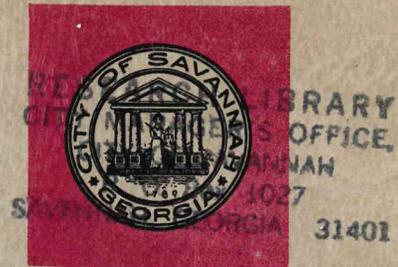


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Annual Report

1963

CITY OF
SAVANNAH

GEORGIA





City of Savannah, Georgia

OFFICE OF THE CITY MANAGER

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March 11, 1964

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Mayor and Aldermen
City of Savannah
Savannah, Georgia

Gentlemen:

The year 1963 was a year of progress in many different areas for city government. This report describes the activities and progress for each of the city departments.

Of the many achievements in 1963, I feel that the following deserve special note:

- + The City ended the 1963 budget year with a cash surplus - the first such surplus in more than thirty years.
- + The City replaced its antiquated fire alarm system with a modern telephone emergency system.
- + The City adopted a new pay plan for city employees, which provides improved compensation in terms of direct salaries and some fringe benefits.
- + The City Hall was air conditioned.
- + The construction of the Nathanael Greene Subdivision was completed.
- + Initial plans were made to join with the County in creating a consolidated data processing center.

TABLE OF CONTENTS

	Page
Letter of Transmittal.....	i
Receipts and Expenditures - 1963	2 & 3
Department of Finance	4
Personnel Department	5
Fire Department	6
Police Department	8
Department of Public Improvements	10
Traffic Engineering Department	11
Electrical and Radio Department.....	13
Savannah Recreation Commission	14
Park and Tree Commission	15
The City and Regional Library	16

RECEIPTS - 1963

General Fund

Property Tax	\$4,621,013	
Tax Fees and Interest	19,323	
Other Tax	414,203	
Licenses and Permits	895,896	
Fines, Forfeitures, and Penalties	298,005	
Interest	101,835	
Rents	29,237	
From Other Agencies	179,696	
Inspection Fees	41,115	
Stadiums and Auditorium	48,829	
Charges	316,019	
Other Revenues	61,904	
Other Prior Years' Revenue	224,055	
Total General Fund		<u>\$7,251,130</u>

Water and Sewer Fund

Water Sales	\$1,546,351	
Water Meter Sales	63,410	
Water Line Extensions	33,441	
Water Cut-on Fees	2,984	
Sewer Connection Fees	22,249	
Sewer Service Fees	116,440	
Interest on Investments	22,835	
I. & D. Debt Payment	160,000	
Receipts-Prior Years' Revenue	157,802	
Total Water and Sewer Fund		<u>\$2,125,512</u>

Grand Total Receipts		\$9,376,642
Less Prior Years' Revenue for Prior Years' Liabilities		<u>750,244</u>
Net Receipts Available for 1963 Operations		\$8,626,398

EXPENDITURES - 1963

General Fund

General Government	\$ 364,259
Finance Department	280,324
Public Improvements	1,413,100
Police Department	1,037,103
Fire Department	849,546
Other Safety Departments	231,149
Health and Welfare	449,321
Libraries	204,628
Recreation	293,484
Park and Tree	267,196
Miscellaneous	589,911
Debt Service	697,510
Total General Fund	<u>\$6,677,531</u>
Less Overhead Applicable to W & S	<u>140,076</u>

Net General Fund

\$6,537,455

Water and Sewer Fund

Water Distribution	\$ 565,102
Water Service Office	144,754
Sewer Maintenance	297,607
Sewage Treatment	66,454
Debt Service - G. O. Bonds	497,887
Debt Service Revenue Bonds	476,484
Total W. & S. Fund	<u>\$2,048,288</u>

Grand Total 1963 Expenditures

\$8,585,743

Receipts in Excess of Expenditures

\$ 40,655

FINANCE DEPARTMENT

The Department of Finance is principally responsible for maintaining an accounting system for all city funds; for billing and collecting the revenue of the City; for disbursing funds; for purchasing and supplies management; and for assessing properties.

In 1963, this Department:

- + Operated the Department with 72 employees, at a cost of \$406,197.
- + Received \$9,376,642 of cash revenues.
- + Disbursed \$9,335,987.
- + Added \$710,808 of real property to the tax books.
- + Collected \$797,875 in delinquent taxes, business licenses, and paving assessments - an increase of \$241,211 over 1962.
- + Prepared and instituted a mailback personal property return tax form.
- + Improved accounting procedures by the separation of the City's financial activities into separate operating funds. A cash basis for reporting income was also adopted.
- + Achieved reductions in personnel, due to the consolidation of revenue collections activities.

PERSONNEL DEPARTMENT

The Personnel Department is responsible for developing and administering the City's personnel program. This involves the recruiting, examining, and certifying of candidates for city employment; the administration of the classification and compensation plans; the application of personnel rules, policies and procedures to personnel actions; the development and operation of employee relations programs; and the maintenance of appropriate personnel records.

In 1963, the Personnel Department:

- + Operated the Department with five employees, at a cost of \$39,080.
- + Participated in the recruitment and examination processes, from which vacancies in 175 permanent and 67 temporary positions were filled. Among other things, this involved the receipt of 1,848 applications and the conduct of 99 written examinations.
- + Processed 40 requests for re-allocation of positions from one class to another.
- + Established 42 new position classes and titles, and abolished 27 existing position classes and titles.
- + Processed the separation of 228 permanent employees and 58 temporary employees from the City's service.
- + Maintained personnel records for an average of 1,169 employees.
- + Implemented the comprehensive pay and classification plans which were adopted by the Mayor and Aldermen.
- + Encouraged employee training and education.
- + Assisted in development of position control system.

FIRE DEPARTMENT

The Fire Department is responsible for extinguishing fires, preventing fires, and for providing emergency inhalator service.

In 1963, the Fire Department:

- + Operated the Department with 186 employees, at a cost of \$849,546.
- + Answered 191 inhalator calls - a decrease of 43 calls from 1962.
- + Made 17,740 inspections of buildings, including 12,032 inspections by fire companies during Fire Prevention Week.
- + Answered 1,740 fire alarms, of which 284 were false alarms. Property losses for the year from fires totalled \$769,786.
- + Furnished fire protection to 322 subscribers outside the city limits of Savannah, for which the City received approximately \$34,000.
- + Installed a modern telephone alarm system which replaced an obsolete alarm system.

MAJOR STATISTICS FOR THE
FIRE DEPARTMENT

<u>Service</u>	<u>1962</u>	<u>1963</u>	<u>Change</u>
Alarms Received	1,596	1,740	+ 144
False Alarms	205	284	+ 79
Inhalator Alarms	234	191	- 43
Property Losses	\$746,000	\$769,786	+\$ 24,000
Building Inspections	11,200	17,794	+ 6,594
Fire Protection Subscribers	213	322	+ 91
Fire Protection Fees	\$ 27,800	\$ 34,000 *	+\$ 6,200

*Estimated

POLICE DEPARTMENT

The Police Department is responsible for maintaining law and order. To do this, it prevents crime, detects and investigates crime, apprehends and detains law violators, and regulates traffic.

In 1963, the Police Department:

- + Operated the Department with 163 police officers and 35 civilian employees, at a cost of \$1,037,103.
- + Recorded and investigated 14,910 law violations.
- + Recorded 4,269 crimes in those categories which make up the Crime Index of the Federal Bureau of Investigation. Of this number, 978, or 23%, were cleared by arrest.
- + Travelled 1,436,757 miles in patrols.
- + Organized a juvenile bureau.

The following table lists the number of crimes in each of the categories contained in the Crime Index and shows the number and percent in each of these categories that were cleared by arrest. For comparison with 1962, cleared by arrest statistics for Savannah and for cities in the 100,000 - 250,000 population class are shown.

OFFENSES KNOWN
NUMBER AND PER CENT CLEARED BY ARRESTS
FOR 1962 AND 1963

Type of Offense	1962		1963		Offenses	
	Offenses Known	Cleared by Arrests No. %	Offenses Known	Cleared by Arrests No. %	Increase (+), Decrease (-) 1963 to 1962	Savannah National Avg.*
Murder	14	12 85	8	8 100	-43%	+ 6%
Rape	26	21 81	17	10 59	-35	+10
Robbery	139	38 27	198	59 30	+43	+13
Aggravated Assault	267	166 62	260	149 57	-26	+ 6
Burglary	1,241	327 26	1,387	368 26.6	+15	+ 8
Larceny (\$50 or over)	593	112 19	670	87 13	+13	+13
Auto Theft	<u>324</u>	<u>75</u> 23	<u>387</u>	<u>76</u> 20	<u>+19</u>	<u>+12</u>
Totals	2,604	751 29%	2,927	757 26%	+14%	+10%

* Source: "Uniform Crime Reports"; Federal Bureau of Investigation; March 6, 1964; National average for cities of the 100,000 - 250,000 population class.

PUBLIC IMPROVEMENTS DEPARTMENT

The Department of Public Improvements is responsible for the public works activities of the City. Included in this department's responsibilities are engineering, building inspections, water and sewerage, street maintenance, refuse collection, drainage, and related activities.

In 1963, the Department of Public Improvements:

- + Operated the Department with 435 employees, at a cost of \$2,342,263.
- + Prepared 162 sets of plans for sewers, drainage, paving and building improvements, and conducted 258 field location surveys.
- + Made 2,400 building and more than 8,015 electrical and plumbing inspections.
- + Installed 40,191 feet of water pipe, installed 774 water meters, repaired 1,332 leaks, and pumped and distributed 8 billion gallons of water, or a daily average of approximately 21.9 million gallons of water.
- + Installed 6,024 feet of sewer pipe, cleaned 9,902 catch basins, built 46 catch basins, and cleaned 1,659 manholes.
- + Cleaned 126.2 miles of drainage ditches.
- + Maintained approximately 250 miles of paved streets, and 217 miles of unpaved streets and lanes.
- + Collected 146 million pounds of refuse and trash and swept the equivalent of 26,240 miles of streets - a decrease of distance with same poundage collected, due to re-arrangement of routes for more efficient operation.
- + Began a sidewalk inspection program.
- + Paved 2.65 miles of streets, by contract.

TRAFFIC ENGINEERING DEPARTMENT

The Traffic Engineering Department is responsible for expediting the safe movement of traffic, through regulations implemented by the use of signs, signals, pavement markings and street lighting. It also is responsible for the regulation of parking through stall markings, time limits, parking meters, and the operation of a parking lot.

Maintenance of traffic control devices and parking meters is provided by the Department except that the City Electrician maintains traffic signals.

During 1963, the Traffic Engineering Department:

- + Operated the Department with 12 employees, at a cost of \$98,582.
- + Made and installed 1,587 traffic signs.
- + Maintained proper timing of 117 traffic signals.
- + Changed speed limits on three streets.
- + Maintained 1,825 parking meters, which took in \$137,260 in fees.
- + Made four parking studies.
- + Made over 100 studies of accident situations.
- + Measured traffic volumes at 108 locations, and speeds at 8 locations.
- + Made a special report on the Paulsen Street accidents.
- + Added 89 street lights.
- + Maintained 75 miles of street striping and crosswalks at 220 intersections.
- + Operated a parking lot that grossed \$12,175.

Selected workload statistics of the Traffic Engineering Department are shown below:

<u>Parking Meters</u>	<u>1961</u>	<u>1962</u>	<u>1963</u>
Meters in use	1,936	1,875	1,825
Meters reported defective	4,240	3,199	2,127
Meters broken into	185	114	111
Meter income	\$149,136	\$139,050	\$137,256
<u>City Parking Lot</u>			
Income	\$ 11,931	\$ 10,113	\$ 12,175
<u>Street Lights</u>			
Number in operation	2,551	2,755	2,841
Monthly cost (December billing)	\$7,990	\$ 8,878	\$ 9,211
<u>Accidents</u>			
Number of accidents	3,867	4,347	4,804
Number vehicles registered	69,385	72,271	78,351
Accident rate per-100 registered vehicles	5.6	6.0	6.1
Persons injured	785	1,003	1,045
Deaths	9	15	13
<u>Traffic Controls</u>			
Signalized intersections	119	116	117
Intersections with stop or yield signs	1,151	1,253	1,257

ELECTRICAL - RADIO DEPARTMENT

The Electrical - Radio Department is responsible for the maintenance of the City's electrical and electronic equipment.

In 1963, the Electrical - Radio Department:

- + Operated the Department with 11 employees, at a cost of \$70,383.
- + Replaced 2,544 lights in traffic signals.
- + Answered 4,746 electrical work service calls.
- + Maintained 275 pieces of radio and electronic equipment, which required the use of 5,000 tubes and 2,000 transistors.
- + Installed or modified traffic signals at eight locations, the largest of which was Victory Drive at Skidaway Road.
- + Renewed 3,340 feet of underground cable for the fire alarm system and replaced 37 cross arms for this system, prior to installation of the new telephone alarm system.
- + Dismantled and removed 194 obsolete fire alarm boxes after installation of new alarm system.
- + Began stepped-up preventive maintenance of lights in squares, ball fields, stadiums, and intersections.

RECREATION COMMISSION

The Savannah Recreation Commission is responsible for managing, directing and caring for all municipal playgrounds. This Commission is also responsible for organizing and supervising the City's public recreation program.

In 1963, the Recreation Commission:

- + Operated with 29 full-time employees and 80 part-time employees, at a cost of \$306,709.
- + Operated over 100 facilities, consisting of Grayson Stadium, Ambuc Stadium, Memorial Stadium, Sports Center, Municipal Auditorium; 3 Golden Age Centers; Tompkins Gymnasium; Westside Community Building; 3 swimming pools; 12 tennis courts; one archery range; one model airplane field; one picnic area; 25 playgrounds; 17 softball diamonds; 16 little league baseball diamonds; 11 pony league and official baseball diamonds; 3 football fields, and 11 unsupervised areas.
- + Conducted 3,310 baseball games, 1,700 softball games; 190 football games and 1,010 basketball games.
- + Provided swimming lessons and tennis lessons for approximately 3,000 persons.
- + Accommodated a total of 2,100,000 spectators of, and participants in, various programs.
- + Conducted a special summer program, for which 3,000 persons registered.
- + Conducted a number of special programs, including a district track and field meet; a state archery tournament; a novice tennis tournament; chartered bus trips and theater parties for Golden Agers, and three state baseball and football tournaments.
- + Added three playgrounds, two football fields, and a Golden Age Center to the recreational facility inventory.

PARK AND TREE COMMISSION

The Park and Tree Commission is responsible for the care, preservation, maintenance, and improvement of the parks, squares, grass plats, and cemeteries. The Commission is also responsible for the care and removal of trees in street rights-of-way.

In 1963, the Park and Tree Commission:

- + Operated with 80 employees, at a cost of \$267,196.
- + Maintained 2,158 perpetual care cemetery lots, and 117 annual care cemetery lots.
- + Planted 8,191 shrubs and 278 trees.
- + Trimmed 4,816 trees and removed 401 trees.
- + Collected \$67,655 in cemetery fees.

CITY AND REGIONAL LIBRARY

The City and Regional Library serves as the central reference information agency for the City of Savannah and the region consisting of Chatham County, Effingham County, and Liberty County. The library offers support to local civic and cultural activities, and provides materials for constructive recreation. Its resources include books, magazines, and other printed matter, as well as records and pictures. Its local history collection is of special value.

The library system includes the central facility; three community branch libraries; eight sub-branch libraries; one school branch library; and three bookmobiles.

The Library's funds came from the following sources in 1963:

<u>Source</u>	<u>1962</u>		<u>1963</u>	
City of Savannah	\$ 149,700	59%	\$ 203,813	65.8%
State	64,316	25%	60,754	19.6
Other local gov'ts.	<u>39,029</u>	<u>16%</u>	<u>45,291</u>	<u>14.6%</u>
Local	\$ 253,045	100%	\$ 309,858	100.0%

In 1963, the Library:

- + Operated the libraries with 59 full-time (equivalent of) employees.
- + Lent 889,223 books.
- + Lent 965 framed pictures.
- + Lent 7,838 records.
- + Answered 32,872 reference queries.
- + Conducted 5 children's literature study meetings.
- + Held four "Friends of the Library" programs.
- + Conducted 183 story hours for children.
- + Served 48,258 active borrowers.
- + Added 51,826 books.

Participated in eight books reviews.

Maintained a collection of materials consisting of:

- + 233,901 books
- + 546 newspaper and magazine subscriptions
- + 73,449 pamphlets and clippings
- + 18,159 pictures and prints
- + 2,083 phonograph records
- + 244 projected books

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