,708	\$54,169
March	\$126,559	\$84,506
April	\$109,134	\$62,757
May	\$113,976	\$56,751
June	\$149,738	\$87,449
July	\$110,117	\$53,137
August	\$139,588	\$82,877
September	\$106,250	\$96,521
October	\$176,481	\$71,603
November	\$124,532	\$88,124
December	\$101,403	\$65,427
Total	\$1,478,471	\$881,983

### 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.

### 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.

*We recently had a medical emergency at Delta, two of your Firefighters (FF Nelson Webb, FF Brian Rowley), arrived quickly and within minutes they had the situation under control and the employee made a quick recovery. We wanted to thank them for their effort, calmness and quick decision making which led to an excellent outcome for everyone. With our EH&S team we did a quick after-action assessment with them, they complemented us on a few points and*



# AUBURN HILLS



## Fire Department

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

### 2022 Year-End Report

*gave us a few pointers, which if a situation like this arises again, will make us better prepared to handle the situation until the experts arrive. Please thank them on behalf of our whole company. Daily heroes doing their job in the city of Auburn Hills keeping our people safe.*

*Thank you.*



**Kent Blackwell**

General Manager | Delta Technologies

office: 248-391-6800 x3506 | mobile: 248-251-8817

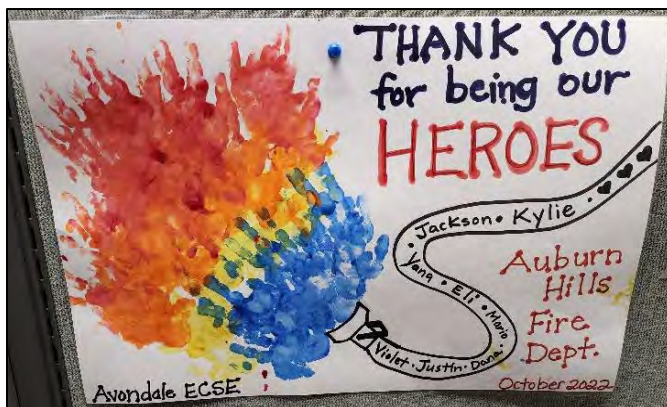
*Thank you for your service ♥*

*On Dec 11, 2021 I called 911  
because my son was having  
a stroke. The lady on the  
phone was very helpful and  
the 911 crew arrived  
shortly.*

*They were so successful  
in getting my son to the  
hospital. He had surgery and  
is home in 1 week.  
Thank you again and  
God Bless you all  
Sincerely*

*Sending a chorus of  
Christmas cheer!*

*Also want to thank you for  
your work putting out the  
fires in our Midwest. Please  
that was and a scary sight*



**2022 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 assists in narrowing down the pool of candidates prior to bringing them in for an interview. All full-time and part-time employees are given 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 239 candidates were assessed in 2022, an increase from 194 candidates that were assessed in 2021.
- Overall, 100 new hires were processed for full-time, part-time and seasonal employment:
  - City Manager's Office – 1 PT Receptionist
  - Community Center – 2 PT Building Supervisors, 2 PT Custodians, 5 PT Front Desk Clerks
  - Community Development – 1 Code Enforcement Officer
  - Department of Public Works – 1 GIS Asset Management Technician, 2 Master Mechanics, 3 Maintenance Technicians, 3 Seasonal Laborers
  - Finance/Treasury – 1 Accountant I and 1 Deputy Director of Finance



- Fire – 1 Fire Chief, 12 Part-time FF Paramedic or EMT, 1 Full-time FF Paramedic, 3 Full-time FF EMT
- Golf – 13 Seasonal Employees
- Human Resources – 1 Intern
- Parks – 3 PT Downtown Parks Hosts, 1 PT Parks Custodians, 5 Parks Specialist
- Police – 10 Police Officers, 11 Police Cadets, 1 Part-time Technical Services Assistant
- Recreation – 1 Recreation Coordinator, 1 PT Recreation Event Coordinator, 2 PT Recreation Program Leaders, 11 Seasonal Summer Camp Leaders
- Senior Services – 1 Senior Service Program Coordinator, 1 PT Bus Driver
- Promotions/Job Transfers
  - Stephen Baldante from Manager of Municipal Properties to Director of Public Works
  - Terry Barnett from Maintenance Technician II to Facilities Crew Leader
  - Evan Berns-Riggan from Police Cadet to Police Officer
  - Brad Brasil from Police Officer to Police Sergeant
  - Nicole Burnside from Part-time FF EMT to Full-time FF EMT
  - Nelson Cox from Maintenance Technician I to Maintenance Technician II
  - Joseph Ferriter from Police Cadet to Police Officer
  - Jacob Fortenberry from Part-time FF EMT to Full-time FF EMT
  - Ryan Gagnon from Deputy Chief of Police to Chief of Police
  - Thomas Hamming from GIS Intern to GIS Asset Management Technician
  - Michelle Hesse from Police Sergeant to Police Lieutenant
  - Melissa Macek from POC FF EMT to PT Administrative Assistant/Data Analyst
  - Scott McGraw from Lieutenant to Deputy Chief of Police
  - Melissa Page from Police Cadet to Investigations Technician
  - Ryan Riedy from Police Officer to Police Sergeant
  - Joseph Sears from Police Officer to Police Sergeant
  - Alixandra Swett from Part-time FF EMT to Full-time FF EMT
  - Andrew VanVeelen from Police Cadet to Police Officer
  - Tim Wisser from Facilities Crew Leader to Manager of Municipal Properties
- Retirements
  - Jeffrey Baker – Chief of Police – 3.5 years of service
  - Lawrence Basaj – Firefighter Paramedic – 18 years of service
  - Ronald Melchert – Director of Public Works – 26 years of service
  - James Stoinski – Police Sergeant – 24 years of service
  - Ellen Taylor – Fire Chief – 3.5 years of service
- HR participated in the recruitment process for the hiring of the next Fire Chief. Nine (9) total applications were received, and the top four (4) candidates were assessed and interviewed by a panel consisting of Mayor McDaniel, Council Member/Public Safety Advisory Committee Member Eugene Hawkins, City Manager Tanghe, Assistant City Manager Skopek, Current Fire Chief Taylor, and HR Manager Parpart.
- HR participated in the recruitment process for the hiring of the next Director of Public Services. Ten (10) total applications were received, and the top four (4) candidates were

assessed and interviewed by a panel consisting of Mayor Pro Tem Kittle, Council Member Brian Marzolf, City Manager Tanghe, Assistant City Manager Skopek, Current Director of Public Services Melchert, and HR Manager Parpart. The results proved that our very own Manager of Municipal Properties, Stephen Baldante, outperformed all other candidates and was promoted to the Director of Public Services. HR has made succession planning a department goal over the years and it was rewarding to have an internal candidate receive this promotion. This promotion left a vacancy in the Manager of Municipal Properties position. Again, with succession planning in mind, Tim Wissner, with his considerable knowledge of the department, was able to move into this role. This created a domino effect to filling a Crew Leader and a Maintenance II position all with internal candidates. Terry Barnett and Nelson Cox were selected to respectively fill those positions,

- The HR Department participated in two promotional processes for the Police Department. HR is responsible for administering the promotional examination and dropping off the examinations to the external assessment company. In January, two (2) Police Officers were promoted to the rank of Sergeant and one (1) Sergeant to the rank of Lieutenant. In October, one (1) Police Officer was promoted to the rank of Sergeant. Once all 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.

### **Employee Evaluation Program**

- Supervisors were required to complete annual employee evaluations for non-union and AFSCME personnel. Supervisors continued to rate their staff on job duties, performance competencies, and completion of goals. The evaluation ratings for members of the AFSCME union group are used to determine who receives a bonus, as agreed upon in the union contract. The evaluations will be presented to all employees by the end of March 2023.

### **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 to staff this year:
  - Three employees were selected to attend the Auburn Hills Chamber of Commerce remote “iLEAD” program, which stands for Learn, Engage, Achieve and Discover. This program lasted 6 months and is designed for those who want to build their strengths in self-awareness, ability to influence, community development, teamwork, and adaptability.
- In 2022, HR coordinated CPR/AED and First Aid training with the Fire Department. There was a total of 40 employees that attended CPR/AED training and 30 that attended First Aid training. The City requires employees to maintain their certifications, which are valid for two years.
- In person training was conducted in 2022. HR coordinated with the Police Department and held Active Assailant Training for all employees. The purpose of this training is to provide employee with tips on what to do if ever in an active assailant situation.

- HR coordinated with Health Alliance Plan to bring a speaker onsite two times for training. The topics were: Appreciating Personality Differences in the Workplace and Developing Resiliency Despite Stress.
  - The purpose of the “Appreciating Personality Differences in the Workplace” training was to help employees recognize the different personality styles that are present in the workplace, and how to communicate based on those styles.
  - The purpose of the “Developing Resiliency Despite Stress” was to provide employees with tools on how to reduce stress in the workplace, as well as an action plan that included steps to a resilient mind set.
- Employees were required to complete several online training sessions this year. The online trainings are interactive, and employees are required to take a quiz throughout the session.
  - A diversity training was rolled out and that included the following topics: Unconscious Bias; Diversity, Inclusion and Sensitivity and Microaggressions in the Workplace. The training videos were interactive and required employees to take quizzes along the way.
  - Additional trainings such as Drugs and Alcohol in the Workplace and Recognizing and Preventing Phishing Attacks were also conducted.
- The Human Resources Manager attended a quarterly conference held by Michigan Public Employer Labor Relations Association. (MPELRA) in June. This was the first in person conference since March of 2020. The topics covered at this meeting included The Great Recession vs. The Opportunity; Taking Back Control Over Emotional Well-Being and Development in Drug Testing in the Public Sector.
- The Human Resources Manager attended the annual conference hosted by the Michigan Public Employer Labor Relations Association (MPELRA). Some of the topics included Roundtable of Bargaining; A Year in Review: Critical Cases and Legislative Updates Affecting Michigan Public Employers; The Fiduciary Duties of a DC Retirement Plan Sponsor; The Great Resignation: Trends and Strategies for Effectively Retaining, Engaging and Attracting Talent; Understanding the Business Case for DEI and 10 Key Strategies Towards Implementation; Responding to Your First Responders – Supporting the Behavioral Health Needs of the Police and Fire Personnel; MERC Case Update and More Since Mid-COVID-19; and Dueling Attorneys. There was a lot of valuable information obtained at the conference and incorporated into new HR practices.
- The HR Department attended the 2022 HR Fall Training Camp/Employment Law Seminar presented by Miller Canfield. Topics of this seminar included What’s Hot in Employment and Labor Law; Beyond COVID-19: Managing and Motivating a Hybrid Workforce; Handling Disability Disclosures, Accommodation Requests and Employee Leave; Correcting Overtime and Worker Misclassification Issues Before They Result in Litigation; Properly Constructing and Implementing Workplace Investigations; and Employee Benefits Update: Assessing the Impact of Recent Litigation.

## **COVID-19**

- HR stayed up to date with COVID-19 guidelines that were released through the Center for Disease Control and Prevention. If an employee reported having COVID, HR advised on isolation requirements and maintained a log of contracted cases.

## **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 included 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.
  - The employee competition was brought back this year and employees were thrilled! We had six teams compete and the games included tug of war, water gun relay, marshmallow drive, relay mania and watermelon eating contest. Not only did we have a ton of employees participating in the competition, but we had many employees there to cheer on their coworkers.
- The 2022 budget allowed for employee appreciation events, which were well attended and well received by employees. The following events took place: “We’re so Lucky to Have You”, Thank You Dairy Much (there was a daytime event as well as an evening event to accommodate employees that worked the night shift) and Thanks-A-Latte.
- Auburn Hills University was relaunched in 2022, after a 3-year pause. This program is popular amongst 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 Clerk’s office, taking a tour of the cemetery located in Auburn Hills, 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. Recreation provided the team with a tour of popular parks. 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 take place to show how the pieces work. Another fun activity was spending an afternoon at Fieldstone Golf Club. Some members of City Council were able to join the group for lunch and talked about the importance of their position. Community Development spent one morning taking the group on a tour of major developments around the City. 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**

- HR was very focused on providing employees with more health and wellness opportunities so there were many initiatives taken this year. HR worked closely with HAP and was able to bring a “Cooking Well” series to City employees. A chef came onsite 8 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. This series was well received, and employees are looking forward to doing this again in 2023.
- A personal trainer was hired to provide employees with personal training sessions in the Public Safety Fitness Center. The purpose was to help employees kickstart their fitness goals, as well as teach them different workout methods.
- Additional workout equipment was added to the Public Safety Fitness Center such as a stair climber, echelon bike, bosu ball and resistance bands. All new pieces are heavily used by employees.
- HR purchased under the desk workout equipment for employees. The purpose of this was to help keep employees moving while stationary at their desk.
- A health food truck was brought onsite for all employees from the Great Greek Mediterranean. The purpose was to help employees recognize the healthy decisions they can make when dining out.
- Wellness articles, recipes and health tips were emailed to employees at least two times per month.
- The Employee and Retiree Health and Benefits Fair took place in October and employees and their families were able to come in and get a flu shot. Representatives from the City’s insurance plans were also 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: MissionSquare (401k/457 administrator), HelpNet (employee assistance program provider), HAP (health insurance provider), EHIM (prescription provider), EBC (Employee Benefit Concepts), Delta 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 Six, Clean EatZ Café, and Beyond Juicery and Eatery 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 increased in 2022 with 31 accidents, compared to 20 accidents in 2021. Per MIOSHA standards, only 26 of those accidents are considered recordable due to employees seeking medical treatment beyond first aid. There was an overall increase in the number of 2022 accidents, the total number of cases with days away from work, and the total number of cases with job restriction. In 2022, 7 of those cases experienced 506 days away from work, compared to 4 cases in 2021, which had required 197 calendar days away from work. In 2022, there were 12 cases that required a total of 730 restricted duty days, compared to 5 cases in 2021 that required a total of 734 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. Additional recruiting methods were attempted this year, such as sending out a buck slip with the water bill and letting residents know about our seasonal positions. Positions were also posted on Facebook and LinkedIn to attract a broader audience.
- 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 2022 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 McDaniel, City Council Members, City Manager Tanghe, Auburn Hills Residents, Visitors, Community Leaders, Business Representatives, and Visitors:***

It is my pleasure to present the 2022 Auburn Hills Police Department Annual Report. There have been many changes within the department over the last year, which has opened opportunities for staff to step into new roles through promotions and various assignments. Chief Jeff Baker retired in February of 2022, after serving as our Chief of Police for 3 ½ years. Chief Baker retired from the Port Huron Police Department as Chief of Police before coming to Auburn Hills and served a total of 30 years in law enforcement. With Chief Baker's retirement and the support of City Manager Tanghe and City Council, I have the distinct honor and privilege to now serve as the Chief of Police. I could not be more proud to have an opportunity to lead this department after starting my law enforcement career here in Auburn Hills. All credit for this opportunity goes to those who came before me, who mentored me along the way, as I grew up within the department and learned so much from all of them.

This also provided an opportunity for others to step into new roles, which included the promotion of Scott McGraw to Deputy Chief of Police and Michelle Hesse to Lieutenant. Over the last year we have also experienced several retirements as you will see in the report, which provided an opportunity for Brad Brasil, Ryan Riedy, and Joseph Sears to be promoted to the rank of Sergeant.

I am most proud of our entire staff in the department! I know that what sets us apart from other agencies is our staff, who go above and beyond the expectations on a regular basis. We have a great 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.

We are proud to report that in 2022 our department became re-accredited through the Michigan Law Enforcement Accreditation Commission. We initially became an accredited agency in 2019 and at the time we were only 1 of 19 agencies in the State of Michigan to earn accreditation status. The program requires that agencies be reviewed every three years, which includes ensuring compliance to 108 standards of policy and showing proof for every year that we are doing what we are saying. As a state assessor in the program, I can tell you that it is more difficult to earn re-accreditation status every three years than it is to earn the initial accreditation. In June of 2022 we were awarded re-accreditation status, with 100% compliance, and are now only 1 of 49 agencies in the state to earn accreditation. To put this into perspective, there are over 500 law enforcement agencies in the state. This award and recognition could not have been possible without the hard work of our Accreditation Managers and staff to ensure compliance with all standards.

We have accomplished many things together in 2022 that you will see outlined in the report. We are excited to report that we hired 10 new police officers this year and are now fully staffed. These new hires included filling vacancies from retirements and resignations over that last few years. Law enforcement has been challenged across the country over the last few years with many officers resigning or retiring early due to the negative public sentiment and/or perception of police officers, which has made recruiting new officers even more of a challenge.

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## Letter to the Community, Continued

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There has certainly been troubling incidents occur across the country and we collectively condemn the criminal actions of those people who do not deserve the honor of wearing a badge. With that being said, there has been promise over the last year as many police academies are seeing record numbers of recruits signing up to join the ranks. Over the last two years, there was a time when we were down eight police officers. We are proud to report that we became fully staffed at the end of 2022. I am proud of our field training cadre and all of their hard work that goes into training a new police officer. They have been and will continue to be busy for some time as it takes about 4 months to train a new police officer before they are certified for solo patrol in the community.

You will see in the report that times are getting back to normal or pre-pandemic levels. We have experienced an increase in calls for service. Traffic volumes have been increasing, which results in an increase in traffic crashes and traffic enforcement. We are committed to the relentless pursuit of criminal violators and holding those accountable to ensure that our community remains a safe place to live, work, and play.

We work hard to serve our community, to keep people safe, and to protect property. I personally want to thank our staff, whether they don 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 the 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 2023 and are always looking at innovative ways of improving our service and connection to the community.

Stay Safe!

**Ryan Gagnon**  
Chief of Police

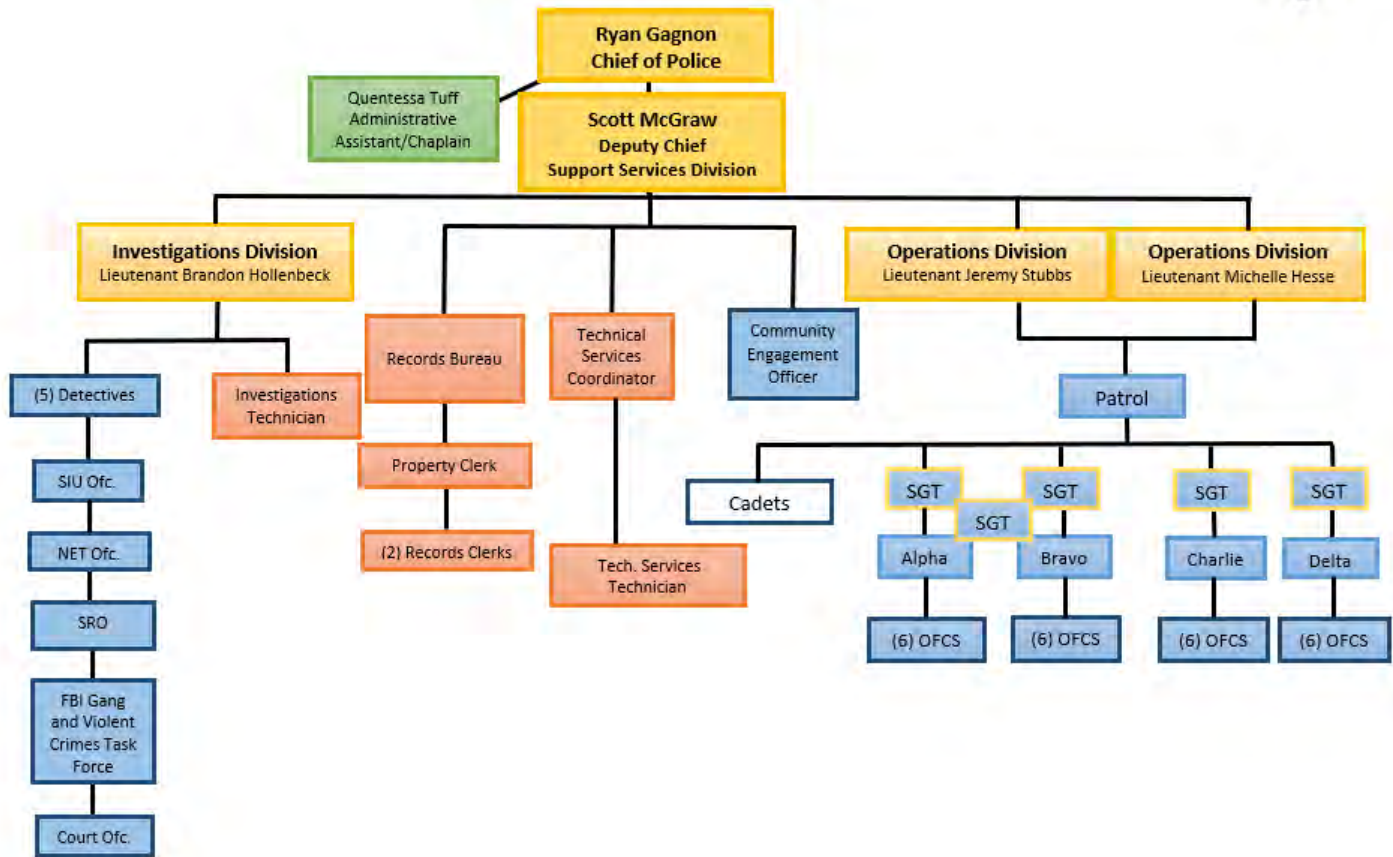




# AUBURN HILLS POLICE DEPARTMENT

## ORGANIZATIONAL CHART

### 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 (expected graduation 2023), MSU School of Staff and Command.



## Lieutenant Brandon Hollenbeck, Investigations Division

Serving since 2002, B.S. in Community Development and Services, Central Michigan University; MSU School of Staff and Command; Emergency Vehicle Operations Program Manager.



## Lieutenant Jeremy Stubbs, Patrol 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; Departmental Use of Force Training Coordinator, Field Training Coordinator.



## 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; EVO instructor, CORE Program Coordinator.



## PERSONNEL CHANGES— NEW HIRES, PROMOTIONS, RETIREMENTS

In 2022 the Department had 6 internal promotions, 2 retirements, and 10 new officers hired.



### *Promotions*

Deputy Chief Ryan Gagnon was promoted to Chief of Police

Lieutenant Scott McGraw was promoted to Deputy Chief

Sergeant Michelle Hesse was promoted to Lieutenant

Ofc. Brad Brasil was promoted to Sergeant

Ofc. Ryan Riedy was promoted to Sergeant

Ofc. Joseph Sears was promoted to Sergeant



### *Retirements*

Chief Jeff Baker—4 years of Service with AHPD

Sergeant Jim Stoinski—25 years of service



### *New Police Officers*

Officer Austin Bryant

Officer Joseph Kilgore

Officer Mariah Eckel

Officer Joe Ferriter

Officer Evan Berns-Riggan

Officer Dylan Tappo

Officer Ryan O'Connell

Officer Andrew Vanveelen

Officer Brandon Corbett

Officer Brendan Kraiza





# AUBURN HILLS POLICE DEPARTMENT



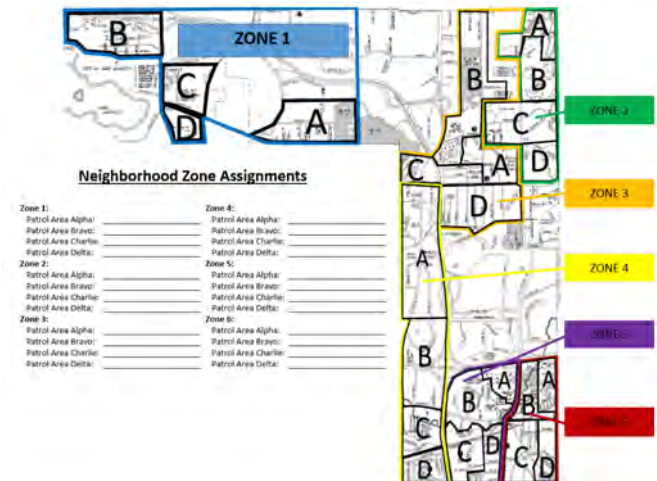
## Community Policing—Neighborhood Patrol Districts

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.

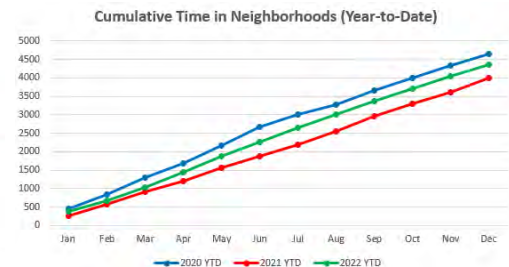
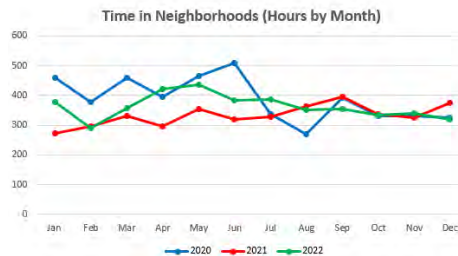
These initiatives include Neighborhood Zone Assignments to help with consistency in policing, and encouraging and tracking officer activity in their assigned zones.

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.

**Neighborhood Zone Assignment Map**



Year	Average Hours per Month
2018	307.5
2019	401.7
2020	387.7
2021	332.6
2022	378.4



**Total Time in Neighborhoods by Month (Hours)**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2021	273	296	332	296	354	318	327	364	395	336	325	375	3991
2022	379.06	291.05	357	422	436	385	388	352	353	333	340	318	4354
% Change	38.85%	1.68%	7.53%	42.56%	23.16%	21.06%	18.65%	3.29%	10.63%	0.89%	4.61%	15.2%	9.09%



# AUBURN HILLS POLICE DEPARTMENT



## Volunteers in Policing Program & Police Chaplain Program

### Volunteers In Policing

The Auburn Hills Police Department Volunteers in Policing (VIP) program had another very successful year. Our team of dedicated civilian volunteers assisted at every city event, including:

- National Night Out Against Crime
- Concerts in the Park
- Septemberfest
- Heroes and Helpers
- Downtown Tree Lighting



#### 2022 VIP Training Sessions:

- Stop the Bleed
- Personal Safety
- NARCAN
- Radio Procedures
- Personal Safety
- Ethics/Implicit Bias
- Active Shooter Response

**12 New VIPS added in 2022!**

### Police Chaplain Program Updates



The Chaplains program provides officer wellness and support, spiritual support, and community - police engagement. Our Police Chaplains have expanded their confidential support to all the Auburn Hills staff members and the community they serve. Daily stress effects individuals in different ways, which makes wellness services crucial to everyone. This Chaplaincy program applies their training in stress management to assist others and are a support system for officers and other staff members following critical incidents and other traumatic events on- or off- duty.

Chaplains provide spiritual and moral support for staff, being a trusted resource to talk through issues and concerns. The Chaplains represent the agency at funerals, memorial services, and other civic ceremonies. This year they attended the swear-in for newly appointed Chief Ryan Gagnon, they also provided a prayer for 10 new officers during their swear-in to a career in law enforcement.

2022 had its life challenges and the Chaplains were called in to assist with the Critical Incident Stress Debrief (CISD) working alongside the Co-Responder, Hillary Nusbaum, to provide useful tools to manage stress and some closure after a traumatic event. The Chaplaincy program is a key to building bonds between officers and residents given the unprecedented challenges and dangers law enforcement professionals continue to encounter. Faith & Blue offers an innovative opportunity to strengthen critical connections in our community. With that said, our department participated in the first Faith & Blue event to help build the bridge to inclusion, we anticipate participating in events like this for years to come.



# AUBURN HILLS POLICE DEPARTMENT



## Community Partnerships and Events

### Police Honor Guard

The Auburn Hills Police Honor Guard was formed many years ago, and continues to grow with the addition of five new members in 2022. 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 2022, the Honor Guard participated in 7 Auburn Hills based community memorial events, and attended several funerals for retirees, active employees, and other law enforcement related deaths in Michigan.



### 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 **100+ 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.



# 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 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, simulated smoke trailer, 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 years sponsors included Genisys Credit Union, Moceri Companies, MSU Federal Credit Union, Forvia, and Cornerstone Community Credit Union as our Platinum Sponsor.



### Shop with a Hero

Each year we partner with Avondale Youth Assistance, Pontiac Youth Assistance, and volunteers from the community and AHFD to take underprivileged 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 \$8,000 to help 20 local families. Personnel from the City of Auburn Hills, Fire Department, Police Department, Easter Seals, Youth Assistance and the Volunteers in Policing Program shopped with these families at our local Meijer. Meijer generously donated thousands of dollars to help, and graciously hosted all the families and helpers with snacks and a gift wrapping station.

A special thank you to Meijer and Atlas Copco as our sponsors of this event.



# AUBURN HILLS POLICE DEPARTMENT

## Mental Health Co-Response

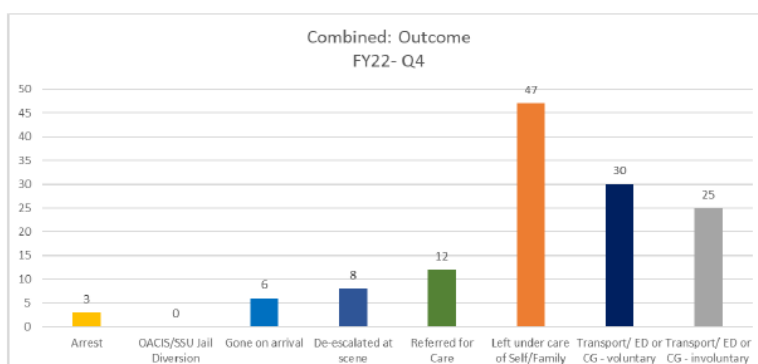
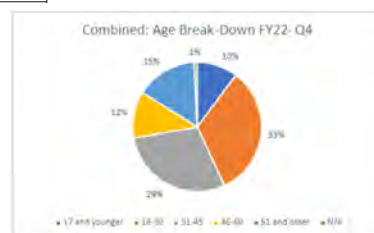
In 2021, the Auburn Hills Police Department partnered with the Birmingham Police Department and the Bloomfield Township Police Department to add the assistance of a Mental Health Clinician to our arsenal of professional services. For over a year, all of the departments gathered data on the prevalence of mental health calls within the respective jurisdictions. It was determined that there is an ever growing need for law enforcement to work with mental health professionals to provide the best possible services in our communities. **In 2022, the program was awarded a grant for \$260,000 from the Substance Abuse and Mental Health Administration to hire a second mental health clinician and partner with a fourth community, the City of Rochester.**

The departments contracted with the Oakland Community Health Network to hire a social worker. Hillary Nusbaum is the Co-Responder Clinician for all three of the departments. Hillary works directly at each department and even responds to calls for service with Police Officers if she is requested. She is able to use her expertise in conjunction with sworn law enforcement personnel to attempt to bring about a successful resolution. Hillary also has the unique responsibility of receiving referral forms from officers who wish to have her follow up with citizens who may need her assistance. This program has been a huge success already and will continue to create a positive influence within our respective communities.



Auburn Hills								
Outcome	Arrest	Gone on arrival	De-escalated at scene	Referred for Care	Left under care of Self/Family	Transport/ other location	Transport/ ED or CG - voluntary	Transport/ ED or CG - involuntary
FY21 - Q4	0	0	0	4	4	0	4	1
FY22 - Q1	0	1	3	6	13	0	20	10
FY22 - Q2	0	1	6	3	16	1	20	9
FY22 - Q3	0	1	2	9	24	0	21	10
FY22 - Q4	1	2	3	6	21	0	14	9
FY Total	1	5	14	28	78	1	79	39

Combined Total Cases					
Total Referrals	CAD	Radio	Form	Other	Total
FY21 - Q4	0	7	24	1	32
FY22 - Q1	2	5	121	6	134
FY22 - Q2	1	19	124	10	154
FY22 - Q3	4	32	113	15	164
FY22 - Q4	0	26	98	16	140
FY Total	7	89	480	48	624



CORE team members from all four agencies attended the Crisis Intervention Train the Trainer course through CIT International in Utah. After successfully completing the program, CORE members Lt. Michelle Hesse from Auburn Hills PD, Capt. Chris Koch from Birmingham PD, Sgt. April Switala from Bloomfield Township PD and OCHN Clinician Hillary Nusbaum were certified to teach a 40-hour basic "Crisis Intervention" class to patrol officers. Since completing their training, the listed officers have already trained **81 officers** from various local departments in Oakland County.





# Patrol 2022

## 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 2022, a total of **24,203** calls for service were generated for the department.

	2021	2022	% Change
CFS	21,892	24,203	10.56%

### AHPD Crime Clearance Rate: \*

**68.94%**

### National Average:\*\*

**45.6% Violent Crimes**

**17.6% 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 OOC3 Summary

\*\* 2017 FBI UCR data



# Patrol 2022

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 54 arrests, 1,008 calls for service, and 226 traffic stops each in 2022.**

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	486
VACATION HOME CHECKS	71
CITIZEN ASSIST	914
PUBLIC RELATIONS	898

	2021	2022	% Change
Arrests***	1,714	1,311	- 23.51%
Calls for Service	21,892	24,203	10.56%
Traffic Stops**	3,879	5,428	39.93%
Traffic Citations	2,769	3,543	27.95%

## Top Verified Offenses for 2022

Verified Offense	CFS Count
L4520 Traffic Stop - AH	4,970
C3902 Burglary Alarm	1,580
L3535 BOL - AH	1,252
C3332 Assist Fire Department	1,157
C3299 Welfare Check	953
C3336 Assist Citizen	914
L6044 Public Relations - AH	898
C3145 Property Damage Traffic Crash PDA	894
C3333 Assist Motorist	635
C3702 Traffic Complaint / Road Hazard	608
C3337 Assist Citizen - Vehicle Lockout	486
C3328 Suspicious Persons	431
C3311 Customer Trouble	357
C3355 Civil Matter - Other	314
C3312 Neighborhood Trouble	311
L3503 Duplicate Call - AH	305
L3509 Opened In Error - AH	245
1313 Assault/ Battery/Simple (Incl Domestic and Police Officer)	239
C3330 Assist Other Law Enforcement Agency	223
C3170 Private Property Traffic Crash	219

\* 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.





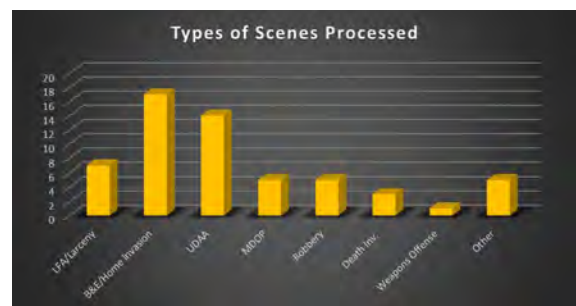
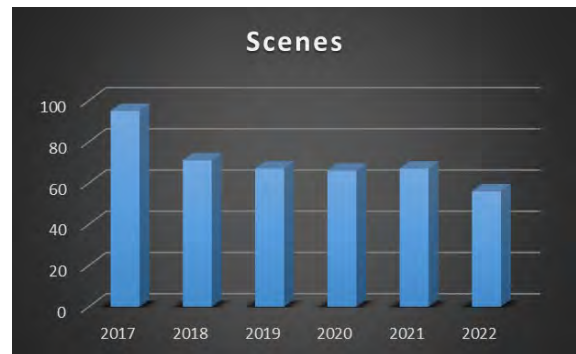
# Patrol 2022

## Evidence Technician / Crash Investigation

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 2022, the police department had 8 officers trained as Evidence Technicians. In total, they processed **56 crime scenes for evidence**.

	2021	2022	% Change
Scenes Processed	67	56	-16.41%



## South Oakland County Crash Investigation Team

### Team Updates

During the 2022 calendar year the SOCCIT team had 20 team activations—8 in Auburn Hills, 11 in Bloomfield Township., 1 in Troy, and 1 in Bloomfield Hills.

Since the team was formed in November of 2010, the team has handled over 150 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.

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.

	2021	2022
Team Activations	5	20



# Patrol 2022



## 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.

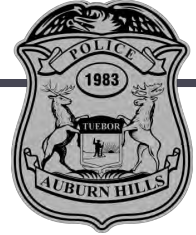
**11 new police recruits were trained in 2022**

## 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 2022, three 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 12 cadets as Police Officers.





# Patrol 2022

## Drug Recognition Expert Program

### DRUG RECOGNITION EXPERT (D.R.E.) & ADVANCED ROADSIDE IMPAIRED DRIVING ENFORCEMENT (A.R.I.D.E)

Arrest Type	2021	2022	% Change
OUIL—Alcohol*	115	88	-23.4%
OUID—Drugs	19	3	-84.21%

\* CLR - 060 and CLEAR 077 report data. Does not include child endangerments as additional charges.

The City of Auburn Hills takes Impaired Driving, Operating While Intoxicated, and Operating Under the Influence of Narcotics very seriously. This commitment is illustrated by our sworn officers trained as D.R.E and A.R.I.D.E. trainers. AHPD was the first department in the State of Michigan to have a certified D.R.E. D.R.E. officers are responsible for conducting extensive evaluations of suspected intoxicated and drugged drivers and have the added responsibility of training future Drug Recognition Experts.



***All Officers who investigate drugged or drunk driving with AHPD are ARIDE trained.***

### 4 Total DRE Enforcement Evaluations in 2022\*

*Drug Recognition Experts can testify in court as expert witnesses for the prosecution. Their level of training and expertise is invaluable for the case and paramount to the conviction of offenders*

### D.R.E. Program Updates

**Sergeant Peters:** Chairperson for the Michigan DRE Steering Committee; Training Coordinator for the Michigan DRE Program (Oversees all DRE Related trainings); Region One (Macomb / Oakland / Wayne) Coordinator

- Two DRE Schools held in 2022, training 40 police officers and 12 prosecuting attorneys.
- One continuing education class for DRE's.
- One Expert Testimony Mock Court training session.

\* 2 DRE Officers were assigned to special assignments which doesn't allow them to complete evaluations.

# Patrol 2022



## Unmanned Aerial Vehicle Team

The Auburn Hills Drone Program consists of 6 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 31 times for service in 2022**. Notable incidents include:

- Documentation of five fatal crash scenes
- Documentation of one crime scene
- Multiple missing person and search / rescue operations
- Locating a known violent offender



## 2022 Grant Activity

Grant Type	Hours	Vehicle Stops	Enforcement
Impaired Driving	45 hours	77 vehicles	25 Citations 6 Misdemeanor Arrests
Safety Belt	201 hours	301 vehicles	228 citations, 17 Arrests
Speed Enforcement	393 hours	817 vehicles stopped	22 Misdemeanor Arrests 579 Total Citations



AHPD purchased two new traffic enforcement patrol cars. The colors were chosen by members of the department and allow officers to better enforce traffic safety laws.





# 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 2022

Type of Crime	Number of AHPD Offenses	AHPD Clearance Rate	National Average (2017)
Criminal Sexual Conduct	33	75.76 %	34.50 %
Robbery	14	28.57 %	29.70 %
Aggravated Assault	50	96 %	53.30 %
Arson	1	100%	21.70 %
Burglary	46	47.83 %	13.50 %
Larceny*	230	16.52 %	19.20 %
Motor Vehicle Theft	55	36.36 %	13.70 %
Retail Theft	168	55.95 %	N/A

## 2022 Forfeiture Activity

Drug and Identity Theft Forfeitures	
Seizures/Forfeitures Initiated	3
Seizures/Forfeitures Completed	0
Proceeds from NET	\$5,301.20
HIDTA Grant	\$4,600
Sale of Prior Forfeiture Assets	\$4,000
<b>Total 2021 Forfeiture Deposits</b>	<b>\$13,901.20</b>

## AHPD Clearance Rate:

**68.94\*\***

## National Average:

**45.6% Violent Crimes**

**17.6% Property Crimes**

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

\*\*Data obtained from Michigan Incident Crime Reporting System which only provides the rate for MICR Part "A" and Part "B" crimes.

# 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

	2021	2022
<b>Open Cases assigned to Division</b>	881	769
Felony Warrants Obtained	135	145
In-Custody Warrants	91	88
Misdemeanor Warrants	175*	87
Warrant Requests Denied	118	87
Cases Closed by Investigation	823	699

- 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

	OPEN CASES ASSIGNED	FELONY WARRANTS	MISD. WARRANTS	IN-CUSTODY WARRANTS	WARRANT DENIED	CLOSED	SEARCH WARRANTS	PHONE DOWNLOAD	BACK-GROUND CHECKS
MARTIN	157	52	18	26	10	104	67	29	3
BROWN	124	29	13	12	13	134	18	14	3
COLLICK	161	29	15	20	15	138	38	5	9
WAGENMAKER	188	17	14	18	20	183	63	15	6
SMITH	139	18	27	12	29	140	11	3	2
<b>Totals:</b>	<b>769</b>	<b>145</b>	<b>87</b>	<b>88</b>	<b>87</b>	<b>699</b>	<b>197</b>	<b>66</b>	<b>23</b>



Congratulations to Detective Brown and Officer Lane who were both recognized by Attorney General Nessel for going above and beyond the call of duty. Detective Brown is our lead special victims detective and Officer Lane is our school resource officer. The Attorney General visited to present the awards and to discuss the innovative policing initiatives that we are working on here at AHPD.

\*In 2021 the State Law changed to require Officers to seek warrants on certain misdemeanors instead of issuing citations.

# 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

	2021	2022
Open Cases assigned	53	94
Calls for Service	596	611
Reports Taken	168	172
Juvenile Petitions	32	50
Youth Assistance Referrals	13	29
Citations	55	29
Cases Closed by Investigation	34	104

#### INVESTIGATIONS TECHNICIAN

	2021	2022
Phone Downloads	56	47
Phone Reviews	61	55
Video Reviews	41	92
Videos Obtained	51	8
Jail Call Reviews	21	15
Other*	11	5

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.

## 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

	2021	2022
In Custody Warrant Requests	68	142
Non-Custody Warrant Requests	157	259
Warrants Denied	50	120
Subpoenas Served	133	428
Warrant "Swear-To's"	159	211

\*Other includes time line reports of crimes and transporting phones or computers to other agencies for review



# Criminal Investigations

## Specialized Units

### Special Investigations Unit

	Surveillances	Arrests	Number of Cases
January	5	3	7
February	8	2	10
March	5	8	11
April	6	4	8
May	10	6	14
June	8	3	10
July	10	6	11
August	18	15	19
September	5	5	7
October	6	7	6
November	9	8	10
December	8	2	10
<b>Totals</b>	<b>98</b>	<b>69</b>	<b>123</b>

### Violent Crimes Task Force

	Surveillances	Arrests	Number of Cases
January			
February	14	2	6
March	16	3	6
April	10	0	4
May	10	0	3
June	16	4	7
July	10	2	4
August	12	6	4
September	8	3	4
October	8	5	4
November	8	5	4
December	5	1	4
<b>Totals</b>	<b>117</b>	<b>31</b>	<b>50</b>

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

The **Special Investigations Unit** focuses on criminal trends impacting the are 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.

### Narcotics Enforcement Team

	Surveillances	Arrests	Number of Cases
August	0	3	3
September	2	4	6
October	0	17	35
November	1	3	6
December	6	3	6
<b>Totals</b>	<b>9</b>	<b>30</b>	<b>56</b>

\* Months without data indicates that the officer assigned to the unit was not present.



# COMMUNITY ENGAGEMENT



## Community Engagement Officer

Community Engagement Events Hosted/Attended	50
Safe City Program, New Businesses	6
Citizen Police Academy, Attendees	16
Youth Police Academy, Attendees	6
Volunteers in Police Services, New Members	12

### Senior Guardian Program

Officer Sears (now Sergeant Sears) began the “Senior Guardian Program” in 2022. This program is focused on training senior citizens on certain topics where criminals focus on the elderly because they believe they will be easy targets. The training sessions include Identity Theft and Fraud Protection, Personal Safety, Home Safety, and more.



### Safe City Initiative

In 2018 the Department committed to enhancing our safety programs by creating the “Safe City Initiative.” The goal of this program is to insure that our community is fully prepared for whatever danger might arise.

**Emergency Preparedness Training:** Training in subject matter including Civilian Response to Active Killers and Bleeding Control. To date, the CEO has trained over 100 businesses, all of our schools, and many of our churches.

**Emergency Response Planning::** The CEO coordinates with AH based entities to bridge the gap between their internal emergency response and our AHPD response to their specific location. Utilizing our Data Management System, things like building maps, access / evac point locations, and contact info for key personnel can be remotely accessed by officers at the scene.

In 2022 we had 6 new businesses begin the Safe City Initiative making the City of Auburn Hills a leader in our community towards a safer tomorrow and a more efficient public/private partnership.

### 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**.
- Acting as a liaison for the **AH Chamber of Commerce** business group.
- Coordinating the **school safety programs** and training (A.L.I.C.E., Handle with Care).
- Managing the **National Night Out** event.
- Facilitating the **Citizen 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**



# 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 2022:

### 1,140 Items

	2021	2022
Total Property Collected	1,634	1,140

Checked In	1,140
Destroyed	1,066
Released	333
Set for Destruction	296
Set for Auction	71

## RECORDS BUREAU

<u>Activity</u>	<u>2021</u>	<u>2022</u>
Name Searches	1,179	1,508
Court Requests	816	1,069
FOAI Requests	516	524
Licenses to Purchase	24	14
Pistol Sales Records	623	627
SOR Registration or Updates	123	129
Warrants Entered	974	1006
Video Redaction	169 Hours, 31 minutes	101 Hours, 29 minutes

AHPD Implemented a Body Worn Camera program in 2021. This led to a dramatic increase in the amount of time spent by the Police Records Clerks on review/redaction of video.

One additional responsibility of the Records Bureau is to process drunk / drugged driving cost recovery paperwork. **In 2022 we processed 77 cases for OWI cost recovery with a value of \$38,027.**



## 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



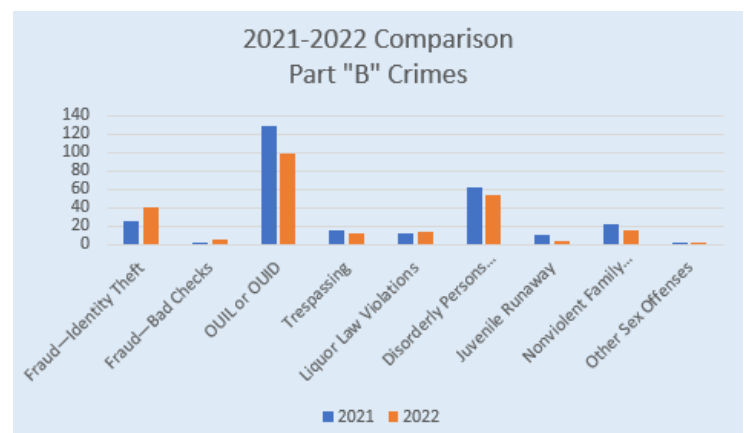
## PART "A" INCIDENTS\*

INCIDENT TYPE	2021	2022	% Change
Murder	1	0	-100%
Forcible Sexual Offenses	34	33	-2.94%
Robbery	11	14	27.27%
Assault Offenses	328	334	1.83%
Burglary	32	46	43.75%
Larceny	224	230	2.68%
Drugs / Narcotic Violations	83	59	-28.92%
Retail Fraud	111	168	51.35%
Motor Vehicle Thefts	50	55	10%
Arson	2	1	-50%
Kidnapping / Abduction	0	0	No Change
Forgery / Counterfeiting	8	15	87.50%
Fraud	95	137	44.21
Embezzlement	12	15	25%
Stolen Property	7	4	-42.86
Damage to Property	76	61	-19.74
Obstructing Police	25	20	-20%
Obstructing Justice	77	54	-29.87
Weapon Offenses	22	23	-4.55%



## PART "B" INCIDENTS

INCIDENT TYPE	2021	2022	% Change
Fraud—Identity Theft	26	40	53.85%
Fraud—Bad Checks	2	5	150%
OUIL or OUID	128	98	-22.83
Trespassing	16	12	-25%
Liquor Law Violations	12	14	16.67
Disorderly Persons / Public Peace	62	54	-12.90%
Juvenile Runaway	11	4	-63.64%
Nonviolent Family Offenses	22	16	-30.43%
Other Sex Offenses	2	3	50%



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

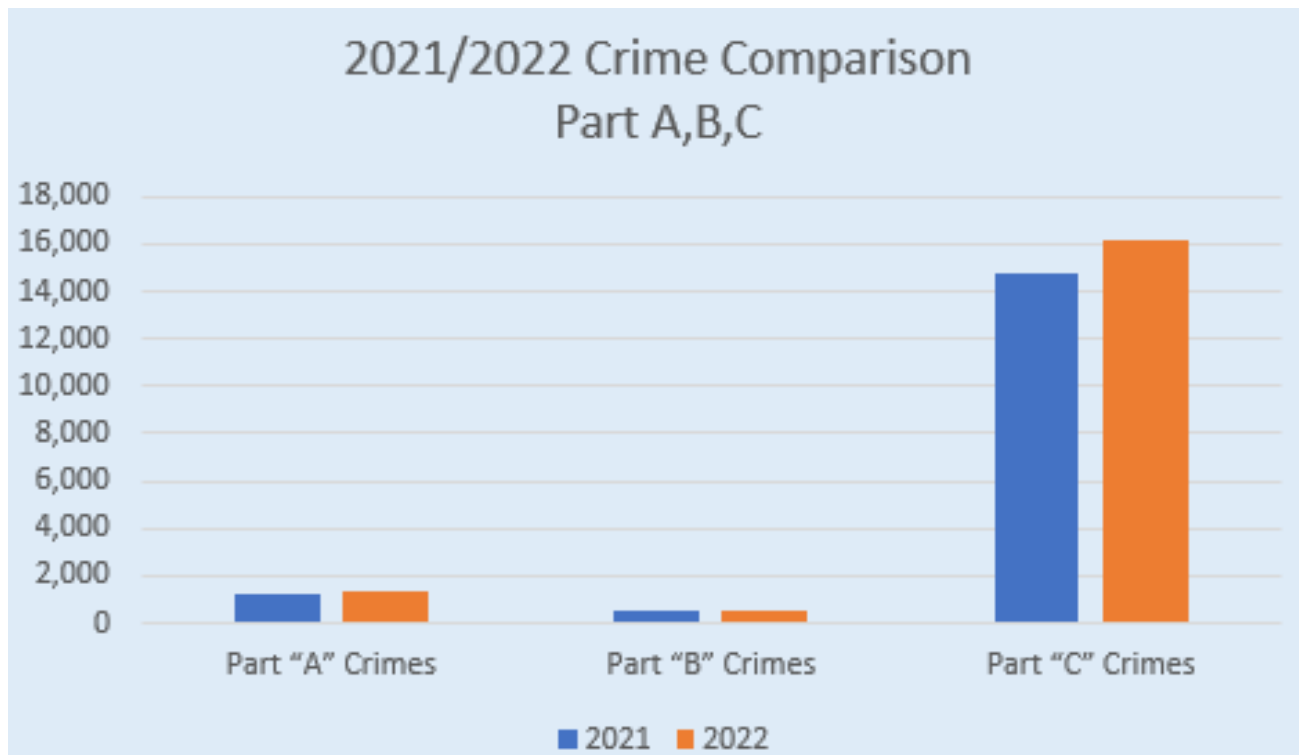
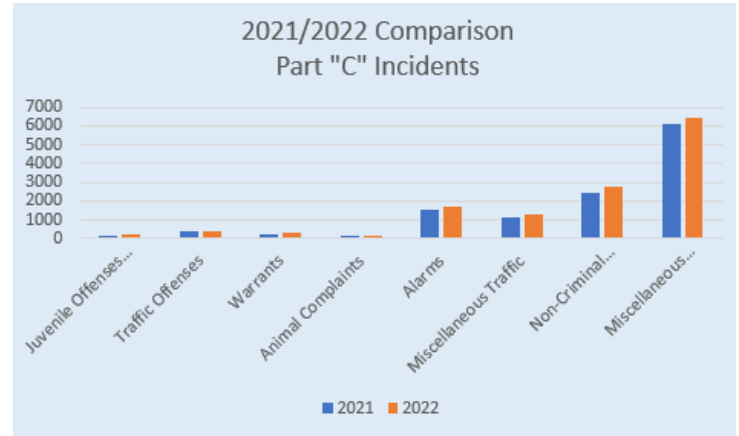
Note: Data sets from year to year may change based on late reporting and variations in collection databases.

# STATISTICS



## PART "C" INCIDENTS

<b>INCIDENT TYPE</b>	<b>2021</b>	<b>2022</b>	<b>% Change</b>
Juvenile Offenses and Complaints	119	218*	83.2%
Traffic Offenses	404	398	-1.5%
Warrants	227	276	21.6%
Animal Complaints	127	181	42.5%
Alarms	1,507	1,697	12.6%
Miscellaneous Traffic	1,153	1,315	14.1%
Non-Criminal Complaints	2,439	2,789	14.4%
Miscellaneous Complaints	6,131	6,436	5%



<b>Crime Part</b>	<b>2021</b>	<b>2022</b>	<b>% Change</b>
Part "A" Crimes	1,230	1,317	7.1%
Part "B" Crimes	555	479	-13.7%
Part "C" Crimes	14,710	16,132	9.7%

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.

\* Note that the public schools were remote due to Covid-19 for a large portion of 2021, and were fully in-person for 2022.



# 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 2022, there were a total of 1,316 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.

### Top 5 Hazardous Action Total

Unable to stop	400
Speed too Fast	200
Failed to Yield	214
Improper Lane Use	85
Careless Driving	59

### CRASHES BY TYPE 2022\*

CRASH TYPE	2021	2022
PROPERTY DAMAGE TRAFFIC CRASH PDA	835	894
PRIVATE PROPERTY TRAFFIC CRASH	218	218
PERSONAL INJURY TRAFFIC CRASH PIA	126	159
PROPERTY DAMAGE H&R TRAFFIC CRASH	131	115
MOTOR VEHICLE—ANIMAL TRAFFIC CRASH	28	55
PRIVATE PROPERTY H&R TRAFFIC CRASH	35	27
ALL OTHER TRAFFIC CRASHES	18	10
PRIVATE PROPERTY—PERSONAL INJURY TRAFFIC CRASH	1	7
FATAL TRAFFIC CRASH	3	5
PERSONAL INJURY—H&R TRAFFIC CRASH	3	5
OTHER	0	10
<b>Total</b>	<b>1,398</b>	<b>1,505</b>

Crashes By Month	
Month	# Crashes
January	122 (9%)
February	130 (10%)
March	89 (7%)
April	90 (7%)
May	92 (7%)
June	96 (7%)
July	80 (6%)
August	127 (10%)
September	116 (9%)
October	127 (10%)
November	154 (12%)
December	93 (7%)
<b>Total</b>	<b>1,316</b>

Crashes By Day of Week	
Day of Week	# Crashes
Sunday	129 (10%)
Monday	178 (14%)
Tuesday	194 (15%)
Wednesday	213 (16%)
Thursday	215 (16%)
Friday	266 (20%)
Saturday	121 (9%)
<b>Total</b>	<b>1,316</b>

Crashes By Time Period	
Time Period	# Crashes
12 MID-7 AM	158 (12%)
7 AM-9 AM	167 (13%)
9 AM-4 PM	504 (38%)
4 PM-6 PM	236 (18%)
6 PM-12 MID	251 (19%)
Unknown	0 (0%)
<b>Total</b>	<b>1,316</b>

Crash Type	
Type	# Crashes
Uncoded/errors	0 (0%)
Single Motor Vehicle	335 (25%)
Head On	15 (0%)
Head On - Left Turn	27 (2%)
Angle	178 (14%)
Rear End	385 (29%)
Rear End - Left Turn	15 (1%)
Rear End - Right Turn	46 (3%)
Sideswipe - Same Direction	257 (20%)
Sideswipe - Opposit Direction	10 (1%)
Backing	21 (2%)
Other	35 (3%)
Unknown	2 (0%)
<b>Total</b>	<b>1,316</b>

### Top ten intersections for crash frequency

#### Location

JOSLYN RD @ N I 75/JOSLYN RAMP
N OPDYKE RD @ UNIVERSITY DR
LAPEER RD @ S I 75/N M 24 RAMP
HARMON RD @ LAPEER RD
N I 75/N BALDWIN RAMP @ S BALDWIN RD
N I 75/UNIVERSITY RAMP @ UNIVERSITY DR
FEATHERSTONE @ N OPDYKE RD
AUBURN RD @ S OPDYKE RD
ADAMS RD @ AUBURN RD
S I 75 @ W M 59

\* 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—2022



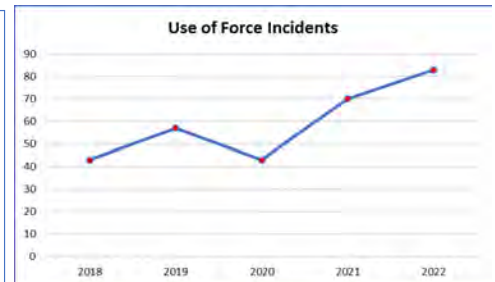
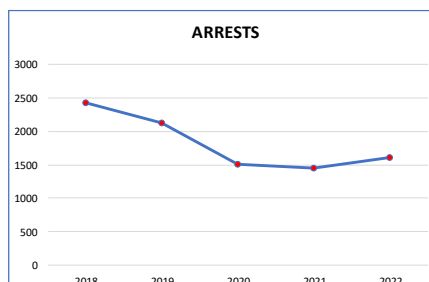
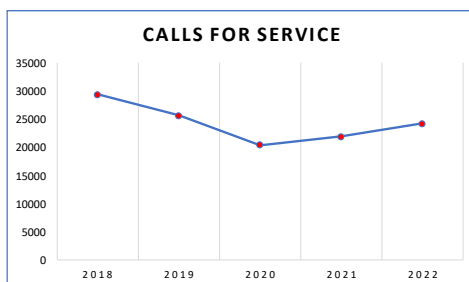
## USE OF FORCE BY POLICE

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 24,202 calls for service in 2022, a 9.54% increase compared to 2021

Officers arrested 1607 individuals in 2022, a 9.70% decrease compared to 2021

Officers used force 83 times in 2022, a 15.66% increase when compared to 2021.

Median Age of Subject	30 years old	Youngest: 12	Oldest: 65
Gender	63 Male	19 Female	1 Dog
Felony, Misdemeanor, or Mental Health	26 Felony	42 Misdemeanor	12 Mental Health
Alcohol and/or Drug Use	22 of 83 Incidents	40% of Incidents	26.50% of the incidents
Initial Contact with Subject	71 Dispatched	12 Found on Patrol	
Control Method	34 Empty Hand Control	28 Taser deployed/ displayed	29 Firearms deployed/ displayed
Taser Incidents	8 Taser Fired/or Warning Arc	20 Taser Displayed	
Firearms	29 Firearms Displayed		
Injuries	6 Suspects received minor injuries: scratches, minor abrasions, etc.	1 Officers received minor injuries: scrapes, abrasions, bruises, etc.	There was 1 significant injury that required hospitalization.

In 2022, there were 83 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 is an increase of 15.66% compared to 2021 when we had 70 incidents. These 83 incidents make up only 5.16% of all arrests made and/or .34% of all calls for service where officers are dealing with the public.

# POLICE VEHICLE PURSUITS—2022

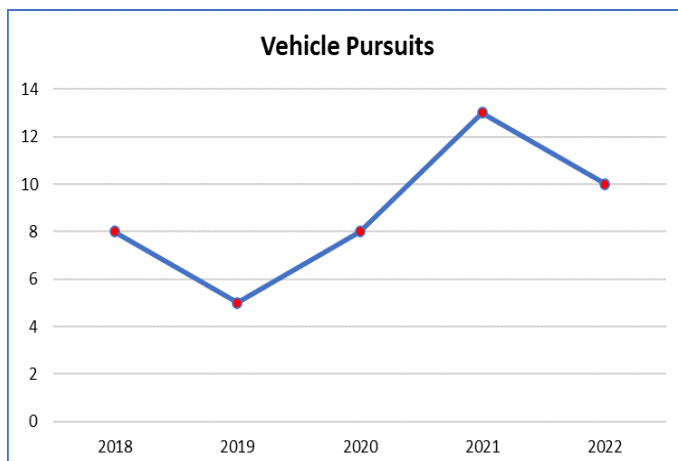


## VEHICLE PURSUITS—REVIEW AND ANALYSIS

The Auburn Hills Police Department documents all vehicle pursuit incidents, which are subjected to an administrative review. In 2022, there were 10 vehicle pursuits documented and reviewed. This is a decrease of -23% compared to 2021 when we had 13 vehicle pursuits. These 10 incidents make up only .04% 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
Traffic Stop	19	Male	.18 miles	67 mph	Yes	No	No	Supervisor
Breaking & Entering	19	Male	1.2 miles	91 mph	Yes	No	No	Supervisor
Traffic Stop	Unknown	Unknown	3.7 miles	62 mph	No	No	No	Supervisor
Traffic Stop	Unknown	Unknown	1 mile	100 mph	No	No	No	Officer
Traffic Stop	Unknown	Unknown	.4 miles	70 mph	No	No	No	Officer
Traffic Stop	21	Male	.5 miles	103 mph	No	No	No	Officer
BOL Retail Fraud	26	Male	1.88 miles	96 mph	No	No	No	Supervisor
Traffic Stop	41	Male	.75 miles	39 mph	Yes	No	No	Supervisor
Traffic Stop	24	Male	.6 miles	86 mph	No	No	No	Supervisor
Domestic Violence	27	Female	1.4 miles	100 mph	No	No	No	Supervisor

**All 2022 vehicle pursuits were found to be within compliance of Department policies and procedures.** The average age of the suspects that fled from officers was 25.2 years old. The average distance traveled was 1.1 miles with an average speed of 81.4 miles per hour.



	2017	2018	2019	2020	2021	2022
Total Pursuits	14	8	5	8	13	10

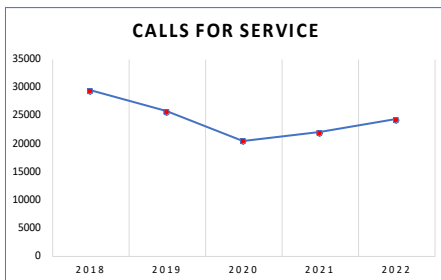
# POLICE FOOT PURSUITS—2022



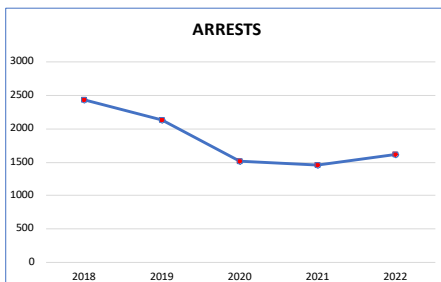
## FOOT PURSUITS—REVIEW AND ANALYSIS

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.

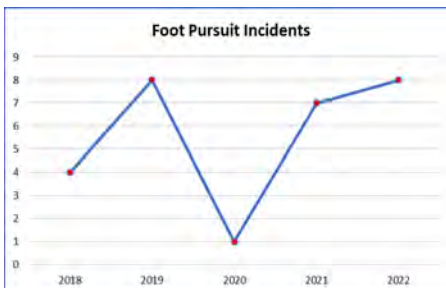
<b>Median Age of Subject</b>	29	Youngest: 14	Oldest: 56
<b>Gender</b>	7 Male	1 Female	
<b>Felony or Misdemeanor</b>	1 Felony	7 Misdemeanor	
<b>Alcohol and/or Drug Use</b>	3 Alcohol	1 Drug	
<b>Initial Contact with Subject</b>	8 Dispatched	0 Found on Patrol	
<b>Arrest Made</b>	6 of the incidents		
<b>Injuries</b>	1 Suspects received minor injuries: scratches, minor abrasions, etc.	0 Officers received minor injuries: scrapes, abrasions, bruises, etc.	There were no significant injuries that required hospitalization.



Officers handled 24,202 calls for service in 2022, a 9.54% increase compared to 2021.



Officers arrested 1,607 individuals in 2022, a 9.70% decrease compared to 2021.



In 2022, there were 8 foot-pursuit incidents documented and reviewed. This is an increase of 12.5% compared to 2021 when we had 7 incidents. These 8 incidents make up only .49% of all arrests made and/or .003% of all calls for service where officers are dealing with the public.

A comparison of the foot pursuits was completed to see if there were any correlating incidents. Three of the eight foot-pursuits were for Retail Fraud that occurred in the Retail District, and they all involved male suspects.

The 8 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 - 2022

### 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.***

	2019	2020	2021	2022
Sustained	2	3	1	2
Not Sustained	1	0	1	1
Exonerated	0	3	1	1
Unfounded	2	11	4	2
Policy Failure	0	0	0	0
Withdrawn	1	0	2	0



### 2022 COMPLAINTS

**In 2022 we had a total of 6 citizen complaints in the Police Department, down from 9 in 2021. 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

**5,508 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



\* Special thanks to Officer B. Chubb for his diligent efforts on compiling the total training hours worked.

# POLICE BUDGET



## Auburn Hills Police Department—2022 Budget

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



### Revenue vs. Expenditure 2022

	Budgeted	Actual	Difference
<b>Total Revenues</b>	\$11,563,286	\$10,804,585	\$758,700
<b>Total Expenditures</b>	\$10,909,089	\$8,896,271	\$2,012,818
<b>Difference</b>	\$654,197	\$1,908,314	

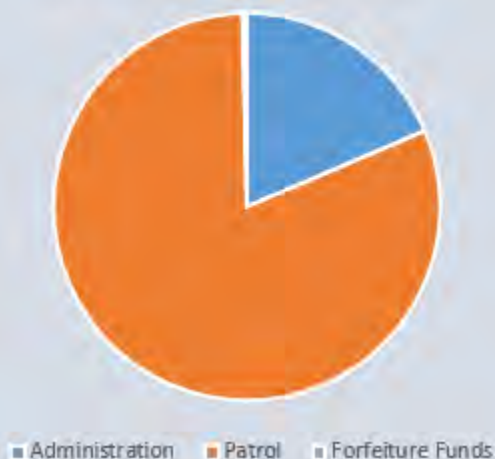
### Expenditures

Division	Budgeted	Expended	Difference
Administration	\$2,842,301	\$1,660,280	\$1,182,020
Patrol	\$8,066,788	\$7,235,990	\$830,797
Forfeiture Funds	0	\$32,614	-\$32,614
<b>Total</b>	<b>\$10,909,089</b>	<b>\$8,928,884</b>	



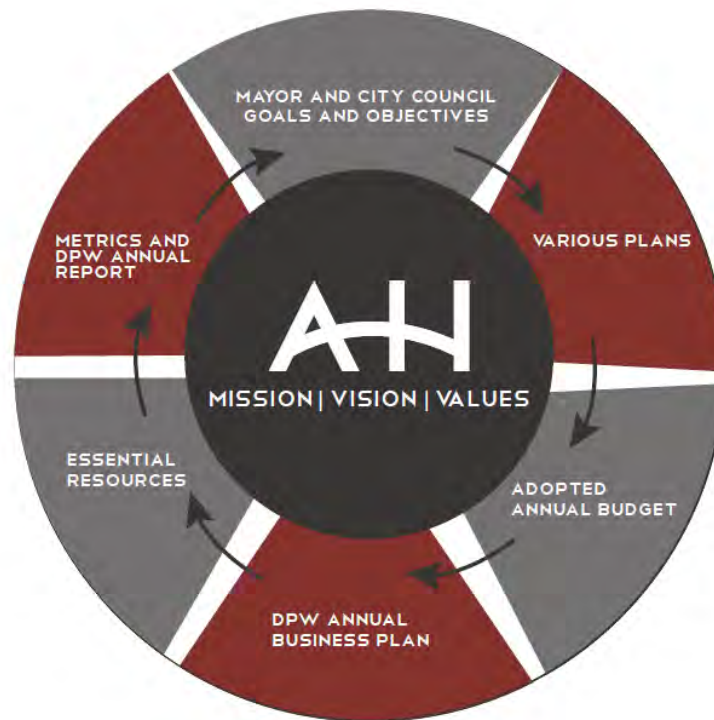
Chief Gagnon at our annual "Cool Off with the Cops" event, 2022.

Expenditures by Division





## Department of Public Works 2022 Annual Report



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



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Page 3 – Fleet & Roads

Page 3 – Public Utilities

Page 4 – Public Utilities, Municipal Properties

Page 5 – Municipal Properties

Attachment 1 – DPW Organizational Chart

Attachment 2 – DPW Project List 2022



## Background

The purpose of this document is to provide an overview of City accomplishments that the [Department of Public Works](#) (DPW) assisted with in 2022. The DPW is comprised of 44 full-time and 1 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. I am very proud of my team's significant accomplishments despite having key positions in Fleet, Facilities and Grounds open for a significant portion of the year. Our goals for 2023 are focused on improving internal metrics in maintenance related areas as well as 100% completion of forecasted projects. 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 is 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 extension of the above, accomplishments from 2022 that Fleet & Roads assisted with include:

- Taylor Road mill and overlay.
- Shimmons Road mill and overlay.
- Five Points Drive Road reconstruct.
- Corporate Drive reconstruct.
- Bald Mountain Road reconstruction
- 1243 fleet work orders.
- 269 signs produced.
- 788 catch basins inspected. 159 repaired.
- 39 winter operations events.
- 171 tons of asphalt installed.
- 6900 lbs. of crack seal applied.
- 479.7 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, 13 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 6,361 customers served.

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

- 2,421 MISS Dig requests.
- 409 construction inspections.
- 106,028 feet of sewer inspection and cleaning.
- 2,621 hydrants inspected.
- 931 meter interface units (MIU's) changed out.
- 801 valves inspected.
- 155 meters changed out.
- 78 new meter installations.
- 6 water main repairs
- Completed Hillfield/Executive Hills Watermain connection and PRV.
- Large Sewer lining project in South end and TIFA B
- Implemented new asset management program (Cartegraph).

### **Municipal Properties (Manager – Tim Wisser)**

The Facilities Division consists of 8 full-time personnel. This division is responsible for maintaining 45 municipal buildings, and another 22 structures. They are also responsible for maintaining over 1,400 streetlights, along with assisting with Miss Dig staking. In addition, to their maintenance responsibilities, year over year this team has showcased their construction skills on many special projects that have benefited Auburn Hills, highlighted in 2022 was the new Riverside Art Project and the Fire Administration Building Renovation Project. For the year our facilities maintenance team completed 4025 service requests.

2022 Facility Service Requests		
Custodial Support	14.2%	569
Preventative Maintenance	14.2%	573
Reactive Maintenance	17.4%	702
Operational Support	23.9%	961
Public Lighting	30.3%	1202
	<b>Total</b>	<b>4025</b>

The Grounds Division is made up of 9 full-time Maintenance Technicians. In addition to supporting various initiatives and projects, Grounds is responsible for the maintenance of more than 460 acres of City lands. This includes all City parks and rights-of-way, forestry, over 120,000 square feet of landscape beds, and 127 acres of turf maintenance at 62 different sites. Additionally, the Grounds team leads in supporting the operations of City events such as the Holiday Tree Lighting, Summerfest, and many more.



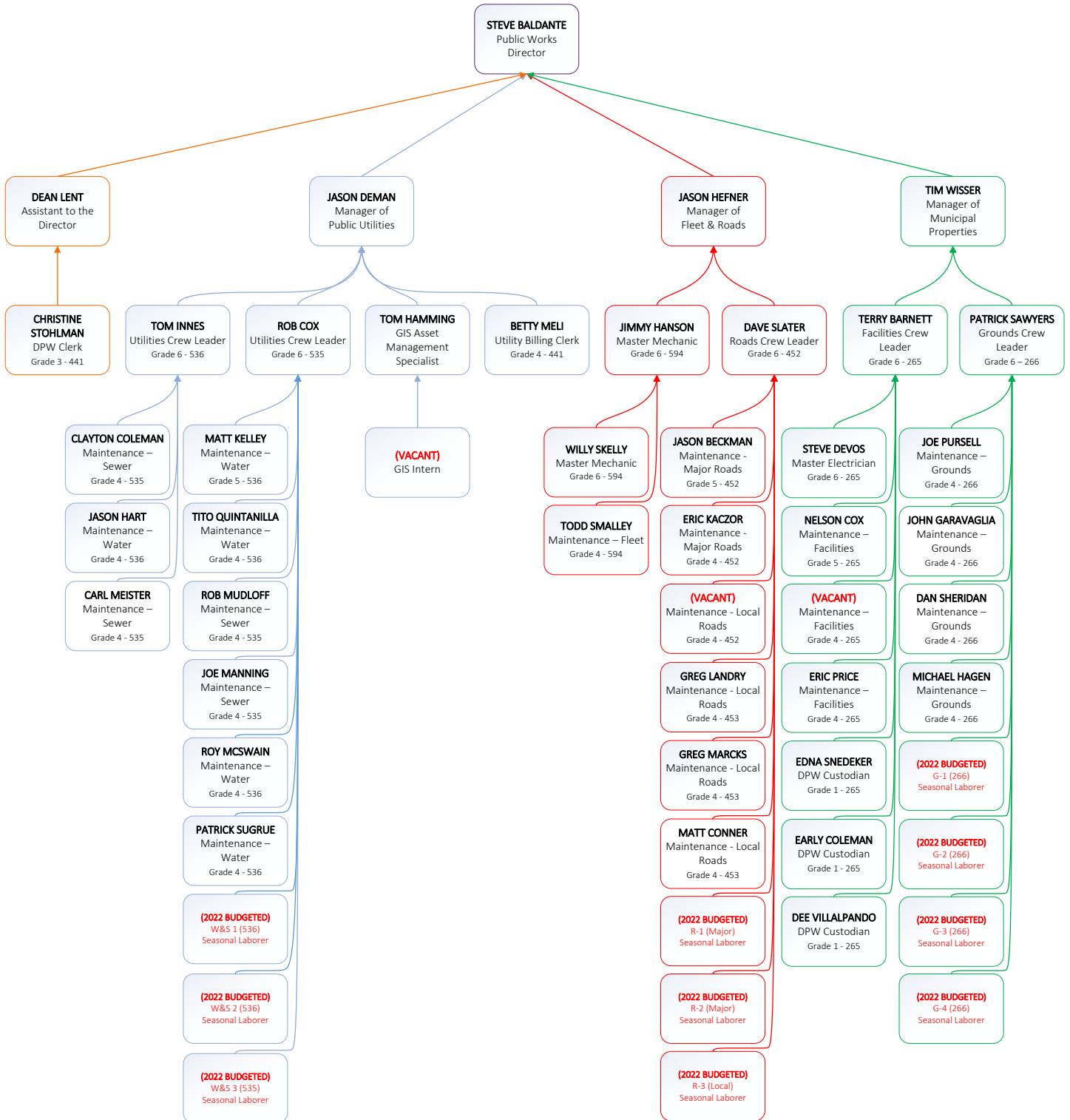
In extension of the above, accomplishments from 2022 that Municipal Properties achieved include:

- Completed the Fieldstone Golf Course berm repair and restoration.
- Partnered with ReLeaf Michigan along with volunteer employees from Martinrea to plant 26 trees at our Civic Center Campus.
- Completed forestry maintenance work on Bald Mountain Road in conjunction with the road reconstruct project, saving the city over \$30,000.
- Performed 1820 tree/shrub trimmings, 214 removals, and planted 118 trees.
- Completed (in-house) the landscape and design for the new Riverside Art Project.
- Applied 8400 pounds of turf treatment materials.
- Installed 175 square yards of mulch to medians and park trails.
- Performed over 950 Irrigation repairs citywide
- Completed the new Fire Administration Building performing project management services internally while coordinating with outside contractors and in house labor to execute the renovation project.
- 62 Decorative Street Light Replacements – TIFA A
- 40 Decorative Street Light Replacements – TIFA B
- 27 Overhead Streetlights replaced.
- Skate Park Camera Installation
- The Completion of the city campus municipal storage barn – Insulation, drywall, painting, heat, and electrical.
- Installation of a new water bottle filling station at Riverside Park.
- Installation of new landscape lights at the Public Safety Building.
- Installation of additional security measures within the Police Department.
- Completion of the Public Safety exterior fence.
- Completed the installation of 180 recessed light upgrades at the library.
- Installed fans, performed drywall repairs and painting of the Seyburn Banquet room at the Community Center.
- Added building access infrastructure within City Hall for future security upgrades.
- Added the Hawkwoods Lodge HVAC to the City's Building Management System
- Installed eyewash stations at Fire Stations 1 and 3 as required by MIOSHA.
- Completed the installation of 2 HVAC roof top units for the Seyburn Banquet room at the Community Center.
- Installed a new public drop box for the City Hall Building.
- Identified critical sewer deficiencies at the City Hall building and performed corrective repairs.
- Completed Building Management System technology upgrades.
- Completed the electrical installation for the new Hawkwoods Pavilion



# Department of Public Works

## Organizational Chart



1	Auburn Road Speed Radar Signs
2	Five Points/ Corporate Dr. Road reconstruction
3	Bald Mountain Road Reconstruction
4	Taylor Road Mill and Overlay
5	Annual Water Quality Report
6	Annual Winter Operations Supply Procurements
7	Cartegraph Implementation
8	Hillfield/Executive Hills Watermain Connection
9	Large Water Meter Replacement
10	Sewer Lining Project (South End)
11	Fieldstone Golf Berm Repair
12	ReLeaf Michigan Tree Planting
13	Riverside Park Art Project
14	Fire Administration Building Renovation
15	Campus Pole Barn Landscaping
16	Hawkwoods Playground Prep Work
17	Decorative Street Light Replacements
18	Water Bottle Filling Station - Riverside Park
19	Landscape Lighting at the Public Safety Building
20	Lighting Upgrades at Library
21	HVAC Rooftop Unit Installed Seyburn Banquet Room
22	HVAC Rooftop Unit Installed Community Center
23	Painting Projects - Community Center, Fieldstone Golf Course
24	Bridge repairs at Fieldstone Golf Course
25	Building Management Systems Technology Upgrades
26	Develop Boil Water Advisory Procedure
27	Develop Roof Replacement Schedule
28	Develop Utilities Above Ground Site Improvement Plan
29	Manage Annual Cross Connection Program
30	Manage Annual Lead and Copper Testing
31	Manage Monthly Utility Billing
32	Hydrant Maintenance Fee Assessment
33	Management of Permit Reviews and Inspection Program
34	Diverging Diamond Irrigation Repairs
35	Management of Generator Program
36	HVAC Inspection Program
37	In-house Pathway Maintenance
38	In-house Road Maintenance
39	In-house Sidewalk Maintenance
40	Annual Arbor Day
41	Household Hazardous Waste Day
42	Shimmons Road Mill and Overlay



# ANNUAL REPORT 2022

## Parks & Recreation

@auburnhillsmi  
[www.AuburnHills.org/recreation](http://www.AuburnHills.org/recreation)

3350 E. Seyburn Drive  
Auburn Hills, MI 48326





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# MISSION & VISION

## Our Mission

To improve the quality of life in Auburn Hills by providing quality parks and recreation opportunities with a variety of year-round programs, special events, and facilities for people of all ages and abilities.

## Our Values

Attentive Service

Diversity

Excellence

Fiscal Responsibility

Humility

Safety

## Acknowledgements

The Recreation Department is thankful for the support of the community, Administration and our elected officials.

### ***City Council***

Kevin McDaniel, Mayor

Timothy Carrier, Mayor Pro-Tem

Eugene Hawkins, III

Eric Cionka

Cheryl Verbeke

Brian Marzolf

Henry V. Knight

### ***Administration***

Thomas A. Tanghe, City Manager

Brandon Skopek, Assistant City Manager

# SPECIAL EVENTS

32 special events were held in 2022

January 17, 2022	Martin Luther King Jr. Day Celebration
February 19, 2022	6 <sup>th</sup> Annual Bruce Howell Memorial Free Throw Contest
April 16, 2022	31 <sup>st</sup> Annual Easter Egg Hunt
April 22, 2022	Earth Day Event & Cleanup at Hawk Woods
April 29, 2022	Arbor Day Celebration & Tree Planting Event
June 4, 2022	14 <sup>th</sup> Annual Paddlepalooza
June 11, 2022	19 <sup>th</sup> Annual Fishing Derby
June 24-25, 2022	17 <sup>th</sup> Annual Summerfest
August 20, 2022	Feed Your Soul
October 8, 2022	24 <sup>th</sup> Annual Fall Festival in the Woods
October 22, 2022	3 <sup>rd</sup> Annual Diwali Festival of Lights & Glow Roll
December 2, 2022	29 <sup>th</sup> Annual Tree Lighting Ceremony
December 18, 2022	3 <sup>rd</sup> Annual Winter Solstice Lantern Walk

Friday Night Concert Series (12 performances)

Children's Music Series (4 performances)

Blues & Jazz Music Series (3 performances)



*Martin Luther King Jr. Day Event*



# FRIDAY NIGHTS DOWNTOWN MUSIC SERIES

**KNIGHT AMPHITHEATER | 7:00 - 8:30 PM**

JUNE 10 TRILOGY | JUNE 17 CAPTAIN FANTASTIC, AN ELTON JOHN TRIBUTE  
 JUNE 24 (SUMMERFEST 8 - 10 PM) YOUR GENERATION | JULY 1 TEDDY PETTY, A TOM PETTY TRIBUTE  
 JULY 8 GUNNAR AND THE GRIZZLY BOYS | JULY 15 PHASE 5, A MOTOWN TRIBUTE | JULY 22 SLICK JIMMY |  
 JULY 29 LL7 | AUGUST 5 BERNADETTE KATHRYN AND THE LONELY DAYS BAND | AUGUST 12 SPACE CATS  
 AUGUST 19 DETROIT RETRO SOCIETY | AUGUST 26 COLLISION 6

# JAZZ + BLUES IN THE PARK

**FRIDAYS IN SEPTEMBER | 6 - 7:30 PM**  
 KNIGHT AMPHITHEATER



SEPTEMBER 9 | Skye Island Band  
 SEPTEMBER 23 | John Denomme Jazz Trio  
 SEPTEMBER 30 | Rusty Reid Blues

# children's DOWNTOWN MUSIC SERIES

**WEDNESDAYS IN JULY | 10 - 11 AM**  
 KNIGHT AMPHITHEATER

JULY 6 ZIPPITY 2 DADS  
 JULY 13 DETROIT SCHOOL OF ROCK  
 JULY 20 BEVERLY THE MUSIC LADY  
 JULY 27 KEVIN DEVINE





*Arbor Day at R. Grant Graham Elementary*



*Earth Day Event*





*Paddlepalooza*



*Fishing Derby*





*Summerfest*





*Feed Your Soul*

*Winner of a 2022 mParks Innovative Recreation Programing Award*





Fall Festival in the Woods



Diwali Festival of Light





Tree Lighting Event



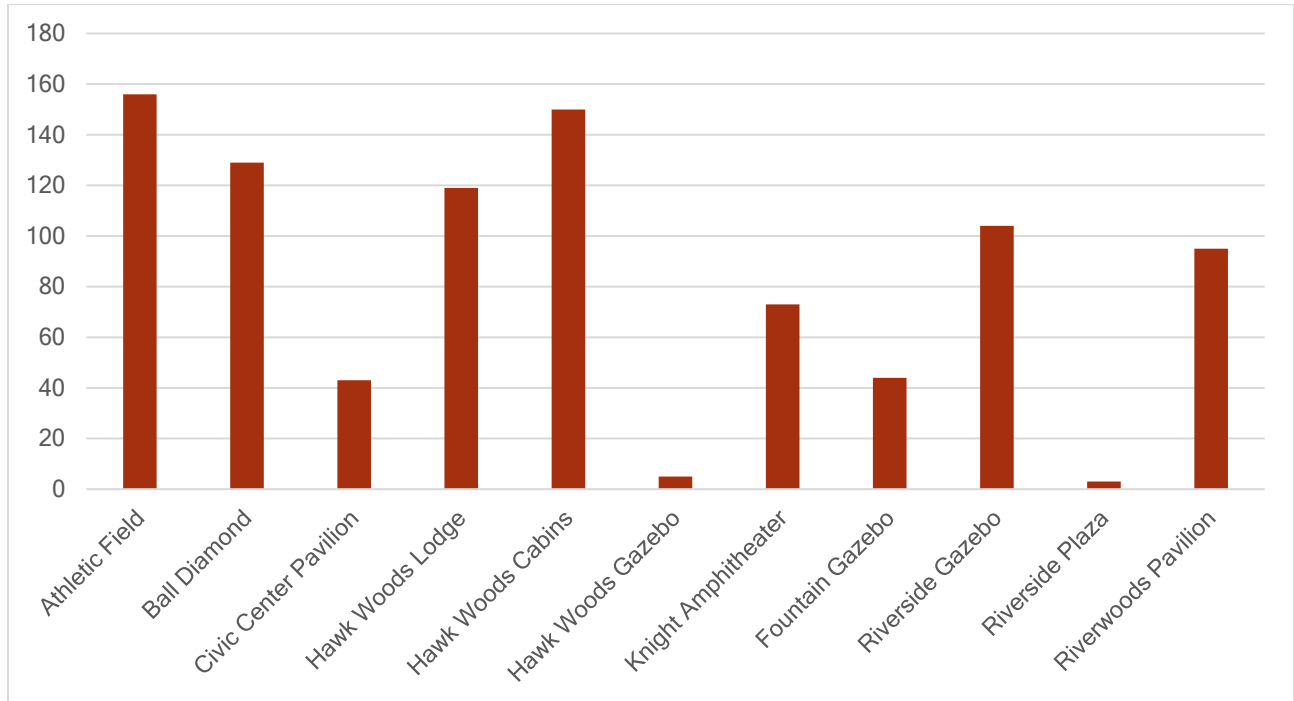
Winter Solstice Lantern Walk



# RECREATION PROGRAMS & RENTALS

Over 1,817 youth and adults participated in programs to improve their health, learn a new skill, and inspire their creativity.

## 921 Recreational Facility Rentals



# TEEN COUNCIL

Teen Council continued to provide great opportunities to teens, aged 13-19, during 2022. The purpose of the teen council is to provide a forum for teens to meet, organize, learn about life skills, make new friends and give back to the community in the form of service opportunities. The teen council meets twice a month at the Auburn Hills Community Center to plan and organize their activities. Some of the programs and activities our teen council participated in are as follows:

- Community volunteer opportunities
- Support the Summer Concert Series at the Knight Amphitheater
- Support the Youth Summer Day Camp programs
- Mentoring Program
- Learn gardening skills
- Financial Literacy Class (FAFSA, college applications, taxes, etc.)
- Dorm & Small Apartment Cooking Class
- Partnership meeting with the Library Teen Group
- Bottle Return Drive for charity
- Sock Drive
- Blankets for the Homeless on Martin Luther King Jr. Day



# PARK SERVICES

Operations, maintenance and asset management are key to providing outstanding parks for the community. 2022 was a busy year with many projects and improvements.

## Park Projects Completed in 2022

Seyburn Pavilion

Hawk Woods Pavilion

Riverside Park Gazebo

Manitoba Park Renovation

Riverbank Stabilization Project

Seyburn Maintenance Barn

Seyburn Barn Landscaping

Installation of Certified Playground Mulch

Updated Lighting Controls at Sports Field

Clinton River Trail Resurfacing

Replacement of Skate Park

Hawk Woods Lodge Garden Bridge

Hawk Woods Lodge Arbor

Picnic Table Repairs & Replacements

Concession Building Deep Clean & Organize

Concrete Sidewalk Repairs

Wildlife Signage

Playground Safety Inspections

Riverwoods Pavilion Trash Cans

Washington Ball Mix for Ball Diamond

Removal of Poison Ivy & Hemlock

Swingset Repairs

Play Structure Repairs

Riverside Gazebo Landscaping

Clinton River Logjam Removals

Invasive Species Mitigation















*Auburn Hills Skate Park Replacement*



## Park Operations Staff

Park Monitor's, Park Specialists, Downtown Park Hosts and Park Custodians helped to keep our parks clean, safe and welcoming for park visitors. Park Operations staff also supported many special events such as concerts in the park and Summerfest.

Park Monitors were busy this year enforcing park rules in order to ensure our parks are comfortable and safe for everyone. Some of the park rules they enforced included parking complaints, smoking, no-wheel zone violations, over-capacity rentals, conflicts between walk-on and paid renters, unauthorized motor vehicles in the park, loud music, marijuana use, unauthorized food trucks and unauthorized bounce houses. Our Park Monitors also serviced the restrooms, changed overflowing garbage cans, handled lost and found items, swept up broken glass and warned park visitors of a tornado warning.







## OUR PARTNERS

Partnerships are a critical part of our success. Thank you to our 2022 partners and sponsors!

Auburn Hills Chamber of Commerce  
Auburn Hills Community Foundation  
Auburn Hills Morning Optimist Club  
Auburn Hills Noon Optimist Club  
Avondale School District  
Bass Pro Shops  
Blue Skies Brewery  
Borg Warner  
Brownfield Redevelopment Authority  
City of Rochester Hills  
Clinton River Conoe and Kayak  
Clinton River Watershed Council  
Detroit Area Steelheaders  
Downtown Development Authority  
General Towing  
Genisys Credit Union  
Michigan By The Bottle Tasting Room  
Oakland County Parks & Recreation  
Rivercrest Banquet Facility  
Stellantis  
Tax Increment Finance Authority  
The HUB  
Trout Unlimited  
Yates Cider Mill

ANNUAL REPORT 2022

# CITY OF AUBURN HILLS SENIOR SERVICES



# DIRECTOR'S INTRODUCTION 2022

The world was in its 23rd month of the COVID Pandemic when the 2022 New Year rang in. Some COVID restrictions had been lifted or changed however it was still present. Some of our programs remained low in participation while others such as fitness programs saw participation growth.

Our transportation program continued to grow and by year end we were operating at pre-Covid numbers. Medical appointments and grocery shopping were the most requested types of rides followed by business appointments.

The nutrition program continued to provide homebound meals five days a week, curbside and congregate meals. While homebound and curbside meals remained consistent, daily congregate meals have not rebounded as quickly as other on-site programs and classes. Our monthly themed parties continued to be popular and sell out quickly. Lectures, Bingo, and cultural programs continued to grow.

We introduced new fitness programs designed for people with Parkinson's. Research has shown that exercise, boxing, and yoga is beneficial for Parkinson's both in slowing down the progression, The Parkinson's Movement Center was the brainchild of Deb Colling, one of our first Fitness Coordinators years ago. We were one of the first places to offer the classes, and the classes quickly filled up. The classes were in such demand at our center along with other locations in the county, the Parkinson's Movement Center made the decision to consolidate many of the classes to a larger location in early 2023 in a facility that has the needed boxing equipment and space.

Our Keep In Touch (KIT) program, a telephone phone pal program between OU pre-med and medical students and seniors in the community. Students and seniors are paired up and have regular phone conversations. The initial students are entering their 3rd year and are getting busier with their rotations, but stay committed to their phone pals. These core students are so passionate about the KIT program, they have developed a program for emerging students to continue the program. These phone pal calls helps to decrease isolation in seniors, keeps verbal skills active for the seniors, but also gives students the opportunity to learn from older adults and how to communicate with older adults.

Community partners add so much value to our programs and services. The HOP-UP-PT Program <https://hopuppt.com/>, has continued to grow with more partners and offerings.

Several of our seniors participated in a study with both the OU PT program and Robotics department. Participants would attend an exercise session at OU working with a robot that would lead them through exercises. The research Robot would be for in home exercises. Another module that was developed included safety in the home and our Fire Department was a valuable partner for this project. Other business and community partners provided so much value to our programs and services and we grateful for them.

We believe 2022 was the reawakening of many of our programs, and we look forward to 2023, for more growth and excitement for our seniors and community.

This report is the work of all the staff and for that I am grateful for their continued support. Passion and compassion represent the staff and their dedication to our city.

In stewardship of community service, we present the 2022 Senior Services Annul Report.

Karen S Adcock, SDC, Director of Senior Services    2/5/2023

## VOLUNTEER PROJECTS

\$121,657 in savings from volunteering

### Spring Rake-n-Run



### Oakland University PT Students

Balance and Fall Prevention

4062  
hours



250-300  
volunteers

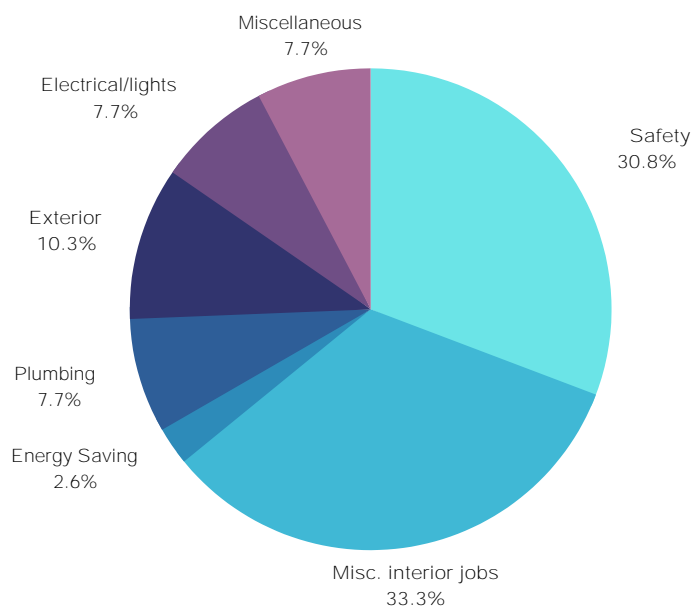
### MOW- Meals on Wheels





# VOLUNTEER PROJECTS

## SHARP- Senior Home Assistance Repair Program



96 Volunteer Hours

- 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

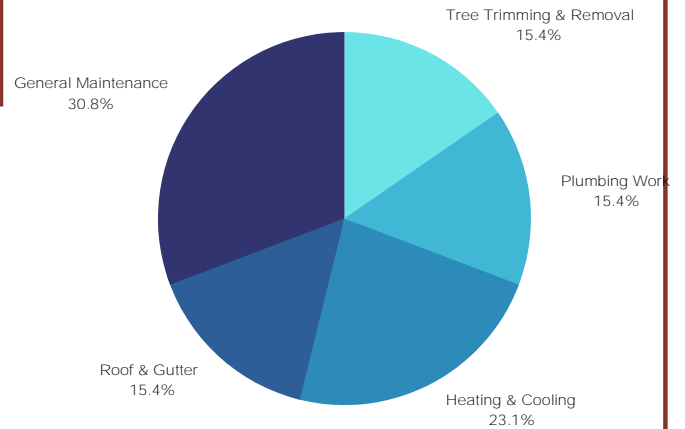
# WE LOVE OUR VOLUNTEERS

Our volunteers are an integral part of every aspect of our programs!

## COMMUNITY IMPACT

### CBDG MINOR HOME REPAIR GRANT PROGRAM

Minor Home Repair Grant Program is for income eligible homeowners of any age. Improvements allow many seniors to remain in their homes safely and assists low-income homeowners to make necessary repairs to their home. This program also removes dangerous trees and assists with blight removal in residential settings. For projects that exceed city program scope of services are referred to Oakland County Home Improvement Loan Program.



### COMMUNITY HEALTH & WELLNESS EXPO

86 Visitors  
35 Vendors and Table Displays  
16 pre-registered for flu shots  
119 volunteer hours

### 2022 MLK DAY CELEBRATION

Our annual 2022 MLK Celebration was once again held virtually due to COVID. The event was a huge success with take-home kits available to the community. In total, 88 blankets were made and donated for "Operation Cover Me," at Grace Centers of Hope as well as scarves, hats, and outerwear.

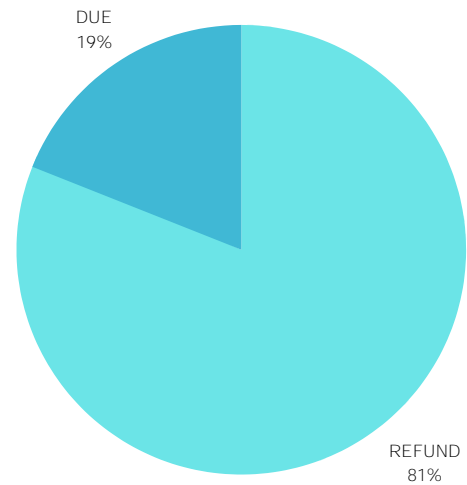
### RED CROSS BLOOD DRIVES

Every January and May, we host a blood drive in our community center. We have hosted community blood drives for over 20 years and in 2022 we have hosted 31 blood drives. In 2022, 72 units of life saving blood was donated for a total of 918 units collected overall.



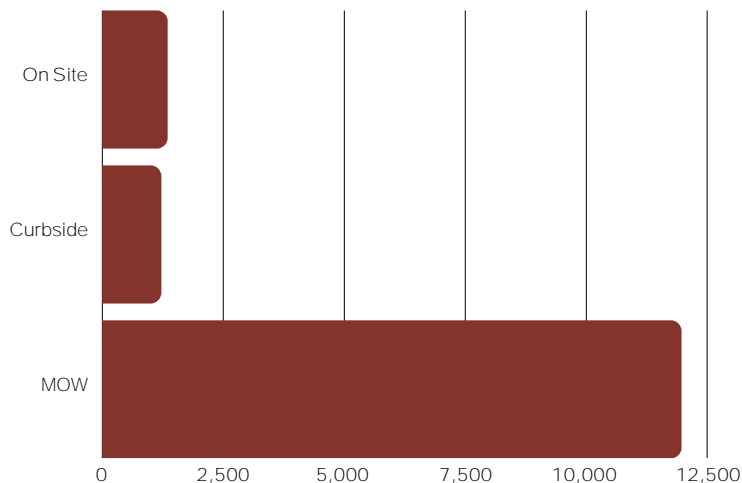
## AARP TAX APPOINTMENTS FOR LOW INCOME TAX PAYERS

- Number of Returns Filed: 210
- Total Refund Amount: \$183,500
- Total Balance Due Amount: \$43,000
- Average Adjusted Gross Income: \$28,300
- Average Refund Amount: \$1,126
- Primary or Secondary Filer on the return over 60 years of age: 160
- Volunteer Hours (not including Training): Approximately 900 hours by 16 volunteers



## SENIOR NUTRITION MEALS ON WHEELS, CURBSIDE & ONSITE

COVID continued to affect the senior meal program but the program the first part of the year, by mid summer on site meals attendees increased. Our Christmas was the largest party since COVID began. We were at pre-Covid attendance numbers. still served over 2500 meals in 2022, both on-site and curbside. The Meals on wheels program served 11,961 meals. For a total of 14,461 meals.



## Spring & Fall Community Food Drive

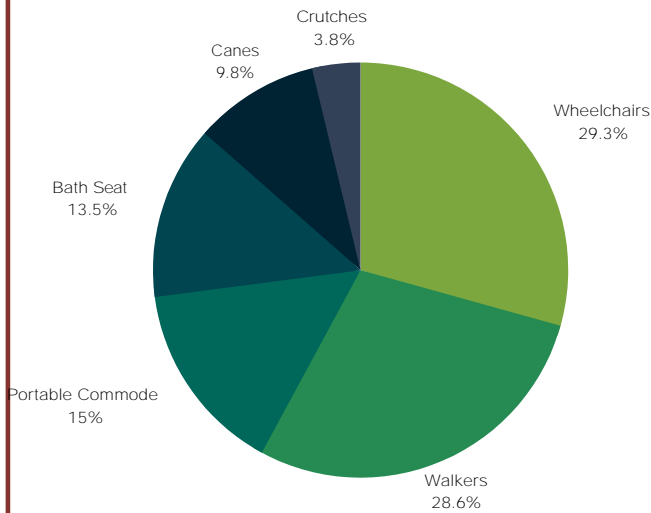
In 2022, the Auburn Hills food cupboard collected 250 pounds of food supported by Neighborhood House. The food cupboard is open to any Auburn Hills resident who is in need. Food recipients are referred to Neighborhood House for further assistance.

## CDBG LAWN MOWING 2022

In 2022, we had 26 participants in the lawn mowing program.



## DURABLE MEDICAL EQUIPMENT LOANED OUT



## FOCUS HOPE

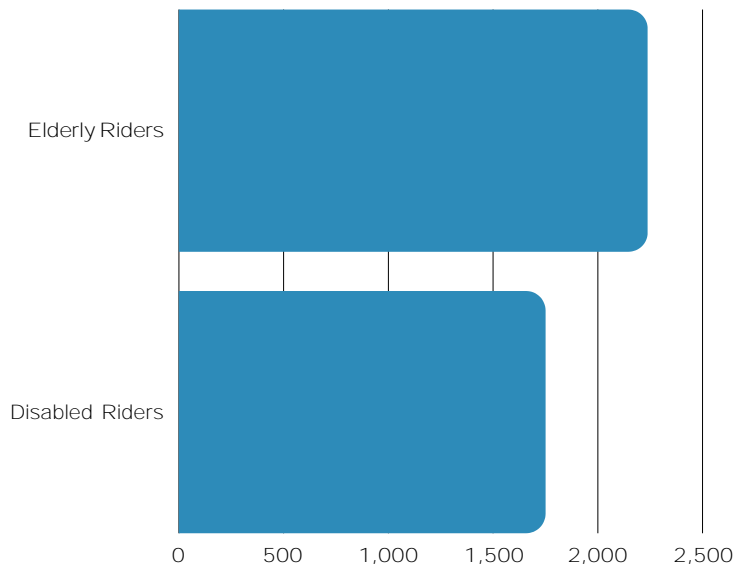
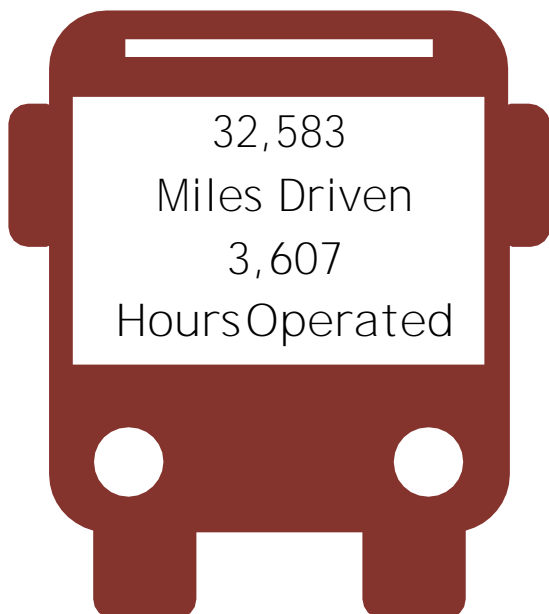
Approximately 24 low-income seniors receive a monthly box of pantry staples and cheese. Enrollment is fluid as seniors come and go. This is delivered by staff and volunteers. 14 volunteer hours.

## MMAP MEDICARE/MEDICAID COUNSELING

Our counselor has been helping people for 20+ years and this year was no different. Tony met with 46 clients, provided 50 hours of counseling resulting in a great amount of savings for our residents.

## SENIOR TRANSPORTATION

The buses are used for a variety of purposes; medical appointments, grocery shopping, business appointments, and trips to Great Lakes Crossing.



## PROGRAMS

75 programs/ 2,012  
participants/ 205,224  
participation hours/ 102 class  
hours



## FITNESS

- The fitness program has continued to be an attraction to the community center. Pickleball is number one in participation, followed by Exercise with Amanda, then Zumba Gold and the Parkinson's Movement classes with strong regulars.

## CLASSES, LECTURE, & LEISURE

- There were many programs that were offered to the seniors. Our bingo leisure program brought in around 900 seniors throughout the year. Our classes and lectures brought in 172 seniors with the balance and fall prevention event with the OU PT students bringing in the most at 25 people enrolled.

## TRAVEL

- The travel program has slowly started building traction in 2022 with 26 travelers. They traveled locally to see the tigers and went as far as the Upper Peninsula and Akron Ohio. We are seeing more and more people ready to travel and hopefully see more participation in 2023.

## LUNCHEONS & PARTIES

- Our Luncheons and Parties are what the seniors look forward to the most. Throughout the year, our parties saw around 800 guests with our most attended party being the Christmas party with 132 people.

## 2022 MACEO Fall Mini-Conference Senior Citizens and Property Maintenance Resources Karen Adcock /Pauline Beckett



Karen Adcock and Pauline Beckett were invited as key-note speakers at the MACEO conference to discuss the relationship between city code enforcement officers and support services. This involved how the relationship could lower the number of infractions and how the partnership between city employees and low-income residents can achieve best results.



### Grant Graham Annual 2nd Grade Classes to the City

Second graders from Grant Graham elementary joined our community center staff to learn about the city, government, and politics. This visit wasn't all about learning though, they also made halloween cards for our seniors.

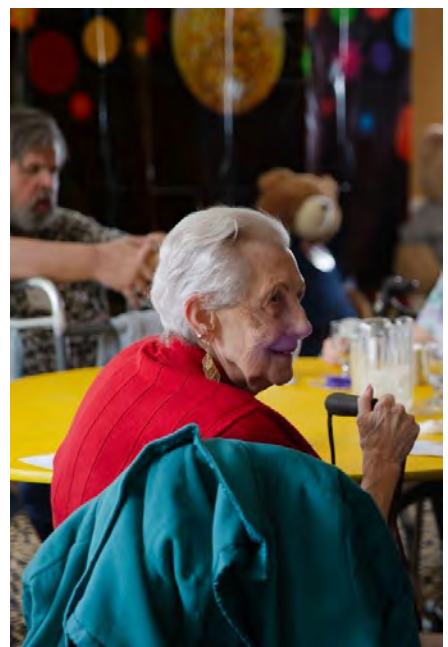




## VETERANS LEGACY & YARD SIGNPROJECTS

The veteran's legacy project was our way to honor the veterans in our community through a luncheon and "Thank You Veterans" signs for veterans week.







# 2022 Tax Increment Finance Authority 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 through the use of 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 2022

In 2022, the Tax Increment Finance Authority continued to support the City's high-quality park system and provided funding support to complete several new amenities in City parks. With a generous contribution from Genisys Credit Union and the Tax Increment Finance Authority, construction of a new gazebo in Riverside Park was completed, which will serve Riverside Park's many visitors throughout the year. In addition to the new gazebo in Riverside Park, the Tax Increment Finance Authority provided funding for the Riverside Park streambank stabilization project. This project was necessary to prevent further erosion of the streambank in Riverside Park and to reestablish the previous shoreline. Rounding out the Tax Increment Finance Authority's investment in the City's parks system, the Tax Increment Finance Authority provided funding for the redevelopment of the Auburn Hills Skate Park and the resurfacing of the Clinton River Trail. The redevelopment of the Auburn Hills Skate Park included a new concrete pad and a complete replacement of the skate equipment. In June 2022, the Tax Increment Finance Authority unveiled "Ascension", which is a new sculpture located in downtown Auburn Hills within Riverside Park. This sculpture was created by Erik and Israel Nordin of Detroit Design Center and serves as the beginning of a greater public art initiative that will add additional arts and culture to downtown Auburn Hills.

In addition to the above projects and initiatives, the Tax Increment Finance Authority assisted with many other projects and initiatives in 2022 including the replacement of decorative streetlights throughout select areas of the City, the installation of flashing crosswalk signs along Featherstone Road, funding support for a new full-time Code Enforcement Officer in TIF District B, funding support for architectural and engineering services for the proposed addition to the downtown public parking structure and funding support for renovations to an existing building on the Municipal Campus, which will serve as the new Fire Department Administration Offices. The Tax Increment Finance Authority also provided sponsorship dollars for the City's annual Summerfest and SemptemBEERfest.

## Current Fund Balances

	TIF 85-A	TIF 85-B	TIF 86-D	Totals
<b>Assets</b>	\$26,796,451	\$20,403,427	\$26,054,657	\$73,254,535



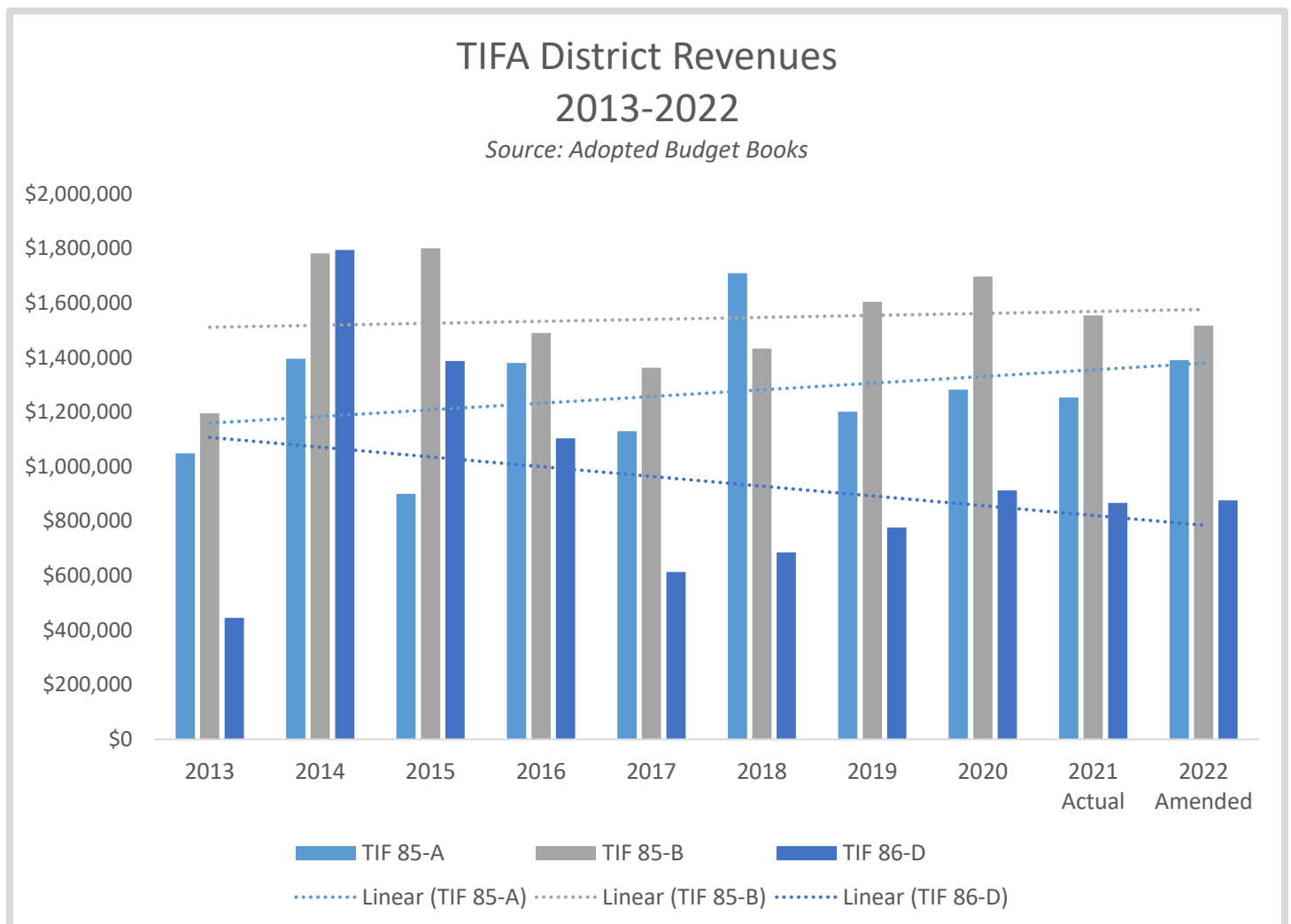
<b>Liabilities</b>	\$40,188	\$1,409	\$144,784	\$186,381
<b>Net Position</b>	\$26,756,263	\$20,402,018	\$25,909,872	\$73,068,153
<b>Cash</b>	\$3,391,460	\$12,848,870	\$3,439,709	\$19,680,039

Source: TIFA Financial Statements –December 2022 \*Pre-Audit

## Revenues

All the TIF districts have been impacted by the recession over a decade ago. TIF Districts 85-A and 85-B remain more consistent, whereas TIF District 86-D experienced a dramatic decline in revenues in FY2012 and FY2013 due to the exemption of personal property taxes.

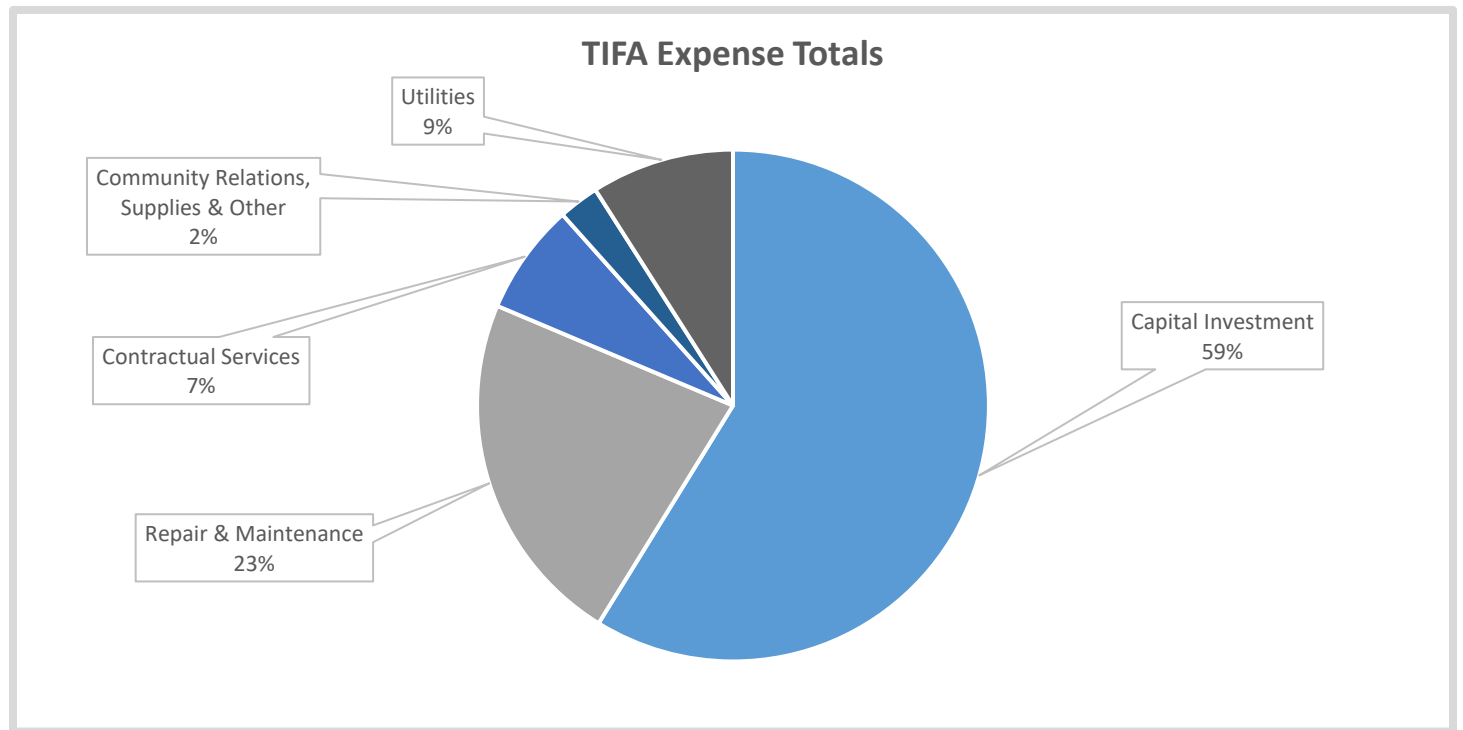
Staff and the Tax Increment Finance Authority Board of Directors understand the necessity to remain fiscally conservative when making policy decisions. As new projects begin in the districts, corresponding tax increment revenue will influence the future budgets and help sustain the future of the Tax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



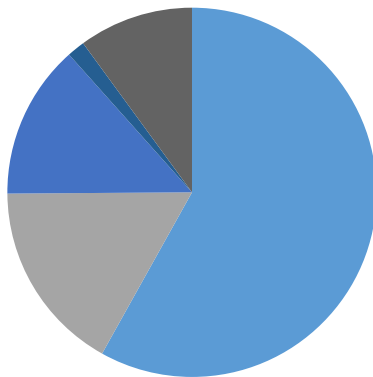
## Expense Breakdown

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

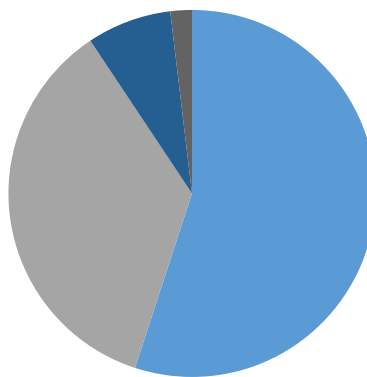
The following charts breakdown the proportion of these expenses on each district and provides an overview of the total of these expenses of all the districts combined.



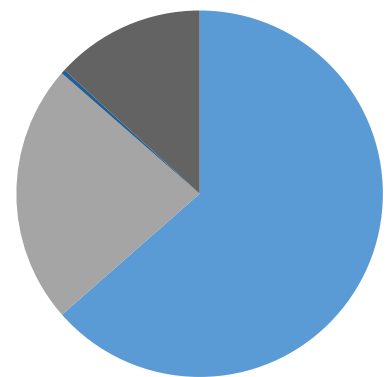
**TIF 85-A**



**TIF 85-B**



**TIF 86-D**



Source: TIFA Financial Statements –December 2022 \*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 2022 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 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.

### **2023 TIFA Board of Directors**

**Michael Kneffel, *Chairman***

**Ron Moniz, *Vice Chairman***

**Steven Goodhall, *Secretary***

**Tim Carrier, *City Council Liaison***

**Bob Waltenspiel**

**Paul Gudmundsen**

**Dr. Cody Eldredge**

**Brandon Skopek, *Executive Director***