



Lytle Police Dept. Monthly Report



Month of September 2012

Provided to the Mayor and City Council on October 8, 2012
 Submitted by Richey Priest, Chief of Police / Fire Marshal

Calls for Service – 225

Motor Vehicle Collisions 10		Alarm Calls 11	
Private Property	7	Business / Commercial	5
Public Roadway	3	Residential	6



Class C Citation Data 158 Class C Citations Issued			
Stop Sign / Red Light	30	No Insurance	32
Driver's License Related	36	Speeding	17
M.V.R. / M.V.I.	25	City Ord. Viol.	2
Seatbelt Related	8	Other	8
Racial Composition: African 1% / Caucasian 32% / Hispanic 67%			



Adult Arrest	
Aggravated Assault with Deadly Weapon – Family Member	1
Driving While Intoxicated – 1 st (M)	2
Driving While Intoxicated with Child Passenger (F)	1
Driving While Intoxicated – 3 rd (F)	1
Driving While Intoxicated – 3 rd with Open Container (F)	1
Public Intoxication	1
Violation City Ordinance – Leash Law	1
Violation City Ordinance – Skateboard on Tennis Court	1
Warrant Arrest	3



Juvenile Arrest – None

Robbery / Aggravated Robbery – None

Criminal Mischief & Graffiti

9/15	Mesquite St.	Criminal Mischief	Broken Picket Fence
9/20	Bruce Street	Graffiti	Shed
9/21	Main Street Clinic	Graffiti	Restroom Wall & Mirrors
9/22	HEB Parking Lot	Criminal Mischief	Vehicle Keyed

Financial / Fraud / Identity Theft Related

9/11	Florida	Identity Theft
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Thefts & Lost Property

9/03	FM 2790	Theft	2 A/C Units	\$500
9/07	Valero	Theft	Consumables	\$10
9/14	Live Oak	Theft / Lost	Dog	Recovered
9/15	HEB C-Store	Drive Off	Fuel	\$52
9/16	HEB C-Store	Drive Off	Fuel	\$31
9/17	HEB C-Store	Theft		
9/20	Ball Road	Theft	Fence Post	-----
9/21	Dollar General	Theft	Clothing	\$100
9/21	Lytle Nursing Home	Theft	Galaxy Tablet	\$400

Burglaries – None

Lytle Police Department Civilian Auxiliary



Patrol Miles	232	Patrol Hrs.	29
Patrols	6	Patrol Man Hrs.	40
Court Dates	0	Man Hrs.	0
Special Events	1	Man Hrs.	5
Total Volunteer Hours	45		

Animal Care & Control Division

Data Provided by ACO Bill Dixon & Volunteer Coordinator Betty Kroeger

Volunteer Hrs: Approx. 21 Volunteers worked a total of 499 hrs. 446 of those hours were provided by the following 4 volunteers :

Betty Kroeger – 186 hours
 Maurissa Herrera - 118 hours
 Sandy Fuchs- 99 hours
 Debbie Tuton - 43 hours



Animals Euthanized	Dogs – 9	Cats – 0
Average Daily Animal Count	Dogs – 20	Cats – 20

25 Animals were adopted in September

Lytle (City) – 1	Von Ormy – 3	Hondo – 1	Atascosa – 2
Lytle (out of City) – 4	Poteet – 3	La Coste – 1	Moore – 1
Austin – 1	Mico – 1	Natalia – 2	San Antonio – 5

Animal Control – September Special Events

- September 8, 2012 – Freedom Festival.
- September 15, 2012 – Medina County Fair (Sandy Fuchs and Maurissa Herrera assisted Hondo Shelter with adoptions.
- September 20, 2012 – Debbie Tuton, Sandy Fuchs, Maurissa Herrera and Betty Kroeger attended Roadmap to No Kill Seminar in San Antonio.
- September 24, 2012 – Transported a pup to New Braunfels.
- September 25, 2012 – Transported American Staffordshire Terrier to and from Humane Society for free spay and microchip.

Fire Marshal Division



- Received plans for Twin Liquors.
- Received plans for Methodist Church Youth Building.
- Investigated a bus fire.
- Received plans for Sun Loans.
- Certificate of Occupancy Inspection for Rouen's Country Kitchen.
- Electrical Fire at Lytle Nursing Home.



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

FY 2010 – 2011 Goals not Completed	
TASK	STATUS
New Policy Manual for PD	No Progress in the last 90 days
NIMS Training for Staff	Completed for now – We are in compliance 👍

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	Spoke with City Engineer on plan review for proposed Elem. Remodel – Ref. Traffic issues. <u>Met with School for temporary plan.</u>
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 – No action yet
Equipment Purchases	Received new digital vehicle radio 👍
Shift Differential & Special Assignment Pay	Budget Workshops ?
Animal Control Staffing / Organization	8 more hours per wk approved for p/t ACO 👍
Current Facility	No action if we plan a new building 👉
Improvements to Firing Range	Will plan work in the Summer – Not yet
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	Talked with Engineer, City Atty. Ref. project 👉

👉 - Updated this month 👍 - Completed

Special Events / Investigations / Activities / Dept. News

Department News

- **Hiring Process** - Our application process closed on Friday 9/28/2012, we received a total of 12 applications. Five of those were disqualified for being incomplete. This left us a total of seven for further consideration. Due to the small number of qualified applicants we will not be giving the entrance exam. I believe the availability of higher paying law enforcement jobs in the San Antonio area coupled with high fuel cost led to the smaller than usual number of applicants. The availability of oil field related jobs didn't help either. We hope to have something for the council at the November meeting.

Training

- **September 4, 2012** – Chief Priest, Lt. Dear, Capt. Reyes, Ofc. Guzman, Ofc. Pet-rash, Ofc. Richter and Ofc. Richardson attended a training seminar in Jourdanton.
- **September 5, 2012** – Sr. Ofc. Hanson attended a training seminar in Floresville.
- **September 22 & 23, 2012** – Chief Priest, Capt. Reyes, Lt. Dear and Sr. Ofc. Danny Robison attended the ICS-300 Course at the Lytle Comm. Center Annex. The course was instructed by TEEEX and brought to us by the Lytle Fire Department. Each of-ficer received 16 hours of TCLEOSE training.

Crime Prevention / Community Relations

- **September 8, 2012** – Chief Priest, Lt. Dear, Ofc. Torres and Ofc. Richardson provided escort to the Lytle VFW's Freedom Walk.
- **September 8, 2012** – Various Officers provided security for the Lytle VFW's Free-dom Walk Festival.

Lytle Police Department
Richey Priest, Chief of Police

Volunteer Hours 10/1/11 through 9/30/2012

Volunteer Unit	Description of Duties	Hours of Volunteer Service Performed <small>(includes meetings and trainings)</small>
Non-Paid Reserve Peace Officers (8 Positions authorized)	Regular routine municipal law enforcement duties	1,183
LPD Civilian Auxiliary (Approx. 8-10 active members, actual number varies)	Citizens Patrol (by vehicle), special events, bailiff support, etc.	872
Animal Control Shelter Volunteers (Approx. 4 - 6 very active volunteers and another 10 not very active at any given, actual number varies)	Feed and care for animals, staff and maintain facility, special events, etc.	6,697

Total Volunteer Hours for this Fiscal Year: 8,752!

There are several formulas used to calculate the value of volunteer hours. Using the most recent standard for Texas that amount is \$21.91

http://www.independentsector.org/volunteer_time

Using that amount the total monetary value of volunteer hours would be \$191,756.32.

If you want to be more on the conservative side then let us use the minimum wage for a full-time city employee who has completed probation (\$12 per hour). The total would then be \$105,024.00.

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	1,203.5	1,187.5	5	1 day	-----	8 hrs. P.L.
11/17/11-12/14/11	1,201.5	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	1,197.5	1,131	-----	2 days	10.5	32 P.L. /8 Hol.
2/9/12 - 3/7/12	1,202.5	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	1,204.5	1,148.5	-----	7 Days	-----	-----
6/28/12 - 7/25/12	1,205.75	1,126.75	-----	8 days	-----	3 hrs. P.L. 12 hrs. Military Leave
7/26/12 - 8/22/12	1,050.5	931.5	10.5	10 days	39	-----
8/23/12 - 9/19/12	1,051.25	1,018.75	24	3 days	8.5	-----
Totals for Fiscal Year	15,412.75	14,525.25	114	51 days	330	149.5 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.
5/30/12 - 6/12/12	80	80	-----	-----	-----	-----
6/13/12 - 6/26/12	80	64	-----	2	-----	-----
6/27/12 - 7/10/12	80	24	-----	5	8	8 HOL.
7/11/12 - 7/24/12	80	64	-----	-----	16	-----
7/25/12 - 8/7/12	80	80	-----	-----	-----	-----
8/8/12 - 8/21/12	80	73	-----	$\frac{3}{4}$	-----	-----
8/22/12 - 9/4/12	80	72	-----	-----	-----	8 HOL.
9/5/12 - 9/18/12	80	80	-----	-----	-----	-----
9/19/12 - 10/2/12	80	80	-----	-----	-----	-----
Totals for Fiscal Year	1,400	1,243	-----	7 $\frac{3}{4}$	30	64

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	80	101.75
6/28/12 – 7/25/12	80	76.75
7/26/12 – 8/22/12	64	83
8/23/12 – 9/19/12	80	83
Totals for Fiscal Year	1,120	1,183

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	-----
5/30/12 – 6/12/12	45	45	-----
6/13/12 – 6/26/12	21	21	-----
6/27/12 – 7/10/12	23	23	-----
7/11/12 – 7/24/12	53.5	53.5	-----
7/25/12 – 8/7/12	57.5	57.5	-----
8/8/12 – 8/21/12	77	77	-----
8/22/12 – 9/4/12	97	97	-----
9/5/12 – 9/18/12	57.5	57.5	-----
09/19/12 – 10/2/12	45.75	45.75	-----
Total for Fiscal Year	685.75	685.75	-----

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	-----	-----	-----
5/30/12 – 6/12/12	81.5	40	121.5	121.5	1.5	-----	-----	-----
6/13/12 – 6/26/12	80	40	120	119.5	-----	-----	-----	.5 PL
6/27/12 – 7/10/12	80	46	126	104.5	-----	1.75	-----	8 HOL.
7/11/12 – 7/24/12	81.5	63	143.5	114.5	10.5	3.75	-----	-----
7/25/12 – 8/7/12	80	73	153	85	1	8.5	-----	-----
8/8/12 – 8/21/12	81	39.5	120.5	120.5	1	-----	-----	-----
8/22/12 – 9/4/12	80.5	42	122.5	122.5	.5	-----	-----	4 PL/ 8 HOL.
9/5/12 – 9/18/12	80.5	41.5	122	118	4	-----	-----	-----
09/19/12 – 10/2/12	80.5	43.5	124	116	.5	-----	-----	8 PL
Totals for Fiscal Year	2,024.25	1,102.25	3,125.5	2,902	42.75	14	21.5	99.5