

## City Recorder

2018 Annual Report

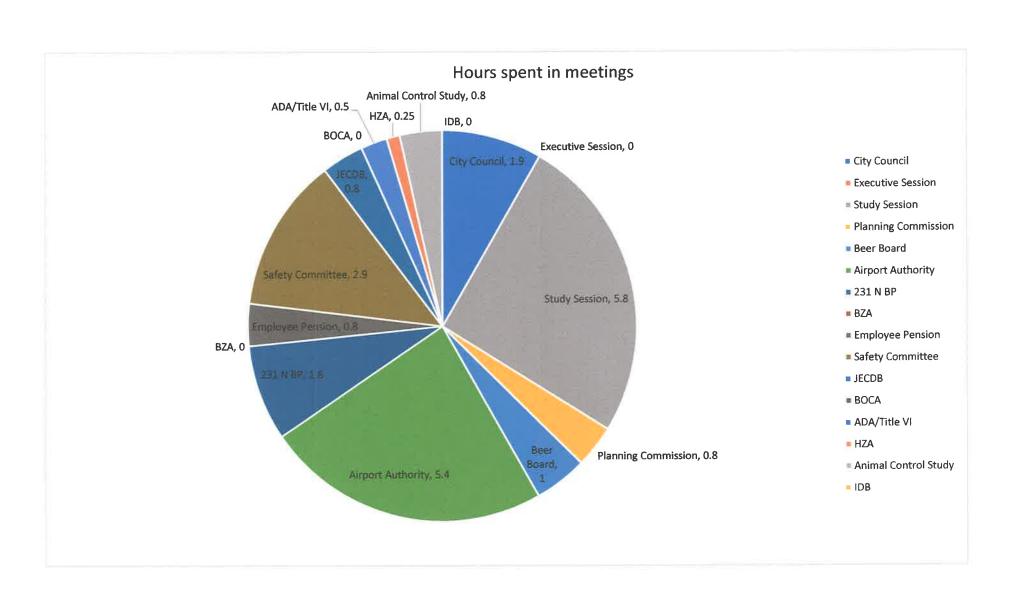
## City Recorder

#### 2018 Annual Report

I accepted the position of City Recorder on August 18, 2018. Since that time, I have learned a lot about the responsibilities of the City Recorder's Office. However, I feel I have only scratched the surface and I look forward to becoming more acquainted with the position and being of more assistance to the Mayor, City Council, City Manager and the Citizens of Shelbyville in the coming year.

Some of the responsibilities of the office include keeping minutes of all City Council Meetings and most City Board Meetings, housing contracts, agreements and other important City documents, processing Open Records Requests and Beer Permit Applications, maintaining insurance files and processing claims as well as serving as a supporting role for many other departments and citizens.

Over the past four months I attended a total of 26 meetings, 18-night meetings and 8 daytime meetings. Totaling 23.15 hours. I completed a total of 38 open records requests. As a Council you passed 7 Ordinances and 7 Resolutions some of which I helped to create, you also granted one Certificate of Compliance. Through the Beer Board a total of five (5) permits were issued in the last four months of 2018. I have filed eight (8) Insurance Claims, three (3) notify only, and assisted in settling three (3) others. In September I attended the annual fall TAMCAR conferences in Franklin, which allowed me to obtain 17.5 of the required 100 hours for State Certification.



## Shelbyville Public Works 2018 Annual Report





## City of Shelbyville Public Works Department

714 Industrial Parkway Shelbyville, TN 37160 Phone 931.684.2644 Fax 931.684.8993

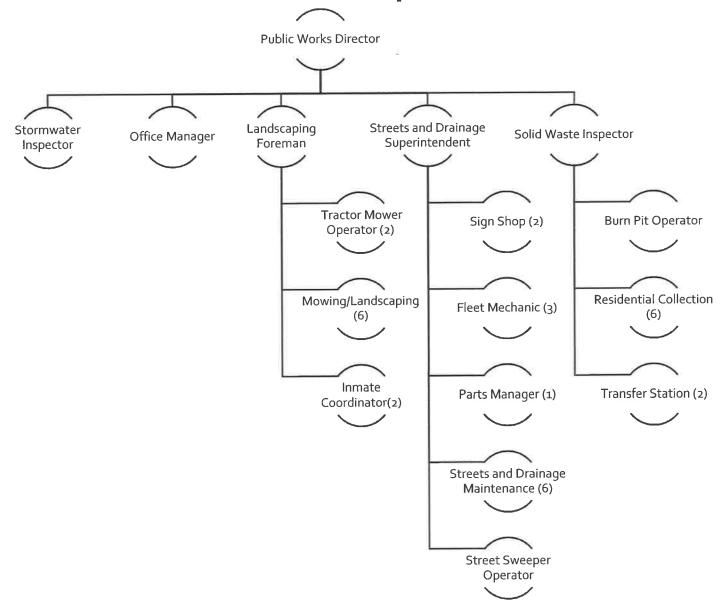
In 2018, The Public Works Department had a very productive and diverse year. We completed a very difficult project successfully which came in under budget and on schedule in the replacement of over one hundred feet of the flume. We were able to maintain our city's infrastructure while at the same time successfully adjusting to new growth. We also added an automated sanitation truck to our fleet and distributed our ninety-six-gallon sanitation carts to our existing business customers. We continue to serve our citizens to the best of our abilities and we look forward to a very productive year in 2019.

Thank You,

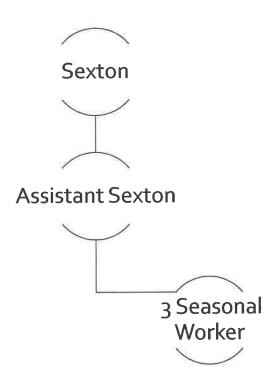
Eric Pierce

Shelbyville Public Works Director

## Public Works Department



## Willow Mount Cemetery



#### **Drainage/ Construction Crews**

- 1. Repaired and replaced pavers on inside of square to fix trip hazard
- 2. Installed 13 culverts
- 3. Dug out & patched Providence Rd
- 4. Installed new curbing at 9 locations
- 5. Repaired 4 curb inlets & grates
- 6. Held 3 clean ups-Spring. Summer & Fall
- 7. Had 12 brush week pick ups
- 8. Reworked 33 road side ditches
- 9. Completed 81 one calls
- 10. Used approximately 65 tons of salt for de-icing roads
- 11. Dug out Shelby Circle
- 12. Repaired culvert on Parker Rd.
- 13. Dug out and fixed Doak St.
- 14. Dug out and fixed Ashlyn
- 15. Shoulder stone- 73 roads
- 16. Washed, sealed, stamped concrete Phase 1 Sidewalks
- 17. Installed new road at cemetery
- 18. Removed railroad track on Thompson St. did drainage work & rebuild & paved
- 19. Rockwood drainage project
- 20. Demo mini- barn Animal control
- 21. Installed Christmas lights
- 22. Fixed City Hall restrooms numerous times
- 23. Worked on Senior Citizens parking lot numerous times
- 24. Install culvert at Midland & Moreland and widened road
- 25. Fixed culvert at J.G. Helton Drive
- 26. Fix shoulder road at transfer station
- 27. Patch burn pit entrance
- 28. Regraded flume area at Chamber
- 29. Installed drain line in Chamber parking lot

#### **Solid Waste**

- 1. 98 back door pick ups weekly
- 2.  $29 2^{nd}$  carts sold \$1595.00
- 3. 59 pre-pays- \$2424.00
- 4. 477 total notices left for sanitation violations
- 5. Celebration pick up- 121.55 tons- \$2753.79
- 6. Total tonnage thru December 2018
  - 2018- 7463.60 tons
  - 2017- 7020.14 tons
  - 2016- 6651.70 tons
  - 2015- 7007.41 tons
  - 2014- 7674.83 tons
  - 2013- 5968.62 tons
  - 2012- 5694.90 tons
- 7. Carts issued to new homes 86
- 8. Burn pit load- 4556
- 9. Issued 96-gallon carts to businesses

#### **Streets**

Litter-

922 streets

Sweeper-

644 streets

Patch Work- 569 streets

Mowing-

638 streets

Bush hog-

732 streets

Leaf Machine- 95 piles

Abatements- 22

Limbs trimmed-202

Guardrails-

68

Ditches-

174

Culverts-

10

Total Signs-

709

County Signs- 124- \$2029.27

#### Stormwater

- Completed working with the City Engineer on a stream sampling program for the city's MS4 NPDES Permit
- 2. We inspected 114 sites for TDEC compliance
- 3. We attended 12 pre-planning and information meetings with owners/ developers for site plan reviews
- 4. We held one class for Stormwater awareness at the Recreation Center's summer camp on 6/21/18 with 17 kids attending
- 5. We attended East Side Elementary's Recycling Day Program and handed out literature to 131 kids on 9/24/18
- 6. Attended SARP workshop for the Duck River
- 7. Attended 2 TNSA meetings
- 8. Issued 16 grading permits
- 9. Held 16 pre-construction meetings
- 10. Completed MS4 annual report/ Water score card
- 11. 2018 Dry Weather Audit
- 12. 3 visual flume inspections
- 13. Stormwater inspector completed TDEC Level 1 certification

#### Cemetery

- 1. Completed surveying to open up approximately 500 new graves
- 2. There were 121 graves sold for \$48,400
- 3. There were 106 burials at Willow Mount in 2018
- 4. Number of graves donated by the City of Shelbyville for Pauper-4
- 5. Installed new road

#### **Street Paving Completed 2018**

- 1. Madison Street- 3800' mill, stripe, repave one lane
- 2. East Lane Street
- 3. Thompson Street
- 4. Birch Street
- 5. Cliffside
- 6. Doak St
- 7. Ashlyn

#### **Street Paint Striping**

- 1. Birch Street
- 2. Thompson St
- 3. East Lane St
- 4. Cliffside
- 5. Green Lane
- 6. Bethany Lane
- 7. Midland Road

#### **TAP Projects 2018**

1. Phase 3 sidewalks

Bid

2. Phase 4 sidewalks

Design

3. Phase 5 sidewalks

Submit application

4. Multimodal

Submit application

#### STP Projects 2018

1. Palmer Drive Signal

Completed Ready to Bid

2. Lane Parkway

Completed

#### City

Completed excavation & install of flume project

#### Meetings & Classes attended by Public Works Personnel in 2018

- 1. 12 ISWA Meetings
- 2. TDOT RPO-4
- 3. 2 Railroad Authority Meetings
- 4. TDOT sidewalk improvement meetings
- 5. TDEC Level 1 training
- 6. APWA Manager class
- 7. 811 dig safe training held by ATMOS Energy
- 8. Public Works Weekly staff meetings
- 9. Numerous CBP meetings
- 10. Monthly pre-planning meetings
- 11. Numerous staff/ developer meetings
- 12. TDEC NOI/ Permit meetings
- 13. Quarterly safety meetings Public Works Department- In house
- 14. TDOT Asphalt training class
- 15. TDOT Concrete class
- 16. TDEC Level 2 training
- 17. OSHA 10-hour training
- 18. TDEC Transfer station training
- 19. TTAP Training
- 20. MTAS Customer Service Training

#### Public Works 2018 Purchases

10162 Water Discharge Pump SN- 17547761533

10165 DeWalt Cordless Grease gun SN- 699276

10168 GE Room Air Conditioner SN- ZH553146

10170 Honda EU22001 Generator SN- EAMT-1106095

10172 Stihl Hand Held Blower SN- 517192288

10173 10-ton Porta- Power SN- 60406

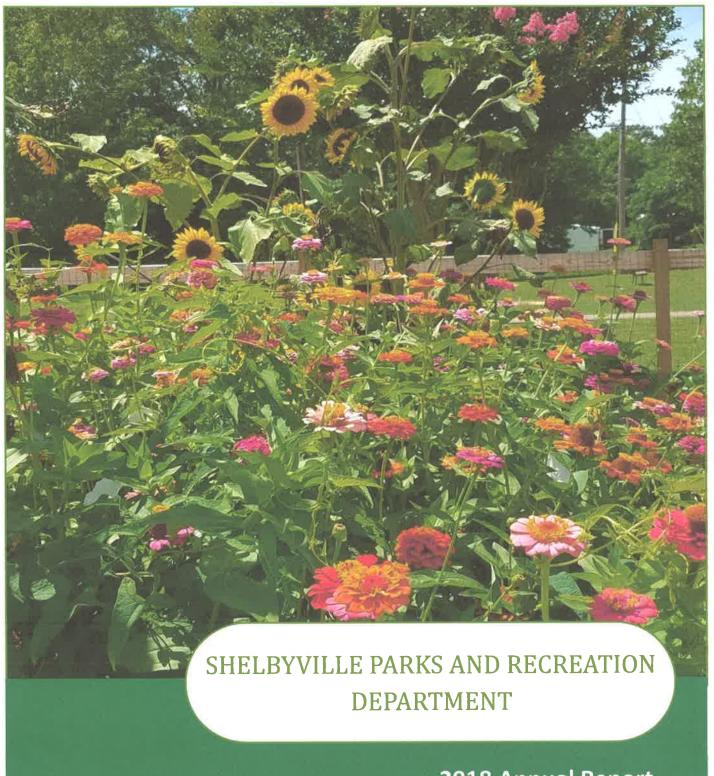
10174 Stihl Handheld blower SN- 517191892

N/H 4 x 4 Tractor/ Woods Mower SN-NH5361992

#### Cemetery

10169 FS70 Stihl weed eater

SN-517213387



2018 Annual Report

To enhance the quality of life by being a principal provider of programs and services for a healthy community

#### Mike's Message

It is my pleasure to present the 2018 Annual Report for the Parks and Recreation Department as it reflects the work of very dedicated staff and volunteers to serve our citizens with quality facilities and programs.

Make a Difference in Someone's Life Everyday!

This is the Parks and Recreation Department goal, to make a difference. We meet our goal in many ways and especially in relationships with those we serve. It is exciting to see our guests meet their physical goals, improving their health and quality of life. Customer service is emphasized with the goal in mind which has led to the 2018 winter membership sale being the most successful drive in the history of the Recreation Center. Silver Sneakers and Silver and Fit memberships also increased. The cumulative total increase in memberships along with a strong daily admission and program participation led to a daily attendance of 138,321 which topped last year's total by 5%.

#### Who We Serve

Our guests come to us with many different goals and needs. Some have a goal of losing weight, and we are the physical fitness part of attaining their goal. Some have arthritis or other disabling conditions, and we provide the exercise program to help them regain flexibility, range of motion, and stamina. Others have had surgery or are taking cancer treatments; the facilities and programs help to get them back on their feet and active. Along with the improvement to each guests' physical needs, our guests socialize with each other and the staff providing for interaction that we need for healthy living.

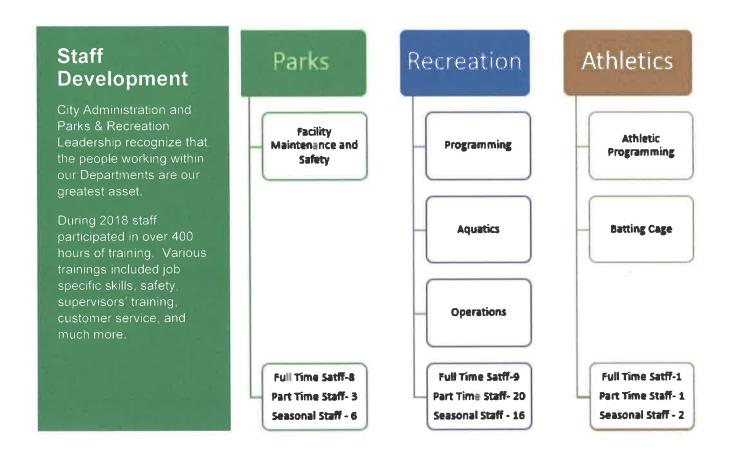
#### Park Maintenance

The Parks Maintenance staff continue to make improvements to the facilities as participation in sports increases and more people enjoy the out of doors in the parks. New bleachers and improved spectator areas have enhanced the already improved field conditions on the ballfields. By providing new water fountains that serve both people and pets, the parks are a more inviting place to spend time with friends and family. The completed skate park project has attracted skaters and cyclers from the region and from other states to come to Shelbyville to try their moves on the park. We are making a difference through clean quality facilities.

#### **Athletics**

The Athletics Division provides soccer and basketball leagues while baseball and softball leagues are provided by volunteer organizations. The parking lots tell the tale as they are overflowing when the leagues are practicing and playing games. Plans for park expansion will not come too quickly to provide for the demand for these services.

Mike Alsup, Director



#### **Department Overview**

The Parks and Recreation Department is comprised of the three major divisions: Parks, Recreation, and Athletics. Although the divisions each have different core roles and separate budgets, they all work together to provide services. Including administrative positions, there are 69 total employees. The annual operating budgets are listed below.

Totals	Capital	Operating	
\$815,266	\$305,900	\$509,366	Parks
\$1,232,863	\$356,500	\$876,363	Recreation
\$96,744	\$0	\$96,744	Athletics
\$2,144,873			

#### **Park Facilities**

The Parks Division is responsible for the maintenance, safety, and daily operations of eight properties across the City totaling approximately 170 acres. Properties maintained are: H.V. Griffin Park, Never Rest Park, Purdy Court Park, River Bottom & Fisherman's Parks, Evans Street practice field, Old Harris Middle School practice field, and Shoma Park.





# Planning for our Future

Athletic Fields. Athletic fields represent the greatest portion of the master plan for park expansion. The project includes a soccer complex and additional baseball and softball fields. The soccer complex is the first priority as its construction will not interfere with ongoing programming and will allow for increased programming with fall baseball/softball and spring soccer.

**Sports Tourism:** Sports Tourism is a major economic contributor for many communities. The facilities recommended in the Plan will provide the opportunity to improve Shelbyville's share of the tourism industry.

Other Features: Other features in the Plan include extending the trail around the Park making the trail an approximate one and three quarters mile loop and a dog park. Adding to the outdoor aquatics program and tennis facility are other significant enhancements.



**HV** Griffin Park

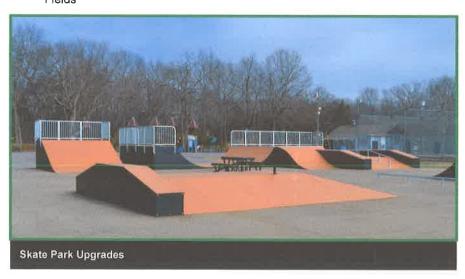
## Continuing Maintenance & Safety

The Park Maintenance staff work 365 days/year to ensure the facilities consistently meet the standards and needs of our community. Daily Maintenance includes litter pick-up, facility safety checks, restroom cleaning/stocking, mechanical repairs, electrical repairs, plumbing repairs, and much more. Seasonal maintenance includes Athletic Field/Turf management, general grounds keeping/landscaping, inclement weather preparation/recovery, etc. Additionally, the Maintenance Team completes several annual projects including the Christmas Light Displays, the Flag Day/4th of July Displays, Community Garden preparation, etc.

#### Raising the Bar

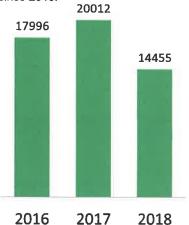
In order to best serve the Citizens of Shelbyville, the Parks Division strives to not only maintain the Parks, but also work towards continually improving them. Listed below are some of the largest improvements to H.V. Griffin Park for 2018.

- Completion of the Skate park Upgrades
- Installation of Two New Water Fountains at H.V. Griffin
- Replacement and Installation of new bleachers at Harrison, Hulan, and Ray Fields



#### Pavilion Rentals

Pavilions are available for rental in H.V. Griffin Park and Never Rest Park. In addition to the traditional pavilion rentals, the Buchanan Building at Purdy Court is also available for rentals. The fee structure has remained the same since 2015.





#### Recreation Center Facility & Operations

The Recreation Center is physically comprised of one gymnasium (divided), an indoor track, meeting spaces. one group fitness room. a wellness room, one racquetball court, & the indoor pool. It also serves as the home office for the entire Department, housing the administrative offices, programming, aquatics, and athletic divisions. The facility is open to the public 88 hours/ week, 359 days/year.

Each year staff works with administration to fund regular maintenance & facility improvements. In 2018, the Recreation Center received a new roof.

The daily operations are overseen by the Director and Division Supervisors. The Operations Staff include one full-time Building Maintenance Supervisor, three full-time Custodians, two full-time Receptionists, five part-time Receptionists, one part-time Administrative Assistant, and two part-time Recreation Supervisors.



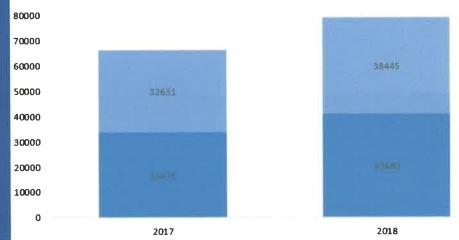
Shelbyville Recreation Center

#### Memberships & Daily Use

The Recreation Center had three different types of memberships available in 2018: Recreation Center Memberships, Silver Sneakers®, and Silver & Fit®.

The Recreation Center offers several different Memberships. Citizens can purchase a membership for a specific area (i.e. pool) or a Full Membership that gives them access to the entire facility.

In addition to members, all areas of the Recreation Center can be used by any member of the public for a small daily use fee. Daily attendance through either membership scans or daily fee experienced a 20% increase in 2018.









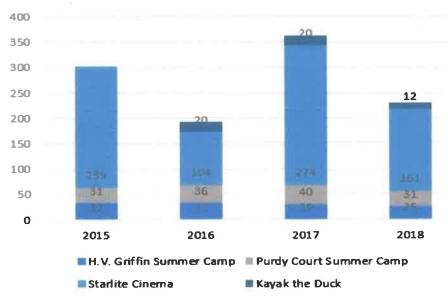
#### **General Programming**

This Division leads and coordinates programs and special events year round. Some programs are offered continually through Recreation Staff or Contracted Services, while others are offered seasonally through Recreation Staff (i.e. Summer Camp). The Continual programs include Group Fitness classes, crafts, Seniors' Social Programs, and Martial Arts (contracted). Seasonal programs are offered in the Summer.

#### **Seasonal Programs**

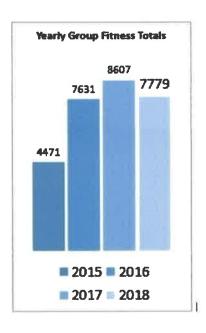
Seasonal Programs include Starlite Cinema, Kayak the Duck, and Summer Camp. Summer Camp registration remains consistent at both locations, although daily participation at Purdy Court has declined. Participation in Starlite Cinema & Kayak the Duck is completely weather dependent and shows the most variation year to year.

#### **Seasonal Program Participation**



#### **Group Fitness**

The classes offered fluctuate year to year according to new and fading trends in the industry. New classes are added as staff or contracted services become available to sustain them. In 2018 there were changes in the classes available causing participation to drop initially, however participation is currently increasing as members & guests try the new classes.





#### Seniors' Programming

The Department's approach to Senior Programming is one which considers all aspects of daily living and wellness. We aim to provide programming that allows for participants of all physical abilities to participate.

Social program opportunities are designed to enhance quality of life. Continuing activities include Potluck Lunches, board game days, movies, guest speakers, and much more! The Recreation Center also hosts three Holiday events each year for Seniors:

Thanksgiving. Christmas, and July 4th Luncheons-Turkey and ham donated by community members and sides and desserts provided by individuals & small families who would otherwise spend the Holidays alone.

Active Program opportunities focus on keeping Seniors moving as they age. In addition to the group fitness classes the department coordinates disc golf corn hole, and pickleball for seniors Shelbyville Recreation Center is also home of the Bedford County Senior Olympics and the games are coordinated through the Seniors Programmer. Cindy Allen





#### **Craft Classes**

Craft classes are offered multiple times each month. The fees and age requirements vary based on the materials and complexity of the project.

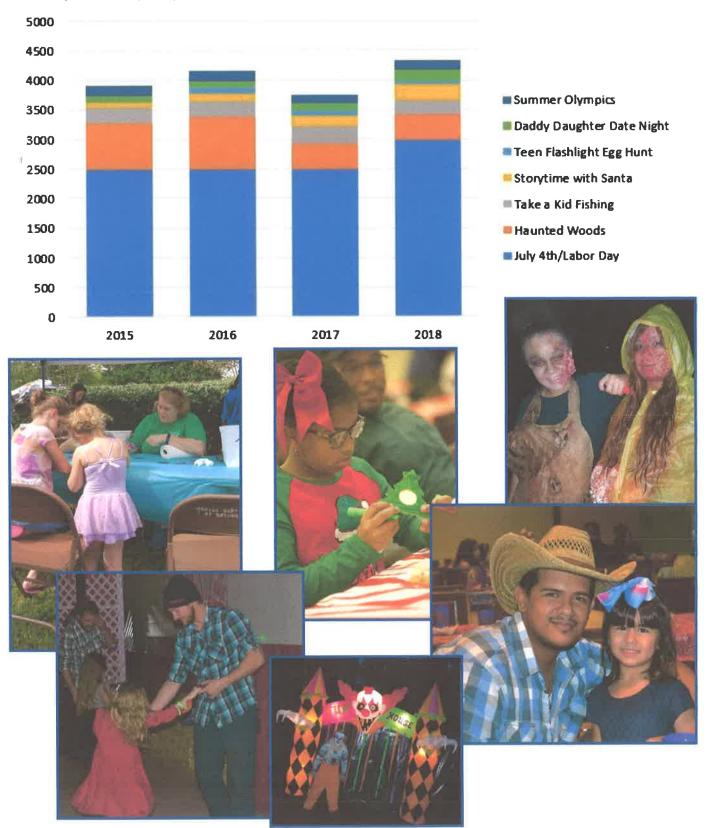
#### **Senior Olympics**

The 11th Annual Bedford County Senior Olympics were held in April and we had a total of 72 individuals participate this year. This year the games were open to ages 40 and older and the event was renamed the Bedford County Olympics for the Young at Heart. Events include Basketball Free Throw, Hot Shot, & 3 Point Shooting, Bowling (Singles, Doubles, Mixed Doubles), Badminton, Swimming, Track & Field, Table Tennis, Horseshoe Pitching, Softball & Football Throw, 1 Mile Fun Walk, Disc Golf, Corn Hole Toss, and Pickleball (Singles, Doubles, Mixed Doubles). The games took place April 2 – 14, 2018.



#### **Special Events**

The Programming Division executes three large special events and several small special events each year. The 2018 special event participation totaled 4,338; a 15% increase over 2017.





#### **Aquatics**

The Aquatics Division is responsible for the daily maintenance of both pools and the surrounding areas, aquatic programming, and aquatic special events.

#### **Facility**

Together, the pools total over 425,000 gallons and nearly 12,600 sf in surface area. Both pools have automated controllers, sand filters, and utilize a variable frequency drive. The pools are inspected monthly by the Tennessee Department of Health and the average monthly score for 2018 was 99%. A major improvement in 2018 was the servicing & painting of the tower for the outdoor pool slide.

#### **Programming & Events**

The ongoing programs that the division executes are aquatic group fitness classes and swim lessons. Special Events include Egg Hunt in the Pool, Water Safety Day, Opening Luau, July 4th, and the Pumpkin Plunge.

## SHELBYVILLE SHARKS

The Shelbyville Sharks is a Recreational Swim
Team for children 4-18
years of age. This
program utilizes the
Recreation facilities for
both training and
competition.

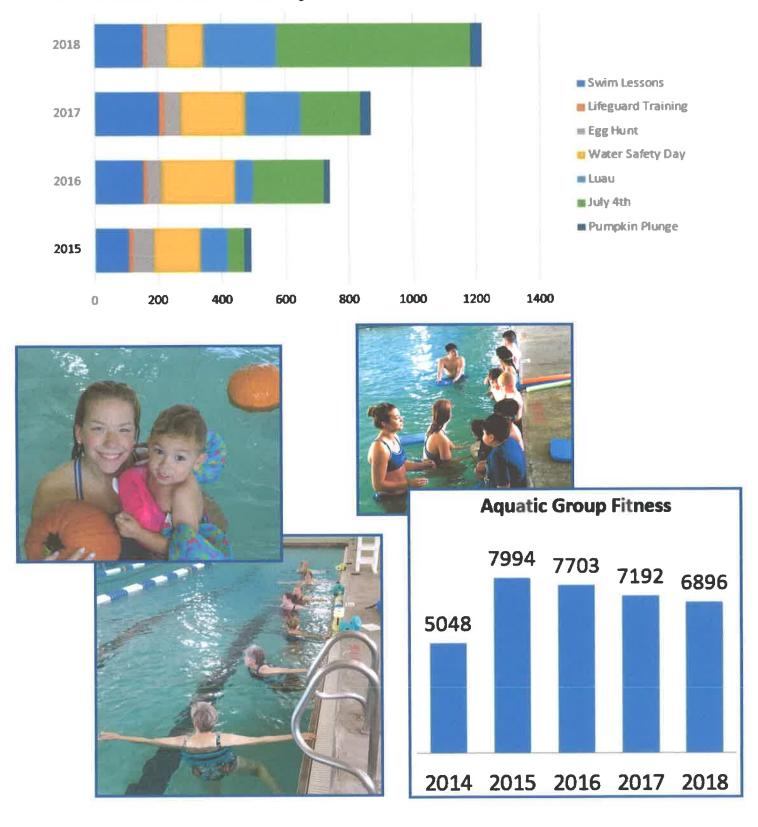
In 2018, the Sharks practiced 3-4 days/week for six months and hosted 5 home swim meets. The organization is run as an independent league with a Board of Directors made up of parents and coaches. Although this program is not run directly through the Recreation Center, it is run through a strong partnership between both organizations.





#### General Aquatic Program & Event Participation

General aquatic programs & special events experienced a 40% increase in 2018. The largest increases were in Opening Luau (a 33% increase) and July 4th (a 222% increase). Staff attribute the higher participation to favorable weather and increased marketing.



#### Independent Leagues

Bedford County
Baseball offered
baseball and fast pitch
softball for children 312 years old and they
operated within the
guidelines of the
Tennessee Youth
Baseball Association.
Their season ran
March-June. The 2018
season had over 550
participants.

Adult Softball League offers Recreational Softball for men and co-ed teams. The league utilizes the softball fields May-October.

Shelbyville Disc Golf
Club operated year
round. They
coordinated several
"Monthly Mini"
tournaments as well as
one large tournament
in H.V. Griffin Park.
This organization has
been very helpful in
promoting our Park and
Community across the
State

Shelbyville Tennis
Association provided league play, camps, and instruction for the residents of Shelbyville and Bedford County. They operate year round and provide these programs for youth and adults.

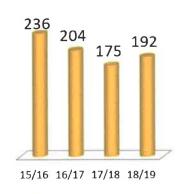


#### **Athletics**

This Division plans, coordinates, and executes youth basketball, youth soccer, adult basketball, pickleball, and the Glow in the Park 5K annually. Additionally, they manage the Batting Cage and coordinate with the independent leagues that operate on City property. The staff also worked with other Divisions by assisting in Recreation Center management and special events.

#### Youth Basketball League

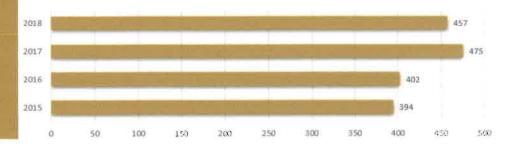
Youth Basketball was offered to children 6-14 years of age. The season was November-February. Player fees remained at \$40/child in 2018/2019. Although participation in this program has been down in recent years, the 2018/2019 season did experience a 10% increase over the previous year.





#### Youth Soccer League

Youth Soccer is offered to children 4-12 years of age. It is the Division's largest single program totaling over 450 participants. Participation increased 18% over 2016. Referees were scheduled by the Division and all were certified through the U.S. Soccer Federation



#### **Athletic Camps**

British Soccer Camp was held in the summer in partnership with Challenger Sports. Participation remained constant in 2018.

Youth Basketball Camps were hosted in partnership with WAB Sports three times last year for children K-12th grade. The camps focused on fundamentals of the game. There were 53 total participants.

Football Camp was hosted in partnership with WAB Sports & Joe Pro56. The 2018 participation was 53.

In 2018 Cheer Camp continued to be run by the Parks and Recreation Department with staff members acting as instructors and camp counselors. Participation did decrease in 2018. Staff believe that this was a result of the camp being held in June. It will return to a July schedule in 2019.

## Recreational Athletics

The Adult Basketball and Pickleball programs operate as "drop-in" programs. Neither require participants to organize as a team ahead of time, or commit to an entire season. Participation in both remained strong in 2018.

#### Glow in the Park 5K

Glow in the Park 5K continues to have strong participation. There were 64 registered athletes in 2018. This event received many compliments from the participants and ran very smoothly.

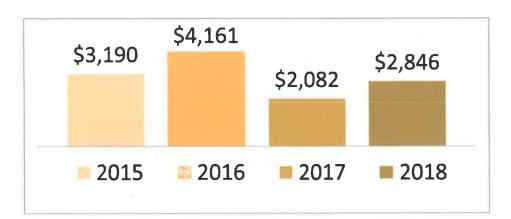






#### **Batting Cage**

The Batting Cage was scheduled to open 6 days/week March-July 4th. As in 2017, inclement weather prevented the batting cage from being open for approximately 40% of the 2018 season. Total season revenue was \$2,846.





#### Community Partners & Outreach

The Parks and Recreation Department works closely with many other City Departments and Community Organizations to deliver services. Often these partnerships involve organizations supporting Recreation Services, but additionally these partnerships allow the Department and its staff to be part of the Community and support other services as well. A listing of our most active partnerships in 2018 is provided below.

#### Shelbyville Central High School National Honor Society

The Central NHS has supported the programming division for many years by providing event volunteers. Countless hours were served by these students in 2018.

#### **Hook One Outfitters**

Hook One Outfitters provided a Kayak Safety Class for the Public at River Bottom Park in 2018. They continue to work with the Department to assist in promoting water safety in the Community.

#### Fly Arts Center

The Department supported the Butterfly Festival event with supplies, equipment use, and staff for the children's crafts.

#### Leadership Bedford

The Leadership Bedford Class of 2017/2018 assisted with improvements at the youth baseball fields. The Class funded re-paving the drive and new backstop netting. Members donated time to assist with the assembly of new bleachers and installation of the tiered seating area.

#### **Bedford County EMS**

Bedford County EMS utilizes the pool and playground areas for training each year for the Youth First Responder Class. They also partner with the Department to assist in emergency response training with the Aquatics Staff and education days with the summer camp participants.

#### Howard's Hope

Howard's Hope is a non-profit organization providing scholarships for under privileged children to take swim lessons in order to prevent juvenile drownings. In 2018 Howard's Hope sponsored 63 children that participated in swim lessons at the Recreation Center.

#### Read Across America

Each year staff participate in Read Across America and volunteer to read to students across Bedford County. In 2018, staff visited 1st graders at Community Elementary.

#### Ryan House, Eagle Scout

Ryan completed his Eagle Scout project in H.V. Griffin Park. He planted trees and built benches in an area that was previously under-utilized.

#### United Way of Bedford County

United Way is the primary sponsor of the *Matthew G. Woods Memorial Water Safety Day* held each year at the Outdoor Pool.

#### Shelbyville Fire Department

Shelbyville Fire Department provides fire safety education to the Summer Camp participants and co-sponsor the Water Safety Event.

#### **Community Partners & Outreach (Cont.)**

#### **Bedford County Schools**

The Parks & Athletics Divisions work closely with Bedford County Schools to provide support for the Athletic Programs. Currently H.V. Griffin Park is home for Liberty Middle Softball, Harris Middle Softball, Harris Middle Tennis, and Shelbyville Central Tennis teams.

#### **Duck River Clean-Up**

The Parks Division works closely with the Chamber of Commerce to support this event each year. The "home base" for the Event is located at River Bottom Park.

#### **Bedford County Health Council**

Recreation Program Coordinator, Jennifer Swann serves on the Council and the Department works with the council to promote healthy lifestyles in Bedford County.

#### UT Extension, Institute of Agriculture

The Department provided program support and Facility for the May Marathon, which promoted fitness and increased levels of activity.

#### City of Shelbyville

#### Memo

To:

Full-time employees

From: Alicia Holliman

Please post this notice at the time clock.

#### Do you have any questions about your retirement?

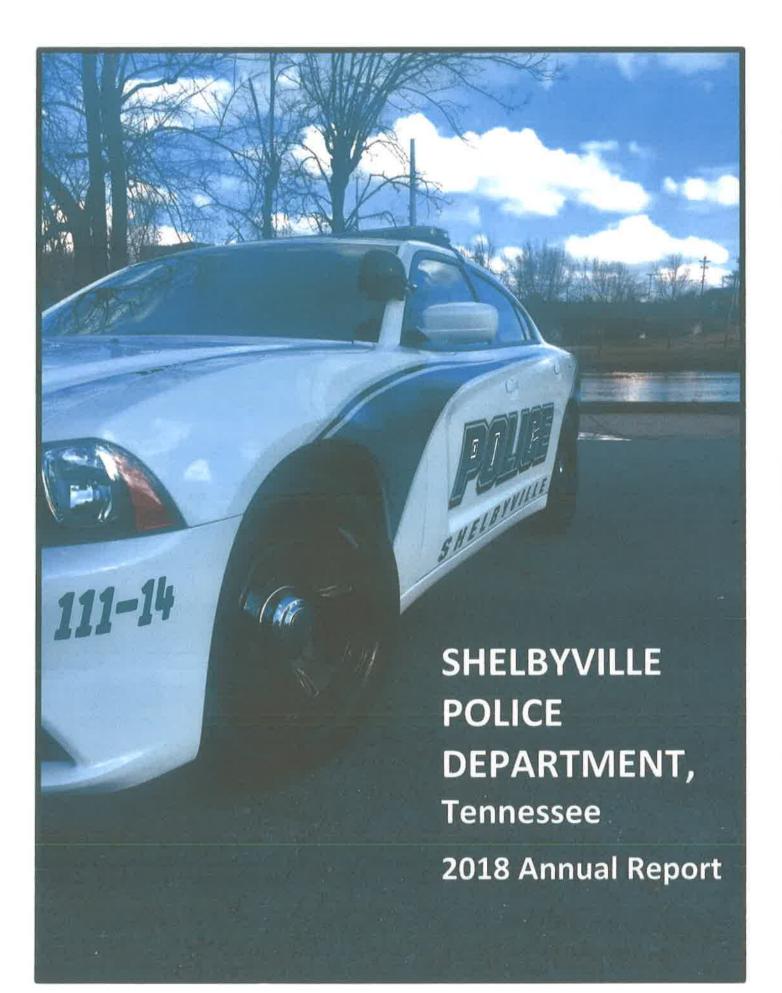
Gregg Lawrence with Healthmart will be available Monday February 4<sup>th</sup>, 2019 in the City Hall Conference room from 10:00 a.m. until 2:00 p.m.

He will take scheduled 25 minute consultations with two employees at a time and review your retirement portfolios.

If you would like to schedule a time to talk with Gregg please contact me at City Hall and I will let you know available times.

Sincerely,

Alicia Holliman



Shelbyville Police Department, Tennessee 2018 Annual Report

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SHELBINILL

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**Criminal Investigations Division** 

**Training Division** 

Administrative Division

Communications Division

**Animal Control Division** 



# Shelbyville Police Department

### **Our Mission**

The members of the Shelbyville Police Department are sworn in an un-biased aspect where all people regardless of their actions, no matter if they are victims or perpetrators, will be treated equally and fairly. The Shelbyville Police Department is available to assist in the prosecution of any and all criminal acts that occur in our jurisdiction. Our members are available twenty-four hours a day, seven days a week to provide assistance, protection, and to preserve the peace and tranquility of our community.

## **Our Goals**

To provide a community where the people can feel secure and safe in their homes and businesses.

To reduce traffic accidents by all means possible, to make our streets a safe place to travel.

To inform the public of criminal activity that strikes in our community.

To deter criminal activity, with the aid of high visibility patrol.

To maintain a close relationship with our community.

## Shelbyville Police Department Office of the Chiefs



Chief Jan Phillips is a native of the City of Shelbyville with forty-one years of law enforcement experience and approximately thirty-five years of leadership. Chief Phillips began his career in public service more than forty years ago with the Bedford County Ambulance Service before joining the Shelbyville Police Department in January 1977 as a dispatcher. In March of 1977, Chief Phillips was promoted to the Patrol Division of the Shelbyville Police Department, and graduated the Tennessee Law Enforcement Training Academy in October 1977. In May of 1979, Chief Phillips began to climb the ranks within the Department and was promoted to his first leadership position as Shift Sergeant. In 1991, Chief Phillips was promoted to Shift Captain where he would serve until being promoted to Major of Patrol. In 2000, Chief Phillips was promoted to Major of Patrol where he would serve approximately fourteen years leading and overseeing the day-to-day functions of the Department's Patrol Division. In September 2014. Chief Phillips was promoted to his current position as Chief of Police.

Deputy Chief Brian Crews, also a native of Shelbyville, began his career with the Shelbyville Police Department in January 2000. He is a graduate of the Tennessee Law Enforcement Training Academy, Middle Tennessee State University, and The Nashville School of Law. He holds a bachelor's degree in Criminal Justice Administration and a Doctorate of Jurisprudence. After a brief stint on patrol, Deputy Chief Crews was assigned to the Criminal Investigations Division. He rose to the rank of Detective Lieutenant in 2014 and was promoted to Deputy Chief of Police in 2018. Deputy Chief Crews is married to Amanda Crews and the couple has two daughters, Suzanna and Sara Emery.



#### **Personnel Assignments 2018**

#### **Chief Administration**

Chief Jan Phillips
Deputy Chief Brian Crews

#### **Training Division**

Lt. Michael Davis

#### **Administrative Division**

Kim Nash, City Clerk of Court

David Curley, Officer/Accreditation Manager

Jonathan Sims, Chaplain

Lilia Torres, Records Linda Dickerson, Parking

#### **Uniform Patrol Division**

Major of Patrol Pat Mathis

Lt. James Wilkerson

Lt. Fred Harvey

Lt. Gregg Loyd

Ptl. Bobby Peacock

Ptl. Darrian Lanier

Pti. Jeff Goodrich

Ptl. Tory Moore

Ptl. Mitchell Warren

Ptl. John Cooke

Ptl. James Sharp

Ptl. Jerry Draine

Ptl. Ronnle Blankenship

Ptl. David Dye

Ptl. Samuel Campbell

Ptl. Alex Weatherford

Ptl. Clint Adams

Lt. Mike Davis

Sgt. Justin Smith

Sgt. Cody King

Sgt. Jody Shelton

Ptl. Rod Stacy

Ptl. Darrell Birdsong

Ptl. Brock Horner

Ptl. Russ Grubbs

Ptl. Michael Taylor

Ptl. Bradley Evans

Ptl. Jerry Lawrence

Ptl. David Curley

Ptl. Chris Vest

Ptl. Joseph Cleek

Ptl. Letisia Diaz

Ptl. Jeremy Mireles

#### **Criminal Investigations Division**

Lt. Det. Charles Merlo

Sgt. Bill Logue

Det. Carol Jean

Sherl Rhodes, CID Assistant

Sgt. Det. Sam Jacobs

**Det. Cody Swift** 

Det. Nathan Everhart

Agent Shane George (DTF)

Kerry Dunn, CID Assistant

#### **Communications Division**

Lee Ann Small Mollie Tally Linda Bacon Jennifer Pruitt Mariah Mitchell

#### Animal Control

**Director Randy McCullough** 

Rhonda Lefler

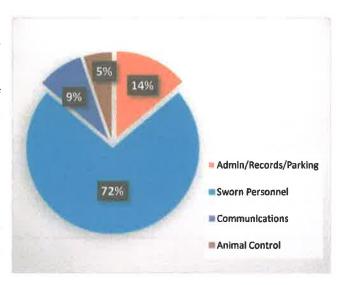
Dylan Farrar

#### Allocation of Personnel

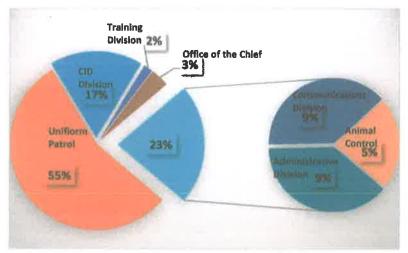
In 2018, the Shelbyville Police Department experienced significant change. It said goodbye to long time Deputy Chief of Police Mike Rogers and Patrol Lieutenant Mike Baker. It also experienced the loss of patrol officers who left the department to explore other opportunities. Through it all, the department ended the year with all positions filled. One additional officer was hired to account for a officer scheduled to retire in early 2019.

The Department has a total of fifty-seven employees (excluding crossing guards). These positions include

forty-three sworn officers, eight administrative support employees, six communications employees, and three animal control employees. Sworn officers account for 72% of all Department personnel, the largest personnel classification in the Department. The Department's allocation of personnel also includes civilian support. This includes an administrative support staff (14%). communications personnel (9%), and animal control personnel (5%).



The Department consists of multiple divisions: the Uniform Patrol Division, Criminal Investigations



Division, Training Division, Office of the Chiefs, Communications Division, Administrative Division, and Animal Control Divison. The Uniform Patrol Division is the largest division in the Department followed by the CID Division. Together, these Divisons represent roughly 75% of the Department's functions. The Communications Divison,

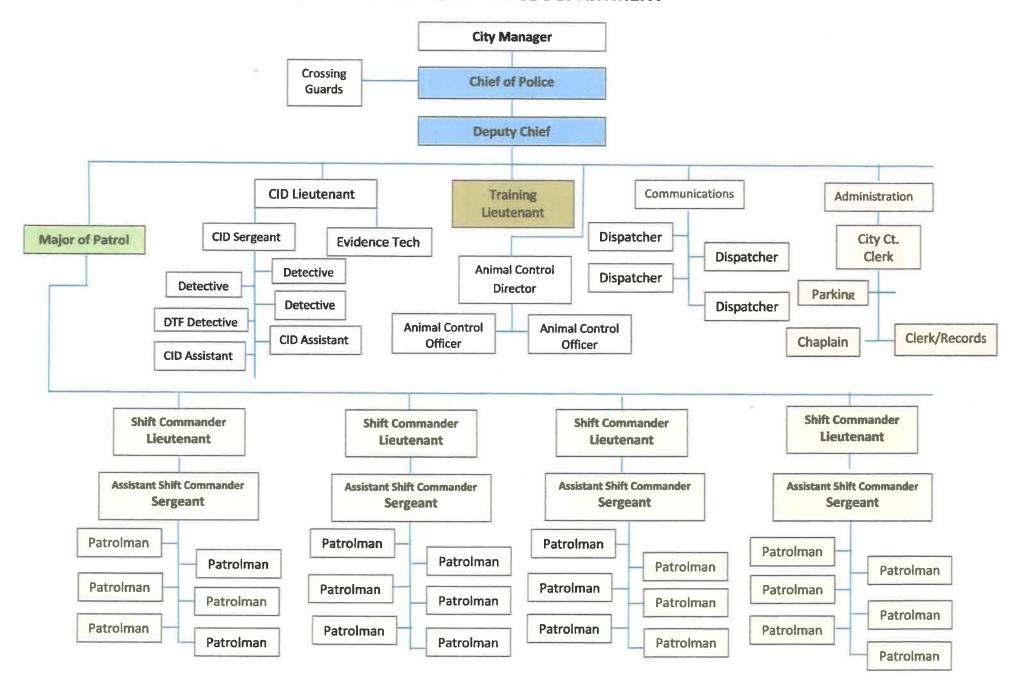
Administrative Division, and Animal Control make up the other approximate 25% of the Department.

# Shelbyville Police Department Sworn Law Enforcement Years of Service (2018)

#### **Over 543 Years of Combined Experience!**

Chief Jan Phillips, 41 Years of Service	Ptl. David Curley, 12 Years of Service			
Deputy Chief Brian Crews, 18 Years of Service	Ptl. Darrell Birdsong, 11 Years of Service			
Major Pat Mathis, 26 Years of Service	Ptl. Chris Vest, 10 Years of Service			
Lt. James Wilkerson, 27 Years of Service	Ptl. Mitchell Warren, 10 Years of Service			
Lt. Fred Harvey, 26 Years of Service	Ptl. John Cooke, 9 Years of Service			
Lt. Mike Davis, 26 Years of Service	Det. Cody Swift, 8 Years of Service			
Det. Lt. Charles Merlo, 20 Years of Service	Ptl. Brock Horner, 7 Years of Service			
Lt. Gregg Loyd, 19 Years of Service	Ptl. David Dye, 7 Years of Service			
Sgt. Bill Logue, 30 Years of Service	Ptl. Russ Grubbs, 7 Years of Service			
Sgt. Justin Smith, 20 Years of Service	Ptl. Michael Taylor, 5 Years of Service			
Sgt. Cody King, 19 Years of Service	Ptl. Letisia Diaz, 4 year of Service			
Det. Sgt. Sam Jacobs, 17 Years of Service	Ptl. Clint Adams, 4 Year of Service			
Sgt. Jody Shelton, 13 Years of Service	Ptl. Ronnie Blankenship, 4 Year of Service			
Sgt. Tory Moore, 12 Years of Service	Ptl. Nathaniel Everhart, 3 Year of Service			
Agent Shane George, 19 Years of Service	Ptl. Jeremy Mireles, 1 Year of Service			
Ptl. Rod Stacy, 26 Years of Service	Ptl. James Sharp, 11 Months of Service			
Ptl. Bobby Peacock, 26 Years of Service	Ptl. Brad Evans, 8 Months of Service			
Ptl. Jerry Lawrence, 19 Years of Service	Ptl. Josh Graves, 8 Months of Service			
Ptl. Jeff Goodrich, 13 Years of Service	Ptl. Alex Weatherford, 6 Months of Service			
Det. Carol Jean, 12 Years of Service	Ptl. Samuel Campbell, 4 Months of Service			
Ptl. Jerry Draine, 12 Years of Service	Ptl. Joseph Cleek, 1 Month of Service			
	Ptl. Darrian Lanier, 1 Month of Service			

#### SHELBYVILLE POLICE DEPARTMENT



#### **Shelbyville Police Department**

#### 2018 Goals & Objectives

In the development of the goals and objectives of the Shelbyville Police Department for the upcoming year of 2018, the Department wishes to remain mindful of its mission to provide assistance, protection, and the preservation of peace and tranquility to the citizens of the City of Shelbyville. The Department also wishes to remain mindful of the goals outlined within the Department's mission to provide a community where citizens feel secure and enjoy safe travel, in which criminal activity is deterred and offenders are prosecuted, and there exists a free flow of information and close community relationships. It is with this focus and a commitment to excellence that the Department has developed its goals and objectives for 2018.

The following goals and objectives outlined below are a collection from multiple divisions of the Shelbyville Police Department and reaffirm the Department's commitment to its mission and service excellence. They share a common theme of enhancing the Department's level of professionalism and law enforcement capabilities. They focus on the importance of continued personnel training and development, the advancement of and utilization of technological resources, improving the safety of the community and community relations, the dissemination and free flow of information, and advancements in proactive crime deterrence and the apprehension and prosecution of offenders.

In the calendar year of 2018, the Shelbyville Police Department lists the following goals & objectives:

#### 1. The continued enhancement of departmental operations and services.

#### From The Office of Chief & Deputy Chief:

- Adherence to widely accepted law enforcement standards of the Tennessee Law Enforcement Accreditation (TELA).
- A continued effort to improve and enhance the Department's written directives and dissemination of those directives in accordance with accreditation standards.

- Seek outside funding to support additional projects that include fulfilling equipment needs and community outreach programs through the pursuit of state, federal, and private grant funding.
- Seek the designation of a 5K route to be used in the City and the discontinuance of 5K runs prior to parades.
- Continue efforts to update and modernize the current facility, which includes updating building security and access.
- Develop a plan that will allow the City/Department to seek guidance from a
  consultant/firm in assessing the Department's needs for a new facility, i.e. space,
  security, accessibility to the public, and needed technological advancements.
- Institute a document retention/destruction plan for records maintained at the Department following the recommended guidelines provided by MTAS.
- Update the security/accessibility to the police department. Remodel the front entrance in a manner that restricts public access to the records department. Remodel the side entrance that restricts access to only a hallway that leads to the courtroom.

#### Criminal Investigations & Patrol Divisions:

- Maintain personnel levels and shift operations at full manpower.
- Replace outdated equipment and purchase of new equipment.
- Initiate programs that will increase the ability of field officers to be more proactive
  against crime and traffic control (i.e. reporting of minor incidents by phone and/or
  online and assigning at least one officer to traffic control on night shifts).
- Obtain a TIBRS crime solvability rate of 50% or greater.
- 2. The continued enhancement of professionalism, personnel development, and leadership within the Department.

#### From The Office of Chief & Deputy Chief:

- Continue to provide leadership and direction to all Department personnel.
- Ensure training and personnel development remain a priority of the Department.
- Increase training that focuses on current law enforcement issues, i.e. de-escalation training, anti-bias based policing.

- Increase the number of in-house certified instructors, i.e. firearms instructors,
   emergency vehicle operation instructors, defense tactics instructors, and first response to active shooter instructors.
- Obtain new training for the four (4) current Field Training Officers.

#### Criminal Investigations & Patrol Divisions:

- Provide programs that increase officer morale including team building exercises,
   recognition programs (i.e. marksmanship awards), and opportunities for specialized
   training of officer interest.
- Utilize opportunities that offer free training programs for officers (i.e. THSO available trainings).
- Seek training on cell phone tower forensics.
- Conduct joint de-escalation training with Tennessee Highway Patrol and surrounding agencies.

#### 3) The Enhancement and Utilization of Technology and Technological Resources

#### From The Office of Chief & Deputy Chief:

- Enhance online services.
- Replace outdated equipment, computers, and software.
- Expand utilization of current software (i.e. PowerDMS)
- Obtain on-line training for officers using Virtual Academy.

#### Criminal Investigations & Patrol Divisions:

- Subscribe to *Leads Online*, and seek cooperation of local pawn shops in the utilization of *Leads Online* for data entry.
- Continue efforts to collaborate with Shelbyville Power, and continue the installation of digital video recorders at all major intersections inside the City of Shelbyville.
- Continue efforts to collaborate with Shelbyville Public Housing to gain remote access to their video surveillance system.

- Implement a Computer Technology Information Team made up of existing personnel. The team will share responsibilities for the overall installation, maintenance and updates of all police department computer information technology. The team will also routinely update the department webpage to assure content is up to date.
- Transition to E-Citations utilizing Quicket Solutions Platform.

## 4) Continued improvement in areas of community relations and the dissemination of information.

#### From the Office of Chief & Deputy Chief:

- Continue to build and foster relationships with other law enforcement agencies.
   (i.e. quarterly meetings with the Bedford Country Sheriff's Office, cooperation with Department of Children Services and other agencies.)
- Continue to support the Tennessee's Highway Safety Office (THSO) in its mission
  to reduce traffic crashes, and injuries and fatalities resulting from crashes. (i.e.
  continue to seek grant funding to support their mission, participate in NHTSA and
  THSO campaigns, media events, and meetings.)
- Continue monthly command meetings to discuss the operations of the Department and to share interdepartmental information.

#### Criminal Investigations & Patrol Divisions:

- The enhancement of current out-reach programs and Community Policing
  programs, and the development of new programs. (i.e. Citizen's Academy and
  classes including topics on Women's Defense, Personal & Home Protection,
  Consequences of Sexting and Improper Use of Social Media, and Solving Local
  Cases with Forensic Evidence)
- Revamp the Shelbyville Bedford County Crime Stoppers Program and begin quarterly meetings.
- Improve the ability to communicate with various nationalities
- Conduct training sessions to local business and churches regarding security and active shooter situations.

#### **Shelbyville Police Department**

#### A Review of Accomplishments (2018)

All divisions of the Shelbyville Police Department were requested to submit annual goals during the development process of the Department's 2018 goals and objectives. Throughout the year, while mindful of the established goals and objectives, the Department continued to focus on its mission. It is with this focus and a commitment to excellence that the Department proceeded toward the accomplishment of those goals. As you review some of the accomplishments noted below, you will notice the Department's efforts to enhance professionalism, enforcement capabilities, and community relations.

#### **Accomplishments of Sworn Personnel**

A major function of the Department is answering calls for service, crime deterrence, and the apprehension of offenders; a direct function of the Department's Uniform Patrol Division and Criminal Investigations Division. The Uniform Patrol Division maintained shift levels at full staff and continued to focus on core services that include answering calls for service, responding to traffic crashes, and traffic enforcement. Members of the Uniform Patrol Division also focused on core training and specialized training that included areas of officer interest and that enhanced the delivery of police services. Training during 2018 included active shooter training, management and leadership training, instructor training, defensive tactics, and meeting or exceeding other general in-service requirements.

In 2018, the Criminal Investigation Division remained committed to training, enrolling the Division's new Lieutenant in a prestigious training course that included supervisor leadership and command leadership.

The Criminal Investigations Division also continued its efforts to enhance its investigatory resources. The Division received funding for LeadsOnline and installed digital video recorders at the majority of all intersections within the city. Additionally, the Division worked with the Shelbyville Housing Authority to gain remote access to video surveillance within various housing complexes under their control. The Division had a member participate in a course for mobile communication investigations and social network investigations and maintained a strong TIBRS crime solvability rate.

Another primary function of the Shelbyville Police Department is the facilitation of the movement of traffic and the enforcement of laws. Remaining committed to roadway safety, members of multiple divisions of the Department worked diligently to support the mission of the Tennessee Highway Safety Office (THSO) to decrease traffic crashes, injuries, and fatalities, and to improve overall traffic safety. The Department participated in monthly THSO meetings, public awareness media events, seatbelt enforcement, and held

several DUI and traffic enforcement saturation patrols in efforts to increase safety and reduce crashes, injuries, and fatalities.

#### **Administrative Accomplishments**

During 2018, the Department focused on leadership and training. The Chief of Police was active in the Tennessee Association of Chiefs of Police and received executive leadership training. The newly appointed Deputy Chief of Police attended the Tennessee Bureau of Investigations Leadership Academy and the Major of Patrol completed a course of executive leadership instruction taught by the FBI and hosted by the Murfreesboro Police Department. The Department maintained adherence to Tennessee Law Enforcement Accreditation standards. The Department also continued its efforts to improve and enhance written directives and the dissemination of those directives through the use of PowerDMS in accordance with accreditation standards.

The Department continued to focus on equipment needs and updates to the security/accessibility to the police department. New equipment included the purchase of new police vehicles to replace units that had exceeded their service life resulting in on-going costly repairs. The Department also installed new video surveillance equipment throughout the police department greatly improving the security of the building and property. The Department also continued efforts to update other outdated hardware that included computers and explored funding for replacement of Tasers and the implementation of body worn cameras for the upcoming budget year.

The Department was successful in securing grant awards during the 2018 calendar year including awards through THSO and the Office of Criminal Justice Programs.

#### Advancements in Community Relations & the Free Flow of Information

Recognizing the importance of positive community interactions and relationships, and the Department's responsibility to educate the community, the Department supported several community outreach programs. These programs included community presentations by the Department's K-9 officer and K-9, and multiple presentations by members of the Criminal Investigations and Patrol Divisions. Examples include presentations targeting women and children; programs that target senior citizens presenting topics of personal and home safety, fraud, and safe driving; and presentations targeting teens including online tips and the dangers of social media. The Department also continued to build cooperative

relationships with multiple agencies. This included conducting monthly meetings with multi-jurisdictional agencies.

The Department also recognizes the importance of the free flow of information in community relations. This is not only important for community relations, but also interdepartmentally. It builds public trust and supports transparency and establishes a means of communication. Interdepartmentally, it increases efficiency and the Department's ability to improve services and public safety. The Department continued its usual means of public communication, including Chief's monthly radio broadcast and continued to focus on increasing its use of social media. The Department also continued inter-agency monthly command meetings to ensure the free flow of information interdepartmentally.

As the Department reflects on 2018, it looks forward to 2019 and the pursuit of new goals while still focusing on the mission of the Department and a standard of excellence.

#### **Shelbyville Police Department Programs (2018)**

**Crime Stoppers:** Provides a department sponsored intelligence gathering function for the anonymous submission of information concerning past and future crime.

Traffic Accident Reconstructionist: Investigates and reconstructs accidents.

Field Training Program (FTO): Provides field training for incoming Shelbyville Police Officers.

Firearms Instructors: Conducts weapons training for the Shelbyville Police Department.

Dive Recovery Team: Specializing in underwater recovery and investigation.

**Driving School:** The Shelbyville Police Department has four officers certified to instruct the DDC-4 Defensive Driving Class.

**Pressure Point Control Tactics (PPCT) Instruction:** The Shelbyville Police Department has several officers trained in pressure point control tactics and self-defense. These officers provide training to department personnel and offer this instruction to members of the community.

**General Order System:** A revised publication composed of more than eighty written directives to control, direct, and provide guidance for police operations.

Motorcycle Patrol: Two units are assigned to traffic enforcement.

Performance Evaluation System: An annual performance evaluation system for all personnel.

**Police K-9:** One certified patrol canine trained in narcotics detection.

Mobile Audio/Video Recording: Capabilities are included in most uniformed patrol vehicles with auto download from within in the vehicle.

Radar Units: Most patrol vehicles are equipped with radar to encourage speed enforcement, assist in DUI apprehension, and reduce accidents, injuries, and fatalities.

**DUI & Traffic Enforcement Saturation Patrols:** Proactive enforcement program, wherein patrol officers are scheduled overtime assignments to enforce DUI and traffic laws to reduce related traffic crashes, injuries, and fatalities.

Take Home Vehicle Program: Vehicles are provided for police officers who are Bedford County residents, investigators, and upper level command staff. This increases visibility in neighborhoods, reduces downtime during shift change, and improves morale.

**Police Benevolence Association (PBA):** Established in 2016 to instill the spirit of benevolence, good will, integrity, and mutual respect among members of violent crime and/or major catastrophe.

# Shelbyville Police Department Crime Report 2018



Tennessee Incident Based Reporting System (TIBRS)

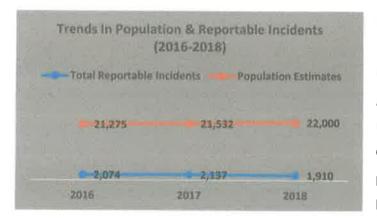
#### City of Shelbyville

#### **Tennessee Incident Based Reporting System (TIBRS)**

#### **Total Reportable Offenses:**

A review of crime data from the Tennessee incident Based Reporting System (TiBRS) shows an overall decrease in crime within the State of Tennessee and in the City of Shelbyville over the previous three years. According to this data, the total number of reportable incidents in the State of Tennessee has decreased 5.7% over this period. In the City of Shelbyville, total reportable incidents has decreased by 7.9% in the same period.





It is important to consider population increases in regards to crime trends as the City continues to experience population growth. As of January 2019, TIBRS hasn't updated the estimated population for the City of Shelbyville. The estimated population of 22,000 could be significantly lower than what is actual. The city

continues to see significant residential developments within the City. This fact could lead to a higher number of reportable incidents to TIBRS in the near future. It appears however, the department is doing well in its efforts to control crime through deterrence and apprehension of offenders.

#### Reportable Incidents by Group:

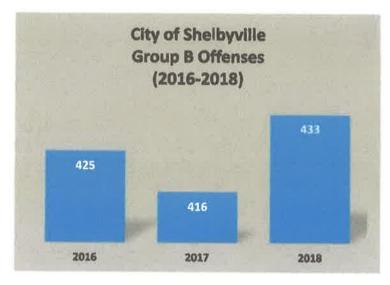


In the City of Shelbyville, Group A Offenses show a significant decrease over the previous three years (2016-2018). These offenses include Crimes Against Persons, Crimes Against Property, and Crimes Against Society. Crimes Against Property include burglary, fraud, and theft and continue to account for the largest number of all Group A Offenses inside the City.

*Crimes Against Persons*, which includes violent crimes such as aggravated assault, simple assault, and rape accounted on average for approximately 37% of all *Group A Offenses* over the previous three years. This group of offenses saw a drastic decrease in 2018. In 2018, Crimes against persons decrease nearly 15% from 2017.

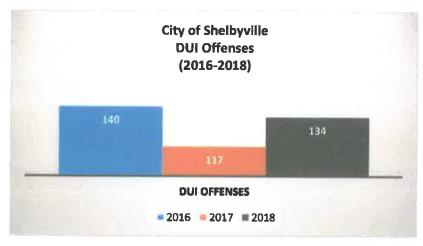
Crimes Against Society, which includes drug offense and prostitution, accounts for the smallest portion of all Group A Offenses; an average of approximately 10% of all reportable incidents over the previous three years. While accounting for only a small portion of all offenses, this group has shown a 37% increase since 2016; a much larger increase than other Group A Offenses.

In summary, the State of Tennessee and the City of Shelbyville saw a decrease in overall reportable incidents. This is an indication that efforts of the Shelbyville Police Department to reduce crimes through deterrence and the apprehension and prosecution of crimes has been successful. Meanwhile, the data representing *Crimes Against Society* shows a definite need for Improvement. A concentrated effort to increase enforcement on criminal drug activity in Shelbyville will result in even higher numbers but administration and investigators believe this is a must in order to curtail other crimes from happening. In 2019, the department will retire k-9 Julie from the department and replace the k-9 with another narcotic detection dog to assist in the apprehension of persons involved in the possession and sell of controlled substances.



Group B Offenses include DUI, Drunkenness, Liquor Law Violations, Disorderly Conduct, and Family-Non Violent offenses. The City experienced a decrease in these offenses during 2017 and an increase in 2018. However, year over year since 2016 there has been only a slight change in Group B Offenses in Shelbyville.

The City experienced an increase in DUI arrests for 2018. Through local and grant funding through the Tennessee Highway Safety Office (previously Governor's Highway Safety Office) the Shelbyville Police Department continues to concentrate on



DUI enforcement. In 2018, Officer Jeremy Mireles was recognized by the organization Mothers Against Drunk Driving (MADD) for his efforts in driving under the influence arrests. The Department will continue its efforts to curtail drunk driving in 2019 and may continue to see higher number of arrests because of these efforts.

For a comprehensive look at all of the data collected by TIBRS for the City of Shelbyville and the State of Tennessee since 2016 included with this section you will find the complete results on the following pages.

Population Estimate	N/A			Offense	± (*)	Arrests (**)		
		·	Group A Offenses	Reported	Cleared	Adult	Juvent	
Offense Overview			Crimes Against Persons					
Offense Total	1,910		Murder	1	1	1		
Number Cleared		990	Negligent Manslaughter	0	0	0		
Percent Cleared	51.83 %		Negligent Vehicular Manslaughter	0	0	0		
Froup A Crimes per 100,000	N/A		Kidnapping/Abduction	2	2	1		
population			Forcible Rape	9	3	2		
			Forcible Sodomy Sexual Assault W/Object	1	1	0		
Arrest Overview			Forcible Fondling	1 7	1 2	0		
Total Arrests		1,188	Incest	0	0	0		
Adult Arrests		1,099	Statutory Rape	4	1	1		
Juvenile Arrests		89	Aggravated Assault	126	100	69		
			Simple Assault	424	281	182		
Unknown Age		0	intimidation	81	35	8		
Arrests per 100,000 population		N/A	Stalking	6	4	1		
			Commercial Sex Acts	1	1	0		
Average number offenses/incident		1.15	Involuntary Servitude	0	0	0		
Domestic Violence Victims			Crimes Against Property					
Destruction of the second second second	Bound & B	ellen vit	Arson	2	1	1		
Offense	Reported	Cleared	Bribery	0	0	0		
Aurder	0	0		100	31	31		
aggravated Assault	57	45	Counterfeiting/Forgery	27	10	6		
imple Assault htimidation	308 31	231 18	Destruction/Damage/Vandalism Embezziement	172	41	13		
talking	4	4	Extortion/Blackmail	8	0	2		
orcible Rape	5	2		53	15	10		
orcible Sadomy	1		Fraud - Credit Card/ATM	35	5	4		
exual Assault W/Object	0	0		19	13	10		
orcible Fondling	3	1	Fraud - Welfare	0	0	0		
ncest	0	0	Fraud - Wire	1	0	0		
tatutory Rape	1	0	Fraud - Identity Theft	1	1	0		
Idnapping/Abduction	2	2	Fraud - Computer Hacking/Invasion	0	0	0		
ommercial Sex Acts	1	1	Robbery	14	7	10		
nvoluntary Servitude	0	0	Theft - Pocket-picking	0	0	0		
otal	413	305	Theft - Purse Snatching	0	0	0		
			Theft - Shoplifting	168	108	105		
Group B Arrests			Theft From Building	73	16	5		
Offense	Adult	Juvenile	Theft From Coln Machine	1	0	0		
ad Checks	1	0	Theft from Motor Vehicle	85	13	5		
urfew/Vagrancy	0	3	Theft of Motor Vehicle Parts Theft - All Other Larceny	31	2	3		
isorderly Conduct	14	Ō	Motor Vehicle Theft	142 64	24 24	10 18		
UI	134	0	Stolen Property Offenses	2	1	0		
runkenness	165	0	Crimes Against Society	فصحصة				
amily-Non Violent	6	3	Animal Crueity	0	0	0		
quor Law Violations	13	3	Drug/Narcotic Violations	143	140	128		
eeping Tom	0	0	Drug/Narcotic Equipment Violations	84	84	26		
espess	13	0	Gambling - Betting/Wagering	0	0	0		
li Other Offenses	87	9	Gambling - Operating/Promoting	0	0	0		
otal Group 8	433	18	Gambling - Equipment Violations	0	0	0		
			Gambling - Sports Tampering	0	0	0		
			Pornography/Obscene Material	0	0	0		
			Prostitution	1	1	1		
			Prostitution Assisting/Promoting	0	0	0		
			Purchasing Prostitution	0	0	0		
			Weapon Law Violations Total Group A Offenses	20	18	12		

<sup>(\*)</sup> Offenses are counted using the FBI Units of Count for Crime
(\*\*) The 'Arrests' column shows arrests made for incidents during the selected period, regardless of arrest date. Arrest counts for the same period may change over time.

Population Estimate	21,532			Offense	(5 (**)	Arrests	
•			Group A Offenses	Reported	Cleared	Adult	Juveni
Iffanse Overview			Crimes Against Persons				
Offense Total		2,137	Murder	0	0	0	
Number Cleared		1,095	Negligent Manslaughter	0	0	0	
Percent Cleared		51.24 %	Negligent Vehicular Manslaughter	0	0	0	
roup A Crimes per 100,000		9,924.8	Kidnapping/Abduction	4	2	1	
pulation		3,524,0	Forcible Rape	12	4	1	
			Forcible Sodomy	1	0	0	
rest Overview			Sexual Assault W/Object	0	0	0	
Total Arrests		1,319	Forcible Fondling Incest	6 0	3	1 0	0.12
Adult Arrests			Statutory Rape	7	3	3	
		1,184	Aggravated Assault	148	122	82	
luvenile Arrests		135	Simple Assault	509	340	224	
Jnknown Age		0	Intimidation	85	32	11	
ests per 100,000 population		6,125.8	Stalking	6	5	3	
			Commercial Sex Acts	0	0	0	
erage number offenses/incident		1.14	Involuntary Servitude	0	0	0	
			Crimes Against Property			_	
omestic Violence Victims			Arson	3	0	0	
fense	Reported	Cleared	Bribery	0	0	0	
ırder	0	0	Burglary	127	24	23	
gravated Assault	80	76	Counterfelting/Forgery	70	24	28	
nple Assault	364	272		254	57	23	
imidation	27	1,2	Embezzlement	9	6	4	
iking	4	3		0	0	0	
rcible Rape	7	_	Fraud - False Pretenses	57	20	15	
rcible Sodomy	1		Fraud - Credit Card/ATM	33	11	5	
kual Assault W/Object	0		Fraud - Impersonation	31	17	13	
rcible Fondling est	2	1	Fraud - Welfare Fraud - Wire	0	. 0	0	
itutory Rape	2	_	Fraud - Identity Theft	0	0	0	
Inapping/Abduction	2		Fraud - Computer Hacking/Invasion	0	0	0	
mmerciai Sex Acts	0	0		13	5	3	
oluntary Servitude	0	0		2	1	1	
tal	489	370	Theft - Purse Snatching	1	0	0	
	100	0,0	Theft - Shoplifting	115	89	83	
roup 8 Arrests	-		Theft From Building	79	24	16	
fense	Adult	Juvenile	Theft From Coin Machine	1	Ö	0	
AND THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAMED IN COLUMN TWO I	U.S. ALVANIAN I	- PERMITTERS	Theft From Motor Vehicle	142	32	48	
f Checks	0	0	Theft of Motor Vehicle Parts	25	2	1	
rfew/Vagrancy	0	9	Theft - All Other Larceny	137	40	24	
orderly Conduct I	12 117	1	Motor Vehicle Theft	49	27	19	
, unkenness	179	2	Stolen Property Offenses	0	0	0	
nily-Non Violent	9	1	Crimes Against Society				
uor Law Violetions	4	3	Animal Crueity	0	0	0	
eping Tom	0	0	Drug/Narcotic Violations	121	120	97	
spess	9	12	Drug/Narcotic Equipment Violations	62	61	21	
Other Offenses	86	13	Gambling - Betting/Wagering	1	1	2	
tal Group B	416	36	Gambling - Operating/Promoting	7	7	7	
	,		Gambling - Equipment Violations	0	0	0	
			Gambling - Sports Tampering Pornography/Obscene Material	0	0	0	
			Prostitution	9	0	1	
			Prostitution Assisting/Promoting	0	0	0	
			Purchasing Prostitution	0	0	0	
			Weapon Law Violations	16	15	8	
			Total Group A Offenses	2,137	1,095	769	

<sup>(\*)</sup> Offenses are counted using the FBI Units of Count for Crime
(\*\*) The 'Arrests' column shows arrests made for incidents during the selected period, regardless of arrest date. Arrest counts for the same period may change over time.

Population Estimate	21,275		Offens	Offenses (*)		(**)	
		•	Group A Offenses	Reported	Cleared	Adult	Juvenile
Offense Overview			Crimes Against Persons				MS-55/19/100
Offense Total		2,074	Murder	0	0	D	
Number Cleared	973		Negligent Manslaughter	0	0	0	
Percent Cleared	46.91 %		Negligent Vehicular Manslaughter	0	0	0	
Group A Crimes per 100,000		9,748.5	Kidnapping/Abduction	1	1	0	
population		0,140.0	Forcible Rape	17	8	4	
			Forcible Sodomy	1	0	0	
irrest Overview			Sexual Assault W/Object	0	0	0	
Total Arrests		1,191	Forcible Fondling	13	8	2	
Adult Arrests		,	Incest	0	0	0	
		1,064	Statutory Rape	4	3	2	
Juvenile Arrests		127	Aggravated Assault	126	95	65	
Unknown Age		0	Simple Assault Intimidation	482	320	195	
rrests per 100,000 population		5,598.1	Stalking	123	40	10	
		,	Commercial Sex Acts	10	5	2	
verage number offenses/incident		1.14	Involuntary Servitude	0	0	0	
		1,47	Crimes Against Property	0	Q	0	
Pomestic Violence Victims			Arson				
ffense	Reported	Cleared	Bribery	2	0	0	
lurder	0	0	·	0	0	0	
RECEVETED Assault	67	59	S 7000 S	130	25	18	
imple Assault	309	240		42	18	19	
timidation	35		Embezzlement	227	46	17	
alking	3	2	Extortion/Blackmail	7	5	4	
orcible Rape	8	4		2.	0	0	
orcible Sodomy	1	0		63	17	12	
exual Assault W/Object	ū	0	Committee of the Commit	49	5	2	
proble Fondling	4	4	** **	21	11	9	
cest	0	0	Fraud - Wire	0	0	0	
atutory Rape	0		Fraud - Identity Theft	1 0	0	0	
dnapping/Abduction	1	1		0	0	0	
ommercial Sex Acts	0	0	•	14	6	0	
voluntary Servitude	0		Theft - Pocket-picking	1	0	_	
otal	428		Theft - Purse Snatching	1	0	0	
	76.0	346	Theft - Shoplifting	91	70	0 65	
roup 8 Arrests			Theft From Building				
		40.000000000000000000000000000000000000	Theft From Coin Machine	103	25 0	17 0	
ffense	Adult	Juvenile	Theft From Motor Vehicle	167	51		
d Checks	2	0	Theft of Motor Vehicle Parts	12	1	40	
rfew/Vagrancy	0	1	Theft - All Other Larceny	152	31	20	
sorderly Conduct	17	1	Motor Vehicle Theft	55	29	18	
И	140	1	Stolen Property Offenses	0	0	0	
unkenness	181	2	Crimes Against Society			_	
mily-Non Violent	7	4	Animal Cruelty	0	0	0	
uor Law Violations	7	12	Drug/Narcotic Violations	90	89	76	
eping Tom	0		Drug/Narcotic Equipment Violations	47	47	11	
espass	12	- 1	Gambling - Betting/Wagering	0	0	0	
Other Offenses	59		Gambling - Operating/Promoting	0	0	0	
tal Group B	425		Gambling - Equipment Violations	0	0	0	
			Gambling - Sports Tampering	0	0	0	
			Pornography/Obscene Material	3	1	0	
			Prostitution	9	9	18	
			Prostitution Assisting/Promoting	1	1	10	
			Purchasing Prostitution	0	0	0	
			Weapon Law Violations	6	6	3	
			Total Group A Offenses	2,074	973	639	

<sup>(\*)</sup> Offenses are counted using the F8I Units of Count for Crime
(\*\*) The 'Arrests' column shows arrests made for incidents during the selected period, regardless of arrest date. Arrest counts for the same period may change over time.

	Ten	nessee S	tatewide - NIBRS Agency Crime Ove	rview - 2018			
Population Estimate		N/A		Offanse	H (°)	Arrests (**)	
		•	Group A Offenses	Reported	Cleared	Adult	Juvenile
Offense Overview			Crimes Against Persons				
Offense Total		524,654	Murder	462	260	250	37
Number Cleared		212,207	Negligent Manslaughter	14	6	11	2
Percent Cleared	40.43 76		Negligent Vehicular Manslaughter	9	8	7	0
Group A Crimes per 100,000		N/A	Kidnapping/Abduction	1,665	924	544	22
population			Forcible Rape	2,105	534	211	56
			Forcible Sodomy Sexual Assault W/Object	382 208	115 65	14 9	18 3
Arrest Overview			Forcible Fondling	2,424	732	231	86
Total Arrests		331,236	Incest	32	12	4	0
Adult Arrests		311,532	Statutory Rape	310	122	101	0
			Aggravated Assault	30,673	15,468	10,429	826
Juvenile Arrests		19,475	Simple Assault	77,507	42,269	23,564	3,413
Unknown Age		229	intimidation	25,876	7,692	2,164	404
Arrests per 100,000 population		N/A	Stalking	1,535	519	326	5
			Commercial Sex Acts	31	7	1	0
Average number offenses/Incident		1.20	Involuntary Servitude	3	1	0	0
Brown and Attaches Stration			Crimes Against Property				
Comestic Violence Victims			Arson	801	158	107	23
Offense	Reported	Cleared	Bribery	16	15	13	0
Murder	91		Burglary	31,608	4,250	3,479	498
Aggravated Assault	10,389	7,354	Counterfeiting/Forgery	6,822	1,768	1,446	53
Simple Assault	47,001	29,033	Destruction/Damage/Vandalism	45,946	9,389	3,286	778
Intimidation	8,866	3,110		2,416 382	925 38	543 14	22 1
Stalking Face	795	261	Extortion/Blackmall Fraud - False Pretenses	11,419	2,043	1,211	18
Forcible Rape Forcible Sodomy	593 115		Fraud - Credit Card/ATM	9,872	1,096	572	35
Sexual Assault W/Object	82		Fraud - Impersonation	4,125	2,073	1,763	51
forcible Fondling	610		Fraud - Welfare	81	13	12	0
incest	32		Fraud - Wire	990	40	11	1
Statutory Rape	106	42	Fraud - Identity Theft	1,133	149	145	4
Kidnapping/Abduction	1,036	638	Fraud - Computer Hacking/Invasion	77	3	1	1
Commercial Sex Acts	1	1	Robbery	7,042	1,517	1,243	390
Involuntary Servitude	1	1	Theft - Pocket-picking	563	37	52	20
Total	69,718	40,988	Theft - Purse Snatching	259	33	15	2
			Theft - Shoplifting	38,663	18,370	18,495	1,639
Group B Arrests			Theft From Building	22,928	3,799	1,599	220
Offense	Adult	Juvenile	Theft From Coin Machine	256	48	38	8
Bad Checks	696	0	Theft From Motor Vehicle	33,311	2,276	1,392	434
Curfew/Vagrancy	8	843	Theft of Motor Vehicle Parts Theft - All Other Larceny	9,210 28,876	363 3,617	230 3,494	14 318
Disorderly Conduct	4,542	1,422	Motor Vehicle Theft	19,936	4,072	2,817	585
וטס	18,966	102	Stolen Property Offenses	1,983	1,559	1,404	131
Drunkenness	13,501	160	Crimes Against Society			-,	
Family-Non Violent	4,129	33	Animal Cruelty	446	204	173	6
Liquor Law Violations	2,755	404	Drug/Narcotic Violations	55,403	46,510	44,287	2,380
Peeping Tom	4	0	Drug/Narcotic Equipment Violations	34,966	31,103	11,845	327
Trespass	7,254	358	Gambling - Betting/Wagering	17	15	51	4
All Other Offenses	119,063	2,807	Gambling - Operating/Promoting	9	7	6	0
Total Group B	170,918	6,129	Gambling - Equipment Violations	33	23	6	5
			Gambling - Sports Tampering	2	2	0	0
			Pornography/Obscene Material	767	237	67	84
			Prostitution	425	403	393	0
			Prostitution Assisting/Promoting	25	18	16	0
			Purchasing Prostitution	54	52	79	0
			Weapon Law Violations	10,556	7,248	2,443	422
			Total Group A Offenses	524,654	212,207	140,614	13,346

Crime in Tennessee 2018

<sup>(\*)</sup> Offenses are counted using the FBI Units of Count for Crime
(\*\*) The 'Arrests' column shows arrests made for Incidents during the selected period, regardless of arrest date. Arrest counts for the same period may change over time.

Population Estimate	N/A			Offens	Offenses (*)		(**)
		•	Group A Offenses	Reported	Cleared	Adult	Juvenile
Offense Overview			Crimes Against Persons				
Offense Total		572,608 Murder		538	342	351	
Number Cleared		237,264	Negligent Manslaughter	21	16	26	
Percent Cleared		41.44 %	Negligent Vehicular Manslaughter	4	4	2	
			Kidnapping/Abduction	1,716	1,091	604	
Group A Crimes per 100,000		N/A	Forcible Rape	2,380	800	297	
population			Forcible Sadomy	474	172	27	
			Sexual Assault W/Object	217	80	18	
Arrest Overview			Forcible Fondling	2,706	982	292	1
Total Arrests		362,517	Incest	39	23	15	
Adult Arrests		339,536	Statutory Rape	435	231	158	
Juvanile Arrests		22,822	Aggravated Assault	32,837	17,158	11,434	9
		159	Simple Assault	85,248	47,711	26,111	3,8
Unknown Age			Intimidation	27,867	8,865	2,432	
Arrests per 100,000 population		N/A	Stalking	1,760	550	359	
			Commercial Sex Acts	86	42	24	
Average number offenses/incident		1.19	Involuntary Servitude	4	1	1	
			Crimes Against Property				
Domestic Violence Victims			Arson	955	211	132	
Offense	Reported	Cleared	Bribery	21	16	9	
Murder	84	78	Burglary	38,783	5,737	4,511	8
Aggravated Assault	11,511	8,130	Counterfelting/Forgery	7,966	2,324	1,830	
imple Assault	52,176	32,569	Destruction/Damage/Vendallsm	53,324	11,150	3,651	1,0
ntimidation	10,466	3,826	Embezziement	2,767	1,130	659	
italking	942	312	Extortion/Blackmail	296	48	25	
Forcible Rape	663	304	Fraud - Faise Pretenses	12,821	2,821	1,481	
Forcible Sodomy	183	82	Fraud - Credit Card/ATM	10,813	1,593	752	
exual Assault W/Object	71	36	•	5,051	2,244	1,864	
Forcible Fondling	722	268	Fraud - Welfare	164	75	63	
ncest	35	19	Fraud - Wire	1,043	53	12	
Statutory Rape	115	56	Fraud - Identity Theft	1,306	111	146	
(Idnapping/Abduction	1,060	759	(A) AE E E	71	5	1	
Commercial Sex Acts	2	0		7,930	1,820	1,443	4
nvoluntary Servitude	0	0		468	48	111	
fotal	78,030	46,439	Theft - Purse Snatching	402	69	21	
			Theft - Shoplifting	39,497	19,297	18,812	1,8
Group B Arrests			Theft From Building	27,151	5,088	2,285	3
Offense	Adult	Juvenile	Theft From Coin Machine	490	66	52	
Bad Checks	1,021	0	Theft From Motor Vehicle	34,612	2,741	1,694	3
Curfew/Vagrancy	5	1,240	Theft of Motor Vehicle Parts	9,770	425	246	
Disorderly Conduct	5,036	1,814	Theft - All Other Larceny	31,319	4,302	4,072	3
DUI	20,045	111	Motor Vehicle Theft	19,272	4,437	2,967	
Prunkenness	15,140	134	Stolen Property Offenses	1,744	1,407	1,382	
amily-Non Violent	4,292	47	Crimes Against Society				
iquor Law Violations	3,471	542	Animal Cruelty	478	222	197	
eeping Tom	19	3	Drug/Narcotic Violations	57,943	49,399	46,433	2,6
respass	8,470	599	Drug/Narcotic Equipment Violations	36,772	33,079	13,557	4
Il Other Offenses	127,536	2,955	Gambling - Betting/Wagering	26	24	84	
otal Group B			Gambling - Operating/Promoting	21	20	20	
our oroup e	185,035	7,445	Gambling - Equipment Violations	39	32	32	
			Gambling - Sports Tampering	3	3	0	Ç
			Pomography/Obscene Material	777	262	110	
			Prostitution	757	709	786	
			Prostitution Assisting/Promoting	72	61	66	
			Purchasing Prostitution	208	183	103	
			Weapon Law Violations	11,144	7,984	2,741	4
			Total Group A Offenses	572,608	237,264	154,501	15,3

<sup>(\*)</sup> Offenses are counted using the FBI Units of Count for Crime
(\*\*) The 'Arrests' column shows arrests made for incidents during the selected period, regardless of arrest date. Arrest counts for the same period may change over time.

Population Estimate		N/A		Offens	es (°)	Arrests (**)	
			Group A Offenses	Reported	Cleared	Adult	Juvenile
Offense Overview			Crimes Against Persons				
Offense Total	556,165		Murder	497	295	272	23
Number Cleared	230,702		Negligent Manslaughter	21	16	13	!
Percent Cleared	41.48 %		Negligent Vehicular Manslaughter	7	7	4	
			Kldnapping/Abduction	1,476	923	535	2
Group A Crimes per 100,000 population		N/A	Forcible Rape	2,236	747	301	4
рориганоп			Forcible Sodomy	488	188	27	1
Assest Dissertance			Sexual Assault W/Object	258	81	20	
Arrest Overview			Forcible Fondling	2,715	1,069	302	12
Total Arrests		356,449	Incest	35	20	17	
Adult Arrests		333,181	Statutory Rape	491	243	161	
Juvenile Arrests		23,183	Aggravated Assault	31,880	17,176	12,293	96
Unknown Age		85	Simple Assault	84,624	47,930	25,277	3,97
		N/A	Intimidation	28,100	8,468	2,597	38
Arrests per 100,000 population		11/74	Stalking	1,816	625	419	1
A		4.40	Commercial Sex Acts	60	30	22	
Average number offenses/incident		1.19	Involuntary Servitude	0	0	0	
Comestic Violence Victims	-		Crimes Against Property	4 405	274	420	
	Reported	Cleared	Arson	1,105	234	139	5
Offense	TOTAL PROPERTY.	The second	Bribery	32 40,972	22	17	87
Murder	94		Burglary		5,994	4,795	4
Aggravated Assault	11,715	•	Counterfeiting/Forgery	7,705 52,619	2,492 10,630	1,932 3,706	1,08
Simple Assault	52,772	33,747	Destruction/Damage/Vandalism Embezzlement	2,845	1,301	744	1,00
ntimidation	10,865 962	3,979 340	Extortion/Blackmail	242	50	24	
stalking Forcible Rape	682	340		12,920	3,105	1,610	3
orcible Rape Forcible Sodomy	186		Fraud - Credit Card/ATM	10,898	1,903	976	4
Sexual Assault W/Object	101	_	Fraud - Impersonation	5,665	2,196	1,735	7
Forcible Fondling	790	326	. '	207	137	116	•
ncest	35		Fraud - Wire	860	44	20	
Statutory Rape	151		Fraud - Identity Theft	1,430	199	89	
Kidnapping/Abduction	941		Fraud - Computer Hacking/Invasion	36	3	0	
Commercial Sex Acts	0		Robbery	7,914	1,885	1,598	37
nvoluntary Servitude	0		Theft - Pocket-picking	405	59	126	3
Total	79,294	48,138	Theft - Purse Snatching	297	37	22	
Total Control of the	.5,254	40,250	Theft - Shoplifting	36,565	20,329	19,857	1,96
Group B Arrests			Theft From Building	29,766	5,775	2,691	31
Total Control of the	274740	WINDOWS.	Theft From Coln Machine	283	45	28	
Offense	Adult	Juvenile	Theft From Motor Vehicle	31,679	2,553	1,555	25
Bad Checks	1,327	0	Theft of Motor Vehicle Parts	9,901	376	226	
Curfew/Vagrancy	25	1,254	Theft - All Other Larceny	30,019	4,103	4,068	37
Disorderly Conduct	5,384	1,982	Motor Vehicle Theft	15,905	3,685	2,452	44
DUI	23,494	147	Stolen Property Offenses	1,402	1,108	978	12
Drunkenness	14,578	154	Crimes Against Society				
amily-Non Violent	4,124	57	Animal Cruelty	237	106	100	
Iquor Law Violations	3,989	604	Drug/Narcotic Violations	54,661	46,452	43,835	2,61
eeping Tom	9	4	Drug/Narcotic Equipment Violations	32,830	29,543	12,219	45
respass	7,434	582	Gambling - Betting/Wagering	37	30	72	2
All Other Offenses	121,029	3,128	Gambling - Operating/Promoting	29	23	33	
otal Group B	181,393	7,912	Gambling - Equipment Violations	86	73	37	1
			Gambling - Sports Tampering	2	1	0	
			Pornography/Obscene Material	714	247	115	4
			Prostitution	970	902	987	
107			Prostitution Assisting/Promoting	114	94	68	
			Purchasing Prostitution	180	174	106	
			Weapon Law Violations	9,929	6,974	2,452	41
			Total Group A Offenses	556,165	230,702	151,788	15,27

Crime in Tennessee 2016

<sup>(\*)</sup> Offenses are counted using the FBI Units of Count for Crime
(\*\*) The 'Arrests' column shows arrests made for incidents during the selected period, regardless of arrest date. Arrest counts for the same period may change over time.

### Shelbyville Police Department Uniform Patrol Division



Annual Report 2018

## Shelbyville Police Department Uniform Patrol Division

The Uniform Patrol Division consists of 32 sworn officers and is the largest division within the Shelbyville Police Department. The Uniform Patrol Division is commanded by Major of Patrol Pat Mathis, four Lieutenants, and four Sergeants. There are currently four shifts with permanently assigned officers to each. Each shift is twelve hours and consists of a lieutenant, sergeant, and six patrol officers.

The Uniform Patrol Division has a Patrol K-9 unit, and two traffic officers. Several officers maintain certification in special areas of skill that includes Tennessee Information Enforcement System (TIES) certification, crash investigations and reconstruction, dive team recovery, defensive driving instructors, firearms Instructors, and defensive tactics instructors. The Uniform Patrol Division provides around-the-clock police protection to the citizens of the City of Shelbyville and is responsible for patrolling a jurisdiction of approximately nineteen square miles broken down into five geographical zones.

Members of the Uniform Patrol Division respond to initial calls for service as well as self-initiated activity. They conduct preliminary investigations, prepare incident and crash reports, make arrests, issue citations, provide traffic support, and provide numerous other duties. They also participate in the Tennessee Highway Safety Office (THSO) funded saturation patrols and campaigns such as "Click-it-or-Ticket," "Booze It and Lose It," and the Tennessee Highway Patrol's "Move Over" campaign. Members of the Uniform Patrol Division frequently assist the Bedford County Sheriff's Office, Tennessee Highway Patrol, and the 17<sup>th</sup> Judicial District Drug Task Force. The members of the Division also have the opportunity to assist and support other outside agencies.

#### Highlights From 2018

In 2018, the Uniform Patrol Division celebrated the promotions of Greg Loyd to Shift Lieutenant, Jody Shelton to B-nights Sergeant, Tory Moore to A-nights Sergeant, Charles Merlo to Lieutenant of Criminal Investigations, and Sam Jacobs to Sergeant of Criminal Investigations. The Division also celebrated the graduation of Patrolman James Sharp and Bradley Evans from the Tennessee Law Enforcement Training Academy. The division hired three post certified officers: Alex Weatherford, Joshua Graves, and Samuel Campbell to the patrol division. Patrolmen Darrian Lanier and Joseph Cleek were hired in late 2018 and will attend the police academy in early 2019.

In addition to the required forty hours of annual in-service training, several members of the Division received specialized training. This included Instructor Development for Freeze+P, Active Shooter, and Civilian Response to Active Shooter Events. Other specialized training included special instruction on patrol rifles, Motorcyle Certification, Basic and Advanced Crash Investigation, People Center Leadership, Legal Update & Policy Needs for Law Enforcement, and attendance at the Tennesse Narcotics Officers Association (TNOA) and Law Enforcement Accrediation Coaliation of Tennessee (LEACT)confrences.

Several members also participted in a mass casulity/active shooter drill.

Throughout 2018, members of the Uniform Patrol Division participated in community outreach and demonstrated compassion for the community they serve. K-9 Officer Jody Shelton and K-9 Julie assisted other jurisdictions in school searches and participated in several community related events. These events included Career Day at several local schools and Leadership Bedford. Lt. James Wilkerson presented several active shooter presentations to various organizations as well as a specialized women's self-defense course.

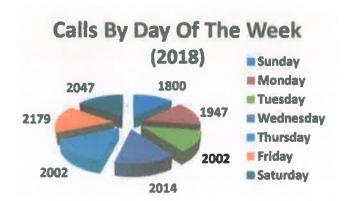


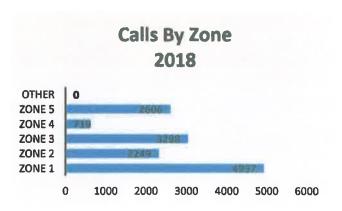
Every day, members of the Division work diligently exhibiting exemplary excellence in the services they provide to the community and citizens of the City of Shelbyville. Throughout the year, members of the Division receive recognition from the citizens they serve, the Chief, and other members of the Division's Command Staff. The Department is excited to recognize the professionalism, dedication, and service provided everyday by the members of the Division.

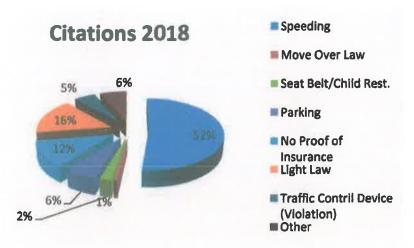
#### Review of Uniform Patrol Division's Statistical Data

In 2018, the Shelbyville Police Department continued to experience an increase in calls. Calls for service increased 6% totaling 14,544 calls for service. Officers of the Uniformed Patrol Division patrolled a total of 459,577 miles and responded to a total of 1168 crashes.

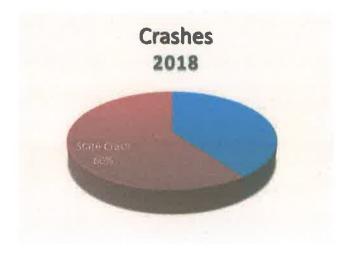
	2017	2018	Yr. Over Yr. Change
Miles	489,537	459,577	-29,960 -6.31
Calls for Service	13,701	14,544	843 6%
Traffic Crashes	1152	1168	16 1.38%





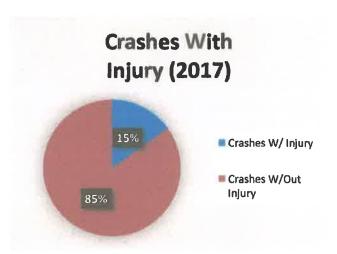


The Uniform Patrol Division issued 6,772 citations in 2018. (3500 speeding citations, 46 violations of the Move Over Law, 152 seat belt/child restraint citations, 800 citations for failure to show proof of insurance, 1089 citations for light law violations, 350 citations for violations of traffic control devices and 400 parking citations.)



In 2018, the Shelbyville Police Department responded to 1010 vehicle crashes. Of these crashes, 606 or 60% were state crash reports, and 404 or 40% were minor damage incidents

In 2018, of the 606 state crashes, 108 or 15% of all crashes resulted in injuries. The total number of injuries was 145.



#### **A-Shift Patrol Division**



(A-days)



(A-nights)

#### **B-Shift Patrol Division**



B-days



**B-nights** 

#### **Specialized Divisions**



Sgt. Jody Shelton and Canine Julie



Traffic Enforcement Officers:
Lt. Michael Davis
Patrolman Michael Taylor

## SHELBYVILLE POLICE DEPARTMENT



## Criminal Investigations Division

Annual Report 2018

#### **Criminal Investigations Division**

The Criminal Investigations Division is responsible for the investigation of crimes reported to the Shelbyville Police Department. The division is divided into two distinct units: the criminal investigation unit and the forensic services unit. As a division we strive to work with other agencies in an effort to better serve the citizens of our community. We are also committed to representing our department at several speaking engagements throughout the year where participants are instructed on topics such as child safety, crime prevention and protection.

The Shelbyville Police Department year to date statistics as reported to the Tennessee Incident Based Reporting System (TIBRS), indicates 1,910 offenses were reported to the Shelbyville Police Department. 990 offenses were cleared representing a clearance rate of 51.8%. The offense clearance rate according to TIBRS is up from 50.38% from 2017. The Criminal Investigations Division set a goal of obtaining a 50% clearance rate. The 51.8% clearance rate marks a five year high for the Shelbyville Police Department. The statewide average clearance rate is 42%.

The criminal investigation division conducted 1267 investigations into various crimes. Detectives assigned to the criminal investigation division made 152 arrests in 2018.



#### Notable Investigations, Arrests and Convictions

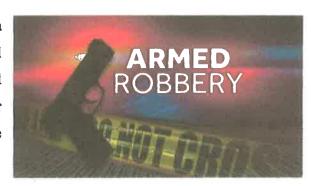
 David Fletcher was found guilty in the premeditated first degree murder of Angela Kibble and sentenced to life in prison.



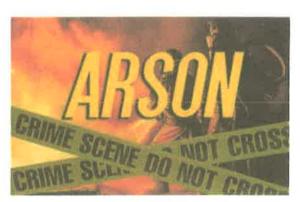
Colby Donaldson and Tammie
 Donaldson were arrested for the Burglary
 of 4 churches and Aggravated Burglary
 of a residence. Colby Donaldson pled
 guilty to all 5 charges and recived 13
 years to serve.



 Taylor Quick, Shawn Watson, Cierra Silva, and Shapara Johnson were all sentenced to the charges of Aggravated Robbery and Aggravated Burglary for their roles in a home invasion at Olive Grove Apartments that occurred in 2016



- Wendell Buchanan plead guilty to 10 Counts of Vandalism and 1 count of Civil Rights Violation and Intimidation.
- Rodney Davis was arrested for Aggravated Arson and Aggravated Domestic Assault.
   Davis used lighter fluid to set his girlfriend and the house they were living in on fire.



#### Notable Investigations, Arrests and Convictions (cont.)

• Det. Swift, monitoring Craigslist, discovered a subject by the name of Christopher Smith, wanting to have sex with an underage female. The Criminal Investigation Division

worked with the Bedford County
Sheriff's Office by using a deputy
to portray a juvenile female. The
arrested subject drove to Pizza Hut
in Shelbyville where he was
arrested when he met the Deputy
posing as an underage female.



Christopher Smith was charged with Attempted Aggravated Statutory Rape and Solicitation of a Minor.

- Det. Carol Jean and Lt. Charles Merlo arrested Brad Majors, age 35, for 6 counts of Rape of a Child. Majors confessed to having sex with his daughter who was 8 years old at the time of the offense. Majors had used his phone to video the rapes and shared them through applications on his cell phone. The Criminal Investigation Division is working with the FBI on prosecuting Majors for the Production and Distribution of Child Pornography.
- The Criminal Investigations Division continues to work with the Bureau of Alcohol Tobacco and Firearms in the arrest and federal prosecution of persons prohibited from possessing firearms. Sgt. Sam Jacobs arrested Angela Frasier for Felon in Possession of a Weapon.

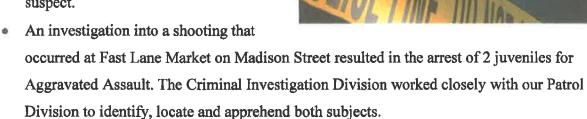
#### Notable Investigations, Arrests and Convictions (cont.)

An investigation into a shooting that occurred at the Ridge Apartments resulted in the arrest of Abel Villagrana for Attempted Murder and Especially Aggravated Burglary. The victim was shot multiple times and fell from the third floor balcony. The Criminal Investigation Division worked closely with the Murfreesboro PD to locate and apprehend the suspect.

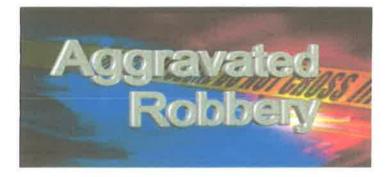
• An investigation into a shooting that occurred at 919 Morton Street resulted in the arrest of Michael Cannon for Aggravated Assault and Felon in Possession of a Weapon. Deonte

Buckmon and Shakura Smith were also arrested for their roles in the Aggravated Assault.

 An investigation into a shooting that occurred at 1310 Wesley Street resulted in the arrest of Keontis Cunningham for Aggravated Assault. The Criminal Investigation Division worked closely with the Murfreesboro Investigation Unit to identify, locate and apprehend the suspect.



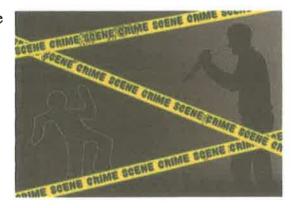
 An investigation of an Aggravated Robbery that occurred at T & M Market resulted in the arrest of Brandon Mitchell.



#### **Major Events:**

Detective Cody Swift was lead investigator on a homicide investigation. An altercation occurred at 105 Choctaw between two individuals that resulted in the suspect stabbing, and

killing the victim. During the investigation Jessie Ray Laurin was developed as a suspect. The whereabouts of Jessie Laurin where unknown. Det. Swift and the Criminal Investigations Division worked closely with TBI to add Laurin to the Top Ten Most Wanted list with a reward up to \$2,500.00. Information provided by an anonymous caller combined with the



collaborative efforts of the Shelbyville Police Department, Murfreesboro Police Department, and the Tennessee Bureau of Investigation resulted in the location and apprehension of Jessie Ray Laurin for Second Degree Murder.



#### Notable Accomplishments:

• Det. Lt. Brian Crews was promoted to Deputy Chief



• Det. Sgt. Charles Merlo was promoted to Lt. of The Criminal Investigations Division



Detective Sam Jacobs was promoted to Detective Sergeant.



#### Spotlight:

#### Detective Carol Jean, Criminal Investigation Division

Detective Carol Jean has been with the Shelbyville Police Department for 12 years and assigned to The Criminal Investigations Division for 10 years. Detective Carol Jean was assigned over 700 cases for the year of 2018. Detective Carol Jean handles crimes against women and children. She follows up with all victims of Domestic Assault, including Intimidation and Stalking. Detective Jean has a very close working relationship with the Haven of Hope and assists victims in obtaining Orders of Protection among other resources which are available to them. Det. Jean investigates Rape cases (including Sexual Assault and Sexual Battery) and assists the victims not only during the



investigation, but throughout the court proceedings. Det. Jean investigates Child Abuse, Child Neglect and any reports of Child Sex Abuse (including Rape of a Child, Statutory Rape, and Sexual Battery). She works very closely with the Department of Children's Services and attends the CPIT (Child Protective Investigative Team) meetings for the Shelbyville Police Department. She has attended several schools and is trained in forensic interviewing of small children that have been victims of sexual abuse. Detective Jean also sits on the Foster Child Review Board for Bedford County. Detective Jean is a Board Member of the Shelbyville Police Benevolent Association and works tirelessly to coordinate many activities including the Annual Employee Picnic and the Children's Christmas Party. Detective Jean is always on call and comes in to help whenever a child, family, or fellow officer is in a difficult situation. Detective Jean has participated in countless hours of public relation events for the Shelbyville Police Department. She is truly a representative of what it means to be a public servant.

#### **Forensic Services Unit:**

Crime Scene Investigator Sgt. Bill Logue and Property & Evidence Technician Sheri Rhodes make up the Forensic Services Unit of the Shelbyville Police Department's Criminal Investigation Unit.

Together they processed 913 items of evidence in 2018. Of those, 160 were submitted to the Tennessee Bureau of Investigation for forensic analysis.

Sgt. Logue processed 25 crime scenes.

The district attorney's office requested and received 46 in-car videos for submission as evidence in the prosecution of SPD cases.

40 items of found or recovered stolen property were returned to their rightful owners.

8 submissions of counterfeit U.S. currency totaling a fraudulent value of \$525.00 were processed and will be turned over to the U.S. Secret Service for destruction.

There was one evidence destructions in 2018. The destruction was in September. Evidence not fit for incineration was transported to PSC Metals in Nashville. The process involves placing the evidence in an automobile scheduled for destruction. That automobile is then lifted by crane and placed on a conveyor belt. The conveyor belt takes the automobile with the evidence to the shredder. The evidence is never unattended and is observed by Logue and Rhodes throughout the shredding process.



September 27<sup>th</sup> 2018 shred destruction at PSC Metals.

#### **Community Service Projects:**

The Criminal Investigations Division is committed to representing the Shelbyville Police Department at various public relations functions throughout the year. We are also frequently asked to give presentations on topics such as self-defense, senior fraud and home protection, online safety and drug avoidance and awareness. The following is a snapshot of some of the functions we represented the department in this year.

January 30, 2018	First United Methodist Church Women's Group (spoke about law
March 13, 2018	Southside Church of Christ Women's Safety Talk
March 15, 2018	Shelbyville First Methodist Church, Women's Safety & Defense Class
	(Assisted by Officer Ronnie Blankenship and BCSO Deputy Tracey Harvey)
April 12, 2018	First Presbyterian Church Parent's Day out (Assisted by Officer Russ Grubbs)
April 28, 2018	First Community Bank Block Party (provided Shelbyville Police Department items such as stickers, coloring sheets, mini-tool kits).
May 4, 2018	Cascade Kindergarten Class at Police Department (Assisted by Officer
	Russ Grubbs)
May 10, 2018	Southside Church of Christ Women's Self-Defense Class (Assisted by
	Lt. Fred Harvey, Officer Dye, BCSO Deputies Tracey Harvey and Brianna Gaines)
June 27, 2018	End of Summer Reading Finale at Argie Cooper Library (provided games and prizes)
August 7, 2018	National Night Out Against Crime, Shelbyville Recreation Center
	5:30 - 8:00
September 12, 2018	Head Start Parents Community Center, Courtland Drive, 9:00 a.m., spoke on Car Seat and Pedestrian Safety
September 19, 2018	Spoke to Thomas School Kindergarten Class (60 students) at Police
	Department assisted by Officer Jeff Goodrich

October 3, 2018	Talked to Children at the Housing Authority's After School Program, Housing Authority
October 17, 2018	Northside Head Start, Spoke to two groups of students aged 3 and 4 assisted by Officer Jeff Goodrich
November 8, 2018 Church	Participated in the Battle of the Badges Blood Drive at First Baptist
November 15, 2018	Spoke to Elm Street Early Head Start Parents at The Ag Center

# Shelbyville Police Department Training Division



Annual Report 2018

#### Synopsis of 2018 Shelbyville Police Department Training

This year the Shelbyville Police Department had over 4000 hours of training in a variety of fields. In 2018, the Department's general in-service topics included Active Threat Response Tactics, Low Light Tactics, Emergency Vehicle Operations, Mental Health, Child Abuse/Child Sex Abuse, Bloodborne Pathogen, and bi-annual Firearm Qualifications.

A number of officers attended specialized training including but not limited to Defensive Tactics, Patrol Rifle, Leadership, EVOC Instructor, Motor Officer Certification, etc.

The Department continued its efforts to assist outside agencies and the Tennessee Law Enforcement Training Academy in specialized instruction. Lt. Michael Davis assisted the Winchester Tennessee Police Department in a Motor Officer Certification course. Patrolman Ronnie Blankenship taught a number of Defensive Tactics courses at TLETA and Lt. Wilkerson hosted a course for correctional officers teaching basic self-defense tactics and techniques.

In 2018, the Department implemented a rigorous pre-employment screening procedure that included both physical and competency based testing. New recruits were subjected to a timed obstacle course and written exam. Those scoring in the top percentile were invited to an interview which was also scored.

Two officers graduated from the 12 week Law Enforcement Training Academy in 2018.

Submitted with this report you will find the completed training hours by officer submitted to the Police Officers Standard Training Commission for 2018.



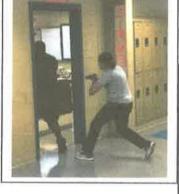
Lt. Michael Davis
Shelbyville Police Department
Training Division

#### **Photos taken during Active Shooter Training 2018**













In 2018, The Shelbyville Police Department training division hosted an Active Threat Response Tactics Course. The department partnered with School Resource Officers with the Bedford County Sheriff's Department for this dynamic training.

## **Pre-Employment Testing 2018**











In 2018, the training division implemented a new pre-employment testing standard. The testing consisted of a timed obstacle course followed by a written competency exam for those who passed the timed event.

## Completed Training Hours by Person

Shelbyville Police Department

Reported by Acadis® Readiness Suite

01/03/2019

Training Completed In: Calendar Year 2018 to 2018

Employee	PSID	Organization	Employment Type	Appointment Type	Total Hours	Category	Category Hours
Adams, Clinton Wad	e 3333-9660	Shelbyville Police Department	Law Enforcement Officer	Full Time	55.00	In-Service	40.00
						Specialized Training	15.00
Birdsong, Darrell Wayne	5341-7603	Shelbyville Police Department	Law Enforcement Officer	Full Time	49.00	In-Service	40.00
						Specialized Training	9.00
Blankenship, Ronnie Edward	6431-7053	Shelbyville Police Department	Law Enforcement Officer	Full Time	49.00	In-Service	40.00
						Specialized Training	9.00
Campbell, Samuel Adam	0962-5479	Shelbyville Police Department	Law Enforcement Officer	Full Time	150.00	In-Service	16.00
				^		Specialized Training	134.00
Cleek, Joseph Daniel	5092-4159	Shelbyville Police Department	Law Enforcement Officer	Full Time	0.00	Uncategorized	0.00
Cooke, Johnathan Ray	y 3226-8421	Shelbyville Police Department	Law Enforcement Officer	Full Time	49.00	In-Service	40.00
						Specialized Training	9.00
Crews, William Brian	2277-6589	Shelbyville Police Department	Law Enforcement Officer	Full Time	41.00	In-Service	8.00
						Specialized Training	33.00
Curley, David Reid	1151-8873	Shelbyville Police Department	Law Enforcement Officer	Full Time	51.00	In-Service	32.00
						Specialized Training	19.00
Davis, Michael Keith	2747-6663	Shelbyville Police Department	Law Enforcement Officer	Full Time	49.00	In-Service	40.00
						Specialized Training	9.00
Diaz, Letisia Marisol	6070-9127	Shelbyville Police Department	Law Enforcement Officer	Full Time	54.00	In-Service	40.00
					<	Specialized Training	14.00
Draine, Jerry Michael	2691-7431	Shelbyville Police Department	Law Enforcement Officer	Full Time	49.00	In-Service	40.00
						Specialized Training	9.00

## **Completed Training Hours by Person**

Shelbyville Police Department

Reported by Acadis50 Readiness Suite

01/03/2019 Training Completed In: Calendar Year 2018 to 2018

Employee	PSID	Organization	Employment Type	Appointment Type	Total Hours	Category	Category Hours
Dye, David Andrew	25770	Shelbyville Police Department	Law Enforcement Officer	Full Time	49.00	In-Service	40.00
						Specialized Training	9.00
Evans, Bradley Wayı	ne1323-6747	Shelbyville Police Department	Law Enforcement Officer	Full Time	491.50	Basic Training	491.50
Everhart, Nathaniel Lee	8704-8301	Shelbyville Police Department	Law Enforcement Officer	Full Time	49.00	In-Service	40.00
						Specialized Training	9,00
George, Shane Austin	n 35305	Shelbyville Police Department			53.00	In-Service	8.00
				=		Specialized Training	45.00
Goodrich, Jeffrey Louis	1338-4759	Shelbyville Police Department	Law Enforcement Officer	Full Time	49.00	In-Service	40.00
						Specialized Training	9.00
Graves, Joshua James	s 4692-6247	Shelbyville Police Department	Law Enforcement Officer	Full Time	41.00	In-Service	32.00
						Specialized Training	9.00
Grubbs, Russell Lee	3478-5432	Shelbyville Police Department	Law Enforcement Officer	Full Time	49.00	In-Service	40.00
				'n		Specialized Training	9.00
Harvey, Frederick Juan	5854-6137	Shelbyville Police Department	Law Enforcement Officer	Full Time	65.00	In-Service	40.00
						Specialized Training	25.00
Horner, Brock Daniel	7658-2629	Shelbyville Police Department			49.00	In-Service	40.00
						Specialized Training	9.00
Jacobs, Samuel Glenr Sr.	6575 <b>-</b> 6916	Shelbyville Police Department			44.00	In-Service	16.00
						Specialized Training	28.00
Jean, Carol Blain	5569-6205	Shelbyville Police Department	Law Enforcement Officer	Full Time	41.00	In-Service	32.00
						Specialized Training	9.00

Reported by Acadis<sup>10</sup> Readiness Suite

Training Completed In: Calendar Year 2018 to 2018

01/03/2019

Employee	PSID	Organization	Employment Type	Appointment Type	Total Hours	Category	Category Hours
King, John Cody	7859-4295	Shelbyville Police Department			49.00	In-Service	40.00
						Specialized Training	9.00
Lanier, Darrian Ladd	3376-7313	Shelbyville Police Department	Law Enforcement Officer	Full Time	0.00	Uncategorized	0.00
Lawrence, Jerry Lee	9810-6744	Shelbyville Police Department	Law Enforcement Officer	Full Time	49.00	In-Service	40.00
						Specialized Training	9.00
Logue, William Harry Jr.	0289-4421	Shelbyville Police Department	Law Enforcement Officer	Full Time	44.00	In-Service	32.00
						Specialized Training	12.00
Loyd, Robert Gregg	5052-3173	Shelbyville Police Department	Law Enforcement Officer	Full Time	56.00	In-Service	40.00
						Specialized Training	16.00
Mathis, Steven Pat	4602-0363	Shelbyville Police Department	Law Enforcement Officer	Full Time	53.00	In-Service	16.00
						Specialized Training	37.00
Merlo, Charles Andrew II	1553-4002	Shelbyville Police Department	Law Enforcement Officer	Full Time	41.00	In-Service	32.00
						Specialized Training	9,00
Mireles, Jeremy Wayne	0634-1850	Shelbyville Police Department	Law Enforcement Officer	Full Time	49.00	In-Service	40.00
						Specialized Training	9.00
Moore, Tory James	6693-4054	Shelbyville Police Department	Law Enforcement Officer	Full Time	52.00	In-Service	40.00
			8			Specialized Training	12.00
Peacock, Bobby Dwaine	0103-1428	Shelbyville Police Department	Law Enforcement Officer	Full Time	41.00	In-Service	32.00
						Specialized Training	9,00
Phillips, Mickey Jan	7918-0314	Shelbyville Police Department	Law Enforcement Officer	Full Time	56.40	In-Service	54.40
						Specialized Training	2.00
Sharp, James Matthew	18962	Shelbyville Police Department	Law Enforcement Officer	Full Time	491.50	Basic Training	491.50

Training Completed In: Calendar Year 2018 to 2018

Employee	PSID	Organization	Employment Type	Appointment Type	Total Hours	Category	Category Hours
Shelton, Leonard Jody	4264-1100	Shelbyville Police Department	Law Enforcement Officer	Full Time	64.50	In-Service	40.00
						Specialized Training	24.50
Smith, Justin Tyler	4007-9729	Shelbyville Police Department			69.00	In-Service	32.00
						Specialized Training	37.00
Stacy, Rodney Lewis	8227-9700	Shelbyville Police Department	Law Enforcement Officer	Full Time	89.00	In-Service	40.00
						Specialized Training	49.00
Swift, Cody James	4270-0022	Shelbyville Police Department	Law Enforcement Officer	Full Time	65,00	In-Service	32.00
						Specialized Training	33.00
Taylor, Michael Wilson	7839-8161	Shelbyville Police Department	Law Enforcement Officer	Full Time	63.00	In-Service	40.00
						Specialized Training	23.00
Vest, Christopher Michael	0577-1755	Shelbyville Police Department	Law Enforcement Officer	Full Time	49.00	In-Service	40.00
						Specialized Training	9.00
Warren, Mitchell Lee	3400-6488	Shelbyville Police Department			52.00	In-Service	40.00
						Specialized Training	12.00
Weatherford, Alex Michael	0094-8248	Shelbyville Police Department	Law Enforcement Officer	Full Time	41.00	In-Service	32.00
						Specialized Training	9.00
Wilkerson, James Edward	2191-3148	Shelbyville Police Department			49.00	In-Service	40.00
1						Specialized Training	9.00

# TENNESSEE PEACE OFFICER STANDARDS AND TRAINING COMMISSION

#### **Training Schedule**

MONTH April -	December			YEAR 201	8
Day	1	2	3	4	

•					
TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
08:00	Active Threat response Tactics	Safety briefing,threat and weapon (T/W)	Introduction to	EVOC Maj. Pat Mathis	
08:50	Introduction Rapport and opening statements.	condition drills. Explain the concept of SICM.	Low light Tactics Instructor; Sgt. Tory Moore.	Department policy and law on emergency and non-emergency of vehicle operation.	
09:00	Explain active threat considerations and	Threat engagement in hallways, center	History, Stress	Skid pad,	
10:00	discuss power point presentation.	fed doors, and corner fed doors. (Stimulus based)	Management	operating vehicle is wet conditions	
10:10	Move to training location, safety briefing	Hallway	The Warrior	.Driving track	
11:00	and familiarization with air soft blank fire weapons.	movement with multiple rooms. (Indicator based)	Mindset, and The Human Eye	exercises. NEVO course	
11:00	Weapons handling, danger areas	Basic principles	OODA and	Driving track	
12:00	single officer response tactics, approach to exterior doors.	to conduct a link-up.	Flashlight Technology	exercises. NEVO course	
		LUI	NCH		
13:00	Limited	Safety briefing, scenario based	Flashlight	Driving track	
13:50	penetration tactics.	training with role players. (P.E.)	Techniques	exercises. NEVO course	
14:00	Hallway	Scenario based	Flashlight	Driving track	
14:50	movement tactics.(Stimulus based)	training with role players. (P.E.)	Techniques and WML Policy	exercises. NEVO course	
15:00	Stairway	Scenario based	Review	Driving track	
15:50	movement tactics.	training with role players. (P.E.)		exercises. EVO course. (P.E.) timed run.	
16:00	Debriefing and	Scenario based training with role	Test	Driving track	
16:50	review of the days activities.	players. (P.E.) Remedial P.E. (If necessary)		exercises. EVO course. (P.E.) timed run.	
	J.	NIGHT C	CLASSES		
20:00			LLT Night		
22:00			Range Exercise & Live Fire		
	1				

PSID Last Name	First Name	Course Titl Course Nur	Start Date	End Date	Hours	Pass/Fail
0094-8248 Weatherfo		Bloodborne LE 1460	#######	########		Pass
0094-8248 Weatherfo	Alex	Child Sex A LE_2090	#######	#######	1	Pass
0094-8248 Weatherfo	Alex	Community LE_3160	#######	########	3	Pass
0094-8248 Weatherfo	Alex	Emergency LE_1312_T	#######	########	2	Pass
0094-8248 Weatherfo	Alex	Mental Illn LE_2030_T	########	#######	2	Pass
0103-1428 Peacock	Bobby	Bloodborne LE_1460	########	#######	1	Pass
0103-1428 Peacock	Bobby	Child Sex A LE_2090	#######	########	1	Pass
0103-1428 Peacock	Bobby	Community LE_3160	#######	#######	3	Pass
0103-1428 Peacock	Bobby	Emergency LE_1312_T	########	########	2	Pass
0103-1428 Peacock	Bobby	Mental Illn-LE_2030_T	#######	########	2	Pass
0289-4421 Logue	William	Bloodborn(LE_1460	#######	########	1	Pass
0289-4421 Logue	William	Child Sex A LE_2090	#######	#######		Pass
0289-4421 Logue	William	Community LE_3160	#######	########	3	Pass
0289-4421 Logue	William	Emergency LE_1312_T	#######	#######	2	Pass
0289-4421 Logue	William	Fingerprint LE_1610	#######	########		Pass
0289-4421 Logue	William	Mental Ilin LE_2030_T		########		Pass
0577-1755 Vest	•	Bloodborne LE_1460	#######	#######		Pass
0577-1755 Vest		Child Sex A LE_2090	########	########		Pass
0577-1755 Vest		Community LE_3160	#######	#######		Pass
0577-1755 Vest		Emergency LE_1312_T		########		Pass
0577-1755 Vest	•	Mental Illn LE_2030_T		########		Pass
0634-1850 Mireles	Jeremy	Bloodborne LE_1460	########	#######		Pass
0634-1850 Mireles	Jeremy	Child Sex A LE_2090	########	########		Pass
0634-1850 Mireles	Jeremy	Community LE_3160	########	########		Pass
0634-1850 Mireles 0634-1850 Mireles	Jeremy	Emergency LE_1312_T		########		Pass
1151-8873 Curley	Jeremy David	Mental Illn LE 2030 T		########		Pass
1151-8873 Curley	David	Bloodborn: LE_1460 Child Sex A LE_2090	########	########		Pass Pass
1151-8873 Curley	David	Community LE_3160	########	########		Pass
1151-8873 Curley	David	Criminal Dr LE_1650	########	########		Pass
1151-8873 Curley	David	De-escalati LE_1340	########			Pass
1151-8873 Curley	David	Emergency LE_1312_T		########		Pass
1151-8873 Curley	David	Mental Ilin LE_2030_T				Pass
1151-8873 Curley		Sovereign (LE 1300	########			Pass
1338-4759 Goodrich	Jeffrey	Bloodborn(LE_1460	########			Pass
1338-4759 Goodrich	•	Child Sex A LE_2090	########			Pass
1338-4759 Goodrich		Community LE_3160	########			Pass
1338-4759 Goodrich		Emergency LE_1312_T				Pass
1338-4759 Goodrich	Jeffrey	Mental Illn LE 2030 T		########		Pass
1553-4002 Merio	Charles	Bloodborne LE_1460	########			Pass
1553-4002 Merio		Child Sex A LE_2090	########			Pass
1553-4002 Merlo	Charles	Community LE_3160	########	#######		Pass
1553-4002 Merlo	Charles	Emergency LE_1312_T				Pass
1553-4002 Merlo	Charles	Mental Illn LE_2030_T				Pass
2191-3148 Wilkerson	James	Bloodborne LE_1460	########	########		Pass
2191-3148 Wilkerson		Child Sex A LE_2090	#######			Pass
		-				

2191-3148 Wilkerson	James	Community LE_3160	#######	#######	3 Pass
2191-3148 Wilkerson	James	Emergency LE_1312_T	#######	#######	2 Pass
2191-3148 Wilkerson	James	Mental Illn-LE_2030_T	#######	#######	2 Pass
2277-6589 Crews	William	Bloodborn(LE_1460	#######	#######	1 Pass
2277-6589 Crews	William	Child Sex A LE_2090	#######	#######	1 Pass
2277-6589 Crews	William	Community LE_3160	#######	#######	3 Pass
2277-6589 Crews	William	Emergency LE_1312_T	########	#######	2 Pass
2277-6589 Crews	William	Mental Illn LE_2030_T	#######	#######	2 Pass
25770 Dye	David	Bloodborne LE_1460	#######	#######	1 Pass
25770 Dye	David	Child Sex A LE_2090	#######	########	1 Pass
25770 Dye	David	Community LE_3160	#######	#######	3 Pass
25770 Dye	David	Emergency LE_1312_T	#######	#######	2 Pass
25770 Dye	David	Mental Illn LE_2030_T		#######	2 Pass
2691-7431 Draine	Jerry	Bloodborne LE_1460	*************	***************************************	1 Pass
2691-7431 Draine	Jerry	Child Sex A LE_2090	#######	#######	1 Pass
2691-7431 Draine	Jerry	Community LE 3160	########	#######	3 Pass
2691-7431 Draine	Jerry	Emergency LE_1312_T	########	*****	2 Pass
2691-7431 Draine	Jerry	Mental Illn LE_2030_T		#######	2 Pass
2747-6663 Davis	Michael	Bloodborne LE 1460	########	#######	1 Pass
2747-6663 Davis	Michael	Child Sex A LE 2090	########	#######	1 Pass
2747-6663 Davis	Michael	Community LE_3160	########	########	3 Pass
2747-6663 Davis	Michael	Emergency LE_1312_T		#######	2 Pass
2747-6663 Davis	Michael	Mental Ilin LE_2030_T		#######	2 Pass
3226-8421 Cooke		Bloodborne LE 1460	#######	#######	1 Pass
3226-8421 Cooke		Child Sex A LE_2090	########	#######	1 Pass
3226-8421 Cooke		Community LE_3160	#######	#######	3 Pass
3226-8421 Cooke		Emergency LE_1312_T		#######	2 Pass
3226-8421 Cooke		Mental Illn LE 2030 T		#######	2 Pass
3333-9660 Adams	Clint	Bloodborne LE_1460	########	#######	1 Pass
3333-9660 Adams	Clint	Child Sex A LE_2090	########	#######	1 Pass
3333-9660 Adams	Clint	Community LE 3160	########	#######	3 Pass
3333-9660 Adams	Clint	Emergency LE_1312_T		#######	2 Pass
3333-9660 Adams	Clint	Field Traini LE_1180	#######		2 Pass
3333-9660 Adams	Clint	Field Traini LE_1200	*********		2 Pass
3333-9660 Adams	Clint	Field Traini LE_1190	#######		2 Pass
3333-9660 Adams	Clint	Mental Ilin LE_2030_T			2 Pass
3400-6488 Warren	Mitchell	Basic Photo LE_1620	########		3 Pass
3400-6488 Warren	Mitchell	Bloodborne LE_1460	########		1 Pass
3400-6488 Warren	Mitchell	Child Sex A LE_2090	########	#######	1 Pass
3400-6488 Warren	Mitchell	Community LE_3160	########		3 Pass
3400-6488 Warren	Mitchell	Emergency LE_1312_T			2 Pass
3400-6488 Warren	Mitchell	Mental Illn LE_2030_T			2 Pass
3478-5432 Grubbs	Russell	Bloodborne LE_1460	########		1 Pass
3478-5432 Grubbs	Russell	Child Sex A LE_2090	########	#######	1 Pass
3478-5432 Grubbs	Russell	Community LE_3160	########		3 Pass
3478-5432 Grubbs	Russell	Emergency LE_1312_T			2 Pass
3478-5432 Grubbs	Russell	Mental Ilin LE_2030_T			2 Pass
34/013434 GTUDDS	nussell	Michael IIIII LE_2030_1	भगभागमाम	ниникаш	£ 1 033

35305 George		Bloodborn(LE_1460	#######	#######	_	Pass
35305 George	Shane	Child Sex A LE_2090	########	#######		Pass
35305 George	Shane	Community LE_3160	########	#######	3	Pass
35305 George	Shane	Emergency LE_1312_T	########	########	2	Pass
35305 George	Shane	Mental Illn LE_2030_T	#######	#######	2	Pass
4007-9729 Smith	Justin	Bloodborne LE_1460	#######	#######	1	Pass
4007-9729 Smith	Justin	Child Sex A LE_2090	########	########	1	Pass
4007-9729 Smith	Justin	Community LE 3160	#######	#######	3	Pass
4007-9729 Smith	Justin	Emergency LE_1312_T	#######	#######	2	Pass
4007-9729 Smith	Justin		########	########	2	Pass
4264-1100 Shelton		Bloodborne LE_1460	#######	########	1	Pass
4264-1100 Shelton	•	Child Sex A LE_2090	########	#######		Pass
4264-1100 Shelton		Community LE_3160	########	########		Pass
4264-1100 Shelton	,	Emergency LE_1312_T	########	########		Pass
4264-1100 Shelton	•	Ethical Lear LE_1680	########	########	_	Pass
	•			########		Pass
4264-1100 Shelton	,	Firearms Tr LE_1900	########	,	_	Pass
4264-1100 Shelton	•	Firearms Tr LE_1930	########	########		
4264-1100 Shelton	,	Firearms Tr LE_1910	########	#######	* .	Pass
4264-1100 Shelton		Generation LE_1080	########	#######		Pass
4264-1100 Shelton	,	Leading by LE_1720	########	########		Pass
4264-1100 Shelton	•	Mental Illn LE_2030_T	########	########	_	Pass
4264-1100 Shelton	Jody	Officer InvolE_1140	#######	########		Pass
4264-1100 Shelton	Jody	Performan LE_1410	#######	#######	1	Pass
4264-1100 Shelton	Jody	Team Build LE_1420	#######	#######	1	Pass
4264-1100 Shelton	Jody	Writing Bet LE_1780	########	########	1	Pass
4270-0022 Swift	Cody	Bloodborne LE_1460	#######	#######	1	Pass
4270-0022 Swift	Cody	Child Sex A LE_2090	#######	#######	1	Pass
4270-0022 Swift	Cody	Community LE_3160	########	########	3	Pass
4270-0022 Swift	Cody	Emergency LE_1312_T	########	#######	2	Pass
4270-0022 Swift	Cody	Mental Illn-LE_2030_T	########	########	2	Pass
4602-0363 Mathis	Steven	Bloodborn(LE_1460	########	#######	1	Pass
4602-0363 Mathis	Steven	Child Sex A LE_2090	#######	########	1	Pass
4602-0363 Mathis	Steven	Community LE 3160	########	########		Pass
4602-0363 Mathis	Steven	Emergency LE_1312_T				Pass
4602-0363 Mathis	Steven	Mental Illn-LE_2030_T		########		Pass
4692-6247 Graves	Joshua	Bloodborn(LE 1460	########	########		Pass
		-	########	########		Pass
4692-6247 Graves	Joshua	Child Sex A LE_2090				
4692-6247 Graves	Joshua	Community LE_3160	#######	########		Pass
4692-6247 Graves	Joshua	Emergency LE_1312_T		########		Pass
4692-6247 Graves	Joshua	Mental Illn-LE_2030_T		########		Pass
5052-3173 Loyd	Robert	Bloodborn(LE_1460	########	########		Pass
5052-3173 Loyd	Robert	Child Sex A LE_2090	########			Pass
5052-3173 Loyd	Robert	Community LE_3160	#######	#######		Pass
5052-3173 Loyd	Robert	Critical Thir LE_1450	########	########		Pass
5052-3173 Loyd	Robert	Emergency LE_1312_T	#######	#######		Pass
5052-3173 Loyd	Robert	Generation LE_1080	########	########	1	Pass
5052-3173 Loyd	Robert	Mental Illn-LE_2030_T	#######	#######	2	Pass

5052-3173 Loyd	Robert	On Combat LE_3150	#######	#######	1	Pass
5052-3173 Loyd	Robert	On Killing: , LE_3130	#######	#######	1	Pass
5052-3173 Loyd	Robert	Performan(LE_1410	#######	#######	1	Pass
5052-3173 Loyd	Robert	Team Build LE_1420	#######	#######	1	Pass
5052-3173 Loyd	Robert	The Value (LE_1430	#######	#######	1	Pass
5341-7603 Birdsong	Darrell	Bloodborne LE_1460	#######	#######	1	Pass
5341-7603 Birdsong	Darrell	Child Sex A LE_2090	#######	#######	1	Pass
5341-7603 Birdsong	Darrell	Community LE_3160	#######	#######	3	Pass
5341-7603 Birdsong	Darrell	Emergency LE_1312_T	#######	#######	2	Pass
5341-7603 Birdsong	Darrell	Mental Illn-LE_2030_T	#######	#######	2	Pass
5569-6205 Jean	Carol	Bloodborne LE_1460	#######	#######	1	Pass
5569-6205 Jean	Carol	Child Sex A LE_2090	#######	#######	1	Pass
5569-6205 Jean	Carol	Community LE_3160	########	#######	3	Pass
5569-6205 Jean	Carol	Emergency LE_1312_T	#######	#######	2	Pass
5569-6205 Jean	Carol	Mental Illn: LE_2030_T	#######	#######	2	Pass
5854-6137 Harvey	Frederick	Advanced   LE_1110	#######	#######	4	Pass
5854-6137 Harvey	Frederick	Bloodborne LE_1460	#######	#######	1	Pass
5854-6137 Harvey	Frederick	Child Sex A LE_2090	#######	#######	1	Pass
5854-6137 Harvey	Frederick	Community LE_3160	#######	#######	3	Pass
5854-6137 Harvey	Frederick	Emergency LE_1312_T	#######	#######	2	Pass
5854-6137 Harvey	Frederick	Ethical Lear LE_1680	#######	#######	2	Pass
5854-6137 Harvey	Frederick	Introducto: LE_1100	########	#######	2	Pass
5854-6137 Harvey	Frederick	Leading by LE_1720	#######	#######	3	Pass
5854-6137 Harvey	Frederick	Maneuveri LE_1220	#######	#######	2	Pass
5854-6137 Harvey	Frederick	Mental Illn-LE_2030_T	########	#######	2	Pass
5854-6137 Harvey	Frederick	Recruitmer LE_1230	#######	#######	3	Pass
6070-9127 Diaz	Letisia	Bloodborn(LE_1460	#######	#######	1	Pass
6070-9127 Diaz	Letisia	Child Sex A LE_2090	#######	#######	1	Pass
6070-9127 Diaz	Letisia	Community LE_3160	#######	#######	3	Pass
6070-9127 Diaz	Letisia	Emergency LE_1312_T	#######	#######	2	Pass
6070-9127 Diaz	Letisla	Legal Upda LE_3230	#######	#######	1	Pass
6070-9127 Diaz	Letisia	Mental IIIn LE_2030_T	#######	#######	2	Pass
6070-9127 Diaz	Letisia	On Combat LE_3150	#######	#######	1	Pass
6070-9127 Dlaz	Letisia	On Killing: , LE_3130	#######	#######	1	Pass
6070-9127 Diaz	Letisia	US Constitu LE_1710	#######	#######	2	Pass
6431-7053 Blankenshi	Ronnie	Bloodborn(LE_1460	#######	#######	1	Pass
6431-7053 Blankenshi	Ronnie	Child Sex A LE_2090	#######	#######	1	Pass
6431-7053 Blankenshi	Ronnie	Community LE_3160	#######	#######	3	Pass
6431-7053 Blankenshi	Ronnie	Emergency LE_1312_T	#######	#######	2	Pass
6431-7053 Blankenshi	Ronnie	Mental Illn-LE_2030_T	#######	#######	2	Pass
6575-6916 Jacobs	Samuel	Basic Photo LE_1620	#######	#######	3	Pass
6575-6916 Jacobs	Samuel	Bloodborne LE_1460	#######	#######	1	Pass
6575-6916 Jacobs	Samuel	Child Sex A LE_2090	#######	#######	1	Pass
6575-6916 Jacobs	Samuel	Community LE_3160	#######	#######	3	Pass
6575-6916 Jacobs	Samuel	Death and LE_1350	#######	#######	4	Pass
6575-6916 Jacobs	Samuel	Emergency LE_1312_T	#######	#######	2	Pass
6575-6916 Jacobs	Samuel	Executing SLE_1770	#######	#######	1	Pass

6575-6916 Jacobs	Samuel	Internet To LE_2050	#######	#######	4 Pass
6575-6916 Jacobs	Samuel	Mental Illn LE_2030_T	#######	#######	2 Pass
6693-4054 Moore	Tory	Bloodborn(LE_1460	#######	#######	1 Pass
6693-4054 Moore	Tory	Child Sex A LE_2090	########	#######	1 Pass
6693-4054 Moore	Tory	Community LE_3160	#######	#######	3 Pass
6693-4054 Moore	Tory	Critical Thir LE_1450	########	########	1 Pass
6693-4054 Moore	Tory	Emergency LE_1312_T	########	#######	2 Pass
6693-4054 Moore	Tory	Ethical Lea LE_1680	########	#######	2 Pass
6693-4054 Moore	Tory	Mental Illn: LE_2030_T	#######	#######	2 Pass
7658-2629 Horner	Brock	Bloodborne LE_1460	#######	#######	1 Pass
7658-2629 Horner	Brock	Child Sex A LE_2090	#######	#######	1 Pass
7658-2629 Horner	Brock	Community LE_3160	#######	#######	3 Pass
7658-2629 Horner	Brock	Emergency LE_1312_T	########	#######	2 Pass
7658-2629 Horner	Brock	Mental Illn-LE_2030_T	#######	#######	2 Pass
7839-8161 Taylor	Michael	Basic Photc LE_1620	#######	#######	3 Pass
7839-8161 Taylor	Michael	Bloodborne LE_1460	#######	#######	1 Pass
7839-8161 Taylor	Michael	Child Sex A LE_2090	#######	#######	1 Pass
7839-8161 Taylor	Michael	Community LE_3160	#######	#######	3 Pass
7839-8161 Taylor	Michael	Criminal Dr LE_1650	########	#######	4 Pass
7839-8161 Taylor	Michael	De-escalati LE_1340	########	#######	4 Pass
7839-8161 Taylor	Michael	Emergency LE_1312_T	########	#######	2 Pass
7839-8161 Taylor	Michael	Mental Illn-LE_2030_T	########	#######	2 Pass
7839-8161 Taylor	Michael	Sovereign (LE_1300	#######	#######	2 Pass
7839-8161 Taylor	Michael	Writing Bet LE_1780	########	#######	1 Pass
7859-4295 King	John	Bloodborne LE_1460	########	#######	1 Pass
7859-4295 King	John	Child Sex A LE_2090	#######	#######	1 Pass
7859-4295 King	John	Community LE_3160	#######	#######	3 Pass
7859-4295 King	John	Emergency LE_1312_T	#######	#######	2 Pass
7859-4295 King	John	Mental Ilin LE_2030_T	########	#######	2 Pass
8227-9700 Stacy	Rodney	Bloodborn(LE_1460	########	#######	1 Pass
8227-9700 Stacy	Rodney	Child Sex A LE_2090	########	#######	1 Pass
8227-9700 Stacy	Rodney	Community LE_3160	########	#######	3 Pass
8227-9700 Stacy	Rodney	Emergency LE_1312_T	########	#######	2 Pass
8227-9700 Stacy	Rodney	Mental Illn LE_2030_T	########	#######	2 Pass
8704-8301 Everhart	Nathaniel	Bloodborn(LE_1460	########	#######	1 Pass
8704-8301 Everhart	Nathaniel	Child Sex A LE_2090	#######	#######	1 Pass
8704-8301 Everhart	Nathaniel	Community LE_3160	########	#######	3 Pass
8704-8301 Everhart	Nathaniel	Emergency LE_1312_T	########	#######	2 Pass
8704-8301 Everhart	Nathaniel	Mental Illn-LE_2030_T	#######	#######	2 Pass
9810-6744 Lawrence	Jerry	Bloodborn(LE_1460	########	#######	1 Pass
9810-6744 Lawrence	Jerry	Child Sex A LE_2090	########	#######	1 Pass
9810-6744 Lawrence	Jerry	Community LE_3160	#######	#######	3 Pass
9810-6744 Lawrence	Jerry	Emergency LE_1312_T	#######	#######	2 Pass
9810-6744 Lawrence	Jerry	Mental Ilin LE_2030_T	########	#######	2 Pass
	-				

# The Shelbyville Police Department Administrative Division



Annual Report 2018

#### **Shelbyville Police Department**

#### **Administrative Division**

The Administrative Division of the Shelbyville Police Department is commanded by Deputy Chief Brian Crews and includes our City Clerk of Court, Records Department, Parking Enforcement, Grant Management, and Accreditation Management.





Kim Nash, the City Clerk of Court has forty years of service dedicated to the Shelbyville Police Department. She is responsible for the daily management of administrative personnel, department payroll, managing the city court docket, and all fees, fines and court costs collected.



Kerry Dunn, who has more than twenty years of dedicated service to the Department, primarily provides assistance and support to the Criminal Investigations Division and is responsible for registering all sex offenders living within the City of Shelbyville. She also assists the City Clerk of Court, Records Clerk, and often assists in the Communications Division.

#### 2018 Grants

The Shelbyville Police Department often seeks additional sources of funding through the submission of grants to state and federal agencies to assist the Department in providing improved services to the citizens of the City of Shelbyville. Examples of funding requests include funding for additional traffic enforcement and equipment.

#### **Grant Awards**

Grant awards in 2018 totaled \$19,785.00.

- ➤ The Department was awarded \$15,096.79 in funding through the Governor's Highway Safety Office (GHSO) for the purchase of capital and non-capital small equipment, and overtime funding for DUI and Speed Enforcement; Award # Z17THS067
- ➤ The Department was awarded \$4,875.00 through the Office of Justice Programs, Bulletproof Vest Partnership for the purchase of bulletproof vests for safety and protection of Department officers.

#### Accreditation

In 2013, the Shelbyville Police Department successfully completed a self-assessment process that included a full review and update of all existing policies and procedures in accordance with Tennessee Law Enforcement Accreditation (TLEA) standards. The Department was found to have demonstrated a commitment to professional law enforcement standards and compliance with the TLEA program. At that time, based on the recommendation of the assessment team, the Department was awarded its first Certificate of Meritorious Accreditation in December 2013 by the Tennessee Association of Chiefs of Police (TACP) and its Board of Directors.

To remain this certification of accreditation, the Department must maintain compliance with all applicable standards and undergo a new TLEA assessment every three years. The Shelbyville Police Department's Accreditation Manager continues to work diligently to maintain compliance with all applicable standards and provide assurance to the citizens of Shelbyville that they are served by a professional, effective, and efficient police department. During 2018, the Accreditation Team focused on preparing for the Department's re-accreditation assessment scheduled for 2019.

# Shelbyville Police Department



Communications Division 2018

# Shelbyville Police Department Communications Division 2018

The Communications Division is commanded by the Deputy Chief of Police; consists of six dispatchers and is often assisted by trained personnel of the Administrative Division. The primary function of the Communications Division is to provide a service to the citizens of Shelbyville by answering emergency and non-emergency requests for police service, coordinate response to citizen requests, and assist in the protection of life and property.



personnel of the Communications Division are Tennessee Information Enforcement System (TIES) certified and are responsible for ensuring compliance with all Tennessee Bureau of Investigations (TBI) rules and regulations regarding network criminal access to history information, vehicle information, and driver's license information.

They are also responsible for entering and checking information in the National Crime Information Center (NCIC). Other responsibilities include logging officers into and out of service, on-duty officer call rotation, logging wrecker rotation, and the completion of complaint cards.

Personnel of the Communications Division

Lee Ann Small, serving since March 2017

Mollie Tally, serving since July 2017

Linda Bacon, serving since July 2015

Jennifer Pruitt, serving since March 2016

Mariah Mitchell, serving since August 2017.

The Communications Division is also assisted by members assigned to other divisions; Sheri Rhodes, Kerry Dunn, CID/Records; and Lilia Torres, Records



## City of Shelbyville, TN

## Animal Control Department

# 2018 Annual Report



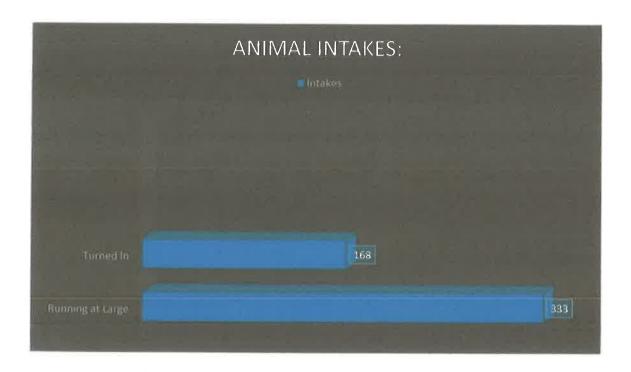
The primary objective of the Shelbyville Police Department's Animal Control Division is to protect the public from possibly dangerous animals running at large, the prevention and eradication of rabies by providing education to the public concerning local and state laws, and promoting owner responsibility. Additionally, they are also responsible for providing service to both the public and the animals through responding to animal cruelty and abuse cases.

The Animal Control Division is served by Director Randy McCullough, his Officer Dylan Farrar, and his Administrative Assistant/Officer Rhonda Lefler. Randy has provided 40 continuous years of service to the City of Shelbyville and was selected director of the Animal Control Division in 1987.

Dylan joined Animal Control in August of this year. He previously worked at Coffee County Animal Control for seven month and is also an active member of the National Guard. Just in his short time with Animal Control he has proven to be a great asset to the department.

Rhonda started in September of 2016 as Part time Administrative Assistant. In December she gained the position of Animal Control Officer. With Animal Control now having three full time officers; we will be able to better serve the public and save animal lives.

In a quick over view of the year 2018, the Animal Control Division answered a total of 927 calls for service. They picked up a total of 333 live animals, along with an additional 168 animals turned in; 115 were adopted out, 127 were returned to their owners, and 141 were transferred to rescues. Our Euthanasia rate is at a steady 13% for 2018 with 62 euthanized this year. This is a slight drop from 2017 which was 72 euthanized.





First was Shelbyville Shelter Soldiers, which was started in July by our now Recue Coordinator Jessica Brown. Jessica volunteers all her time to saving dogs and cats. She established Shelbyville Shelter Soldiers in July in order to have contact with the many rescues in and around not only Middle Tennessee but up north as well. Just in 2018, Shelbyville Shelter Soldiers moved 67 animals; 43 up North, such as Wisconsin and Illinois, alone. This is a great achievement that we are very excited about.

Not only has Shelbyville Shelter Soldiers helped with getting dogs to rescue; they have also helped save many injured animals as well.



Mia a beautiful and sweet Husky who came into the shelter with a mass on her face. Her family moved and left her behind. After many attempts to find her family; no one came forward to claim her. She was in the shelter for two months. During this time the mass continued to grow. Animal Control did not have the funds to give her the help she needed. Mia was the first, of many dogs, that Shelbyville Shelter Soldiers pulled to get the help she needed and deserved. With their help, Mia is now a healthy happy and at times sassy girl, enjoying life.







Then we have little Ashley. A call came in to Animal Control in October stating that a dog was in the callers' yard that could not use its back legs. When officer Farrar arrived and assessed the situation, he immediately called Jessica with Shelbyville Shelter Soldiers to help her. Taken to the vet it was determined Ashley had a broken leg and dislocated hip and was needing surgery. Thanks to donations from the public; and a lot of love and care from Jessica, she is healed and leaving to go to a rescue in WI in late January.



Shelbyville Shelter Soldiers not only helps save dogs but cats as well. She has taken in litters of kittens to help care for and rescue as well. These are just a few examples of the several dogs and cats that Shelbyville Shelter Soldiers have helped save. We are extremely thankful that they came to work with us and look forward to the great things we will accomplish together.



In September of 2018 we started a great new partnership with PetSense at their new facility on Main street in Shelbyville. Since September we have had several adoption and promotion events with them. They assist with donations of food and needed supplies not only from their store, but from the community as well. PetSense also assists in the adoption of cats. PetSense can house up to four adult cats at their facility. This allows the cat more exposure to the public which allows a better chance of adoption. Since September; with the help of PetSense; we have adopted out 15 cats that were housed at their facility. This would not have been possible without PetSense's help.





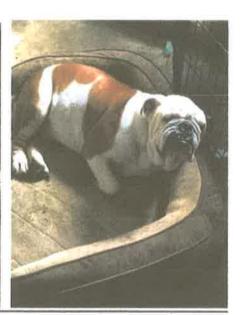




New Destiny Dog Rescue came in to work with us in November of 2018. Just since November 26<sup>th</sup> they have pulled 12 dogs from the shelter to go to rescue. Currently Kelly Wise who is with New Destiny is caring for an older buil dog that came into the shelter with several health issues. Thanks to New Destiny this dog will receive the much-needed care that his owner failed to provide.







With the wonderful new additions of Shelbyville Shelter Soldiers, PetSense and New Destiny; we anticipate a great 2019. In conclusion; 2018 was a great year when it comes to working with rescues and establishing new partnerships. We look forward to more of the same in 2019 as well as more Adoption Events, and the beginning of Phase One to the renovation and addition to our current building.

# **HUMAN RESOURCES ANNUAL REPORT - 2018**



#### Highlights from the Human Resources Department

Welcome to the Human Resources Department! This annual report is a snapshot of the Human Resources' activities from calendar year 2018.

Each area of the Human Resources is represented on the following pages:

- Employment
- Advertisement/Outreach
- Safety
- Policy/Compliance
- Employee Relations
- Community Relations
- Training & Professional Development
- ADA Transition Plan Compliance

The Human Resources Department looks forward to working with the City Departments and employees to provide support and guidance for a productive 2019.

#### HR Mission:

It is the mission of the Human Resources (HR) department to provide effective HR management by developing and implementing policies, programs, and services that contribute to the attainment of the City's and employee goals by:

1) Properly balancing the needs of the employees and the needs of the City. 2) Ensuring a diverse workforce in a safe and discrimination/harassment free environment by: maintaining compliance with employment laws and government regulations, providing management and employee training, and developing policies and procedures. 3) Providing training and development in areas of: effective leadership and career development of employees, employment law and government regulation, and litigation avoidance. 4) Hiring the most qualified employees by: pre-planning staffing needs, ensuring an effective internal interview process, increasing company visibility in the employment marketplace, identifying the best and most cost effective recruitment sources, and conducting thorough reference checks. 5) Retaining our valued employees by: assuring effective leadership qualities in our managers; providing competitive wages and benefits; furnishing technical, interpersonal and career development training and coaching; conducting exit interviews and supplying relevant feedback to management; and enhancing two-way communication between employees and management.

In all area of work, the Office of Human Resources firmly upholds the tenets of confidentiality, accountability, and trust.

#### **EMPLOYMENT**

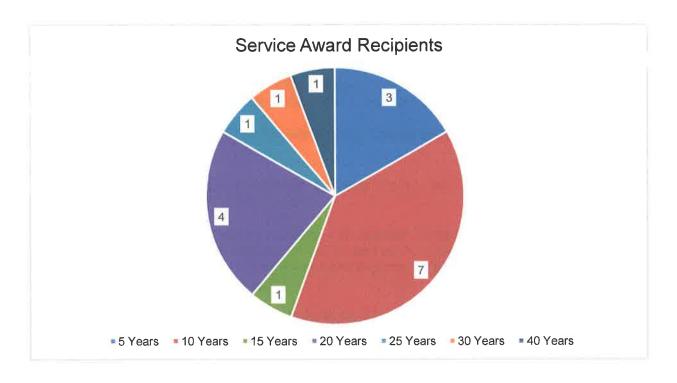
The Human Resources Department assists applicants and employees with all phases of the employment process. This department oversees recruitment, interviewing, pre-employment testing, background checks, and selection (when applicable). The HR Department works with every City Department and Department Director on an individual basis.

**Job Description Updates** – Job descriptions (JD) continue to be revised as needed to suit the requirements of each position. New applicants review position responsibilities and sign the JD upon applying for said position. A copy is kept in the personnel file with application and all pertinent pre-employment information.

New Hires – The total number of budgeted positions were filled in 2018:

- Full-Time Positions Thirty-Nine (39)
- Part-Time- Eighteen (18)
- Seasonal- Eight (8)
- Temporary Positions One (1)
- Part-Time Firefighters Seven (7)
- Total Authorized Full-Time Employees is one hundred and seventy (170)

**Service Awards** – Long-term employees were recognized for commitment and dedication to the City during the Employee Appreciation Luncheon in December. A total of **18** Employees received a certificate and service award gift for their corresponding years of service.



Even with a slight increase in 2018 from 2017 for First Report of Injury reports, and Reportable Injuries, the total amount of days of lost time and job transfer/light duty combined decreased tremendously, from 593 days to 329 days.

	REPORTABLE ACCIDENTS	FIRST REPORT OF INJURY	NOTIFY ONLY	LOST TIME (Days)	OTHER COMMENTS
2018	20	50	14	236	One report "denied" after review
2017	15	45	19	245	
2016	11	38	18	272	
2015	12	35		467	A written appeal of a lost time accident was unsuccessful. Basis of appeal was the injury occurrence was not job related.
2014	7	33	1 N 5- W	54	
2013	3	17		7	One report "denied" after review
2012	6	16	N 11	60	
2011	4	13		141	
2010	13	32		397	
2009	10	32		200	

#### POLICY/COMPLIANCE

**Personnel Policy & Procedures Manual** – Personnel Policies and Procedures were reviewed, revised and adopted by the City Council in April 2018. The Personnel Policies and Procedures continue to be reviewed when needed.

Sick Leave Donation Program – The Voluntary Sick Leave Donation Program approved by the City Council in December 2016 allows for the transfer of unused accrued sick leave from one employee to another employee who needs such leave because of a qualifying health condition affecting the employee. The policy has proven to be very valuable in times of need, and the participation from employees from the donation side has shown that City's employees are very generous, and come to the aid of their coworkers.

**Drug Free Workplace Program** – The City who contracted with WorkForce Essentials, Inc. in June 2016 remains compliance in order to maintain a Tennessee Certified Drug Free Workplace program. Services include:

a. Training of Supervisors and Employees

- b. Assist with Drug Free Workplace Policy
- c. Maintain company records
- d. Maintain random drug/alcohol draws
- e. Assistance with application to the State

Title VI Compliance Documents on the Shelbyville website – Title VI documents were updated to the City of Shelbyville website in July. The documents are a requirement by TDOT for citizen accessibility and are in compliance with TDOT requirements. The updated Title VI documents were also distributed to all departments to be displayed on the bulletin boards for the public to view.

Limited English Proficiency (LEP) Plan — The LEP Procedures were redistributed to all departments in August 2018 as well as an updated list of the bilingual staff with the City of Shelbyville. This list of employees have agreed to serve as an interpreter if needed and requested by an individual needing translation services. Department Heads were given the updated LEP Staff Translators list to be kept in a place for easy access.

**TOSHA Inspection** – Bridgett McBride with TOSHA completed inspections at the Shelbyville Police Dept. and the Shelbyville Public Works Dept. in June 2018. The official report of inspection was received on June 21, listing each department violations. Each department worked diligently to correct these issues. Human Resources/Safety Coordinator submitted the TOSHA required abatement in July. The City of Shelbyville received a letter from TOSHA verifying all violations had been satisfied.

#### **EMPLOYEE RELATIONS**

Employee relations is an important factor in employee retention, maintaining trust, and emphasizing growth for the City of Shelbyville. The HR Department works diligently to develop positive relationships with new employees and grow relationships with current employees.

**Employee Orientation** – The HR Department meets with all new employees to review the Policy and Procedure manual and answer any questions that the new employee might have in regards to becoming a successful employee with the City of Shelbyville. Some of the topics covered include; Workplace Safety & Reporting, Workplace Harassment, Title VI Compliance, Drug Free Workplace Program, Hepatitis B Vaccination option, Shelbyville Recreation Center Membership and the Verizon Discount for City Employees.

Employee Appreciation Luncheon – The HR Department assisted with organizing the annual employee appreciation luncheon held at the Blue-Ribbon Circle on Tuesday, December 11. Service award certificates were presented to long-term employees signed by the City Mayor and City Manager. Those employees were also recognized in the Shelbyville Times-Gazette for their service. This year, at the recommendation of the Director, one employee from each department was chosen to receive an Employee Spotlight Certificate. There was also one City Manager Spotlight Certificate given to an employee chosen city-wide.

#### **COMMUNITY RELATIONS**

The HR Department depends on excellent community relations to develop trust and increase networking opportunities. Relationships are being developed throughout the community, as well as, surrounding City governments.

HR Association Luncheon Hosting – The City of Shelbyville hosted the HR Association meeting at the Shelbyville Recreation Center in October 2018. Lunch was catered by Uncle Sonny's Bar-B-Que. Approximately 20 HR professionals from the Bedford County area attended to network and discuss HR trends. Matt Doak, Chief of the Shelbyville Fire Department was the guest speaker and spoke specifically about Fire Prevention, and changes happening within the department.

HR Association Luncheon Meetings – The HR Generalist attended two (2) additional monthly HR Association Luncheon meeting throughout 2018. Some of the topics included Workforce Development, Employee Retention, as well as Business development.

#### TRAINING AND PROFESSIONAL DEVELOPMENT

Professional Development is held at the highest standard to enhance my knowledge on current safety standards and policy updates. Following are the training opportunities attended in 2018:

MTAS ADA (Americans with Disabilities Act) Compliance Officer Training – The Human Resources Generalist/ADA Coordinator attended a four-hour course offered in Franklin, TN in June 2018. Topics of the training course included Background of ADA, Basics of the ADA, Basic Requirement for ADA Compliance, among many others.

**ADA (Americans with Disabilities Act) Transition Plan Development Roundtable** – The HR Generalist along with the City Treasurer, attended a free seminar, hosted by Accessology in Nashville, TN in August 2018. The roundtable was an open discussion session where people asked questions in regards to becoming ADA Compliance in accordance with TDOT requirements for future federal funding.

**Drug Free Workplace Training** – The HR Generalist attended an annual mandatory 2-hour Supervisor Drug Free Workplace training organized through Workforce Essentials in August. The training is required in order to maintain the City's Drug Free Workplace Certification through the State of Tennessee. Maintaining a Drug-Free Workplace guarantees a 5% discount on the City's insurance premiums.

**Title VI Training** – In August 2018, the HR Generalist attended training provided by Pamela Sharp, Title VI Specialist for TDOT in Nashville, TN. The class consisted of training videos, class discussion, as well as a test at the end. The TDOT, Title VI training videos have been made available for use in Title VI, City-Wide employee training.

**TNPrima Risk Management Conference** – Public Risk Partners (The Pool) awarded a scholarship to the HR Generalist/Safety Coordinator to attend the 2018 TNPrima Risk Management Conference from Nov. 7-9 in Franklin, TN. The curriculum offered public risk management professional's innovative strategies to manage risk. Some of the topics covered over the three-day conference included; Fleet Risk Management, Internal Investigations, Open

Records, Workers' Compensation, Law Enforcement Liability, and Cyber Security Liability. Additional networking contacts were also made the week of the conference.

## **ADA TRANSITION PLAN COMPLIANCE**

Since the City of Shelbyville is a recipient of TN Department of Transportation (TDOT) grant funds, an ADA Transition Plan is a requirement to receive funds for future projects.

The City of Shelbyville originated its ADA Transition Plan process in January 2016. Since then, the City has made great strides in compiling the ADA Transition Plan. All ADA non-compliance findings from each department has been included into the plan. The City of Shelbyville has remained compliant with TDOT my making each deadline set forth. The ADA Sub-Committee will be a huge help going forward, by updating the Plan as needed and following up with updates as all upgrades are made in order to become ADA compliant.

#### Please note the ADA Timeline below:

February 2016	Recruit community members for the ADA Advisory Committee
March 2016	Develop ADA Materials (Grievance Procedure/Form)
March 10, 2016	Mayor Cartwright appointments five (5) members to the ADA Advisory Committee; Keith Cook, Rhonda Nerren, Sylvia Pinson, Rose Ponder, Anita Teague
March 15, 2016	Upload the following documents to the City of Shelbyville website:  1. Notice of ADA Requirements 2. ADA Grievance Procedure 3. ADA Grievance Form 4. Request for Accommodation or Barrier Removal Form
April 14, 2016	ADA Advisory Committee Study Session – First Committee Meeting
June 9, 2016	Mayor Cartwright appoints one (1) member to the ADA Advisory Committee – Andrea Davis
July 21, 2016	Attend TDOT ADA Transition Plan Training (Nashville)
August 2016	Start talking with the Departments about the self-evaluation checklist
August 11, 2016	ADA Advisory Committee Meeting
September 21, 2016	Forward "ADA Checklist" to ALL department for Self-Evaluation
November 2, 2016	ADA Checklists due from City Departments
November 16, 2016	ADA Advisory Committee Study Session – Evaluate checklists submitted by Departments
November 29, 2016	Preliminary Draft of ADA Transition Plan for City Council
November 30, 2016	Forward compliance documents to Margaret Mahler, TDOT
November 30, 2016	Have a draft of ADA Transition Plan completed

February 15, 2017	ADA Advisory Committee Meeting – Reviewed a draft of ADA Transition Plan
April 2017	Developed a modification budget for 2017/2018
May 10, 2017	ADA Advisory Committee Meeting – Further prioritize modification Priorities (recreation modifications specific)
July 1, 2017	Implementation of 2017/2018 Modification Budget: a. \$40,000 – Capital Project – Senior Citizens Center Handicap Accessibility Doors b. \$5,000 – Paint/Signage – High Traffic Department (City Hall/Parks & Recreation/Airport
August 16, 2017	ADA Advisory Committee Meeting – Approval of ADA/Title VI Advisory Committee By-Laws/Additional Changes of Priority 1 modifications/Addition of new committee members discussion
August 24, 2017	ADA Transition Plan – Panel Session at the TML Risk & Insurance Symposium: Judy Housley (Panel Moderator), Gail Fowler (City of Cookeville), Dawn Hobbs (City of Shelbyville), JamiAnn Hannah (City of Gallatin)
September 14, 2017	Mayor Cartwright appoints one (1) member to the ADA Advisory Committee – Donna Smith
June 6, 2018	Attend MTAS ADA Training (Franklin, TN)
August 15, 2018	Attend ADA Roundtable discussion with Jamey Owens (Nashville) regarding transition plan, guidelines, and outside resources available to conduct evaluations and implementation of the transition plan.
August 22, 2018	ADA Advisory Committee Meeting- Did not meet quorum. Discussed status of ADA Transition Plan, and adding ADA Sub- Committee that will consist of one employee from each department that will serve as an advisory role to the City of Shelbyville ADA Advisory Committee, in an effort to ensure the city's compliance with the American Disabilities Act.
September 2018	Mayor Cartwright appoints five (5) new members to the ADA Advisory Committee for term (2018-2020): Williams Crews, Ron Adams, John Boutwell, Karen Thrasher, Vickie Cornish
September 27, 2018	Forward compliance documents to Margaret Mahler, TDOT to meet December 2018 deadline.
October 17, 2018	Met with Safety Committee regarding taking on the duties as the ADA Sub-Committee as well; to have in place by January 01, 2019. ADA Sub-Committee will allow the City to have eyes at each department in helping with finalizing the ADA Transition Plan, as well as reporting all ADA Compliance upgrades for each department.
November 14, 2018	ADA Advisory Committee Meeting- Met with the new board of committee members. Approval to allow the Safety Committee to act as the ADA Sub-Committee as well.

**ADA Committee:** The purpose of the ADA/Title VI Advisory Committee is to provide the City of Shelbyville with recommendations on compliance with the Americans with Disabilities Act (ADA), facilitate a dialogue between the City of Shelbyville and the disability community, and increase the use of the City's services by people with disabilities.

**ADA Sub-Committee:** The purpose of the ADA Sub-Committee will serve as an advisory role to the City of Shelbyville ADA Advisory Committee. In an effort to ensure the city's compliance with the American Disabilities Act.

The ADA Transition Plan is a multi-step review and planning process. All proposed modifications will be given a timeframe and a budget. The TDOT deadline for the completed ADA Transition Plan is December 2019.



# **Shelbyville Municipal Airport - Bomar Field**

# Annual Report 2018





impression of the area by walking form their aircraft to the terminal. But due to the airport's location many others see the airport as the first Municipal building as they travel in from the interstate. With that in mind we are diligently working on improving the outside and inside appearance of the facilities. Your facilities are situated on 604 acres of city property with a wide array of buildings and structures that staff maintains:

- Terminal building
- Maintenance Shop
- EAA Hangar
- 3 T-Hangars (10 units each)
- A Quonset Hut with Office
- 2 Aircraft Maintenance Hangars

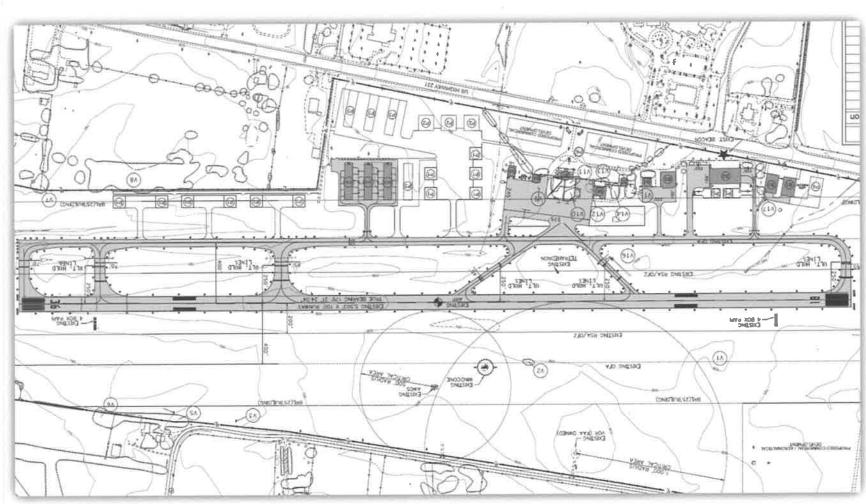
- 2 aircraft Manufacturing Hangars
- Community/Overnight Hangar
- Fire Hall City Owned
- A privately-owned Hangar
- A second privately-owned Hangar scheduled for 2019

We are not only focused on the flying community but the community as a whole. In April the airport hosted our now annual Aviation Day. Over two thousand people from the surrounding area attended the event. The airport participated in the local Christmas Parade sponsored by the Jaycees and Shelbyville Bedford Chamber of Commerce. Our annual Santa Fly-In continued in 2018. Bad weather limited the attendance and performance of Santa's winged sleigh ride. However, we still had over one hundred and fifty children have their picture taken with Santa. We added the support of the Park and Recreation Department to help facilitate Santa's Work Shop while the children wait their turn. Plans are already underway for our next annual Aviation Day in April of 2019. We hope to have an even larger crowd from around the area.

In 2016 the airport welcomed Shelbyville Flight Academy as the flight school of the airport. Having an active flight school has contributed to the total fuel sales for the airport. Additionally, it is a service to the community that is greatly needed to provide training, flight reviews and growth to our aviation infrastructure. The Flight Academy has had continued success in 2018. They currently have over 50 active students working on private pilot licenses or are increasing their skills by adding instrument and commercial ratings. The Academy has also added to their fleet of training aircraft to help accommodate the demand and are currently planning to increase their footprint even more in the near future by adding multi-engine training. We hope to be able to report even further growth







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## **Planning and Community Development**

# 2018 Annual Report

The biggest event to happen in the Planning and Community Development Department in 2018 was the beginning of the Comprehensive Long Range Plan process. The RFQ went out in October and the initial meetings for the plan creation will begin soon. This plan will help guide and encourage growth in respects to the Citizens wants and needs. Other noteworthy events included a restructuring the PUD process, which moved approval times from 9 plus months to 4 months. The Bedford County Justice Center was approved in March, after much hard work from City Staff to help ensure that its construction and infrastructure are best for the City and the County. Additionally, zoning ordinance amendments and administrative changes were made to streamline processes and remove unnecessary or unhelpful regulations. Revenues for the Department totaled \$12,044. This is down by over 50% from two years ago, but that has to do with recent fee changes. Platting fees were formally 325 per lot on a Preliminary and Final Plat. Those have been changed to \$325 + \$50 per lot for each Preliminary or Final Plat. This cut the largest Fee by over 80%. Growth has increased despite revenues for the department falling because of this fee reduction.

#### **Planning Commission Activity**

Commercial development saw the continued economic growth through new businesses and site plans. New retail and restaurant site plans came in not just along Main Street, but also along the Madison Street corridor. In January a zoning ordinance amendment allowed climate control storage units to be placed in the C-2 zone by special exception. This has help two abandoned buildings along Madison Street see redevelopment. In total 14 site plans where approved which is on pace with what the City has seen the last few years.

In residential development six major subdivisions saw final plat approvals. This accounts for over 1,000 new lots that will soon be developing. This growth is following the recent trends the City has seen the last few years. The developments are also spread around town, which is always good to see.

#### **BZA and HZC Activity**

The Board of Zoning Appeals saw three applications for special exceptions. All of which met the guidelines and were approved.

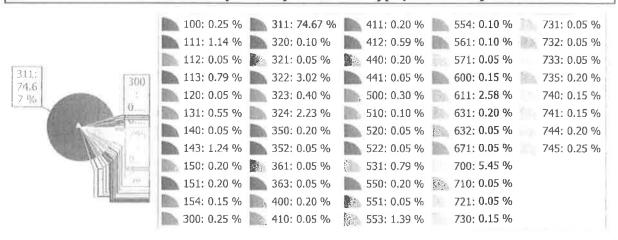
The Historic Zoning Commission met a few times this year to begin discussions on how Historic Preservation can be enhanced through the Comprehensive Long Range Planning process, and to see where improvements and efficiency can be added to the Historic Zoning regulations and process.

Reed Hillen, AICP

Director



# **Incident Reports By Incident Type, Summary**



Incident Type	<b>Total Incidents</b>	Percent
100 - Fire, other	5	0.25%
111 - Building fire	23	1.14%
112 - Fires in structure other than in a building	1	0.05%
113 - Cooking fire, confined to container	16	0.79%
120 - Fire in mobile prop. used as a fixed struc., other	1	0.05%
131 - Passenger vehicle fire	11	0.55%
140 - Natural vegetation fire, other	1	0.05%
143 - Grass fire	25	1.24%
150 - Outside rubbish fire, other	4	0.20%
151 - Outside rubbish, trash or waste fire	4	0.20%
154 - Dumpster or other outside trash receptacle fire	3	0.15%
300 - Rescue, EMS incident, other	5	0.25%
311 - Medical assist, assist EMS crew	1506	74.67%
320 - Emergency medical service incident, other	2	0.10%
321 - EMS call, excluding vehicle accident with injury	1	0.05%
322 - Motor vehicle accident with injuries	61	3.02%
323 - Motor vehicle/pedestrian accident (MV Ped)	8	0.40%

Incident Type	<b>Total Incidents</b>	Percent
324 - Motor vehicle accident with no injuries.	45	2.23%
350 - Extrication, rescue, other	4	0.20%
352 - Extrication of victim(s) from vehicle	1	0.05%
361 - Swimming/recreational water areas rescue	1	0.05%
363 - Swift water rescue	1	0.05%
400 - Hazardous condition, other	4	0.20%
410 - Combustible/flammable gas/liquid condition, other	1	0.05%
411 - Gasoline or other flammable liquid spill	4	0.20%
412 - Gas leak (natural gas or LPG)	12	0.59%
440 - Electrical wiring/equipment problem, other	4	0.20%
441 - Heat from short circuit (wiring), defective/worn	1	0.05%
500 - Service Call, other	6	0.30%
510 - Person in distress, other	2	0.10%
520 - Water problem, other	1	0.05%
522 - Water or steam leak	1	0.05%
531 - Smoke or odor removal	16	0.79%
550 - Public service assistance, other	4	0.20%
551 - Assist police or other governmental agency	1	0.05%
553 - Public service	28	1.39%
554 - Assist invalid	2	0.10%
561 - Unauthorized burning	2	0.10%
571 - Cover assignment, standby, moveup	1	0.05%
600 - Good intent call, other	3	0.15%
611 - Dispatched & canceled en route	52	2.58%
631 - Authorized controlled burning	4	0.20%
632 - Prescribed fire	1	0.05%
671 - HazMat release investigation w/no HazMat	1	0.05%
700 - False alarm or false call, other	110	5.45%
710 - Malicious, mischievous false call, other	1	0.05%
721 - Bomb scare - no bomb	1	0.05%
730 - System malfunction, other	3	0.15%
731 - Sprinkler activation due to malfunction	1	0.05%

## Report Filter Settings

**Report File Name:** Incident Reports by Incident Type, Summary

Filter Name:

**Quick Report** 

**Filter Expression:** [AlarmDateTime] is between '1/1/2018 00:00' and '12/31/2018 00:00'

# PURCHASING / IT DEPARTMENT 2018 REPORT

#### **PURCHASING**

TOTAL PURCHASE ORDERS PREPARED:

4,250

TOTAL DOLLARS:

\$4,065,612.53

TOTAL DOLLARS THROUGH VISA:

\$100,602.37

**BID COMMITTEE MEETINGS:** 

11

The following were all anticipated purchases over \$7500 – requiring City Council approval:

SEALED BIDS OPENED BY BID COMMITTEE:

25

Fire - Wireless headset devices (TML grant) - January

Parks - Tractor - January

Public Works – Tractor & rotary cutter - February

Public Works - Mower for Willow Mt. Cemetery - February

Parks & Rec - Bleachers - February

Parks & Rec - Fireworks Display for July 4 w/two one-year options for renewal - February

Parks & Rec – Gutter grating for indoor and outdoor pools - February

Parks & Rec – Waterslide tower repair/maintenance – February

Public Works - Crew cab truck - March

Animal Control - Crew cab truck - March

Airport – Self-serve fueling system – March

Public Works - Lane Parkway Resurfacing (STP project) - April

Parks & Rec - Re-roof Recreation Center - April

Fire - Rescue Jack - May

231N Business Park - Lease of Pasture - June

All depts. - Oil change and routine vehicle service for one year, w/two one-year options for renewal – June

Public Works – Paving for one year w/two one-year options for renewal – June

Public Works - Sidewalks Phase 3 (TAP) - September

Public Works – Concrete pipe for Rockwood/Fairground Heights project - September General Government – Drive-thru window repair at City Hall – October Fire – Brush truck skid unit – October Airport – Aviation fuel provider for two years w/two-year option for renewal – November Parks & Rec – HVAC repair including sealing ductwork – December Parks & Rec – Bleachers – December Fire – Wireless headset devices (TML grant) – December

REQUEST FOR QUALIFICATIONS REVIEWED BY SPECIAL COMMITTEE: 1	
Planning – 20 year comprehensive plan – December	
CONTRACTS RENEWED: (OPTION TO RENEW IN PREVIOUS SEALED BID):	
All departments – Rocks (2 <sup>nd</sup> of 2 renewals) - March	
PURCHASED THROUGH NATIONAL COOPERATIVES: 1	
Public Works – Tractor and boom mower – Sourcewell (formerly NJPA) - December	
PURCHASED THROUGH TENNESSEE STATEWIDE CONTRACTS: 6	
Fire – Cab & chassis for brush truck – July Police – 4 pursuit vehicles – August Parks & Rec – Truck w/dump body – September Public Works – Road salt – September (SSA) Public Works – Crew cab truck – November Public Works – Crew cab truck w/dump body – November (SSA)	
SOLE SOURCE: 2	
Fire – Rescue boat – August Police – In-car video systems, qty. 4 - August	
EMERGENCY PURCHASE: 1	
Parks & Rec – Boiler at Recreation Center - September	
PROFESSIONAL SERVICE AGREEMENTS:	

Public Works – Flood pump repair (Storm Water) – May Airport – Gateway and subscription agreements (3) self-serve fueling system - July Parks and Rec – Davis Stokes to oversee outdoor pool apron repair - October

#### SURPLUS (DISPOSAL OF CITY PROPERTY):

Sold multiple items on GovDeals.com - see list attached

\$34,444.00

#### **TOTAL SURPLUS RECOVERY**

\$34,444.00

#### INFORMATION TECHNOLOGY

- Maintained over 100 computers city-wide (including desktops, laptops, tablets, iPads)
- o Replaced/purchased approximately 20 computers (5-year life span expectancy)
- o Updated operating systems/virus protection/malware protection/spam filters continuously
- New additional filter and spam software (Avast security package)
- Added network gateway security
- o Maintained individual department software updates (each department is unique)
- Email management/archive routinely
- Add/update new backup software
- o Website management
- Maintain/host online registration and payment website for Rec Center (RecPro)
- o Social media management Facebook, Twitter
- o Managed daily/weekly/annual back-ups of all systems and media
- o Upgraded City departments ISP speed / bandwidth from 60 mbps to 200 mbps internet speed
- Upgraded payroll system to Attendance on Demand
- o Maintain timeclocks
- Upgraded badge printing software and card design
- o Added new cloud-based backup software
- o Added business-based Dropbox for all council, directors and administration
- o Added iPads for all council, including set-up, instruction email and Dropbox per user
- Wireless devices added upstairs at Recreation Center
- One flat panel installed (information, announcements) Codes
- Added two flat panels to court room for meetings and training
- Added wireless devices to City Hall conference room for meetings and training
- Converted server to accounting back-up at City Hall

#### TRAINING

Purchasing/IT Director - CPPB Certification maintained

IT Specialist - Micros

Microsoft Certification maintained

# Sold Asset Report

# Shelbyville, TN

Date range: 01/01/2018 - 12/31/2018

Description	Sold Amount	Auction Ended	Status	Make	Year
Truline paint striper, 1996	\$265.00	6/20/2018 18:10	PU	Truline	1996
Obsolete computers, monitors, printers, etc.	\$185.00	1/2/2018 19:20	PU		
John Deere Trail Buck, wrecked	\$1,075.00	6/20/2018 18:30	PU	John Deere	
Beacon light fixture	\$5,510.00	6/20/2018 18:15	PU	ECS	1986
Taxiway signs	\$50.00	6/20/2018 18:00	PU	ADB-ALCON, Inc.	
1982 International 1724	\$3,225.00	6/20/2018 18:20	PU	International	1982
1999 Ford Crown Victoria Police Interceptor	\$400.00	6/21/2018 18:00	PU	Ford	1999
Fiberglass pool steps with hand rail	\$142.00	6/21/2018 18:10	PU		
1990 Chevrolet C/K 1500 Reg. Cab W/T 8-ft. bed					
2WD	\$500.00	6/21/2018 18:20	PU	Chevrolet	1990
2005 Jeep Liberty Sport 4WD	\$1,225.00	6/21/2018 18:18	PU	Jeep	2005
Pool vacuums	\$10.00	6/21/2018 18:33	PU		
Leaf vacuum & trailer	\$1,287.00	6/21/2018 18:40	PU		
1988 GMC C7D042 with salt spreader attachment	\$1,025.00	6/21/2018 19:00	PU	GMC	1988
·			_	GMC	1992
1992 GMC C6H042 2004 International 4300 with Lucky TL-10	\$2,725.00	6/21/2018 19:54	PO	GIVIC	1332
knuckleboom loader	\$9,275.00	6/21/2018 20:00	PU	International	2004
John Deere Ztrak Mower	\$830.00	6/22/2018 18:18		John Deere	2006
Kubota L2550 tractor with front end loader and	,				
mower	\$6,450.00	6/22/2018 18:15	PU	Kubota	
Green shade light fixtures, old	\$65.00	6/22/2018 18:20	PU		
Largo portable pressure washer	\$100.00	6/25/2018 18:15	PU	Largo	
LazyBoy couch, loveseat and recliner	\$50.00	6/25/2018 18:30	PU	LazyBoy	
Miscellaneous office furniture	\$25.00	6/25/2018 18:45	PU		
One lot of used bicycles	\$25.00	8/2/2018 19:00	PU		
	\$34,444.00				