

SUPPLEMENT
TO THE
ANNUAL BUDGET
FOR THE
CITY OF LEBANON
FOR THE FISCAL YEAR 1967-68

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BUDGET MESSAGE
AND
BUDGET CALENDAR

BUDGET MESSAGE

Introduction

This year's budget was the project of every department head and councilman under the direction of the Budget Officer. On January 16, 1967, a budget responsibility meeting was held and the procedure of budget composition and calendar projected. Each department committee met and composited the budget on schedule. Approximately 156 man hours went into this year's budget to date. In addition the general budget, we have supplemented an 'Explanatory Budget' for each item in the budget. The budget is divided into General Fund, State Tax and Road Fund, Bancroft Fund, General Bond Fund, Fire Equipment Fund, Park Improvement Fund and Off Street Parking Fund. The General Fund is divided further into 10 (ten) sections or departments.

GENERAL FUND

This fund is the general operating fund of the city and divided into 10 (ten) departments. Expenditures include Administration, Police, Fire, Library, Parks, Sewage and other miscellaneous activities.

The Explanatory Budget shows the percentage of revenues that goes to each fund. Cash on hand resources also include the cigarette tax property relief tax money voted by the council for a sinking fund. It is felt that this money should go for direct property tax relief and the capital improvements the City needs will be asked as needed by special levy. It is anticipated to study the possibility of using the sewer usage change to offset Sewage Bond payment and Treatment Plant Operation in the 1968 budget thereby reducing the cities millage 6.4 mills.

STATE TAX AND ROAD FUND

The operations of the Street Department are recorded in this fund. Inasmuch as the major source of receipts is the apportionment of moneys from the Highway Fund made pursuant to the provisions of ORS 366.785 to 366.820, this fund serves as the City's State Tax Street Fund required by ORS 366.815. The unencumbered fund balance at June 30, 1966, represents cash on deposit and cash with the County Treasurer.

IMPROVEMENT FUND

This fund is used to account for the costs of street and sewer construction projects, which will, for the most part, be paid for by assessments against benefited property or by proceeds of general obligation bonds. The exception is public land benefited, street intersections and alley right-of-ways. Assessments to date are either paid or Bancrofted except for \$5,255.44 which are assessed to property owners outside the city limits and will be assessed as soon as this property is annexed.

BANCROFT BOND

The purpose of this fund is to receive and accumulate collections of principal and interest on special assessments for which Bancroft bonds have been issued and to retire the bond principal and interest obligations as they become due. The Bancroft Bonding Act (ORS 223.205 to 223.300) permits benefited property owners to pay the cost of the improvements over a period of ten years in twenty equal semi-annual installments, together with interest at six percent per annum on the unpaid balance.

GENERAL BOND FUND

The purpose of this fund is to receive and accumulate moneys received from property tax levies or the purpose of meeting maturing principal and interest requirements of general obligation bonds.

FIRE EQUIPMENT FUND

This fund is a sinking fund for the accumulation of moneys for the purchase of fire equipment. Monies transferred from the general fund in 1965, unexpended balance of Fire Department Fund were placed in this fund. The Council, on September 21, 1965, set a policy of putting such receipts into this fund for the purchase of fire equipment. Expenditures this year will include a new fire truck paid for by special levy and miscellaneous equipment needed.

OFF STREET PARKING

This fund was established on May 3, 1966, with the enactment of Ordinance No 1207 which authorized the City to issue revenue bonds in the amount of \$28,000 for the purpose of purchasing and improving off street parking facilities within the City. The payment of these bonds are solely by income from meters on these lots.

PARK IMPROVEMENT

This fund is provided for the improvement and developments of the parks in the City. Monies originally available here were received from a special levy in 1966. It is anticipated to transfer \$1500 from State Road Tax Fund for paving of River Park plus approved Federal Grant of \$3800 to be received after 7-1-68 will provide a reserve to have for Federal Fund and Water Grant Fund for the year 1968. With a total of \$6300 in the fund, matching funds may be available for further park improvements.

Kenneth B. Haevernick, Mayor

BANCROFT BOND

The purpose of this fund is to receive and accumulate collections of principal and interest on special assessments for which Bancroft bonds have been issued and to retire the bond principal and interest obligations as they become due. The Bancroft Bonding Act (ORS 223.202 to 223.300) permits bonded property owners to pay the cost of the improvements over a period of ten years in twenty equal semi-annual installments, together with interest at six percent per annum on the unpaid balance.

GENERAL BOND FUND

The purpose of this fund is to receive and accumulate moneys received from property tax levies on the purpose of meeting maturing principal and interest requirements of general obligation bonds.

FIRE EQUIPMENT FUND

This fund is a sinking fund for the accumulation of moneys for the purchase of fire equipment. Moneys transferred from the general fund in 1955, unexpended balance of Fire Department Fund were placed in this fund. The Council, on September 21, 1955, set a policy of putting such receipts into this fund for the purchase of fire equipment. Expenditures this year will include a new fire truck paid for by special levy and miscellaneous equipment needed.

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PARK IMPROVEMENT

This fund is provided for the improvement and development of the parks in the City. Moneys originally available here were received from a special levy in 1956. It is anticipated to transfer \$1500 from State Road Tax Fund for paving of River Park plus approved Federal Grant of \$2800 to be received after 7-1-58 will provide a reserve to have for Federal Fund and Water Grant Fund for the year 1958. With a total of \$2300 in the fund, matching funds may be available for further park improvements.

Kenneth B. Haevernick, Mayor

BUDGET CALENDAR

DATE	PURPOSE
January 2	Council appoints budget officer.
January 2	Council appoints budget committee.
January 16	Preliminary Budget meeting for all persons who are involved in making the budget in order to go over the budget schedule, deadlines and procedures.
February 20	City Officials, Standing Committees and Planning Commission prepare proposed operating budget to be turned into budget officer.
February 20	Capital Improvement Schedule completed and turned into Planning Commission.
March 20	Completed proposed budget and Capital Improvement Schedule turned over to budget officer.
March 22 7	Budget officer publishes meeting of budget committee at least eight days before committee receives budget document.
April 3	Mayor presents budget message to the budget committee.
April 3	Budget committee elects chairman and secretary.
April 3	Budget Committee receives the budget document and hears persons who wish to speak on budget.
April 3	Budget Committee approves budget, but if additional meetings are necessary, the chairman must announce time and place of next meeting before adjournment.
May 2	Pass Resolution and Ordinance for Special election on budget.

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May 2	Pass Resolution and Ordinance for Special election on budget.

DATE	PURPOSE
Between- May 2 & June 2	Publish budget and notice of final hearing as required by State law.
June 2	BUDGET ELECTION
June 6	Public hearing on the approved budget. Adoption of the approved budget and enact ordinances or resolutions for making appropriations and levying taxes.
July 15	DEADLINE FOR CERTIFICATION

YOUR 1956-67 CITY TAX DOLLAR

Linn County Received	8.6% or 8.
Linn county received	8.6% or 8.6 cents per dollar of taxes
Education received	67.3% or 67.3 cents per dollar of taxes
Lebanon City received	24.1% or 24.1 cents per dollar of taxes

Out of each \$100.00 in property taxes your city
Government received \$24.10.

Example: 12,500.00 True Cash Value
300.00 Tax Bill

General Fund Operating Expense	71.7% - \$17.28
Sewer Bonds and Interest	18.5% - 4.46
Park Improvements	6.8% - 1.64
Fire Truck Replacement	3.0% - .72
General Fund Operating Expense	<u>\$17.28</u>
Administration & Finance	9.9% 1.71
Communications Office	4.5% .78
Police Department	25.9% 4.48
Fire Department	8.5% 1.47
Public Property Maint	5.0% .86
Dog Control	.9% .16
Park Department	3.9% .67
Sewage Treatment Dept.	5.9% 1.02
Library Department	5.9% 1.02
Municipal Court	.7% .12
Street Lighting - Hydrant Water	7.4% 1.28
Special Expenditures	<u>21.5%</u> <u>3.72</u>
100 %	17.28

Linn County	25.80
Education	201.90
City of Lebanon	<u>72.30</u>
Sewer Bonds and Interest	13.38
Park Improvements	4.92
Fire Trucks	2.16
General Fund Operation	<u>51.84</u>
Administration & Finance	5.13
Communications Office	2.34
Police Department	13.44
Fire Department	4.41
Public Property Maint.	2.58
Dog Control	.48
Park Department	2.01
Sewage Treatment	3.06
Library Department	3.06
Municipal Court	.36
Street Lights & Hydrants	3.84
Special Expenditures	<u>11.16</u>
	72.30

COMPARISON OF TAX RATES IN CITIES OF OREGON

City	Pop.	Assessed Value	Assigned Ratio	Rate in Mills by Levying Unit				Total
				County	School	City	Other	
Baker	9250	11,371,521	25	10.8	39.7	19.9	- -	70.4
Dallas	5600	7,692,350	25	13.5	76.3	16.7	.7	107.2
Forest Grove	6630	7,700,622	25	9.0	66.7	13.9	3.3	92.9
Gresham	5940	9,854,278	25	23.6	69.9	11.3	1.2	106.1
LaGrande	9800	10,133,468	25	16.1	53.1	27.	1.7	98.0
Lebanon	6300	8,131,980	25	8.2	64.6	23.1	- -	96.0
McMinnville	8900	11,139,010	25	22.2	73.5	13.8	- -	109.5
Newport	5750	7,843,380	25	10.6	44.6	17.0	9.7	81.9
North Bend	8320	14,701,615	25	7.5	76.7	19.7	1.6	105.6
Ontario	5500	9,808,787	25	10.9	55.0	23.6	- -	89.5
Oregon City	8430	15,206,030	25	7.7	79.6	25.4	14.3	127.0
St. Helens	5500	5,887,710	21	14.3	68.2	21.7	7.3	111.4
Woodburn	5809	7,117,860	25	<u>10.9</u>	<u>55.5</u>	<u>21.4</u>	- -	<u>87.8</u>

CONVERSION OF TAX YEAR IN CLIENT OF OREGON
2017/18 TAX TO 2018/19 TAX

COMPARISON OF TRUE CASH VALUE, PER CAPITA TAX AND TOTAL TAXES LEVIED IN CITIES IN OREGON
1966 - 1967

City	True Cash Value	Per Capita TCV	Per Capita Tax		Combined City Tax	Combined Tax	Percent of Total Levy			Other
			City	Combined			County	City	School	
Baker	\$45,486,084	\$4917	\$24	\$87	\$226,236	\$800,555	15.3	28.3	56.4	--
Dallas	30,769,400	5495	23	147	128,231	824,620	12.6	15.6	71.2	0.6
Forest Grove	30,802,488	4646	16	104	106,828	686,555	10.1	15.6	74.4	--
Gresham	39,417,112	6636	19	176	111,659	1,045,539	22.3	10.7	65.9	1.2
LaGrande	40,533,872	4136	28	101	273,884	992,826	16.5	27.6	54.2	1.7
Lebanon	32,527,920	5163	30	124	187,987	780,670	8.6	24.1	67.3	--
McMinnville	44,556,040	5006	17	137	154,053	1,219,722	20.3	12.6	67.1	--
NewPort	31,373,520	5456	23	108	133,040	622,018	13.3	21.4	56.2	9.1
North Bend	58,806,460	7068	35	187	289,852	1,552,032	7.1	18.7	72.7	1.5
Ontario	39,235,148	7134	42	160	231,850	877,886	12.1	26.4	61.5	--
Oregon City	60,824,120	7215	46	213	385,599	1,794,797	6.5	21.5	67.2	4.8
St. Helens	28,036,714	5098	23	119	127,504	655,891	12.8	19.4	61.2	6.5
Woodburn	28,471,440	4901	26	108	152,365	624,948	12.4	24.4	63.2	--

**COMPARISON OF TAX MILEAGE RATES
FOR PERIOD 1947-48 to 1966-67 INCL.**

YEAR	COUNTY	IED	SD16	UHS1	CITY	CITY ASSESSED VALUATION	CITY LEVY FOR ALL PURPOSES
1966-67	8.7	20.4	34.2	13.6	24.4	8,131,980	198,420
1965-66	8.8	19.2	29.4	13.6	20.7	7,881,316	163,143
1964-65	9.3	21.7	30.5	14.9	17.8	7,620,397	135,643
1963-64	9.4	26.3	22.3	10.8	17.1	7,562,330	129,316
1962-63	9.9	26.4	22.1	13.2	17.4	7,302,709	127,067
1961-62	9.8	19.5	20.3	13.3	19.1	7,086,380	135,350
1960-61	13.4	32.4	26.8	16.6	26.8	4,822,166	129,234
1959-60	13.1	29.0	27.2	18.5	26.2	4,747,447	124,383
1958-59	13.9	23.8	29.2	18.9	29.6	4,169,210	123,409
1957-58	14.8	"	49.1	30.9	40.8	4,050,375	165,255
1956-57	13.8	"	40.7	28.3	36.4	3,920,921	142,721
1955-56	13.2	"	36.4	23.6	24.8	3,908,386	96,298
1954-55	13.1	"	35.5	23.2	18.8	3,908,016	73,471
1953-54	11.9	"	32.4	25.6	17.4	3,786,804	65,890
1952-53	12.3	"	33.8	23.1	27.3	3,337,414	91,111
1951-52	11.4	"	31.0	21.4	23.4	3,237,161	75,750
1950-51	7.6	"	34.2	23.2	23.7	3,000,549	71,113
1949-50	7.3	"	29.9	24.0	23.7	2,839,878	67,305
1948-49	12.3	"	25.9	24.0	27.1	2,513,883	68,126
1947-48	13.0	"	17.5	15.1	33.4	2,158,670	72,100

Percentage ratio for 1966-67 tax levy -- For 1947-48 levy

Linn County	8.6%	Linn County	16.4%
School District	67.3%	Schools	41.3%
City of Lebanon	24.1%	City of Lebanon	42.3%

STATISTICAL AND WAGE
INFORMATION

CITY OF LEBANON - LINN COUNTY, OREGON
January 1, 1967

Location: Latitude: N44°-33'-16" Longitude: W122°-54'-18"

Elevation: 340' above sea level

Incorporated: 1878

Population: 1967 - 6347

Assessed Value: January 1, 1967 - \$8,131,980

Building Permits: 1966

UTILITY AND LAND USE

City Area: 1068.5 Acres

CLASSIFICATION	ACRE	PER CENT OF TOTAL LAND IN URBAN USE
1. Residential	452.3	48%
2. Commercial	49.7	6.4%
3. Industrial	40.0	5.2%
4. Public	81.7	10.6%
5. Right-of-Way	228.1	21.4%
6. Total Land	851.8	100%
7. Vacant & Open Land	217	-
8. Total Land Area	1068.8	-

CITY OF LEBANON - Linn County, Oregon
January 1, 1967

Location: Latitude: 44°-23'-18" Longitude: W125°-54'-18"

Elevation: 340' above sea level

Incorporated: 1878

Population: 1967 - 6747

Assessed Value: January 1, 1967 - \$8,131,980

Building Permits: 1966 -

UTILITY AND LAND USE

City Area		1000.0 Acres	
CLASSIFICATION		PER CENT OF TOTAL LAND IN URBAN USE	
1. Residential	452.3	4.82	
2. Commercial	49.7	0.42	
3. Industrial	40.0	0.28	
4. Public	81.7	10.62	
5. Right-of-Way	228.1	21.42	
6. Total Land	851.8	100%	
7. Vacant & Open Land	217	-	
8. Total Land Area	1068.8	-	

RESIDENTIAL

Approximately 48% of the used land area in the city of Lebanon is currently used for residential purposes. Only a few vacant parcels of land remain in the city to be developed for residential use. Little residential development has occurred to the north and east of the city. Substantial residential development has occurred around the city to the south and west.

COMMERCIAL

Neighborhood commercial areas do not occur in Lebanon except for one small commercial area on Highway US 20 at the north edge of the city. Much of the commercial land in the Lebanon area is, in fact, located along or near Highway US 20. In addition to the central commercial area, concentrations of commercial land uses occur on Highway US 20 of Elmore Street to the city limits and along Highway South of the city to the entrance to the U. S. Plywood Corporation plant.

INDUSTRIAL

Most of the industrial land in the Lebanon area is utilized by wood products industries located outside the city limits. Of the major industries, only Crown Zellerbach Corporation plant is located within the city. Other large industrial land users are located south and east of the city between the river and the railroad. There is no developed industrial park in or around Lebanon but many sites to the south and north are suitable for this. The city plans no industrial development per se but Lebanon's Industrial Development Corporation is pursuing this.

PARKS

Four city parks exist in Lebanon. They range from the one-acre Hyland Park to the approximately 20-acre River Park. These parks are generally distributed throughout the developed residential areas of the city. No park areas of a local nature exist outside the city limits of Lebanon.

<u>Park</u>	<u>Site Area In Acres</u>	<u>Date Acquired</u>
River Park	20	1940
Booth Park	1 2/3	1941
Century Park	4	1956
Hyland Park (Jaycee)		1957

Recent monies obtained from Federal Grant and Special levy voted 1966-67 will permit the development of River Park to an overnight facility. This year, shelter, restrooms and picnic facilities will be put in. Budgeted money 1967-68 will be for boat ramp and paving of park road.

RESIDENTIAL

Approximately 48% of the land area in the city of Lebanon is currently used for residential purposes. Only a few vacant parcels of land remain in the city to be developed for residential use. Little residential development has occurred to the north and east of the city. Substantial residential development has occurred around the city to the south and west.

COMMERCIAL

Neighborhood commercial areas do not occur in Lebanon except for one small commercial area on Highway US 20 at the north edge of the city. Much of the commercial land in the Lebanon area is, in fact, located along or near Highway US 20. In addition to the central commercial area, concentrations of commercial land uses occur on Highway US 20 at Elm Street to the city limits and along Highway 20 to the city to the entrance to the U. S. Plywood Corporation plant.

INDUSTRIAL

Most of the industrial land in the Lebanon area is utilized by wood products industries located outside the city limits. Of the major industries, only Crown Lumber Corporation plant is located within the city. Other large industrial land users are located south and east of the city between the river and the railroad. There is no developed industrial park in or around Lebanon but many sites to the south and north are suitable for this. The city plans no industrial development but as Lebanon's Industrial Development Corporation is pursuing this.

PARKS

Four city parks exist in Lebanon. They range from the one-acre Hybrid Park to the approximately 20-acre River Park. These parks are generally distributed throughout the developed residential areas of the city. No park areas of a local nature exist outside the city limits of Lebanon.

Park	In Acres	Date Acquired
River Park	20	1940
Hybrid Park	1 2/3	1941
Century Park	4	1955
Hybrid Park (Landscape)		1957

Recent monies obtained from Federal Grant and Special Levy voted 1955-57 will permit the development of River Park to an overnight facility. This year, shelter, restrooms and picnic facilities will be put in. Budgeted money 1957-58 will be for boat ramp and paving of park road.

LEBANON - Street Improvements

	<u>Distance (feet)</u>	<u>Miles</u>	<u>Per Cent of Total</u>
Paved	129,469	24.53	79.7
Graveled	22,132	4.19	13.6
Unimproved	2,217	.42	1.4
Unepested	8,622	1.65	5.3
<hr/>			
TOTAL	162,440	30.77	100.0
Curbs and Walks	169,793	32.16	74.4
Curbs Only	44,868	8.50	19.7
Walks Only	13,523	2.58	5.9
<hr/>			
TOTAL	228,184	43.24	100.0

Total possible curb and walk mileage = 61.54

	<u>Per Cent of Total Possible Mileage</u>	
Curbs and Walks	52.2	
Curbs Only	13.8	70.25 (of city street mileage which has either curbs or walks)
Walks Only	4.2	

WATER SUPPLY

Water is supplied to the city of Lebanon and the Lebanon planning area by the Pacific Power and Light Company. It is obtained from the Lebanon-Santiam Canal which flows through the city. Inasmuch as the water supply system is not publically owned, it is not necessary to reside within the city limits in order to receive water service, and, thus, some areas beyond the city, particularly in the southwestern portions of the planning area also receive service.

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7-127000-21461 (NO. 2480013)

LEBANON FIRE DEPARTMENT

12

FIRE CALLS IN CITY LIMITS

<u>YEAR</u> <u>YEAR</u>	<u>TOTAL</u> <u>ALARMS</u>	<u>GENERAL</u>	<u>SILENT</u> <u>PAID PERSONNEL ONLY</u>
1959	71	18	53
1960	85	24	61
1961	103	22	81
1962	88	14	74
1963	85	16	69
1964	90	18	72
1965	79	14	65
1966	94	29	65

FIRE CALLS IN RURAL DISTRICT

<u>YEAR</u>	<u>TOTAL</u> <u>ALARMS</u>	<u>GENERAL</u>	<u>SILENT</u> <u>PAID PERSONNEL ONLY</u>
1959	108	67	41
1960	102	68	34
1961	124	69	55
1962	135	77	58
1963	98	49	49
1964	148	68	80
1965	184	88	96
1966	183	89	95

COST PER CAPITA

1967-1968	6347	\$70,620 ÷ 2	= \$5.55
1966-1967	6313	\$53,116 ÷ 2	= 4.20
1965-1966	6270	\$49,002 ÷ 2	= 3.81
1964-1966	6147	\$47,002 ÷ 2	= 3.80

SCHEDULE OF INSURANCE POLICIES AND FIDELITY BONDS

COMPANY	TYPE OF COVERAGE	AMOUNT OF COVERAGE		
The Mercantile Insurance Company of America)	Renewed 10-10-66 - 5 years	\$ 179,194.82)		
The Home Insurance Company)	Fire, Extended Coverage, Vandalism	146,382.59)	Annual	
The American Insurance Company,)	& Malicious Mischief - All		Premium	\$833.00
Newark, New Jersey)	Property	146,382.59)		
Western Pacific Insurance Company	Comprehensive Liability Policy:			
	Automobile	B. I. 100/500,000.00)		
		P. D. 100,000.00)	Renews	
	Products-Completed Operations	B. I. 100/500,000.00)	Annually	
		Aggregate 500,000.00)	on Bid	Est. for
		P. D. 100,000.00)	Basis	6-1-68
		Aggregate 100,000.00)	3154.00	3,500.00
	All Other Exposures	B. I. 100/500,000.00)	6-1-66	
		P. D. 100,000.00)		
		Aggregate 100,000.00)		
	Comprehensive Collision and Fire			
	and Theft - City-Owned			
	Vehicles	Various)		
Firemen's Insurance Company	Explosion, Property Damage -	1964 premium)	will renew	
	Boiler and Machinery -	795.00)	6-1-67	
	Sewage Disposal Plant	100,000.00)	3 year premium	
Northwestern Pacific Indemnity Company	Fire and Extended Coverage - Two-	1964 premium)		
	way Motorola Radio Sets,	143.00)	will renew	
	Motorola Walkie-Talkie		6-1-67	
	Portable Radios, Radar and		3 hear premium	
	Recording Units	7,400.00)		

Company	Type of Coverage	Amount of Coverage	
The Western Casualty and Surety Company	Blanket Accident Policy Covering Lebanon Volunteer Firemen Against Bodily Injury	Annual 275.00 Weekly)) 5,000.00) Included in Fire 40.00) Department Budget
United States Fidelity and Guaranty Company	Forgery and Check Alteration) Due 1-26-68 3,000.00) 3 yr premium 28.00
Northwest Underwriters	False Arrest Liability		\$ 25/100,000.00) annual - est 550.00
United States Fidelity and Guaranty Company	Fidelity Bonds: Van R. Thome - City Recorder Treasurer)) 25,000.00) annual 125.00)
United States Fidelity and Guaranty Company	City Employees) 2,500.00) annual <u>44.00</u> 5,080.00

PERSONNEL RECOMMENDATIONS AND EXPLANATION

SALARY

The personnel committee recommended that the salary range schedule be increased 5% over the board. This is in lieu of the fact that the national average was 6%. They also recommended to delete the step scale and adopt a minimum-maximum scale for each range. (See the following pages #19 and 20). This salary increases were considered by department head recommendation and efficiency of job duties. The department heads were scheduled on statistical evidence of other cities in the state of the same assessed value and population.

EMPLOYMENT

It was recommended and adopted by the Personnel Committee for the addition of one clerk in the Administrative Office. Also the addition of one fireman to eliminate sick leave, time off and vacation. One fireman is to be retired according to personnel regulations. The NYC program was started in the city but requires no budgetary items.

FRINGE BENEFITS

Increase term life insurance from one to three thousand per employee. It is anticipated that during the coming year the personnel committee will study pensions and further insurance improvements.

HOURS

It is anticipated to place the recorder's office on a 40 hour week schedule to comply with other cities in Oregon. The police Department will also begin the same hourly schedule without change of personnel in the immediate future. Public Works Department will also comply with a 40 hour week but will stagger employment so as to have a man on duty Saturday morning. The recorder's office will close on Saturday.

ADMINISTRATION

City	Population 1965	City Manager	City Attorney	Municipal Judge	City Recorder	Assist City Record	Source: Municipal Researc & Information Bulletin 151 Nov 1966
Baker	9200	yes 11,500	4800	2400	8388-10632 9084*	None	*recorder serves as Treasure
Dallas	5500	yes 12,000*	4200	1800	4200-5160 4740	None	*manager serves as purchasing agent
Forest Grove	6550	yes 13,000*	4500	2400	8052-9576 7800+	None	*serves as purchasing agent +serves as city treasurer
Gresham	5400	yes 10,900*	2208	1320	6300	None	*serves as purchasing agent City has Treasurer = \$4680
LaGrande	9700	yes 12,120*	4920	3240	6888-8724 8628+	5328-6756 6360	*serves as purchasing agent +serves as Treasurer
Lebanon	6270	no	3600	1800	8520+	3720-4800 4410	+serves as treasurer and also purchasing agent
McMinnville	8600	yes 11,500*	3600	(+)	7380-9000 8652+	None	*serves as purchasing agent serves as airport manager +serves as municipal judge
Newport	5700	yes 11,400*	3600	(+)	6300-7860 7200+	None	*serves as purchasing agent serves as city engineer +serves as municipal judge
North Bend	8191	yes 13,200*	4800	3600	7500+	None	*serves as purchasing agent and airport manager receives \$1200 car allowance +serves as municipal judge
Ontario	5350	yes 9,600*	2700	(+)	6420+	None	*receives \$1200 car allowance +serves as municipal judge
Oregon City	8300	yes 10,900	6588	3540	6960+	5220-6000 6000	+serves as city treasure
St. Helens	5380	No	3180	960	8912+	5400-6000	+serves as municipal judge

Public Works and Parks

City	Population 1965	Public Works Director	Building Inspector	Sewage Plant Operator	Laborer	Librarian	Janitor	Source: Municipal Research Information Bulletin 151 Nov 1966
Baker	9200	7020-8904 7752	6000-7596 6624	5652-7164 6240	4632-5880	none	3432	
Dallas	5500	9780	5400-6900 6600	4800-5880 5220	4080-4380	2280	2100-2520 2100	
Forest Grove	6550	7764-9276 8340	5388-6648 5868	5628-6924 6372	4608-5628	4836-6000 4884	744	
Gresham	5400	6640*	6600	6432	2.35- 2.80/hour	none	none	*called sewage & water supt.
LaGrande	9700	6888-8724 8628	6360-8064 6360	5880	5016-6360	5652-7164	2160	
Lebanon	6270	6000-7500 7200	(*)	4800-6000 5040	4560-5760	3912-5040 4800	3120	*duties of fire chief
McMinnville	8600	8088	---	6900-8400 8076	4380- 5364	4296	4380-5364	
Newport	5700	7200-8220 7860	(*)	5280-6600 5760	4800-6000	4320-5520 4320	none	*duties of fire marshall (5280-6600)
North Bend	8191	7260-7980 7980*	5220-6120 6120	5220-5820 5820	5220-5820	5280	none	*receives \$600 car allowance and is called street supt.
Ontario	5350	6420+	(*)		4092-4584	6420	4092	*duties of fire chief +called street supt.
Oregon City	8300	(*)	(*)	6240-7600	5220-6060	6060-6900 6900	1500	*assist city engineer serves as street supr & building inspector (8640)
St. Helens	5380	9748	\$2.95/hour	\$2.95/hour	2.65-2.75/ hour	none	none	

Police & Fire Department

Source: Municipal Research
Information Bulletin 151
Nov 1965

City	Population 1965	Police Chief	Police Sergeant	Fire Chief	Assist Fire Chief	Volunteer	
Baker	9200	7020-8904 7752	5659-7164*	7020-8904 7752	5880-7452+	\$2.50/hour	*has police lieutenant (6000-7596) +called fire captain
Dallas	5500	7620	5700-6720	6300	none	\$120 paid to organization	
Forest Grove	6550	6780-8196 7764	5496-6780*	6780-8196 7332	5280-6516+	\$2.50/drill \$3.00/call	*has police captain (6672) +called fire captain
Gresham	5400	7560	6372	300	180	60	
LeGrande	9700	6888-8724 8064	5432-6888*	6888-8724 8628	6240-6492+	\$2.50/hour	*has police captain (6600) +has fire captain (5436-6880)
Lebanon	6270	6600-8220 7200	5280-6900	6000-7500 6900*	5280-6600 6300	\$2.00/call meeting drill	*serves as building inspector
McMinnville	8600	7200-8772 7788	5520-6744*	7200-8772 7488	6000-7320 6756+	\$4500 paid to organization	*has assist chief (6240) +has fire captain (5520-6744)
Newport	5700	6900-7860 7200	6000-6900	6300-7860 6600	\$2.50/hour	\$1.00 min \$5.00 max per call	
North Bend	8191	8700*	6240-6840*	8700*	7440	\$2.00/call	*receives \$600 car allowance +has police captain (7440) receives \$600 car allow nce
Ontario	5350	6804	5592*	6804+	5592		*has police captain (6048) +serves as building inspector called fire captain
Oregon City	8300	7920-8820 8160	6960-7380 *	7920-8820 8460	7500-7740+	has fire fight- ers	*has police captain (7740) +called fire captain
St. Helens	5380	7639	6678	none	none	none	

CITY OF LEBANON

Schedule of Monthly Salary Rates

Salary Rang
Range

Number	Minimum	Median	Maximum
1	195	228	262
2	208	243	278
3	220	257	294
4	233	272	310
5	248	287	325
6	262	302	342
7	278	319	359
8	294	336	378
9	310	355	399
10	325	373	420
11	342	392	441
12	359	411	462
13	378	431	483
14	399	452	504
15	420	473	525
16	441	496	551
17	462	520	577
18	483	544	604
19	504	567	630
20	525	591	656
21	551	620	688
22	577	648	719
23	604	678	751
24	630	706	782
25	656	735	814

CITY OF LEBANON

Compensation Plan

<u>Class Title</u>	<u>Range #</u>	<u>Minimum</u>	<u>Maximum</u>
<u>Clerical & Administrative</u>			
Administrative Ass't to Council	24	630	782
Recorder-Treasurer	20	525	656
Ass't to the Recorder	10	325	420
Clerk-Steno	6	262	342
<u>Public Safety</u>			
Police Chief	22	577	719
Senior Sergeant	18	483	604
Junior Sergeant	17	462	577
Police Officer	16	441	551
Police Matron	7	278	359
Fire Chief	20	525	656
Ass't Fire Chief	17	462	577
Fire Engineer	15	420	525
<u>Library</u>			
Librarian	11	342	441
Library Ass't	4	233	310
Page	Hourly legal minimum		
<u>Public Works</u>			
Public Works Supt.	20	525	656
Public Works Foreman	16	441	551
Sewage Treatment Man	15	420	525
Works Maintenance Man II	15	420	525
Works Maintenance Man I	14	399	504
Janitor (Half time)	12	359	462

Revised Jan 1967

SOCIAL SECURITY AND INDUSTRIAL COMPENSATION

Rates per \$100.00 of Salary
for Period 7-1-66 to 6-30-67

State Compensation Department Adjusted Rates:

Firemen - including drivers	2.07
Policemen - including drivers	1.20
Volunteer Firemen	.15
Volunteer Policemen	.15
Engineering and Surveying	.85
Clerical office employees - N.O.C.	.07
Building Maint. - Janitor	1.32
Park Maintenance	1.89
Street and Sewer employees	1.89

In addition City pays \$.60 per month for
all volunteer employees as employee share

City pays \$4.40 per \$100.00 of salary for
Social Security (F.I.C.A.) up to maximum
salary of \$6,600.00 per year (\$290.40)

Compensation rates could be subject
to change 7-1-67. Information as to
possible changes has not yet been received.

EXPLANATION
OF
ESTIMATED
EXPENDITURES

GENERAL FUND REQUIREMENTS
DEPARTMENT: GENERAL GOVERNMENT

Function

The Administration Department is responsible for finance, licensing, purchasing and assisting the city council and Mayor. The city council is the legislative body of the city and elects six policy-making representatives, two from each of the wards on overlapping basis. The council meets twice monthly with the Mayor presiding. The Administrative Assistant is the secretary of the Common Council and is responsible and accountable for all accounting and financial records of the City. He may act as Council representative to public functions.

Budget and Comments

<u>1966-67</u> <u>Budget</u>	<u>1967-68</u> <u>Proposed</u>	<u>Am't. of</u> <u>Increase</u>
\$28,300	\$28,665	\$365

10.10: PERSONAL SERVICES (+\$2365)

10.11: Mayor and Council: This item has not been changed for over 10 years and is the wages of Mayor and Councilmen at \$25.00 per month to be used primarily for expenses.

10.12: Administrative Assistant: An increase of \$480 as advised by personnel committee. This is approximate average for cities of same assessed value and population, which these cities have city managers also.

10.13: Assistant to Recorder: Increase of \$150 of annual wage which is within adopted range scale #10.

10.14: Secretary-Clerk: Increase of \$360, recommended by personnel committee to range #7 and is median for wage.

10.15: Clerk - Part Time: This is a new item for a clerk to be hired Full-time but the wages to come from \$1200 General Fund, \$900 Street Fund, \$600 Improvement Fund, and \$900 from Bancroft Fund for the purpose to help in typing reports, secretary to public works and typing bond payments. The load in the administration office is ever increasing as indicated by the vast preparation of this year's budget.

10.16: Attorney: No change.

10.17: Social Sec. and Ins.: See page # 21

10.20: MATERIAL AND SUPPLIES (+\$1000)

10.21: Office Supplies: Increase of \$600 due to more reports being published and more information put down on paper improving city government. This item was under-budgeted in 1966-67.

10.22: Meeting Expenses: Increase of \$400 because the council is being requested to participate in League of Cities meeting in addition to the department heads and hired officials.

DEPARTMENT: GENERAL GOVERNMENT
GENERAL FUND REQUIREMENTS

Function

The Administration Department is responsible for finance, licensing, purchasing and assisting the city council and Mayor. The city council is the legislative body of the city and elects six policy-making representatives, two from each of the wards on overlapping basis. The council meets twice monthly with the Mayor presiding. The Administrative Assistant is the secretary of the Council and is responsible and accountable for all accounting and financial records of the City. He may act as Council representative to public functions.

Budget and Comments

1966-67 Budget	1967-68 Proposed	Amt. of Increase
\$28,300	\$28,665	\$365

10.10: PERSONAL SERVICES (\$2365)

10.11: Mayor and Council: This item has not been changed for over 10 years and is the wages of Mayor and Councilmen at \$25.00 per month to be used primarily for expenses.

10.12: Administrative Assistant: An increase of \$480 as advised by personnel committee. This is approximate average for cities of same assessed value and population, which these cities have city managers also.

10.13: Assistant to Recorder: Increase of \$150 of annual wage which is within adopted range scale \$10.

10.14: Secretary-Clerk: Increase of \$360, recommended by personnel committee to range \$7 and is median for wage.

10.15: Clerk - Part Time: This is a new item for a clerk to be hired full-time but the wages to come from \$1200 General Fund, \$900 Street Fund, \$800 Improvement Fund, and \$200 from Bancroft Fund for the purpose to help in typing reports, secretary to public works and typing bond payments. The load in the administration office is ever increasing as indicated by the vast preparation of this year's budget.

10.16: Attorney: No change.

10.17: Social Sec. and Ins.: See page 4 21

10.20: MATERIAL AND SUPPLIES (\$1000)

10.21: Office Supplies: Increase of \$600 due to more reports being published and more information put down on paper improving city government. This item was under-budgeted in 1966-67.

10.22: Meeting Expenses: Increase of \$400 because the council is being requested to pay in league of cities meeting in addition to the department needs and hired officials.

10.23: Legal Supplies and Expenses: Item with no change and is primarily used for attorney's expenses and election notices.

10.30: CAPITAL OUTLAY (~\$3800)

10.31: Ordinance Revision: Completed in 1967 and will not be necessary for several years again.

10.32: Typewriter: New item in budget for the purchase of Underwood electric typewriter for the new clerk and in addition retiring the wide carriage manual typewriter for standby use.

10.33: File Cabinets: New item for needed filing space for city documents that are piling up.

10.34: Desk: New item for the new clerk. The office will be remodeled minorly for approximately \$150 to allow for the additional help. This already has been designed and structural estimates given.

GENERAL FUND REQUIREMENTS
DEPARTMENT: COMMUNICATIONS

Function

This department is manned 24 hours daily to handle all emergency communications of the fire and police departments. They also handle city to county radio traffic and monitor alarms of businesses and pumps of the city.

Budget and Comment

<u>1966-67</u> <u>Budget</u>	<u>1967-68</u> <u>Proposed</u>	<u>Am't. of</u> <u>Increase</u>
\$17,140	\$19,330	+\$2,190

10.50: PERSONAL SERVICES (+\$1890)

10.51: Communications Clerks (4): Increase of \$1560 in salaries in order to keep personnel salaries within neighboring cities salaries. We have lost two girls in last 18 months to these areas and with the cost of training new aid, this item cost much overruns this.

10.52: Relief Help: Increase \$200 which may not be entirely needed but it requires \$550. to pay relief help for vacations and approximately \$265 for hiring a girl to work compensatory days of recognized legal holidays. This leaves \$385 for sick leave pay and the girls have accumulated much more than this now.

10.53: Social Sec. and Ins.: See page # 21

10.60: MATERIALS AND SERVICE (+\$300)

10.61: Uniform Expense: No change.

10.62: Radio Maintenance and Repair: Increase of \$300 because of increasing maintenance costs and the addition of new equipment that will be under contract.

10.70: CAPITAL OUTLAY: None

GENERAL FUND REQUIREMENTS
DEPARTMENT: POLICE

Function

The Police Department has the duty and power to enforce the ordinances of the city and the laws of the State and Nation for the purpose of protecting persons and property and for the preservation of the peace of the community. To achieve this, the Department engages in patrol, prevention of crime, investigation of reported crime, apprehension of suspects, record maintenance, traffic regulations, juvenile control and custody of properties.

Cost Per Capita:

1967-68	6347	\$84,150	\$13.23
1966-67	6316	\$69,682	\$11.04
1965-66	6270	\$62,070	\$10.01

Budget and Comment

1966-67 Budget	1967-68 Proposed	Am't. of Increase
\$73,690	\$84,150	\$10,460

20.20: PERSONAL SERVICES (+\$5315)

20.21: Police Chief: Increase of \$900 is recommended by personnel committee in accordance with statistical data of other cities. Time and efficiency must also be considered.

20.22: Sergeants (2): Increase of \$1200 of the total sergeant and complement is recommended by department head and personnel committee. Proficiency of jobs and duties was also considered.

20.23: Patrolmen (7): Increase of \$2940 in order to comply with wage scale of other cities and the State Police schedule.

20.24: Special and Extra Police: No change although a problem is arising in public dance control because of the large crowds they gather and two men is not enough.

20.25: Social Sec. and Ins.: See Page # 21

20.30: MATERIALS AND SERVICES (+\$1000)

20.31: Office Supplies: It appears this account was underbudgeted \$400 last year. Telephone and teletype costs are running \$700 and printing costs us \$200. Flashlight batteries and photograph supplies run \$400. The rest is used for radar supplies, mimeograph supplies, postage and many other items of routine cost. State regulations on investigation changed recently causing more paperwork and photogs. Investigations have increased 24.1%, radio transmissions 24.9% and teletype 20.6%.

20.32: Police Reserves: No change. The city receives 1028 hours from reserves during eleven months of 1966. This amounts to 29¢ per hour.

20.33: Uniform Replacement: Increase of \$200 because money was spent before the year was over in 1966-67 and with rising costs of material and backlog of uniform replacement, this item was increased.

20.34: Uniform Cleaning and Repair: No change.

20.35: Jail Operation: No change.

20.36: Training and Meeting Expense: Increase of \$200 because of new officers to be sent to Police Academy. In addition, newer opportunities are presenting themselves for newer schools. The possibility of Police Officer Certification may become law requiring some additional schooling for some of our officers. Newer court rulings on investigation will require some additional schooling.

20.37: Police Car Operation: No change. With the purchase of new police car, maintenance bills will be kept down.

20.38: Miscellaneous Equipment Replacement: Increase of \$200 because of the need for small camera in each patrol car for accident investigation. Also new helmets for each man is desired because in 1966, one in every 10 police officers was injured or assaulted. Time loss from duty would rapidly pay for the helmets plus change our SIAC rating.

20.40: CAPITAL OUTLAY (+\$4145)

20.41: Patrol Cars (2): The 1965 Ford with 60,000 miles and 1966 Chevrolet with 40,000 miles are to be traded in for two new patrol cars. The 1965 Ford cost \$995 in repairs alone last year. Keeping a police car the third year is resulting in astronomical maintenance costs.

20.42: Typewriter: At the present there is only one typewriter available for officer report writing. At the present, most officers are coming to the station in off duty hours in order to complete reports.

20.43: File Cabinets: Not included in this year's budget.

20.44: Shotguns: Not included in this year's budget.

20.45: Mobile Radios (2): The radios in the present police cars are 17 years old (see depreciation schedule) and maintenance costs are mounting each year. The tube sockets are worn and complete rebuilding will become necessary this year if they are kept.

20.46: Miscellaneous Equipment: Placed in last year's budget for desk from Civil Defense but red tape has prevented purchasing desk so this is deleted this year.

20.47: Adding Machine: The present machine is an obsolete Burroughs (see depreciation schedule) and can only add. The department is now having to borrow the Chamber of Commerce's machine for its work.

20.48: Twin Ray Beacon Lights (2): The two small beacon lights now used are unsatisfactory because 100 candlepower bulbs are no longer made and the 50 power bulbs are too small. The body work to place the old beacon lights cost \$40 per year. The old beacons can be used in the Street Department as amber lights. The twin beacons are like the Sheriff's Office cars and can be installed by the police officers. It is estimated that in three years, the savings will pay for the lights.

20.49: Motor Scooter: The replacement value on the present machine is \$300 and with 20,000 miles on it, a total rebuilding is necessary at the cost of \$400. Trading in the machine will give us a new machine with no repair costs.

GENERAL FUND REQUIREMENTS
DEPARTMENT: FIRE

Function

The objectives of the Fire Department are to prevent fires from starting by a program of inspection and education, to prevent loss of life and minimize property damage by confining a fire to its place of origin.

Budget and Comment

<u>1966-67</u> <u>Budget</u>	<u>1967-68</u> <u>Proposed</u>	<u>Am't. of</u> <u>Increase</u>
\$57,257	\$70,190	\$12,933

20.50: PERSONAL SERVICES: (+\$5705)

20.51: Fire Chief: Increase of \$600 as recommended by Personnel Committee in accordance with other cities of equal assessed value and population and ability and proficiency of the chief.

20.52: Assistant Fire Chief: Increase of \$300 in accordance with proficiency of person in the job and range scale #17.

20.53: Captain: Increase of \$480 as according to range scale standard.

20.54: Engineer (3): Increase of \$4975 because of the addition of one more fireman full time. The need here is because of the importance of having two men on call at night for rapid fire response, reduction of number of general calls. The extra man will cover for vacations and sick leave deleting this budgeted item. The 56 hour work week will be maintained.

20.55: Vacation and Sick Leave: Deleted from budget because extra paid fireman will cover during these times.

20.56: Social Sec. and Ins.: See page # 21

20.60: MATERIALS AND SERVICES (+\$950)

20.61: Training and Meeting Expenses: Increase of \$100 because of increasing registration fees and participation of fireman in schools.

20.62: Equipment Maintenance and Repair: Increase of \$350 because of maintenance costs of present and newer equipment increasing. Two of the present fire trucks are over 30 years old and the state advises turnover every 20 years. Maintenance repairs are costly for this equipment but these are expected to be phased out.

20.63: Other Supplies: Increase of \$200 to be used for office supplies, tools, small equipment costs, boots, helmets, nozzles, oxygen with fire equipment costs rising 30% during the last year. The newer volunteer fireman will need helmets, coats and pants.

20.64: Fire Hose Replacement: No change. It takes \$500/year to replace worn out hose but reserve hose is needed to be increased by 1/3 to meet National Rating Bureau Standards. This can be done over 5 years by properly budgeting for it. See Fire Depreciation Schedule.

20.65: Tires: No change. Replacement of burnt tires, worn out and cut tires.

20.66: Mattress and Springs: Added to budget to replace the old worn out springs on the six beds for the fireman.

20.70: SERVICES - VOLUNTEER SECTION (+\$2253)

20.71: Secretary: No change.

20.72: Drills and Meetings: Increase of \$240 to cover the five additional volunteer firemen.

20.73: Hall Operation: No change. This item is for the volunteers and is used for lunches, banquets and etc.

20.74: City and Rural Calls: Increase of \$2500 because of rapid increase in the number of fire calls, especially in the rural area.

20.75: Disability Insurance: This item is to cover the fireman when hurt while fighting fires or on drills.

20.80: CAPITAL OUTLAY (+\$3380)

20.81: Fire Chief's Car: This 1959 Chevrolet has 60,000 road miles but approximately 150,000 motor miles. The needs of this car for the next year will be a new motor, clutch, front end, seats and some body repair. The maintenance costs of 1966 were \$370. This car should be replaced every five years because so much travel is required over rough country.

20.82: Mobile Radio: This item is to be placed in new supplies tanker. The old radio in the replaced fire truck went to the new G.I. Tanker.

20.90: ↓ COMMUNICATION OFFICE (+\$1095) See communication section.

GENERAL FUND REQUIREMENT
DEPARTMENT: PUBLIC PROPERTY

Function

The Public Property Department oversees the maintenance, operation and repair of the municipal buildings and property in Lebanon. These include the City Hall, library, maintenance shops and off street parking. The actual construction and repair of these facilities is under the guidance of the Public Works Superintendent.

Budget and Comment

1966-67 Budget	1967-68 Proposed	Am't. of Increase
\$14,160	\$11,850	(-\$3190)

30.10: PERSONAL SERVICES (+\$890)

30.11: Caretaker City Hall: No change in salary. It is anticipated to put this man also on full time at the library and thereby cleaning both buildings daily.

30.12: Caretaker --Civic Room: No change -- done by hourly wage to individual who is free to come in after every function held at the Civic Room.

30.13: Social Sec. and Ins.: See page # 21

30.20: MATERIALS AND SERVICES (-\$2300)

30.21: Electricity and Water - City Hall: Increase of \$100 to offset rising costs of utilities. Last year's total was very close.

30.22: Fuel - City Hall: No change since the bids were the same on fuel oil.

30.23: Janitor Supplies: Increase \$100 to offset the increase in janitorial work. In addition, buffing supplies and waxes were increased in cost this last year.

30.24: Building Supplies and Maintenance: Decrease of \$2500 because for the last (2) years the repair costs have not exceeded \$2000 and we were not anticipating major repair. There is a contingency fund available for emergency repair if needed.

30.25: Civic Room Maintenance: No change. This is for the electricity and one half the fuel costs of the building plus some janitorial supplies.

DEPARTMENT: PUBLIC PROPERTY
GENERAL FUND REQUIREMENT

Function

The Public Property Department oversees the maintenance, operation and repair of the municipal buildings and property in Lebanon. These include the City Hall, library, maintenance shops and off street parking. The actual construction and repair of these facilities is under the guidance of the Public Works Superintendent.

Budget and Comment

Budget	1967-68 Proposed	1966-67 Actual
\$14,180	\$11,820	(\$2,360)

30.10: PERSONAL SERVICES (\$890)

30.11: Caretaker City Hall: No change in salary. It is anticipated to put this man also on full time of the library and thereby cleaning both buildings daily.

30.12: Caretaker - Civic Room: No change - done by hourly wage to individual who is free to come in after every function held at the Civic Room.

30.13: Social Sec. and Ins.: See page 21

30.20: MATERIALS AND SERVICES (\$2300)

30.21: Electricity and Water - City Hall: Increase of \$100 to offset rising costs of utilities. Last year's total was very close.

30.22: Fuel - City Hall: No change since the bids were the same on fuel oil.

30.23: Janitor Supplies: Increase \$100 to offset the increase in janitorial work. In addition, buying supplies and waxes were increased in cost this last year.

30.24: Building Supplies and Maintenance: Decrease of \$2500 because for the last (2) years the repair costs have not exceeded \$2000 and we were not anticipating major repair. There is a contingent fund available for emergency repair if needed.

30.25: Civic Room Maintenance: No change. This is for the electricity and one half the fuel costs of the building plus some janitorial supplies.

30.30: CAPITAL OUTLAY (-\$900)

30.31: Library Light Modernizations: Completed in 1966. Not budgetary item.

30.32: Library Improvement: This is the first phase of the 5 year capital improvement of the library. This includes paneling the south wall and blocking out the windows for additional book space.

30.30: CAPITAL OUTLAY (-\$900)

30.31: Library Light Modernization: Completed in 1966. Not budgetary item.

30.32: Library Improvement: This is the first phase of the 5 year capital improvement of the library. This includes paneling the south wall and blocking out the windows for additional book space.

GENERAL FUND REQUIREMENT
DEPARTMENT: DOG CONTROL

Function

The function of this department is to enforce the city Dog Ordinance for the safety and public health of the citizens and control of dogs within the city.

Budget and Comment

<u>1966-67</u> <u>Budget</u>	<u>1967-68</u> <u>Proposed</u>	<u>Am't. of</u> <u>Increase</u>
\$2575	\$2575	no change

30.50: PERSONAL SERVICES (no change)

30.51: Dog Warden: Same salary as last year.

30.52: Social Sec. and Ins.: See page # 21

30.60: MATERIALS AND SERVICES (no change)

30.61: Car Allowance: item for car expense for the Warden to answer dog complaints.

30.62: Pound Expenses: No change. Needed for routine care and maintenance of pound.

30.63: Miscellaneous: Unexpected expenses of supplies, vet expenses and etc.

30.70: CAPITAL OUTLAY: No budgeted item

DEPARTMENT: DOG CONTROL
GENERAL FUND REQUIREMENT

Function

The function of this department is to enforce the city Dog Ordinance for the safety and public health of the citizens and control of dogs within the city.

Budget and Comment

1966-67 Budget	1967-68 Proposed	Am't. of Increase
\$2575	\$2575	no change

30.50: PERSONAL SERVICES (no change)

30.51: Dog Warden: Same salary as last year.

30.52: Social Sec. and Ins.: See page # 21

30.60: MATERIALS AND SERVICES (no change)

30.61: Car Allowance: Item for car expense for the Warden to answer dog complaints.

30.62: Pound Expenses: No change. Needed for routine care and maintenance of pound.

30.63: Miscellaneous: Unexpected expenses of supplies, vet expenses and etc.

30.70: CAPITAL OUTLAY: No budgeted item

GENERAL FUND REQUIREMENTS
DEPARTMENT: PARK DEPARTMENT

Function

The park department has the responsibility for the maintenance and repair of the park system of the city. This Department also cuts grass, trims shrubs and plants trees and shrubs in parks. No new parks are expected in the near future so all of this work is on existing facilities. Park improvement at River Park will begin soon requiring more attention to this park. Park use is also expected to increase.

Budget and Comment

<u>1966-67 Budget</u>	<u>1967-68 Proposed</u>	<u>Amt. of Increase</u>
\$11,215	\$13,005	\$1,790

40.10: PERSONAL SERVICES (+\$425)

40.11: Caretaker: Increase in salary as projected in range salary schedule for the full time part maintenance man. This person also doubles for the street Department during slack season.

40.12: Extra Help: This is for additional summer help in park work of maintenance and repair. A much needed item with future improvement.

40.20: MATERIALS AND SUPPLIES: (-\$800)

40.21: Maintenance and Repairs: No change in budget but is expended on paint, repair of picnic tables, stores, fertilizer and sprays and park building repairs.

40.22: Electricity and Water: Decreased \$800 because the wells in Century and River Parks will supply ample water for irrigation. The wells will cost \$3600, so in 4½ years should pay for themselves.

40.30: CAPITAL OUTLAY (+\$2165)

40.31: Fencing of Booth Park: Item completed in 1966 and not budgetary item this year.

40.32: Mower: See depreciation schedule. Not in budget this year.

40.33: Pumps for wells: Installation of pumps at wells for irrigation purposes. Will have salvage value so probably should be figured in watering costs reduction. Not taken out of serial levy money because a reserve is needed in 1968 for application for money from Federal Grant must be on hand before application made. If we maintain a continuing reserve, we can reapply for money each year. This year we were able to obtain \$3800.

GENERAL FUND REQUIREMENTS
DEPARTMENT: PARK DEPARTMENT

Function

The park department has the responsibility for the maintenance and repair of the park system of the city. This Department also cuts grass, trims shrubs and plants trees and shrubs in parks. No new parks are expected in the near future so all of this work is on existing facilities. Park improvement at River Park will begin soon requiring more attention to this park. Park use is also expected to increase.

Budget and Comment

<u>1966-67</u> <u>Budget</u>	<u>1967-68</u> <u>Proposed</u>	<u>Amt. of</u> <u>Increase</u>
\$11,212	\$12,002	\$1,790

40.10: PERSONAL SERVICES (+\$425)

40.11: Carstaker: Increase in salary as projected in range salary schedule for the full time part maintenance man. This person also doubles for the street Department during slack season.

40.12: Extra Help: This is for additional summer help in park work of maintenance and repair. A much needed item with future improvement.

40.20: MATERIALS AND SUPPLIES (-\$800)

40.21: Maintenance and Repairs: No change in budget but is expended on paint, repair of picnic tables, stores, fertilizer, and sprays and park building repairs.

40.22: Electricity and Water: Decreased \$800 because the wells in Century and River Parks will supply ample water for irrigation. The wells will cost \$3600, so in 4 1/2 years should pay for themselves.

40.30: CAPITAL OUTLAY (+\$2195)

40.31: Fencing of Booth Parks: Item completed in 1966 and not budgetary item this year.

40.32: Mower: See depreciation schedule. Not in budget this year.

40.33: Pumps for wells: Installation of pumps at wells for irrigation purposes. Will have salvage value so probably should be figured in watering costs reduction. Not taken out of serial levy money because a reserve is needed in 1968 for application for money from Federal Grant must be on hand before application made. If we maintain a continuing reserve, we can apply for money each year. This year we were able to obtain \$3600.

40.34: Irrigation Pipe and Sprinklers: Additional pipe will be necessary to irrigate the developed area of River Park this year. New grass and trees will be planted and they will need water.

GENERAL FUND REQUIREMENT
DEPARTMENT: SEWAGE TREATMENT PLANT

Function

This excellent facility treats all sewage that is deposited into the city's sewer system according to State Standards before being deposited as wastes. The facility is adequate to handle at least 5500 more people, so is ample to supply Lebanon's immediate future needs. It is anticipated that is part of the budget may be removed from the General Fund in 1968 by sewer use change offsetting our mileage 6.4 mills. We are presently one of two cities in this area without this change.

Budget and Comment

1966-67 Budget	1967-68 Proposed	Am't. of Increase
\$16,675	\$19,750	\$3,075

40.50: PERSONAL SERVICES (+\$650)

40.51: Sewage Treatment Plant Operator: Increase in salary according to range schedule in addition to consideration of efficiency and the attendance to the sewage treatment plant operators institute at OSU in 1966.

40.52: Assistant Plant Operator: Salary raised to meet range schedule standards but part of his salary comes from Road Tax Fund because he fills part time in this department. Has also completed institute at OSU in 1967.

40.53: Social Sec. and Ins.: See page #21

40.60: MATERIALS AND SERVICES (+\$325)

40.61: Electricity: Increased because of rising utility costs for lights, pumps and etc. Facilities are in operation 24 hours daily with one pump reserve at all times. Pumps can handle approximately 5 million gallons/hour.

40.62: Training and Meetings: Item for tuition and expenses of operators school held each year. Operators are alternating attendance of this school.

40.63: Maintenance and Repair: No change. Used for pump repairs, equipment replacement and paint and supplies for plant operation.

40.64: Fuel Oil: No change since bids were the same this year.

40.65: Sewer Maintenance: No change. Item for repair of damaged sewers by accident, Acts of God and worn out.

40.66: Chemicals: Chlorine used in Chlorinator.

40.70: CAPITAL OUTLAY (+\$2000)

40.71: Chlorinator: The present chlorinator is losing pressure and does not maintain standard chlorine flow. Anticipated to be replaced by Wallace and Tieman Model V-800 which is a semi-automatic machine capable to handle future expansions and fully automatic later.

40.704 CAPITAL OUTLAY (\$2000)

40.711 Chlorinator: The present chlorinator is losing pressure and does not maintain standard chlorine flow. Anticipated to be replaced by Wallace and Tiernan Model V-800 which is a semi-automatic machine capable to handle future expansions and fully automatic later.

GENERAL FUND REQUIREMENT
DEPARTMENT: LIBRARY

Function

Library services are supplied to not only residents of Lebanon but of the surrounding area also. The city supports the cost of this operation and is presently planning to undergo future expansion to offset the future needs of this service.

Budget and Comment

<u>1966-67</u> <u>Budget</u>	<u>1967-68</u> <u>Increase</u>	<u>Am't. of</u> <u>Increase</u>
\$16,620	\$19,776	\$3,156

50.10: PERSONAL SERVICES (+\$2131)

50.11: Librarian: Increase in salary standard as recommended by Lebanon Board and adopted by Personnel Committee.

50.12: Library Assistance (2): The addition of one assistant from hourly wage schedule to salaried range schedule.

Assistant A = \$265/month

Assistant B = \$250/month

50.13: Pages: One page was raised to assistant leaving only one position here on hourly basis of \$1.40/hour for 20 hour week. It is hoped to offset this some by NYC help at no cost to city but this can not be relied upon.

50.14: Social Sec. and Ins.: See page # 21

50.20: MATERIALS AND SERVICES (+\$675)

50.21: Miscellaneous Supplies: A reduction of \$150 for cataloging supplies, book repair and janitorial supplies.

50.22: Fuel, Electricity and Telephone: No change

50.23: Book Binding: Additional item this year to bind usable youth and children's books that would cost over \$1200 to replace.

50.24: Postage: New item that was previously included in miscellaneous supplies but now is separate because of greater expenses of sending overdue notices out.

50.25: Convention and Training: Travel expenses for both the staff and Library Board to the State Convention.

50.30: CAPITAL OUTLAY (+\$350)

50.31: Books and Periodicals: Item for the purchase of 65 new periodicals and the balance to purchase new books to expand the total volumes to

50.32: Furniture and Equipment: Needed for the purchase of Atlas stand, step stools, magazine rack for children's room, leg base for office, shelf list catalog cabinet, unit for catalog cabinet, metal files and book supports.

GENERAL FUND REQUIREMENTS
DEPARTMENT: MUNICIPAL COURT

Function

The Municipal Court holds two sessions weekly on Wednesday to hear cases of all persons arrested for violation of City Ordinances. Special trials are held for the 'not guilty' pleas. The municipal Judge is hired on a part-time basis to conduct the business of the Court and to establish policies governing the handling of fines, bails and court records.

Budget and Comment:

<u>1966-67</u> <u>Budget</u>	<u>1967-68</u> <u>Proposed</u>	<u>Amount of</u> <u>Increase</u>
\$ 1,950	\$ 2,155	\$ 205

50.50

No change here except for the addition of Judge pro-tem to pay for court Judge on hourly-basis in absence of regular Judge.

GENERAL FUND REQUIREMENTS
DEPARTMENT: SPECIAL EXPENDITURES

Budget and Comment

<u>1966-67 Budget</u>	<u>1967-68 Proposed</u>	<u>Amount of Increase</u>
\$82,550	\$89,208	\$6,658

60.10 SPECIAL PAYMENTS (+\$2458)

60:11 Off-Street Parking Fund: With the addition of a second Off-Street Parking lot, the bonds that are due and revenues from meters, forces the City to budget from General Fund until meters begin to pay for the lot.

60:12 Improvement Fund: (Not Budgeted)

60:13 Linn County Planning Commission: With the formation of this commission in 1968, Lebanon's share of it's expense is \$649. This money is repaid in services and research.

60:14 Fire Equipment Fund: This is the end of the year balance in the Fire budget transfered to equipment fund - See item of Fire Equipment Expenditures and Resources in this book.

60:15 League of Oregon Cities: Registration fee for League services for the coming year. Most of our statistical data comes from this service.

60:16 Chamber of Commerce: Chamber dues which City pays but is \$1,000 less because of Christmas lighting purchased last year.

60.20 SPECIAL OPERATING EXPENSES: (+4200)

60:21 Street Lights and Water: This is the rates the City pays the utility companies for street lights and water. Rates are:

7000 lumen = \$ 3.90 per month
21,000 lumen = 5.90 per month
4" hydrant = 2.75 per month
6" hydrant = 4.25 per month

The additional expense is for possible annexation and pole replacement downtown for the 28 old wooden poles with aluminum poles.

60:22 Miscellaneous Advertising: No change - item for bid notices, bond sales, foreclosure sales and election notices.

60:23 Elections: It is anticipated that there will be only one election in the city this year, and this is scheduled June 2, 1967.

60:24 Audit: Payment for the City's annual audit according to O.R.S 297.410 to 297.500.

60:25 Insurance and Fidelity Bonds: Total premium for all insurance as listed on page

60:26 Interest: This is interest needed for money borrowed in September, the City needs to operate on before taxes are paid. Excess money is placed in the bank in the spring, so some of this interest payment may be offset with this deposit.

60:27 Mosquito Control: Enough supplies are on hand to take care of this item this year and also the Santiam Pond is drained which will help the mosquito control.

60:28 Parking Meter Repair: Money needed to repair old and damaged meters this year. This department is in the police station now and is anticipated to be moved to the municipal shop this year.

60:29 Civil Defense: No change but some money is budgeted for surplus sale items that become available through Civil Defense. It is hoped to find a Pick-up truck in the surplus this year.

60:30 Planning Commission: No change but most of this expense is for clerical help and supplies. Some money is expected to be used for the capital improvement program this year.

60:31 Group Medical Hospital Insurance: This is the medical hospital coverage the City has on each employee with Blue Cross under group coverage in the League of Cities. The increase is for 2 additional employees with a total of 38 and increased benefits of the group life insurance from \$1000 to \$3000.

60:32 Operating Contingencies: item for unforeseen expenses that occur with the operation of the City. In 1966, \$4420 was needed from this fund and unexpended balance is placed in cash balance of next years budget.

60.40 CAPITAL OUTLAY - (None)

60:41 Parking Meters: No new meters are needed since tandem parking will give the city seven extra meters on hand.

60.50 UNAPPROPRIATED BALANCE FOR

CASH WORKING FUND: Fund set up to offset the amount needed to borrow at beginning of operating year. The State is working on a solution of this problem of lack of money at the beginning of the fiscal year which does not coincide with the tax year. Little or no money is available from July to November for cities to operate on.

STATE AND ROAD TAX REQUIREMENTS
DEPARTMENT: STREETS AND BRIDGES (PUBLIC WORKS)

Function

The Street Department has the responsibility for the maintenance of street, alleys, roadway surfaces, bridges and culverts; the maintenance, repair and cleaning of sanitary sewers; the cleaning out of manholes and catch basins; the manufacture, installation and repair of street signs and the cleaning of all city streets.

Budget and Comment

<u>1966-67</u> <u>Budget</u>	<u>1967-68</u> <u>Proposed</u>	<u>Am't. of</u> <u>Increase</u>
\$60,000	\$72,500	\$12,500

60.60: PERSONAL SERVICES (+\$3060)

60.61: Superintendent: Increase in salary as recommended by personnel committee according to range standard and efficiency of job work.

60.62: Foreman: Increase of salary according to range standard is recommended by Personnel Committee.

60.60: Maintenance Men (2): Salaries according to range scale.

60.64: Maintenance Man Part Time: Part of this salary is for the services rendered to the street department by the assistant sewer plant operator.

60.65: Extra Help: Summer employment for street repair and construction due to seasonal work. Plus steno clerk help in Recorder's Office for Public Works Superintendent secretary.

60.66: Engineering: The city hires Engineering services out on an hourly basis as work becomes needed.

60.67: Social Sec. and Ins: See page # 21

60.70: MATERIAL AND SERVICES (-\$1260)

60.71: Training and Meetings: Increase of \$100 because of additional schools this department is attending: Public Work School - OSU; Mosquito Control School - Salem; Sweeper Maintenance School - Springfield.

60.72: Bridge Repairs: No change but expenditures are for rail painting, deck replacement and approach repair.

60.73: Storm Sewer Maintenance: Over estimated last year, so is reduced this year but is used for catch basin repair, tile replacement.

60.74: Truck Repair and Operation: No change but is used for the replacement, motor and body repair, gas and oil for all pickups and trucks.

60.75: Grader, Sweeper and Loader: No change but is used for maintenance and repairs, grader blades and sweeper brushes. Newer brooms cost more initially but should begin to last longer. The old brushes lasted about three sweepings.

60.76: Street Maintenance and Resurfacing: Reduction of \$1310 because of decrease in demand for work. Item used for gravel, asphalt for street repair and resurface old damaged streets.

60.77: Paint, Signs and Miscellaneous: Painting used for street markings, stop sign posts, parking stalls, cross walks, center lines and loading zones. Repair and replacement of stop, speed, parking and radar signs. Miscellaneous supplies for tools and equipment for city shop.

60.78: Traffic Light Maintenance: Electricity and light bulbs for traffic control. Utility costs and increase in number of lights have caused increase in expenditure.

60.79: Engineering Supplies: Supplies for necessary engineering services.

60.80: CAPITAL OUTLAY (+\$11000)

60.81: Pickup Truck: Replacement of 1958 Dodge pickup which has 48,670 miles and is in need of additional repairs.

60.82: Tractor Mower: Not a budgetary item this year.

60.83: Sweeper: Present sweeper was purchased in 1955 and has a life expectancy of 10 years. Cost for major overhaul will amount to at least \$1300 and then we would have a twelve year old item.

60.90: SPECIAL EXPENDITURES (-\$300)

60.91: Transfer to Improvement Fund: City share of cost of street improvement along alley fronts and intersections.

60.92: Operating Contingency: Money on hand for unforeseen expenses in Street Department.

60.93: Transfer to Park Fund: Money set aside for paving of River Park but will be kept on hand until next year so a park reserve can be built up for Federal money application.

FIRE EQUIPMENT FUND RESOURCES
DEPARTMENT: FIRE EQUIPMENT

Function

Fund set aside to place special levies and unappropriated balance of General Fire Fund each year for the purchase of fire equipment and trucks as need arises.

Budget and Comment

Resource	\$28,060
Expenditure	<u>\$25,745</u>
	\$ 2,315 to be carried over next year

R70.50: AVAILABLE CASH: Monies available on hand for fund.

R70.51: TRANSFER FROM GENERAL FUND: Unexpended balance of 1965-66 Fire Fund.

R70.52: RURAL FIRE DISTRICT: Money voted on special levy by rural fire district for new truck purchase replacing absolute Seagrave.

R70.53: SPECIAL LEVY: Money voted by people of Lebanon for $\frac{1}{2}$ cost of fire truck replacement.

R70.54: MISCELLANEOUS: No resources from this item this year.

FIRE EQUIPMENT FUND EXPENDITURES
DEPARTMENT: FIRE EQUIPMENT

Budget and Comment

1966-67 Budget	1967-68 Proposed	Am't. of Increase
\$16,000	\$25,745	\$9,745

70.50: Plectron Radios (40): New equipment purchased in 1964.

70.51: Fire Truck: For the purchase of a new 1967 Ford from Western Fire Apparatus in July 1967. To be placed as front line truck.

70.52: Hose Dryer: Item purchased in 1964. Not budgeted this year.

70.53: Mobile Radio: Purchased for new truck last year. Not in present budget under Fire Equipment.

70.54: Breathing Masks: Not in budget this year.

70.55: Pump Testing Gauges: Not in budget this year.

70.56: Plectron Radios (5): Purchases of 5 new radios for additional volunteer firemen.

70.57: Power Chain Saw: Much needed item for fire department because of the amount of brush work required. Middle Ridge fire proved this last year.

70.58: Portable Generator: Power supply is needed many times for rural and city fires where lights are shut off or burnt out. With better lighting, equipment and property damage can be reduced.

70.59: Refrigerator: Present model in fire hall is obsolete and will not keep cool. Acts as storage space now. Firemen are on duty 24 hours straight and need area to keep food cold.

70.60: Hose Coupling Expander: Due to variances in different departments surrounding Lebanon in hose couplers, this item will allow us to inter-change with other departments in hose hookups when we fight fires jointly.

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PARK IMPROVEMENT FUND RESOURCE AND EXPENDITURE
DEPARTMENT: PARK IMPROVEMENT

Function

Fund set up for money available continuously for application for Federal Grants and will be spent as Grants are given. If Grant is not given, money will be spent as planned.

80.10: Items: Park Improvements planned are: boat ramp building, paving and picnic stoves, and table construction at River Park. In 1967, the restrooms and shelter will be built. The wells are being constructed presently.

DEPARTMENT: PARK IMPROVEMENT
PARK IMPROVEMENT FUND RESOURCES AND EXPENDITURE

Function

Find set up for money available continuously for application for Federal Grants and will be spent as Grants are given. If Grant is not given, money will be spent as planned.

80.10: Items: Park improvements planned are: boat ramp building, paving and picnic tables, and table construction at River Park. In 1967, the restrooms and shelter will be built. The walls are being constructed presently.

BANCROFT BOND FUND

This fund is self sustaining and consists solely of the financing for property owners for street, sidewalk and sewer improvements which have been assessed against their properties.

GENERAL BOND FUND

Taxes are levied each year in an amount estimated to be sufficient to retire the General Obligation bonds and interest payments that were authorized by the voters when the bond issues were approved.

SPECIAL LEVY - AMBULANCEComment

After thorough study the special ambulance committee has estimated an approximate cost of \$12,000 for contractual ambulance service per year. The State legislature has now passed a bill which specifically authorizes Rural Fire Districts to contract for ambulance service and the Lebanon Rural District Board has indicated a willingness to present a special \$6,000 levy to their voters for this purpose.

It is recommended that the city present to the Lebanon Voters a special levy for \$6,000 for contractual ambulance service.

With the approval of both levies we should be assured of continued ambulance service for the 1967-68 fiscal year.

Regulations would have to be established by the City and specifications prepared so that the service can be awarded on a bid basis.

CAPITAL IMPROVEMENTS

I. Oak and "E" Street Bridges

Both bridges are badly in need of being replaced with permanent type (concrete and steel) Construction and of regular street width, with curbing and sidewalks. Cost estimate for both bridges at this time is approximately \$40,000. Temporary repairs can be made to the Oak Street bridge out of monies allocated in the State Tax and Road Fund which will keep the bridge useable for one to two years. It is recommended that a 4 year special levy of \$10,000 each year be submitted to the voters for replacement of the two bridges.

II. Additional Parking facilities are needed near the city Hall building particularly for the cars of volunteer firemen. The lot across Maple Street from the Fire Station can be purchased for the sum of \$10,000 and is most suited for this purpose as well as future expansion of Fire Department facilities. It is recommended that a special levy of \$10,000 be submitted to the voters to provide funds for the acquisition of the property.

III. Planning Commission's Recommendation for Capital Improvement 1967-68 to City Council.

HISTORICAL:

1. The Mayor has asked for a preliminary report and recommendation of Capital Improvement to be submitted to the Council by March 20, 1967.
2. This report is to be integrated into 1967-68 budget with the total program completed by December 1967.
3. This is only a preliminary part of the report and is not the total project but is an integral part of the beginning proposed total project.

DATA:

1. Space needs as projected by the City Officials, Department heads, and planning Commission for 10 years are:

	<u>Need 10 years</u>	<u>Now</u>
Recorder's Office:	2100 sq. ft.	1200 sq. ft.
Engineer & Public Works	600 sq. ft.	600 sq. ft.
Police	1530 sq. ft.	975 sq. ft.
Communication	600 sq. ft.	(included with Police)
Fire	9960 sq. ft.	7280 sq. ft.
Municipal Court	200 sq. ft.	(included in Council)
Parking	16500 sq. ft.	10500 sq. ft.
TOTAL	31490 sq. ft.	20,555 sq. ft.

Increase of 12,000 sq. ft. over size of existing building and parking lot.

Comment:

1. This does not include Chamber of Commerce Office
2. Meter Repair is not included, but is projected to be moved to Maintenance Shop.
3. Auditorium upstairs is a controversial issue and due to poor

construction, location and accoustics, the use of this space is limited to office only.

4. Municipal Court is undesirable at its present location and a small room can be planned without too much additional cost.

2. Population Growth

- A. Lebanon
 - 1900 = 922
 - 1930 = 1851 + 50%
 - 1960 = 5858 + 69%
 - 1966 = 6347 + 7% (only 5 years)

- B. Annexation in Lebanon
 - 1913 - 1964 = approximately 18.5 acres
 - 1964 - 1966 = approximately 83.5 acres

1. Lebanon can expect future annexation as better city services become available and annexation laws become liberalized.

2. Police space is not including the possibility of annexation increase.

3. Projected Plan

1. As one can see, we are rapidly growing into "Municipal Arthritis".
2. It is projected to immediately acquire additional space as projected now at costs much less than if the City waits a few years, allowing property values to continue to increase. The rate of 7% the last Five (5) years has been minimal.
3. The total program is planned to have an engineer and/or architect be consulted to help in planning the space needs and outlining these at the most economical method during summer of 1967 and that a complete study plan be completed with the total study of City Hall reconstruction be planned and proposed in December 1967 as part of the total Capital Improvement.

POLICE DEPARTMENT

ANNUAL REPORT FOR 1966

LAW ENFORCEMENT CODE OF ETHICS

As a Law Enforcement Officer, my fundamental duty is to serve mankind; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional rights of all men to liberty, equality and justice.

I will keep my private life unsullied as an example to all; maintain courageous calm in the face of danger, scorn, or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed in both my personal and official life, I will be exemplary in obeying the laws of the land and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, animosities, or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of the police service. I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession.....
Law Enforcement.

THE AMERICAN COUNCIL ON AFRICA

It is the responsibility of the American Council on Africa to provide the American people with the information they need to make informed decisions about Africa. The Council is committed to providing the American people with the information they need to make informed decisions about Africa. The Council is committed to providing the American people with the information they need to make informed decisions about Africa.

I will keep my promises. I will continue to provide the American people with the information they need to make informed decisions about Africa. I will continue to provide the American people with the information they need to make informed decisions about Africa. I will continue to provide the American people with the information they need to make informed decisions about Africa.

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A POLICEMAN'S PRAYER

TEACH ME THAT SIXTY MINUTES MAKE AN HOUR, SIXTEEN OUNCES
A POUND, AND ONE HUNDRED CENTS A DOLLAR. HELP ME SO TO
LIVE THAT I CAN LIE DOWN AT NIGHT WITH A CLEAR CONSCIENCE,
WITHOUT A GUN UNDER MY PILLOW, AND UNHAUNTED BY THE FACES
OF THOSE TO WHOM I HAVE BROUGHT PAIN. GRANT THAT I MAY
EARN MY MEAL TICKET ON THE SQUARE AND IN EARNING IT I MAY
DO UNTO OTHERS AS I WOULD HAVE OTHERS DO UNTO ME. DEAFEN
ME TO THE JINGLE OF TAINTED MONEY AND TO THE RUSTLE OF
UNHOLY SKIRTS. BLIND ME TO THE FAULTS OF THE OTHER FELLOW,
BUT REVEAL TO ME MY OWN. GUIDE ME SO THAT EACH NIGHT WHEN
I LOOK ACROSS THE DINNER TABLE AT MY WIFE, WHO HAS BEEN A
BLESSING TO ME, I SHALL HAVE NOTHING TO CONCEAL. KEEP ME
YOUNG ENOUGH TO LAUGH WITH LITTLE CHILDREN, AND SYMPATHETIC
ENOUGH TO BE CONSIDERATE OF OLD AGE. AND WHEN COMES THE
DAY OF DARKENING SHADES AND THE SMELL OF FLOWERS, THE TREAD
OF SOFT FOOTSTEPS AND THE CRUNCHING WHEELS IN THE YARD --
MAKE THE CEREMONY SHORT AND THE EPITAPH SIMPLE - - - "HERE
LIES A MAN."

Author Unknown

City of Lebanon

MAYOR:
KENNETH B. HAEVERNICK

RECORDER-TREASURER:
VAN R. THOME

CITY ATTORNEY:
WARREN GILL

CITY HALL — LEBANON, OREGON
925 MAIN STREET

COUNCILMEN:

LYLE R. WINTERS
J. E. ESTEP
JOHN SMITH
VERN REEVES
J. ORVILLE JONES
CLAUDE ROBERTSON

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: CHIEF OF POLICE

SUBJECT: LEBANON POLICE DEPARTMENT CONSOLIDATED ANNUAL REPORT FOR 1966.

It is with a great deal of pleasure that the Police Department submits this Annual Report to you for your consideration and inspection. We hope the report in its various forms will reflect the activities of the Department in the proper perspective.

The Department seemed to become more stabilized during 1966 after the problems of 1965. Personnel turnover in the Police Department was 10%, or one man, during 1966. The Communications Department also had one resignation because of illness.

As the report will show, the Department is going through a re-education and re-training period, as we have been for several years, in order to assure the public of the best quality of enforcement possible to give them. Five men attended night classes at Oregon College of Education during their time off to further their own knowledge and abilities. Two patrolmen completed the three week basic Police Academy course and all the men received other in-service and regional training.

The President's report on Crime in America specifically mentions the training and education of our police officers as being of the highest priority. We are making every attempt to satisfy this requirement. Much more training is needed to help meet the job knowledge requirements.

Our work load has shown an increase of considerable dimensions. We are making every effort to do the job charged to us. In recognition of the support that has been shown by the general public, Mayor, City Council, and appointed city officials, the Police Department will continue to dedicate itself to the status of a professional law enforcement agency.

Respectfully submitted,

Karel Hyer

Karel Hyer
Chief of Police

City of Lebanon

COUNCILMAN
CLAUDE ROBERTSON
COUNCIL JONES
COUNCIL KEENE
COUNCIL SMITH
COUNCIL LESTER
COUNCIL WILSON

CITY HALL - LEBANON, OREGON
925 MAIN STREET

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 10-15-2003 BY 60322
CITY ATTORNEY
WILLIAM GALT

HONORABLE MAYOR AND CITY COUNCIL

CHIEF OF POLICE

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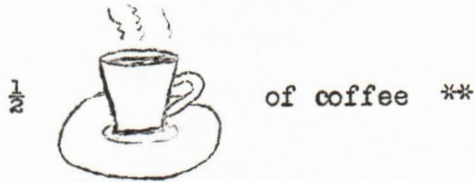
Respectfully submitted,

Karl Hoyt

Karl Hoyt
Chief of Police

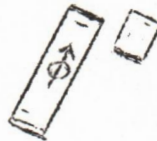
DID YOU KNOW THAT.....

The cost of POLICE PROTECTION to you, your family and your personal possessions is LESS than the cost of



OR

The same as
member per day. **



($1\frac{1}{4}$) sticks of gum per family

** Based on 6,400 population figure.

SUPPORT YOUR POLICE DEPARTMENT

FACTS:

The total budget cost for the Police Service during 1966-1967 fiscal year was \$ 72,690.00.

Returned to the Taxpayer in cash, savings, or property found or recovered was \$ 43, 440.85.

Actual cost of the Police Department to the community was \$ 29,219.15.

THE TOTAL NUMBER OF PEOPLE REGISTERED FOR THE 1966-1967
ELECTION WAS 1,245,000.



OF

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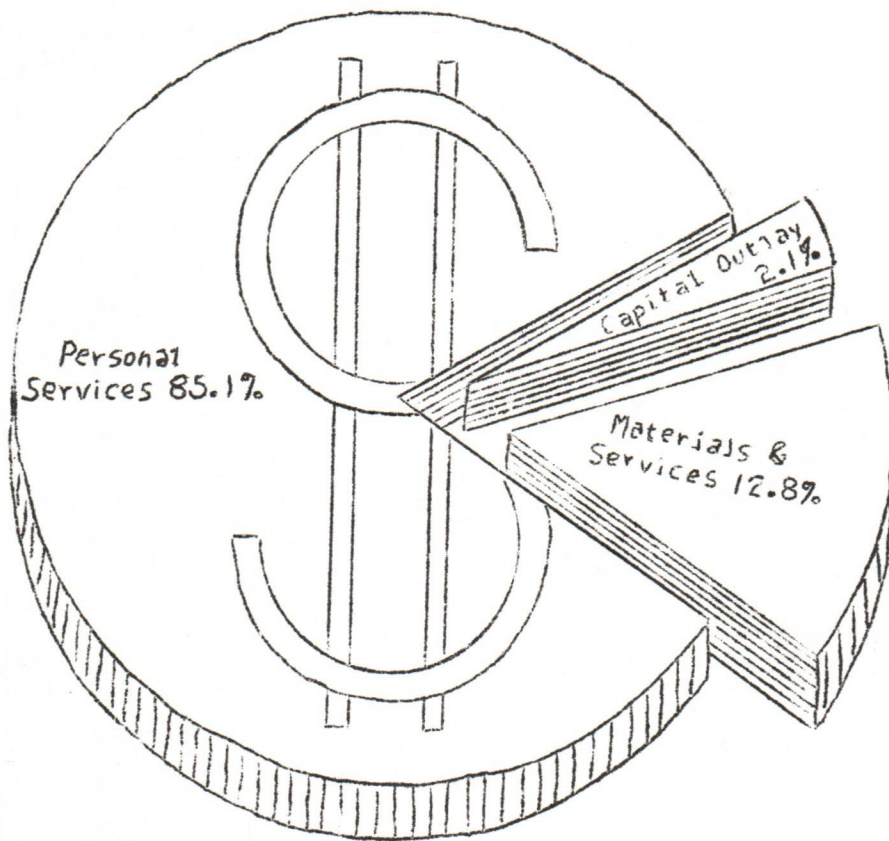
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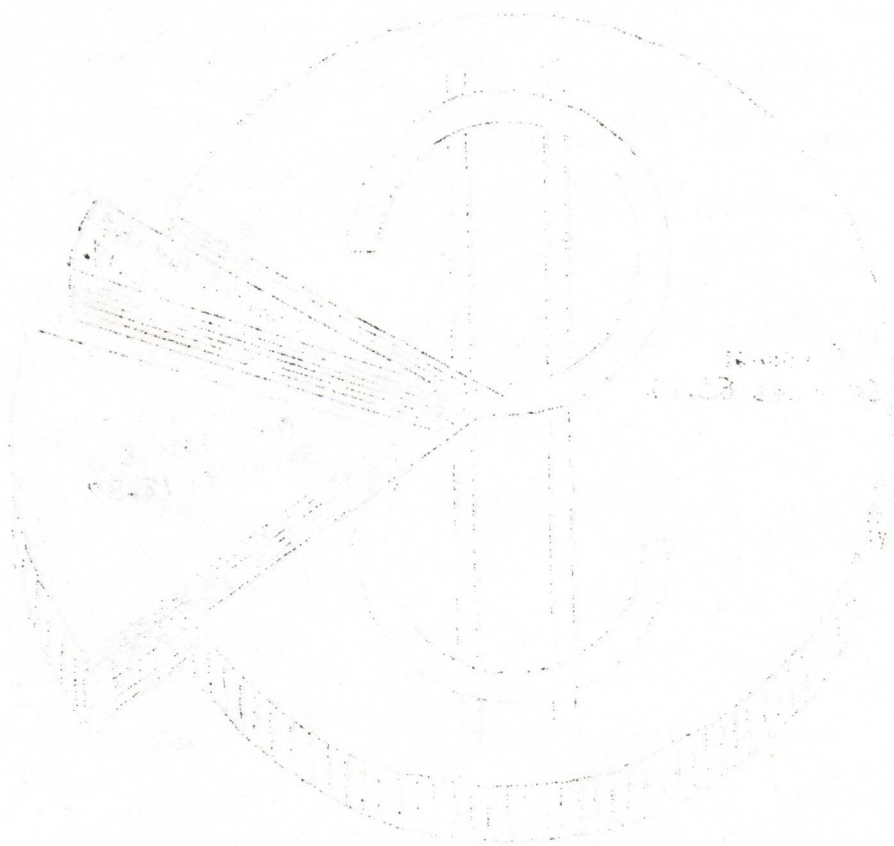
THE TOTAL NUMBER OF PEOPLE REGISTERED FOR THE 1966-1967
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THE POLICE DOLLAR



PERSONAL SERVICES	\$ 61,890.00
MATERIALS & SERVICES	9,350.00
CAPITAL OUTLAY	2,450.00
TOTAL	<u>\$ 72,690.00</u>

PAID IN FULL



10,000.00
 10,000.00
 10,000.00
 10,000.00

RECEIVED
 DEPOSIT & CASH
 10,000.00

MUNICIPAL COURT & TRAFFIC ARREST ANALYSIS: Page 13. The traffic enforcement picture has taken a welcome rise during 1966. This again resulted from the new inexperienced personnel getting their feet on the ground and doing a better job.

It is particularly gratifying to see the 100% increase in warning tickets to traffic violators. This shows the hustle of the officers and, if handled properly, each can be a pleasant public relations contact for the Department.

The amount taken in by fines and forfeitures has increased 36.4% while the total traffic arrests have increased 20.5%. A breakdown of the types of offenses follows, showing whether it rose or fell during 1966 over 1965.

1.	Basic Rule Violations.....	Up	15.3%
2.	Reckless Driving dropped from 6 to 4 cases.		
3.	Driving While Intoxicated dropped from 7 to 5 cases.		
4.	Stop Sign & Traffic Signal Violations.....	Up	23.3%
5.	Vehicle & Operator's License Violations.....	Up	222.0%
	a) This nearly always results when many warning tickets are written. The more vehicles are stopped the more license violations are found.		
6.	Equipment Violations.....	Down	50.0%
	a) A constant enforcement policy has a tendency to lower this type violation.		
7.	Pedestrian Violations.....	Down	12.0%
8.	Parking Violations.....	Down	5.0%
9.	All Other Traffic Violations.....	Up	23.5%

WARNING TICKETS ISSUED TO TRAFFIC VIOLATORS..... Up 100.0%

RECORDS: Only a couple changes were made in our records system. They were of a streamlining nature. We have obtained new size warrants so they can be filed in our regular 5 X 8 file drawers. This makes them much easier to handle. Also a file is maintained on known criminals alphabetically and by the type of crime, using the M.O. factor.

TRAINING: Again a strong effort to both educate and train the police officers was maintained. Following are listed the many and varied training and educational activities of the officers during the year. Nearly all of these activities are on the officer's own time with no compensation forthcoming from the city. It should be noted that our officers are continually enrolled in some type of training or educational courses. The total comes to over 2460 man hours spent on training.

COURSE OF STUDY

MAN-HOURS

Advanced Schools

I.	Command School		
	Federal Bureau of Investigation	3 Men	72 Hours
II.	FBI National Academy Retraining		
	Federal Bureau of Investigation	1 Man	32 Hours
III.	Oregon Association Chiefs of Police	1 Man	14 Hours
IV.	Oregon Regional Police School	6 Men	96 Hours
	Albany & Salem		
	1) Effective Patrol		
	2) Search & Seizure (Recent Decisions)		
	3) The Professional Policeman		
	4) The Practical Approach to Juvenile Investigations		
	5) Probable Cause Arrests at Scene of Accident		

COURSE OF STUDYMAN-HOURS

V.	Uniform Crime Reporting Workshop Federal Bureau of Investigation	2 Men) 2 Girls) 24 Hours
VI.	Police Management Federal Bureau of Investigation	1 Man 8 Hours
VII.	Police Image Federal Bureau of Investigation	1 Man 8 Hours
VIII.	Linn County Tourist Guide School	1 Man 6 Hours

Recruit Training

I.	Oregon Police Academy Camp Withycombe	2 Men 240 Hours
1)	Police Career & Police Ethics	17) Interrogations, Confessions and Signed Statements
2)	Supervisor-Patrolman Relationship	18) U.S. Constitution and Civil Rights
3)	Notebook Keeping & Report Writing	19) Patrol Techniques
4)	Oregon Judicial System	20) Oregon Liquor Control Commission
5)	Laws of Arrest	21) Mechanics of Arrest
6)	Laws of Search & Seizure	22) Offensive and Defensive Tactics
7)	Laws of Evidence	23) Jail Procedures
8)	Motor Vehicle Code	24) Basic Crowd Control-Riot Formations
9)	Press-Officer Relationship	25) Firearms
10)	Officer-Violator Contacts	26) First Aid
11)	Case Preparation	27) Emergency Functions (Gas)
12)	Officer in Court	28) Juvenile Laws
13)	Accident Investigation & Reports	29) Criminal Laws
14)	Homicides	30) Civil-Legal Liabilities
15)	Crime Scene Investigation and Preservation of Evidence	31) State Police Lab & Bureau of Identi- fication & Investigation
16)	Auto Theft	32) Reviews and Examinations
II.	Implied Consent Law State Board of Health	5 Men 50 Hours

Conferences & Seminars

I.	Law Enforcement Conference Federal Bureau of Investigation	3 Men 12 Hours
1)	Cooperation Between Agencies	5) United States Immigration Department
2)	Public Relations	6) Scientific Investigations
3)	Police Image	7) Supreme Court Decisions
4)	Resumé of National Crime Infor- mation Center	
II.	Oregon-Washington Lawmen's Association Beaverton, Oregon	3 Men 24 Hours
III.	Oregon-Washington Lawmen's Association Portland, Oregon	2 Men 16 Hours
IV.	Oregon Washington Lawmen's Association Vancouver, Washington	2 Men 16 Hours

COURSE OF STUDYMAN-HOURSConferences & Seminars (Continued)

V.	Oregon Association City Police Officers North Bend, Oregon	1 Man	24 Hours
VI.	Oregon Association Chiefs of Police Lincoln City, Oregon	1 Man	24 Hours
VII.	Arson Seminar University of Oregon, Eugene	2 Men	80 Hours
VIII.	League of Oregon Cities Portland, Oregon	1 Man	24 Hours
IX.	Governor's Traffic Safety Conference Salem, Oregon	2 Men	16 Hours
X.	Other Conferences Attended Involving Training and Investigation numbered 17...	6 Men	165 Hours

In-Service and Intra-Department Training

I.	Laws of Arrest, Search & Seizure	12 Men	108 Hours
II.	Parking Meter School	1 Man	8 Hours
III.	Electrical Safety School	5 Men	15 Hours
IV.	First Aid Course (Advanced)	10 Men	260 Hours
V.	Traffic Enforcement Policies & Uniform Traffic Citation	10 Men	30 Hours
VI.	Firearms Training	10 Men	370 Hours
	1) Chief Hyer won the Charles Champlin Memorial Trophy for the second straight year at FBI NA Shoot for highest scratch score.		
	2) Chief Hyer also was presented with a gold medal from J. Edgar Hoover for shooting a perfect score in July.		
	3) Lebanon Police Team won the 2nd place trophy at the Lebanon Pistol Match in September.		
	4) Sgt. Dale Morris won the high shooter trophy on the Lebanon Pistol Team.		
	5) The Lebanon Police Benefit Assn. purchased shooting caps and blue nylon shooting coats for all the Police Officers on the Department. The coats have the officer's name on the front and large gold letters on back LEBANON POLICE.		
VII.	Accident Investigation	10 Men	30 Hours
VIII.	Report Writing	10 Men	30 Hours
IX.	Seven other training meetings with Reserves and Regulars covering miscellaneous topics.	10 Men	210 Hours
X.	Twelve meetings of Department Personnel for Training and Instruction on daily procedures.	9 Men	162 Hours

100-100000

100-100000

CONFIDENTIAL

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ANNUAL REPORT FOR 1966

COURSE OF STUDYMAN-HOURSCollege Courses

I.	Corrections Process		
	Oregon College of Education, Monmouth	3 Men	108 Hours
II.	Cartography		
	Oregon College of Education, Monmouth	5 Men	180 Hours
		<u>1965</u>	<u>1966</u>
	TOTAL MAN-HOURS OF TRAINING	1,450 Hours	2,462 Hours

Law Enforcement is rapidly becoming a profession. To keep abreast of the ever increasing crime rate, Supreme Court interpretations and court procedures, we must be cognizant of all current changes in the entire field of Law Enforcement, or our Department could become antiquated overnight.

It has become extremely necessary for Police Departments to take advantage of all training and educational courses that are being offered free of charge, or at a minimum cost to the City of Lebanon.

Qualifications for Police Officers are higher today than ever before in our history. It is a prerequisite of all new employees to devote a major portion of their off-duty time to training. This training not only makes a better officer, but allows the individual to gain knowledge unto himself.

MISCELLANEOUS ACTIVITIESMAN-HOURSActivity

I.	PUBLIC SPEAKING	
	1) Lebanon Union High School	12 Hours
	2) Central Linn High School	2 Hours
	3) Elementary Schools	20 Hours
	4) Parochial Schools	4 Hours
	5) Kindergardens	4 Hours
	6) Bicycle Safety Course	6 Hours
	7) Kiwanis Club	1 Hour
	8) Lions Club	2 Hours
	9) Boy Scouts	5 Hours
	10) Juvenile Night Court	2 Hours
	11) Home Extension Clubs	6 Hours
	12) Ministerial Association	2 Hours
	13) Juvenile Advisory Council	1 Hour
	14) Traffic Violator School	4 Hours
	15) International Relations Club	2 Hours
	16) Methodist Church	2 Hours
	17) Retail Credit Association	1 Hour
	18) School Patrol	5 Hours
	19) Capitol Journal-Statesman Press Meeting	1 Hour

Speeches given by Chief of Police52

Speeches given by other Officers14

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MISCELLANEOUS ACTIVITIES (Continued)

II. MEETINGS ATTENDED

- | | |
|---|--|
| 1) City Council Meetings (24) | 18) Communications Officers (1) |
| 2) Safety Committee (12) | 19) State Board on Police Standards & Training (3) |
| 3) Police Reserves (10) | 20) Budget Meetings (3) |
| 4) Ministerial Assn. (1) | 21) American Legion (1) |
| 5) Juvenile Advisory Council (3) | 22) Mayor's Prayer Breakfast (1) |
| 6) Welfare Department (2) | 23) Linn County Bar Assn. (1) |
| 7) FBI NA Associates (2) | 24) Strawberry Festival Board (3) |
| 8) Chiefs Police Assn. (2) | 25) Clackamas County Peace Officers (1) |
| 9) Chiefs Assn. Board Meetings (3) | 26) Wigwam Wisemen (4) |
| 10) Legislative Committee of Chiefs Assn. (5) | 27) Bicycle Safety (3) |
| 11) Governor's Industrial Safety Conference (1) | 28) Albany & Sweet Home Chiefs & Managers (1) |
| 12) Annexation Meetings (2) | 29) Traffic Safety Commission (3) |
| 13) Chamber of Commerce (3) | 30) Linn County Peace Officers (3) |
| 14) Personnel Committee (2) | 31) Departmental Meetings (10) |
| 15) Police Committee (6) | 32) Salvation Army (3) |
| 16) League of Ore. Cities (2) | 33) School Patrol (4) |
| 17) Civil Defense (1) | 34) Department Head Meetings (1) |

Total Meetings Attended.....127

III. PARTICIPATED IN:

- 1) Elks Youth Day
- 2) Strawberry Festival Grand Parade
- 3) Trip to Eastern Oregon to study other departments' methods and to study Federal Grant possibilities for Communications Systems.
- 4) Chief taught four classes at the Police Academy at Camp Withycombe, each class consisting of four hours.
- 5) Chief served on four oral interview boards for promotions at the Albany and Springfield Police Departments.
- 6) Chief served as Secretary-Treasurer of Oregon Assn. Chiefs of Police.
- 7) Chief served as Secretary-Treasurer of FBI National Academy Assoc.
- 8) Chief is Secretary of Mayor's Safety Advisory Committee.
- 9) Chief is recording Secretary of Joint Legislative Committee of Chiefs Assn., Oregon Assn. City Police Officers and State Sheriffs Assn.

TRAFFIC SAFETY: The following listed items show where Lebanon has improved its position in the Traffic Safety picture.

- I. Truck Route was established by ordinance. This caused routing of all trucks and trailers, trucks and semi-trailers and trucks over 35 feet in length, around the core area of the city.
- II. Stop signs were erected at Grove and Sherman and Cleveland and E. Oak.
- III. Bicycle Safety campaign was put on through sponsorship of Junior Women's Club, JayCees, and Safety Committee.

TRAFFIC SAFETY: (Continued)

- IV. Lebanon received "Certificate of Achievement" from National Safety Council for continued improvement in Accident Records, School Traffic Safety Education, Traffic Courts, Public Traffic Safety Education and Organization for Traffic Safety Improvement. Special mention was made of the Accident Records, School Traffic Safety Education and Organization for Traffic Safety Improvement (Mayor's Safety Advisory Committee).
- V. Lebanon received a "Special Citation" from American Automobile Assn. for Pedestrian Safety Activities in cities under 10,000 in recognition of our lack of fatal pedestrian accidents for 15 consecutive years.
- VI. Large two-way arrows were painted on Main Street from Carolina to East Wheeler to warn vehicles of it being two-way street.
- VII. City of Lebanon purchased a large corner lot downtown and made an off-street parking facility for 36 cars. At year's end plans were being made to obtain another lot.
- VIII. State Highway Department widened Highway 34 from Lebanon City limits to I-5. Safety Committee had been lobbying for this for three years.
- IX. Curb radius was widened at Main & Carolina Street to assist trucks in making the turn.
- X. Police Department and Oregon Insurance Underwriters sponsored a "Lock Your Car" campaign in Lebanon that received national publicity.
- XI. Steel fence installed on East Grant Street side of Booth Park to prevent children from running into street.
- XII. Playground area signs installed on streets approaching Booth Park and Century Park.
- XIII. Ordinance passed to make it unlawful to leave small children unattended in parked vehicles over 30 minutes.
- XIV. Police Department constructed a senior citizen's bench at Main & Sherman corner with a pipe railing around it to prevent the old folks from stepping out into traffic.
- XV. Roadside parking was prohibited on N. Santiam Highway in front of Lebanon Community Hospital.
- XVI. New concrete bridge was constructed by County Court on South 2nd St at city limits.
- XVII. West Oak Street was widened by County from city limits to 10th Street. This eliminated one very bad hazard to school children walking to school.
- XVIII. Several new sidewalks were installed for pedestrians.
- XIX. New paved streets were completed in several areas of city and some streets received new asphalt lift.
- XX. Numerous bushes and hedges were removed to give better view at corners.
- XXI. Several new street lights were installed around the city.

ACCIDENTS: Page 13. All the traffic counts still show an increase in traffic. With a better enforcement picture we are happy to show a decrease of 2% in total accidents reported to police with 13.1% fewer injuries.

FACILITIES: There were no major changes in the facilities during the year. Jail and Police Station received new coat of paint, new mattresses and covers were purchased for jail, and a new front door was installed into the Communications office from street.

EQUIPMENT:

- I. One new Chevropet patrol car was purchased during year.
- II. Two revolvers were sent to factory for reconditioning.
- III. One gross of red fusee flares was purchased for patrol cars.
- IV. Two file cabinets were purchased for the Communications Office.
- V. Tape recorder was sent to factory for new case and microphone.
- VI. Communications clerk's chair was rebuilt and new cover put on.
- VII. New formica tops put on cabinet and table in photo lab.
- VIII. New plastic trays purchased for photo lab.

CRIMES, CASES CLEARED & ARRESTS: Pages 14, 15, 16 & 17. Actual volume of Offenses Known to police in Class

I Crimes is up 16.5% over last year. Percentage of Cases Cleared dropped 23.3% in Class I Crimes.

In Class II Crimes Offenses Known showed a 21.4% increase over last year, excluding traffic. The increase was in three particular type offenses. Liquor Law Violations, Drunkeness and Disorderly Conduct. These are the big headaches for the Patrol Officer.

Cases Cleared in Class I Crimes compares favorably with the National Average. In Burglary Offenses our 3 year average of cases cleared is 31.2% as opposed to 1965 National Average of 25%. In Larceny Offenses our 3 year average of cases cleared is 24.5% while the 1965 National Average was 20%. Our clearances of Auto Theft cases over past 3 years averages 59.9% compared to 1965 National Average of 25%.

The figures shown in Bad Check cases and Total Offenses Known (excluding traffic) have to National Average for comparison. Lebanon's 5 year average in clearing check cases shows a 43.4% clearance rate. The Total Offenses Known (excluding traffic) shows a 5 year average clearance rate of 56.2%. These rate are quite good and something we can be proud of. They reflect a pretty good quality of investigations.

In the total arrest picture of Class I and Class II Crimes the Arrests are up 51.4%, excluding traffic. This shows hustle on the part of the officers in making their contacts in investigating complaints of drunks, disorderly conduct cases, check frauds, and so on.

Page 15 shows graphs on percentages of Cases Cleared against Offenses Known in Burglary, Larceny, Bad Checks and Auto Theft offenses. Also a graph shows percentage of Cases Cleared of all Offenses Known to Police, excluding traffic.

PERSONNEL: The personnel picture stayed pretty much constant during the year. There was one resignation in the Police Department and one in Communications Department during 1966. Officer Robert Hunt resigned in February and Clerk-Matron Dorothy Butler resigned because of illness in August. Robert Parrott was appointed as a Police Officer and Miss Donna Bamford was hired to replace Mrs. Butler.

Page 12. The first of these is the fact that the Commission has not yet received a response to its request for information regarding the activities of the various groups mentioned in the report.

There are also a number of other factors which may be taken into account in considering the situation. These include the fact that the Commission has not yet received a response to its request for information regarding the activities of the various groups mentioned in the report.

Conclusion

1. The Commission has not yet received a response to its request for information regarding the activities of the various groups mentioned in the report.
2. There are also a number of other factors which may be taken into account in considering the situation.
3. These include the fact that the Commission has not yet received a response to its request for information regarding the activities of the various groups mentioned in the report.
4. The Commission has not yet received a response to its request for information regarding the activities of the various groups mentioned in the report.
5. There are also a number of other factors which may be taken into account in considering the situation.
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9. These include the fact that the Commission has not yet received a response to its request for information regarding the activities of the various groups mentioned in the report.
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PERSONNEL: (Continued)

Listed below is the Table of Organization of the Police and Communications Departments as of December 31, 1966.

POLICE DEPARTMENT

<u>STAFF</u>	Name	Age	Appointment Date	Years Experience
	Chief Karel Hyer	39	6-1-55	18
	Sgt. John Borigo	39	12-1-57	15
	Sgt. Dale Morris	32	9-1-61	5½

PATROLMEN

David Teem	32	12-1-60	6
Ronald Miller	35	9-22-63	7
Dick Swartzendruber	25	9-1-65	1½
David E. Reid	24	9-1-65	1½
Roger Akin	22	10-27-65	2
Robert Parrott	27	2-15-66	1

METERS

Patrolman Jess Campbell	58	7-20-51	15½
-------------------------	----	---------	-----

COMMUNICATIONS DEPARTMENT

Name	Appointment Date
Clerk-Matron Helen Borigo	10-1-60
" " Lois Hietala	6-1-65
" " Barbara Barnett	12-27-65
" " Donna Bamford	9-26-66
Relief Clerk Matron Jeanette Weiland	5-28-63

The average age of the Police Officers is 33.3 years and they have a total of 73 years experience, which is an average of 7.3 years per man.

MANPOWER: Page 19. This is a complete breakdown of the hours worked by the Department members by the type of activity. This tells quite a story in its own way. Some quick comparisons with last year's figures in four major categories are shown below.

ACCIDENT INVESTIGATION (Increased 23.0%)	1965 197.75 Hours or 24.72 Man Days	1966 243 Hours or 30.37 Man Days	Hours per month Average 1965.....16.48 1966.....20.25
CRIMINAL INVESTIGATION (Increased 87.0%)	1965 709.75 Hours or 88.72 Man Days	1966 1,282.5 Hours or 160.3 Man Days	Hours per month Average 1965.....59.15 1966.....106.9
REPORT WRITING (Increased 32.74%)	1965 1,339 Hours or 167.37 Man Days	1966 1,777 Hours or 222.12 Man Days	Hours per month Average 1965.....111.58 1966.....148.10
TRAFFIC ENFORCEMENT (Increased 2.5%)	1965 4,786 Hours or 598.25 Man Days	1966 4,903.75 Hours or 612.97 Man Days	Hours per month Average 1965.....380.50 1966.....408.65

MANPOWER: (Continued)

The increase in the four major categories does not reflect an accurate picture as the Department was at full strength during all of 1966 and was severely under staffed during parts of 1965.

The Accident Investigation category reflects the necessity of doing a better job of investigating accidents if successful prosecution is to result.

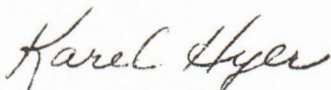
The Criminal Investigation category reflects the increase in Class I and II Crimes. It just takes longer to investigate more Offenses Known.

The Report Writing increase is a natural result of having to write more reports about more Offenses Known. If a successful prosecution is to result there is not short cut to obtain a good report. It would show a higher increase if it were not for the Dictaphone machine.

The total increase in Man Days in the four major categories amount to over 145 Man Days. This is 55% of the total increase gained from the one add'l man that was authorized in September, 1965.

There are some other aspects of our operation that effect our Manpower. They are not so well known but no one can argue their necessity. They are such things as Public Speaking (see page 7), Funeral Escorts (every funeral service in city takes at least one man for 15 to 30 minutes and many take 2 and 3 men), Tours of the Police Station (over 15 last year. If the group was larger than 12-15 it had to be divided into 2 groups which took twice as long), Miscellaneous Complaints (1,732 for 1966), Assists Rendered (To stalled motorists, etc) numbered 463, Open Doors and Windows Found (218 for 1966), and Vacation House Checks (1,591 for 1966). Some of these things are not really Police functions but are necessary that someone do them.

In the following pages you will find the complete statistical and activity report of the Police Department. Every effort has been made to guarantee the accuracy of the facts and figures presented. It is hoped that the information is found to be educational and meaningful.



Karel Hyer, Chief of Police
City of Lebanon, Oregon

1944

The following is a list of the names of the persons who were present at the meeting held on the 1st of June, 1944, at the Albany Hotel, Albany, New York.

1. Mr. J. H. ...

2. Mr. J. H. ...

3. Mr. J. H. ...

4. Mr. J. H. ...

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24. Mr. J. H. ...

25. Mr. J. H. ...

ANNUAL REPORT FOR 1967

TRAFFIC ARREST ANALYSIS

	This Year	Last Year
1. Speeding -----	151	131
2. Reckless Driving -----	4	6
3. Driving While Intoxicated -----	5	6
4. Disobeyed Traffic Signal or Stop Sign -----	90	73
5. Vehicle & Operator's License Violations -----	211	95
6. Equip. Violations (Lites, Brakes, Mufflers) -----	22	46
7. Violations by Pedestrians -----	172	195
8. Illegal Parking -----	9,970	10,417
9. All Other Traffic Violations -----	253	204

TOTALS -----	10,864	11,159
--------------	--------	--------

WARNING TICKETS Given to Traffic Violators -----	4,053	2,098
--	-------	-------

TRAFFIC ACCIDENT SUMMARY

	This Year	Last Year
Accidents -----	160	165
Injuries -----	33	38
Fatalities -----	0	1

MUNICIPAL COURT REPORT

	This Year	Last Year
Cases Processed Through Court -----	843	586
Fines & Bail Forfeitures ----- \$	11,406.00	\$ 8,361.50
Amount Suspended from above Fines ----- \$	245.00	\$ 155.00
Total Jail Sentences -----	123 days	183 days
Cases Pending Last Day of Year -----	86	35

OTHER RECEIPTS...

Parking Meter Receipts ----- \$	15,378.11	\$ 15,316.48
Parking Ticket Fines & Forfeitures ----- \$	4,502.87	\$ 5,896.65
Photo-Copy Machine Receipts ----- \$	124.00	\$ 78.25
Bicycle Registrations ----- \$	31.50	\$ 55.00
Value of Stolen & Lost Property Recovered ----- \$	12,273.37	\$ 10,890.70
TOTAL Monetary Value Rec'd. from Police Operation ----- \$	43,440.85	\$ 40,443.58

MUNICIPAL JAIL REPORT

	This Year	Last Year
Total Prisoners Logged into Jail ----- \$	170	130
Hours Worked by Prisoners for City -----	79½ hrs.	216 hrs.

POLICE CAR EXPENSE-MILEAGE-GAS-OIL-REPAIRS

Unit #	Miles Driven	Final Miles	Gas Used	Oil Used	Repairs	Reg. Maintenance
#30 (65 Ford)	22,312	48,261	2,674.0	39 qts.	\$724.98	\$170.47
#31 (64 Ford)	9,695	49,510	1,004.1	23 qts.	\$203.18	\$ 89.15
#31 (66 Chev)	14,505	14,505	1,808.2	7 qts.	\$ 71.85	\$ 37.90
#32 (Cushman)	4,110	19,889	248.3	3 qts.	\$109.24	\$ 45.65
#33 (65 Ford)	27,204	52,554	3,825.5	47 qts.	\$693.26	\$140.87

Figure 1. Schematic representation of the experimental design. The subjects were divided into two groups: the control group (CG) and the experimental group (EG). The CG received a standard diet (SD) and the EG received a high-fat diet (HFD). The subjects were divided into two groups: the control group (CG) and the experimental group (EG). The CG received a standard diet (SD) and the EG received a high-fat diet (HFD). The subjects were divided into two groups: the control group (CG) and the experimental group (EG). The CG received a standard diet (SD) and the EG received a high-fat diet (HFD).

10. *Journal of the American Medical Association*, 2000; 283: 2686-2692.

[View all posts by Dr. David M. Williams](#)

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ANNUAL REPORT FOR 1966

UNIFORM CLASSIFICATION OF OFFENSES	OFFENSES			ARRESTS		
	KNOWN	CASES CLEARED		KNOWN	CASES CLEARED	
Part I Classes	This Year			Last Year		
1. Criminal Homicides						
(a) Murder & Non-Negligent Manslaughter -----	0	- 0	- 0	0	- 0	- 0
(b) Manslaughter by Negli- gence -----	0	- 0	- 0	0	- 0	- 0
2. Rape -----	0	- 0	- 0	0	- 0	- 0
3. Robbery -----	0	- 0	- 0	2	- 0	- 0
4. Aggravated Assaults -----	10	- 5	- 3	0	- 1	- 1
5. Larceny-Theft (except Auto)						
(a) Over \$50.00 -----	37	- 6	- 3	37	- 7	- 4
(b) Under \$50.00 -----	176	- 30	- 34	144	- 53	- 45
6. Auto Theft -----	11	- 8	- 1	10	- 3	- 1
7. Burglary-Breaking & Entering -	34	- 13	- 13	37	- 15	- 22
TOTALS, Part I Classes -----	268	62	54	230	79	73
Part II Classes						
8. Other Assaults -----	1	- 0	- 0	2	- 1	- 0
9. Forgery & Counterfeiting -----	5	- 3	- 2	5	- 4	- 2
10. Embezzlement & Fraud -----	27	- 11	- 2	35	- 5	- 1
11. Stolen Prop.-Buying, Rec., Possessing -----	4	- 4	- 4	1	- 1	- 1
12. Weapons-Carrying, Possess- ing, Concealing -----	0	- 0	- 0	0	- 0	- 0
13. Prostitution & Commercialized Vice -----	0	- 0	- 0	0	- 0	- 0
14. Sex Offenses (except 2 & 13) -	4	- 2	- 2	2	- 2	- 0
15. Offenses Against Family & Children -----	0	- 0	- 0	1	- 1	- 1
16. Narcotic Drug Laws -----	1	- 0	- 0	0	- 0	- 0
17. Liquor Laws -----	97	- 95	- 95	24	- 22	- 22
18. Drunkenness -----	53	- 47	- 42	35	- 34	- 31
19. Disorderly Conduct -----	90	- 67	- 36	68	- 43	- 16
20. Vagrancy -----	0	- 0	- 0	6	- 6	- 6
21. Gambling -----	2	- 2	- 2	0	- 0	- 0
22. Driving While Under the Influe- nce of Intox. Liquor -----	5	- 5	- 5	7	- 7	- 7
23. Violation of Road & Driving Laws -----	388	- 388	- 388	309	- 309	- 309
24. Illegal Parking -----	9,970	- 9,970	- 9,970	10,417	- 10,417	- 10,417
25. Traffic & M.V. Laws -----	430	- 370	- 343	305	- 293	- 293
26. All Other Offenses -----	153	- 153	- 153	182	- 117	- 107
TOTALS, Part II Classes -----	11,226	11,119	11,053	11,399	11,261	11,211
GRAND TOTALS, Part I & II -----	11,494	11,181	11,007	11,619	11,340	11,284

DATE	TIME	LOCATION	STATUS	REMARKS
1964-01-15	10:00	Room 101	Normal	Initial check.
1964-01-15	11:00	Room 101	Normal	Check completed.
1964-01-15	12:00	Room 101	Normal	Check completed.
1964-01-15	13:00	Room 101	Normal	Check completed.
1964-01-15	14:00	Room 101	Normal	Check completed.
1964-01-15	15:00	Room 101	Normal	Check completed.
1964-01-15	16:00	Room 101	Normal	Check completed.
1964-01-15	17:00	Room 101	Normal	Check completed.
1964-01-15	18:00	Room 101	Normal	Check completed.
1964-01-15	19:00	Room 101	Normal	Check completed.
1964-01-15	20:00	Room 101	Normal	Check completed.
1964-01-15	21:00	Room 101	Normal	Check completed.
1964-01-15	22:00	Room 101	Normal	Check completed.
1964-01-15	23:00	Room 101	Normal	Check completed.

DATE	TIME	LOCATION	STATUS	REMARKS
1964-01-16	00:00	Room 101	Normal	Check completed.
1964-01-16	01:00	Room 101	Normal	Check completed.
1964-01-16	02:00	Room 101	Normal	Check completed.
1964-01-16	03:00	Room 101	Normal	Check completed.
1964-01-16	04:00	Room 101	Normal	Check completed.
1964-01-16	05:00	Room 101	Normal	Check completed.
1964-01-16	06:00	Room 101	Normal	Check completed.
1964-01-16	07:00	Room 101	Normal	Check completed.
1964-01-16	08:00	Room 101	Normal	Check completed.
1964-01-16	09:00	Room 101	Normal	Check completed.
1964-01-16	10:00	Room 101	Normal	Check completed.
1964-01-16	11:00	Room 101	Normal	Check completed.
1964-01-16	12:00	Room 101	Normal	Check completed.
1964-01-16	13:00	Room 101	Normal	Check completed.
1964-01-16	14:00	Room 101	Normal	Check completed.
1964-01-16	15:00	Room 101	Normal	Check completed.
1964-01-16	16:00	Room 101	Normal	Check completed.
1964-01-16	17:00	Room 101	Normal	Check completed.
1964-01-16	18:00	Room 101	Normal	Check completed.
1964-01-16	19:00	Room 101	Normal	Check completed.
1964-01-16	20:00	Room 101	Normal	Check completed.
1964-01-16	21:00	Room 101	Normal	Check completed.
1964-01-16	22:00	Room 101	Normal	Check completed.
1964-01-16	23:00	Room 101	Normal	Check completed.

SECRET

ANNUAL REPORT FOR 1966

COMPARISONS OF CRIME U.S. AVERAGE V/S LEBANON AVERAGE

ALSO: CASES CLEARED COMPARED WITH OFFENSES KNOWN TO POLICE, LEBANON ONLY.

BURGLARY


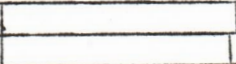

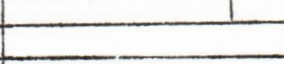
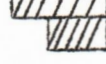
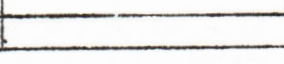




Cleared



Not Cleared

3 year average 31.2% Cleared

1966 Lebanon	38.2%			61.8%
1965 Lebanon	40.5%			59.5%
1965 National	25. %			75. %
1964 Lebanon	15.1%			84.9%

LARCENY







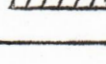



Cleared



Not Cleared

3 year average 24.5% Cleared

1966 Lebanon	16.9%			83.1%
1965 Lebanon	33.1%			66.9%
1965 National	20. %			80. %
1964 Lebanon	23.6%			76.4%

AUTO THEFT




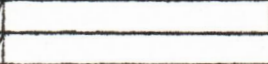


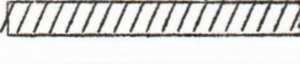



Cleared



Not Cleared

3 year average 59.9% Cleared

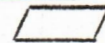
1966 Lebanon	72.7%			27.3%
1965 Lebanon	30. %			70. %
1965 National	25. %			75. %
1964 Lebanon	77. %			23. %

THE BELOW STATISTICS ARE FOR LEBANON ONLY

BAD CHECKS


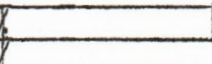

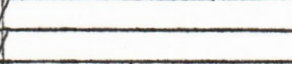

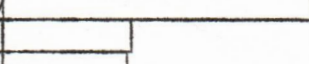

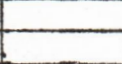
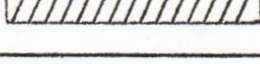



Cleared



Not Cleared

5 year average 43.3% Cleared

1966	43.8%			56.2%
1965	22.5%			77.5%
1964	18.3%			81.7%
1963	65.6%			34.8%
1962	66.6%			33.4%

TOTAL OFFENSES KNOWN TO POLICE (Excluding Traffic)

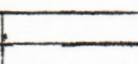



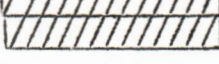



Cleared



Not Cleared

5 year average 56.2% Cleared

1966	63.3%			36.7%
1965	53.3%			46.7%
1964	50.5%			49.5%
1963	57.4%			42.6%
1962	56.4%			43.6%

ANNUAL REPORT FOR 1966

TRAFFIC AND CRIMINAL ARRESTS BY AGES FOR YEAR 1966

Note: See next page for report on Arrest of Minors

OFFENSE	21-25	26-30	31-35	36-40	41-45	46-49	50 & Over	Total	
<hr/>									
-TRAFFIC-									
Speeding -----	27	16	13	10	8	2	10	86	
Reckless Driving -----	2	0	0	0	0	0	0	2	
Disobeyed Traffic Signal/Sign -----	8	5	9	4	8	2	22	58	
Oper/Veh. Lic. Viol. ---	61	26	13	6	8	2	7	123	
Equipment Violations ---	15	1	1	0	0	0	1	18	
Other Traffic -----	28	10	9	1	4	3	20	75	
<hr/>									
TOTAL TRAFFIC ARRESTS	141	58	45	21	28	9	60	362	
<hr/>									
-CRIMINAL-	18-20	21-25	26-30	31-35	36-40	41-45	46-50	50 & Over	Total
<hr/>									
Burglary -----	1	0	0	0	0	0	0	0	1
Larceny -----	1	6	1	2	0	0	0	0	10
Auto Theft -----	0	0	0	0	0	0	0	0	0
Assaults -----	1	1	0	0	0	0	0	0	2
Sex Offenses -----	0	0	0	0	1	0	0	0	1
Bad Checks -----	1	2	0	0	0	0	0	0	3
Liquor Laws -----	61	0	0	0	0	1	0	0	62
Drunkenness -----	5	5	3	1	1	9	2	10	36
Disorderly Conduct --	5	2	2	4	0	0	0	1	14
Drunk Driving -----	0	0	1	2	1	0	0	1	5
Vagrancy -----	0	0	0	0	0	0	0	0	0
Other Criminal -----	9	4	1	2	3	0	0	2	21
<hr/>									
TOTAL CRIMINAL	84	20	8	11	6	10	2	14	155

STATE OF NEW YORK
DEPARTMENT OF AGRICULTURE

REPORT OF THE COMMISSIONER
FOR THE YEAR 1904

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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ANNUAL REPORT FOR 1966

ARREST OF MINORS

TRAFFIC ARRESTS BY AGES OF MINORS

OFFENSES	15 & Under	16	17	18	19	20		Totals
Speeding -----	0	12	12	21	13	12	-----	70
Reckless Driving -----	0	0	0	0	1	0	-----	1
Disobe Traffic Signal or Stop Sign -----	2	3	11	9	11	1	-----	37
Operator's Lic. Viola- tions -----	3	9	14	19	13	16	-----	74
Veh. Lic. Violations ---	0	1	0	4	3	1	-----	9
Defective Equipment ----	0	5	4	6	1	0	-----	16
Driving While Intox. ---	0	0	0	0	0	0	-----	0
Other Traffic Viol. ----	1	10	28	30	25	16	-----	110
TOTALS -----	6	40	69	89	67	46		317
TOTALS LAST YEAR -----								209

MISCELLANEOUS ARRESTS BY AGES OF JUVENILES

OFFENSES	10 & Under	11-12	13-14	15	16	17		Totals
Burglary -----	0	1	0	2	4	5	-----	12
Larceny -----	0	1	11	3	3	13	-----	31
Bad Checks -----	0	0	0	0	0	0	-----	0
Auto Theft -----	0	0	0	0	1	0	-----	1
Assaults -----	0	0	0	0	1	0	-----	1
Liquor Laws -----	0	0	1	1	8	22	-----	32
Drunkeness -----	0	0	1	1	3	2	-----	7
Disorderly Conduct ----	0	0	0	5	8	7	-----	20
Vandalism -----	0	0	0	0	0	0	-----	0
Poss. of Stolen Prop. --	0	1	0	0	0	0	-----	1
Curfew & Truancy -----	0	0	3	13	22	23	-----	61
Runaways & Escapes ----	0	1	3	2	1	0	-----	7
Misc. Criminal -----	4	7	9	4	1	1	-----	26
TOTALS -----	4	11	28	31	52	73		199
TOTALS LAST YEAR -----								113

Table 1. Summary of Data for 1964									
Category	1	2	3	4	5	6	7	8	9
1. Total	100	100	100	100	100	100	100	100	100
2. Subtotal	50	50	50	50	50	50	50	50	50
3. Detail	10	10	10	10	10	10	10	10	10
4. Detail	10	10	10	10	10	10	10	10	10
5. Detail	10	10	10	10	10	10	10	10	10
6. Detail	10	10	10	10	10	10	10	10	10
7. Detail	10	10	10	10	10	10	10	10	10
8. Detail	10	10	10	10	10	10	10	10	10
9. Detail	10	10	10	10	10	10	10	10	10
10. Detail	10	10	10	10	10	10	10	10	10

Table 1. Summary of Data for 1964

Table 2. Detailed Data for 1964									
Category	1	2	3	4	5	6	7	8	9
1. Total	100	100	100	100	100	100	100	100	100
2. Subtotal	50	50	50	50	50	50	50	50	50
3. Detail	10	10	10	10	10	10	10	10	10
4. Detail	10	10	10	10	10	10	10	10	10
5. Detail	10	10	10	10	10	10	10	10	10
6. Detail	10	10	10	10	10	10	10	10	10
7. Detail	10	10	10	10	10	10	10	10	10
8. Detail	10	10	10	10	10	10	10	10	10
9. Detail	10	10	10	10	10	10	10	10	10
10. Detail	10	10	10	10	10	10	10	10	10

Table 2. Detailed Data for 1964

ANNUAL REPORT FOR 1966

ACTIVITY REPORT

	This Year	Last Year
1. Accidents Inv. -----	178	166
2. House Checks -----	1,591	1,795
3. Open Doors & Windows -----	218	255
4. Assists Rendered -----	463	208
5. Warrants Served -----	95	161
6. Other Activity -----	2,290	1,954
7. Misc. Complaints Rec'd. & Investigated		
a. Animal -----	194	162
b. Abandoned Auto -----	28	20
c. Assaults, Aggravated -----	6	0
d. Assaults, Simple -----	5	2
e. Burglary -----	23	39
f. Civil -----	5	3
g. Disorderly Conduct -----	68	62
h. Domestic -----	26	32
i. Drunk -----	20	20
j. Fire -----	26	7
k. Forgery, Embezzlement & Fraud -----	31	30
l. Juveniles -----	66	63
m. Larceny of Bikes -----	19	27
n. Larceny of Auto -----	11	10
o. Larceny Over \$50.00 -----	33	34
p. Larceny Under \$50.00 -----	154	148
q. Lost & Missing Persons -----	38	19
r. Property Found -----	108	85
s. Property Lost -----	26	14
t. Prowlers -----	74	36
u. Suicides -----	1	2
v. Susp. Persons, Autos, Circumstances -----	172	136
w. Traffic -----	97	75
x. Vandalism -----	105	144
y. All Other Misc. Compl. Rec'd. & Inv. -----	403	280
TOTALS, Misc. Compl. Rec'd. & Inv. -----	1,732	1,396
GRAND TOTAL Activities & Compl. Rec'd. & Inv. -----	6,456	5,935

	This Year	Last Year
UNPAID OVERTIME WORKED BY OFFICERS -----	1,260.25	997.75
HOURS WORKED BY RESERVE OFFICERS (11 Months) -----	1,028.50	N/A

COMMUNICATIONS REPORT

	This Year	Last Year
Logged Radio Transmissions -----	60,031	48,082
Teletype Messages Sent -----	1,013	840

DOG CONTROL REPORT

	This Year	Last Year
Miles Patrolled -----	8,065	6,003
Dogs Impounded -----	110	61
1965 Figures Represent Last 8 Months of Year		

ACTIVITY

DATE	TIME	ACTIVITY
1/1	1:00	1.
1/2	1:15	2.
1/3	1:30	3.
1/4	1:45	4.
1/5	2:00	5.
1/6	2:15	6.
1/7	2:30	7.
1/8	2:45	8.
1/9	3:00	9.
1/10	3:15	10.
1/11	3:30	11.
1/12	3:45	12.
1/13	4:00	13.
1/14	4:15	14.
1/15	4:30	15.
1/16	4:45	16.
1/17	5:00	17.
1/18	5:15	18.
1/19	5:30	19.
1/20	5:45	20.
1/21	6:00	21.
1/22	6:15	22.
1/23	6:30	23.
1/24	6:45	24.
1/25	7:00	25.
1/26	7:15	26.
1/27	7:30	27.
1/28	7:45	28.
1/29	8:00	29.
1/30	8:15	30.
1/31	8:30	31.
2/1	8:45	32.
2/2	9:00	33.
2/3	9:15	34.
2/4	9:30	35.
2/5	9:45	36.
2/6	10:00	37.
2/7	10:15	38.
2/8	10:30	39.
2/9	10:45	40.
2/10	11:00	41.
2/11	11:15	42.
2/12	11:30	43.
2/13	11:45	44.
2/14	12:00	45.
2/15	12:15	46.
2/16	12:30	47.
2/17	12:45	48.
2/18	1:00	49.
2/19	1:15	50.
2/20	1:30	51.
2/21	1:45	52.
2/22	2:00	53.
2/23	2:15	54.
2/24	2:30	55.
2/25	2:45	56.
2/26	3:00	57.
2/27	3:15	58.
2/28	3:30	59.
2/29	3:45	60.
2/30	4:00	61.
3/1	4:15	62.
3/2	4:30	63.
3/3	4:45	64.
3/4	5:00	65.
3/5	5:15	66.
3/6	5:30	67.
3/7	5:45	68.
3/8	6:00	69.
3/9	6:15	70.
3/10	6:30	71.
3/11	6:45	72.
3/12	7:00	73.
3/13	7:15	74.
3/14	7:30	75.
3/15	7:45	76.
3/16	8:00	77.
3/17	8:15	78.
3/18	8:30	79.
3/19	8:45	80.
3/20	9:00	81.
3/21	9:15	82.
3/22	9:30	83.
3/23	9:45	84.
3/24	10:00	85.
3/25	10:15	86.
3/26	10:30	87.
3/27	10:45	88.
3/28	11:00	89.
3/29	11:15	90.
3/30	11:30	91.
3/31	11:45	92.
4/1	12:00	93.
4/2	12:15	94.
4/3	12:30	95.
4/4	12:45	96.
4/5	1:00	97.
4/6	1:15	98.
4/7	1:30	99.
4/8	1:45	100.
4/9	2:00	101.
4/10	2:15	102.
4/11	2:30	103.
4/12	2:45	104.
4/13	3:00	105.
4/14	3:15	106.
4/15	3:30	107.
4/16	3:45	108.
4/17	4:00	109.
4/18	4:15	110.
4/19	4:30	111.
4/20	4:45	112.
4/21	5:00	113.
4/22	5:15	114.
4/23	5:30	115.
4/24	5:45	116.
4/25	6:00	117.
4/26	6:15	118.
4/27	6:30	119.
4/28	6:45	120.
4/29	7:00	121.
4/30	7:15	122.
5/1	7:30	123.
5/2	7:45	124.
5/3	8:00	125.
5/4	8:15	126.
5/5	8:30	127.
5/6	8:45	128.
5/7	9:00	129.
5/8	9:15	130.
5/9	9:30	131.
5/10	9:45	132.
5/11	10:00	133.
5/12	10:15	134.
5/13	10:30	135.
5/14	10:45	136.
5/15	11:00	137.
5/16	11:15	138.
5/17	11:30	139.
5/18	11:45	140.
5/19	12:00	141.
5/20	12:15	142.
5/21	12:30	143.
5/22	12:45	144.
5/23	1:00	145.
5/24	1:15	146.
5/25	1:30	147.
5/26	1:45	148.
5/27	2:00	149.
5/28	2:15	150.
5/29	2:30	151.
5/30	2:45	152.
5/31	3:00	153.
6/1	3:15	154.
6/2	3:30	155.
6/3	3:45	156.
6/4	4:00	157.
6/5	4:15	158.
6/6	4:30	159.
6/7	4:45	160.
6/8	5:00	161.
6/9	5:15	162.
6/10	5:30	163.
6/11	5:45	164.
6/12	6:00	165.
6/13	6:15	166.
6/14	6:30	167.
6/15	6:45	168.
6/16	7:00	169.
6/17	7:15	170.
6/18	7:30	171.
6/19	7:45	172.
6/20	8:00	173.
6/21	8:15	174.
6/22	8:30	175.
6/23	8:45	176.
6/24	9:00	177.
6/25	9:15	178.
6/26	9:30	179.
6/27	9:45	180.
6/28	10:00	181.
6/29	10:15	182.
6/30	10:30	183.
7/1	10:45	184.
7/2	11:00	185.
7/3	11:15	186.
7/4	11:30	187.
7/5	11:45	188.
7/6	12:00	189.
7/7	12:15	190.
7/8	12:30	191.
7/9	12:45	192.
7/10	1:00	193.
7/11	1:15	194.
7/12	1:30	195.
7/13	1:45	196.
7/14	2:00	197.
7/15	2:15	198.
7/16	2:30	199.
7/17	2:45	200.
7/18	3:00	201.
7/19	3:15	202.
7/20	3:30	203.
7/21	3:45	204.
7/22	4:00	205.
7/23	4:15	206.
7/24	4:30	207.
7/25	4:45	208.
7/26	5:00	209.
7/27	5:15	210.
7/28	5:30	211.
7/29	5:45	212.
7/30	6:00	213.
7/31	6:15	214.
8/1	6:30	215.
8/2	6:45	216.
8/3	7:00	217.
8/4	7:15	218.
8/5	7:30	219.
8/6	7:45	220.
8/7	8:00	221.
8/8	8:15	222.
8/9	8:30	223.
8/10	8:45	224.
8/11	9:00	225.
8/12	9:15	226.
8/13	9:30	227.
8/14	9:45	228.
8/15	10:00	229.
8/16	10:15	230.
8/17	10:30	231.
8/18	10:45	232.
8/19	11:00	233.
8/20	11:15	234.
8/21	11:30	235.
8/22	11:45	236.
8/23	12:00	237.
8/24	12:15	238.
8/25	12:30	239.
8/26	12:45	240.
8/27	1:00	241.
8/28	1:15	242.
8/29	1:30	243.
8/30	1:45	244.
8/31	2:00	245.
9/1	2:15	246.
9/2	2:30	247.
9/3	2:45	248.
9/4	3:00	249.
9/5	3:15	250.
9/6	3:30	251.
9/7	3:45	252.
9/8	4:00	253.
9/9	4:15	254.
9/10	4:30	255.
9/11	4:45	256.
9/12	5:00	257.
9/13	5:15	258.
9/14	5:30	259.
9/15	5:45	260.
9/16	6:00	261.
9/17	6:15	262.
9/18	6:30	263.
9/19	6:45	264.
9/20	7:00	265.
9/21	7:15	266.
9/22	7:30	267.
9/23	7:45	268.
9/24	8:00	269.
9/25	8:15	270.
9/26	8:30	271.
9/27	8:45	272.
9/28	9:00	273.
9/29	9:15	274.
9/30	9:30	275.
10/1	9:45	276.
10/2	10:00	277.
10/3	10:15	278.
10/4	10:30	279.
10/5	10:45	280.
10/6	11:00	281.
10/7	11:15	282.
10/8	11:30	283.
10/9	11:45	284.
10/10	12:00	285.
10/11	12:15	286.
10/12	12:30	287.
10/13	12:45	288.
10/14	1:00	289.
10/15	1:15	290.
10/16	1:30	291.
10/17	1:45	292.
10/18	2:00	293.
10/19	2:15	294.
10/20	2:30	295.
10/21	2:45	296.
10/22	3:00	297.
10/23	3:15	298.
10/24	3:30	299.
10/25	3:45	300.
10/26	4:00	301.
10/27	4:15	302.
10/28	4:30	303.
10/29	4:45	304.
10/30	5:00	305.
10/31	5:15	306.
11/1	5:30	307.
11/2	5:45	308.
11/3	6:00	309.
11/4	6:15	310.
11/5	6:30	311.
11/6	6:45	312.
11/7	7:00	313.
11/8	7:15	314.
11/9	7:30	315.
11/10	7:45	316.
11/11	8:00	317.
11/12	8:15	318.
11/13	8:30	319.
11/14	8:45	320.
11/15	9:00	321.
11/16	9:15	322.
11/17	9:30	323.
11/18	9:45	324.
11/19	10:00	325.
11/20	10:15	326.
11/21	10:30	327.
11/22	10:45	328.
11/23	11:00	329.
11/24	11:15	330.
11/25	11:30	331.
11/26	11:45	332.
11/27	12:00	333.
11/28	12:15	334.
11/29	12:30	335.
11/30	12:45	336.
12/1	1:00	337.
12/2	1:15	338.
12/3	1:30	339.
12/4	1:45	340.
12/5	2:00	341.
12/6	2:15	342.
12/7	2:30	343.
12/8	2:45	344.
12/9	3:00	345.
12/10	3:15	346.
12/11	3:30	347.
12/12	3:45	348.
12/13	4:00	349.
12/14	4:15	350.
12/15	4:30	351.
12/16	4:45	352.
12/17	5:00	353.
12/18	5:15	354.
12/19	5:30	355.
12/20	5:45	356.
12/21	6:00	357.
12/22	6:15	358.
12/23	6:30	359.
12/24	6:45	360.
12/25	7:00	361.
12/26	7:15	362.
12/27	7:30	363.
12/28	7:45	364.
12/29	8:00	365.
12/30	8:15	366.
12/31	8:30	367.

ANNUAL REPORT FOR 1966

EVALUATION REPORT OF STOLEN & RECOVERED PROPERTY-INCLUDING CHECKS

PROPERTY STOLEN, Value -----	\$ 13,501.57
PROPERTY LOST, Value -----	\$ 789.10
PROPERTY RECOVERED, Value -----	\$ 10,062.67
PROPERTY FOUND, Value -----	\$ 2,156.70
CHECKS, Value Lost -----	\$ 771.80
CHECKS, Value Recovered -----	\$ 54.00
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TOTAL VALUE, Property Lost or Stolen -----	\$ 15,062.47
TOTAL VALUE, Property Found & Recovered -----	\$ 12,273.37
LOSS FOR YEAR -----	\$ 2,789.10
LOSS FOR LAST YEAR -----	\$ 10,675.52

BREAKDOWN OF HOURS - PER ACTIVITY

	Regular	Overtime		Regular	Overtime
Accident Inv.	231.75	11.25	Meters	1,796.00	12.75
Traffic Patrol	4,746.75	157.50	Identification	25.00	9.00
Foot Patrol	2.25	.00	Jail Duties	313.00	9.00
Criminal Inv.	1,041.25	241.25	Warrant Service	40.50	1.00
Escort Service	27.75	.00	Special Detail	219.00	557.50
Fire	31.00	2.00	Other Activity	1,998.00	92.25
Communications	285.25	147.75	Misc. Complaints	826.25	31.75
Photography	112.50	10.00	Prowl	3,819.50	117.00
Records	1,076.00	20.50	Training	726.25	484.75
Report Writing	1,421.75	355.25			
				18,739.75	2,260.50

NOTE: This breakdown of hours does not include the hours of the Chief of Police.
The Chief of Police put in 663 hours above his regular work year.

END OF THE YEARLY REPORT FOR 1966

RESPECTFULLY SUBMITTED BY:

CHIEF OF POLICE KAREL HYER
& STAFF