



## **COBURG CITY COUNCIL ACTION/ISSUE ITEM**

---

### **TOPIC: Surveillance Camera Registration & Mapping Program**

---

**Meeting Date:** February 9<sup>th</sup>, 2021

**Staff Contact:** Larry Larson, Chief of Police

**Contact:** 541-682-7855, [larry.larson@ci.coburg.or.us](mailto:larry.larson@ci.coburg.or.us)

---

#### **REQUESTED COUNCIL ACTION**

Informational purposes only

---

#### **CITY COUNCIL GOAL(S):**

Continue to develop strong relationships with community.

---

#### **BACKGROUND**

This is a new program. The Coburg Police Department Surveillance Camera Registration and Mapping Program (S.C.R.A.M.) provides an opportunity for residents and business owners to help officers solve local crimes with the help of exterior video surveillance cameras. With the popular use of surveillance systems in communities across the U.S., video evidence has frequently helped officers develop leads and bring investigations to conclusion.

Participation in the program is voluntary.

##### **How it Works:**

Using the geographic location of registered cameras, Coburg Police officers will be able to directly contact a program registrant to determine if they have available video surveillance in the event a crime occurs near the registered surveillance system.

##### **Registration:**

For those that are interested, they can register their exterior video security system by completing an online form or by downloading a registration form and returning it in person or by standard mail to the police department.

---

## **RECOMMENDATION AND ALTERNATIVES**

N/A

---

## **BUDGET / FINANCIAL IMPACT**

There is minimal cost associated with the program,  
Cost of the email address and stickers for participants - approximately \$200

---

## **PUBLIC INVOLVEMENT**

None until implementation of the program. Then we will be pushing out information on the police department's Facebook page, City newsletter and by contacting businesses with a flyer.

---

## **NEXT STEPS**

Finalize an online fillable form for participants.  
Implementation of the S.C.R.A.M. Program.  
Article on the police department's Facebook, City newsletter and distribution of flyers.

---

## **ATTACHMENTS**

Letter explaining the Surveillance Camera Registration & Mapping Program (S.C.R.A.M.), how it works, registration, disclaimer, terms of use and frequently asked questions.  
Copy of the online registration form.  
Example of S.C.R.A.M. window stickers.

---

## **REVIEWED THROUGH:**

**Anne Heath, City Administrator**  
**Sammy Egbert, City Recorder**

---

## **Coburg Police Department (S.C.R.A.M.)**

### **Join the Surveillance Camera Registration & Mapping Program**



#### **Volunteer and Get Involved**

To register your exterior video security system, please [complete the online form](#).

The Coburg Police Department Surveillance Camera Registration and Mapping Program provides an opportunity for residents and business owners to help officers solve local crimes with the help of exterior video surveillance cameras. With the popular use of surveillance systems in communities across the U.S., video evidence has frequently helped officers develop leads and bring investigations to conclusion.

Participation in the program is voluntary.

### **How it Works**

Using the geographic location of registered cameras, Coburg Police officers will be able to directly contact a registrant to determine if they have helpful recordings should a crime occur near the registered surveillance system.

### **Registration**

To register your exterior video security system, please [complete the online form](#) or [download the registration form](#) and return it in person or by standard mail the Coburg Police Department.

### **Disclaimer and Terms of Use**

Working with the Coburg community to deter crime and promote public safety is the goal of the program. Accordingly, all camera registrants agree to the following terms and conditions:

- Registration is voluntary.
- Registrant information will be used by the Coburg Police Department for official purposes.
- The Coburg Police Department may ask a registrant to check their recordings for a specific date and time should investigators determine the potential for video evidence in the vicinity of a registrant's surveillance system.
- Any footage containing or related to criminal activity may be collected by the Coburg Police Department for use as evidence during any stage of a criminal proceeding.
- Under no circumstances, will registrants construe they are acting as an agent or employee of the City of Coburg or the Coburg Police Department.
- Under no circumstances will the Coburg Police Department utilize any information obtained to access or view live recordings or feeds directly from cameras owned by registrants.
- If you wish to withdraw from the program, please contact the Coburg Police Department at your earliest convenience.

#### **Frequently Asked Questions**

**Will the department have access to my cameras remotely or be able to view the footage without my knowledge?**

*No, Officers can only view the footage once a citizen has viewed it and chosen to share it with officers.*

**Will the department use or share my personal information for anything besides requesting footage?**

*No, The department will only contact you about your cameras if a crime or incident being investigated occurred near you. Your information will remain confidential.*

**Am I obligated to sign up for the program or turn over my footage? Do I have to pay a fee to sign up?**

*The program is 100% free and voluntary; you are not obligated to release footage, even if you sign up for the program. If at any time you decide to no longer be part of the program, you can contact the department and your information will be removed from the program.*

By submitting this information, I understand and agree to the above policy and terms of use.

Completed applications can be emailed to [CPDscram@ci.coburg.or.us](mailto:CPDscram@ci.coburg.or.us)  
or brought or mailed to:

Coburg Police Department  
91136 N Willamette Street/P.O. Box 8306  
Coburg OR 97408  
Phone: [541-682-7853](tel:541-682-7853)

## *S.C.R.A.M.*

\* Registration Type:

☐ Business

☐ Residence

☐ Other

Business name (if business):

\* Street number (location of cameras):

\* Street name:

Unit / Apartment#:

\* City:

\* State:

☐ OR

\* Zip code:

\* Name of resident or contact person:

\* Phone number (no dashes or spaces):

Alternate contact person:

Alternate phone number (no dashes or spaces):

\* E-Mail address:

\* Number of external cameras:

\* Camera system manufacture and model:

\* Number of hours your cameras record each day:

\* Is your surveillance system monitored by an alarm company?

\* How much data does your system retain? (Usually in hours, days or weeks; amount of time recordings kept before erased or recorded over):

Other information we should know about your system:



\* I have read and agree to the terms of use:

☐ I agree

#### DISCLAIMER & TERMS OF USE

The goal of the Camera Registry program is to deter crime and promote public safety through collaboration between the Coburg Police Department and the community we serve. Accordingly, all camera registrants agree to the following terms and conditions:

If you would like to be removed from the camera registry program; you no longer own a video surveillance system; you move; or you would like to make any changes to your registration; contact us at (541) 682-7853 or e-mail [CPDscram@ci.coburg.or.us](mailto:CPDscram@ci.coburg.or.us)