



**PUBLIC SAFETY COMMISSION MEETING
TUESDAY, DECEMBER 19, 2023
8:30 AM
DALTON CITY HALL - COUNCIL CHAMBERS**

A G E N D A

Call to Order

Agenda Approval

Personnel Matters

1. Fire Department
 1. New Firefighter -Recruit Josh Young

Meeting Dates

2. 2024 Proposed Meeting Dates

Approval of Minutes

3. November 28, 2023

Police Department

4. Crime/Crash Statistics November 2023
5. Financial Statistics November 2023
6. Written Directive Review

Fire Department

7. Statistical Report for November 2023
8. Financial Report for November 2023

DALTON FIRE DEPARTMENT

404 School Street
Dalton, GA 30720



MATT DANIEL
Fire Chief
Telephone 706-278-7363
Fax 706-272-7107
mdaniel@daltonga.gov

PUBLIC SAFETY COMMISSION
Truman Whitfield
Terry Mathis
Anthony Walker
Alex Brown

December 5, 2023

Chiefs,

The following constitutes my endorsement of Recruit Joshua Young for release to the Suppression Division as a Probationary Firefighter. Recruit Young has met all prerequisites set forth in the City of Dalton Fire Department Recruit Training Program and has completed all mandatory practical examinations to be released for duty as a Probationary Firefighter. Recruit Young is a Certified Firefighter in the State of Georgia who possessed all required National Professional Qualifications (NPQ) certifications prior to joining our organization. Throughout his training, Recruit Young has exhibited proficiency in all aspects of the job as well as a tremendous work ethic. I have no reservations about Recruit Young from a job performance standpoint, nor his abilities to assimilate into our department's culture and make a positive impact. It is for these reasons that I recommend Recruit Young's release for duty as Probationary Firefighter within the Suppression Division. Should you have any questions regarding Recruit Young or this endorsement, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Keith B. Dempsey", written over a horizontal line.

Keith B. Dempsey

Division Chief - Training

2024 PROPOSED MEETING DATES

PUBLIC SAFETY

- January 23, 2024
- February 27, 2024
- March 26, 2024
- April 23, 2024
- May 28, 2024
- June 25, 2024
- July 23, 2024
- August 27, 2024
- September 24, 2024
- October 22, 2024
- November 19, 2024
- December 17, 2024

CITY OF DALTON
PUBLIC SAFETY COMMISSION
MINUTES
NOVEMBER 28, 2023

The regular meeting for the Public Safety Commission was held today in the Council Chambers of City Hall. Present were Chairman Truman Whitfield, Commissioners Alex Brown (via Zoom), Terry Mathis, Anthony Walker, Fire Chief Matt Daniel, Police Chief Cliff Cason, Assistant Police Chief Chris Crossen, Attorney Jason Connell from the City Attorney's Office, City Administrator Andrew Parker and Assistant City Administrator Todd Pangle.

AGENDA APPROVAL

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

PUBLIC COMMENTARY

There were no public comments.

MINUTES

The Commissioners were presented written copies of the regular meeting minutes for October 4, 2023. On the motion of Commissioner Walker, second Commissioner Brown, the minutes were approved as presented. The vote was unanimous in favor.

The Commissioners were presented written copies of the Special Called meeting minutes for October 24, 2023. On the motion of Commissioner Walker, second Commissioner Brown, the minutes were approved as presented. The vote was unanimous in favor.

POLICE DEPARTMENT

Crime and Crash Statistics for October 2023

Police Chief Cliff Cason gave a written and oral summary of the Crime and Crash Statistical Reports for the month of October 2023. As noted in the written summary, Chief Cason reported the Year to Date Part I crimes are approximately 15.35% lower and Part II crimes are approximately 9.1% lower when compared to the past 5-year average. Chief Cason further reported there were 134 non-private property crashes reported for the month and crashes increased over the previous month.

On the motion of Commissioner Mathis, second Commissioner Walker, 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 October 2023

Police Chief Cliff Cason presented the Financial Report for all divisions within the Dalton Police Department for the month of October 2023. Chief Cason reported the department has expended 72.2% of the budget, and are on track for the remainder of the FY 2023.

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

Written Directive Review

Police Chief Cliff Cason presented the following Written Directive reviews for approval:

- 2.18 Agency Jurisdiction
- 2.21 Contractual Agreements
- 2.29 Social Networking
- 3.4 Promotion
- 3.5 Physical Readiness Program

On the motion of Commissioner Brown, second Commissioner Walker, 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 – October 2023

Fire Chief Matt Daniel presented the October 2023 Statistical Report to the Commission. Chief Daniel outlined details of the complete report, which included the Incident Report with 311 Total Responses, an Injuries and Property Report, Incident List by Incident Number, Training Division Monthly Report, Fire Safety Division Monthly Report and the Inspection Summary.

On the motion of Commissioner Mathis, second Commissioner Brown, 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 – October 2023

Fire Chief Matt Daniel presented the Financial Report for the month of October 2023 to the Commission. Chief Daniel stated the department has expended 80.0% of the budget, and are on track for the remainder of the FY 2023

On the motion of Commissioner Brown, second Commissioner Mathis, 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.

ADJOURNMENT

There being no further business to come before the Commissioners, on the motion of Commissioner Walker, second Commissioner Brown, the meeting was adjourned at 9:21 a.m.

Truman Whitfield, Chairman

ATTEST:

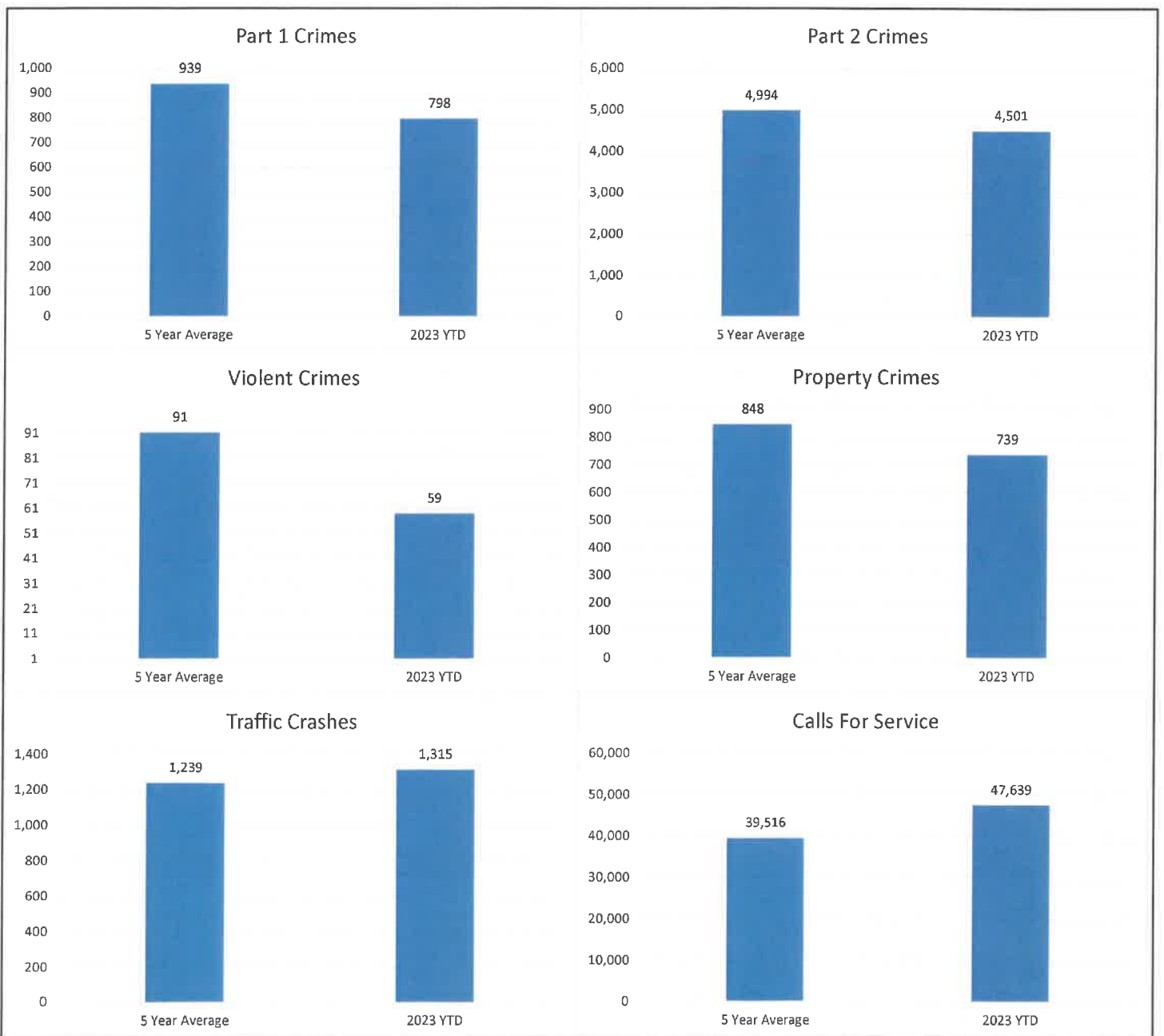
Anthony Walker, Secretary

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
DECEMBER 19, 2023**

Summary of Data and Crime Statistics for November 2023

General

The following statistics compare 2023 year-to-date statistics with the previous five years. Part 1 crimes are approximately 15.05% lower than the five-year average. Part 2 crimes have decreased by approximately 9.9% during the same time. Property crimes show a decrease of approximately 12.9% from the five-year average. Violent crimes show a decrease of approximately 35.4% when compared to the five-year average. Traffic crashes are approximately 6.1% higher than the five-year average. Calls for service show an increase of approximately 20.6% during the same time.



**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
DECEMBER 19, 2023**

DALTON POLICE DEPARTMENT CRIME DASHBOARD YTD 2019-2023
November 2023

	2019	2020	2021	2022	2023	TREND
Part I Crimes YTD	1047	854	824	902	798	
Homicides	1	0	1	2	1	
Rape	16	7	15	10	15	
Robbery	8	18	9	20	11	
Aggravated Assault	60	65	74	59	32	
Violent Crime Totals	85	90	99	91	59	
Burglary	103	88	84	77	55	
Larceny-Theft	798	607	551	661	641	
Motor Vehicle Theft	61	67	88	66	41	
Arson	0	2	2	7	2	
Property Crime Totals	962	764	725	811	739	
Violent Crime Clearance	87%	66%	63%	65%	66%	
Property Crime Clearance	39%	30%	42%	47%	54%	
Part I Arrests	365	248	255	318	311	
Citations	11,870	10,979	10,423	10,911	16,999	
Calls for Service	40,528	43,760	38,310	36,450	47,639	
Traffic Crashes	1,283	1,051	1,274	1,288	1,315	

Analysis

In the year to date 2023 there have been 798 Part 1 crimes reported, compared to 902 in 2022. Traffic crashes have increased approximately 2.1% from 2022. Calls for service have increased by approximately 30.7% from 2022.

There have been 59 violent crimes reported 2023 YTD compared to 91 reported violent crimes 2022 YTD. Robberies and aggravated assaults have reduced significantly from 2022 numbers. Year to date property crimes have shown a decrease of approximately 8.9% when compared to 2022 YTD statistics.

Based on the statistics from the previous five years, property crime numbers are approximately 12.9% lower than the average of 848. Violent crime numbers are approximately 35.4% lower than the five-year average of 91.

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
DECEMBER 19, 2023**

**DALTON POLICE DEPARTMENT
CRIME STATISTICS**

	INCIDENTS				CLEARANCES				ARRESTS			
			2023	2022			2023	2022			2023	2022
	11/23	11/22	YTD	YTD	11/23	11/22	YTD	YTD	11/23	11/22	YTD	YTD
Part I Offenses												
Homicide	1	0	1	2	1	0	1	1	1	0	1	2
Rape	0	0	15	10	0	1	4	7	0	0	2	2
Robbery	2	0	11	20	1	1	10	19	1	1	10	17
Aggravated Assault	1	5	32	59	2	4	24	32	2	3	21	26
Burglary	9	10	55	77	7	0	30	24	6	0	20	15
Larceny - Theft	55	59	641	661	29	31	350	328	17	22	248	243
Motor Vehicle Theft	3	4	41	66	1	5	15	25	1	2	7	10
Arson	0	1	2	7	0	2	2	3	0	2	2	3
PART I SUBTOTAL	71	79	798	902	41	44	436	439	28	30	311	318
Part II Offenses												
Other Assaults - not agg.	32	27	284	325	31	32	252	282	19	17	157	189
Forgery/Counterfeiting	7	9	64	63	2	6	30	24	1	3	24	18
Fraud	10	19	188	172	4	4	41	33	3	4	29	22
Embezzlement	0	0	0	0	0	1	1	1	0	0	0	0
Stolen Property	1	1	9	10	1	0	13	5	1	0	13	5
Vandalism	22	9	229	219	12	5	95	67	7	2	70	39
Weapons Violations	1	2	35	48	2	2	43	42	2	1	43	41
Commercial Sex	0	0	0	2	0	0	0	1	0	0	0	0
Other Sex Offenses	0	6	48	44	4	1	31	20	0	0	8	5
Drug Sales	2	3	37	52	4	4	37	49	4	4	37	44
Drug Possession	12	15	188	213	12	15	158	172	11	11	129	134
Gambling	0	0	0	0	0	0	0	0	0	0	0	0
Offenses Against Family/Children	5	7	53	51	16	7	45	40	16	5	39	33
Liquor Violations	15	15	89	78	13	10	75	64	13	10	75	62
Drunkenness	7	7	82	88	7	7	87	82	7	7	85	81
Other Disorderly Conduct	10	9	144	146	9	11	147	125	6	10	116	92
Curfew Violations	0	0	12	7	0	0	13	2	0	0	10	2
All Other Offenses	189	178	2806	2168	218	181	3276	2597	201	166	3066	2388
DUI	14	17	233	184	13	18	231	190	13	18	231	190
Human Trafficking	0	0	0	0	0	0	0	0	0	0	0	0
PART II SUBTOTAL	327	324	4501	3870	348	304	4575	3796	304	258	4132	3345
PART I AND II TOTAL	398	403	5299	4772	389	348	5011	4235	332	288	4443	3663

	2023		2022		Enforcement	2023		2022	
	11/23	11/22	YTD	YTD		11/23	11/22	YTD	YTD
Crashes									
Public Roadway	123	132	1,315	1,288	Citations	667	458	7,609	5,902
911 Calls	3,850	3,531	47,639	36,450	Warnings	803	503	9,390	5,009
					Totals	1,470	961	16,999	10,911

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
DECEMBER 19, 2023**

November 2023 Crash Statistics

In November 2023 there were 123 non-private property crashes reported. Injury crashes and total injuries decreased compared to the previous month. Angle crashes were the most prevalent during November 2023. Following too closely was the leading contributing factor in non-injury crashes. Failure to yield was the leading contributing factor for injury crashes. Walnut Ave had the highest number of non-injury crashes. Chattanooga Rd had the highest number of injury crashes.

November 2023 Crash Statistics						
Total Crashes	November 2023	October 2023	Change	YTD 2023	YTD 2022	Change
	123	134	-8.2%	1315	1288	2.1%
Injury Crashes	Total	Complaint	Minor	Serious	Fatality	Multiple
	20	14	5	1	0	7
Total Injuries	31					
DUI Crashes	Speed Crashes	Distracted Crashes		Following Too Closely Crashes		
1	5	13		22		
Day of the Week	Total		Time of Day	Total		
Monday	17		0000 - 0559	3		
Tuesday	20		0600 - 0859	22		
Wednesday	25		0900 - 1059	7		
Thursday	25		1100 - 1359	33		
Friday	21		1400 - 1559	25		
Saturday	11		1600 - 1859	17		
Sunday	4		1900 - 2159	13		
			2200 - 2359	3		
Collision Type	Total		Contributing Factors	Total		
Angle	44		Failure to Yield	32		
Rear End	39		Following Too Closely	22		
Collision with an Object	20		Other	15		
Sideswipe - Same Direction	16		Distracted	13		
Head On	3		Changed Lanes Improperly	11		
Sideswipe - Opposite Direction	1					
Top Streets	Total Crashes	% Total	Injuries	% Injuries		
Walnut Ave	24	19.5%	5	16.1%		
Chattanooga Rd	17	13.8%	13	41.9%		
Glenwood Ave	7	5.7%	3	9.7%		
Waugh St	7	5.7%	0	0.0%		
Hamilton St	5	4.1%	0	0.0%		
Selective Enforcement Details	Locations		Total Details	Violations		
November 2023	Glenwood, Walnut, ML King Jr Blvd		29	240		

**DALTON POLICE DEPARTMENT
PUBLIC SAFETY COMMISSION MEETING
DECEMBER 19, 2023**

SUMMARY OF THE FINANCIAL STATISTICS FOR NOVEMBER 2023

The police department budget for FY 2023 is nearing the completion of the cycle, and we have expended approximately 79.9% of our 2023 budget at this point in the budget cycle. Currently, we believe there will be sufficient funds in our existing budget to accomplish our 2023 goals and meet the needs of the department.

YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR: 0010	GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
321000 PD ADMINISTRATION								
321000 511100	WAGES - REGULAR	477,000	0	477,000	416,607.71	.00	60,392.29	87.3%
321000 511300	WAGES - OVERTIME	1,700	0	1,700	411.95	.00	1,288.05	24.2%
321000 512100	GROUP INSURANCE	38,780	0	38,780	23,992.70	.00	14,787.30	61.9%
321000 512200	FICA & MEDICARE	37,000	0	37,000	32,194.00	.00	4,806.00	87.0%
321000 512401	RETIREMENT DCP	14,940	0	14,940	12,726.31	.00	2,213.69	85.2%
321000 512402	RETIREMENT DBP	40,250	0	40,250	36,236.42	.00	4,013.58	90.0%
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	9,258.50	.00	841.50	91.7%
321000 512900	OTHER EMPLOYEE BE	3,750	0	3,750	2,597.49	.00	1,152.51	69.3%
321000 512915	CLEANING ALLOWANC	1,800	0	1,800	605.00	.00	1,195.00	33.6%
321000 512916	CLOTHING ALLOWANC	1,800	0	1,800	900.00	.00	900.00	50.0%
321000 521210	PROFESSIONAL - LE	20,000	0	20,000	5,371.63	.00	14,628.37	26.9%
321000 521300	TECHNICAL CONTRAC	4,000	0	4,000	.00	.00	4,000.00	0%
321000 522220	EQUIPMENT MAINT &	5,000	0	5,000	2,418.01	.00	2,581.99	48.4%
321000 522230	VEHICLE REPAIRS &	4,000	0	4,000	1,713.11	.00	2,286.89	42.8%
321000 522320	RENTAL - EQUIPMEN	9,000	0	9,000	6,338.78	109.80	2,551.42	71.7%
321000 523100	INSURANCE COMMERC	118,000	23,835	141,835	141,833.00	.00	2.00	100.0%
321000 523200	COMMUNICATIONS	50,000	0	50,000	44,074.52	.00	5,925.48	88.1%
321000 523210	POSTAGE	3,500	0	3,500	899.56	.00	2,600.44	25.7%
321000 523400	PRINTING & BINDIN	3,000	0	3,000	2,536.32	.00	463.68	84.5%
321000 523500	TRAVEL	9,000	4,500	13,500	12,648.78	.00	851.22	93.7%
321000 523600	DUES & FEES	4,000	0	4,000	2,220.37	.00	1,779.63	55.5%
321000 523630	RADIO SUBSCRIBER F	27,000	-3,500	23,500	23,155.20	.00	344.80	98.5%
321000 523700	TRAINING & EDUCAT	7,500	-1,000	6,500	4,927.00	.00	1,573.00	75.8%
321000 523850	CONTRACT LABOR	5,400	17,000	22,400	18,264.67	.00	4,135.33	81.5%
321000 523920	SOFTWARE LICENSES	177,900	-10,000	167,900	130,033.74	6,585.25	31,261.01	81.4%
321000 531100	SUPPLIES - GENERA	800	0	800	239.73	.00	560.27	30.0%
321000 531110	SUPPLIES - OFFICE	2,000	0	2,000	72.56	.00	1,927.44	3.6%
321000 531250	OIL	1,000	0	1,000	.00	.00	1,000.00	.0%
321000 531270	GASOLINE	6,000	0	6,000	5,503.06	.00	496.94	91.7%
321000 531300	MEALS - FOOD	2,000	0	2,000	.00	3,933.00	-1,933.00	196.7%
321000 531600	SMALL EQUIPMENT <	1,400	0	1,400	1,400.00	.00	.00	100.0%
321000 531700	OTHER SUPPLIES	2,000	0	2,000	1,091.35	.00	908.65	54.6%
TOTAL PD ADMINISTRATION		1,090,820	30,835	1,121,655	941,391.47	10,628.05	169,635.48	84.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND - OPERATING							
322100 PD CRIMINAL INVESTIGATION DIV							
322100 511100 WAGES - REGULAR	1,092,350	0	1,092,350	901,457.48	.00	190,892.52	82.5%
322100 511300 WAGES - OVERTIME	48,700	0	48,700	7,431.70	.00	41,268.30	15.3%
322100 512100 GROUP INSURANCE	212,400	0	212,400	169,431.15	.00	42,968.85	79.8%
322100 512200 FICA & MEDICARE	87,300	0	87,300	67,149.02	.00	20,150.98	76.9%
322100 512401 RETIREMENT DCP	78,500	0	78,500	52,723.70	.00	25,776.30	67.2%
322100 512402 RETIREMENT DBP	44,500	10,000	54,500	49,498.68	.00	5,001.32	90.8%
322100 512403 RETIREMENT STATE	4,500	0	4,500	3,800.00	.00	700.00	84.4%
322100 512700 WORKERS COMPENSAT	28,680	0	28,680	26,290.00	.00	2,390.00	91.7%
322100 512900 OTHER EMPLOYEE BE	6,800	0	6,800	5,615.24	.00	1,184.76	82.6%
322100 512915 CLEANING ALLOWANC	4,000	0	4,000	3,066.00	.00	934.00	76.7%
322100 512916 CLOTHING ALLOWANC	9,000	0	9,000	4,143.00	.00	4,857.00	46.0%
322100 522210 EQUIPMENT MAINT &	3,500	-1,200	2,300	386.21	.00	1,913.79	16.8%
322100 522230 VEHICLE REPAIRS &	7,000	0	7,000	4,345.79	.00	2,654.21	62.1%
322100 523500 TRAVEL	14,400	0	14,400	14,372.60	.00	27.40	99.8%
322100 523600 DUES & FEES	5,500	0	5,500	833.00	.00	4,667.00	15.1%
322100 523700 TRAINING & EDUCAT	14,400	0	14,400	14,400.00	.00	.00	100.0%
322100 523900 PEPT OTHER PURCHAS	25,000	-10,000	15,000	.00	10,000.00	5,000.00	66.7%
322100 531100 SUPPLIES - GENERA	3,500	0	3,500	1,526.63	.00	1,973.37	43.6%
322100 531110 SUPPLIES - OFFICE	4,000	0	4,000	2,054.97	.00	1,945.03	51.4%
322100 531250 OIL	3,400	0	3,400	.00	.00	3,400.00	.0%
322100 531270 GASOLINE	18,500	0	18,500	15,754.53	.00	2,745.47	85.2%
322100 531300 MEALS - FOOD	700	0	700	.00	.00	700.00	.0%
322100 531600 SMALL EQUIPMENT <	5,000	1,500	6,500	126.48	.00	6,373.52	8.4%
322100 531700 OTHER SUPPLIES	14,400	-300	14,100	3,645.46	.00	1,054.54	77.6%
322100 542400 COMPUTERS & COMPU	14,400	0	14,400	14,400.00	.00	.00	100.0%
TOTAL PD CRIMINAL INVESTIGATION DIV	1,736,030	0	1,736,030	1,362,451.64	10,000.00	363,578.36	79.1%



YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010								
322300 PD PATROL								
322300 511100	WAGES - REGULAR	3,980,700	-17,000	3,963,700	3,144,556.70	.00	819,143.30	20.7%
322300 511300	WAGES - OVERTIME	67,800	0	67,800	56,023.81	.00	11,776.19	82.6%
322300 512100	GROUP INSURANCE	611,670	0	611,670	513,062.24	.00	98,607.76	83.9%
322300 512200	FICA & MEDICARE	309,750	0	309,750	238,581.76	.00	71,168.24	77.0%
322300 512401	RETIREMENT DCP	352,600	0	352,600	270,670.87	.00	81,929.13	76.8%
322300 512402	RETIREMENT STATE	60,800	-10,000	50,800	36,735.70	.00	14,064.30	72.3%
322300 512403	RETIREMENT STATE	21,500	0	21,500	15,400.12	.00	6,099.88	71.6%
322300 512700	WORKERS COMPENSAT	121,380	0	121,380	111,265.00	.00	10,115.00	91.7%
322300 512900	OTHER EMPLOYEE BE	25,400	0	25,400	20,183.88	.00	5,216.12	79.5%
322300 512915	CLEANING ALLOWANC	10,000	0	10,000	6,743.75	.00	3,256.25	67.4%
322300 522220	EQUIPMENT MAINT &	11,500	0	11,500	11,133.94	.00	361.06	97.2%
322300 522230	VEHICLE REPAIRS &	48,000	17,400	65,400	61,488.42	139.99	3,791.59	94.2%
322300 522230	VEHICLE REPAIRS &	128,000	-20,000	108,000	92,755.03	.00	15,244.97	85.9%
322300 522230	SHOP VEHICLE EXP -	64,500	5,000	69,500	64,674.41	477.20	4,348.39	93.7%
322300 523500	TRAVEL	3,800	-2,000	1,800	1,779.99	.00	1,020.01	43.3%
322300 523600	DUES & FEES	44,000	-5,000	39,000	22,130.22	373.50	16,496.28	57.7%
322300 523700	TRAINING & EDUCAT	5,500	0	5,500	3,260.88	14.88	2,224.24	59.6%
322300 531100	SUPPLIES - GENERA	3,000	0	3,000	624.17	.00	2,375.83	20.8%
322300 531110	SUPPLIES - OFFICE	64,000	0	64,000	48,736.86	.00	15,263.14	76.2%
322300 531120	UNIFORMS	3,000	0	3,000	1,785.34	.00	1,214.66	59.5%
322300 531250	OIL	175,000	0	175,000	153,159.74	.00	21,840.26	87.5%
322300 531270	GASOLINE	2,000	0	2,000	84.01	.00	1,915.99	4.2%
322300 531300	MEALS - FOOD	35,295	22,000	57,295	40,269.60	.00	17,025.40	70.3%
322300 531600	SMALL EQUIPMENT <	5,000	0	5,000	1,765.19	175.00	3,059.81	38.8%
322300 531700	OTHER SUPPLIES							
TOTAL PD PATROL		6,154,195	-9,600	6,144,595	4,915,871.63	1,225.57	1,227,497.80	80.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANSFRS/ADJSTMNTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010								
322400 PD SUPPORT SERVICES								
322400 511100	WAGES - REGULAR	687,750	0	687,750	573,998.19	.00	113,751.81	83.5%
322400 511200	WAGES - PART TIME	12,000	0	12,000	.00	.00	12,000.00	.0%
322400 511300	WAGES - OVERTIME	11,375	0	11,375	2,073.41	.00	9,301.59	18.2%
322400 512100	GROUP INSURANCE	162,720	0	162,720	116,804.55	.00	45,915.45	71.8%
322400 512200	FICA & MEDICARE	54,400	0	54,400	42,192.38	.00	12,207.62	77.6%
322400 512401	RETIREMENT DCP	40,300	0	40,300	31,026.77	.00	9,273.23	77.0%
322400 512402	RETIREMENT DBP	37,000	0	37,000	30,036.42	.00	6,963.58	81.2%
322400 512403	RETIREMENT STATE	1,200	100	1,300	1,124.88	.00	175.12	86.5%
322400 512700	WORKERS COMPENSAT	21,840	0	21,840	20,020.00	.00	1,820.00	91.7%
322400 512900	OTHER EMPLOYEE BE	4,200	0	4,200	3,512.33	.00	687.67	83.6%
322400 512915	CLEANING ALLOWANC	2,400	0	2,400	185.50	.00	2,214.50	7.7%
322400 512916	CLOTHING ALLOWANC	600	0	600	300.00	.00	300.00	50.0%
322400 521300	TECHNICAL CONTRAC	18,500	-100	18,400	4,016.65	.00	14,383.35	21.8%
322400 522140	LAWN CARE CONTRAC	13,500	0	13,500	8,963.25	687.00	3,849.75	71.5%
322400 522210	BUILDING REPAIRS	40,000	0	40,000	16,880.60	551.60	22,567.80	43.6%
322400 522230	VEHICLE REPAIRS &	3,000	0	3,000	2,301.67	.00	698.33	76.7%
322400 523500	TRAVEL	21,000	0	21,000	17,096.68	.00	3,903.32	81.4%
322400 523600	DUES & FEES	2,700	0	2,700	1,094.92	.00	1,605.08	40.6%
322400 523620	CREDIT CARD & BAN	450	0	450	339.10	.00	110.90	75.4%
322400 523700	TRAINING & EDUCAT	21,000	0	21,000	20,247.77	.00	752.23	96.4%
322400 531100	SUPPLIES - GENERA	3,500	0	3,500	1,971.39	.00	1,528.61	56.3%
322400 531110	SUPPLIES - OFFICE	3,200	0	3,200	2,057.80	.00	1,142.20	64.3%
322400 531120	UNIFORMS	4,000	0	4,000	2,107.25	.00	1,892.75	52.7%
322400 531150	SUPPLIES - GROUND	2,500	0	2,500	.00	.00	2,500.00	.0%
322400 531155	SUPPLIES - BUILDI	28,000	0	28,000	8,291.83	.00	19,708.17	29.6%
322400 531200	UTILITIES	62,500	0	62,500	45,023.08	.00	17,476.92	72.0%
322400 531250	OIL	300	0	300	.00	.00	300.00	.0%
322400 531270	GASOLINE	8,000	0	8,000	6,989.38	.00	1,010.62	87.4%
322400 531300	MEALS - FOOD	500	0	500	441.19	.00	58.81	88.2%
322400 531700	OTHER SUPPLIES	14,000	0	14,000	7,470.35	31.76	6,497.89	53.6%
	TOTAL PD SUPPORT SERVICES	1,282,435	0	1,282,435	966,567.34	1,270.36	314,597.30	75.5%

YEAR-TO-DATE BUDGET REPORT



FOR 2023 11

ACCOUNTS FOR:	GENERAL FUND - OPERATING	ORIGINAL APPROP	TRANSFERS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
322600 CUSTODY OF PRISONERS								
322600 523900 OTHER PURCHASED S		105,000	-8,835	96,165	80,910.67	.00	15,254.33	84.1%
TOTAL CUSTODY OF PRISONERS		105,000	-8,835	96,165	80,910.67	.00	15,254.33	84.1%
TOTAL GENERAL FUND - OPERATING		10,368,480	12,400	10,380,880	8,267,192.75	23,123.98	2,090,563.27	79.9%
TOTAL EXPENSES		10,368,480	12,400	10,380,880	8,267,192.75	23,123.98	2,090,563.27	

YEAR-TO-DATE BUDGET REPORT



FOR 2023 11

	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	10,368,480	12,400	10,380,880	8,267,192.75	23,123.98	2,090,563.27	79.9%

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

YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR: 0210	CONFISCATED ASSETS	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
210001 REVENUES								
210001	351320 STATE CASH CONFISC	-50,000	12,400	-37,600	-71,796.90	.00	34,196.90	190.9%
210001	361400 JUSTI INTEREST JUS	0	-200	-200	-192.90	.00	-7.10	96.5%*
210001	361400 STATE INTEREST INC	-250	-3,250	-3,500	-3,220.66	.00	-279.34	92.0%*
210001	361400 TREAS INTEREST TRE	-50	-950	-1,000	-508.18	.00	-491.82	50.8%*
210001	392100 STATE SALE OF ASSE	-6,000	-8,000	-14,000	-12,426.36	.00	-1,573.64	88.8%*
TOTAL REVENUES		-56,300	0	-56,300	-88,145.00	.00	31,845.00	156.6%

The City of Dalton



YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR: 0210 CONFISCATED ASSETS	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
210415 EXPENDITURES							
210415 521100 STATE OFFICIAL/ADM	4,500	0	4,500	3,885.09	.00	614.91	86.3%
210415 523200 STATE COMMUNICATIO	23,000	-1,500	21,500	16,090.87	.00	5,409.13	74.8%
210415 523300 STATE ADVERTISING	100	0	100	.00	.00	100.00	0%
210415 523600 STATE DUES & FEES	0	1,500	1,500	1,240.69	.00	259.31	82.7%
210415 523700 STATE TRAINING & E	15,000	-3,000	12,000	4,595.00	.00	7,405.00	38.3%
210415 531600 STATE SMALL EQUIPM	22,000	3,000	25,000	.00	.00	25,000.00	0%
210415 531600 TREAS SMALL EQUIPM	500	0	500	.00	.00	500.00	0%
210415 531700 STATE OTHER SUPPLI	500	0	500	497.00	.00	3.00	99.4%
TOTAL EXPENDITURES	65,600	0	65,600	26,308.65	.00	39,291.35	40.1%
TOTAL CONFISCATED ASSETS	9,300	0	9,300	-61,836.35	.00	71,136.35	-664.9%
TOTAL REVENUES	-56,300	0	-56,300	-88,145.00	.00	31,845.00	
TOTAL EXPENSES	65,600	0	65,600	26,308.65	.00	39,291.35	

YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	9,300	0	9,300	-61,836.35	.00	71,136.35	-664.9%

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

YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	CAPITAL ACQUISITION FUND	ORIGINAL APPROP	TRANSFERS/ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
370001 REVENUES								
370001 361400	INTEREST INCOME	0	-36,095	-36,095	-111,928.83	.00	75,833.83	310.1%
	TOTAL REVENUES	0	-36,095	-36,095	-111,928.83	.00	75,833.83	310.1%

YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
0370 CAPITAL ACQUISITION FUND							
370002 OTHER FINANCING SOURCES							
370002 391000 0361 TRANSFERS IN	0	-1,565,390	-1,565,390	-1,565,390.00	.00	.00	100.0%
370002 391000 GF TRANSFERS IN	0	-5,181,000	-5,181,000	-5,181,000.00	.00	.00	100.0%
370002 392100 SALE OF ASSETS (G	0	-21,700	-21,700	-21,676.90	.00	-23.10	99.9%*
TOTAL OTHER FINANCING SOURCES	0	-6,768,090	-6,768,090	-6,768,066.90	.00	-23.10	100.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
0370 CAPITAL ACQUISITION FUND							
370005 EXPENDITURES							
370005 522210 350 FACILITY REPAIR	0	219,092	219,092	219,092.46	.00	.00	100.0%
370005 522210 610 FACILITY REPAIR	0	240,758	240,758	109,235.89	91,868.23	39,654.07	83.5%
370005 522240 420 SITE R&M 2024	0	1,200,000	1,200,000	.00	.00	1,200,000.00	0%
370005 522240 610 SITE REPAIRS & DUES & FEES	0	653,390	653,390	.00	353,190.00	300,200.00	54.1%
370005 523600 610 SMALL EQUIPMEN	0	7,500	7,500	2,569.15	.00	4,930.85	34.3%
370005 531600 132 SITES	0	323	323	323.42	.00	.00	100.0%
370005 541100 132 SITES	0	1,500,000	1,500,000	1,203,426.00	.00	1,500,000.00	100.0%
370005 541200 610 SITE IMPROVEME	0	1,203,426	1,203,426	.00	.00	.00	0%
370005 541300 132 BUILDINGS & BU	0	14,900	14,900	14,900.00	.00	1,500,000.00	100.0%
370005 541300 350 BUILDINGS & BU	0	349,360	349,360	349,270.29	.00	89.44	100.0%
370005 541400 132 INFRASTRUCTURE	0	371,725	371,725	173,005.04	.00	198,719.96	46.5%
370005 542100 420 MACHINERY	0	1,986,583	1,986,583	700,676.00	1,319,743.00	-33,836.00	101.7%*
370005 542100 610 MACHINERY	0	63,000	63,000	63,000.00	.00	.00	100.0%
370005 542200 132 VEHICLES	0	60,210	60,210	.00	.00	60,210.00	0%
370005 542200 320 VEHICLES	0	512,700	512,700	128,302.05	351,404.08	32,993.87	93.6%
370005 542200 350 VEHICLES FD	0	65,105	65,105	63,043.17	.00	2,061.83	96.8%
370005 542200 420 VEHICLES	0	180,000	180,000	.00	140,215.00	39,785.00	77.9%
370005 542200 610 VEHICLES	0	97,624	97,624	44,624.00	46,520.00	6,480.00	93.4%
370005 542400 153 COMPUTERS & CO	0	222,023	222,023	7,553.97	.00	214,468.66	3.4%
370005 542500 132 OTHER EQUIPMEN	0	6,070	6,070	6,069.91	.00	.00	100.0%
370005 542500 153 OTHER EQUIPMEN	0	62,000	62,000	.00	61,481.75	518.25	99.2%
370005 542500 154 OTHER EQUIPMEN	0	69,409	69,409	69,408.77	.00	.00	100.0%
370005 542500 320 OTHER EQUIPMEN	0	98,000	98,000	.00	55,018.00	42,982.00	56.1%
370005 542500 350 OTHER EQUIPMEN	0	20,890	20,890	16,899.00	3,475.00	516.00	97.5%
TOTAL EXPENDITURES	0	10,704,088	10,704,088	3,171,399.12	2,422,915.06	5,109,773.93	52.3%
TOTAL CAPITAL ACQUISITION FUND	0	3,899,903	3,899,903	-3,708,596.61	2,422,915.06	5,185,584.66	-33.0%
TOTAL REVENUES	0	-6,804,185	-6,804,185	-6,879,995.73	.00	75,810.73	
TOTAL EXPENSES	0	10,704,088	10,704,088	3,171,399.12	2,422,915.06	5,109,773.93	

YEAR-TO-DATE BUDGET REPORT



FOR 2023 11

	ORIGINAL APPROP	TRANSFERS/ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	3,899,903	3,899,903	-3,708,596.61	2,422,915.06	5,185,584.66	-33.0%

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

**STATE DRUG SEIZURES
(Funds)**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2023 Starting Balance
					167,927.96
1/25/2023	PO 21220048	AT&T Nov 29 - Dec 28 Cell Phones		1,647.63	166,280.33
1/25/2023	PO 21230001	Union Point Towing - 23-000105 Towed Black Ford F150 & Tow 21 Quality Cargo		230.00	166,050.33
1/31/2023		Interest Credit	388.79		166,439.12
1/31/2023	PO 21230002	DA's Office - Faulkenberry Seizure Court Costs		207.50	166,231.62
1/31/2023	PO 21230003	Clerk's Office - Faulkenberry Seizure Court Costs		82.00	166,149.62
1/31/2023	PO 21230004	DA's Office - Caldwell Seizure Court Costs		66.60	166,083.02
1/31/2023	PO 21230005	Clerk's Office - Caldwell Seizure Court Costs		82.00	166,001.02
2/2/2023		Int Adj as of 2/2/23	0.09		166,001.11
2/27/2023		Cadwell Seizure	666.00		166,667.11
2/27/2023		Faulkenberry Seizure	2,075.00		168,742.11
2/27/2023	PO 21230006	Titles for 2009 Gray Infiniti G37 & 2007 White Toyota Camry Hybrid		56.00	168,686.11
2/27/2023	PO 21230007	AT&T Dec 29 - Jan 28 Cell Phones		1,645.22	167,040.89
2/28/2023		Interest Credit	280.28		167,321.17
3/31/2023		Interest Credit	312.64		167,633.81
4/4/2023	PO 21230008	AT&T Jan 29 - Feb 28 Cell Phones		1,606.11	166,027.70
4/4/2023		GovDeals Sold - Ninja Blender & Cookware Set	180.00		166,207.70
4/4/2023		GovDeals Sold - Misc. Men's Clothing & Electric Toothbrushes	108.00		166,315.70
4/4/2023		GovDeals Sold - Kitchen Aid Mixer	259.87		166,575.57
4/4/2023		GovDeals Sold - 2 Ozark Trial Coolers	75.37		166,650.94
4/4/2023		GovDeals Sold - 2 Ozark Trial Coolers	72.37		166,723.31
4/4/2023		GovDeals Sold - Folding Wagon, Metal Trash Can & Outdoor Speaker	70.12		166,793.43
4/4/2023		GovDeals Sold - Twin Size Air Mattress & Full/Queen Size Comforter Set	56.25		166,849.68
4/4/2023		GovDeals Sold - Air Force 1 Women's Shoes	78.75		166,928.43

**STATE DRUG SEIZURES
(Funds)**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2023 Starting Balance
4/4/2023		GovDeals Fees for Items Sold		100.07	166,828.36
4/10/2023	PO 21230009	AT&T Mar 1 - Mar 28 Cell Phones		1,606.11	165,222.25
4/28/2023		Interest Credit	279.86		165,502.11
5/2/2023		GovDeals Sold - 2007 Toyota Camry Hybrid	2,840.62		168,342.73
5/3/2023		GovDeals Sold - 2009 Infiniti G37S	7,425.01		175,767.74
5/8/2023		Nunez Seizure	596.00		176,363.74
5/19/2023	PO 21230010	AT&T Mar 29 - Apr 28 Cell Phones		1,604.57	174,759.17
5/19/2023	PO 21230011	WCSC - Daniel Seizure Share		1,568.03	173,191.14
5/19/2023	PO 21230012	DA's Office - Daniel Seizure Court Costs		357.56	172,833.58
5/19/2023	PO 21230013	Clerk's Office Daniel Seizure Court Costs		82.00	172,751.58
5/19/2023	PO 21230014	DA's Office - Borrego Vehicle Sold Portion		742.50	172,009.08
5/19/2023	PO 21230015	DA's Office - Nunez Seizure Court Costs		59.60	171,949.48
5/19/2023	PO 21230016	Clerk's Office - Nunez Seizure Court Costs		82.00	171,867.48
5/19/2023	PO 21230017	WCSC - Nunez Seizure Share		227.20	171,640.28
5/19/2023		GovDeals Fees for Items Sold		1,140.62	170,499.66
5/31/2023		Interest Credit	343.57		170,843.23
6/14/2023	PO 21230018	AT&T Apr 29 - May 28 Cell Phones		1,604.57	169,238.66
6/27/2023		Landaverde Seizure	18,901.90		188,140.56
6/27/2023	PO 21230019	CALEA Annual Continuation Fee		4,595.00	183,545.56
6/30/2023		Interest Credit	310.73		183,856.29
7/13/2023	PO 21230020	AT&T May 29 - Jun 28 Cell Phones		1,604.57	182,251.72
7/31/2023		Interest Credit	341.70		182,593.42
8/22/2023	PO 21230021	AT&T Jun 29 - Jul 28 Cell Phones		1,604.25	180,989.17
8/22/2023	PO 21230022	Union Point Towing - Towed 2005 H2 Hummer		175.00	180,814.17
8/31/2023		Interest Credit	340.18		181,154.35
8/31/2023		GT Distributors Trade-In for Guns (Seizured)	1,260.00		182,414.35
9/25/2023	PO 21230023	AT&T Jul 29 - Aug 28 Cell Phones		1,604.25	180,810.10
9/25/2023	PO 21230024	DA's Office - Gibson Seizure Court Costs		164.10	180,646.00

**STATE DRUG SEIZURES
(Funds)**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2023 Starting Balance
9/25/2023	PO 21230025	Clerk's Office - Gibson Seizure Court Costs		82.00	180,564.00
9/29/2023		Interest Credit	318.29		180,882.29
10/19/2023	PO 21230026	Titles for 2006 BMW 325i, 2007 Chevrolet Tahoe & Cadillac Deveill		54.00	180,828.29
10/19/2023	PO 21230027	AT&T Aug 29 - Sep 28 Cell Phones		1,604.25	179,224.04
10/24/2023		Gibson Seizure	1,641.00		180,865.04
10/24/2023		Terry Seizure	47,917.00		228,782.04
10/31/2023		Interest Credit	371.48		229,153.52
11/3/2023	PO 21230028	Titles for 2012 Mercedes Benz C Class & 2005 Blue Hummer H2		36.00	229,117.52
11/17/2023	PO 21230029	AT&T Sep 29 - Oct 28 Cell Phones		1,606.97	227,510.55
11/17/2023	PO 21230030	Title for 2008 Buick Lacrosse		28.00	227,482.55
11/30/2023		Interest Credit	412.92		227,895.47

Federal Forfeitures Fund
Justice Funds

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2023 Starting Balance
1/06/2023					0.00
2/28/2023		Balance			0.00
3/07/2023	21-DEA-671143 21-DEA-671137 19-FBI-003144 19-FBI-003156	Funds were received last year but they were just now transferred to this account from the General Fund account.	13,306.58		13,306.58
3/31/2023		Interest	20.05		13,326.63
3/31/2023		Service Charge		8.00	13,318.63
4/03/2023		Service Charge Refund	8.00		13,326.63
4/28/2023		Interest	22.49		13,349.12
5/31/2023		Interest	26.55		13,375.67
6/30/2023		Interest	24.19		13,399.86
7/31/2023		Interest	25.04		13,424.90
8/31/2023		Interest	25.08		13,449.98
9/29/2023		Interest	23.51		13,473.49
10/31/2023		Interest	25.99		13,499.48
11/30/2023		Interest	24.41		13,523.89
			197.26		

**Federal Forfeitures Fund
Treasury Funds**

Date	Case Number	Remarks	Deposit	Expenditure	January 1, 2023 Starting Balance
					27,416.76
1/31/2023		Interest Credit	64.12		27,480.88
2/28/2023		Interest Credit	46.39		27,527.27
3/31/2023		Interest Credit	51.44		27,578.71
4/28/2023		Interest Credit	46.54		27,625.25
5/31/2023		Interest Credit	54.95		27,680.20
6/30/2023		Interest Credit	50.05		27,730.25
7/31/2023		Interest Credit	51.81		27,782.06
8/31/2023		Interest Credit	51.91		27,833.97
8/31/2023		Dormant Fee		5.00	27,828.97
9/29/2023		Interest Credit	48.64		27,877.61
9/29/2023		Dormant Fee		5.00	27,872.61
10/5/2023		Dormant Fee Refund	10.00		27,882.61
10/31/2023		Interest Credit	53.78		27,936.39
11/30/2023		Interest Credit	50.52		27,986.91
			580.15		

To: Public Safety Commission
From: Chief Cliff Cason
Date: December 12, 2023
Subject: Written Directive Review

<u>Number</u>	<u>Page</u>	<u>Title/Changes</u>
2.22	1	<u>Accident Review Procedures</u> Updated Revision and Re-evaluation dates
	2	Section II - Rewording
2.25	1	<u>Biased Policing</u> Updated Revision and Re-evaluation dates
	1	Section II – Rewording
	2	Section III - Rewording
3.15	1	<u>Workers' Compensation</u> Updated Revision and Re-evaluation dates
4.17	1	<u>Ride-Along Program</u> Updated Revision and Re-evaluation dates
7.23	1	<u>Asset Forfeiture</u> Updated Revision and Re-evaluation dates
	7	Section XII – Spelling Correction

DALTON POLICE DEPARTMENT

	<i>Effective Date</i> May 1, 1998	<i>Number</i> GO96-2.22
<i>Subject</i> Accident Review Procedures		
<i>Reference</i>		<i>Revised</i> September 27, 2022 December 19, 2023
<i>Distribution</i> All Personnel	<i>Re-evaluation Date</i> September 2024 December 2025	<i>No. Pages</i> 3

I. **Policy**

It is the policy of the Dalton Police Department to prevent accidents of any type involving Department vehicles, to prevent injuries to all persons, and to reduce damage to city and private property.

II. **Procedures for Review of Traffic Accidents involving Department Vehicles**

A. Formation of the Accident Review Committee (ARC)

1. The Assistant Chief of Police or his / her designee shall review all traffic crashes involving Department vehicles to determine the personnel makeup of each session of the ARC. At each meeting of the ARC, the review and discussion of the case file(s) shall be led by the Division Commander of the employee(s) whose actions are being reviewed.
2. Each session of the ARC shall be made up of the following:
 - a. At least two (2) Command Staff members, including the involved employee(s)'s Division Commander
 - b. The Assistant Chief of Police, or his / her designee
 - c. If requested, one (1) peer chosen by the employee(s) whose actions are being reviewed.

B. Review of the Traffic Accident

1. The employee(s) whose involvement in a traffic accident that is being reviewed may be required to be present at meetings of the ARC when his / her case is being reviewed. The employee's Division Commander shall notify him or her of the time and place. The purpose of the employee's presence is to provide further explanation about the incident and to ask / answer questions.

RESTRICTED LAW ENFORCEMENT DATA

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2. Traffic accident reports indicating no contributing factors by the employee shall be reviewed by the ARC, but the ARC shall not require the presence of the employee at the session, unless some other issue is unresolved.
3. Any employee may attend ARC meetings.
4. The ARC shall meet and review cases no later than twenty (20) calendar days after the original report(s) is completed, unless an extension is granted in writing by the Chief of Police.
5. The ARC shall review all information and make a determination of cause, responsibility, and applicable policy. The ARC shall also recommend changes in policy or suggestions to prevent the accident from occurring again.

C. Categories for Accident Review

1. Category A – Backing / Low-Speed Maneuver: Including, but not limited to, private property / parking lots, traffic stops, traffic crash investigation scenes, and incident scenes.
2. Category B – Moving: Including, but not limited to, turning maneuvers and normal driving operations in all light and weather conditions.
3. Category C – Emergency Driving: Including all emergency driving, preparing to engage in emergency driving, disengaging from emergency driving, and vehicle pursuits.

D. Employee Sanctions

1. The ARC ~~Each employee's Division Commander~~ shall make a recommendation of ~~determine the~~ appropriate sanctions, if any, for all ~~Category A~~ crashes / damage to the Chief of Police. ~~and the first Category B crash / damage within a three-year period.~~
2. The Chief of Police shall determine sanctions, if any, for all ~~Category C~~ crashes / damage. ~~and any second or subsequent Category B crash / damage during a three-year period.~~

III. **Procedures for Review of Accidents with Injuries and / or Damage to Department Property or Vehicles**

A. Formation of the Accident Review Committee (ARC)

1. The Assistant Chief of Police or his / her designee shall review all accidents with injuries and incidents resulting in damage to Department property or vehicles to determine the personnel makeup of each session of the ARC. At each meeting of the ARC, the review and discussion of the case file(s)

RESTRICTED LAW ENFORCEMENT DATA

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shall be led by the Division Commander of the employee(s) whose actions are being reviewed.

2. Each session of the ARC shall be made up of the following:
 - a. At least two (2) Command Staff members, including the involved employee(s)'s Division Commander
 - b. The Assistant Chief of Police, or his / her designee
 - c. If requested, one (1) peer chosen by the employee(s) whose actions are being reviewed.

B. Review of the Accident / Incident

1. The employee(s) whose involvement in an accident / incident that is being reviewed may be required to be present at meetings of the ARC when his / her case is being reviewed. The employee's Division Commander shall notify him or her of the time and place. The purpose of the employee's presence is to provide further explanation about the incident and to ask / answer questions.
2. Any employee may attend ARC meetings.
3. The ARC shall meet and review cases no later than twenty (20) calendar days after the original report(s) are completed, unless an extension is granted in writing by the Chief of Police.
4. The ARC shall review all information and make a determination of cause, responsibility, and applicable policy. The ARC shall also recommend changes in policy or suggestions to prevent the accident / incident from occurring again. All documentation shall be forwarded to the Chief of Police for any further action.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

RESTRICTED LAW ENFORCEMENT DATA

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DALTON POLICE DEPARTMENT

	<i>Effective Date</i> April 24, 2001	<i>Number</i> GO01-2.25
<i>Subject</i> Biased Policing		
<i>Reference</i> CALEA Standard – 1.2.9		<i>Revised</i> August 23, 2022 December 19, 2023
<i>Distribution</i> All Personnel	<i>Re-evaluation Date</i> August 2024 December 2025	<i>No. Pages</i> 2

I. **Policy**

It is the policy of the Dalton Police Department to ensure that biased-based policing or discrimination is not practiced by any member of the Department. This type of bias or discrimination is legally, morally, and ethically wrong. All members of the Department shall treat all persons in an equitable, fair, and legal manner during all contacts.

II. **Definition**

Biased Policing – The ~~application of police authority~~ selection of individual(s) for enforcement action based on a common trait of a group, without actionable intelligence to support consideration of that trait. 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.

III. **Procedure**

- A. Officers shall not engage in biased policing or any type of illegal discrimination practice during all encounters, including, but not limited to:
 - 1. Traffic contacts
 - 2. Field contacts
 - 3. Searches
 - 4. Asset seizure and forfeiture efforts
- B. Officers may consider traits that are commonly shared within a group when making contact with a person only when they possess reliable information that is likely to lead to the detection of an individual who is suspected of a specific crime or a pattern of incidents in a particular area.
- C. Officers that participate in biased policing or discrimination practices are subject to disciplinary action up to and including termination. All corrective measures shall be handled in accordance with policy GO88-2.14, Rules of Conduct. Officers who

participate in these types of activities may also face civil and criminal liability. Biased policing and any form of discrimination cannot and shall not be tolerated.

- D. The Department shall provide initial training **prior to assignment** and annual training on biased policing and discrimination practices, including the legal aspects, to all sworn employees.
- E. The Support Services Division Commander shall complete a documented annual administrative review of **Department practices** activities with potential for bias to include but not limited to traffic and field contacts, asset forfeiture efforts, including community **concerns** complaints and any corrective measures taken in regards to biased policing, and submit his / her findings to the Chief of Police.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

RESTRICTED LAW ENFORCEMENT DATA

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DALTON POLICE DEPARTMENT

	<i>Effective Date</i> December 1, 1998	<i>Number</i> GO98-3.15
<i>Subject</i> Workers' Compensation		
<i>Reference</i> CALEA Standard – 22.2.1	<i>Revised</i> December 28, 2021 December 19, 2023	
<i>Distribution</i> All Personnel	<i>Re-evaluation Date</i> December 2023 December 2025	<i>No. Pages</i> 7

I. Policy

It is the policy of the Dalton Police Department to document, report, and assist an employee with obtaining necessary medical treatment for all injuries and illnesses that arise out of an employee's being engaged in the course and scope of his or her employment, in accordance with the policies and procedures of the City of Dalton and in compliance with the Georgia Workers' Compensation Act, Chapter 9 of Title 34 of the Official Code of Georgia.

II. Procedure

A. Employee Responsibilities

1. The employee shall report all work-related injuries and illnesses to a Supervisor immediately, regardless of whether or not medical attention is needed.
2. An injured employee in need of medical treatment shall report to one of the physicians listed on the City of Dalton's panel of physicians. The panel of physicians is posted on several bulletin boards located throughout the Police Services Center. If immediate medical attention is needed, and the offices of the physicians listed on the City of Dalton panel are closed, the employee shall go to the emergency room at Hamilton Medical Center.
3. The employee may be required to submit to a drug screen, pursuant to policy GO97-3.8, Drug Free Workplace Policy and Procedure on Substance Abuse, Contraband Articles, and Employee Assistance; III, I, 5.

B. Supervisor Responsibilities

1. Determine if medical attention is needed, and direct the employee to one of the physicians listed on the panel or, if an emergency, to the emergency room at Hamilton Medical Center or other proper treating facility.
2. When applicable, advise the employee to submit to a drug screen, pursuant

RESTRICTED LAW ENFORCEMENT DATA

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to policy GO97-3.8, Drug Free Workplace Policy and Procedure on Substance Abuse, Contraband Articles, and Employee Assistance; III, I, 5.

3. Start the workers' compensation form WC-1, Employer's First Report of Injury or Occupational Disease, regardless of whether or not medical attention is needed or received (Appendix A).
4. The following sections of form WC-1 shall be initially completed by a Supervisor:
 - a. Employee's name (last, first, and middle initial)
 - b. Date of injury or illness
 - c. County of injury or illness
 - d. On employer's premises? (yes or no)
 - e. Time of injury or illness
 - f. First date employer made aware
 - g. First date employee failed to work a full day
 - h. How did the injury or illness / abnormal health condition occur? Include address or location, if applicable.
 - i. Describe the injury or illness in detail.
 - j. Include the source of the injury or illness and indicate the part of body affected.
 - k. Treating physician (name and address)
 - l. Level of initial treatment given
 - m. Hospital (name and address)
5. Contact the Chief of Police's administrative assistant by leaving a voice mail or an email to advise that an injury or illness has occurred and that the WC-1 has been started and is being forwarded.
6. Forward the WC-1 to the Chief of Police's administrative assistant immediately.
7. Follow up with the employee.
 - a. Find out medical status
 - b. Offer to help

RESTRICTED LAW ENFORCEMENT DATA

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- c. Report any change of status to the Chief of Police's administrative assistant
- C. Chief of Police's Administrative Assistant Responsibilities
- 1. Complete the remainder of the WC-1 and any additional forms.
 - 2. Forward the completed WC-1 to the workers' compensation insurance carrier.
 - 3. Monitor any expenses associated with the claim and report any inconsistencies to the Chief of Police, Human Resources Director, and Division Commander of employee.
- D. Return to Duty Procedure

Employees returning to work following a serious health condition or work-related injury or illness shall have the Human Resources FMLA Return to Work Medical Evaluation form completed by their physician (Appendix B). Sworn employees shall also be required to have the attending physician complete the physical readiness assessment Medical Release Form (Appendix C). The applicable form(s) shall be submitted to the employee's Division Commander prior to the employee's return to duty.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

RESTRICTED LAW ENFORCEMENT DATA

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Appendix A

WC-1 EMPLOYER'S FIRST REPORT OF INJURY OR OCCUPATIONAL DISEASE
GEORGIA STATE BOARD OF WORKERS' COMPENSATION

EMPLOYER'S FIRST REPORT OF INJURY OR OCCUPATIONAL DISEASE

NOTE: FAILURE TO SUBMIT THIS REPORT TO INSURER IMMEDIATELY MAY RESULT IN PENALTY. MUST BE TYPED OR PRINTED IN BLACK INK.

Board Claim No.	Employee Last Name	Employee First Name	M.I.	Date of Injury
A. IDENTIFYING INFORMATION				
EMPLOYEE	<input type="checkbox"/> Male <input type="checkbox"/> Female	Birthdate	Phone Number	Employee E-mail
Mailing Address		City	State	Zip Code
EMPLOYER	Name	NAICS Code	Nature of Business (Trade, Transport, Mfg., etc.)	
Mailing Address		Phone Number	Employer FEIN	
City		State	Zip Code	
Employer E-mail				
INSURER / SELF-INSURER	Name	Insurer/Self-Insurer FEIN	Insurer/Self-Insurer File #	
CLAIMS OFFICE	Name	Claims Office FEIN #	Claims Office Phone	Claims Office E-mail
SBWC ID# (five digit no.)		Mailing Address	City	State Zip Code
EMPLOYMENT/WAGE	Date Hired by Employer	Job Classified Code No.	Number of Days Worked Per Week	Wage rate at time of Injury or Disease: <input type="checkbox"/> per Hour <input type="checkbox"/> per Day <input type="checkbox"/> per Week <input type="checkbox"/> per Month
Insurer Type Code <input type="checkbox"/> - Insurer <input type="checkbox"/> S-Self-insurer <input type="checkbox"/> Group Fund		List Normally Scheduled Days Off		
INJURY/ILLNESS & MEDICAL	Time of Injury <input type="checkbox"/> am <input type="checkbox"/> pm	County of Injury	Date Employer had knowledge of Injury	Enter First Date Employee Failed to Work a Full Day
Did Employee Receive Full Pay on Date of Injury? <input type="checkbox"/> Yes <input type="checkbox"/> No	Did Injury/Illness Occur on Employer's premises? <input type="checkbox"/> Yes <input type="checkbox"/> No	Type of Injury/Illness	Body Part Affected	
How Injury or Illness / Abnormal Health Condition Occurred				
Treating Physician: (Name and Address)		Initial Treatment Given: <input type="checkbox"/> None <input type="checkbox"/> Minor: By Employer <input type="checkbox"/> Minor: Clinical/Hospital <input type="checkbox"/> Emergency Room <input type="checkbox"/> Hospitalized > 24hrs	Hospital / Treating Facility (Name and Address)	If Returned to Work, Give Date: Returned at what wage per Week If Fatal, Enter Complete Date of Death
Report Prepared By (Print or Type)			Telephone Number	Date of Report
<input type="checkbox"/> B. INCOME BENEFITS Form WC-6 must be filed if weekly benefit is less than maximum				
Previously Medical Only <input type="checkbox"/> Yes <input type="checkbox"/> No	Average Weekly Wage: \$ _____		Weekly benefit: \$ _____	Date of disability:
Date of first Payment: _____	Compensation paid: \$ _____	or Date salary paid: _____	Penalty paid: \$ _____	
BENEFITS ARE PAYABLE FROM _____ FOR:				
<input type="checkbox"/> Temporary total disability <input type="checkbox"/> Temporary partial disability <input type="checkbox"/> Permanent partial disability of _____ % to _____ for _____ weeks.				
UNTIL _____ WHEN THE EMPLOYEE ACTUALLY RETURNED TO WORK WITHOUT RESTRICTIONS. ALL OTHER SUSPENSIONS REQUIRE THE FILING OF FORM WC-2 WITH THE STATE BOARD OF WORKERS' COMPENSATION AND THE EMPLOYEE.				
<input type="checkbox"/> C. NOTICE TO CONTROVERT PAYMENT OF COMPENSATION				
Benefits will not be paid because:				
<input type="checkbox"/> D. MEDICAL ONLY INJURY (No Indemnity benefits are due and/or have NOT been controverted.)				
Insurer / Self-Insurer: Type or Print Name of Person Filing Form		Signature	Date	
Phone Number		E-mail		

IF YOU HAVE QUESTIONS PLEASE CONTACT THE STATE BOARD OF WORKERS' COMPENSATION AT 404-656-3618 OR 1-800-533-0682 OR VISIT <http://www.sbwcc.ga.gov>
WILLFULLY MAKING A FALSE STATEMENT FOR THE PURPOSE OF OBTAINING OR DENYING BENEFITS IS A CRIME SUBJECT TO PENALTIES OF UP TO \$10,000.00 PER VIOLATION (O.C.G.A. §34-9-10 AND §34-9-11)

WC-1

REVISION 12/2018

1
1 OF 2

EMPLOYER'S FIRST REPORT OF INJURY
OR OCCUPATIONAL DISEASE

RESTRICTED LAW ENFORCEMENT DATA

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WC-1 EMPLOYER'S FIRST REPORT OF INJURY OR OCCUPATIONAL DISEASE

GEORGIA STATE BOARD OF WORKERS' COMPENSATION

NOTICE TO EMPLOYER

1. Provide prompt medical attention; allow the employee to select a physician from your posted panel, and explain the panel to the employee.
2. Complete Section A of this form immediately upon your knowledge of an injury and send the WC-1 to your insurance company or self-insurer claims office. **FAILURE TO DO SO MAY RESULT IN A PENALTY.** Do not send this form to the State Board of Workers' Compensation.
3. If you need additional help, call your insurance company or self-insurer claims office.
4. Report serious injuries immediately by telephone to your insurer's claims department, then file this form with your insurance company or self-insurer claims office.

NOTICE TO INSURER / SELF-INSURER

Upon receipt of this form, check to see that it is complete and accurate. Be sure to list the correct insurance company and their SBWC ID number.

Complete Section B, Co or D and file with the Board and send a copy of both sides of the form to the employee and all counsel of record within 21 days of the employer's knowledge of disability, injury or death.

Section B is completed when indemnity benefits are paid or due, including salary in lieu.

Section C is completed when claim is controverted in full or in part.

Section D is completed when no indemnity benefits are due and/or have NOT been controverted.

Form WC-6 must be filed if weekly benefits are less than the maximum.

NOTICE TO EMPLOYEE

1. This form is provided for your information only.

If Section B is completed, you will receive income benefits on a weekly basis and the employer will pay medical expenses from approved doctors. If you do not receive payment of benefits, or medical bills are not paid, call your employer or your employer's insurance company or self-insurer claims office.

If Section C is completed, your claim of injury has been denied by the employer/insurer. If you disagree with this denial, you must file a form WC-14, Notice of Claim, within one year of the accident with the State Board of Workers' Compensation, 270 Peachtree Street N.W., Atlanta, Georgia 30303-1299.

If Section D is completed, you will receive medical benefits only. At this time, indemnity benefits are not due. If your medical bills are not paid, call your employer or your employer's insurance company or self-insured claims office.

For Information or Assistance, contact:

STATE BOARD OF WORKERS' COMPENSATION

Toll Free Telephone: 1-800-533-0682

In Atlanta (404) 656-3818

<http://www.sbwc.georgia.gov>

IF YOU HAVE QUESTIONS PLEASE CONTACT THE STATE BOARD OF WORKERS' COMPENSATION AT 404-656-3818 OR 1-800-533-0682 OR VISIT <http://www.sbwc.georgia.gov>

WILLFULLY MAKING A FALSE STATEMENT FOR THE PURPOSE OF OBTAINING OR DENYING BENEFITS IS A CRIME SUBJECT TO PENALTIES OF UP TO \$10,000 PER VIOLATION (O.C.G.A. §36-8-18 AND §36-8-19)

WC-1

REVISION 12/2018

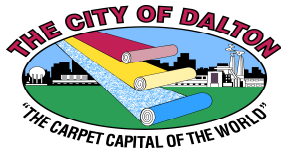
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2 OF 2

**EMPLOYER'S FIRST REPORT OF INJURY
OR OCCUPATIONAL DISEASE**

RESTRICTED LAW ENFORCEMENT DATA

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Appendix B



**Human Resources
 FMLA
 Return to Work
 Medical Evaluation**

Date _____

Dear: _____

This letter is in reference to _____ our employee and your patient. We are investigating the eligibility of this employee to return to work following a “serious health condition, which made the employee unable to perform the functions of such employee’s position”.

A “serious health condition” when utilized as a basis for family leave, means an illness , injury, impairment, or physical or mental condition involving either inpatient care in a hospital, hospice, or residential health care facility, or continuing treatment by a health care provider.

The essential functions of this employee’s job are as follows. Please indicate in your opinion if he/she will be able, or not, to perform these functions, and any restrictions you recommend, as of the expected return to work date of _____.

To be completed by supervisor	To be completed by health care provider	
JOB TASK/RESPONSIBILITY	<input type="checkbox"/> Yes <input type="checkbox"/> No	RESTRICTIONS
JOB TASK/RESPONSIBILITY	<input type="checkbox"/> Yes <input type="checkbox"/> No	RESTRICTIONS
JOB TASK/RESPONSIBILITY	<input type="checkbox"/> Yes <input type="checkbox"/> No	RESTRICTIONS

Thank you for your help in this process. Should you have any questions regarding this request, please contact me directly.

 Supervisor Name Title Phone

In your opinion, when will he/she be able to return to work and resume his/her normal duties? _____

Name of health care provider _____ Phone _____

Signature _____ Date _____

Patient /employee signature authorizing release of information _____

Please return this completed form to the patient, in person or to the following address: _____

 Patient name

 Patient address

RESTRICTED LAW ENFORCEMENT DATA

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Page 6 of 7

Appendix C
MEDICAL RELEASE FORM

Individual's Name _____

Dalton Police Officers are required to perform a variety of essential physically demanding tasks, including the following:

- Walking for extended periods
- Short sprints
- Long pursuits lasting over 2 minutes
- Running up and down stairs
- Pushing heavy objects
- Jumping over and around obstacles
- Lifting and carrying heavy objects, sometimes up and down stairs
- Using hands and feet in use of force situations
- Using force in short and long term (greater than 2 minutes) efforts
- Bending and reaching
- Dragging people and objects

To measure an individual's capability to perform these critical tasks, all applicants and incumbents must undergo physical readiness testing, which may consist of the performance of or simulation of the previously listed tasks.

Your professional opinion is requested as to whether the individual can safely participate in physical fitness testing and exercise training.

PLEASE CHECK ONE:

_____ There are **no contraindications** to the individual either 1) being capable of performing the essential physical tasks and 2) being capable of undergoing the physical readiness testing.

_____ There are contraindications and it is not recommended that the individual participates in the physical readiness testing or exercise training at this time.

Physician's signature: _____

Date: _____

TRA MRF 092419

DALTON POLICE DEPARTMENT

	<i>Effective Date</i> May 1, 1998	<i>Number</i> GO88-4.17
<i>Subject</i> Ride-Along Program		
<i>Reference</i>		<i>Revised</i> December 28, 2021 December 19, 2023
<i>Distribution</i> All Personnel	<i>Re-evaluation Date</i> December 2023 December 2025	<i>No. Pages</i> 7

I. **Policy**

It is the policy of the Dalton Police Department to allow members of the community to ride as observers in police vehicles upon proper request and authorization.

II. **Guidelines**

- A. Any person, not a member of this Department, wishing to ride as an observer in a police vehicle shall complete a ride-along application packet (Appendix A) and submit it to the respective Watch Commander for approval at least twenty-four (24) hours in advance.
- B. Any person wishing to ride as an observer in a police vehicle must be at least eighteen (18) years of age, unless he / she is a member of the Public Safety Cadet Program or fulfilling an educational requirement from an approved school curriculum. All Dalton Public Safety Cadets shall comply with the requirements of policy GO93-4.18, Public Safety Cadet Program. Any person wishing to ride for an educational requirement must receive approval from the Patrol Division Commander or his / her designee at least forty-eight (48) hours in advance.
- C. The following categories of persons shall not be allowed to ride as observers: persons with known felony convictions; persons with mental incompetence; persons with medical problems; or other persons disqualified by the Chief of Police. Prospective ride-along observers shall be the subject of a criminal history check through Department files and NCIC/GCIC. The ride-along file shall also be checked to determine the number of times an individual has rode along during the year.
- D. In every case, the needs of the Department and availability of resources shall determine whether a request to ride as an observer is approved. Priority shall be given to applicants intended for criminal justice coordination, news media, education research, or similar purposes.
- E. Only experienced Officers or Supervisors should be selected to escort ride-along observers.

- F. If an observer interferes with operations or police actions, the Officer shall return the observer to the place of departure and advise the Supervisor of the circumstances.
- G. All program participants are required to reflect a neat and clean appearance and are expected to pay for their own meals and refreshments.
- H. If an Officer with an observer responds to an emergency call, which has a high probability of being life-threatening to the observer or may expose him / her to undue risk of injury, the Officer is to direct the observer to remain in the patrol vehicle. In all other incidents, the observer may exit the patrol unit with the Officer or remain in it at his / her discretion.
- I. Observers are not permitted to carry weapons, including firearms, batons, Taser or stun guns, pepper sprays, or knives, while riding along, unless they are certified Georgia peace officers in good standing.
- J. Observers are limited to periods of four (4) hours per ride-along, unless otherwise authorized by the Patrol Division Commander.
- K. Observers are limited to riding along no more than three (3) times per calendar year, unless otherwise authorized by the Patrol Division Commander.
- L. While participating in a ride-along, no observer is allowed to enter into a residence or any other location where a reasonable expectation of privacy exists.
- M. Audio and video recordings shall not be allowed by any observer during a ride along, unless authorized by the Patrol Division Commander. Cameras or video recorders are not to accompany any observer during the ride along, unless authorized by the Patrol Division Commander.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

RESTRICTED LAW ENFORCEMENT DATA

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Public Safety Cadet	
Educational Program	
Citizens' Academy	
Leadership Dalton/Whitfield	
Emerging Leaders	



Case # _____

DALTON POLICE DEPARTMENT

Application for Ride Along

Full Name (please print)	Date of Birth	Social Security Number
Home Address	Race	Sex
City, State, Zip Code	Driver's License Number & State	
Telephone #	Signature	
Secondary Telephone #	Signature of Parent or Guardian (if under 18 years of age)	

PLEASE COMPLETE THE FOLLOWING:

Preferred dates to ride: _____

Preferred time to ride: Day Shift: ___ 7 a.m. – 11 a.m. Or ___ 11 a.m. – 3 p.m. Or ___ 3 p.m. – 7 p.m.

(Only one 4-hour block will be approved)

Night Shift: ___ 7 p.m. – 11 p.m. Or ___ 11 p.m. – 3 a.m.

Officer preference (optional): _____

Sworn to and subscribed before me,
This _____ day of _____, 20____.

Notary Public

Criminal history completed:

Date: _____

By whom: _____

Witness

Date

RESTRICTED LAW ENFORCEMENT DATA

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William C. Cason III
Chief of Police



301 Jones Street
Dalton, GA 30720
<http://daltonga.gov>
P: 706.278.9085
F: 706.217.2075

DALTON POLICE DEPARTMENT

Appropriate Dress Guidelines for Ride Along

Clothing must be neat and clean.

Appropriate business clothing will be acceptable.

Casual style pants and a shirt with a collar are acceptable.

A cap or other inclement weather clothing (jacket, rainwear) is acceptable, as long as it does not indicate anything of an inappropriate nature.

Footwear that covers the foot (no open toe) and provides protection from varying conditions is required.

No tank tops, shorts, or t-shirts allowed.

No skirts, dresses, or mid-drift shirts allowed.

No torn clothing allowed.

I acknowledge that I have read and understand the Appropriate Dress Guidelines.

Signature

Date

RESTRICTED LAW ENFORCEMENT DATA

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GEORGIA CRIME INFORMATION CENTER AWARENESS STATEMENT

Access to Criminal Justice Information, as defined in GCIC Council Rule 140-1-.02 (amended), and dissemination of such information are governed by state and federal laws and GCIC Council Rules. Criminal Justice Information cannot be accessed or disseminated by any employee except as directed by superiors and as authorized by approved standard operating procedures which are based on controlling state and federal laws, relevant federal regulations, and the Rules of the GCIC Council.

O.C.G.A. §35-3-38 establishes criminal penalties for specific offenses involving obtaining, using, or disseminating criminal history record information except as permitted by law. The same statute establishes criminal penalties for disclosing or attempting to disclose techniques or methods employed to ensure the security and privacy of information or data contained in Georgia criminal justice information systems.

The Georgia Computer Systems Protection Act (O.C.G.A. §16-9-90 et. seq.) provides for the protection of public and private sector computer systems, including communications links to such computer systems. The Act establishes four criminal offenses, all major felonies, for violations of the Act: Computer Theft, Computer Trespass, Computer Invasion of Privacy, and

Computer Forgery. The criminal penalties for each offense carries maximum sentences of fifteen (15) years in prison and/or fines up to \$50,000.00, as well as possible civil ramifications. The

Act also establishes Computer Password Disclosure as a criminal offense with penalties of one (1) year in prison and/or a \$5,000.00 fine.

The Georgia Criminal Justice Information System Network is operated by the Georgia Crime Information Center in compliance with O.C.G.A. §35-3-31. All databases accessible via CJIS Network terminals are protected by the Computer Systems Protection Act. Similar communications and computer systems operated by municipal/county governments are also protected by the Act.

By my signature below,
I acknowledge that I have read and understand this Awareness Statement.

Print Name: _____

Signed: _____

Date: _____

Reviewed by GCIC in 2013/Last Revised 2010

RESTRICTED LAW ENFORCEMENT DATA

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William C. Cason III
Chief of Police



301 Jones Street
Dalton, GA 30720
<http://daltonga.gov>
P: 706.278.9085
F: 706.217.2075

DALTON POLICE DEPARTMENT

Waiver of Liability

WHEREAS, the undersigned, _____ desires to ride with a member of the City of Dalton Police Department in order to observe the activities of the City of Dalton Police Department;

NOW, THEREFORE, for and in consideration of the premises, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the undersigned does hereby declare and agree to the following:

(a) to release, defend, indemnify and save harmless the City of Dalton, its officers, directors, employees, and any other person, firm or corporation charged or chargeable with responsibility or liability, their heirs, administrators, executors, successors, assigns and agents, from any and all costs, expenses, restrictions, claims, demands, suits, actions, proceedings, damages, liabilities, deficiencies, judgments, levies, costs or expenses, including, but not limited to, attorney's fees and expenses of any kind and nature, including, but not by way of limitation, any claim for damages to property or injuries to or death relating to or arising from riding with a member of the City of Dalton Police Department or arising out of any activities in connection with the ride-along with the City of Dalton Police Department, unless caused by intentional and / or willful or wanton acts of the City of Dalton's officers or employees;

(b) to reimburse the City of Dalton any legal fees and other costs incurred in the City of Dalton's defense of any claim or action arising out of any ride-along with the City of Dalton Police Department. The City of Dalton shall have the right to participate in the defense of any claims or litigation and shall have the right to approve any settlement;

(c) that this waiver is also a release which extends and applies to, and also covers and includes, all unknown, unforeseen, unanticipated and unsuspected injuries, damages, loss and liability, and the consequences thereof, as well as those now disclosed and known to exist. The provisions of any state, federal, local or territorial law or statute providing in substance that releases shall not extend to claims, demands, injuries or damages which are unknown or unsuspected to exist at the time, to the person executing such release, are hereby expressly waived;

(d) acknowledge that this waiver and release hereby releases and discharges the City of Dalton, its officers, directors, employees and agents, of any and all claims, relating to any bodily and personal injuries or damages to property and the consequences thereof resulting from their participation in the ride-along with the City of Dalton Police Department absent the City of

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Dalton's officer's or employee's intentional, willful, or wanton act or reckless conduct. The undersigned further covenants with the City of Dalton that they, their heirs, executors, assigns and transferees will never at any future time sue the City of Dalton for or on account of any claim for damages arising out of their participation in the ride-along with the City of Dalton Police Department whether such claims arise by the negligence of the City of Dalton, its employees or agents, or by the negligence of any other participant except when there is intentional willful or wanton misconduct or acts on the part of the City of Dalton's officers or employees;

(e) the agreement of the City of Dalton to allow the undersigned to ride with a member of the City of Dalton Police Department, is not to be construed as an admission of liability and acceptance of assumption of responsibility by the City of Dalton, its officers and members.

WITNESS the hand and seal of the undersigned, this _____ day of _____, 20__.

“Undersigned”: _____
(sign here)

Signed, sealed, sworn to, and
Subscribed before the undersigned
unofficial witness and notary public

Unofficial Witness

Notary Public

Commission Date:

DALTON POLICE DEPARTMENT

	<i>Effective Date</i> September 24, 2013	<i>Number</i> GO13-7.23
<i>Subject</i> Asset Forfeiture		
<i>Reference</i>		<i>Revised</i> December 28, 2021 December 19, 2023
<i>Distribution</i> All Personnel	<i>Re-evaluation Date</i> December 2023 December 2025	<i>No. Pages</i> 10

I. **Policy**

It is the policy of the Dalton Police Department to utilize applicable state and federal statutes to accomplish the goals of disrupting criminal conduct by the lawful seizure and forfeiture of assets and proceeds used unlawfully or obtained through various criminal acts.

II. **Purpose**

The purpose of this policy is to standardize the procedures used in lawfully seizing, maintaining, and moving for forfeiture of assets, as enumerated in O.C.G.A. (Official Code Georgia Annotated) 16-13-49, obtained unlawfully through various criminal acts and / or the resulting proceeds, with special emphasis on violations of the Georgia Controlled Substances Act. The Department’s intent, by participating in asset forfeiture, is to:

- A. Provide additional tools to Officers to hamper the operations of drug violators.
- B. Make it more difficult to use illegal proceeds to continue a criminal enterprise if the “leader” is incarcerated.
- C. Remove the financial incentive to participate and / or invest in the drug trade.

III. **Definition**

Asset Forfeiture Review Coordinator (AFRC) – The employee responsible for ensuring all reports, reviews, and processes are completed in a timely manner in accordance with this policy. The AFRC shall be appointed by the Criminal Investigations Division Commander.

IV. **Types of Property Subject to Seizure**

Anything with value or any interest in anything of value, including real property and any fixtures thereon, any tangible and intangible personal property, including, but not limited to, currency, instruments, securities, or any other kind of privilege, interest, claim, or right, which has been used or obtained in violation of the Georgia Controlled Substances Act

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(GCSA) and / or other unlawful activities listed in Appendix A of this policy, is subject to seizure.

V. **Statutory Basis for Seizure**

- A. Any Officer may seize property for forfeiture if the Department determines there is probable cause to believe that the property falls within any of the following categories:
1. All property which is, directly or indirectly, used or intended for use in any manner to facilitate a violation, as outlined in Code Section 16-13-49, or any proceeds derived or realized there from;
 2. All property located in this state which was, directly or indirectly, used or intended for use in any manner to facilitate a violation of any of the code sections listed in Appendix A of this policy or of the laws of the United States or any of the several states relating to any of the listed code sections in Appendix A of this policy, which is punishable by imprisonment for more than one (1) year, or any proceeds derived or realized there from;
 3. All weapons possessed, used, or available for use in any manner to facilitate a violation of the code sections listed in Appendix A of this policy or of the laws of the United States or any of the several states relating to the listed code sections in Appendix A of this policy, which is punishable by imprisonment for more than one (1) year;
 4. Any interest, security, claim, property right, or contractual right of any kind affording a source of influence over any enterprise that a person has established, operated, controlled, conducted, or participated in the conduct of in violation of the code sections listed in Appendix A of this policy or any of the laws of the United States or any of the several states relating to the listed code sections in Appendix A of this policy, which is punishable by imprisonment for more than one (1) year, or any proceeds derived or realized there from;
 5. All monies, negotiable instruments, securities, or other thing of value which are found in close proximity to any controlled substance or marijuana or other property which is subject to forfeiture under any of the code sections listed in Appendix A of this policy.
- B. Seizure of property subject to forfeiture may be made without prior judicial approval if there is probable cause to believe the property is subject to forfeiture under Code Section 16-13-49, or the seizure is incident to arrest or search pursuant to a search warrant or to an inspection under an inspection warrant.
- C. Property not seized pursuant to an arrest warrant, search warrant, inspection warrant, or legally recognized exception to a warrant requirement, which property is located on private premises, should be seized pursuant to a seizure warrant issued by a Superior Court Judge in the circuit in which the property is presently located.

RESTRICTED LAW ENFORCEMENT DATA

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- D. A property interest shall not be subject to forfeiture under GCSA for a violation involving one gram of cocaine or less, or four ounces of marijuana or less, unless said property was used to facilitate a transaction in, or a purchase of or sale of, a controlled substance or marijuana.
- E. A rented or leased vehicle shall not be subject to forfeiture unless it can be established in forfeiture proceedings that the owner of the rented or leased vehicle is legally accountable for the conduct which would otherwise subject the vehicle to forfeiture, consented to the conduct, or knew, or reasonably should have known the conduct, or that it was likely to occur. O.C.G.A. 16-13-49(f) requires the rented or leased vehicle to be returned to the owner or its agent as soon as practicable.
- F. When property that was used in violation of any of the code sections listed in Appendix A of this policy has been removed from the jurisdiction of this Department before the seizure is to take place, then the seizure should be done jointly with an Officer having jurisdiction in the area where the property is located. That Officer may then return the property over to this Department.

VI. **Training**

All sworn Officers shall receive annual training on lawful procedures for the seizure of property.

VII. **Asset Forfeiture Review Coordinator (AFRC)**

The AFRC is responsible for the following:

- A. Ensuring the strict adherence to the provisions of this policy
- B. Reviewing all asset forfeiture cases
- C. Completing an annual inspection of all asset forfeiture cases and files
- D. Maintaining a record of all asset forfeiture / seizure cases and their current status

VIII. **Initial Steps for Seized Property**

- A. When property is seized pursuant to the forfeiture laws of Georgia, Code Section 16-13-49, the facts of the seizure shall be reported immediately on the Asset Forfeiture Form accompanied by a copy of the Law Incident Report. The reports shall contain the following information and be forwarded to the AFRC for review:
 - 1. Time, date, and location of the offense(s) and seizure of assets
 - 2. Names of all suspects, witnesses, and other persons at the scene of the seizure
 - 3. An itemized description of the property that was seized
 - 4. The legal basis for seizure(s), as outlined in Code Section 16-13-49 and / or other code sections listed in Appendix A of this policy

RESTRICTED LAW ENFORCEMENT DATA

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5. Type and quantity, if any, of drugs or contraband located in close proximity to the defendant and the seized property
- B. If not completed through pre-seizure planning, the AFRC or designee shall make a diligent effort to determine ownership of the seized property, including the identification of the registered owner(s), title holder(s), and bona fide lien holder(s), if any.
- C. This Department shall conduct an inventory and estimate the value of property seized and shall forward a copy of the inventory and appraisal to the AFRC. This should be done as soon as possible so as to provide the District Attorney's Office with information needed to properly evaluate the case.
- D. The AFRC shall review the basis for each seizure of property and, if approved, notify and provide all documentation to the District Attorney's Office within twenty (20) days of the date of seizure of the property.
- E. The AFRC or designee shall evaluate each case from all aspects, including the factual nexus with criminal activity and the economic feasibility of proceeding with a forfeiture action. This shall be done in consultation with the District Attorney's Office.
 1. All case information shall be reviewed to verify a connection to illegal activity in violation of any code sections listed in Appendix A.
 2. All seized property shall be evaluated for condition, value, sale, and usability. It is the decision of the District Attorney's Office to file a forfeiture action.
 3. All seized property shall be properly maintained and stored in order to ensure its protection and value. No seized property shall be used for any purpose prior to forfeiture.
 4. If the District Attorney's Office does not file a forfeiture action, then all seized property shall be promptly returned to the owner, his / her agent, or a valid lien holder upon the District Attorney's direction.

IX. **Processing Seized Property**

The following procedures shall apply to the processing of seized property under the authority of code sections listed in Appendix A. All seized property shall be submitted to the Property and Evidence Section, in accordance with policy GO88-4.10, Property and Evidence Policy and Procedure. The Officer placing the property into evidence shall fill out the Property Record / Receipt Form and the Asset Forfeiture Form. The forfeiture form shall be submitted to the AFRC by the next working day.

- A. Currency

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1. Photographs shall be taken of all monies at the scene of the seizure and their relative proximity to contraband, if applicable. All forensic processing should be accomplished prior to moving, if feasible.
2. A Supervisor and two (2) Officers each shall count the money in the presence of the others at one sitting. After each has made an individual count, the three (3) shall compare results, thus identifying any possible counting errors. When there is a discrepancy in the count, recounts shall be made until all counters agree on the amount of currency. During the money count process, the number of people in the immediate area, i.e., the counting room, should be minimized. Counting of currency shall always be accomplished with at least two (2) Officers and one (1) Supervisor.
3. Supplements, property sheets, and property envelopes listing money amounts shall be specific, listing money by groups in which they were located, by number of bills for each denomination, and by totals for each denomination with the grand total listed.
4. Seized currency shall be placed in a sealed property bag with the item number, date, and case number noted on the appropriate form along with the initials of all Officers who counted the money. Only actual counters of monies shall sign the property form(s) containing those monies and only after agreeing that the amounts listed match their figures.
5. After completion of evidentiary tests, if any, all seized currency, subject to forfeiture in the Superior Court, shall be placed in the Property and Evidence Section. All seized currency, subject to federal forfeiture proceedings, shall be turned over to the appropriate federal agency.

B. Vehicles

1. Any seized vehicles, regardless of value or lien, shall be towed to the Department's official impound lot or placed in a secure storage area.
2. The keys and documents related to ownership status of any seized vehicle shall be placed into evidence utilizing established policies. The vehicle shall be inventoried in accordance with policy GO91-4.7, Impounding, Towing, and Inventory of Vehicles.
3. A complete inventory of the seized property and all containers, open or closed, found therein shall be completed at the time of the seizure or as soon as practicable after the seizure. A good faith attempt shall be made to release to the lawful owner all personal property not being retained as evidence or for forfeiture that was seized with impounded items, pursuant to the Georgia Civil Practice Act. If the owner is unknown, has been arrested, or is otherwise unavailable to take possession of the property, such items shall be placed in the Property and Evidence Section to be released to the owner at a later date. Perishable foods may be released to a responsible person or have to be destroyed and should not be left in a car that may be stored for an extended period of time, i.e. milk, meat, etc.

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4. Any personal property seized as evidence shall be packaged, stored separately from vehicles, and handled in accordance with policy GO88-4.10, Property and Evidence Policy and Procedure.
5. Reasonable attempts shall be made to maintain property in the same condition as at the time of seizure. Seized items shall not be used for any purpose until the property forfeited and all the rights, interests, and title are transferred pursuant to a court order. This section does not prohibit use or operation reasonably necessary for the proper maintenance of seized property.
6. Vehicles and all contraband or evidence should be photographed in the positions in which they were found, if possible.
7. All paperwork related to the seizure of the vehicle shall be forwarded to the AFRC immediately.

C. **Miscellaneous Property**

1. All other seized property, including jewelry, furniture, tools, electronics, and other personal property, shall be placed in the Property and Evidence Section, in accordance with policy GO88-4.10, Property and Evidence Policy and Procedure.
2. The seizing Officer shall complete and submit the Asset Forfeiture Form and a copy of the report to the AFRC immediately.
3. Reasonable attempts shall be made to maintain the property in the same condition as at the time of seizure. Seized items shall not be used for any purpose until the property is forfeited and all rights, interests, and title to the seized property are transferred to the State pursuant to court order. This policy does not prohibit use or operations reasonably necessary for the proper maintenance of seized property.

D. **Real Property** – The standard procedure for preserving real estate prior to forfeiture shall be the District Attorney filing a forfeiture lien against the real property in the Superior Court of the Conasauga Judicial Circuit and the possible execution of any occupancy agreement. Only in rare circumstances, for good cause shown and with the approval of the District Attorney, shall real property be seized prior to forfeiture.

E. **Substituted or Derived Assets** – Because of the uniqueness, special needs, and legal complexities of such property, any consideration or contemplation of seizure of such property shall require consultation with the District Attorney's Office.

F. **Firearms** – All firearms shall be placed into evidence following procedures outlined in directive GO88-4.10, Property and Evidence Policy and Procedure. The seizing Officer shall run the serial number of the weapon through NCIC and shall include a hard copy of the result with the Property Record / Receipt Form.

X. **Release of Seized Property**

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- A. If, at the conclusion of the forfeiture process, the claimant prevails, the seized property shall be released to the owner(s) immediately upon the presentation of an order from a Superior Court, unless it is also evidence in an active criminal case. Under no circumstances shall there be towing charges, storage fees, administrative costs, or maintenance costs assessed against the claimant, unless such costs are included in a court order.
- B. If the State declines to initiate forfeiture proceedings, the property shall be released to the owner upon request, unless the property is being held as evidence. The Department may require the owner to pay any costs associated with handling or storing of the property.

XI. **Ethical Considerations**

- A. No Officer's employment or salary shall be made to depend upon the level of seizures or forfeitures the Officer achieves.
- B. Any forfeited property retained by the Department for official law enforcement use is subject to all internal controls applicable to property acquired through the normal appropriations process.
- C. Forfeiture proceeds shall be maintained in a separate fund or account subject to appropriate accounting controls and annual financial audits of all deposits and expenditures.
- D. This Department shall avoid any appearance of impropriety in the sale or acquisition of forfeited property.

XII. **Reporting**

- A. The Chief of Police shall complete an itemized annual report of all property received through court-ordered forfeiture and all goods and services procured from the proceeds of such court-ordered forfeitures.
 - 1. The Chief of Police shall submit a copy of the annual asset forfeiture report to the finance committee as part of the annual budget process.
 - 2. The Chief of Police shall cause a copy of the annual asset forfeiture report to be uploaded electronically to the Tax and Expenditure Data website maintained by the Carl Vinson Institute of Georgia (CVIOG).
- B. The AFRC shall submit an itemized monthly report to the Chief of Police listing any property which has been seized and its pending disposition.
- C. The Chief of Police shall submit an annual report listing all property received through federal forfeiture ~~statues~~ statutes through the U.S. Department of Justice and / or Treasury Department. The report shall include a renewal of the Department's agreement to abide by all portions of the Federal Equitable Sharing Agreement, as prescribed by federal statute.

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This policy supersedes any policies previously issued.

BY ORDER OF

CHIEF OF POLICE

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Appendix A

OCGA 3-2-33	<i>Sale, possession, concealment, storage, or conveyance of untaxed alcoholic beverages; declaration of untaxed or otherwise unlawful alcoholic beverages as contraband; seizure and disposition of contraband alcoholic beverages</i>
OCGA 3-10-10	<i>Existence of property rights in distilled spirits or vessels kept or used in violation of chapter; contraband</i>
OCGA 3-10-11	<i>Contraband apparatus and appliances; existence of property rights therein; summary destruction of contraband; procedure for seizure and condemnation of vehicles and conveyances and boats and vessels</i>
OCGA 7-1-916	<i>Forfeiture of property involved in illegal transactions</i>
OCGA 10-1-454	<i>Forged or counterfeited trademarks, service marks, or copyrighted or registered designs; unauthorized reproductions</i>
OCGA 16-7-95	<i>Forfeiture and destruction or disposition of property</i>
OCGA 16-8-85	<i>Forfeiture of personal property seized</i>
OCGA 16-11-112	<i>Vehicles with false or secret compartments</i>
OCGA 16-12-32	<i>Seizure and disposition of property used in or derived from violation of article</i>
OCGA 16-12-100	<i>Sexual exploitation of children; reporting violation; forfeiture; penalties</i>
OCGA 16-13-30	<i>Purchase, possession, manufacture, distribution, or sale of controlled substances or marijuana; penalties</i>
OCGA 16-13-30.1	<i>Unlawful manufacture, delivery, distribution, possession, or sale of non-controlled substances</i>
OCGA 16-13-32	<i>Transactions in drug related objects; forfeitures and penalties</i>
OCGA 16-13-32.1	<i>Transactions in drug related objects; evidence as to whether object is drug related; forfeitures and penalties</i>
OCGA 16-13-49	<i>Forfeitures</i>
OCGA 16-14-7	<i>Forfeiture proceedings</i>
OCGA 16-15-5	<i>Contraband; seizure and forfeiture</i>

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OCGA 16-16-2	<i>Forfeiture</i>
OCGA 17-5-51	<i>Forfeiture of weapons used in commission of crime, possession of which constitutes crime or delinquent act, or illegal concealment generally; motor vehicles; definitions; return of firearm to innocent owner</i>
OCGA 17-5-52	<i>Sale or destruction of weapons used in commission of crime or delinquent act involving possession; sale of weapons not the property of the defendant; disposition of proceeds of sale; record keeping</i>
OCGA 40-6-391.2	<i>Seizure and forfeiture of motor vehicle operated by habitual violator</i>
OCGA 40-11-20	<i>Items subject to forfeiture</i>
OCGA 49-4-146.3	<i>Forfeiture of property and proceeds obtained through Medicaid fraud; fraud forfeiture proceedings; seizure of property subject to forfeiture; lien; inventory; court orders</i>

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Dalton Fire Department

404 School Street, Dalton, GA 30720

Phone: 706-278-7363

Detailed Selected Statistics and Management Activity

By Incident Type

Report Period: 11/01/23 - 11/30/23 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	2	0.62%	0	12	0	1	4	0.00	1	7.04	13.083333	1.93
112	Fires in structure other than in a building	1	0.31%	0	15	0	1	5	0.00	1	2.93	1.883333	3.83
118	Trash or rubbish fire, contained	2	0.62%	0	11.5	0	1.5	3.5	0.00	1.5	9.97	13.599998	3.80
131	Passenger vehicle fire	1	0.31%	0	15	0	1	5	0.00	1	6.93	3.633333	2.48
140	Natural vegetation fire, other	5	1.54%	0	3	0	0	1	0.00	0	0.61	3.050000	3.80
141	Forest, woods or wildland fire	1	0.31%	0	3	0	0	1	0.00	0	2.15	2.150000	2.93
142	Brush or brush-and-grass mixture fire	3	0.92%	0	8.33	0	0.33	2.67	0.00	0.33	0.58	2.200000	1.93
143	Grass fire	1	0.31%	0	3	0	0	1	0.00	0	0.35	.350000	4.52
151	Outside rubbish, trash or waste fire	2	0.62%	0	3.5	0	0	1	0.00	0	1.14	2.350000	7.52
154	Dumpster or other outside trash receptacle fire	1	0.31%	0	3	0	0	1	0.00	0	0.85	.850000	3.98
311	Medical assist, assist EMS crew	189	58.15%	0	0	3.12	0.01	0	1.02	0.01	0.98	181.233326	4.51
322	Motor vehicle accident with injuries	12	3.69%	0	0.5	5.92	0.5	0.17	2.08	0.33	3.09	35.633331	4.38
324	Motor vehicle accident with no injuries.	8	2.46%	0	0.38	4.25	0.63	0.13	1.38	0.5	2.19	16.683332	3.97

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)
412	Gas leak (natural gas or LPG)	2	0.62%	0	13.5	0	1	4	0.00	1	9.55	14.566666	1.93
413	Oil or other combustible liquid spill	1	0.31%	0	6	0	2	2	0.00	1	3.33	2.933333	4.75
424	Carbon monoxide incident	1	0.31%	0	13	0	1	4	0.00	1	14.00	9.450000	4.95
442	Overheated motor	1	0.31%	0	15	0	1	5	0.00	1	10.40	4.383333	2.32
444	Power line down	2	0.62%	0	3	0	0	1	0.00	0	1.05	2.100000	4.47
445	Arcing, shorted electrical equipment	3	0.92%	0	7.67	0	0.67	2.67	0.00	0.67	3.66	7.616665	4.01
500	Service Call, other	2	0.62%	0	3	0	0	1	0.00	0	1.02	1.550000	1.73
522	Water or steam leak	2	0.62%	0	3.5	0	0	1	0.00	0	0.85	1.583333	1.73
553	Public service	4	1.23%	0	3.25	0	0	1	0.00	0	0.95	3.966666	0.65
561	Unauthorized burning	4	1.23%	0	7.75	0	1	2.5	0.00	0.75	3.39	8.383332	5.54
600	Good intent call, other	2	0.62%	0	10.5	0	1	3.5	0.00	1	1.82	2.683332	4.00
611	Dispatched & canceled en route	23	7.08%	0	2.13	2.35	0.22	0.65	0.74	0.22	0.20	3.916661	0.00
622	No incident found on arrival at dispatch address	9	2.77%	0	4.11	2	0.56	1.33	0.67	0.56	1.94	13.866665	5.09
651	Smoke scare, odor of smoke	5	1.54%	0	5.4	0	0.2	1.8	0.00	0.2	1.36	8.866666	3.45
671	HazMat release investigation w/no HazMat	1	0.31%	0	12	0	2	4	0.00	1	3.03	1.633333	2.45
721	Bomb scare - no bomb	1	0.31%	0	3	0	1	1	0.00	1	8.20	8.166666	5.57
731	Sprinkler activation due to malfunction	1	0.31%	0	13	0	2	4	0.00	1	4.00	2.000000	5.13
735	Alarm system sounded due to malfunction	5	1.54%	0	10.6	0	1	3.4	0.00	0.8	3.94	18.033332	2.52
740	Unintentional transmission of alarm, other	1	0.31%	0	12	0	1	4	0.00	1	2.17	.566666	2.10

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)
743	Smoke detector activation, no fire - unintentional	8	2.46%	0	13.75	0	1	4.38	0.00	1	3.50	15.899996	4.47
745	Alarm system activation, no fire - unintentional	17	5.23%	0	10.76	0	1	3.53	0.00	0.88	2.73	30.149994	4.49
746	Carbon monoxide detector activation, no CO	2	0.62%	0	10.5	0	1.5	3.5	0.00	1	8.80	12.783333	4.72
Totals		325	100%	0	2.55	2.36	0.26	0.82	0.77	0.23	1.65	451.80	3.98
Mutual Aid Given Incidents		26											



Dalton Fire Department

404 School Street, Dalton, GA 30720

Phone: 706-278-7363

Response Summary by Station

Report Period: 11/01/23 - 11/30/23 23:59:59

Station	Responses	% Fire	% EMS	Other	Per Day
Station 1	142	10.56	59.86	29.58	4.9
Station 2	62	8.06	58.06	33.87	2.14
Station 3	76	5.26	68.42	26.32	2.62
Station 4	38	7.89	39.47	52.63	1.31
Station 5	33	0	81.82	18.18	1.14

Total 351

12/06/23 07:38:47



Dalton Fire Department

404 School Street, Dalton, GA 30720

Phone: 706-278-7363

Breakdown by Incident Type

Report Period: 11/1/2023 - 11/30/2023 11:59:59 PM

Incident Type	Incidents	Exposures
311 Medical assist, assist EMS crew	189	0
611 Dispatched & canceled en route	33	0
745 Alarm system activation, no fire - unintentional	17	0
322 Motor vehicle accident with injuries	17	0
324 Motor vehicle accident with no injuries.	9	0
622 No incident found on arrival at dispatch address	9	0
743 Smoke detector activation, no fire - unintentional	8	0
561 Unauthorized burning	6	0
735 Alarm system sounded due to malfunction	5	0
651 Smoke scare, odor of smoke	5	0
111 Building fire	5	0
140 Natural vegetation fire, other	5	0
143 Grass fire	4	0
553 Public service	4	0
151 Outside rubbish, trash or waste fire	3	0
118 Trash or rubbish fire, contained	3	0
142 Brush or brush-and-grass mixture fire	3	0
445 Arcing, shorted electrical equipment	3	0
500 Service Call, other	2	0
522 Water or steam leak	2	0
444 Power line down	2	0
412 Gas leak (natural gas or LPG)	2	0
746 Carbon monoxide detector activation, no CO	2	0
600 Good intent call, other	2	0

12/6/2023 7:41:00 AM

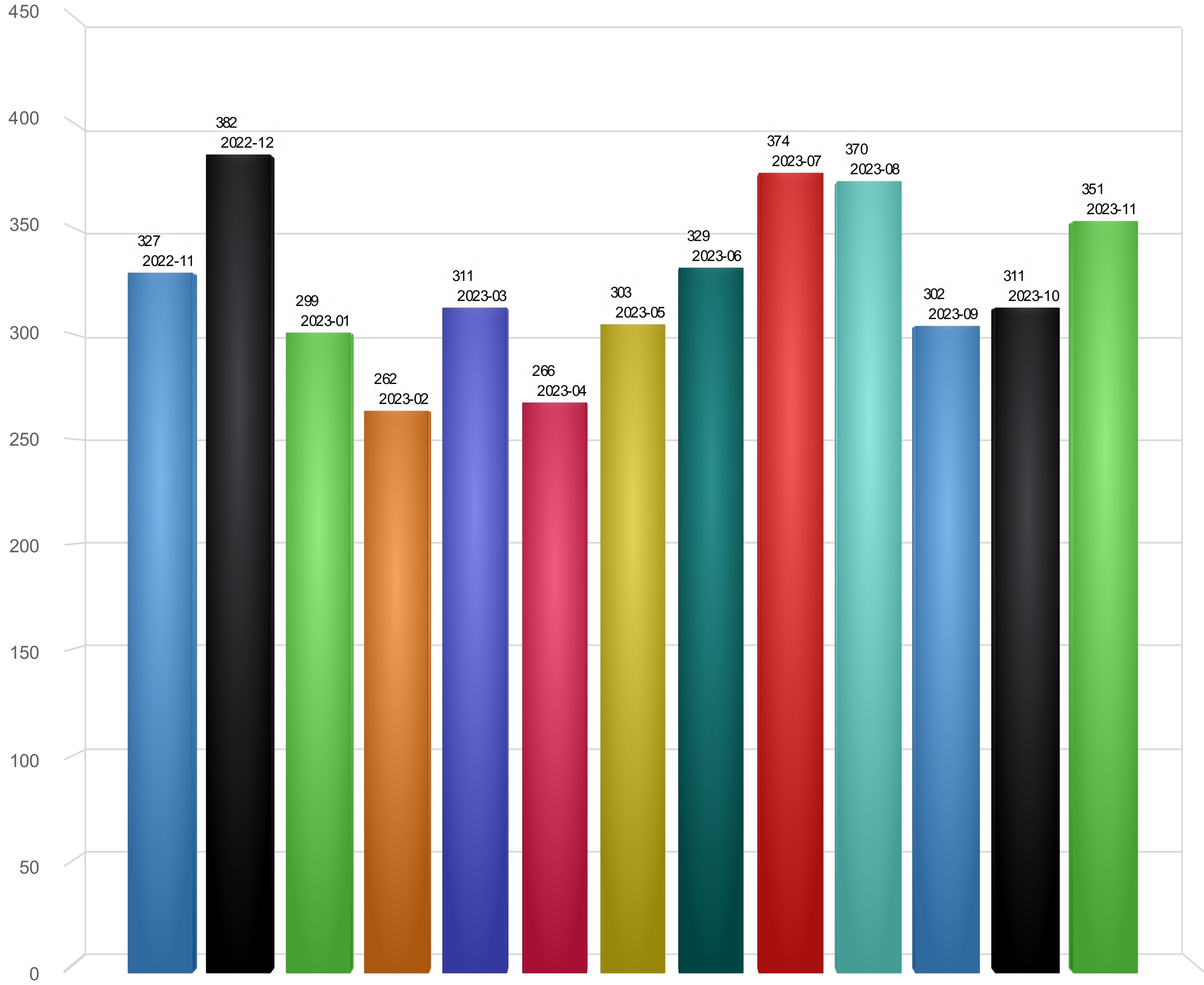
Incident Type	Incidents	Exposures
740 Unintentional transmission of alarm, other	1	0
671 HazMat release investigation w/no HazMat	1	0
721 Bomb scare - no bomb	1	0
731 Sprinkler activation due to malfunction	1	0
413 Oil or other combustible liquid spill	1	0
424 Carbon monoxide incident	1	0
442 Overheated motor	1	0
131 Passenger vehicle fire	1	0
112 Fires in structure other than in a building	1	0
154 Dumpster or other outside trash receptacle fire	1	0
141 Forest, woods or wildland fire	1	0

	Incidents	Exposures
Total	351	0

Incidents by Months

11/01/2022-11/30/2023

- 2022-11
- 2022-12
- 2023-01
- 2023-02
- 2023-03
- 2023-04
- 2023-05
- 2023-06
- 2023-07
- 2023-08
- 2023-09
- 2023-10
- 2023-11



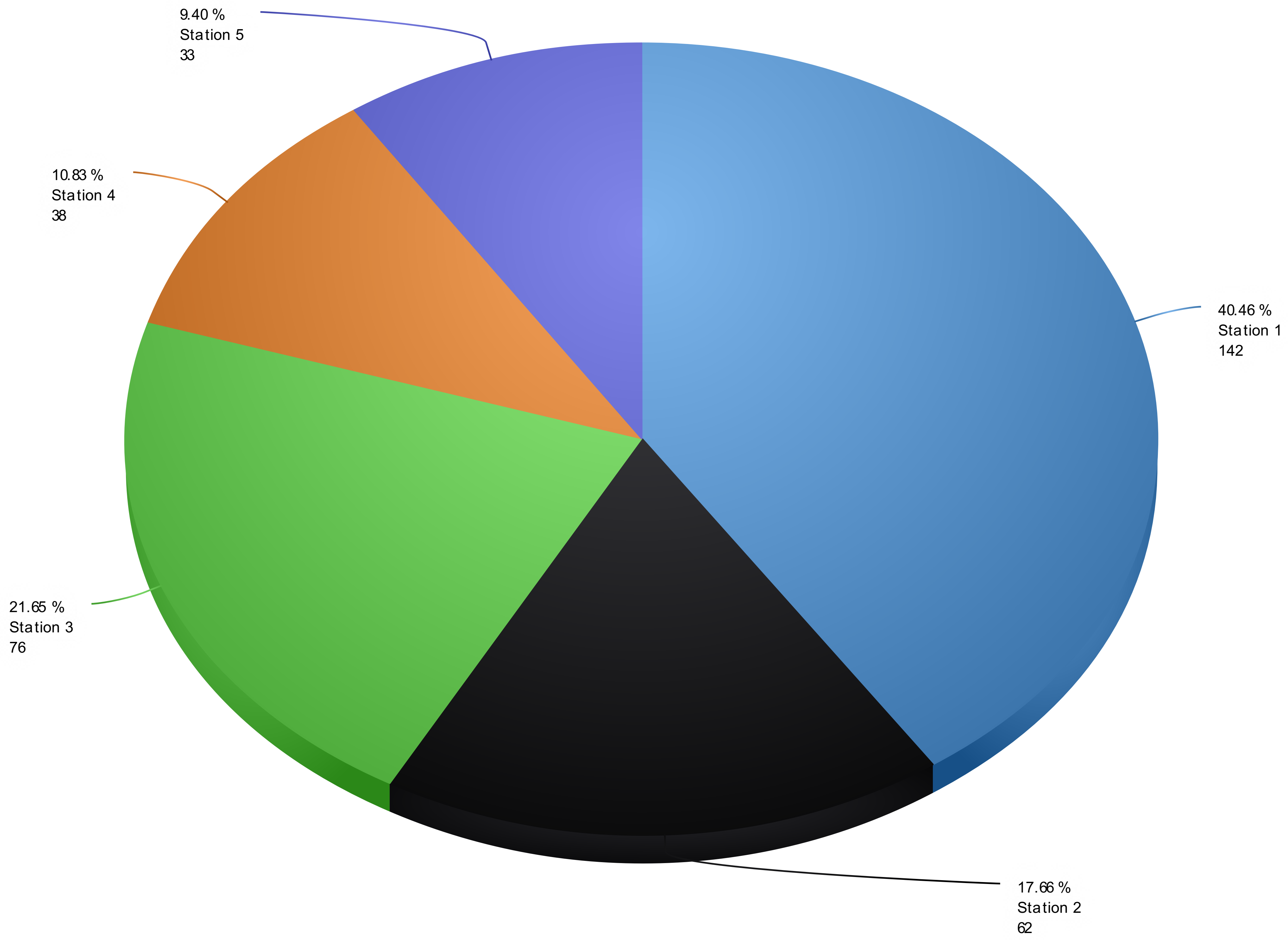
Incident Count

Total of Month: 4,187

Incidents by Stations

11/01/2023-11/30/2023

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

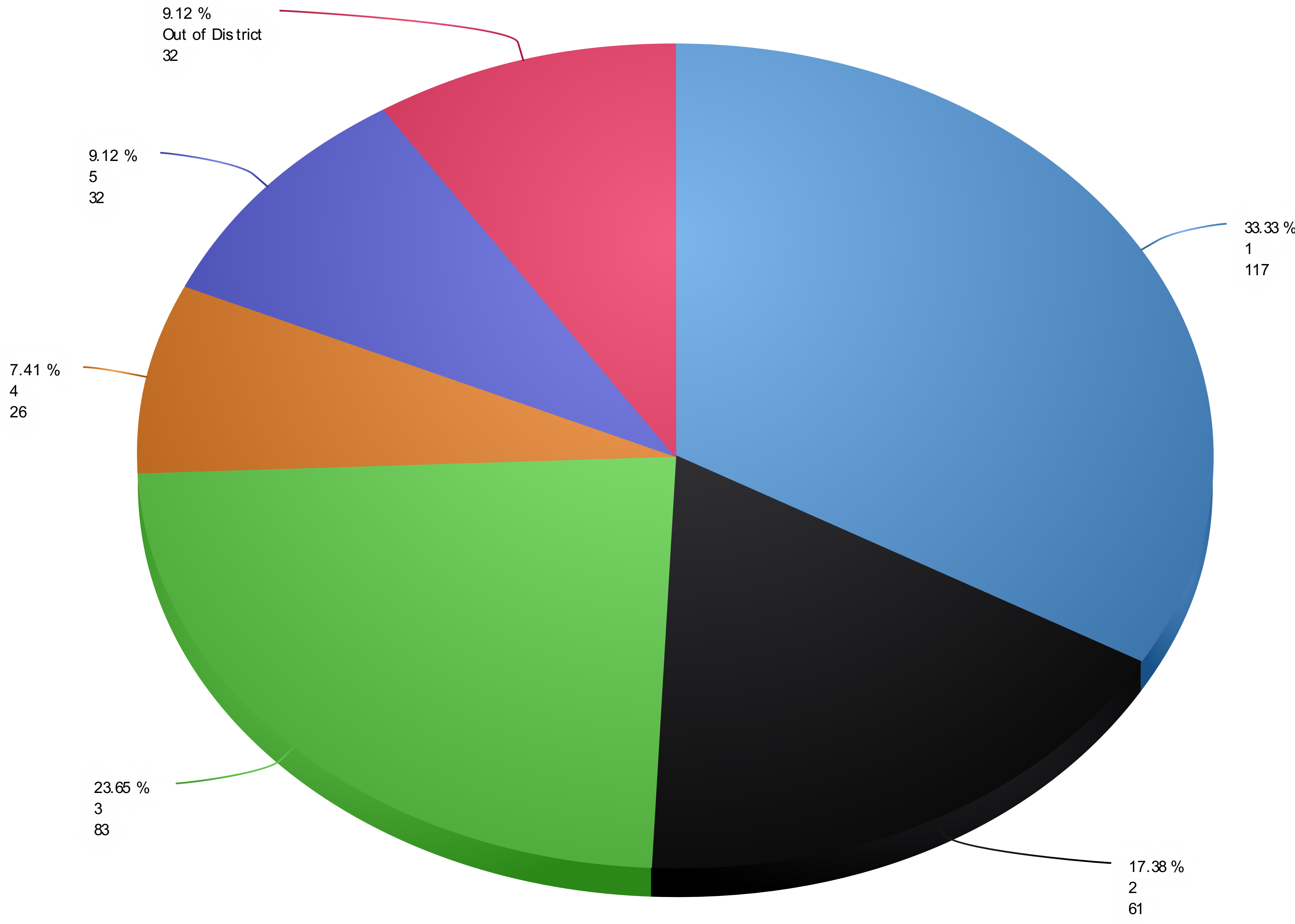


Total of Station: 351

Incidents by District

11/01/2023-11/30/2023

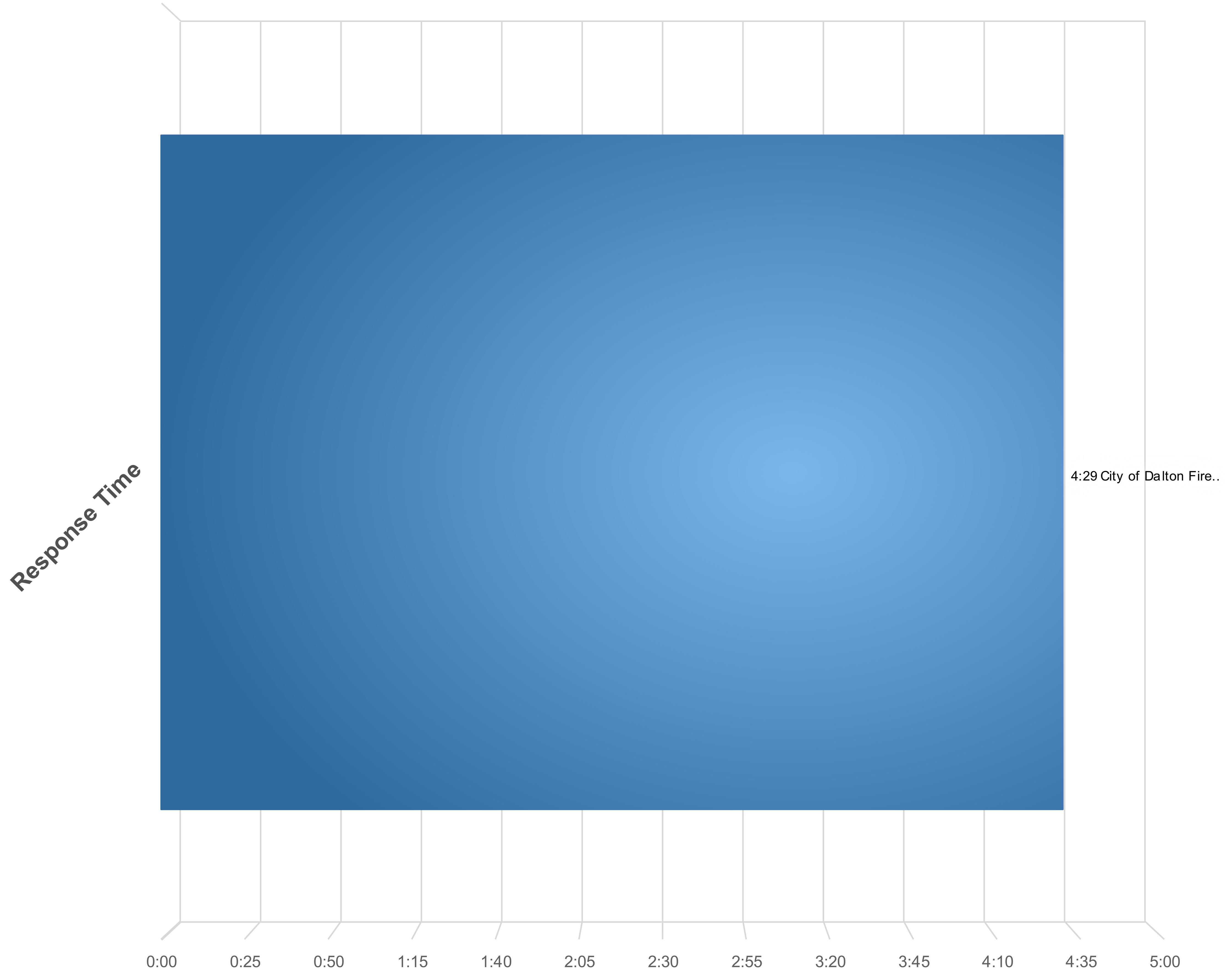
- 1
- 2
- 3
- 4
- 5
- Out of District



Total of District: 351

Department Average Response Time (Alarm-> First Unit Arrival)

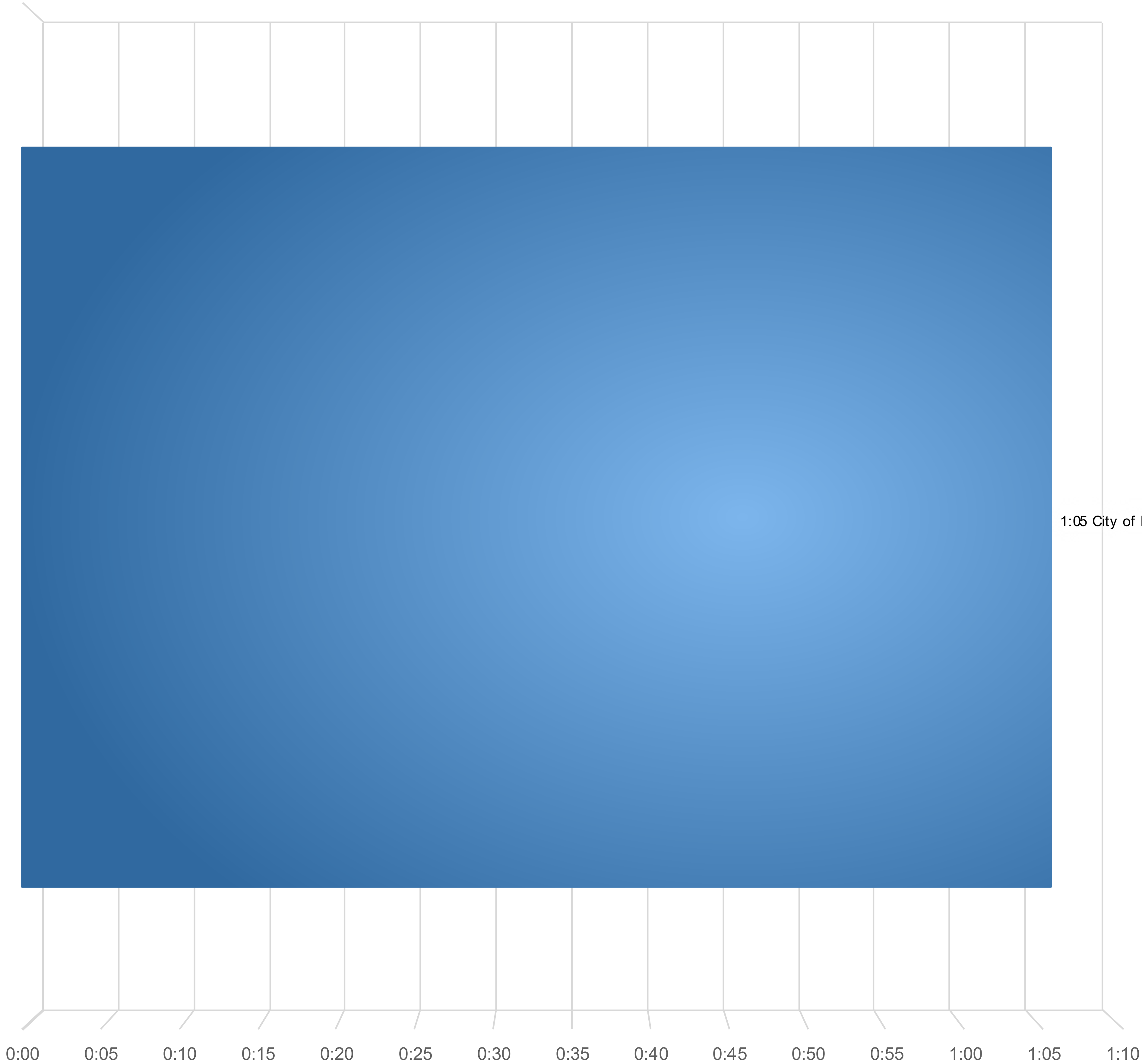
11/01/2023-11/30/2023



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

11/01/2023-11/30/2023

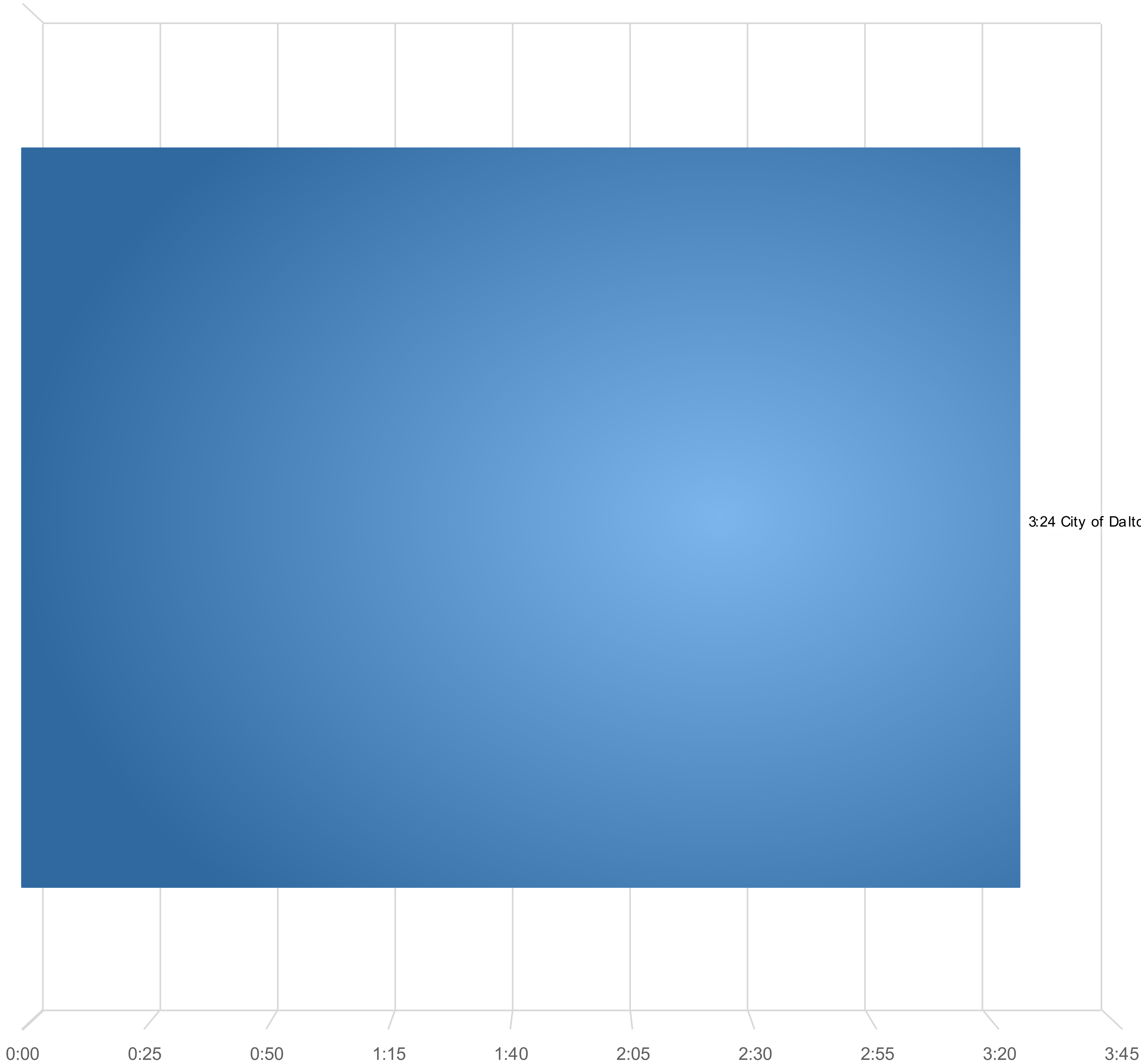
Turnout Time



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

11/01/2023-11/30/2023

Travel Time



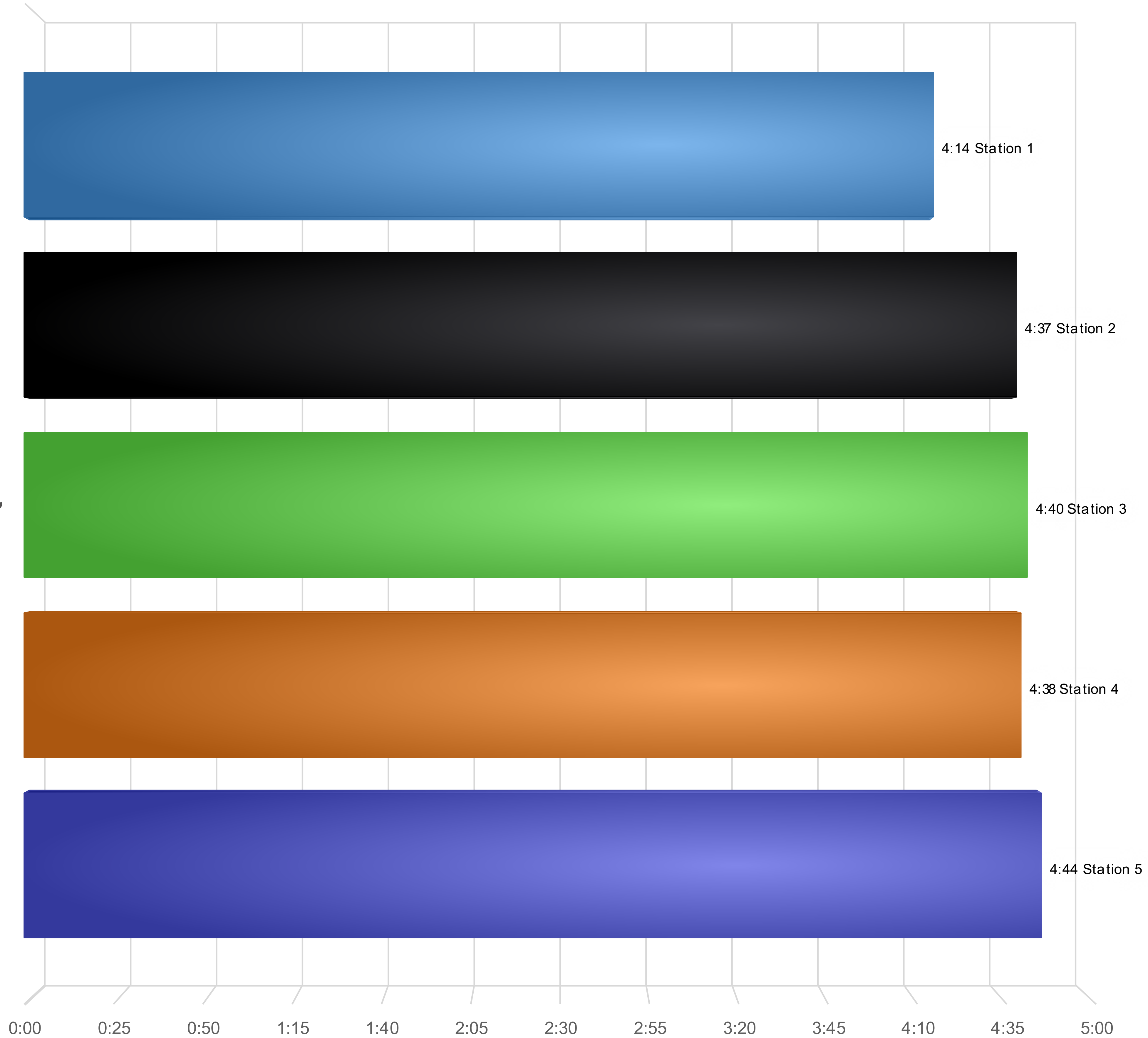
3:24 City of Dalton Fire..

Average Response Time by Station

11/01/2023-11/30/2023

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

Response Time



Total of Station: 4:29



Dalton Fire Department

404 School Street, Dalton, GA 30720

Phone: 706-278-7363

Staff Hours by Incident Type

Report Period: 11/01/23 - 11/30/23 23:59:59

Incident Type	Hours
311 Medical assist, assist EMS crew	181.22
322 Motor vehicle accident with injuries	58.46
745 Alarm system activation, no fire - unintentional	30.17
111 Building fire	27.32
735 Alarm system sounded due to malfunction	18.04
324 Motor vehicle accident with no injuries.	16.99
743 Smoke detector activation, no fire - unintentional	15.89
412 Gas leak (natural gas or LPG)	14.57
118 Trash or rubbish fire, contained	14.30
622 No incident found on arrival at dispatch address	13.86
746 Carbon monoxide detector activation, no CO	12.78
561 Unauthorized burning	10.09
424 Carbon monoxide incident	9.45
651 Smoke scare, odor of smoke	8.86
721 Bomb scare - no bomb	8.17
445 Arcing, shorted electrical equipment	7.62
611 Dispatched & canceled en route	6.72
442 Overheated motor	4.38
553 Public service	3.97
131 Passenger vehicle fire	3.63
151 Outside rubbish, trash or waste fire	3.50
140 Natural vegetation fire, other	3.05
413 Oil or other combustible liquid spill	2.93
600 Good intent call, other	2.69

Incident Type	Hours
143 Grass fire	2.48
142 Brush or brush-and-grass mixture fire	2.20
141 Forest, woods or wildland fire	2.15
444 Power line down	2.10
731 Sprinkler activation due to malfunction	2.00
112 Fires in structure other than in a building	1.88
671 HazMat release investigation w/no HazMat	1.63
522 Water or steam leak	1.58
500 Service Call, other	1.55
154 Dumpster or other outside trash receptacle fire	0.85
740 Unintentional transmission of alarm, other	0.57

Total	497.65
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Dalton Fire Department

404 School Street, Dalton, GA 30720

Phone: 706-278-7363

Injuries and Property Loss

(Dates: 11/01/23 - 11/30/23 23:59:59)

CODE	DESCRIPTOR	FREQ	FREQ %	EXPs	CIV DTHS	CIV DTHS	CIV INJ	CIV INJS	FF DTHS	FF DTHS	FF INJ	FF INJS	PROP LOSS	PROP LOSS	CONT LOSS	CONT LOSS	TOTAL LOSS	TOTAL LOSS %
111	Building fire	2	0.62%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	501	4.70%	0	0.00%	501	4.68%
112	Fires in structure other than in a building	1	0.31%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	150	1.41%	50	100.00 %	200	1.87%
118	Trash or rubbish fire, contained	2	0.62%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
131	Passenger vehicle fire	1	0.31%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	10,000	93.89%	0	0.00%	10,000	93.45%
140	Natural vegetation fire, other	5	1.54%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
141	Forest, woods or wildland fire	1	0.31%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
142	Brush or brush-and-grass mixture fire	3	0.92%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
143	Grass fire	1	0.31%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
151	Outside rubbish, trash or waste fire	2	0.62%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

CODE	DESCRIPTOR	FREQ	FREQ %	EXPs	CIV DTHS	CIV DTHS	CIV INJ	CIV INJS	FF DTHS	FF DTHS	FF INJ	FF INJS	PROP LOSS	PROP LOSS	CONT LOSS	CONT LOSS	TOTAL LOSS	TOTAL LOSS %
154	Dumpster or other outside trash receptacle fire	1	0.31%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
311	Medical assist, assist EMS crew	189	58.15%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
322	Motor vehicle accident with injuries	12	3.69%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
324	Motor vehicle accident with no injuries.	8	2.46%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
412	Gas leak (natural gas or LPG)	2	0.62%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
413	Oil or other combustible liquid spill	1	0.31%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
424	Carbon monoxide incident	1	0.31%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
442	Overheated motor	1	0.31%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
444	Power line down	2	0.62%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
445	Arcing, shorted electrical equipment	3	0.92%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
500	Service Call, other	2	0.62%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
522	Water or steam leak	2	0.62%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

CODE	DESCRIPTOR	FREQ	FREQ %	EXPs	CIV DTHS	CIV DTHS	CIV INJ	CIV INJS	FF DTHS	FF DTHS	FF INJ	FF INJS	PROP LOSS	PROP LOSS	CONT LOSS	CONT LOSS	TOTAL LOSS	TOTAL LOSS %
553	Public service	4	1.23%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
561	Unauthorized burning	4	1.23%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
600	Good intent call, other	2	0.62%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
611	Dispatched & canceled en route	23	7.08%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
622	No incident found on arrival at dispatch address	9	2.77%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
651	Smoke scare, odor of smoke	5	1.54%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
671	HazMat release investigation w/no HazMat	1	0.31%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
721	Bomb scare - no bomb	1	0.31%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
731	Sprinkler activation due to malfunction	1	0.31%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
735	Alarm system sounded due to malfunction	5	1.54%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
740	Unintentional transmission of alarm, other	1	0.31%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
743	Smoke detector activation, no fire - unintentional	8	2.46%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

CODE	DESCRIPTOR	FREQ	FREQ %	EXPs	CIV DTHS	CIV DTHS	CIV INJ	CIV INJS	FF DTHS	FF DTHS	FF INJ	FF INJS	PROP LOSS	PROP LOSS	CONT LOSS	CONT LOSS	TOTAL LOSS	TOTAL LOSS %
745	Alarm system activation, no fire - unintentional	17	5.23%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
746	Carbon monoxide detector activation, no CO	2	0.62%	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Totals		325	100%	0	0	100%	0	100%	0	100%	0	100%	10,651	100%	50	100%	10,701	100%
Mutual Aid Given Incidents		26																

Training Division Monthly Report

November 2023

Overview

Monthly training included territory familiarization, core competency check-offs, special operations training, and company level drills chosen by company officers. The department hosted Georgia Smoke Diver Class #63 at the training center. The Training Division coordinated department-wide live burn evolutions at the Keith Street acquired structures. All special operations team members completed NFPA 1006 & 1670 compliant scenario-based evolutions for rope rescue technicians. hosted GSD Class 63. Annual facepiece fit testing was completed for all certified firefighters. Repairs were completed on the interior of the department's live burn training building. Training hours during the month of November totaled 1,829.

Outside Schools

1 special operations team member attended Hazardous Materials Technician at FEMA's Center for Domestic Preparedness in Anniston, Alabama

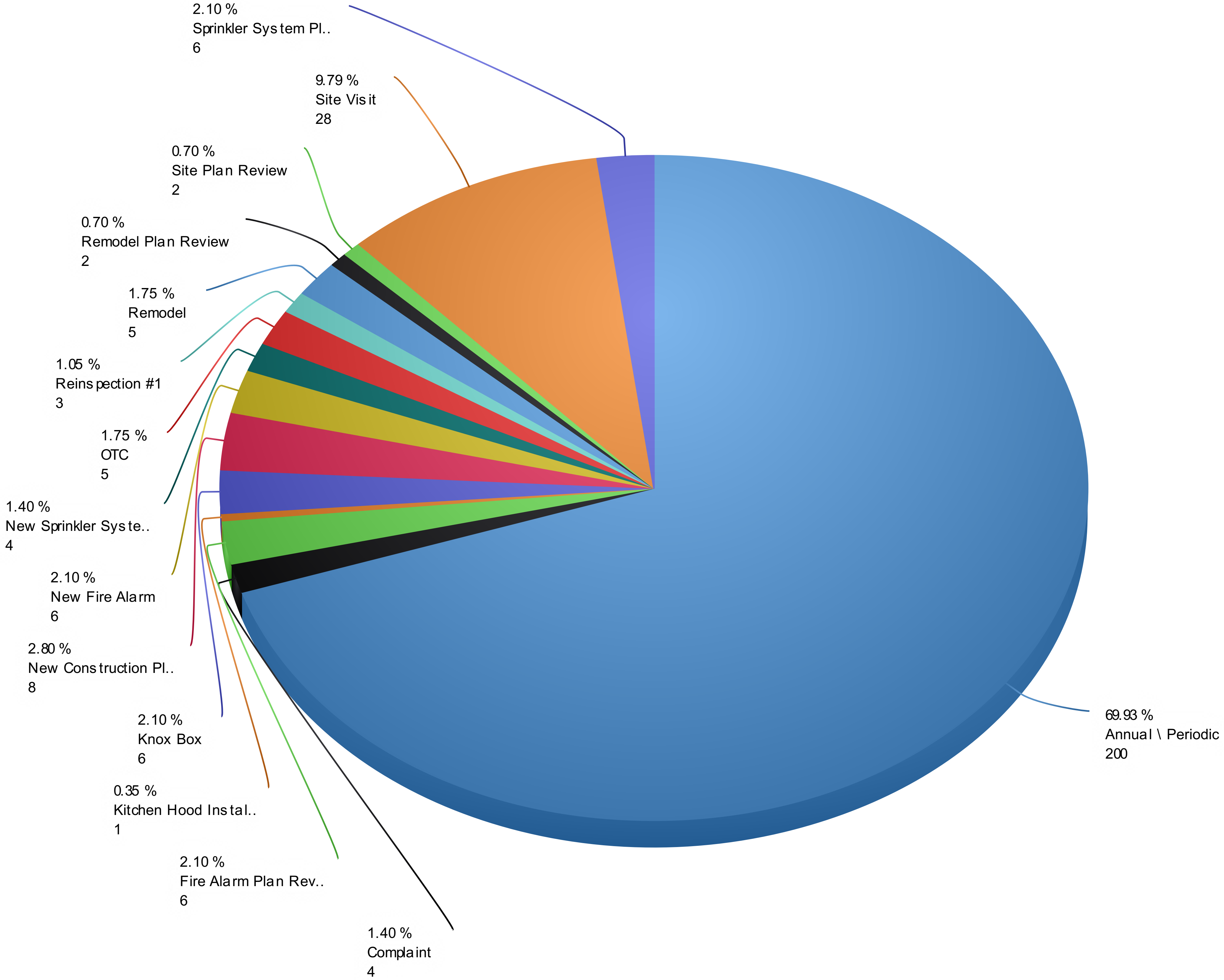
1 firefighter successfully completed Georgia Smoke Diver Class #63

2 firefighters attended FEMA's Sports Venue Evacuation and Protective Actions course presented by Texas Engineering Extension Service and hosted by Whitfield County Emergency Management

Inspection Visit History by Inspection Type

11/01/2023-11/30/2023

- Annual \ Periodic
- Complaint
- Fire Alarm Plan Review
- Kitchen Hood Installation
- Knox Box
- New Construction Plan Review
- New Fire Alarm
- New Sprinkler System
- OTC
- Reinspection #1
- Remodel
- Remodel Plan Review
- Site Plan Review
- Site Visit
- Sprinkler System Plan Review



Total of Inspection Type: 286

YEAR-TO-DATE BUDGET REPORT

11/30/2023

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND - OPERATING							
350000 511100 WAGES REG	6,026,000	0	6,026,000	5,455,277.29	.00	570,722.71	90.5%
350000 511300 WAGES - OT	519,000	0	519,000	390,844.65	.00	128,155.35	75.3%
350000 512100 GROUP INS	1,079,235	0	1,079,235	888,471.39	.00	190,763.61	82.3%
350000 512200 FICA & MED	500,800	0	500,800	432,881.24	.00	67,918.76	86.4%
350000 512401 RETDCP	396,000	0	396,000	353,915.31	.00	42,084.69	89.4%
350000 512402 RET DBP	323,000	0	323,000	265,370.72	.00	57,629.28	82.2%
350000 512403 RET STATE	28,800	0	28,800	25,225.00	.00	3,575.00	87.6%
350000 512700 WORKERS CO	107,000	0	107,000	98,084.00	.00	8,916.00	91.7%
350000 512900 OTHER EMPL	36,750	0	36,750	33,084.77	.00	3,665.23	90.0%
350000 512915 CLEANING A	49,900	0	49,900	4,948.65	520.00	44,431.35	11.0%
350000 512950 FD CANCER	18,500	0	18,500	16,835.00	.00	1,665.00	91.0%
350000 521210 LEGAL FEES	4,800	0	4,800	1,897.50	.00	2,902.50	39.5%
350000 522140 LAWN CARE	4,000	0	4,000	4,000.00	.00	.00	100.0%
350000 522210 BUILD R&M	60,000	0	60,000	46,811.76	1,369.92	11,818.32	80.3%
350000 522220 EQ REPAIRS	24,000	7,700	31,700	17,190.48	5,279.39	9,230.13	70.9%
350000 522220 APPA MTN APP	100,000	23,690	123,690	121,337.34	1,781.55	571.11	99.5%
350000 522320 RENT EQUIP	4,500	0	4,500	2,625.87	.00	1,874.13	58.4%
350000 523100 INSURANCE	32,980	16,000	48,980	64,561.11	.00	-15,581.11	131.8%
350000 523200 COMMUNICAT	33,750	0	33,750	30,670.73	.00	3,079.27	90.9%
350000 523500 TRAVEL	20,000	-7,500	12,500	8,962.97	.00	3,537.03	71.7%
350000 523600 DUES	6,000	0	6,000	5,084.90	.00	915.10	84.7%
350000 523630 RADIO SUBC	11,500	0	11,500	10,492.20	.00	1,007.80	91.2%
350000 523640 VEHICLE IM	1,100	0	1,100	850.00	.00	250.00	77.3%
350000 523700 TRAINING	28,000	-11,000	17,000	15,221.51	.00	1,778.49	89.5%
350000 523900 OTHER PUR	0	900	900	711.45	.00	188.55	79.1%
350000 523920 SOFT LIC	16,000	2,400	18,400	18,363.50	.00	36.50	99.8%
350000 531100 SUP GENERA	25,000	-4,000	21,000	15,067.04	3,733.40	2,199.56	89.5%
350000 531110 SUP OFFICE	4,000	0	4,000	3,900.74	.00	99.26	97.5%
350000 531120 UNIFORMS	140,000	18,500	158,500	155,482.78	2,443.79	573.43	99.6%
350000 531150 SUP GROUND	3,250	0	3,250	850.65	.00	2,399.35	26.2%
350000 531200 UTILITIES	163,000	-15,000	148,000	125,901.25	.00	22,098.75	85.1%
350000 531240 BOTTLE GAS	0	1,500	1,500	746.55	.00	753.45	49.8%
350000 531250 OIL	5,000	0	5,000	4,382.65	.00	617.35	87.7%
350000 531270 GASOLINE	16,500	0	16,500	12,499.22	.00	4,000.78	75.8%
350000 531275 DIESEL	62,000	-1,500	60,500	49,732.70	.00	10,767.30	82.2%
350000 531300 MEALS FOOD	2,000	0	2,000	629.02	3,933.00	-2,562.02	228.1%
350000 531600 SMALL EQUI	30,000	0	30,000	9,222.10	.00	20,777.90	30.7%
350000 531700 OTHER SUPP	15,000	-5,300	9,700	4,349.39	.00	5,350.61	44.8%
350000 531700 HAZM OTHER SUPP	12,000	0	12,000	9,839.75	.00	2,160.25	82.0%
350000 531700 SAFET OTHER SUPP	5,000	0	5,000	4,928.53	.00	71.47	98.6%
350000 542500 OTHER EQUI	4,000	0	4,000	1,557.08	.00	2,442.92	38.9%
TOTAL GENERAL FUND - OPERATING	9,918,365	26,390	9,944,755	8,712,808.79	19,061.05	1,212,885.16	87.8%
TOTAL EXPENSES	9,918,365	26,390	9,944,755	8,712,808.79	19,061.05	1,212,885.16	

YEAR-TO-DATE BUDGET REPORT
11/30/2023

FOR 2023 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	9,918,365	26,390	9,944,755	8,712,808.79	19,061.05	1,212,885.16	87.8%

** END OF REPORT - Generated by Melissa Coker Russell **