



# Lytle Police Dept. Monthly Report



## Month of March 2012

Provided to the Mayor and City Council on April 9, 2012  
Submitted by Richey Priest, Chief of Police / Fire Marshal

### Calls for Service – 212

### Motor Vehicle Collisions Investigated –15

Private Property – 4  
Public Roadway – 11

### Alarm Calls – 6

Business / Commercial – 4  
Residential - 2

### Traffic Enforcement & Other Class C Data

169 Class C Citations Issued



Stop Sign / Red Light	13	No Insurance	28
Driver's License Related	40	Speeding	44
M.V.R. / M.V.I.	26	Alcohol / Drug Related	5
Seatbelt Related	2	City Ord. Violations	4
Pass No Passing Zone	1	Other	6

Racial Composition: African 1% / Caucasian 18% / Hispanic 81%

### Adult Arrest



Assault by Contact (Family Violence)	2
Driving While Intoxicated – 1st	1
Driving While Intoxicated – 2nd	1
Driving While Intoxicated – With Child Passenger	1
Possession of Drug Paraphernalia	2
Possession of Marijuana - < 2oz.	1
Public Intoxication	1
Violation of City Ordinance	3
Violation of Fire Code	1
Warrant Arrest	7



## Juvenile Arrest

None	
------	--

## Robbery / Aggravated Robbery

3/04	Aggravated Robbery – Sonic Drive Inn – McDonald St.
3/11	Robbery – Pico’s C-Store – McDonald St.

## Criminal Mischief & Graffiti

3/05	John Lott Park	Criminal Mischief	Fence Poles	-----
3/10	McDonald Street	Criminal Mischief	Vehicle	\$50
3/29	Bruce Street	Criminal Mischief	Vehicle	\$150

## Financial / Fraud / Identity Theft Related

3/13	South Texas Suzuki	Identity Theft
------	--------------------	----------------

## Thefts & Lost Property

3/01	Lytle High School	Theft	iPods	\$3,200
3/03	Best Western	Stolen	Trailer	\$14,000
3/05	HEB Plus	Theft	Wallet	\$300
3/05	Habaneros	Lost	Jacket	-----
3/06	Beauty Studio	Stolen	Currency	\$250
3/07	Magnolia Street	Stolen	Riding Lawnmower	\$700
3/09	Benton Street	Attempt Theft	Flat Bed Trailer	-----
3/10	McDonald Street	Drive Off	Fuel	\$78.50
3/14	N. Somerset Street	Theft	Riding Lawnmower (Charges Pending)	\$3,300
3/20	Hometown Depot	Stolen	Lottery Tickets	\$356.25
3/21	Laredo Street	Theft	Trailer	\$400
3/25	HEB Plus	Stolen	iPhone	Recovered

## Burglaries

3/18	HEB Plus	Burg. Veh.	Stereo	\$475
3/24	McDonald Street	Burg. Veh.	Wallet	-----
3/29	Family Dollar	Burg. Veh.	Currency	\$1,600



### Lytle Police Department Civilian Auxiliary

- 15 Patrols / 60.75 Patrol Hours / 136.5 Man Hours / 585 Patrol Miles
- 2 Court Date / 6.75 Man Hours
- 143.25 Total Volunteer Hours**

## Animal Care & Control Division

Data Provided by ACO Bill Dixon & Volunteer Coordinator Betty Kroeger

Approx. 23 Volunteers worked a total of 449 hours

13 dogs & 4 cats were euthanized

30 animals were adopted in March



Lytle (City) - 1	San Antonio - 7	Floresville - 1	Pearsall - 2
Lytle (out of City) - 2	Somerset - 2	Natalia - 3	Austin - 2
Hondo - 2	Cotulla - 1	Devine - 2	Utopia - 1
Boerne - 1	Fair Oaks - 1	Houston - 1	New Braunfels - 1

### Average Daily Animal Count in the Facility

Dogs - 34 / Cats - 13

### March Special Events

- Tractor Supply Adoption Event in Castroville - March 3rd.
- Texas United for Animals Conference in Austin - March 16th thru 19th Betty Kroeger and Sandy Fuchs attended.
- Spring Yard Sale - March 24th - \$1,345 was raised for Animal Medical Care Fund and Spay/Neuter Fund.
- Fetch and Friskers Bakery & Bow-Tique in Leon Springs Adoption Event - March 31st.



## 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	Mail Out Survey – Still in the works
NIMS Training for Staff	In Progress (90% Complete)

### FY 2011 – 2012 Key Points

(In our 5 year plan years 2 and 3 were put placed in on 24 month period (Oct. 2011 – Sept. 2013))

TASK	STATUS
Hire Administrative Assistant	Completed 👍
Expand Staffing of Non-Paid Peace Officers	Completed 👍
Electronic Ticket Writers	Completed last Fiscal Year 👍
Traffic Congestion & Related Issues	Area of the Lytle Elem. Is under review (hoping new Jr. High will solve problem)
Crime Prevention/Community Relations	Mail Out Survey –Delayed 📢
Automated External Defibrillators	Delayed 📢
Police Vehicles	Update Provided this Meeting 📢
Evaluate/Increase Sworn Staffing Levels	Addressed this Meeting 📢
Grant Resources	Training Scheduled for May 2012 📢
Equipment Purchases	No major purchases under review
Shift Differential & Special Assignment Pay	Budget Workshops this July
Animal Control Staffing	Budget Workshops this July
Current Facility	Minor renovations being planned
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
Items moved to 2012 / 2013 – Not a priority for addressing in this current fiscal year	
Create Minimum Staffing Guidelines	
Patrol Districts	
Lytle ISD Campus Based Law Enforcement	
New Facility	

📢 - Updated this month      👍 - Completed this month

# Special Events / Investigations / Activities / Department News

## Staffing

- Captain Reyes is out on sick leave; he will return to light duty on April 30 and should be fully released for duty on Monday May 14.

## Training

- March 26-30, 2012 - Lt. Matthew Dear & Sr. Ofc. Gordon Hanson both attended the second week of a three week course on Developing Leaders for Texas Law Enforcement. This class was held at the Live Oak Police Department.
- March 24 and March 31 – Two 8 hour days of in house training. Ofc. T.J. Richardson provided firearm recertification (handgun, rifle, carbine, and shotgun), Lt. Dear and Sgt. Gamez provided TASER re-certification. The majority of the staff was able to attend. The training took longer than anticipated so we will be scheduling more in the near future to get everybody in.

## Crime Prevention / Community Relations

- March 7, 2012 – Chief Priest and Sgt. Gamez attended a Lytle VFW Banquet at the Lytle Community Center.
- March 9, 2012 – Chief Priest, Capt. Reyes, Lt. Dear and Officer Petrash attended the grand opening of the Best Western Plus.
- March 15, 2012 – Sgt. Gamez and Ofc. Petrash provided a Crime Prevention presentation to employees at McDonald's.
- March 28, 2012 – Chief Priest, Sgt. Gamez and Sgt. Montgomery met with the Girl Scout Troop 3031. We had 21 Girl Scouts and 13 parents with them.
- In March an additional 32 Businesses / Schools were provided approx. 500 of our small note pads with contact information.
- Ofc. Petrash attended meetings at LHS reference the Shattered Dreams project for May 2012.



## Fire Marshal Division

- Citation issued for Fuel Truck not using vapor recovery at Pico's.
- Developed permit applications including new fees.
- Three permits issued (two for sprinkler systems, one for fuel tanks)
- Pre-inspection visit to a new hair salon on Main St. (Exxon Bldg.)
- Pre-inspection visit to a new pizza place on Main St. @ Somerset St.
- Plans Received for Whataburger.

## 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	1,195.25	1,173.25	-----	2 days	-----	6 hrs. P.L.
1/12/12 - 2/8/12	1,197.50	1,131	-----	2 days	10.5	32 P.L. /8 Hol.
2/9/12 – 3/7/12	1,202.50	1,170	-----	2 days	16.5	-----
3/8/12 – 4/4/12	1,291	1,133	68	4 days	108	18 hrs. P.L.
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						
<b>Totals for Fiscal Year</b>	<b>8,485.25</b>	<b>8,087.75</b>	<b>73</b>	<b>18 days</b>	<b>135</b>	<b>118.5 hrs.</b>

### Civilian Administrative Assistant

Target Hours are 80hrs Full-Time per Pay Period

Work Period	Total Hrs.	Total Hrs. Worked	OT Hours	Vac. Days	Sick Hours	Other Hours
1/25/12 – 2/7/12	40	32	-----	-----	-----	8 PL
2/8/12 – 2/21/12	80	68	-----	-----	4	8 HOL.
2/22/12 – 3/6/12	80	80	-----	-----	-----	-----
3/7/12 -3/20/12	80	80	-----	-----	-----	-----
3/21/12 – 4/3/12	80	78	-----	-----	2	-----
<b>Totals for Fiscal Year</b>	<b>360</b>	<b>338</b>	<b>-----</b>	<b>-----</b>	<b>6</b>	<b>16</b>

**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	67.5
10/20/11-11/16/11	80	96
11/17/11-12/14/11	80	76
12/15/11 - 1/11/12	96	80.5
1/12/12 - 2/8/12	96	81.5
2/9/12 - 3/7/12	112	127
3/8/12 - 4/4/12	112	154
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	656	682.5

**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	102	-----	-----	-----	2 PL/ 16 HOL.
11/30/11 - 12/13/11	80	58	138	131.50	-----	-----	6.5	-----
12/14/11 - 12/27/11	81	40.5	121.5	105.50	1	-----	-----	16 HOL.
12/28/11 - 1/10/12	80.5	40	120.5	110.5	-----	-----	-----	2 PL/ 8 HOL.
1/11/12 - 1/24/12	84.25	42.75	127	119	3.25	-----	-----	8 HOL.
1/25/12 - 2/7/12	82	36	118	118	2	-----	-----	-----
2/8/12 - 2/21/12	81.5	34.5	116	108	-----	-----	-----	8 HOL.
2/22/12 - 3/6/12	81.5	40	121.5	121.5	1.5	-----	-----	-----
3/7/12 - 3/20/12	80.5	40	120.5	120.5	0.5	-----	-----	-----
3/21/12 - 4/3/12	82	40	122	120.5	2	-----	-----	1.5 PL
Totals for Fiscal Year	1,055.75	546.25	1,602	1,525.5	12.75	-----	13.50	63