



Lytle Police Dept. Monthly Report



Month of May 2012

Provided to the Mayor and City Council on June 11, 2012
 Submitted by Richey Priest, Chief of Police / Fire Marshal

Calls for Service – 222

Motor Vehicle Collisions 27*		Alarm Calls 13	
Private Property	16	Business / Commercial	10
Public Roadway	11	Residential	3

*This is most collisions we have ever reported in single month



Class C Citation Data

198 Class C Citations Issued

Stop Sign / Red Light	10	No Insurance	34
Driver's License Related	45	Speeding	40
M.V.R. / M.V.I.	29	Alcohol / Drug Related	6
Seatbelt Related	20	Tobacco in School Zone	1
Window Tint	3	Other	10
Racial Composition: African 2% / Caucasian 24% / Hispanic 74%			



Adult Arrest

Driving While Intoxicated – 1st	5
Driving While Intoxicated – 2nd	1
Family Violence (Terroristic Threats)	1
Possession of Controlled Substance	1
Possession of Drug Paraphernalia	1
Possession of Marijuana	2
Reckless Driving	1
Violation of City Ordinance	1
Warrant Arrest Class A – Misdemeanor (other agency)	2
Warrant Arrest Class B – Misdemeanor (other agency)	4



Juvenile Arrest	
5/1	Possession of Marijuana - Lytle Jr. High
5/28	Possession of Marijuana (2 Juveniles Charged) – Lytle Elem.

Robbery / Aggravated Robbery -None

Criminal Mischief & Graffiti			
5/09	McDonald's	Criminal Mischief	Movie Rental Machine
5/18	Railroad St.	Graffiti	Building
5/19	Lytle Medical Clinic	Graffiti	Building

Financial / Fraud / Identity Theft Related		
5/11	Community National Bank	Counterfeit Money
5/21	Lytle PD	Identity Theft

Thefts & Lost Property				
5/07	HEB Plus	Lost	Cellphone	\$600
5/08	Sonic Drive Thru	Theft	Food	\$68
5/16	Dollar General	Theft	Consumables	\$48
5/22	HEB Plus	Lost	Currency	\$40
5/28	Lytle PD	Lost	Wallet & Cell Phone	

Burglaries				
5/19	15500 Blk. Main St.	Burg. Of Veh.	Various Items	\$1,726

Lytle Police Department Civilian Auxiliary



543 Patrol Miles	Patrol Hrs. 59.25
15 Patrols	Man Hrs. 99.5
2 Court Dates	Man Hrs. 5.5
1 Special Event	Man Hrs. 20.5
Total Volunteer Hours	Man Hrs. 125.5

Animal Care & Control Division

Data Provided by ACO Bill Dixon & Volunteer Coordinator Betty Kroeger

Volunteer Hrs: Approx. 13 Volunteers worked a total of 515 hrs.
(of that Betty Kroeger put in 152 hrs and Sandy Fuchs worked 154 hrs.)

Animals Euthanized	Dogs – 12	Cats - 27
Average Daily Animal Count	Dogs – 29	Cats - 22



46 Animals were adopted in May

Lytle (City) – 3	Atascosa – 1	San Antonio – 3	Hondo – 3
Lytle (out of City) – 14	Natalia – 5	Devine – 13	Helotes – 1
Mission – 2	Somerset – 1	-----	-----

Animal Control - May Special Events

- May 6, 2012 – Volunteers attended Loyalty Day BBQ sponsored by VFW.
- May 9, 2012 – Maurissa Herrera, Sandy Fuchs and Betty Kroeger spoke to Daisy Scouts at Lytle Primary School regarding safety around animals.
- May 30, 2012 – Supported Devine ACO by attending their recent fund raising raffle.

Fire Marshal Division



- Pre-inspection visit to a new pizza place on Main St. @ Somerset St.
- Little Red Schoolhouse Yearly Inspection for License – Follow Up.
- Two permits issued (fire alarm system).
- Acceptance Test of Hood Vent @ Your Momma's Pizzeria.
- Your Momma's Pizzeria Certificate of Occupancy Inspection.
- Absolutely Everything Salon Certificate of Occupancy Inspection.
- Pre-inspection visit to a hair salon/spa on IH 35 S. @ FM 3175.
- Spoke with Tess Inc. about fire alarms @ HEB C-Store.
- Attended Explosive Demonstration with San Antonio Police Department.
- HEB C-Store Certificate of Occupancy Inspection



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

FY 2010 – 2011 Goals not Completed	
TASK	STATUS
New Policy Manual for PD	Progress made in May. Capt. Reyes assigned to task
NIMS Training for Staff	Just need classroom portions

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). Need to review plans on remodeled Elem. now that the bond passed.
Crime Prevention/Community Relations	Mail Out Survey –Delayed
Automated External Defibrillators	Delayed
Police Vehicles	Updated provided at April meeting
Evaluate/Increase Sworn Staffing Levels	Action taken at the April Meeting
Grant Resources	Training Completed – Need to Act!
Equipment Purchases	We will be replacing a vehicle radio
Shift Differential & Special Assignment Pay	Budget Workshops this July
Animal Control Staffing / Organization	Budget Workshops this July
Current Facility	Minor renovations being planned
Improvements to Firing Range	Will plan work in the Summer
Portable Radio Issue (lack of radio coverage) (moved up from years 4-5 due to current and anticipated problems)	Final solution most likely will not be developed until after the new Atascosa Co. Sheriff takes office
Items moved to 2012 / 2013 – Not a priority for addressing in this current fiscal year	
Create Minimum Staffing Guidelines	Reviewing options at this time
Patrol Districts	N/A
Lytle ISD Campus Based Law Enforcement	N/A
New Facility	Committee has plans to visit other facilities

- Updated this month - Completed this month

Special Events / Investigations / Activities / Dept. News

Department News

- **May 18 & 19, 2012** – Provided Special Event Security for the annual Frenchie Burke Musical Festival. Dances on both Friday and Saturday night along with the festival on Saturday during the day. Again we were very fortunate that no criminal incidents were reported during this event.
- **Emergency Calling System** – Since the tornado activity several months ago we have seen an increase in people requesting that they be added to our emergency calling list. Our list currently contains approx. 1800 numbers and under our current procedure our administrative assistant, Paola Rios, maintains and updates the data base. She recently completed on-line training from our vendor as they transformed to a newer version. Request to be added to the list are now completed normally within one business day, which is a great improvement over our prior procedure.

Training

- **May 20 – 24, 2012** – Chief Priest attended a four day (32 hour) leadership course in Phoenix, AZ. The sponsor was the National Center for Rural Law Enforcement, Rural Executive Management Institute. The entire cost of the training was covered by the program.



Chief Priest is pictured at the graduation ceremony in Phoenix, AZ. On the left is Ret. Chief Fred Capozzi of the Seneca Falls (NY) Police Department and on the right is Ret. Lt. Jimmy Nobles of the Hot Springs (AR) Police Department.

- **May 22, 2012** – Admin. Assist. Paola Rios received training from TX DPS on the Uniform Crime Reporting System. The training was provided to her at our office and was approx. 5 hours in length. This is the report that is sent to TX DPS and the FBI.
- **May 23 & 24, 2012** – Lt. Dear attended a two day Grant Resources seminar in San Antonio presented by Zocklein and Associates (www.zockgrant.com). The cost was shared between the LPD and the Lytle VFD.

Crime Prevention / Community Relations

- **May 2, 2012** – Chief Priest, Capt. Reyes, Lt. Dear, Sgt. Gamez, Ofc. Petrash, Ofc. Guzman, Ofc. Richter, Ofc. Richardson and Admin. Assist. Paola Rios worked on the Shattered Dreams Program at the Lytle High School.
- **May 4, 2012** – Chief Priest conducted a presentation at the Lytle Elementary School to 3rd graders.
- **May 6, 2012** – Chief Priest, Capt. Reyes, Lt. Dear, Sgt. Gamez, Ofc. Petrash and Admin. Assistant Paola Rios attended the VFW Loyalty Day event.
- **May 7, 2012** – Ofc. Petrash conducted a presentation at the Lytle Elementary School related to alcohol use Part 2 of 4.
- **May 14, 2012** – Ofc. Petrash conducted a presentation to 5th grade students at the Lytle Elementary School related to the use of tobacco Part 3 of 4.
- **May 21, 2012** – Ofc. Petrash conducted a presentation to 5th grade students at the Lytle Elementary School on peer pressure Part 4 of 4.
- **May 28, 2012** – Sgt. Gamez and Lt. Dear attended the VFW's Memorial Day event at the Veteran's Memorial.

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	1,208.5	1,053	6.5	-----	147.5	8 Hol.
5/3/12 - 5/30/12	1,207	1,159	-----	5 days	-----	8 Hol.
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	10,900.75	10,299.75	79.5	23 days	282.5	134.5 hrs.

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	-----
4/4/12 – 4/17/12	80	72	-----	-----	-----	8 HOL.
4/18/12 – 5/1/12	80	80	-----	-----	-----	-----
5/2/12 – 5/15/12	80	80	-----	-----	-----	-----
5/16/12 – 5/29/12	80	56	-----	-----	-----	16 PL, 8 HOL.
Totals for Fiscal Year	680	626	-----	-----	6	48

Part-Time Officer Hours

Total Hours Authorized 600hrs

Work Period	Total Hrs.	Total Hrs. Worked	OT Hours
4/04/12 – 4/17/12	34.5	34.5	-----
4/18/12 – 5/01/12	59.5	59.5	-----
5/02/12 – 5/15/12	58.5	58.5	-----
5/16/12 – 5/29/12	56	56	-----
Total for Fiscal Year	208.5	208.5	-----

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	80	74.5
5/3/12 – 5/30/12	80	81.5
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	816	838.5

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
4/4/12 – 4/17/12	80.5	43.5	124	108	3.5	-----	8	8 HOL.
4/18/12 – 5/1/12	82.5	41.5	124	124	2.5	-----	-----	-----
5/2/12 – 5/29/12	80	42.5	122.5	122.5	5	-----	-----	-----
Totals for Fiscal Year	1,298.75	673.75	1,972.5	1,880	23.75	-----	21.5	71