



Lytle Police Dept. Monthly Report



Month of November 2011

Provided to the Mayor and City Council on December 15, 2011
Submitted by Richey Priest, Chief of Police / Fire Marshal

Calls for Service – 181

Motor Vehicle Collisions Investigated – 8

Private Property – 5
Public Roadway – 3

Alarm Calls – 10

Business / Commercial – 7
Residential - 3

Traffic Enforcement & Other Class C Data

212 Class C Citations Issued



Stop Sign / Red Light	18	No Insurance	40
Driver's License Related	49	Speeding	35
M.V.R. / M.V.I.	51	Alcohol / Drug related	1
Seatbelt Related	3	City Ord. Violations	9
Assault	1	Theft <\$50	1
Other	4		

Racial Composition: African .67% / Caucasian 28.86% / Hispanic 68.46% / Middle Eastern 2.01%

Adult Arrest



Criminal Mischief \$50-\$500	1
Driving While Intoxicated – First	2
Driving While Intoxicated – First Enhanced	1
Driving While Intoxicated – Second	2
Theft <\$50	1
Assault by Contact – Family Violence	1
Warrant Service – Theft by Check (Medina Co.)	1



Juvenile Arrest

None	
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Criminal Mischief & Graffiti

11/01	Starcross Trail	Criminal Mischief	Vehicle Egged
11/15	Days Inn	Criminal Mischief	Broken Mirror
11/16	McDonald's	Criminal Mischief	Car Window Broken

Financial / Fraud / Identity Theft Related

11/09	Live Oak Street	ID Theft
11/14	Internet	Credit Card Abuse

Thefts & Lost Property

11/01	Fantastic Sam's	Theft	Glasses	\$360
11/12	HEB Plus	Theft	Wallet	\$50
11/15	Bruce Street	Theft	Bicycle	\$75
11/15	Lytle High School	Theft	iPod	\$399
11/15	Lytle Nursing Home	Theft	Wallet	\$50
11/16	Bruce Street	Theft	Bicycle	\$200
11/17	HEB Pumps	Theft	Fuel	\$20
11/18	TXDOT Park & Ride	Att. Theft	Catalytic Converter	
11/21	HEB Pumps	Theft	Fuel	\$10
11/21	HEB Pumps	Theft	Fuel	\$47.16

Burglaries

11/05	HEB Plus	Burg Veh.	Doll House	\$35
11/18	South TX. Suzuki	Att. Burg.		N/A
11/18	HEB Plus	Burg Veh.	Tools	\$500



Lytle Police Department Civilian Auxiliary

- 7 Patrols / 21.50 Patrol Hours / 45.50 Man Hours / 267 Patrol Miles
- 2 Court Dates / 5.25 Man Hours
- 1 Special Events / 7 Man Hours
- **57.75 Total Volunteer Hours**

Animal Care & Control Division

Data Provided by ACO Bill Dixon & Volunteer Coordinator Betty Kroeger

- **Approx. 32 Volunteers worked a total of 648 hours**
- **16 dogs & 2 cats were euthanized**
- **33 animals were adopted in October**



Lytle (City) - 5	Devine - 4	Castroville - 1	Atascosa - 5
Lytle (out of City) - 4	Bigfoot - 4	Natalia - 2	Round Rock - 2
Somerset - 1	San Antonio - 3	Moore - 1	Poteet - 1

Average Daily Animal Count in the Facility

Dogs - 24 / Cats - 12

November Special Events

- November 19 - Dog Gone Fun Run Sponsored by Lytle VFW, over \$2000 raised for animal care and spay - neuter fund.



Fire Marshal Division

- McDonald's - Several site visits & Suppression Hood Accept. Test
- Sonic - Shut down store due to red tagged Hood System & Grease Build-up on cooking appliances which posed a fire hazard
- Best Western Plus - Alarm/Sprinkler System Accept. Test
- Pronto Ins.(HEB Plus)- Plans Review & Cert. of Occupancy Insp.
- Unlimited (Cricket) Wireless- Cert. of Occupancy Insp. X3
- Tri-Star Ins.- Cert. of Occupancy Insp. X3
- Gold & Silver Buyer (HEB Plus)- Plan Review & Cert. of Occupancy Insp.



Plans, Projects, Goals, & Ideas Five Year Plan Progress Report

FY 2010 – 2011 Goals not Completed

TASK	STATUS
Prepare New Policy Manual for PD	Pending – Early 2012
Community Feedback / Customer Service Tool	In Progress – Report @ Jan. Mtg
NIMS Training for Staff	In Progress (90% Complete)
LPD Civilian Auxiliary – Update SOP - Reorganize	By Jan. 1, 2012

FY 2011 – 2012 Key Points

TASK	STATUS
Administrative Assistant	Position Approved – Employee Selected – Will Start Feb. 1, 2012
Create Minimum Staffing Guidelines	Will review in April 2012
Evaluate/Increase Sworn Staffing Levels	Will Have Update in April 2012
Patrol Districts	Will review in April 2012
Shift Differential Pay / Special Assignment Pay	Will have a plan for Budget Workshops this July
Traffic Congestion & Related Issues	Area of the Lytle Elem. Is under review (hoping new Jr. High will solve problem)
Grant Resources	Will review in April 2012
Crime Prevention/Community Relations	Report for January 2011
Animal Control Staffing	Will review in April 2012
Expand Staffing of Non-Paid Peace Officers	Positions Approved / Currently Hiring
Police Vehicles	Will Have Update in April 2012
Equipment Purchases	No major purchases under review
Electronic Ticket Writers	Completed last Fiscal Year
Lytle ISD Campus Based Law Enforcement	Currently Not an Issue
New Facility	Very preliminary
Current Facility	Looking at options
Automated External Defibrillators	Will review in April 2012
Improvements to Firing Range	Will plan work in the spring
Portable Radio Issue (lack of radio coverage) (moved up from years 4-5 due to current and anticipated problems)	Reviewing solutions and looking at options at this time

Special Events / Investigations / Activities / Department News

Training Completed

October 31 – November 4, 2011 - Sgt. Gamez and Officer Hanson attended the 40 hour course “Breath Test Operator”. The class was held at the SAPD Training Academy on Loop 410. They both are now certified to use the Intoxilyzer. They are authorized to use the machine at the DPS office in Devine. Prior to they would have had to have a certified operator, usually a DPS Trooper meet them at the location and operate the machine.

November 7-11, 2011 – Ofc. JW Petrash attended the 18th Annual Southwestern Crisis Negotiations Training Conference in Irving, TX (www.tahn.org) He received 36 hours of approved training. The conference was attended by over 350 law enforcement officers, some from out of state.

November 15-17, 2011 - Chief Priest and Lt. Dear attended the Greater Houston Area Fire Marshal’s Inaugural Training Conference in Pasadena, TX (www.ghfmc.com). They each received 21 hours of approved training. The training was primarily related to conducting fire inspections.

November 21 & 22, 2011 – Captain Reyes and Sgt. Gamez attended a conference on Property Evidence and Management. The training was hosted by the Comal County Sheriff’s Office and put on by the Public Agency Training Council (www.patc.com). They each received 16 hours of approved training.

November 29, 2011 - Lt. Dear and Sgt. Gamez attended a one day GLOCK Armorer’s Course at the SAPD Academy on Loop 410. This course authorizes them to inspect and repair our GLOCK service weapons. This will enable us to extend the life of the weapons as well as maintain them properly.

Department News

1. Edward Richter has been appointed as a Non-Paid officer. That brings our total number of non-paid reserve officers to 6.
2. We are in the process of appointing TJ Richardson as a non-paid officer. He has completed the physical, drug screen, psychological, and polygraph. He is a retired San Antonio Police Officer who spent the last 12 years of his career on the downtown Bike Patrol.
3. The 2011 Ford Expedition in online and in service.

Crime Prevention / Community Relations

- Currently reviewing the possibility of providing an annual report with some comparisons from prior years. This would be a report that we could mail out to our citizens as well as have posted on the web. We are also reviewing the possibility of including a customer service survey that could be mailed back in.

Human Resource Allocations Sworn Officers (Full-Time) Current Fiscal Year

Work Period	Total Hrs.	Total Hrs. Worked	OT Hrs.	Vac. Days	Sick Hours	Other
9/22/11-10/19/11	1,194	1,151	-----	3 days	-----	11 hrs P.L. 8 hrs. Jury Duty
10/20/11-11/16/11	1,203.50	1,187.50	5	1 day	-----	8 hrs. P.L.
11/17/11-12/14/11	1,201.50	1,142	-----	4 days	-----	27.5 hrs P.L.
12/15/11 - 1/11/12						
1/12/12 - 2/8/12						
2/9/12 – 3/7/12						
3/8/12 – 4/4/12						
4/5/12 – 5/2/12						
5/3/12 – 5/30/12						
5/31/12 – 6/27/12						
6/28/12 – 7/25/12						
7/26/12 – 8/22/12						
8/23/12 – 9/19/12						
Totals for Fiscal Year	3,599	3,480.5	5	8 days		54.5 hrs.

Non-Paid Reserve Officer Hours

Target Hours is 16hrs per Officer per Work Period
(Time includes training and meetings)

Work Period	Target Hours	Actual Hours
9/22/11-10/19/11	80	67.50
10/20/11-11/16/11	80	96
11/17/11-12/14/11	80	76
12/15/11 - 1/11/12		
1/12/12 - 2/8/12		
2/9/12 – 3/7/12		
3/8/12 – 4/4/12		
4/5/12 – 5/2/12		
5/3/12 – 5/30/12		
5/31/12 – 6/27/12		
126/28/12 – 7/25/12		
7/26/12 – 8/22/12		
8/23/12 – 9/19/12		
Totals for Fiscal Year	240	239.50

Animal Care and Control Division

Target Hours are 80hrs Full-Time & 40hrs Part-Time per Pay Period

Work Period	Hours (FT) (Target 80)	Hours (PT) (Target 40)	Total Hrs.	Total Hrs Worked	OT Hours	Vac. Days	Sick Hours	Other Hours
10/5/11-10/18/11	81.5	49	130.5	123.5	1.5	-----	7	-----
10/19/11-11/1/11	81	40	121	121	1	-----	-----	-----
11/2/11 – 11/15/11	80	45.5	125.5	124	-----	-----	-----	1.5 PL
11/16/11 – 11/29/11	80	40	120	118	-----	-----	-----	2 PL
11/30/11 – 12/13/11	80	58	138	131.50	-----	-----	6.5	-----
Totals for Fiscal Year	402.5	232.50	635	618	2.5		13.5	3.5