



**PUBLIC SAFETY COMMISSION
TUESDAY, NOVEMBER 22, 2022
8:30 AM
CITY HALL - COUNCIL CHAMBERS**

A G E N D A

Call to Order

Agenda Approval

Personnel Matters

- [1.](#) Police Department Promotion Confirmations - Sgt Matias Castillo and Lieutenant Michael Houck
2. Fire Department - Unit Citation

Approval of Minutes

- [3.](#) October 25, 2022 Minutes

Police Department

- [4.](#) Crime/Crash Statistics October 2022
- [5.](#) Financial Statistics October 2022
- [6.](#) Written Directive Review

Fire Department

- [7.](#) Financial Report for October, 2022
- [8.](#) Statistical Report for October, 2022
- [9.](#) FD-Bid Proposal Approval
 1. Ford F-250

Adjournment

**DALTON POLICE DEPARTMENT
PROMOTION PROFILE SHEET**

NAME: **MATIAS ARNULFO CASTILLO**

EDUCATION: February 2004
General Educational Development Diploma
State of Georgia

May 2021
Eastern Gateway Community College
Associate of Science

WORK: **Dalton Police Department**
June 2008 - 2021
Police Officer – Patrol Division

March 2021
Police Officer 1st Class Designation
Patrol Division

October 2022
Master Police Officer Designation
Patrol Division

COMMENDATIONS: 9 Commendation letters for performance
1 Rotary Vocational Excellence Award
4 External Letters of Appreciation
1 Outstanding Performance Award
Employee of Month – July 2011
Employee of Month – March 2013
Employee of Month – April 2015
Employee of Month – June 2019

PROMOTION ACTION: **Sergeant**

**DALTON POLICE DEPARTMENT
PROMOTION PROFILE SHEET**

NAME: **MICHAEL DAVID HOUCK**

EDUCATION: 1988 Graduate
Emmanuel High School
Bristol TN

2010 Graduate
Covenant College
Bachelor of Science

WORK: **Dalton Police Department**
June 2007 – January 2013
Patrol Division – Patrol Officer

July 2013
Police Officer 1st Class – Patrol Division

November 2016
Sergeant – Patrol Division

COMMENDATIONS: 6 Commendation letters for performance
1 Outstanding Performance Award
1 Employee of the Month – August 2014
Rotary Vocational Service Award – 2014
1 Officer of the Year – 2014
1 Award of Merit

PROMOTION ACTION: **Lieutenant**

CITY OF DALTON
PUBLIC SAFETY COMMISSION
MINUTES
OCTOBER 25, 2022

The regular meeting for the Public Safety Commission was held today in the Council Chambers of City Hall. Present were Chairman Terry Mathis, Commissioners Bill Weaver, Truman Whitfield, Anthony Walker, Alex Brown, Fire Chief Todd Pangle, Police Chief Cliff Cason, City Administrator Andrew Parker, and Attorney Jason Connell from the City Attorney's Office. Commissioner Anthony Walker, Council member Annalee Sams, and City Attorney Terry Miller were absent.

AGENDA APPROVAL

On the motion of Commissioner Brown, second Commissioner Whitfield, the agenda was approved as presented. The vote was unanimous in favor.

PERSONNEL MATTERS

Fire Department – Promotion

On the motion of Commissioner Weaver, second Commissioner Brown, the Commissioner promoted Firefighter Brandon Glass to the rank of Engineer. The vote was unanimous in favor.

MINUTES

The Commissioners were presented written copies of the regular meeting minutes of September 27, 2022. On the motion of Commissioner Brown, second Commissioner Whitfield, the minutes were approved as presented. The vote was unanimous in favor.

POLICE DEPARTMENT

Crime and Crash Statistics for September 2022

Police Chief Cliff Cason gave a written and oral summary of the Crime and Crash Statistical Reports for the month of September 2022. As noted in the written summary, Chief Cason reported the rate of Year to Date Part I crimes are approximately 11.1% lower and Part II crimes are approximately 19.8% lower when compared to the past 5-year average. Chief Cason further reported there were 130 non-private property crashes reported for the month and injury crashes decreased from August 2022.

On the motion of Commissioner Brown, second Commissioner Whitfield, the report was approved. The complete report in its entirety is a part of these minutes. The vote was unanimous in favor.

Financial Statistics for September 2022

Police Chief Cliff Cason presented the Financial Report for all divisions within the Dalton Police Department for the month of September 2022. Chief Cason reported the department has expended 69% of their 2022 budget and is confident there will be sufficient funds to accomplish the Department's 2022 goals.

On the motion of Commissioner Brown, second Commissioner Whitfield, the financial report was approved. The complete report in its entirety is a part of these minutes. The vote was unanimous in favor.

POLICE DEPARTMENT

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Written Directives

Police Chief Cliff Cason presented the following written directive reviews for approval:

- 2.10 Complaint Review Policy
- 2.14 Rule of Conduct
- 2.23 Records Management System
- 4.4 Conducting Interviews and Interrogations
- 4.20 Blood Borne Pathogens and Other Infectious Diseases

On the motion of Commissioner Brown, second Commissioner Whitfield, the Commission adopted the Written Directives. The written directives are a part of these minutes. The vote was unanimous in favor.

FIRE DEPARTMENT

Monthly Statistical Report – September 2022

Fire Chief Todd Pangle presented the September 2022 Statistical Report to the Commission. Chief Pangle outlined details of the complete report, which included the Incident Report with 329 Total Responses, a Dollar Value Saved & Loss Analysis of \$247,800.00, NFPA Fire Experience Survey, Incident List by Incident Number, Training Division Monthly Report, Fire Safety Division Monthly Report and the Inspection Summary.

On the motion of Commissioner Brown, second Commissioner Whitfield, the Commissioners approved the Statistical Report for the Fire Department. A copy of the report outlining all incident values is a part of these minutes. The vote was unanimous in favor.

Monthly Financial Report – September 2022

Fire Chief Todd Pangle presented the Financial Report for the month of September 2022 to the Commission. Chief Pangle stated the department has expended 70.2% of their 2022 budget and is confident there will be sufficient funds to accomplish the Department's 2022 goals.

On the motion of Commissioner Weaver, second Commissioner Brown, the Commissioners approved the Financial Report for the Fire Department. A copy of the report is a part of these minutes. The vote was unanimous in favor.

Reviewed SOG and SOP

On the motion of Commissioner Brown, second Commissioner Whitfield, the Commission approved the following Fire Department's Standard Operating Guidelines (SOG), and Standard Operating Practices (SOP) reviews.

- SOG – M -1 – Administering Naloxon (Narcan)
- SOG – FO -12 – Initial Assignment for all Structure Fires and Fire Alarms
- SOG – FO -17 – Truck Ops at Working Structure
- SOP – GP – 7 – Residency Requirements for DFD Employees

The vote was unanimous in favor. A copy of the presented SOG and SOP reviews is a part of these minutes.

ADJOURNMENT

There being no further business to come before the Commissioners, on the motion of Commissioner Brown, second Commissioner Whitfield, the meeting was adjourned at 9:20 a.m.

Terry Mathis, Chairman

ATTEST:

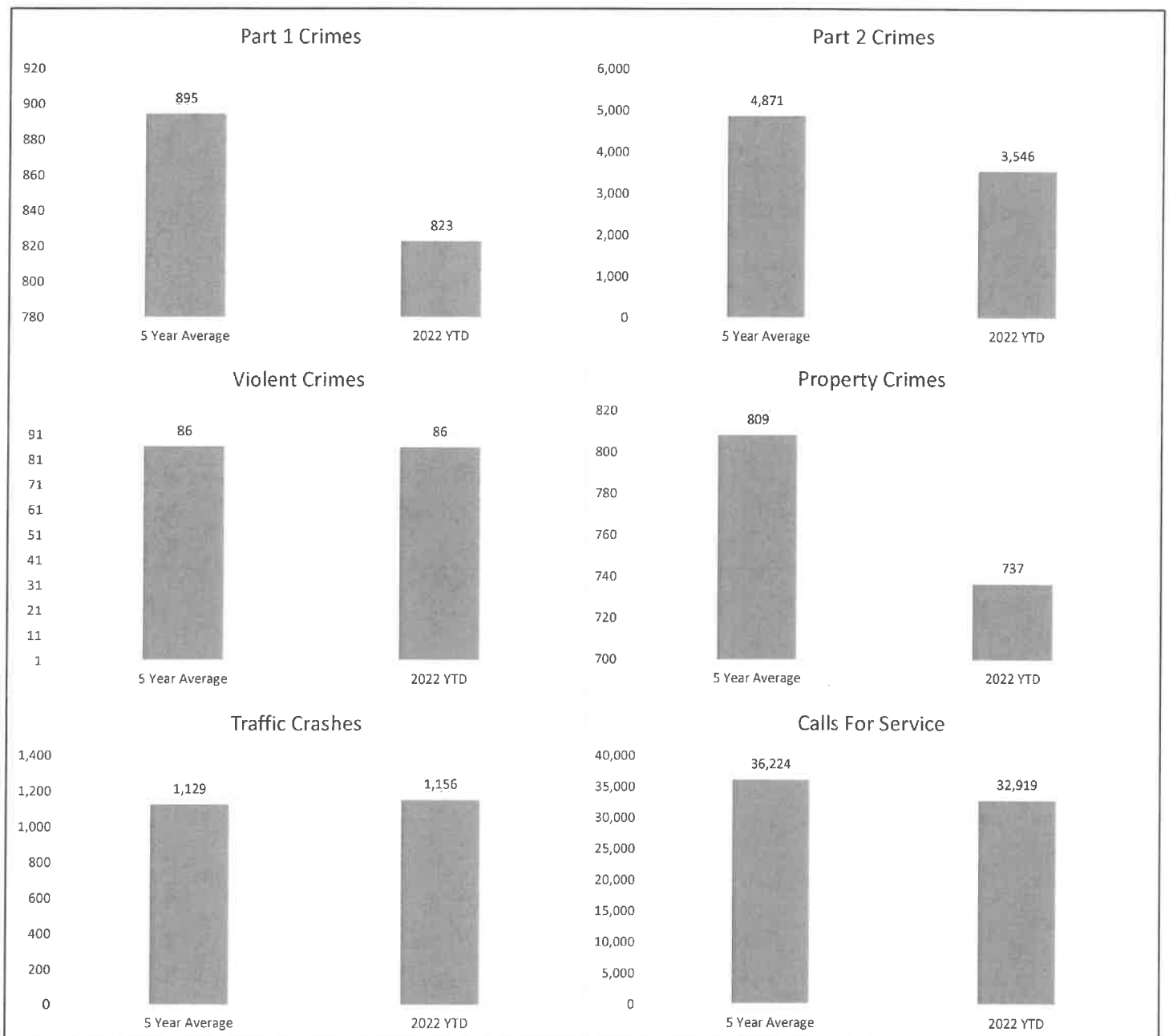
Anthony Walker, Secretary

DALTON POLICE DEPARTMENT PUBLIC SAFETY COMMISSION MEETING NOVEMBER 22, 2022

Summary of Data and Crime Statistics for October 2022

General

The following statistics compare 2022 year-to-date statistics with the previous five years. Part 1 crimes are approximately 8.0% lower than the five-year statistics. Part 2 crimes have decreased by approximately 27.2% during the same time. Property crimes show a decrease of approximately 8.9% from the five-year average. Violent crimes have decreased by approximately .5% from the five-year average of 86.4. Traffic crashes are approximately 2.4% higher than the five-year average. Calls for service show a decrease of approximately 9.1% during the same time.



DALTON POLICE DEPARTMENT PUBLIC SAFETY COMMISSION MEETING NOVEMBER 22, 2022

DALTON POLICE DEPARTMENT CRIME DASHBOARD YTD 2018-2022

October 2022

	2018	2019	2020	2021	2022	TREND
Part I Crimes YTD	983	961	780	747	823	
Homicides	0	1	0	1	2	
Rape	9	16	6	14	10	
Robbery	27	7	17	8	20	
Aggravated Assault	47	56	61	67	54	
Violent Crime Totals	83	80	84	90	86	
Burglary	105	92	76	80	67	
Larceny-Theft	727	738	554	494	602	
Motor Vehicle Theft	65	51	65	82	62	
Arson	3	0	1	1	6	
Property Crime Totals	900	881	696	657	737	
Violent Crime Clearance	57%	78%	65%	62%	62%	
Property Crime Clearance	36%	40%	30%	43%	46%	
Part I Arrests	293	335	232	237	288	
Citations	11,565	10,624	10,104	9,449	9,950	
Calls for Service	35,275	36,823	40,506	34,863	32,919	
Traffic Crashes	1,170	1,169	952	1,164	1,156	

Analysis

In the year to date 2022 there have been 823 Part 1 crimes reported, compared to 747 in 2021. Traffic crashes have decreased approximately .7% from 2021. Calls for service have decreased by approximately 5.6% from 2021.

There have been 86 violent crimes reported 2022 YTD compared to 90 reported violent crimes 2021 YTD. There have been 54 aggravated assaults reported in 2022 compared to 67 in 2021. Year to date property crimes have shown an increase of approximately 12.2% when compared to 2021 YTD statistics.

Based on the statistics from the previous five years, property crime numbers are lower than the average of 809. Violent crime numbers are slightly lower than the five-year average of 86.4.

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
NOVEMBER 22, 2022**

DALTON POLICE DEPARTMENT CRIME STATISTICS												
	INCIDENTS				CLEARANCES				ARRESTS			
			2022	2021			2022	2021			2022	2021
	10/22	10/21	YTD	YTD	10/22	10/21	YTD	YTD	10/22	10/21	YTD	YTD
Part I Offenses												
Homicide	0	0	2	1	1	0	1	3	1	0	2	3
Rape	1	1	10	14	0	0	6	7	0	0	2	1
Robbery	3	3	20	8	0	1	18	7	0	0	16	2
Aggravated Assault	10	7	54	67	5	3	28	39	4	3	23	32
Burglary	7	7	67	80	2	2	24	27	2	1	15	21
Larceny - Theft	75	53	602	494	30	28	297	223	24	18	221	163
Motor Vehicle Theft	8	6	62	82	4	1	20	34	1	1	8	15
Arson	1	1	6	1	0	0	1	0	0	0	1	0
PART I SUBTOTAL	105	78	823	747	42	35	395	340	32	23	288	237
Part II Offenses												
Other Assaults - not agg.	33	32	298	292	30	33	250	273	22	24	172	194
Forgery/Counterfeiting	0	5	54	48	0	3	18	17	0	2	15	10
Fraud	22	25	153	159	2	4	29	50	1	2	18	34
Embezzlement	0	0	0	1	0	0	0	1	0	0	0	0
Stolen Property	1	0	9	9	1	0	5	3	1	0	5	2
Vandalism	28	33	210	252	8	10	62	78	2	6	37	49
Weapons Violations	9	6	46	44	5	5	40	49	5	5	40	46
Commercial Sex	0	0	2	0	0	0	1	0	0	0	0	0
Other Sex Offenses	4	7	38	49	1	5	19	32	0	1	5	10
Drug Sales	3	0	49	57	3	2	45	50	3	2	40	49
Drug Possession	14	21	198	261	14	11	157	239	11	10	123	208
Gambling	0	0	0	0	0	0	0	0	0	0	0	0
Offenses Against Family/Children	7	2	44	40	3	1	33	28	3	1	28	24
Liquor Violations	6	12	63	62	4	13	54	56	4	13	52	55
Drunkenness	11	13	81	98	11	15	75	98	11	15	74	97
Other Disorderly Conduct	21	22	137	164	20	24	114	137	13	14	82	102
Curfew Violations	1	4	7	21	0	4	2	15	0	3	2	13
All Other Offenses	179	292	1990	2497	249	357	2416	2550	235	307	2222	2178
DUI	18	17	167	178	18	14	172	176	18	14	172	175
Human Trafficking	0	0	0	0	0	0	0	0	0	0	0	0
PART II SUBTOTAL	357	491	3546	4232	369	501	3492	3852	329	419	3087	3246
PART I AND II TOTAL	462	569	4369	4979	411	536	3887	4192	361	442	3375	3483
Crashes			2022	2021	Enforcement						2022	2021
	10/22	10/21	YTD	YTD					10/22	10/21	YTD	YTD
Public Roadway	124	152	1,156	1,164					573	755	5,444	5,721
									454	694	4,506	3,728
911 Calls	3,373	4,145	32,919	34,863					1,027	1,449	9,950	9,449

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
NOVEMBER 22, 2022**

Summary of Significant Events for October 2022

During the month of October 2022 there were three robberies reported. One of the robberies was cleared by arrest and the other two are currently active. There were eight aggravated assaults reported during October 2022. Three of those cases were cleared by arrest, four are currently active, and one was cleared because prosecution was declined. There was a series of entering autos in the area of Trammell St where multiple unlocked vehicles were entered. The case is currently under investigation.

22-005770	Aggravated Assault	307 Brickyard Rd
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Officers responded to the above location in reference to a subject being stabbed. The victim was stabbed by his ex-girlfriend. The last update was the victim has a collapsed lung and is in ICU at the hospital and may undergo surgery. The suspect was located at work at a nearby Shaw Plant. She was arrested and charged accordingly.

22-005868	Aggravated Assault	285 Kraft Dr
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An employee was causing a problem at work. He was asked to leave but refused. When the officer arrived on scene he encountered the employee in the parking lot. As the officer exited the patrol car, the employee saw him and ran from him. He ran behind the second row of cars and made it to the far end. During this time the officer was giving verbal commands for him to stop which he ignored. When the employee stopped at the end of the row of cars the officer advised the subject to stop. At this point, the officer observed a large pair of scissors in the employee's hand. The employee then told the officer, "Ok let's Go" and charged toward him. At some point the employee told the officer that the officer would have to kill him. The employee finally put the scissors down and began to comply with the officer's commands. Upon the arrival of other officers, the suspect was arrested and charged accordingly.

22-006176	Aggravated Assault	2524 E Walnut Ave
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Officers responded to the Walnut Express for a hold up alarm. When officers arrived, they were able to make contact with employees who advised a white male wearing a yellow shirt and tan pants had attempted to come in the store after they had locked the doors. The male became angry and started yelling at the employees inside. The male then pulled a black handgun and pointed it at the employees through the glass door. The employees ran to the back and activated the alarm. County deputies located a male matching the description on Old Grade Rd. A show-up was conducted and the subject was positively identified. The subject became agitated at officers and began walking away, then ran towards a house. The subject was Tased and was then taken into custody. A black bb gun, along with the hat he was wearing at the time, was located in the grass where deputies first made contact. He was charged accordingly.

22-006305	Motor Vehicle Theft	400 N Glenwood Ave
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A gold 2001 Volvo S60 was stolen from Smiles Fuels. The driver left the vehicle running with the doors unlocked. After reviewing video, the suspect was identified as a juvenile known to officers. The vehicle was recovered in Gwinnett County. The juvenile suspect was later charged with the theft of the vehicle.

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
NOVEMBER 22, 2022**

October 2022 Crash Statistics

In October 2022 there were 124 non-private property crashes reported. Injury and non-injury crashes decreased compared to September 2022. Rear end and angle crashes were the most prevalent during October 2022. Failure to yield was the leading contributing factor in both injury and non-injury crashes. Walnut Ave had the highest number of injury and non-injury crashes in October 2022.

October 2022 Crash Statistics						
Total Crashes	October 2022	September 2022	Change	YTD 2022	YTD 2021	Change
	124	130	-4.6%	1156	1164	-0.7%
Injury Crashes	Total	Complaint	Minor	Serious	Fatality	Multiple
	22	13	9	0	0	7
Total Injuries	32					
DUI Crashes	Speed Crashes	Distracted Crashes		Following Too Closely Crashes		
7	8	16		28		
Day of the Week	Total		Time of Day	Total		
Monday	26		0000 - 0559	6		
Tuesday	16		0600 - 0859	16		
Wednesday	15		0900 - 1059	9		
Thursday	21		1100 - 1359	21		
Friday	18		1400 - 1559	19		
Saturday	18		1600 - 1859	24		
Sunday	10		1900 - 2159	22		
			2200 - 2359	7		
Collision Type	Total		Contributing Factors		Total	
Rear End	51		Following Too Closely		28	
Angle	40		Failure To Yield		23	
Collision with an Object	17		Distracted		16	
Sideswipe - Same Direction	13		Improper Lane Change		13	
Head On	2		Other		13	
Sideswipe - Opposite Direction	1					
Top Streets	Total Crashes	% Total	Injuries	% Injuries		
Walnut Ave	22	17.7%	9	28.1%		
Chattanooga Rd	17	13.7%	1	3.1%		
Glenwood Ave	8	6.5%	7	21.9%		
Shugart Rd	5	4.0%	4	12.5%		
VD Parrott Jr Pkwy	5	4.0%	2	6.3%		
Selective Enforcement Details	Locations		Total Details	Violations		
October 2022	College Dr, Walnut Ave, Glenwood		9	97		

DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
NOVEMBER 22, 2022

SUMMARY OF THE FINANCIAL STATISTICS FOR OCTOBER 2022

The police department budget for FY 2022 is currently in its implementation phase, and we have expended approximately 77% of our 2022 budget at this point in the budget cycle. Currently, we believe there will be sufficient funds to accomplish our 2022 goals and meet the needs of the department.

The City of Dalton

YEAR-TO-DATE BUDGET REPORT



FOR 2022 99

ACCOUNTS FOR:	GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010								
321000 PD ADMINISTRATION								
321000 511100	WAGES - REGULAR	454,750	6,300	461,050	377,866.06	.00	83,183.94	82.0%
321000 511300	WAGES - OVERTIME	1,500	-1,000	500	51.99	.00	448.01	10.4%
321000 511310	WAGES - BONUS	0	0	0	6,000.00	.00	-6,000.00	100.0%
321000 512100	GROUP INSURANCE	45,100	0	45,100	34,195.88	.00	10,904.12	75.8%
321000 512200	FICA & MEDICARE	35,000	500	35,500	29,351.53	.00	6,148.47	82.7%
321000 512401	RETIREMENT DCP	14,330	0	14,330	11,694.74	.00	2,635.26	81.6%
321000 512402	RETIREMENT DBP	57,100	0	57,100	49,405.30	.00	7,694.70	86.5%
321000 512403	RETIREMENT STATE	1,200	0	1,200	1,100.00	.00	100.00	91.7%
321000 512700	WORKERS COMPENSAT	10,100	0	10,100	8,949.25	.00	1,150.75	88.6%
321000 512900	OTHER EMPLOYEE BE	2,800	2,000	4,800	4,254.65	.00	545.35	88.6%
321000 512915	CLEANING ALLOWANC	1,800	0	1,800	341.50	.00	1,458.50	19.0%
321000 512916	CLOTHING ALLOWANC	1,800	0	1,800	900.00	.00	900.00	50.0%
321000 521210	PROFESSIONAL - LE	20,000	-2,500	17,500	13,915.65	.00	3,584.35	79.5%
321000 521300	TECHNICAL CONTRAC	4,000	-2,500	1,500	.00	.00	1,500.00	.0%
321000 522220	EQUIPMENT MAINT &	5,000	-500	4,500	2,791.98	.00	1,708.02	62.0%
321000 522230	VEHICLE REPAIRS &	2,000	4,000	6,000	4,935.15	.00	1,064.85	82.3%
321000 522320	RENTAL - EQUIPMEN	9,000	0	9,000	5,411.72	.00	3,588.28	60.1%
321000 523100	INSURANCE COMMERC	117,755	-1,100	116,655	114,954.45	.00	1,700.55	98.5%
321000 523200	COMMUNICATIONS	47,000	-1,200	45,800	36,097.83	.00	9,702.17	78.8%
321000 523210	POSTAGE	3,500	-200	3,300	675.16	.00	2,624.84	20.5%
321000 523400	PRINTING & BINDIN	3,000	-1,000	2,000	1,817.27	.00	182.73	90.9%
321000 523500	TRAVEL	4,000	2,000	6,000	5,415.53	.00	584.47	90.3%
321000 523600	DUES & FEES	4,000	0	4,000	3,665.57	.00	334.43	91.6%
321000 523630	RADIO SUBSCRIBER F	25,000	-1,500	23,500	23,155.20	.00	344.80	98.5%
321000 523700	TRAINING & EDUCAT	8,000	-2,000	6,000	5,050.50	.00	949.50	84.2%
321000 523850	CONTRACT LABOR	0	5,400	5,400	5,382.50	.00	17.50	99.7%
321000 523920	SOFTWARE LICENSES	158,500	-5,400	153,100	114,305.83	.00	38,794.17	74.7%
321000 531100	SUPPLIES - GENERA	800	0	800	118.64	.00	681.36	14.8%
321000 531110	SUPPLIES - OFFICE	2,000	0	2,000	602.13	.00	1,397.87	30.1%
321000 531250	OIL	800	0	800	.00	.00	800.00	.0%
321000 531270	GASOLINE	5,000	1,000	6,000	5,201.68	.00	798.32	86.7%
321000 531300	MEALS - FOOD	2,000	0	2,000	211.57	.00	1,788.43	10.6%
321000 531700	OTHER SUPPLIES	2,000	0	2,000	913.02	.00	1,086.98	45.7%
321000 572000	PAYMENT TO OTHER	0	13,035	13,035	13,035.00	.00	.00	100.0%
TOTAL PD ADMINISTRATION		1,048,835	15,335	1,064,170	881,767.28	.00	182,402.72	82.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2022 99

ACCOUNTS FOR:	GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010								
322100 PD CRIMINAL INVESTIGATION DIV								
322100 511100	WAGES - REGULAR	1,031,800	14,300	1,046,100	773,051.24	.00	273,048.76	73.9%
322100 511300	WAGES - OVERTIME	46,000	0	46,000	14,179.06	.00	31,820.94	30.8%
322100 511310	WAGES - BONUS	0	0	0	13,000.00	.00	-13,000.00	100.0%
322100 512100	GROUP INSURANCE	215,200	0	215,200	156,720.99	.00	58,479.01	72.8%
322100 512200	FICA & MEDICARE	82,450	1,090	83,540	59,359.05	.00	24,180.95	71.1%
322100 512401	RETIREMENT DCP	63,000	0	63,000	45,251.32	.00	17,748.68	71.8%
322100 512402	RETIREMENT DBP	81,800	0	81,800	63,634.37	.00	18,165.63	77.8%
322100 512403	RETIREMENT STATE	4,500	0	4,500	3,450.00	.00	1,050.00	76.7%
322100 512700	WORKERS COMPENSAT	26,880	0	26,880	23,939.15	.00	2,940.85	89.1%
322100 512900	OTHER EMPLOYEE BE	6,300	0	6,300	4,855.02	.00	1,444.98	77.1%
322100 512915	CLEANING ALLOWANC	4,000	0	4,000	1,486.25	.00	2,513.75	37.2%
322100 512916	CLOTHING ALLOWANC	9,000	0	9,000	3,600.00	.00	5,400.00	40.0%
322100 522220	EQUIPMENT MAINT &	3,500	0	3,500	403.29	.00	3,096.71	11.5%
322100 522230	VEHICLE REPAIRS &	7,000	0	7,000	3,049.90	.00	3,950.10	43.6%
322100 523500	TRAVEL	14,400	8,000	22,400	20,937.29	150.00	1,462.71	93.5%
322100 523600	DUES & FEES	2,200	0	2,200	885.00	.00	1,315.00	40.2%
322100 523700	TRAINING & EDUCAT	14,400	0	14,400	14,352.25	.00	47.75	99.7%
322100 523900	PEPI OTHER PURCHAS	25,000	0	25,000	10,300.00	.00	14,700.00	41.2%
322100 531100	SUPPLIES - GENERA	3,000	0	3,000	2,768.86	.00	231.14	92.3%
322100 531110	SUPPLIES - OFFICE	4,000	0	4,000	1,468.37	160.49	2,371.14	40.7%
322100 531250	OIL	3,400	0	3,400	.00	.00	3,400.00	.0%
322100 531270	GASOLINE	16,000	2,500	18,500	16,993.83	.00	1,506.17	91.9%
322100 531300	MEALS - FOOD	700	0	700	198.91	.00	501.09	28.4%
322100 531600	SMALL EQUIPMENT <	0	0	0	-97.93	.00	97.93	100.0%
322100 531700	OTHER SUPPLIES	5,000	-500	4,500	1,277.09	.00	3,222.91	28.4%
322100 542400	COMPUTERS & COMPU	28,000	0	28,000	27,999.94	.00	.06	100.0%
TOTAL PD CRIMINAL INVESTIGATION DIV		1,697,530	25,390	1,722,920	1,263,063.25	310.49	459,546.26	73.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2022 99

ACCOUNTS FOR:	GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANSFERS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010								
322300 PD PATROL								
322300 511100 WAGES - REGULAR	3,928,000	-37,320	3,890,680	3,065,208.84	.00	825,471.16	78.8%	
322300 511300 WAGES - OVERTIME	110,000	-5,130	104,870	32,332.80	.00	72,537.20	30.8%	
322300 511310 WAGES - BONUS	0	0	0	58,000.00	.00	-58,000.00	100.0%	
322300 512100 GROUP INSURANCE	662,500	-18,990	643,510	525,461.96	.00	118,048.04	81.7%	
322300 512200 FICA & MEDICARE	308,900	-3,245	305,655	236,232.40	.00	69,422.60	77.3%	
322300 512401 RETIREMENT DCP	330,000	-9,405	320,595	261,070.16	.00	59,524.84	81.4%	
322300 512402 RETIREMENT DBP	135,000	0	135,000	65,053.14	.00	69,946.86	48.2%	
322300 512403 RETIREMENT STATE	21,500	0	21,500	15,950.00	.00	5,550.00	74.2%	
322300 512700 WORKERS COMPENSAT	117,300	-300	117,000	104,643.26	.00	12,356.74	89.4%	
322300 512900 OTHER EMPLOYEE BE	23,800	-540	23,260	20,157.78	.00	3,102.22	86.7%	
322300 512915 CLEANING ALLOWANC	10,000	0	10,000	6,061.10	.00	3,938.90	60.6%	
322300 522200 EQUIPMENT MAINT &	11,500	0	11,500	8,742.92	.00	2,757.08	76.0%	
322300 522230 VEHICLE REPAIRS &	38,000	12,000	50,000	41,174.47	.00	8,825.53	82.3%	
322300 522300 SHOP VEHICLE EXP -	118,000	0	118,000	83,836.90	.00	34,163.10	71.0%	
322300 523500 TRAVEL	59,000	9,250	68,250	61,707.60	.00	6,542.40	90.4%	
322300 523600 DUES & FEES	3,800	0	3,800	337.00	.00	3,463.00	8.9%	
322300 523700 TRAINING & EDUCAT	50,000	-21,500	28,500	13,518.28	105.00	14,876.72	47.8%	
322300 531100 SUPPLIES - GENERA	5,500	0	5,500	2,219.64	.00	3,280.36	40.4%	
322300 531110 SUPPLIES - OFFICE	3,000	-500	2,500	840.14	.00	1,659.86	33.6%	
322300 531120 UNIFORMS	60,000	-5,000	55,000	41,661.92	.00	13,338.08	75.7%	
322300 531250 OIL	3,000	0	3,000	1,978.65	.00	1,021.35	66.0%	
322300 531270 GASOLINE	157,000	42,500	199,500	168,469.56	.00	31,030.44	84.4%	
322300 531300 MEALS - FOOD	2,000	0	2,000	.00	.00	2,000.00	.0%	
322300 531600 SMALL EQUIPMENT <	26,000	10,605	36,605	30,980.97	.00	5,624.03	84.6%	
322300 531700 OTHER SUPPLIES	5,000	0	5,000	746.02	.00	4,253.98	14.9%	
TOTAL PD PATROL	6,188,800	-27,575	6,161,225	4,846,385.51	105.00	1,314,734.49	78.7%	

The City of Dalton



YEAR-TO-DATE BUDGET REPORT

FOR 2022 99

ACCOUNTS FOR:	GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010								
522400 PD SUPPORT SERVICES								
322400 511100	WAGES - REGULAR	630,500	7,800	638,300	470,465.62	.00	167,834.38	73.7%
322400 511200	WAGES - PART TIME	4,800	0	4,800	.00	.00	4,800.00	.0%
322400 511300	WAGES - OVERTIME	8,500	0	8,500	199.90	.00	8,300.10	2.4%
322400 511310	WAGES - BONUS	0	0	0	11,000.00	.00	-11,000.00	100.0%
322400 512100	GROUP INSURANCE	152,700	0	152,700	109,295.29	.00	43,404.71	71.6%
322400 512200	FICA & MEDICARE	49,000	1,660	50,660	35,397.59	.00	15,262.41	69.9%
322400 512401	RETIREMENT DCP	48,000	-18,000	30,000	16,044.84	.00	13,955.16	53.5%
322400 512402	RETIREMENT DBP	42,700	18,000	60,700	51,880.53	.00	8,819.47	85.5%
322400 512403	RETIREMENT STATE	1,200	0	1,200	1,050.00	.00	150.00	87.5%
322400 512700	WORKERS COMPENSAT	21,840	0	21,840	19,505.93	.00	2,334.07	89.3%
322400 512900	OTHER EMPLOYEE BE	3,900	0	3,900	3,129.84	.00	770.16	80.3%
322400 512915	CLEANING ALLOWANC	2,400	0	2,400	145.85	.00	2,254.15	6.1%
322400 512916	CLOTHING ALLOWANC	600	0	600	300.00	.00	300.00	50.0%
322400 521300	TECHNICAL CONTRAC	8,500	0	8,500	4,482.00	.00	4,018.00	52.7%
322400 522140	LAWN CARE CONTRAC	13,500	0	13,500	4,828.00	.00	8,672.00	35.8%
322400 522210	BUILDING REPAIRS	40,000	0	40,000	25,549.98	.00	14,450.02	63.9%
322400 522230	VEHICLE REPAIRS &	3,000	0	3,000	759.43	.00	2,240.57	25.3%
322400 523500	TRAVEL	21,000	-6,000	15,000	3,897.84	.00	11,102.16	26.0%
322400 523600	DUES & FEES	2,700	0	2,700	1,368.62	.00	1,331.38	50.7%
322400 523620	CREDIT CARD & BAN	0	220	220	156.84	.00	63.16	71.3%
322400 523700	TRAINING & EDUCAT	21,000	-2,000	19,000	7,812.39	.00	11,187.61	41.1%
322400 531100	SUPPLIES - GENERA	3,000	0	3,000	2,388.36	.00	611.64	79.6%
322400 531110	SUPPLIES - OFFICE	3,200	-100	3,100	1,888.12	.00	1,211.88	60.9%
322400 531120	UNIFORMS	4,000	0	4,000	1,186.27	.00	2,813.73	29.7%
322400 531150	SUPPLIES - GROUND	2,500	0	2,500	.00	.00	2,500.00	.0%
322400 531155	SUPPLIES - BUILDI	28,000	0	28,000	6,116.34	.00	21,883.66	21.8%
322400 531200	UTILITIES	50,000	0	50,000	46,926.56	.00	3,073.44	93.9%
322400 531250	OIL	300	0	300	.00	.00	300.00	.0%
322400 531270	GASOLINE	7,000	0	7,000	6,485.85	.00	514.15	92.7%
322400 531300	MEALS - FOOD	500	0	500	177.19	.00	322.81	35.4%
322400 531700	OTHER SUPPLIES	14,000	-120	13,880	6,147.41	35.35	7,697.24	44.5%
322400 542400	COMPUTERS & COMPU	2,000	0	2,000	599.18	.00	1,400.82	30.0%
TOTAL PD SUPPORT SERVICES		1,190,340	1,460	1,191,800	839,185.77	35.35	352,578.88	70.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2022 99

ACCOUNTS FOR:	GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
322600 CUSTODY OF PRISONERS								
322600 523900	OTHER PURCHASED S	105,000	0	105,000	65,795.64	.00	39,204.36	62.7%
	TOTAL CUSTODY OF PRISONERS	105,000	0	105,000	65,795.64	.00	39,204.36	62.7%
	TOTAL GENERAL FUND - OPERATING	10,230,505	14,610	10,245,115	7,896,197.45	450.84	2,348,466.71	77.1%
	TOTAL EXPENSES	10,230,505	14,610	10,245,115	7,896,197.45	450.84	2,348,466.71	

YEAR-TO-DATE BUDGET REPORT

FOR 2022-99

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	10,230,505	14,610	10,245,115	7,896,197.45	450.84	2,348,466.71	77.1%

** END OF REPORT - Generated by Martha Lopez **

The City of Dalton

YEAR-TO-DATE BUDGET REPORT



FOR 2022 99									
ACCOUNTS FOR:	CONFISCATED ASSETS	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
210001 REVENUES									
210001 351320	STATE CASH CONFISC	-43,000	0	-43,000	-32,690.02	.00	-10,309.98	76.0%	
210001 361400	STATE INTEREST INC	-250	0	-250	-179.57	.00	-70.43	71.8%	
210001 361400	TREAS INTEREST TRE	-50	0	-50	-36.38	.00	-13.62	72.8%	
210001 392100	STATE SALE OF ASSE	-5,000	0	-5,000	-23,295.00	.00	18,295.00	465.9%	
TOTAL REVENUES		-48,300	0	-48,300	-56,200.97	.00	7,900.97	116.4%	

The City of Dalton



YEAR-TO-DATE BUDGET REPORT

FOR 2022 99

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
0210 CONFISCATED ASSETS							
210415 EXPENDITURES							
210415 521100 STATE OFFICIAL/ADM	4,500	0	4,500	4,499.88	.00	.12	100.0%
210415 523200 STATE COMMUNICATIO	17,000	0	17,000	9,362.07	.00	7,637.93	55.1%
210415 523300 STATE ADVERTISING	100	0	100	.00	.00	100.00	0%
210415 523600 STATE DUES & FEES	0	0	0	2,330.00	.00	-2,330.00	100.0%
210415 523700 STATE TRAINING & E	5,000	0	5,000	4,595.00	.00	405.00	91.9%
210415 531600 JUSTI SMALL EQUIPM	500	0	500	.00	.00	500.00	0%
210415 531600 STATE SMALL EQUIPM	21,650	0	21,650	1,791.00	.00	19,859.00	8.3%
210415 531600 TREAS SMALL EQUIPM	500	0	500	.00	.00	500.00	0%
210415 531700 JUSTI OTHER SUPPLI	550	0	550	.00	.00	550.00	0%
210415 531700 TREAS OTHER SUPPLI	550	0	550	.00	.00	550.00	0%
TOTAL EXPENDITURES	50,300	0	50,300	22,577.95	.00	27,722.05	44.9%
TOTAL CONFISCATED ASSETS	2,000	0	2,000	-33,623.02	.00	35,623.02	-1681.2%
TOTAL REVENUES	-48,300	0	-48,300	-56,200.97	.00	7,900.97	
TOTAL EXPENSES	50,300	0	50,300	22,577.95	.00	27,722.05	

YEAR-TO-DATE BUDGET REPORT

FOR 2022 99

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	2,000	0	2,000	-33,623.02	.00	35,623.02-1681.2%	

** END OF REPORT - Generated by Martha Lopez **

YEAR-TO-DATE BUDGET REPORT

FOR 2022 '99									
ACCOUNTS FOR:	CAPITAL ACQUISITION FUND	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
370001 REVENUES									
370001 361400 INTEREST INCOME		-2,000	0	-2,000	-5,443.95	.00	3,443.95	272.2%	
370001 371000 DONATIONS		0	-62,500	-62,500	-62,500.00	.00	.00	100.0%	
TOTAL REVENUES		-2,000	-62,500	-64,500	-67,943.95	.00	3,443.95	105.3%	

YEAR-TO-DATE BUDGET REPORT

FOR 2022 99									
ACCOUNTS FOR:	CAPITAL ACQUISITION FUND	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
370002 OTHER FINANCING SOURCES									
370002 391000 GF TRANSFERS IN		-384,600	-3,008,000	-3,392,600	-3,392,600.00	.00	.00	100.0%	
370002 392100 SALE OF ASSETS (G		0	-45,000	-45,000	-73,420.88	.00	28,420.88	163.2%	
TOTAL OTHER FINANCING SOURCES		-384,600	-3,053,000	-3,437,600	-3,466,020.88	.00	28,420.88	100.8%	

YEAR-TO-DATE BUDGET REPORT

FOR 2022 99

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
0370 CAPITAL ACQUISITION FUND							
370005 EXPENDITURES							
370005 522210 132 FACILITY REPAIR	0	164,825	164,825	164,824.19	.00	.81	100.0%
370005 522210 350 FACILITY REPAIR	0	264,000	264,000	24,140.00	.00	239,860.00	9.1%
370005 522210 610 FACILITY REPAIR	0	78,000	78,000	.00	67,007.19	10,992.81	85.9%
370005 522240 610 SITE REPAIRS &	0	198,000	198,000	.00	.00	198,000.00	100.0%
370005 523600 DUES & FEES	0	2,000	2,000	3,848.37	.00	-1,848.37	192.4%
370005 523920 133 COMPUTER SOFTW	0	23,365	23,365	23,365.64	.00	-.64	100.0%
370005 531600 153 SMALL EQUIPMEN	0	90,000	90,000	.00	.00	90,000.00	0%
370005 531600 610 SMALL EQUIPMEN	0	25,000	25,000	6,122.44	323.42	18,554.14	25.8%
370005 531600 742 SMALL EQUIPMEN	0	5,020	5,020	5,020.00	.00	.00	100.0%
370005 541100 610 SITES	0	92,200	92,200	92,200.00	.00	.00	100.0%
370005 541200 610 SITE IMPROVEME	0	1,616,000	1,616,000	.00	.00	1,616,000.00	0%
370005 541300 610 BUILDINGS & BU	0	265,000	265,000	.00	40,000.00	225,000.00	15.1%
370005 541400 INFRASTRUCTURE	396,600	-396,600	0	.00	.00	.00	0%
370005 541400 132 INFRASTRUCTURE	0	250,000	250,000	22,750.00	.00	227,250.00	9.1%
370005 542100 420 MACHINERY	0	1,250,190	1,250,190	264,435.00	.00	985,755.00	98.2%
370005 542200 132 VEHICLES	0	63,625	63,625	.00	963,261.00	22,494.00	89.3%
370005 542200 320 VEHICLES	0	298,300	298,300	202,896.00	56,815.00	6,810.00	68.0%
370005 542200 350 VEHICLES	0	65,000	65,000	.00	.00	65,000.00	0%
370005 542200 610 VEHICLES	0	45,000	45,000	.00	44,624.00	376.00	99.2%
370005 542400 153 COMPUTERS & CO	0	220,000	220,000	20,081.75	44,501.44	155,416.81	29.4%
370005 542500 132 OTHER EQUIPMEN	0	0	0	.00	113,672.00	-113,672.00	100.0%
370005 542500 154 OTHER EQUIPMEN	0	100,000	100,000	.00	.00	100,000.00	0%
370005 542500 350 OTHER EQUIPMEN	0	255,400	255,400	255,400.00	.00	.00	100.0%
TOTAL EXPENDITURES	396,600	4,974,325	5,370,925	1,085,083.39	1,330,204.05	2,955,637.56	45.0%
TOTAL CAPITAL ACQUISITION FUND	10,000	1,858,825	1,868,825	-2,448,881.44	1,330,204.05	2,987,502.39	-59.9%
TOTAL REVENUES	-386,600	-3,115,500	-3,502,100	-3,533,964.83	.00	31,864.83	
TOTAL EXPENSES	396,600	4,974,325	5,370,925	1,085,083.39	1,330,204.05	2,955,637.56	

YEAR-TO-DATE BUDGET REPORT



FOR 2022 '99

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	10,000	1,858,825	1,868,825	-2,448,881.44	1,330,204.05	2,987,502.39	-59.9%

** END OF REPORT - Generated by Martha Lopez **

**DALTON POLICE DEPARTMENT
REVENUE ACCOUNT DEPOSITS
YEAR-TO-DATE**

DATE	392100 392200 GAIN FROM SALES ON GOV DEALS	342120 COPIES/ CRIMINAL HIST.		342210 FALSE ALARM FEES	320505 DEFENSIVE DRIVING CLASS	322300 TAXI PERMITS	MISCELLANEOUS ACCOUNT 389000 (POLIC):					LI. TASK FORCE OVERTIME	334000 S.S TASK FORCE OVERTIME ***	342510 DALTON PUBLIC SCHOOLS	PROPERTY DAMAGE	TOTAL DEPOSIT
		Records Unit	GEARS Reports				PARADE/ SOUND PERMITS	P&E MONEY	OPEN RECORDS	*	GRANT REM. **	GRANT NAME				
CUM TOTALS	15,128.99	6052.00	4790.00	6150.00	0.00	700.00	70.00	12,216.27	77.98	0.00	0.00	0.00	4519.59	132,944.89	0.00	182,649.72
OCTOBER																
10/3/2022				375.00												375.00
10/4/2022		90.00														90.00
10/6/2022		15.00														15.00
10/7/2022		30.00				25.00										55.00
10/10/2022		150.00														150.00
10/11/2022		15.00														15.00
10/12/2022		45.00														45.00
10/13/2022				125.00		50.00										175.00
10/14/2022		15.00														15.00
10/17/2022		30.00														30.00
10/18/2022									10.00							10.00
10/19/2022		30.00														30.00
10/20/2022		30.00														30.00
10/21/2022								357.00								357.00
10/24/2022		15.00														15.00
10/25/2022		30.00														30.00
10/26/2022		75.00														75.00
10/27/2022		30.00					5.00									35.00
10/28/2022		30.00														30.00
10/31/2022			615.00													615.00
OCTOBER TOTALS	0.00	630.00	615.00	500.00	0.00	75.00	5.00	357.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00	2192.00
CUM TOTALS	15,128.99	6682.00	5405.00	6650.00	0.00	775.00	75.00	12,573.27	87.98	0.00	0.00	0.00	4519.59	132,944.89	0.00	184,841.72
JUSTICE - Federal Forfeiture Funds:			0.00										GOV DEALS SALE OF ASSETS PHONES/OTHER		NONE	
TREASURY - Federal Forfeiture Funds:			27,329.09													
State Drug Seizure Funds:			140,427.71													

**STATE DRUG SEIZURES
(Funds)**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2022 Starting Balance
					111,667.87
1/12/2022	PO 21021033	AT&T Nov 11 - Nov 28 Cell Phones		3,024.80	108,643.07
1/31/2022		Interest Credit	14.91		108,657.98
2/4/2022		DPD's Share - Lookout Mountain Drug Task Force	19,510.00		128,167.98
2/15/2022	PO 21021034	AT&T Nov 29 - Dec 28 Cell Phones		1,706.86	126,461.12
2/15/2022	PO 21021035	Frank's Auto & Wrecker Service 2018 Hyundai Sonata		115.00	126,346.12
2/15/2022	PO 21220001	AT&T Dec 29 - Jan 28 Cell Phones		1,672.88	124,673.24
2/28/2022		Interest Credit	15.26		124,688.50
3/31/2022		Interest Credit	16.94		124,705.44
4/14/2022		GT Gun Trade-In	2,325.00		127,030.44
4/29/2022		Interest Credit	16.05		127,046.49
4/29/2022		GOVDEALS - 2009 Honda Accord Sold	8,887.50		135,933.99
4/29/2022	PO 21220002	DA's Office - Walker Seizure Court Costs		67.81	135,866.18
4/29/2022	PO 21220003	Clerk's Office - Walker Seizure Court Costs		82.00	135,784.18
4/29/2022	PO 21220004	DA's Office - Ruiz & Ramirez Court Costs		56.81	135,727.37
4/29/2022	PO 21220005	Clerk's Office - Ruiz & Ramirez Court Costs		82.00	135,645.37
5/3/2022		GOVDEALS - 2010 Nissan Altima Sold	6,885.00		142,530.37
5/3/2022		GOVDEALS - 2001 White Ford Van Sold	5,197.50		147,727.87
5/31/2022		Interest Credit	20.54		147,748.41
6/10/2022	PO 21220006	CALEA Annual Continuation Fee		4,595.00	143,153.41
6/21/2022		Lovain Seizure 211-0040	3,280.00		146,433.41
6/30/2022		Interest Credit	19.15		146,452.56
7/15/2022	PO 21220007	AT&T May 29 - Jun 28 Cell Phones		1,103.17	145,349.39
7/20/2022	PO 21220008	DA's Office - Arze & Perez Seizure Court Costs		160.00	145,189.39
7/20/2022	PO 21220009	Clerk's Office - Arze & Perez Seizure Court Costs		82.00	145,107.39
7/20/2022	PO 21220010	DA's Office - Baker & Parsons Seizure Court Costs		199.81	144,907.58
7/20/2022	PO 21220011	Clerk's Office - Baker & Parsons Seizure Court Costs		82.00	144,825.58

**STATE DRUG SEIZURES
(Funds)**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2022 Starting Balance
7/20/2022	PO 21220012	DA's Office - Espinoza Seizure Court Costs		38.44	144,787.14
7/20/2022	PO 21220013	Clerk's Office - Espinoza Seizure Court Costs		82.00	144,705.14
7/20/2022	PO 21220014	DA's Office - McPherson Seizure Court Costs		250.31	144,454.83
7/20/2022	PO 21220015	Clerk's Office - McPherson Seizure Court Costs		82.00	144,372.83
7/29/2022		Interest Credit	18.50		144,391.33
8/18/2022	PO 21220016	DA's Office - Jacobo-Martinez Seizure Court Costs		389.10	144,002.23
8/18/2022	PO 21220017	Clerk's Office - Jacobo-Martinez Seizure Court Costs		82.00	143,920.23
8/18/2022	PO 21220018	DA's Office - Storey Seizure Court Costs		201.81	143,718.42
8/18/2022	PO 21220019	Clerk's Office - Storey Seizure Court Costs		82.00	143,636.42
8/18/2022	PO 21220020	DA's Office - Turpin Seizure Court Costs		72.91	143,563.51
8/18/2022	PO 21220021	Clerk's Office - Turpin Seizure Court Costs		82.00	143,481.51
8/18/2022	PO 21220022	DA's Office - Sanchez Seizure Court Costs		575.00	142,906.51
8/18/2022	PO 21220023	Clerk's Office - Sanchez Seizure Court Costs		82.00	142,824.51
8/18/2022	PO 21220024	DA's Office - Bowman Seizure Court Costs		38.44	142,786.07
8/18/2022	PO 21220025	DA's Office - Delgadillo-Silva & Renteria Seizure Court Costs		538.44	142,247.63
8/18/2022	PO 21220026	AT&T Jun 29 - Jul 28 Cell Phones		1,639.09	140,608.54
8/31/2022		Interest Credit	20.66		140,629.20
9/28/2022	PO 21220027	AT&T Jul 29 - Aug 28 Cell Phones		1,649.05	138,980.15
9/29/2022		Mitchell Seizure 20-004834	1,410.00		140,390.15
9/30/2022		Interest Credit	18.48		140,408.63
10/31/2022		Interest Credit	19.08		140,427.71

Federal Forfeitures Fund Justice Funds					
Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2022 Starting Balance
					0.00
1/31/2022		Balance			0.00
2/28/2022		Balance			0.00
3/31/2022		Balance			0.00
4/25/2022		Balance			0.00
5/31/2022		Balance			0.00
6/30/2002		Balance			0.00
7/29/2022		Balance			0.00
8/31/2022		Balance			0.00
9/30/2022		Balance			0.00
10/31/2022		Balance			0.00

**Federal Forfeitures Fund
Treasury Funds**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2022 Starting Balance
					27,292.71
1/31/2022		Interest Credit	3.71	*	27,296.42
2/28/2022		Interest Credit	3.35		27,299.77
3/31/2022		Interest Credit	3.71		27,303.48
4/29/2022		Interest Credit	3.47		27,306.95
5/31/2022		Interest Credit	3.83		27,310.78
6/30/2022		Interest Credit	3.59		27,314.37
7/29/2022		Interest Credit	3.47		27,317.84
8/31/2022		Interest Credit	3.95		27,321.79
9/30/2022		Interest Credit	3.59		27,325.38
10/31/2022		Interest Credit	3.71		27,329.09
			36.38		

To: Public Safety Commission
From: Chief Cliff Cason
Date: November 22, 2022
Subject: Written Directive Review

<u>Number</u>	<u>Page</u>	<u>Title/Changes</u>
4.3		<u>Communications Standard Operating Procedures</u>
	1	Updated Revision and Re-evaluation dates Section I – Rewording Section II – Rewording
	3	Section III – Rewording
	4	Section IV – Rewording Section V – Rewording
4.5		<u>Vehicle Stops</u>
	1	Updated Revision and Re-evaluation dates Section II – Rewording
	2-4	Section IV – Rewording
4.7		<u>Impounding, Towing, and Inventory of Vehicles</u>
	1	Updated Revision and Re-evaluation dates Section II – Rewording, removed item (E)
4.27		<u>Responding to Suspicious Items – Biological Threats</u>
	1	Updated Revision and Re-evaluation dates
7.18		<u>Search and Raid Procedures</u>
	1	Updated Revision and Re-evaluation dates
	1-5	Section III – Rewording
	5-6	Section IV – Rewording, new language
	6-7	Section V – Rewording, new item (B)(6)(e)
	9	Section VI – Rewording, new language

DALTON POLICE DEPARTMENT

		Effective Date October 1, 1998	Number GO89-4.3
Subject Communications Standard Operating Procedures			
Reference CALEA Standards – 81.2.3, 81.2.4, 81.2.6, 81.2.11		Revised November 17, 2020 22, 2022	
Distribution All Personnel	Re-evaluation Date November 2022 2024		No. Pages 10

I. Policy

It is the policy of the Dalton Police Department to establish the framework by which information can be received from the public and relayed to Officers in the field with the necessary speed and accuracy in which to provide efficient and effective communication that satisfies the immediate informational needs of the Department in its normal daily activities and during emergencies.

II. Background

Dispatch services are provided by Whitfield County E-911 pursuant to a written service agreement between Whitfield County and the City of Dalton. While Whitfield County E-911 establishes general operating procedures, each public safety agency may provide specific policy and guidelines critical to providing their respective service to the citizens communities they serve.

III. Responsibilities of Dispatchers

A. Whitfield County 911 dispatchers are responsible for the data entry of all dispatched calls for service and Officer-initiated activities into the CAD (Computer Aided Dispatch) system. Dispatchers shall obtain all information necessary to assist Officers in preparing themselves to answer calls. Information that shall be obtained and recorded, when applicable, includes, but is not limited to, the following:

1. A control number assigned by the CAD system
2. Type of incident reported
3. Location of incident reported
4. If the incident is in progress
5. Name of caller

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6. Address of caller (if not the same as the incident location)
7. Phone number of caller
8. Date and time of request
9. Identification of Officer(s) assigned as primary and backup
10. Time of dispatch
11. Time of Officer's arrival
12. Time of Officer's return to service
13. Disposition of the call or activity

B. Suspect Information

Dispatchers shall obtain as much information as possible about suspects. This information shall include, but is not limited to, the following:

1. Name of suspect(s)
2. Location of suspect(s)
3. Description of suspect(s), to include:
 - a. Gender
 - b. Race
 - c. Height
 - d. Build
 - e. Color and length of hair
 - f. Color of eyes
 - g. Complexion
 - h. Presence of facial hair
 - i. Scars / marks / tattoos
 - j. Clothing description
 - k. Vehicle description

C. Recording the Status of Officers

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Status records shall be maintained constantly by the CAD system. Dispatchers shall enter every status change for the purpose of keeping accurate records and for sending backup units as necessary. Dispatchers shall also record when an Officer is out of service.

D. Calls Requiring the Call Taker / Dispatcher to Remain on the Line with the Caller

The receiver of a 911 emergency telephone call shall not be required to stay on the line with the caller on every occasion. A number of situations, however, shall require the call taker / dispatcher to remain in contact with the caller in order for the safety of the caller and Officer(s) and to obtain critical information listed in Section II, B of this policy. In that respect, the call taker / dispatcher shall be required to remain on the telephone when a call involves, but is not limited to, the following:

1. A burglary or robbery has just occurred or is in progress, and the actor is still in the area.
2. A disturbance or domestic situation in which an individual has a weapon, is believed to have a weapon, or is threatening to use violence.
3. An individual is threatening to commit suicide.

E. Calls Requesting Victim / Witness Information and / or Services

1. It is the responsibility of the Officer responding to a call for service to provide initial information relating to the victim / witness services provided by the Department and / or other agencies.
2. The Whitfield County 911 Center may receive calls from citizens requesting victims / witnesses requesting information and / or services at all times of the day. When requests are received, dispatchers shall provide the caller with the contact number for the Conasauga Judicial Circuit's Victim / Witness Assistance Program (VWAP). Phone numbers shall be maintained on file to direct calls to the VWAP during regular business hours and non-business hours.
3. If the victim / witness wishes to speak to an Officer, has additional questions, or wants to provide additional information, an Officer shall be dispatched to meet with or contact the caller.

F. Dispatching of Assignments

1. When a call is received and the unit assigned to that area is unavailable, the Whitfield County 911 Center utilizes a geo proximity layer to assign an available unit to the call. However, such decisions are subject to review by the Watch Commander and may be overridden.
2. After a unit is dispatched, the dispatcher is to relay any pertinent information that may assist in the apprehension of a suspect(s) if he / she

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leaves the area.

IV. **Radio Communication**

- A. When an Officer initiates communication with the dispatcher, he / she shall first give his / her badge number. The Officer shall then wait until the dispatcher acknowledges by repeating the Officer's badge number, then the Officer may convey his / her message.
- B. When the dispatcher initiates communication to an Officer, the Officer shall respond by giving his / her badge number and location by street name and nearest cross-reference.
- C. Before Officers get out of their patrol units, they shall notify the dispatcher of their location by giving an address or the street name and a cross-reference. Giving a business name for the cross-reference is ~~an option to the cross street~~ acceptable.
- D. Officers are required to communicate with the dispatcher under the following conditions:
 - 1. Upon arrival at the scene of a dispatched call for service
 - 2. Before leaving their patrol units or assigned districts
 - 3. When making vehicle or pedestrian stops
 - 4. When going in and out of service
- E. Upon arriving at an incident, Officers shall advise the following:
 - 1. Nature of the case (if self-initiated)
 - 2. Their location
 - 3. Developments in their investigation, if appropriate
- F. All Officers are issued a portable radio to carry on their person. Radios are used for the purpose of communicating with the dispatcher and / or other Officers for the exchange of information, requesting assistance, transmitting an order or instructions, and responding to calls for service.

V. **Telephone Communications**

- A. Telephone Device for the Deaf (TDD)
 - 1. The Whitfield County 911 Center shall maintain a TDD phone to provide emergency call-taking services to those ~~citizens~~ individuals who are hearing or speech impaired.
 - 2. All Whitfield County 911 dispatchers shall be trained in the proper procedures for both taking an incoming call and placing an outgoing call on

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the TDD phone.

B. Calls for Service

1. Calls for service shall be typed into the CAD system as they are being taken.
2. Calls shall be dispatched in the order they are received unless they are emergencies.
3. Calls are to be assigned a priority code by the CAD system.

C. In-Progress Calls

Should a caller be reporting an incident that is in progress, the dispatcher shall attempt to keep the caller on the line until the first unit arrives on the scene so that additional information, such as direction of travel, type of vehicle involved, and a description of the suspect(s), may be obtained.

VI. **Data Communications / Mobile Data Terminals (MDT)**

- A. The MDT supplements the existing Department radio system. MDTs are not intended to replace radio communications, but allows the radio channels to be available for higher priority traffic.
- B. Use of the MDT while the vehicle is in motion is hazardous and should be limited to single key operations. If receiving a message / text and entry is required, the vehicle should be in a safe location. Officers must not allow operation of the MDT to reduce their situational awareness, especially in cases involving violators or suspects.
- C. The MDT should be used for:
 1. Driver's license, vehicle registration, and Records Management System inquiries, when safe to do so
 2. Viewing call data
- D. Once Officers have logged onto the MDT at the beginning of their shift, they are considered to be available for calls.
- E. MDTs are governed by FCC regulations and are recorded.

VII. **Establishing Priorities for Handling Emergency Calls**

A. Screening

1. Dispatchers shall determine the nature of each call for information or service and ascertain whether an Officer is needed at the scene immediately. In addition to the location, the following shall be determined as soon as possible:

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- a. Is the crime or incident in progress?
 - b. Is there a weapon involved and the number of suspects?
 - c. Has the person calling or others been injured?
 - d. Are there other characteristics heard in the background that can be relayed to the Officer?
2. The dispatcher shall inform the caller of the Department's response or refer them to the appropriate agency.

B. Emergency Calls

Once it has been determined that an emergency exists, the dispatcher should:

1. Immediately advise the appropriate unit(s) and Supervisor to proceed to the location of the incident to render assistance. Responding units should also be advised that further information will follow.
2. Advise the caller that help is on the way.
3. Go back to the caller on the line and obtain essential information, such as type of weapons, suspects, vehicles, etc.
4. Provide essential critical information to responding units.
5. Obtain routine information from the caller, such as name, phone number, etc., in order to complete the computer entry.

C. Interacting Agencies

1. The Whitfield County 911 Center also dispatches for the Whitfield County Sheriff's Office, Tunnel Hill Police Department, Cohutta Police Department, and Varnell Police Department. They also dispatch for Dalton and Whitfield County Fire Departments and Hamilton EMS.
2. The Whitfield County 911 Center can also contact the Georgia State Patrol and the Georgia Bureau of Investigations, as well as surrounding county and city agencies.
3. If an Officer or Supervisor needs assistance or information from any of the aforementioned agencies, the dispatcher shall make contact and relay the request for assistance.

D. Supervisors

1. All emergency calls shall be brought to the attention of the Watch Commander, as soon as possible.

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2. In most cases, the Officer on the scene will determine if a Supervisor is needed. In some instances, the Supervisor may be dispatched to the scene with the first responding Officer in order to assume command. This might include cases such as an armed robbery or burglary in progress, bomb threats, hostage / barricaded subjects, and other in-progress calls or calls of a serious nature.
- E. The dispatcher shall send at least two (2) Officers to any forcible felony in-progress, as well as other calls including, but not limited to, hostage / barricaded person, domestic / family violence, robbery and burglary alarms, and any high-risk call.

VIII. **Interpreters**

A. Hearing Impaired Interpreter

The Georgia Interpretation Services Network can provide a qualified interpreter for the hearing impaired. It may be contacted at 800-228-4992 or 404-521-9100. The use of their services requires the payment of fees.

B. Non-English Speaking Interpreter

The Whitfield County 911 Center utilizes a "Language Line" that provides access to over-the-phone interpretation twenty-four (24) hours a day, seven (7) days a week. This pay-per-use service provides interpretation in over ninety (90) languages and shall only be utilized for extreme emergencies.

IX. **Emergency Messages**

The delivery of emergency messages is a legitimate law enforcement function and shall be handled as any other call for service. Messages may come from individuals or other law enforcement agencies.

A. The following are considered notifications of an emergency nature:

1. Notification of next of kin in the event of a death or serious illness / injury
2. Notification of a person to make an emergency phone call
3. Notification of a person in the event of a traffic accident
4. Notification of a person concerning another person being stranded

B. Generally, non-emergency message deliveries shall not be made unless other unusual circumstances exist. The dispatcher receiving such a request, and not being certain as to whether the request necessitates a response, is to consult the Watch Commander.

C. When dispatching a message delivery, the dispatcher should send an Officer assigned to the geographic area in which the person receiving the message is

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located. The Officer shall respond to the proper address and deliver the message in a professional manner.

X. **Procedure for Burglar and Robbery Alarms**

A. Burglar Alarms

1. Dispatch two (2) units to the address.
2. Attempt to make telephone contact at the residence or business.
3. Attempt to locate a responsible party / key holder that may be able to access the residence / business.

B. Robbery Alarms

1. Dispatch at least two (2) units and a Supervisor, if available, to the address.
2. Attempt to make telephone contact with someone at the scene.
3. Advise the Officer(s) of the situation, whether it is in-progress, false, or no contact is made.
4. If telephone contact is made, advise the responding Officer(s) of the situation, and if it is a false alarm, request that someone go outside and contact the responding Officer(s). Provide the Officer(s) with a physical description of that person.

XI. **Procedure for Pursuits**

When an Officer is involved in a pursuit, the dispatcher shall:

- A. Clear the radio of all unnecessary traffic, and advise Officers that a chase is in progress.
- B. Monitor the Officer's traffic closely to determine location, direction of travel, etc.
- C. Perform relevant record checks.
- D. Dispatch backup unit(s), and determine if a replacement is needed.
- E. Notify surrounding jurisdictions, if necessary.

XII. **Procedure for Missing Persons**

When the call or complaint of a missing person is received, the call taker shall:

- A. Promptly dispatch an Officer.
- B. Check agency files for helpful information.

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- C. In case of an “at-risk” missing person, a Supervisor shall also be dispatched.
- D. Obtain enough information to give a brief lookout, and transmit to all Officers.

XIII. Procedure for Domestic / Family Violence Calls

- A. The dispatcher who receives a domestic / family violence call can provide the responding Officers with vital information that could save the victim's and / or Officer's life. The dispatcher shall give a domestic / family violence call the same priority as any other life-threatening call and shall dispatch at least two (2) Officers to every incident.
- B. If a domestic disturbance call for service is from an employee of this Department or his / her residence or family member, the dispatcher shall also dispatch the Watch Commander.
- C. In addition to information normally gathered, an effort should be made to determine and relay the following to responding Officers:
 - 1. Whether the suspect is present and the suspect's description and possible location
 - 2. Whether weapons are involved
 - 3. Whether the offender is under the influence of drugs or alcohol
 - 4. Whether there are children present
 - 5. Whether the victim has a current protective or restraining order
 - 6. Complaint history at that location
- D. Dispatchers shall not cancel Officers' response to a domestic violence complaint based solely on a follow-up call from the residence requesting such cancellation. However, the dispatcher shall advise the Officers of the complainant's request.

XIV. Procedures for Emergency Requests for Assistance from Officers

- A. When an Officer requests emergency assistance, the dispatcher shall:
 - 1. Clear frequency of all unnecessary traffic.
 - 2. Dispatch backup units.
 - 3. Perform status checks, as appropriate.
- B. The frequency shall remain clear until the situation is resolved and an Officer at the scene advises that the frequency should be reopened to regular radio traffic.

RESTRICTED LAW ENFORCEMENT DATA

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This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

RESTRICTED LAW ENFORCEMENT DATA

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DALTON POLICE DEPARTMENT

		Effective Date February 24, 2004	Number GO88-4.5
Subject Vehicle Stops			
Reference CALEA Standards – 61.1.7		Revised November 17, 2020 22, 2022	
Distribution All Personnel	Re-evaluation Date November 2022 2024		No. Pages 4

I. Policy

It is the policy of the Dalton Police Department that vehicle stops be made in a manner that provides maximum safety to the Officer and others and conducted in a professional and positive manner. Officers should remember that while enforcing traffic laws, they should set the example for good driving habits by obeying all traffic laws, driving defensively, and being courteous.

II. Background

Many ~~citizens'~~ individuals' impressions and attitudes toward law enforcement are formed as a result of traffic stops. Although enforcing traffic laws and making other vehicle stops is one of the more routine functions Officers perform, too frequently Officers are injured or killed in the process. ~~Otherwise routine stops could escalate quickly into dangerous confrontations.~~ Officers must always be alert and never treat traffic stops as routine or let their guard down. Officers must be alert for unpredictable behavior, but try to balance this cautiousness with making the contact as positive as possible.

III. Definitions

- A. *Biased Policing* – The application of police authority based on a common trait of a group. This includes, but is not limited to, race, ethnicity, national origin, religion, age, gender, gender identity / expression, sexual orientation, immigration status, disability, housing status, occupation, or language fluency.
- B. *Reasonable Suspicion* – Also known as *articulable suspicion* – More than a mere hunch and based on a set of articulable facts or circumstances that cause a reasonable person to believe that an infraction of the law has been committed, is about to be committed, or is in the process of being committed by the person(s) being observed. Reasonable suspicion in traffic enforcement is often based on observations by the Officer in combination with training and experience and / or reasonably reliable information from a credible source.

IV. Procedures

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The following steps are intended to provide maximum safety for the Officer, the violator, and other users of the roadway. These procedures are to be followed, when possible, and are presented from the perspective that ideal conditions exist.

A. Stopping Traffic Law Violators / Unknown Risk Stops

1. Notify the Whitfield County 911 Center of the intended location of the stop, license plate number, number of occupants, descriptions, etc.
2. Initiate the stop at a point that is most likely to result in the violator stopping at a favorable location. Consider locations with adequate space and lighting, if possible, and attempt to avoid stops on hills, curves, intersections, private drives, and business locations with limited parking. If possible, try to stop the vehicle as soon as possible after the violation is observed, as traffic and other conditions permit.
3. Signal the violator to stop by using emergency lights and, if necessary, the horn and / or siren.
4. Direct the violator to the right side of the roadway, close to the curb or onto the shoulder.
5. On multi-lane roadways, the Officer should ensure the safety of himself / herself and others during lane changes by gradually changing lanes with the violator until the right side of the roadway is reached.
6. Should the violator stop abruptly in the wrong lane or in another undesirable location, use the public address system to instruct the driver to move to a safe location.
7. For maximum safety, position the police vehicle approximately one-half to one car length (10-20 feet) behind the other vehicle at a slight angle so the left front is approximately two feet to the left of the violator's vehicle and the right rear is near the curb.

B. Approaching the Violator

1. The Officer should exit the patrol vehicle and be continuously alert for any suspicious movement or actions from the driver or other occupants in the vehicle.
2. The Officer should approach from the rear of the violator's vehicle, looking into the rear seat area, and stop at a point to the rear of the trailing edge of the left front door or right front door. This position should be maintained if there are occupants only in the front seat of the vehicle. From this position, the Officer has the driver in an awkward position while speaking, but at the same time has all occupants in view.
3. When there are occupants in both the front and rear seats, the Officer should approach to a point near the edge of the left rear or right rear door while being alert for any unusual actions on the part of the occupants, and

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be especially aware that the door could be used as a weapon against the Officer.

4. If two (2) Officers are in the police vehicle, the passenger Officer should be responsible for all radio communications, and during the stop, he / she should exit the vehicle and act as an observer and provide cover for the other Officer. Officers should avoid approaching the violator together unless the violator is being arrested or removed from the vehicle.
5. Utilize the tactical eight (8) steps during the conversation with the violator.
 - a. Greet the violator in a cautious and non-threatening tone.
 - b. Identify himself / herself and the Department.
 - c. Advise the driver the reason for the stop.
 - d. Ask the driver if there is any legal justification for his / her actions.
 - e. Ask the driver for his / her driver's license or other legal form of identification.
 - f. Ask the driver for the vehicle's registration and proof of insurance, **if needed**.
 - g. Decide what action to take concerning the detected violations.
 - h. Close the stop in a courteous and professional manner.

C. High-risk Stops

1. When a suspect of a violent felony, such as kidnapping, armed robbery, or aggravated assault, is discovered to be the driver or passenger of a vehicle, notify the Whitfield County 911 Center immediately that a high-risk stop will be conducted. Provide the location, vehicle description, license plate number, and complete description of the driver and occupants, weapons, etc.
2. Request back-up assistance in making the stop. Keep the dispatcher advised of the location, direction of travel, etc.
3. Unless absolutely necessary, the suspect vehicle shall not be stopped until adequate backup is available and in position.
4. Try to stop the vehicle in a location which presents minimal danger to the Officers and other **citizens members of the public**.
5. When conditions are favorable and support units arrive, move into position to the rear of the suspect vehicle. Turn on emergency equipment and stop the vehicle on the extreme right side of the road.

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6. If the violator is known to be armed and dangerous, the Officers shall have their weapons easily accessible and ready for immediate use.
7. When the suspect vehicle begins to stop, the Officer shall turn off the siren and actuate the public address system.
8. The Officer shall park the police vehicle so that it provides maximum protection and cover.
9. At night, all lights should be focused on the interior of the suspect vehicle to the disadvantage of the violator.
10. The Officer shall exit the police vehicle quickly, but remain behind the door and accessible to the public address system microphone.
11. The lead Officer shall direct each occupant, using the public address system, when possible, to exit the vehicle individually and into the appropriate search position.
12. Even if not needed, the Officer shall give instruction to the support Officer(s) to assure the suspects that additional support is available. The support Officer(s) should refrain from giving commands since this would tend to confuse the suspects.
13. Extreme caution shall be exercised by Officers to avoid getting in each other's line of fire.

V. **Biased Policing Prohibited**

Officers shall have, at a minimum, reasonable suspicion to believe the person being stopped has committed an infraction of the law prior to initiating a traffic stop. Common traits shared among a group, such as race, ethnicity, national origin, religion, age, gender, gender identity / expression, sexual orientation, immigration status, disability, housing status, occupation, or language fluency, or any combination of these shall not be a factor in determining reasonable suspicion for a stop or for determining probable cause for an arrest. The primary factor to consider is whether an observable offense was committed.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

RESTRICTED LAW ENFORCEMENT DATA

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DALTON POLICE DEPARTMENT

		Effective Date May 1, 1998	Number GO91-4.7
Subject Impounding, Towing, and Inventory of Vehicles			
Reference CALEA Standards – 1.2.4, 61.4.3		Revised November 17, 2020 22, 2022	
Distribution All Personnel	Re-evaluation Date November 2022 2024		No. Pages 7

I. Policy

It is the policy of the Dalton Police Department that vehicles only be impounded in accordance with state laws governing the removal of vehicles by police officers, and then only after all other reasonable options to keep from impounding a vehicle have been exhausted. (O.C.G.A. 40-6-202, 40-11-03, 40-6-206).

II. Definitions

- A. *Highway (Street)* – The entire width between the boundary lines of every way publicly maintained when any part thereof is open to the use of the public for purposes of vehicular travel.
- B. *Impounded Vehicle* – Any vehicle which is towed to the Police Services Center or to the tow service's storage lot that is to be held or processed for evidence.
- C. *Private Property* – Any property that is not owned or leased by any government that the public may or may not have access to. (i.e. private driveways, shopping center lots, church lots).
- D. *Roadway* – That portion of the highway or street improved, designed, or ordinarily used for vehicular travel, exclusive of the berm or shoulder.
- ~~E. *Street* – The entire width between boundary lines of every way publicly maintained when any part thereof is open to the use of the public for purposes of vehicular travel.~~

III. Procedure

- A. An approved "list" tow truck service shall be utilized by the Department and shall be on-call 24 hours a day. The list tow truck service shall be dispatched by the Whitfield County 911 Center.
- B. The service shall rotate on a weekly basis, and the list tow truck service shall be used unless the owner or operator requests a different tow truck service or unless

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the Officer deems it necessary to use a different tow truck service due to the list being unavailable.

- C. If the Officer determines that a tow truck is needed:
1. The Officer shall ask the owner or operator of the vehicle that is to be towed if he / she has a preference of which tow truck service tows the vehicle. If the owner or operator is injured or impaired to the point where he / she could not make a reasonable decision, the list tow service shall be used.
 2. The Officer does not have to honor a request for a tow truck service other than the list tow truck if:
 - a. The response time of the requested tow truck service is unreasonable (more than 20 minutes).
 - b. The response time of the requested tow truck service is greater than the response time of the list tow truck service, and there is a need to remove the vehicle quickly to restore traffic flow or in the interest of public safety.
- D. The owner may elect to turn the vehicle over to another person, provided a responsible person is present. Prior to a release, the Officer shall check to ensure that such a person has a valid driver's license and is not impaired.
- E. The owner may elect to leave the vehicle on public or private property. This may be granted at the discretion of the Officer.
- F. If the vehicle is not towed, the Officer shall inform the owner that the Department and the Officer are not responsible or liable for any loss or damage to the vehicle or its contents.

IV. **Removal of Vehicles from Roadways, Highways, or Streets**

- A. Pursuant to O.C.G.A. 40-6-202 and 40-6-206, Officers are authorized to remove vehicles or require drivers to remove vehicles from roadways, highways, or streets for the following reasons:
1. A vehicle is left stopped, parked, or standing upon the roadway, highway, or street outside of a business or residential district, and it is not practical to stop, park, or leave the vehicle off the roadway.
 2. A vehicle is unattended and left illegally standing upon any highway or bridge.
- B. Any Officer is authorized to remove or cause to be removed to the nearest garage or other place of safety any vehicle found upon a highway when:
1. A report has been made that such a vehicle has been stolen or taken without the consent of its owner.

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2. The driver or owner of such vehicle is unable to provide for its custody or removal.
 3. The person driving or in control of such vehicle is arrested for an alleged offense for which the Officer is required by law to take the person arrested before a municipal court judge or a proper magistrate without unnecessary delay.
 4. Any such vehicle has been left inoperable or unattended for 24 hours or more
 5. Such vehicle is stopped, except when traffic congestion makes movement impossible, on a controlled access highway, which is part of the National System of Interstate and Defense Highways, for more than eight hours, unless such vehicle constitutes a traffic hazard, in which case it may be removed immediately.
- C. Because uninsured vehicles pose a threat to public safety and health, any Officer is authorized to have such vehicle towed to the nearest garage or other place of safety when the driver is charged under subsection (a) or (b) of O.C.G.A. 40-6-10, if:
1. Such person admits to the Officer that there is no insurance in effect on the vehicle
 2. The Officer verifies that the proof of insurance provided by such person is fraudulent
 3. It is determined otherwise that there is no insurance on the vehicle
- D. If a question concerning the legality of such removal or tow arises, the owner shall be directed by the Officer to contact the Watch Commander or other Supervisor.

V. **Removal of Abandoned Vehicles from Public Property**

- A. Any Officer who finds a motor vehicle that has been left unattended on a public street, road, or highway or other public property for a period of at least five (5) days shall be authorized to cause such motor vehicle to be removed to a garage or other place of safety, if such Officer reasonably believes that the person who left such motor vehicle unattended does not intend to return and remove such motor vehicle.
1. A registration check shall be made to determine the identity of the owner and whether the vehicle is stolen.
 2. If the owner of the vehicle cannot be contacted and the vehicle is not obstructing traffic or causing a hazard, the Officer shall affix a tow sticker to the front or rear of the vehicle, marking it as abandoned and subject to tow in five (5) days, and a miscellaneous incident report shall be completed.
- B. Any Officer who finds a motor vehicle that has been left unattended on a public street, road, or highway or other public property, after reasonable, but

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unsuccessful, effort has been made to contact the owner to have the vehicle removed, shall be authorized to cause such motor vehicle to be removed immediately to a garage or other place of safety or pushed to the side of the road when such motor vehicle poses a threat to public health or safety. This includes vehicles that pose a traffic hazard.

- C. The Officer that has a motor vehicle towed to a garage or other place of safety or which is notified of the removal of a motor vehicle from private property, and the owner is unknown, shall within 72 hours from the time of removal or notice notify the Department of Revenue and the Georgia Crime Information Center (GCIC) of the description of the vehicle and the location to which such motor vehicle has been removed. This is accomplished through the vehicle being entered into GCIC as "Abandoned".
- D. If the name and address of the last known registered owner of the motor vehicle is obtained from GCIC, the Officer who causes the motor vehicle to be removed shall, within three (3) calendar days, make available to the person removing such motor vehicle the name and address of the last known registered owner of such motor vehicle. If such information is not available, the Officer shall, within three (3) calendar days, notify the person removing or storing such vehicle of such fact.

VI. **Removal of Abandoned Vehicles upon Private Property**

- A. The Officer shall check the vehicle's registration to determine if the vehicle is stolen.
- B. An abandoned vehicle on private property shall not be towed or impounded by Officers. Removal shall be the responsibility of the property owner.

VII. **Traffic Hazards or Obstructions**

- A. Attended vehicles that are inoperable and obstructing a highway or public roadway, or otherwise creating a traffic hazard, shall be removed by the owner or the person responsible for the vehicle. If the owner or person responsible for the vehicle is unable or unwilling to remove the hazard within a reasonable time, based on an Officer's discretion, the vehicle may be towed. However, if possible and practical, the Officer shall assist in removing the vehicle from the roadway.
 - 1. The vehicle owner or person responsible for the vehicle may remove the vehicle from the roadway and temporarily park the vehicle upon the roadside. Vehicle owners shall retain full responsibility for the timely removal (within 24 hours) and for the security of the parked vehicle.
 - 2. The vehicle owner may request a tow service to be called and each request shall be complied with when response can be made within a reasonable time (20 minutes). If no specific tow service is desired, the list tow service shall be notified.
- B. When a traffic hazard or obstruction exists, the Officer shall remain on the scene until the hazard or obstruction has been neutralized and no further danger exists.

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VIII. **Stolen Vehicle Recovery and Vehicles to be Held or Processed for Evidence**

- A. If possible and practical, recovered vehicles should be processed at the recovery site and released to the owner without towing.
- B. When the Officer is unable to contact the owner to take custody of the vehicle within a reasonable time and / or when the vehicle cannot be processed on-site, the vehicle may be impounded at the Police Services Center and entered into Property and Evidence.
 - 1. When a stolen vehicle has been recovered, an Investigator shall be notified by phone if said vehicle has been used in a major crime.
 - 2. An incident report or supplemental report shall be completed by the recovering Officer.
 - 3. A Vehicle Tow and Inventory form (Appendix A) shall be completed. The tow service copy and the tow service invoice shall be attached to the Property Record Receipt and submitted to the Property and Evidence Section.

IX. **Towing and Impounding of Vehicles Following Arrest**

- A. When the operator of a vehicle is arrested for a violation of state or local law, the vehicle may be impounded or towed for safekeeping.
- B. In cases where the driver is taken into custody and another person is authorized and capable of taking control of the vehicle, it is unnecessary for the Officer to tow or impound it. If the driver is impaired to the point where the arresting Officer feels he / she cannot make a reasonable decision about the welfare of his / her vehicle, the vehicle shall be towed.
- C. If the driver is arrested and requests a particular towing service, the Officer shall comply with the request, if practical, and shall complete the Vehicle Tow and Inventory form.

X. **Inventory of Seized, Towed, or Impounded Vehicles or Property**

Inventories of vehicles are not required when the tow is a result of a courtesy request for the operator, i.e. an inoperable vehicle involved in a collision and otherwise would be released to the operator or a disabled vehicle with the operator present requesting the summoning of a tow truck. In all other instances, an Officer shall inventory the property contained in a vehicle or property that is being seized, towed, or impounded. Documentation of the property shall be listed on a Vehicle Tow and Inventory form and forwarded to the Records Section.

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This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

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APPENDIX A

DALTON POLICE DEPARTMENT Vehicle Tow and Inventory

CASE NO.

DATE	TIME	LOCATION	
YEAR	MAKE	MODEL	COLOR(S)
LICENSE		VIN	
TOW TRUCK		TOWED TO	
DRIVER			PHONE
ADDRESS			
OWNER			PHONE
ADDRESS			
REASON FOR TOW			
STANDARD EQUIPMENT:			
<input type="checkbox"/> RADIO <input type="checkbox"/> TAPE DECK <input type="checkbox"/> C.B. <input type="checkbox"/> ADDITIONAL SPEAKERS		<input type="checkbox"/> BATTERY <input type="checkbox"/> ANTENNA <input type="checkbox"/> HUB CAPS <input type="checkbox"/> SPARE TIRE	
		<input type="checkbox"/> JACK <input type="checkbox"/> LUG WRENCH <input type="checkbox"/> OTHER: _____	
INVENTORY LIST			
<input type="checkbox"/> WRECKER ON CALL		<input type="checkbox"/> OWNER'S REQUEST	
<input type="checkbox"/> WRECKER ON CALL		<input type="checkbox"/> HOLD FOR EVIDENCE	
VEHICLE CONDITION: <input type="checkbox"/> OPERATIONAL <input type="checkbox"/> NOT OPERATIONAL			
DRIVER'S SIGNATURE		OFFICER	BADGE #
WRECKER DRIVER'S SIGNATURE			
RELEASED BY		DATE	TIME
RELEASED TO		DATE	TIME

(White) Records copy
(Pink) Driver/Owner copy

(Yellow) Tow Service copy
(Gold) Communications copy

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DALTON POLICE DEPARTMENT

		Effective Date November 30, 2004	Number GO04-4.27
Subject Responding to Suspicious Items – Biological Threats			
Reference		Revised October 27, 2020 November 22, 2022	
Distribution All Personnel	Re-evaluation Date October 2022 November 2024		No. Pages 3

I. Policy

It is the policy of the Dalton Police Department to respond to incidents of suspicious items or other biological threats in the same manner as other hazardous materials.

II. Definitions

- A. *Biological weapon* – A harmful biological agent, such as a pathogenic microorganism or a neurotoxin, used as a weapon to cause death or disease, usually on a large scale.
- B. *Bioterrorism* – The concept of threatening or intimidating, either through overt action or mere implication, an injury or attack through the use of biological weapons. This includes hoaxes calculated to instill fear.

III. Procedure

A. Assessment

- 1. The initial response will vary depending on the size and scope of the threat.
- 2. The responding Officers shall not:
 - a. Move, touch, or open the item
 - b. Smell or taste the contents
 - c. Allow anyone to clean up, if spilled
- 3. Responding Officers shall perform a scene survey to determine the risk to themselves and others, prior to approaching the suspicious item.
- 4. Officers should consider the size of the item and assume an explosive device / secondary device is possibly present if the item is large enough to contain such a device.

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5. If it is determined an explosive device is present, policy GO12-6.3, All Hazards Plan, shall be followed prior to dealing with the biological threat. The Incident Command System shall be initiated by the first responding Officer.
6. An interview should be conducted with the person reporting the suspicious item to determine:
 - a. Who has had physical contact with the item and are any indications of a medical emergency being exhibited.
 - b. Why the caller believes the item is suspicious.
 - c. If there is a return address on the item.
 - d. If the item has been opened.
 - e. If there are foreign substances inside.
 - f. If anyone has called with a threat or indicated such by leaving a note that the item contains a threat.
7. Request medical assistance for anyone determined to have had physical contact with the item. Keep victims away from non-contaminated individuals, when possible.
8. Observe the item from a safe distance or by using binoculars to determine:
 - a. If a powdery substance is present on the item.
 - b. If the item is from an unexpected or unfamiliar source.
 - c. If the item is addressed to someone no longer working or residing at the address.
 - d. If the item has no return address or one that cannot be verified as legitimate.
 - e. If the item has obvious misspellings of common words.
 - f. If the item is of an unusual shape, size, or weight. (Weight verified by anyone handling the item prior to Officers' arrival)
 - g. If the item has an unusual amount of tape or string.
 - h. If the item is marked personal or confidential.
 - i. If the item has a strange odor or stain.
 - j. If the item has a postmark that does not match the return address.

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- k. If the item has excessive postage.
 - l. If the item is addressed in block print or is written / typed poorly.
 - m. If the item has protruding wires or aluminum foil.
 - n. If the item has a sound coming from it.
- B. If it can be determined that a threat does not exist or it is a hoax, a report shall be prepared and the item taken into evidence for further investigation by local, state, or federal employees.
- C. The Federal Bureau of Investigation shall be notified concerning all acts of terrorism.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

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DALTON POLICE DEPARTMENT

		Effective Date December 1, 1998	Number GO98-7.18
Subject Search and Raid Procedures			
Reference CALEA Standards – 1.2.4, 1.2.8, 74.3.1		Revised November 17, 2020 22, 2022	
Distribution All Personnel	Re-evaluation Date November 2022 2024		No. Pages 10

I. Policy

It is the policy of the Dalton Police Department to execute search and arrest warrants in the safest manner possible in order to protect the lives, property, and rights of all persons and to follow all state and federal laws while conducting warrantless searches.

II. Definitions

- A. *Body Cavity Search* – A search that involves probing of the mouth, anus, and / or genitals of an individual for weapons, contraband, or concealed evidence.
- B. *Investigatory Stop* – The brief detainment of an individual, whether on foot or in a vehicle, based on an Officer's reasonable suspicion that the individual is committing, has committed, or is about to commit a crime.
- C. *Pat-Down* – A limited search for concealed weapons, generally performed by touching the outer clothing, without squeezing or manipulation, but also of those areas which may be within an individual's control, conducted when an Officer has reasonable suspicion that an individual is armed and presents a danger to the Officer or others. Also known by the term "frisk."
- D. *Reasonable Suspicion* – Facts and circumstances, based upon observations or information, short of probable cause but based upon articulated facts, that would lead a reasonable law enforcement officer to believe that criminal activity is afoot or that a person who is lawfully stopped is in possession of a weapon.
- E. *Search* – An examination of an individual's house, premises, property, or person for the purpose of discovering evidence or proof of criminal activity.
- F. *Strip Search* – The removal or rearrangement of clothing, in an attempt to locate weapons, contraband, or concealed evidence, that results in the exposure or observation of a portion of an individual's body where he / she has a reasonable expectation of privacy.

III. Searches of Persons

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A. Pat-downs

1. An Officer may conduct a pat-down of an individual by performing a touching of the outer garments for weapons if and when:
 - a. The individual has been legitimately stopped based upon reasonable suspicion; and
 - b. The Officer has reason to believe that the individual possesses weapons and poses a threat to the safety of the Officer or the safety of another nearby person.
2. Not every investigatory stop poses sufficient justification for conducting a pat-down of an individual, but the following factors should be considered when determining if a pat-down is appropriate:
 - a. The type of crime suspected, particularly in crimes of violence where the use or threat of deadly weapons is involved
 - b. Prior knowledge of the suspect's use of force and / or propensity to carry deadly weapons
 - c. Movements and demeanor of the suspect
 - d. Visual indications that suggest the suspect is carrying a firearm or other deadly weapon.
3. Whenever possible, a pat-down should be performed by an Officer of the same gender as the suspect.
4. Pat-downs should be performed with caution, restraint, and sensitivity. These intrusions shall only be performed to protect the safety of Officers and others and shall never be used as a pretext for intimidating individuals or groups of individuals, to obtain evidence, or for any other purpose.
5. Pat-downs shall be conducted in the following manner:
 - a. Pat-downs should be conducted by at least two (2) Officers, one who performs the check while the other provides protective cover.
 - b. Pat-downs shall be performed in a manner that minimizes the suspect's ability to harm the Officer or to escape.
 - c. Officers are only permitted to feel the outer clothing of the suspect. Officers shall not place their hands in pockets or under the outer layer of clothing unless they feel an object that could reasonably be a weapon or they feel an object that is immediately apparent, without additional probing or investigation, to be contraband.
 - d. If the suspect is carrying an object, such as a handbag, suitcase, briefcase, sack, backpack, or other item that may conceal a

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weapon, the Officer should place it out of the suspect's reach **during the pat-down**.

- e. If the external touching of the suspect's clothing fails to disclose evidence of a weapon, no further search shall be made. If evidence of a weapon is developed, an Officer may retrieve that item only. If the item is confirmed to be a weapon, the possession of which is a crime, the Officer may make an arrest of the suspect and complete a full-custody search of the suspect.
- f. If reasonably necessary, a more intrusive search may be performed on the individual. In such cases, the body is checked systematically through the clothing in search of weapons, contraband, and concealed evidence. These searches shall be performed by an Officer of the same gender, when available.
- g. In a situation where a **search pat-down** is conducted on a suspect of the opposite gender, Officers shall use the back of the hand to complete the **search pat-down**.

B. Strip searches

- 1. Strip searches of detainees, with or without a warrant, shall only be conducted in the rarest of circumstances, when the life of the Officer or others may be at serious risk, and only with the explicit approval of a Supervisor.
- 2. These searches shall be conducted:
 - a. Under conditions that provide privacy from all persons except those authorized to conduct the search.
 - b. By the least number of personnel necessary to maintain privacy and only by those of the same gender as the suspect.
- 3. If the suspect is a juvenile, the Officer shall obtain documented consent from a parent or legal guardian who is present where the strip search is to be performed.
- 4. The Officer conducting the strip search shall complete a report detailing the facts and circumstances of the search.

C. Body cavity searches

- 1. Searches of an individual's blood stream, body cavities, and subcutaneous tissues shall only be conducted by an authorized physician, licensed nurse, or medical personnel specifically trained for this task.
- 2. Should an Officer reasonably believe that a suspect is concealing a weapon, contraband, or evidence within a body cavity, the following procedures shall be utilized:

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- a. The Officer shall consult with his / her immediate Supervisor to determine whether probable cause exists to seek a search warrant for a body cavity search. The decision to seek a search warrant is reasonable only where the suspected offense is of a serious nature and / or the concealment of the item(s) poses a threat to the safety of the Officer, the suspect, or others.
 - b. If probable cause exists for a body cavity search, an affidavit for a search warrant shall be prepared that clearly defines the nature of the alleged offense and the basis for probable cause. The Officer shall also prepare a report detailing the facts and circumstances of the search.
 - c. A body cavity search shall be performed only by an authorized physician, licensed nurse, or medical personnel specifically trained to perform these tasks.
 - d. For safety and security reasons, the search shall be conducted in a room designated for this purpose at a detention facility, medical clinic, or hospital.
 - e. Body cavity searches shall be performed with due recognition of privacy and hygienic concerns.
 - f. If the suspect is a juvenile, in addition to the search warrant requirement, the Officer shall notify a parent or legal guardian of the body cavity search to be performed.
3. An Officer may retrieve evidence or contraband from an individual's mouth without medical personnel in attendance if the Officer believes it is being concealed or is in danger of being swallowed or destroyed.
4. Any such search of the mouth, conducted incident to arrest, may be made without a search warrant only:
 - a. If there is a strong probability that items will be seized which relate to the offense for which the individual was arrested;
 - b. If delay in securing a search warrant would probably result in the disappearance or destruction of the objects of the search; and
 - c. If it appears that the search is reasonable under the circumstances of the case, including the seriousness of the offense and the nature of the invasion of the individual's person.
5. Once the prerequisites have been satisfied, an Officer may use objectively reasonable force to extract evidence or contraband from the arrestee's mouth. In determining whether the use of force is objectively reasonable, the Officer shall consider the totality of the circumstances.

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6. The Officer shall prepare a report detailing the facts and circumstances of the search, and a Supervisory Review of the ~~Use of Force~~ **Response to Resistance and / or Aggression** shall be completed.

IV. **Obtaining a Search Warrant**

- A. A search warrant may only be issued upon probable cause. Probable cause may be developed through several sources, such as:
 1. An Officer's personal observation and / or an independent investigation of information received from other sources
 2. Information from concerned ~~citizens~~ **individuals**
 3. Information from other Officers
 4. Information from reliable informants
 5. Personally verified information from tipsters
- B. Applying For a Search Warrant
 1. Only an Officer charged with the duty of enforcing the criminal laws of the state or a currently certified peace officer engaged in the course of his / her official duty, where the Officer is employed by a law enforcement unit specified in O.C.G.A. 17-5-20, may be issued a search warrant.
 2. Since an Officer has a right to use necessary and reasonable force **to serve a search warrant**, it is also a responsibility of an Officer to obtain the correct address and location of property or premises to be searched. Searching the wrong person or premises could lead to prosecution and / or civil liability of the Officer(s).
- C. Issuance of a Warrant

A judicial officer, described in O.C.G.A. 17-5-21, may issue a search warrant upon receiving a written complaint, which states facts sufficient to show probable cause that a crime is being committed or has been committed and which particularly describes the place or person, or both, to be searched and things to be seized.
- D. Command Review of Affidavit and Warrant

A Supervisor shall review the warrant affidavit for probable cause, any errors, and compliance with Title 17, Chapter 5 of the Official Code of Georgia Annotated, Searches and Warrants, prior to it being presented to a judge.
- E. No-Knock Provisions
 1. To gain entrance to any building or dwelling without giving notice, a search warrant must contain a no-knock provision. This provision shall be located in the body of the warrant affidavit.

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2. An Officer may request a no-knock provision if there is compelling reasonable belief that the safety of the Officers executing the warrant is in jeopardy or the evidence to be seized is in danger of being destroyed. **No-knock provisions are generally disfavored and should only be requested when they are critical to a successful raid or will actually increase officer safety, not just when the minimum requirements are met.**
3. A no-knock provision cannot be based upon mere suspicion, but rather must be founded upon probable cause from an investigation or an informant.
4. Any Officer applying for a no-knock provision for a search warrant shall receive authorization from the Chief of Police or his / her designee prior to presenting the warrant affidavit to a judge.

V. **Warrant Execution Raid Operational Procedures**

- A. The Watch Commander or **other** Supervisor overseeing a raid shall act as the commanding Officer of the operation. The Supervisor shall be responsible for assigning personnel to specific tasks during the operation. The Supervisor shall also be responsible for ensuring that the warrant or raid is executed in the safest manner possible, including using the utmost diligence in verifying the exact physical location(s) of the raid operation, to protect the Officers involved and the public.
- B. Operations Plan
 1. Prior to any warrant execution raid, the case Officer or lead Investigator shall be responsible for the gathering of intelligence to be used to formulate a tactical operations plan.
 2. Any Officer utilizing surveillance devices, cameras, and / or listening or recording devices to gather intelligence shall be properly trained in the use of the devices to safeguard against violations of individuals' rights and to **protect ensure** the proper operation of the equipment. The use of any investigative equipment shall be governed by this policy and shall meet all local, state, and federal guidelines and constitutional boundaries.
 3. Intelligence that shall be attempted to be gathered includes:
 - a. Photographs of the building or premises, including any vehicles that may be located there
 - b. Photographs, criminal histories, and any other relevant information on suspects expected to be encountered at the location
 - c. The presence of weapons and the suspects' propensity for violence
 - d. The presence of children, vulnerable adults, and / or aggressive animals

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- e. A detailed assessment of the location, including all entry points, exit points, and approach routes
 - f. A general layout of the interior of the building or premises
 - g. Any other detail that may present a safety issue for Officers or a danger to the public
- 4. The case Officer or lead Investigator is responsible for using all gathered intelligence to formulate a tactical operations plan.
 - 5. Prior to conducting a warrant execution raid, all Officers assigned to the operation shall meet and be briefed on the tactical operations plan.
 - 6. During the operation briefing, the Supervisor shall be responsible for the following:
 - a. Ensuring all relevant intelligence is conveyed to all participating members.
 - b. Ensuring that specific weapons needs are met and that all personnel involved wear protective body armor.
 - c. Ensuring all personnel understand their assignments, which may include the entry team, perimeter security, search members, or evidence collection duties.
 - d. Reviewing contingency plans in case of the need to respond to resistance, injuries to Officers, suspects, or bystanders, malfunctioning equipment, or loss of communications.
 - e. Ensuring event deconfliction procedures have been completed, when required

C. Execution of Warrant

- 1. Prior to responding to the location of the warrant execution raid, the Supervisor shall send a team member to do an assessment ride-by of the location to provide feedback on any changes.
- 2. The raid team may then proceed to the location in a safe and orderly manner, and upon the order of the Supervisor, the team shall execute the entry.
- 3. All necessary and reasonable force may be used to effect an entry to execute the warrant after a verbal notice of authority and purpose has been made, unless a no-knock provision has been approved by the Chief of Police or his / her designee and granted by a judge.
- 4. During entry, the first responsibility of the entry team is to make the scene safe. This is done by securing all persons and weapons.

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5. After the scene is made safe by the entry team, the search and evidence collection personnel may begin processing the scene.

D. Search of the Location

1. The search of the location shall be conducted in accordance with policy GO89-7.1, Crime Scenes.
2. All persons present at the location of the warrant service may be detained in a reasonable manner for a reasonable amount of time in order to ensure safety and prevent the destruction of evidence.
3. The collection of evidence and photographing of the scene shall be conducted after a preliminary search for evidence.
4. The seizure of property shall be performed by sworn personnel in accordance with O.C.G.A. 16-13-49.

E. Post-Raid Procedures

1. The Supervisor shall speak with all participants of the warrant execution raid to evaluate the effectiveness of the raid, to identify any problems that can be corrected in the future, and to assess any damage to private property or Department-issued equipment.
2. If property damage has occurred, the Supervisor shall report in writing such damage to the appropriate Division Commander for review, along with an approximate cost for repair.
3. For cases involving a search warrant or other criminal process, the case file shall include the following information:
 - a. Date and time received
 - b. Nature of document
 - c. Source of document
 - d. Name of defendant
 - e. Officer assigned for service
 - f. Date assigned for service
 - g. Date process expires, if any

F. Secure Locations

RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

Warrant execution raids are not conducted at locations currently being secured by law enforcement personnel. In those situations, tactical operations plans are not required.

G. Training

Training on planning and conducting raid operations shall be provided at least annually to appropriate personnel.

VI. **Warrantless Searches**

- A. A search without a warrant, in order to be legally valid, must fall into one of the narrowly drawn exceptions to the warrant requirement. The burden of proof that a warrantless search meets the exceptions lies with the State and therefore the Officer.
- B. Officers should consider obtaining search warrants when time and circumstances permit. Search warrants are not required if Officers are:
1. Securing weapons or evidence incident to arrest
 2. Assisting individuals in life-threatening situations
 3. Protecting the public from harm
 4. Searching for additional victims at crime scenes
 5. Protecting vital evidence
 6. Actively pursuing a suspect
 7. Searching vehicles or other moveable objects, based on probable cause that contraband might be moved or destroyed
 8. Searching with voluntary ~~written~~ consent, ~~either in writing (Appendix A) or recorded with audio / video equipment~~. In these cases, all searches should stop immediately if consent is withdrawn (~~see Appendix A~~).
- C. Procedures
1. Officers searching without a warrant shall include in the incident report the reasons (probable cause or other) that led to that decision. ~~and complete the Consent Search Warning waiver (see Appendix A).~~
 2. Officers conducting consent searches ~~should~~ **shall** make every effort to ensure the person giving consent has the legal standing to do so. Also, ~~prior to any consent search being made~~, Officers shall request ~~written consent prior to any search being made~~ and **shall record it either with the use of audio / video equipment or through writing (Appendix A).**

RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

APPENDIX A

CONSENT SEARCH WARNING

I would like your permission to search your* _____
but I hereby advise you that:

1. You have the right to refuse to allow me to search your * _____
2. Any evidence of criminal conduct that I find will be used against you in a court of law.

WAIVER

1. Do you understand each of these rights I have explained to you?
2. Understanding these rights, are you willing to allow me to search your
* _____?

Time: _____ Signature _____

Date: _____ Officer Advising Rights _____

*(insert car, house, person, etc., as applicable)

RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only and shall not be divulged outside the department without the written approval of the Chief of Police.

YEAR-TO-DATE BUDGET REPORT
10/31/2022

FOR 2022 12									
ACCOUNTS FOR:	GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
350000	511100 WAGES REG	5,832,000	90,000	5,922,000	4,834,788.04	.00	1,087,211.96	81.6%	
350000	511100 COVID REG-OT-COV	0	630	630	629.74	.00	.26	100.0%	
350000	511300 WAGES - OT	501,400	-630	500,770	358,254.71	.00	142,515.29	71.5%	
350000	511310 WAGES BON	0	0	0	92,000.00	.00	-92,000.00	100.0%	
350000	512100 GROUP INS	1,061,150	0	1,061,150	901,401.08	.00	159,748.92	84.9%	
350000	512200 FICA & MED	485,000	6,835	491,835	392,275.21	.00	99,559.79	79.8%	
350000	512200 COVID FICA-COVID	0	45	45	41.21	.00	3.79	91.6%	
350000	512401 RETDCP	355,000	-60	354,940	304,392.15	.00	50,547.85	85.8%	
350000	512401 COVID DB-DC-COVI	0	60	60	56.64	.00	3.36	94.4%	
350000	512402 RET DBP	486,000	0	486,000	416,355.30	.00	69,644.70	85.7%	
350000	512403 RET STATE	28,800	0	28,800	25,225.00	.00	3,575.00	87.6%	
350000	512700 WORKERS CO	106,090	0	106,090	97,475.37	.00	8,614.63	91.9%	
350000	512900 OTHER EMPL	35,200	0	35,200	32,617.70	.00	2,582.30	92.7%	
350000	512915 CLEANING A	49,900	0	49,900	4,980.06	754.15	44,165.79	11.5%	
350000	512950 FD CANCER	18,500	0	18,500	.00	.00	18,500.00	.0%	
350000	521200 HAZM PROFESSION	14,000	0	14,000	12,981.00	.00	1,019.00	92.7%	
350000	521210 LEGAL FEES	4,800	0	4,800	2,287.00	.00	2,513.00	47.6%	
350000	522140 LAWN CARE	4,000	1,000	5,000	4,199.15	142.15	658.70	86.8%	
350000	522210 BUILD R&M	60,000	0	60,000	35,508.84	1,704.87	22,786.29	62.0%	
350000	522220 EQ REPAIRS	24,000	19,485	43,485	18,751.35	88.41	24,645.24	43.3%	
350000	522220 APPA MTN APP	95,000	0	95,000	91,825.08	352.04	2,822.88	97.0%	
350000	522320 RENT EQUIP	4,800	0	4,800	2,702.73	.00	2,097.27	56.3%	
350000	523100 INSURANCE	32,980	4,550	37,530	37,501.80	.00	28.20	99.9%	
350000	523200 COMMUNICAT	32,500	1,600	34,100	28,491.28	.00	5,608.72	83.6%	
350000	523500 TRAVEL	28,000	-10,000	18,000	11,372.81	250.00	6,377.19	64.6%	
350000	523600 DUES	6,600	0	6,600	4,963.67	.00	1,636.33	75.2%	
350000	523630 RADIO SUBC	11,900	-500	11,400	10,492.20	.00	907.80	92.0%	
350000	523640 VEHICLE IM	1,100	0	1,100	950.00	.00	150.00	86.4%	
350000	523700 TRAINING	28,000	-2,500	25,500	19,864.41	360.00	5,275.59	79.3%	
350000	523850 CONTRACT L	0	3,300	3,300	3,229.50	.00	70.50	97.9%	
350000	523900 OTHER PUR	0	620	620	518.30	.00	101.70	83.6%	
350000	523920 SOFT LIC	22,500	0	22,500	22,115.48	.00	384.52	98.3%	
350000	531100 SUP GENERA	25,000	-2,500	22,500	12,850.77	293.34	9,355.89	58.4%	
350000	531110 SUP OFFICE	5,000	0	5,000	2,078.04	.00	2,921.96	41.6%	
350000	531120 UNIFORMS	140,000	-1,600	138,400	130,693.93	836.00	6,870.07	95.0%	
350000	531150 SUP GROUND	3,250	0	3,250	934.41	.00	2,315.59	28.8%	
350000	531200 UTILITIES	125,500	15,000	140,500	114,288.46	.00	26,211.54	81.3%	
350000	531250 OIL	5,000	0	5,000	4,448.79	.00	551.21	89.0%	
350000	531270 GASOLINE	55,000	-27,550	27,450	25,409.36	.00	2,040.64	92.6%	
350000	531275 DIESEL	0	59,500	59,500	49,556.14	.00	9,943.86	83.3%	
350000	531300 MEALS FOOD	2,000	0	2,000	959.67	96.67	943.66	52.8%	
350000	531600 SMALL EQUI	31,000	-15,000	16,000	4,380.63	.00	11,619.37	27.4%	
350000	531700 OTHER SUPP	15,500	-3,870	11,630	4,360.06	534.49	6,735.45	42.1%	

YEAR-TO-DATE BUDGET REPORT 10/31/2022

FOR 2022 12									
ACCOUNTS FOR:	GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
350000 531700	HAZM OTHER SUPP	9,500	0	9,500	6,823.01	.00	2,676.99	71.8%	
350000 531700	SAFET OTHER SUPP	5,000	0	5,000	4,522.00	.00	478.00	90.4%	
350000 542500	OTHER EQUI	4,000	-1,000	3,000	936.67	133.48	1,929.85	35.7%	
TOTAL GENERAL FUND - OPERATING		9,754,970	137,415	9,892,385	8,130,488.75	5,545.60	1,756,350.65	82.2%	
TOTAL EXPENSES		9,754,970	137,415	9,892,385	8,130,488.75	5,545.60	1,756,350.65		

Detailed Selected Statistics and Management Activity

By Incident Type

Report Period: 10/01/22 - 10/31/22 23:59:59

CODE	DESCRIPTOR	FREQUENCY	FREQ. PERCENT	EXPs	AVG # SUPPR. PERS	AVG # EMS PERS	AVG # OTHER PERS	AVG # SUPPR. APPR.	AVG # EMS APPR.	AVG # OTHER APPR.	AVERAGE # MAN HOURS	TOTAL MAN HOURS	AVERAGE RESPONSE TIME (min)
111	Building fire	3	1.00%	0	14.33	0	1.33	4.67	0.00	1	15.93	31.316665	4.87
117	Commercial Compactor fire, confined to rubbish	1	0.33%	0	15	0	2	5	0.00	1	8.78	7.683333	5.23
131	Passenger vehicle fire	2	0.66%	0	9	0	0.5	3	0.00	0.5	8.00	6.083333	2.84
142	Brush or brush-and-grass mixture fire	2	0.66%	0	10	0	1	3	0.00	0.5	7.42	22.466666	3.61
151	Outside rubbish, trash or waste fire	1	0.33%	0	3	0	0	1	0.00	0	0.95	.950000	4.78
154	Dumpster or other outside trash receptacle fire	1	0.33%	0	15	0	2	5	0.00	1	5.10	2.100000	2.77
311	Medical assist, assist EMS crew	189	62.79%	0	0	3.11	0.05	0	1.03	0.03	1.04	189.499992	4.79
320	Emergency medical service incident, other	1	0.33%	0	0	3	0	0	1.00	0	1.25	1.250000	2.82
322	Motor vehicle accident with injuries	12	3.99%	0	0	5.17	0.33	0	1.83	0.25	2.76	30.549997	3.86
323	Motor vehicle/pedestrian accident (MV Ped)	1	0.33%	0	0	4	0	0	1.00	0	0.60	.600000	4.28
324	Motor vehicle accident with no injuries.	7	2.33%	0	1	3.86	0.29	0.29	1.29	0.14	2.11	14.349999	4.15
353	Removal of victim(s) from stalled elevator	1	0.33%	0	6	0	0	2	0.00	0	2.00	2.000000	5.47
411	Gasoline or other flammable liquid spill	2	0.66%	0	6	0	0	2	0.00	0	1.75	3.283333	4.97
412	Gas leak (natural gas or LPG)	2	0.66%	0	11	0	1.5	3.5	0.00	1	6.46	9.900000	5.37
424	Carbon monoxide incident	1	0.33%	0	8	0	2	3	0.00	1	5.33	3.199999	5.63
441	Heat from short circuit (wiring), defective/worn	1	0.33%	0	15	0	1	5	0.00	1	7.47	6.016666	4.55

CODE	DESCRIPTOR	FREQUENCY	FREQ. PERCENT	EXPS	AVG # SUPPR. PERS	AVG # EMS PERS	AVG # OTHER PERS	AVG # SUPPR. APPR.	AVG # EMS APPR.	AVG # OTHER APPR.	AVERAGE # MAN HOURS	TOTAL MAN HOURS	AVERAGE RESPONSE TIME (min)
444	Power line down	1	0.33%	0	6	0	2	2	0.00	1	18.40	16.000000	3.98
500	Service Call, other	2	0.66%	0	3	0	0	1	0.00	0	1.17	2.350000	2.80
522	Water or steam leak	1	0.33%	0	3	0	0	1	0.00	0	0.75	.750000	7.45
551	Assist police or other governmental agency	2	0.66%	0	3	1.5	0	1	0.50	0	1.69	2.250000	3.65
553	Public service	3	1.00%	0	3	0	0	1	0.00	0	0.77	2.300000	4.74
611	Dispatched & canceled en route	21	6.98%	0	1.33	3.19	0.24	0.43	1.05	0.14	0.27	4.849999	0.43
622	No incident found on arrival at dispatch address	5	1.66%	0	6.2	0.8	0.2	2.2	0.20	0.2	1.49	7.633332	4.76
671	HazMat release investigation w/no HazMat	1	0.33%	0	16	0	1	5	0.00	1	7.93	7.416666	4.23
711	Municipal alarm system, malicious false alarm	1	0.33%	0	12	0	1	4	0.00	1	2.60	1.550000	4.07
715	Local alarm system, malicious false alarm	1	0.33%	0	17	0	1	5	0.00	1	4.50	1.883333	1.78
733	Smoke detector activation due to malfunction	1	0.33%	0	13	0	1	4	0.00	1	6.07	5.366666	3.10
735	Alarm system sounded due to malfunction	4	1.33%	0	11.25	0	1	3.75	0.00	1	4.44	13.266664	3.86
736	CO detector activation due to malfunction	1	0.33%	0	6	0	2	2	0.00	1	3.87	3.683333	5.57
740	Unintentional transmission of alarm, other	2	0.66%	0	7.5	0	1	2.5	0.00	0.5	1.27	2.166666	4.17
743	Smoke detector activation, no fire - unintentional	13	4.32%	0	11.92	0	1.85	3.92	0.00	1.15	3.65	34.666659	4.03
744	Detector activation, no fire - unintentional	6	1.99%	0	11	0	1.33	3.5	0.00	1	2.26	12.616665	4.39
745	Alarm system activation, no fire - unintentional	9	2.99%	0	12.78	0	1.22	4.11	0.00	1	3.79	24.833329	4.86
Totals		301	100%	0	2.43	2.52	0.32	0.79	0.84	0.22	1.83	474.83	4.32
Mutual Aid Given Incidents		14											

Response Summary by Station

Report Period: 10/01/22 - 10/31/22 23:59:59

Station	Responses	% Fire	% EMS	Other	Per Day
1	118	3.39	73.73	22.88	3.93
2	59	5.08	64.41	30.51	1.97
3	69	4.35	66.67	28.99	2.3
4	35	2.86	57.14	40	1.17
5	37	2.7	67.57	29.73	1.23

Total 318

11/01/22 08:04:36

Breakdown by Incident Type

Report Period: 10/01/22 - 10/31/22 23:59:59

Incident Type	Incidents	Exposures
311 Medical assist, assist EMS crew	190	0
611 Dispatched & canceled en route	27	0
322 Motor vehicle accident with injuries	15	0
743 Smoke detector activation, no fire - unintentional	13	0
745 Alarm system activation, no fire - unintentional	9	0
324 Motor vehicle accident with no injuries.	8	0
744 Detector activation, no fire - unintentional	6	0
735 Alarm system sounded due to malfunction	6	0
622 No incident found on arrival at dispatch address	6	0
553 Public service	3	0
111 Building fire	3	0
131 Passenger vehicle fire	2	0
142 Brush or brush-and-grass mixture fire	2	0
411 Gasoline or other flammable liquid spill	2	0
412 Gas leak (natural gas or LPG)	2	0
500 Service Call, other	2	0
551 Assist police or other governmental agency	2	0
740 Unintentional transmission of alarm, other	2	0
736 CO detector activation due to malfunction	1	0
522 Water or steam leak	1	0
561 Unauthorized burning	1	0
671 HazMat release investigation w/no HazMat	1	0
711 Municipal alarm system, malicious false alarm	1	0
715 Local alarm system, malicious false alarm	1	0
733 Smoke detector activation due to malfunction	1	0
424 Carbon monoxide incident	1	0
441 Heat from short circuit (wiring), defective/worn	1	0
444 Power line down	1	0

11/01/22 08:08:15

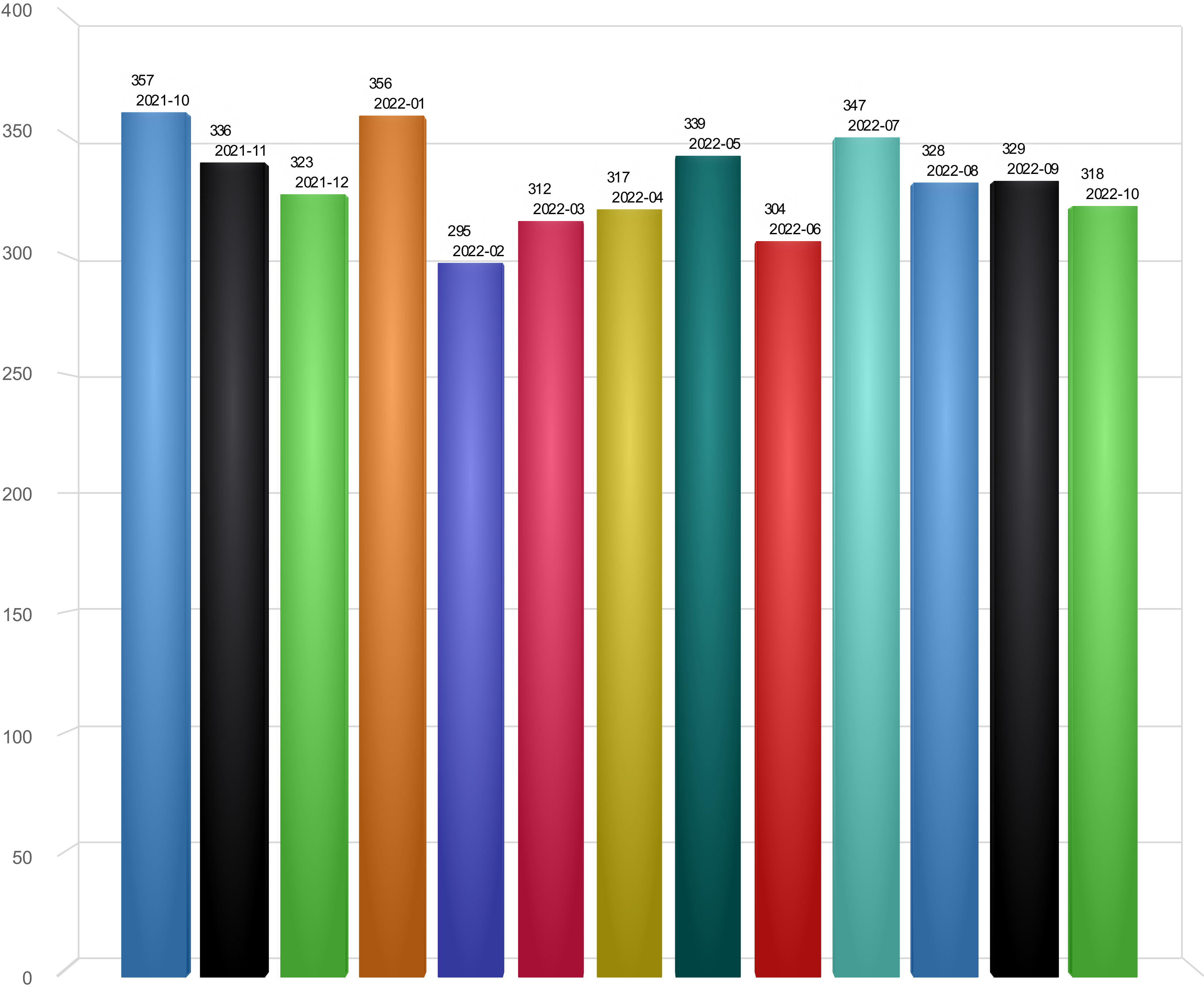
Incident Type	Incidents	Exposures
353 Removal of victim(s) from stalled elevator	1	0
323 Motor vehicle/pedestrian accident (MV Ped)	1	0
143 Grass fire	1	0
151 Outside rubbish, trash or waste fire	1	0
154 Dumpster or other outside trash receptacle fire	1	0
117 Commercial Compactor fire, confined to rubbish	1	0
118 Trash or rubbish fire, contained	1	0
320 Emergency medical service incident, other	1	0

	Incidents	Exposures
Total	318	0

Incidents by Months

10/01/2021-10/31/2022

- 2021-10
- 2021-11
- 2021-12
- 2022-01
- 2022-02
- 2022-03
- 2022-04
- 2022-05
- 2022-06
- 2022-07
- 2022-08
- 2022-09
- 2022-10



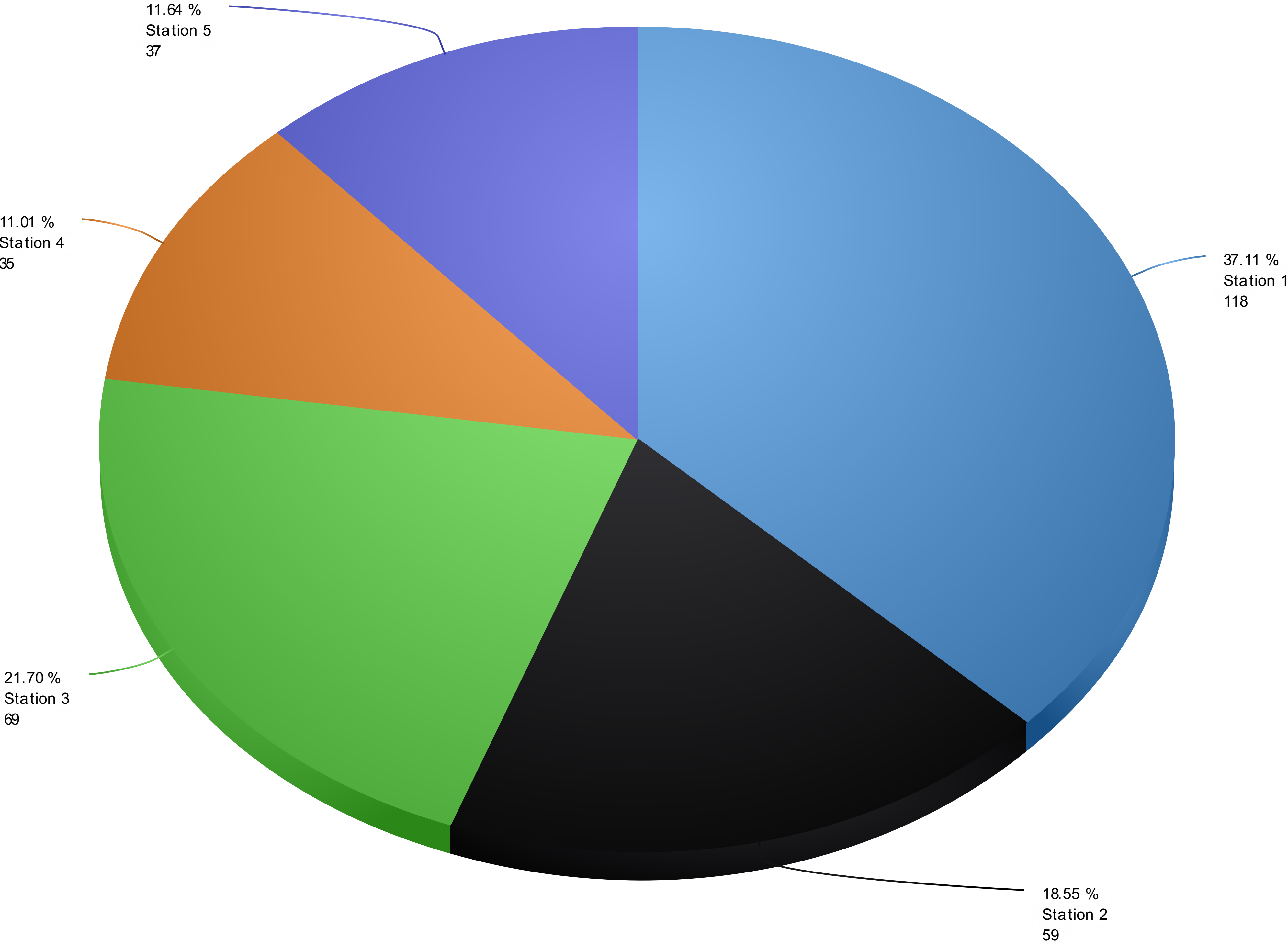
Incident Count

Total of Month: 4,261

- Station 1
- Station 2
- Station 3
- Station 4
- Station 5

Incidents by Stations

10/01/2022-10/31/2022

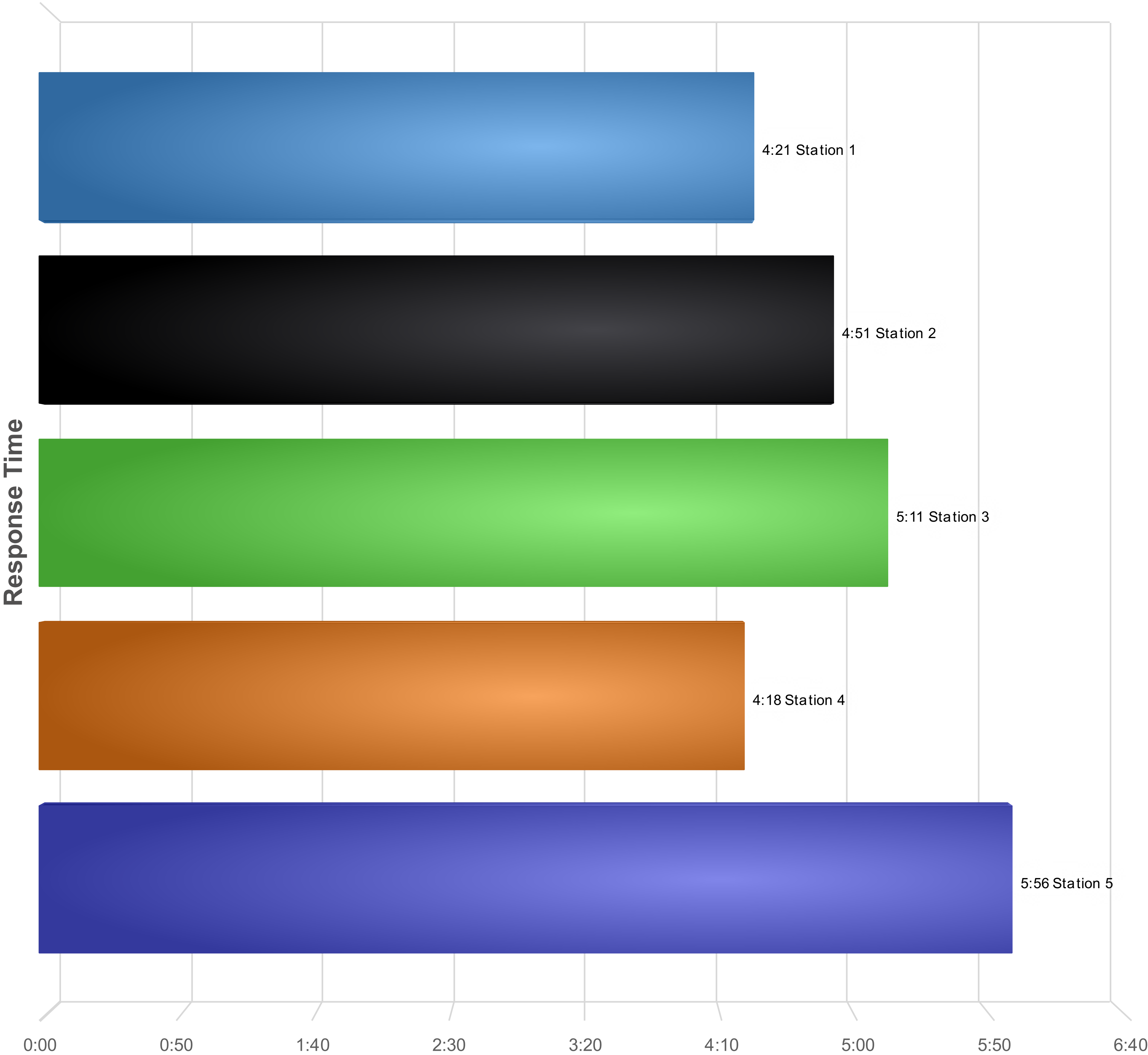


Total of Station: 318

- Station 1
- Station 2
- Station 3
- Station 4
- Station 5

Average Response Time by Station

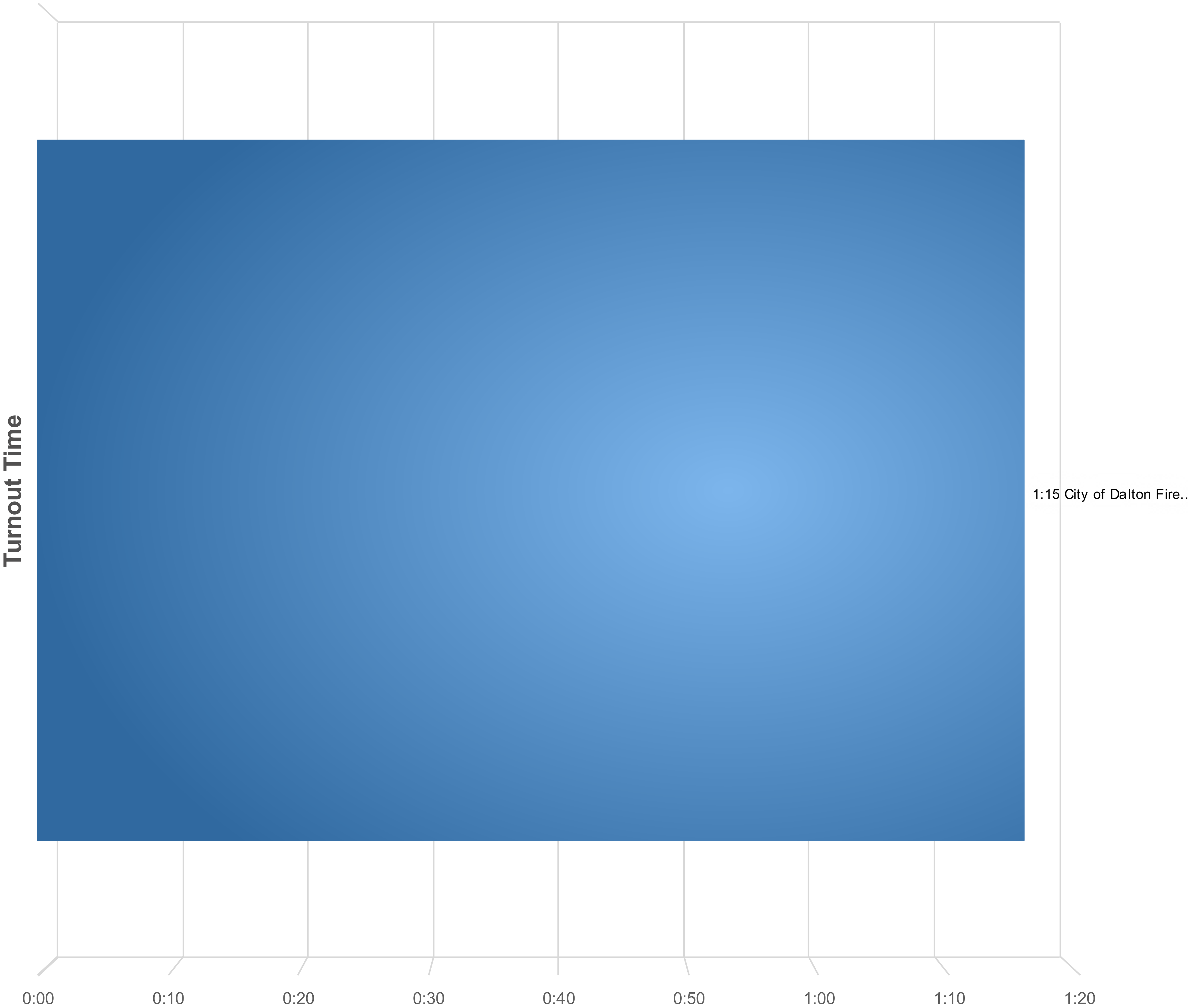
10/01/22-10/31/22



Total of Station: 4:48

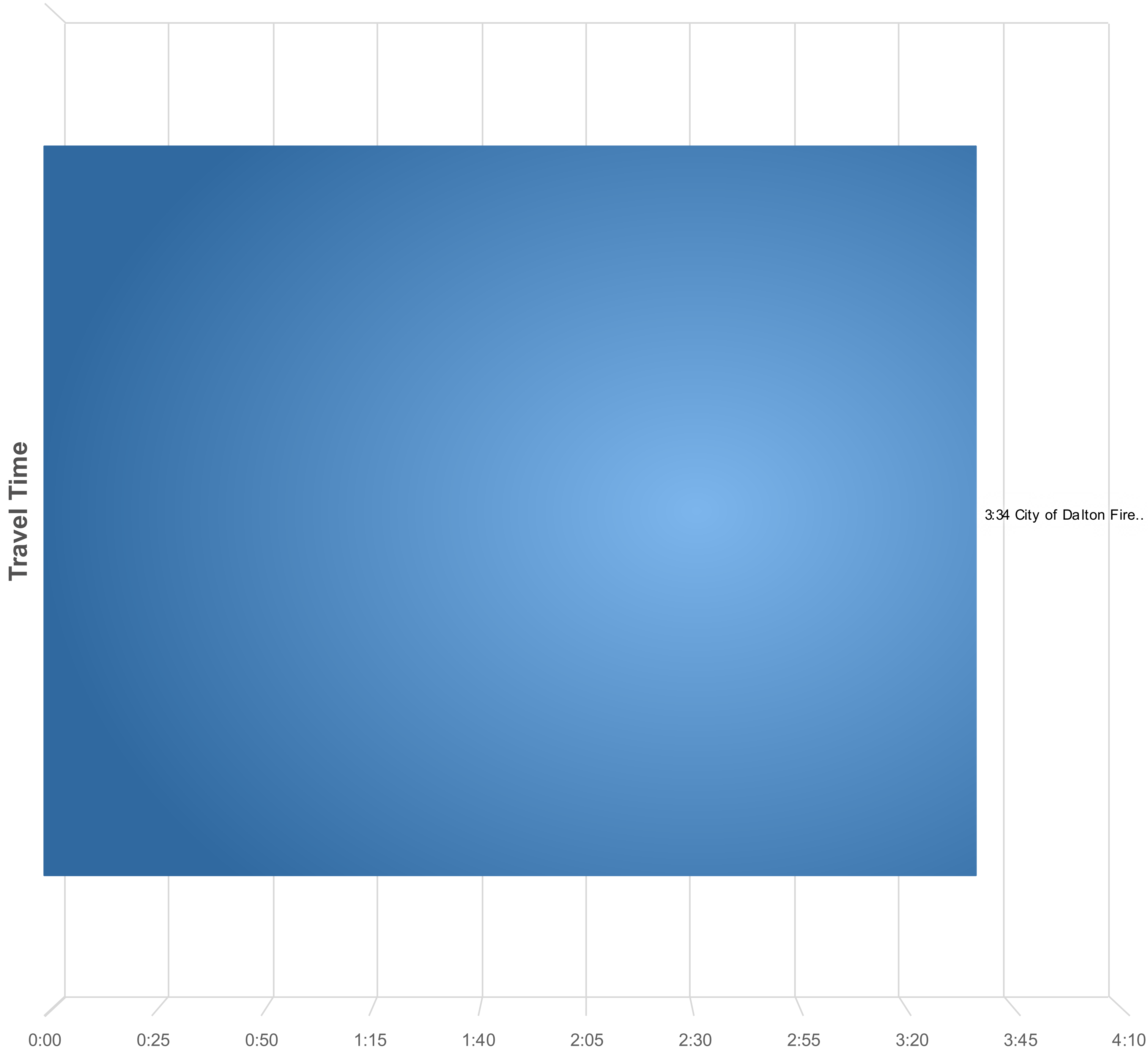
Department Average Turnout Time (Alarm-> First En Route)

10/01/22-10/31/22



Department Average Travel Time (First En Route -> First Unit Arrival)

10/01/22-10/31/22



3:34 City of Dalton Fire..

Staff Hours by Incident Type

Report Period: 10/01/22 - 10/31/22 23:59:59

Incident Type	Hours
311 Medical assist, assist EMS crew	190.29
743 Smoke detector activation, no fire - unintentional	34.67
322 Motor vehicle accident with injuries	32.95
111 Building fire	31.31
745 Alarm system activation, no fire - unintentional	24.84
142 Brush or brush-and-grass mixture fire	22.47
444 Power line down	16.00
324 Motor vehicle accident with no injuries.	15.62
735 Alarm system sounded due to malfunction	15.40
744 Detector activation, no fire - unintentional	12.62
412 Gas leak (natural gas or LPG)	9.90
622 No incident found on arrival at dispatch address	8.30
117 Commercial Compactor fire, confined to rubbish	7.68
671 HazMat release investigation w/no HazMat	7.42
611 Dispatched & canceled en route	7.24
131 Passenger vehicle fire	6.08
441 Heat from short circuit (wiring), defective/worn	6.02
733 Smoke detector activation due to malfunction	5.37
736 CO detector activation due to malfunction	3.68
411 Gasoline or other flammable liquid spill	3.28
424 Carbon monoxide incident	3.20
500 Service Call, other	2.35
553 Public service	2.30
551 Assist police or other governmental agency	2.25
740 Unintentional transmission of alarm, other	2.17
154 Dumpster or other outside trash receptacle fire	2.10
353 Removal of victim(s) from stalled elevator	2.00
715 Local alarm system, malicious false alarm	1.88

Incident Type	Hours
711 Municipal alarm system, malicious false alarm	1.55
320 Emergency medical service incident, other	1.25
118 Trash or rubbish fire, contained	1.05
561 Unauthorized burning	1.05
143 Grass fire	1.00
151 Outside rubbish, trash or waste fire	0.95
522 Water or steam leak	0.75
323 Motor vehicle/pedestrian accident (MV Ped)	0.60

Total	487.59
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BREAKDOWN OF STRUCTURE FIRES AND OTHER FIRES AND INCIDENTS

(Dates: 10/01/22 - 10/31/22 23:59:59)

FIRES IN STRUCTURES BY FIXED PROPERTY USE (OCCUPANCY) (Incident Type 110–129)		Number of Fires	Number of Civilian Fire Casualties		Est. Property Damage and Contents from Fire
			Deaths	Injuries	
1	Private Dwellings (1 or 2 family), including mobile homes (FPU 419)	2	0	0	300
2	Apartments (3 or more families) (FPU 429)	1	0	0	1,500
3	Hotels and Motels (FPU 449)	0	0	0	0
4	All Other Residential (dormitories, boarding houses, tents, etc.) (FPU 400, 439, 459–499)	0	0	0	0
5	TOTAL RESIDENTIAL FIRES (Sum of lines 1 through 4)	3	0	0	1,800
6	Public Assembly (church, restaurant, clubs, etc.) (FPU 100–199)	0	0	0	0
7	Schools and Colleges (FPU 200–299)	0	0	0	0
8	Health Care and Penal Institutions (hospitals, nursing homes, prisons, etc.) (FPU 300–399)	0	0	0	0
9	Stores and Offices (FPU 500–599)	0	0	0	0
10	Industry, Utility, Defense, Laboratories, Manufacturing (FPU 600–799)	1	0	0	0
11	Storage in Structures (barns, vehicle storage garages, general storage, etc.) (FPU 800–899)	0	0	0	0
12	Other Structures (outbuildings, bridges, etc.) (FPU 900–999)	0	0	0	0
13	TOTALS FOR STRUCTURE FIRES (Sum of lines 5 through 12)	4	0	0	1,800
14a	Fires in Highway Vehicles (autos, trucks, buses, etc.) (IT 131–132, 136–137)	2	0	0	5,600
14b	Fires in Other Vehicles (planes, trains, ships, construction or farm vehicles, etc.) (IT 130, 133–135, 138)	0	0	0	0
15	Fires outside of Structures with Value Involved, but Not Vehicles (outside storage, crops, timber, etc.) (IT 140, 141, 161–162, 164, 170–173)	0	0	0	0
16	Fires in Brush, Grass, Wildland (excluding crops and timber), with no value involved. (IT 142–143)	2	0		
17	Fires in Rubbish, Including Dumpsters (outside of structures), with no value involved. (IT 150–155)	2	0		
18	All Other Fires. (IT 100, 160, 163)	0	0	0	0
19	TOTALS FOR FIRES (Sum of lines 13 through 18)	10	0	0	7,900
20	Rescue, Emergency Medical Responses (ambulance, EMS, rescue) (IT 300–381)	211			
21	False Alarm Responses (malicious or unintentional false calls, malfunctions, bomb scares) (IT 700–746)	38			
22	Mutual Aid Responses Given	17			
23a	Hazardous Materials Responses (spills, leaks, etc.) (IT 410–431)	5			
23b	Other Hazardous Responses (arcing wires, bomb removal, power line down, etc.) (IT 440–482, 400)	2			
24	All Other Responses (smoke scares, lock-outs, animal rescues, etc.) (IT 200–251, 500–699, 800–911)	35			
25	TOTAL FOR ALL INCIDENTS (Sum of lines 19 through 24)	318			

Confined Fires

(Dates: 10/01/22 - 10/31/22 23:59:59; Incident Types: 110-129)

		Number of Confined Fires	Number of Nonconfined Fires
5	Residential Fires	0	3
13	Structure Fires	1	3

Breakdown of False Alarm Responses

(Dates: 10/01/22 - 10/31/22 23:59:59; Incident Types: 700-799)

	Type of False Alarm	Number of Incidents
1	Malicious, Mischievous False Call (IT 710-715)	2
2	System Malfunction (IT 730-739)	6
3	Unintentional (tripping on interior device accidentally, etc.) (IT 740-749)	30
4	Other False Alarms (bomb scares, etc.) (IT 721, 751, 700)	0

Intentionally Set Fires in Structures and Vehicles

(Dates: 10/01/22 - 10/31/22 23:59:59; Incident Types: 110-139; Cause of Ignition: 1)

		Number of Fires	Number of Civilian Fire Casualties		Estimated Property Damage and Contents from Fire
			Deaths	Injuries	
1	Structure Fires Intentionally set (IT=110-129)	0	0	0	0
2	Vehicle Fires Intentionally set (IT=130-139)	0	0	0	0

Training Division Monthly Report

October 2022

Overview

The department hosted a course on risk-based approach to battery emergencies delivered by Hazard 3. A unit on oriented search was delivered to all suppression personnel. Biennial recertification training for licensed EMTs and Paramedics continued in October with a session on cardiology. Monthly training included territory familiarization, pre-fire training, core competency check-offs, special operations training, and company level drills chosen by company officers. Training hours during the month of October totaled 2,670.

Outside Schools

1 aspiring technical rescue team member attended Confined Space Rescue Technician at GPSTC and attained national certification.

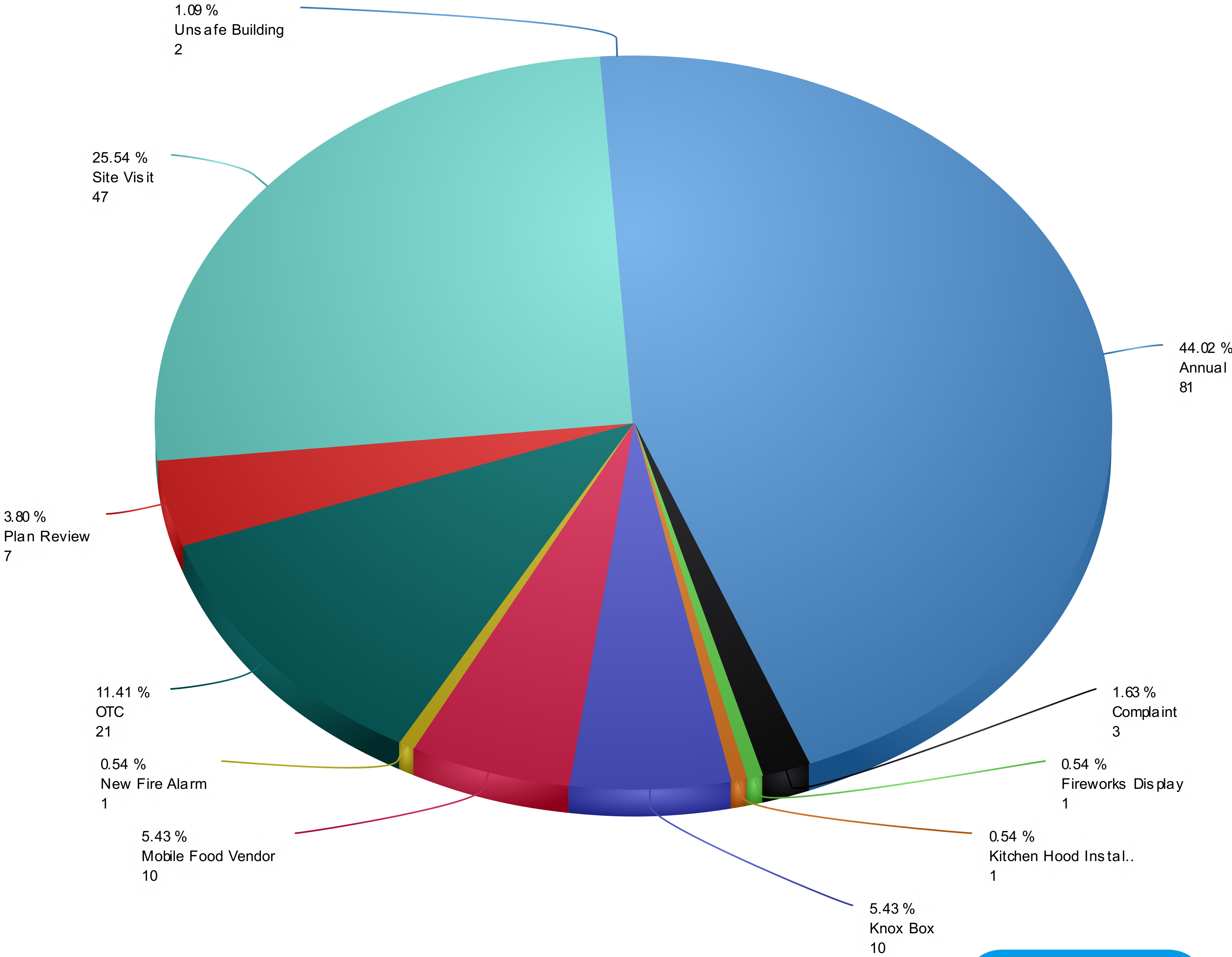
1 student attended National Incident Management System (NIMS) 400 – Unified Command hosted by Whitfield County EMA.

1 aspiring technical rescue team member attended Rescue Technician – Rope Level 2 at GPSTC and attained national certification.

Inspection Visit History by Inspection Type

10/01/2022-10/31/2022

- Annual
- Complaint
- Fireworks Display
- Kitchen Hood Installation
- Knox Box
- Mobile Food Vendor
- New Fire Alarm
- OTC
- Plan Review
- Site Visit
- Unsafe Building



Total of Inspection Type: 184

DALTON FIRE DEPARTMENT



REQUEST FOR PROPOSALS (RFP)

For:

**2022 OR NEWER THREE-QUARTER TON PICKUP CREW
CAB**

**CITY OF DALTON FIRE DEPARTMENT
PO BOX 1205
DALTON, GEORGIA 30722**



BID INSTRUCTIONS

Dalton Fire Department will receive sealed bids until Wednesday November 9, 2022 at 11:00AM for a 2022 or newer Three-Quarter Ton Pickup, Crew Cab 4x4. Dalton Fire Department reserves the right to accept or reject any or all bids.

Vendor Information:

- Vehicles offered shall meet or exceed the detailed requirements listed in the specifications. Bidders shall indicate exactly what they are offering in the blanks under “Bidder Response” on the specification sheet. If this is not complete your bid may be rejected.
- All parties submitting bids must be able to complete the City of Dalton Vendor Packet. Vendor information and vendor packets can be found on the city’s website www.daltonga.gov, under “Policies and Forms” located in the Finance Department section.
- For any questions please direct to the following contact:
 - Deputy Chief Mike Russell
 - mrussell@daltonga.gov
 - 706-278-7363 ext.223

Bid specifications may be obtained at Dalton Fire Department Station 1, or online at www.daltonga.gov. Complete the bid sheet enclosed with the specification requirements.

Mail or present the proposal in person to the Dalton City Hall in a sealed envelope to the following:

- City of Dalton
Attn. Finance Office
300 W. Waugh St.
Dalton, GA 30720-4268
(Please put the bid number on the outside of the envelope)
Three-Quarter Ton Pickup bid # DFD 2022-04

Please note the deadline for submittal of bids is:

- Wednesday November 9, 2022 at 11:00AM
- Bid opening will be Friday November 11, 2022 at 10:00AM in the finance conference room on the first floor of Dalton City Hall.
- Bid opening is open to the public



Dalton Fire Department
404 School St.
Dalton, Ga. 30720

Bid Sheet for 2022 or newer 4X4 Three-Quarter Ton Pickup Crew Cab

Bid Number: DFD 2022-04

Bid Due Date: November 9, 2022

Time: 11:00 A.M.

Bid Opening Date: November 11, 2022

Time: 10:00 A.M.

Delivery Date: *ETA 2nd quarter 2023*

Delivery Price: *Optim 1 = \$ 58,305.00*

Dealer: *Optim 2 = \$ 50,198.00*

Ford of Dalton

**Total package bid.

** The department reserves the right to reject all bids and is not obligated to take the lowest bid.

** The department reserves the right to cancel orders that are not delivered within the 16-week time period.

** Optional alloy in
bedliner - Add \$ 699.00*



**Specification
Model Year - 2022
4 X 4 Three-Quarter Ton Pickup Crew Cab**

APPLICABLE DOCUMENTS: Reference to publications in the detail on specifications shall apply to those issues in effect on the date of invitation to bid, unless otherwise specified.

DESIGN: New models in current production, complete with all necessary operating components and accessories customarily furnished, together with such modifications as may be necessary to enable the vehicle to function reliably and efficiently in sustained operation. Design to permit accessibility for maintenance purposes with minimal disturbance of other components or assemblies. The term "heavy duty" as used to describe an item, shall be defined to mean in excess of the usual performance, quantity, quality or capacity that is normally supplied with the standard production item.

COMPONENTS, ASSEMBLIES, AND ACCESSORIES: The vehicle, shall have all of its components, assemblies and accessories installed and shall be delivered to The Dalton Fire Department meeting or exceeding all applicable requirements of the Environmental Protection Agency Regulations, Federal Motor Vehicle Safety Standards, Federal Motor Carrier Safety Regulation and Industry Specifications, Standards and Regulation that are in effect on the date of manufacture.

NOTE: All Components, assemblies, and accessories shall be factory installed unless otherwise noted.

EMISSION CONTROLS: All vehicles shall comply with Environmental Protection Agency requirements on Air Pollution.

INTERIOR & EXTERIOR SOUND LEVEL: Vehicles shall comply with Federal Interstate Noise Standards.

COOLING SYSTEMS: Liquid pressurized forced circulation type, consisting of the necessary components of such design and capacity to maintain the engine at optimum safe temperature under all operating conditions without any loss of coolant. Optimum engine temperatures shall be maintained with the vehicle loaded and continuously operating at all drivable altitudes and grades in ambient temperatures ranging from minus 30 to 120 degrees F. Thermostat controlled and suitable for operation with permanent type antifreeze solution. Easily accessible drain outlets shall be provided to allow complete cooling system drainage. Coolant recovery system to be furnished.

WHEELS: Manufactures recommended size and capacity for the vehicle offered. Rim contours and sizes shall conform to the current recommendations of the Tire and Rim Association, Inc.

TIRES: All tires furnished shall be black wall, tubeless type, and radial. Capacity to the maximum load imposed by the evenly and fully loaded vehicle. Conform to the Tire and Rim Association, Inc. Spare tire and wheel, factory installed, shall be furnished.

EXHAUST SYSTEM: Manufacturer's Standard system available for engine furnished. Corrosion resistant and securely fastened and routed to protect components from hazards. System shall comply with Federal Motor Vehicle Safety Regulations.

CONTROLS, INSTRUMENTS AND OPERATING MECHANISMS: Located for left-hand drive; complete and conveniently accessible to driver. Instruments and controls clearly identified as to function.

HEATER AND DEFROSTER: Hot water heating systems with fresh air intakes. Discharge outlets to floor and defroster louvers shall be provided. Systems shall be equipped with multispeed blowers.

MATERIALS: New and of quality conforming to current engineering and manufacturing practice. No defects and suitable for the intended service.

WARRANTY: Vehicle shall be fully warranted against defective materials and workmanship by the manufacturer for a period of not less than 36 months or 36,000 miles from date of delivery and acceptance. However, if additional warranty coverage on the whole or any components of the vehicle, in the form of time and/or mileage including any pro rate arrangements, is normally extended to commercial customers, The Dalton Fire Department shall receive corresponding warranty benefits.

RESPONSIBILITY FOR INSPECTION: Unless otherwise specified in the contract or purchase order, the supplier shall be responsible for the performance of all inspection and test requirements necessary to ensure compliance with requirements of this and the applicable detail specifications. This action does not preclude subsequent inspection and testing by Dalton Fire Department to further determine conformance with specification requirements for performance, quality standards of workmanship, material and construction techniques.

PRE-DELIVERY SERVICING AND ADJUSTMENT: The dealer shall not attach any dealer identification, advertising or similar material to the vehicle. Prior to acceptance by Dalton Fire Department, the dealer shall service and adjust each vehicle for operational use, to include as a minimum, the following:

1. Focusing of lights.
2. Tuning of engine.
3. Adjustment of accessories.
4. Checking of electrical, braking and suspension system.
5. Charging of battery.
6. Alignment of front end.
7. Inflation of tires.
8. Balancing of all wheels, including the spare.
9. Complete servicing of engine, chassis and operating mechanisms with recommended grades of lubricants or fluids for the ambient air temperature at the point and time of delivery.
10. Servicing of cooling system with permanent type antifreeze and summer coolant for minus 20 degrees F. protection.
11. Servicing of windshield washer reservoir with water and appropriate additives.
12. A minimum of 1/4 tank of fuel.

EXTERIOR FINISHES: Race Red

City of Dalton

**Specification
Model Year -2022 or newer
4 X 4 Three-Quarter Ton Pickup Crew Cab**

DOCUMENTS: Each vehicle shall be delivered with complete certification of origin, tag application, warranty, owner's manual and any other necessary credentials.

- A. **Scope:** This specification covers 4-Door Three-quarter Ton Crew Cab having excellent acceleration, speed, braking, and handling performance.
- B. **Vendor Information.** Vehicles shall be equipped with factory installed plus additional items listed below. Unless otherwise noted, vehicle shall be comparable with the following basic requirements. Bidders shall indicate EXACTLY what they are offering under "BIDDER'S RESPONSE." (Failure to respond will result in automatic rejection).

Basic Requirements: PAGE 1

REQUIREMENT	REQUIREMENT DESCRIPTION	BIDDER'S RESPONSE REQUIRED
VEHICLE IDENTITY	2022 or newer 4x4 Three-Quarter Ton P/U Crew Cab	MY 2023 ✓ y40
ENGINE	7.3 Liter V-8 Gas or equivalent	✓ y40
ENGINE COOLING	Manufacturer STANDARD	✓ y40
EXHAUST	COMPATIBLE WITH ENGINE	✓ y40
FUEL TANK CAPACITY	34 GALLONS	✓ y40
TRANSMISSION	10 SPEED AUTOMATIC, COMPATIBLE WITH ENGINE TO GIVE MAXIMUM PERFORMANCE. ELECTRONIC SHIFT ON FLY	✓ y40
SUSPENSION	MANUFACTURER STANDARD	✓ y40
TRAILER TOWING PACKAGE	MANUFACTURER STANDARD	✓ y40

REQUIREMENT	REQUIREMENT DESCRIPTION	BIDDER'S RESPONSE REQUIRED
REAR AXLE	3.31 LOCKING REAR AXLE	NO - Exception 3.73 Rear End
FINAL DRIVE	COMPATIBLE WITH ENGINE TO PROVIDE MAXIMUM PERFORMANCE, TOP SPEED AND ACCELERATION	✓ y40
STEERING	POWER ASSISTED STEERING WHEEL, TILT TYPE, ANTI-SLIP	✓ y40
ALTERNATOR	INDUSTRY STANDARD	✓ y40
BATTERY	12 VOLT INDUSTRY STANDARD	✓ y40
WHEELS	18" ALUMINUM ALLOY WHEEL	✓ y40
WHEELBASE	6.75' BED	✓ y40
POWER DOOR LOCKS	INDUSTRY STANDARD	
TIRES	275/65Rx18E BSW A/T 4x4 (spare same size if available)	NO - Exception 275/70R18E A/T
RADIO	AM/FM, ANTENNA, FRONT & REAR SPEAKERS, BLUETOOTH CAPABLE AUDIO SYSTEM	✓ y40
4.2" PRODUCTIVITY SCREEN W/COMPASS	MANUFACTURER STANDARD	✓ y40

*m.hays
11/9/22*

Basic Requirements: PAGE 2

REQUIREMENT	REQUIREMENT DESCRIPTION	BIDDER'S RESPONSE REQUIRED
SEATS AND UPHOLSTERY	FRONT SEAT: 40/20/40 REAR SEAT: FULL BENCH - COMPATIBLE WITH FRONT SEAT UPHOLSTERY: COMPATIBLE TO VEHICLE EXTERIOR.	✓ yes
CRUISE CONTROL	MANUFACTURER STANDARD	✓ yes
MIRRORS	INSIDE: DAY/NIGHT TYPE OUTSIDE: LH & RH REMOTE CONTROLLED	✓ yes
PAINT (EXTERIOR)	MANUFACTURER'S STANDARD COLOR: RACE RED	✓ yes
REARVIEW CAMERA AND REVERSE SENSING	INDUSTRY STANDARD	✓ yes
SPEEDOMETER	STANDARD	✓ yes
WINDSHIELD WASHER	MANUFACTURER STANDARD	✓ yes
WINDSHIELD WIPERS	MULTI-SPEED, INTERMITTENT	✓ yes
REAR WINDOW DEFROSTER	ELECTRIC GRID. CONTROL WITHIN DRIVER'S REACH	✓ yes w/ rear sliver's glass
LOCKS	2 KEYS INCLUDED	✓ yes
RUNNING BOARDS	BLACK PLATFORM	✓ yes
SKID PLATES	FACTORY INSTALLED	✓ yes - w/ FX4
PARKING BRAKE	WARNING LIGHT OR AUTOMATIC RELEASE	✓ yes
UPFITTER SWITCHES	FACTORY INSTALLED	✓ yes
AIR CONDITIONING	FACTORY INSTALLED	✓ yes
BRAKES	ANTI-LOCK BRAKES W/BRAKE CONTROLLER	✓ yes
FUEL	MINIMUM 1/4 TANK UPON DELIVERY	✓ yes

REQUIREMENT	REQUIREMENT DESCRIPTION	BIDDER'S RESPONSE REQUIRED
BACK UP CAMERA	FACTORY INSTALLED	✓ yes
CIGARETTE LIGHTER	FACTORY INSTALLED	✓ yes
DOVE LIGHT	BEAM LAMPS DOVE MOUNTED	✓ yes
POWER SIDE WINDOWS	Manufacturer STANDARD	✓ yes
FLOOR MATS	FRONT AND REAR COMPATIBLE TO VEHICLE INTERIOR (FACTORY)	✓ yes
LIGHTS	HEADLIGHT: BRIGHTEST AVAILABLE DAYTIME RUNNING LIGHTS	✓ yes
POWER INVERTER	110V/400W POWER INVERTER	✓ yes
FLOORING	VINYL	✓ yes
SHOP MANUAL	ONE COPY: TO BE FURNISHED WITH FIRST VEHICLE DELIVERED	✓ yes - upon request
WARRANTY	VEHICLE, AND ALL EQUIPMENT INCLUDING AIR CONDITIONING: FULLY WARRANTED AGAINST DEFECTIVE MATERIALS AND WORKMANSHIP FOR NOT LESS THAN 36 MONTHS OR 36,000 MILES FROM DATE OF PLACEMENT INTO SERVICE BY THE DALTON FIRE DEPARTMENT	✓ yes
DEALER INVOICE	INCLUDE KEY NUMBERS	✓ yes
GVWR	10,000lbs.	✓ yes
XL POWER EQUIPMENT GROUP	POWER WINDOWS, LOCKS, MIRRORS, REMOTE KEYLESS ENTRY, REMOTE LOCKING TAILGATE	✓ yes

The above specifications are to be in the base price.

m hays
n/9/22



Optim 1

Preview Order 9995 - W2B 4x4 Crew Cab SRW: Order Summary Time of Preview: 11/09/2022 10:21:45

Dealership Name: Ford of Dalton

2023 F250 STX

Sales Code : F21109

Dealer Rep.	Matt Hayes	Type	Fleet	Vehicle Line	Superduty	Order Code	9995
Customer Name	City of dalto	Priority Code	A2	Model Year	2023	Price Level	315

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F250 4X4 CREW CAB PICKUP/160	\$50560	FX4 OFF-ROAD PACKAGE	\$495
160 INCH WHEELBASE	\$0	.SKID PLATES	\$0
TOTAL BASE VEHICLE	\$50560	PLATFORM RUNNING BOARDS	\$445
RACE RED	\$0	10500# GVWR PACKAGE	\$0
CLOTH 40/20/40 SEAT	\$315	50 STATE EMISSIONS	\$0
MEDIUM DARK SLATE	\$0	BACKGLASS DEFROST	\$0
PREFERRED EQUIPMENT PKG.600A	\$0	120V/400W OUTLET	\$175
.XL TRIM	\$0	POWER SLIDING REAR WINDOW	\$405
.AIR CONDITIONING — CFC FREE	\$0	SNOWPLOW PREP/CAMPER PACKAGE	\$305
.AM/FM STEREO MP3/CLK	\$0	INTERIOR WORK SURFACE	\$140
<u>7.3L DEVCT NA PFI V8 ENGINE</u>	<u>\$1705</u>	JACK	\$0
10-SPEED AUTO TORQSHIFT	\$0	UPFITTER SWITCHES	\$165
3.73 ELECTRONIC-LOCKING AXLE	\$430	250 AMP ALTERNATOR	\$85
JOB #1 ORDER	\$0	PRICE CONCESSION INDICATOR	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	REMARKS TRAILER	\$0
<u>STX APPEARANCE PACKAGE</u>	<u>\$5115</u>	PRIVACY GLASS	\$30
.LT275/70R18E BSW ALL TERRAIN	\$0	XL DRIVER ASSIST PACKAGE	\$0
.BLIS (BLIND SPOT INFO SYSTEM)	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
.EBONY BLACK ALUM WHLS-18"	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
.BOXLINK	\$0	FUEL CHARGE	\$0
.LED BOX LIGHTING	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
.PAYLOAD PACKAGE UPGRADE	\$0	PRICED DORA	\$0
.REVERSE SENSING SYSTEM	\$0	ADVERTISING ASSESSMENT	\$0
.360-DEGREE CAMERA PACKAGE	\$0	DESTINATION & DELIVERY	\$1795

TOTAL BASE AND OPTIONS
DISCOUNTS
TOTAL

ORDERING FIN: QD771 END USER FIN: QD771

MSRP
\$62165
NA
\$62165

m hgr 11/9/22

Ford of Dalton
Gov't pricing = \$58,305.00
per unit
* Price piggy backs the state
price concession
* ETA 2ND qtr 2023

INCENTIVES

Acc. Code ID :10 Contract/Ref # :09-859P Bid Date :05/27/22State : GA

DISCOUNTS:

\$-600.00

Customer Name:

Customer Email:

Customer Address:

Customer Phone:

Customer Signature

Date

This order has not been submitted to the order bank.

This is not an Invoice.

PACKAGED OPTIONS/EMISSIONS

★ STX APPEARANCE PACKAGE (17S) ✱

Availability:

- Optional on XL

Not available with:

- XL Chrome Package (96V)

Requires:

- F-250/F-350 4x4 SRW

Includes:

- 360-Degree Camera Package (874)
- Automatic High Beam
- BLIS® with Cross-Traffic Alert/ BLIS® with Trailer Coverage
- Pre-Collision Assist with Automatic Emergency Braking (AEB)
- Reverse Brake Assist
- Reverse Sensing System
- F-250 >10K GVWR Package (68U)
- BoxLink™ (Includes four (4) premium locking cleats; Includes Interface Brackets)
- Body-color Front and Rear Bumpers
- Cloth 40/20/40 Split Bench w/center armrest, cupholder and storage; manual lumbar (driver's side only)
- Floor Covering, color-coordinated full carpet with floor mats
- LED Box Lighting
- LED Center High-Mounted Stop Lamp (CHMSL)
- LED Fog Lamps
- LED Reflector Lamps
- Painted Grille
- STX Fender Vent Badge
- Upgraded Interior Door Panels
- 18" Ebony Black Painted Aluminum Wheels (64S)
- LT275/70R18E BSW A/T, 4x4 (TDX)

Options Available:

- 7.3L DEVCT Gas engine (99N)
- 20" Dark Carbonized Gray Painted Cast Aluminum Wheels (TBD)
- LT275/65R 20E BSW A/T (TCW)
- Platform Running Boards (18B)

XL CHROME PACKAGE (96V)

Availability:

- Optional on XL

Not available with:

- STX Appearance Package (17S)

Includes:

- BoxLink™ (Includes four (4) premium locking cleats; Includes Interface Brackets)
- Bright chrome hub covers and center ornaments (SRW Only)
- Chrome front and rear step bumper
- Halogen Fog Lamps

★ XL DRIVER ASSIST PACKAGE (96D)

Availability:

- XL

Requires:

- None

Includes:

- Automatic High Beam
- Pre-Collision Assist with Automatic Emergency Braking (AEB) and Forward Collision Warning

★ XL OFF-ROAD PACKAGE (17Z)

Availability:

- Optional on XL 4x4 SRW

Not available with:

- STX Appearance Pkg (17S)

Includes:

- 33" Off-Road Tire (LT285/70R17 A/T (TEX))
- Water Fording Vent Tubes – Transfer Case & Axle
- Rear Electronic Locking Differential
- Skid Plates – Transfer Case and Fuel Tank
- Unique Front Air Dams – Approach Angle Improvement



Optim 2

Preview Order 9994 - W2B 4x4 Crew Cab SRW: Order Summary Time of Preview: 11/09/2022 10:27:32

Dealership Name: Ford of Dalton

2023 F250 XL

Sales Code : F21109

Dealer Rep.	Matt Hayes	Type	Fleet	Vehicle Line	Superduty	Order Code	9994
Customer Name	CITY OF DALTON	Priority Code	A2	Model Year	2023	Price Level	315

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F250 4X4 CREW CAB PICKUP/160	\$50560	BACKGLASS DEFROST	\$0
160 INCH WHEELBASE	\$0	120V/400W OUTLET	\$175
TOTAL BASE VEHICLE	\$50560	POWER SLIDING REAR WINDOW	\$405
RACE RED	\$0	INTERIOR WORK SURFACE	\$140
CLOTH 40/20/40 SEAT	\$315	JACK	\$0
MEDIUM DARK SLATE	\$0	UPFITTER SWITCHES	\$165
PREFERRED EQUIPMENT PKG.600A	\$0	250 AMP ALTERNATOR	\$85
.XL TRIM	\$0	PRICE CONCESSION INDICATOR	\$0
.AIR CONDITIONING — CFC FREE	\$0	REMARKS TRAILER	\$0
.AM/FM STEREO MP3/CLK	\$0	PRIVACY GLASS	\$30
<u>.6.8L DEVCT NA PFI V8 ENGINE</u>	\$0	XL CHROME PACKAGE	\$225
10-SPEED AUTO TORQSHIFT-G	\$0	.FOG LAMPS	\$0
LT245/75R17E BSW ALL-TERRAIN	\$165	.BOXLINK	\$0
3.73 ELECTRONIC-LOCKING AXLE	\$430	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
JOB #1 ORDER	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	FUEL CHARGE	\$0
FX4 OFF-ROAD PACKAGE	\$495	NET INVOICE FLEET OPTION (B4A)	\$0
.SKID PLATES	\$0	PRICED DORA	\$0
PLATFORM RUNNING BOARDS	\$445	ADVERTISING ASSESSMENT	\$0
10000# GVWR PACKAGE	\$0	DESTINATION & DELIVERY	\$1795
50 STATE EMISSIONS	\$0		

TOTAL BASE AND OPTIONS
DISCOUNTS
TOTAL

ORDERING FIN: QD771 END USER FIN: QD771

INCENTIVES

Acc. Code ID :10 Contract/Ref # :09-859P Bld Date :05/27/22State : GA

MSRP
\$55430
NA
\$55430

DISCOUNTS:
\$-600.00

ford of DALTON
Gov't pricing = \$50,198.00 per unit
* Price piggy backs the state price concession
* ETA 2ND qtr 2023

mhc
11/9/22

Customer Name:
Customer Address:

Customer Email:
Customer Phone:

Customer Signature

Date

This order has not been submitted to the order bank.

This is not an invoice.