



Lytle Police Dept. Monthly Report



Month of November 2012

Provided to the Mayor and City Council on December 18, 2012

By email and by posting on the website

Submitted by Richey Priest, Chief of Police / Fire Marshal

Calls for Service – 172

Motor Vehicle Collisions 14		Alarm Calls 15	
Private Property	3	Business / Commercial	11
Public Roadway	11	Residential	4



Class C Citation Data 242 Class C Citations Issued			
Stop Sign / Red Light	27	No Insurance	35
Driver's License Related	57	Speeding	42
M.V.R. / M.V.I.	58	Alcohol / Drug Related	8
Seatbelt Related	5	Other	10
Racial Composition: African 1% / Caucasian 28% Hispanic 70% / Middle Eastern 1%			



Adult Arrest	
Driving Under the Influence – Minor	1
Driving While Intoxicated 1st With Open Container	1
Driving While Intoxicated 1st With Test	1
Minor In Consumption	1
Possession of Controlled Substance	1
Possession of Drug Paraphernalia	4
Public Intoxication	1
Theft < \$50	1



Juvenile Arrest – None

Robbery / Aggravated Robbery – None

Criminal Mischief & Graffiti

11/1	Bruce Street	Criminal Mischief	Stop Sign
11/1	N. Somerset Street	Criminal Mischief	Residence Egged
11/3	HEB Plus	Criminal Mischief	Vehicle Keyed
11/9	HEB Plus	Criminal Mischief	Vehicle Keyed
1/12	Ball Road	Criminal Mischief	Cut Barbed Wire Fence
11/23	Hester Street	Criminal Mischief	Damaged Fence

Financial / Fraud / Identity Theft Related

11/21	South Texas Suzuki	Forgery
11/26	Lytle Public Library	Fraud
11/28	Internet	Forgery

Thefts & Lost Property

11/14	Ark-La-Tex	Theft	Currency	\$4,000
11/17	Lytle Apartments	Theft	Money Card	-----
11/18	HEB Plus	Theft	Flowers	\$100
11/20	HEB C-Store	Theft	Gas Drive Off	\$70
11/21	HEB C-Store	Theft	Gas Drive Off	\$50
11/21	Pico Store	Lost	Wallet	-----
11/25	HEB C-Store	Theft	Gas Drive Off	\$42
11/26	Starcross Trail	Theft	Rear Tail Light	\$30
11/28	South Texas Suzuki	Theft	Flatbed Trailer	\$1,329
11/30	White Cap Dr.	Theft	Jewelry & Documents	\$4,000
11/30	HEB C-Store	Theft	Gas Drive Off	\$20

Burglaries

11/8	Star Cross Trail	Burg. Hab.	Handgun, Laptop & Cash Box	\$1,420
11/16	Calvary Baptist Church	Burg. Build.	Nothing Taken	\$0
11/21	Pico Store	Burg. Build.	Carton Cigarettes & Some Currency	\$2,031

Lytle Police Department Civilian Auxiliary



Patrol Miles	352	Patrol Hrs.	28
Patrols	7	Patrol Man Hrs.	56
Court Dates	0	Man Hrs.	0
Special Events	1	Man Hrs.	10.5
Total Volunteer Hours			66.5

Animal Care & Control Division

Data Provided by ACO Bill Dixon & Volunteer Coordinator Betty Kroeger

Volunteer Hrs: Approx. 26 Volunteers worked a total of 438 hrs.
 383 of those hours were provided by the following 4 volunteers:
 Betty Kroeger – 156 hours
 Maurissa Herrera - 117 hours
 Sandy Fuchs- 68 hours
 Debbie Tuton – 42 hours



Animals Euthanized	Dogs – 6	Cats – 4
Average Daily Animal Count	Dogs – 20	Cats – 17

14 Animals were adopted in November

Lytle (City) – 2	Devine – 1	Natalia – 1	Atascosa – 1
Lytle (out of City) – 1	Poteet – 1	Somerset – 1	San Antonio – 2
Plano – 1	Pflugerville – 1	Cibolo – 1	-----
Transfer to San Antonio Rescue - 1			-----

Animal Control – November Special Events

- November 12, 2012 – Betty, Santiago and Bill conducted a presentation to the Lytle 4-H Club.
- November 15, 2012 – Betty and Cathy transported a puppy to Temple.
- November 24, 2012 – Betty and Maurissa signed up DogGone Fun Run participants at Santa's Hayride.

Fire Marshal Division



- Acceptance test of Alarm System at New Jr. High School.
- Sprinkler Inspection for Twin Liquors.
- Certificate of Occupancy Inspection for Lytle Middle School Gym.
- Certificate of Occupancy Inspection for Twin Liquors.
- Issued Sprinkler Permit – Lytle Nail Salon & Little Caesar's.
- Issued 1 Burn Permit on Hwy. 132.



Plans, Projects, Goals, & Ideas
Five Year Plan Progress Report
 (See Five Year Plan on our Website
www.lytle.tx.org/police)

FY 2010/2011 & FY 2011/2012 Goals not Completed

TASK	STATUS
New Policy Manual for PD	Actively working on it again
Crime Prevention/Community Relations	Planning newsletter for early 2013

FY 2012 – 2013 Key Points
(Items not Completed or addressed as of 10/1/12)

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

TASK	STATUS
Improvements to Firing Range	No Action Taken
Shift Differential & Special Assign. Pay	Need to have plan by Summer 2013
Automated External Defibrillators	No Action Taken
Grant Resources	No Action Taken
Radio Issue (police communications)	Purchase Approved – Waiting on License
Create Minimum Staffing Guidelines	Once full staff we will address this
Patrol Districts	N/A
Lytle ISD Campus Based Law Enforcement	N/A
Police Vehicles	Need to have plan by Summer 2013
Current Police Facility	No action – New Facility is planned
Police Explorer Post	No action for now
<u>Not in 5 year Plan but recently added as important issues</u>	
Destruction of Evidence & Prepare Property / Evidence for move	We will be submitting request for destruction orders from the various courts.

☞ - Updated this month ☝ - Completed

Special Events / Activities / Dept. News

Department News

- **Hiring Process** – If all goes well we hope hire a full-time officer at the January city council meeting.

Training

- **Fire Marshal Training** – Nov. 13-15, 2012 Chief Priest and Lt. Dear attended the 2nd Annual Greater Houston Area Fire Marshal's Council Training Seminar. The event was hosted by the Pasadena Fire Marshal's Office.
- **Grant Workshop** – Nov. 15, 2012 Capt. Reyes and Cpl. Gamez attended a TXDOT traffic safety grant workshop hosted by the Somerset Police Department.

Crime Prevention / Community Relations

- **November 6, 2012** – Chief Priest was a guest speaker at Lake Shore Estates Home Owner's Association Annual Meeting.
- **November 17, 2012** – Ofc. Torres, Ofc. Robison & Ofc. Richardson assisted with traffic control for the PTO 5K Run and the Cystic Fibrosis Bike Ride.
- **November 23, 2012** – Annual Hay Ride was held.

Lytle Police – Criminal Investigations / Case Management Monthly Activity Report

Month of November 2012

Cases Filed with Atascosa County Attorney’s Office (Class A & B Misdemeanors)	6
Cases Filed with Medina County Attorney’s Office (Class A & B Misdemeanors)	0
Cases Filed with Atascosa County District Attorney’s Office 81 st Judicial Dist. (Felony)	
Suspect has been arrested (pre indictment)	3
Suspect has not been arrested – Case submitted for presentation to Grand Jury	0
Cases Filed with Medina County District Attorney’s Office 38 th Judicial Dist. (Felony)	
Suspect has been arrested (pre indictment)	0
Suspect has not been arrested – Case submitted for presentation to Grand Jury	0
Cases Filed with Bexar County Criminal District Attorney’s Office (Class A & B Misdemeanors and Felonies)	0
Warrants submitted to and issued by a Judge	
Class A & B Misdemeanors	0
Felonies	0
<u>Other Case Information</u>	
On 11-19-12 Sr. Ofc. Gordon Hanson testified at an ALR hearing in San Antonio	
On 11-19-12 Cpl. Daniel Gamez testified at an ALR hearing in San Antonio	
As of 12-17-12 we have 8 felony cases pending drug lab reports	
As of 12-17-12 we have 22 cases currently in the investigation phase.	

Human Resource Allocations

Sworn Officers (Full-Time) Current Fiscal Year

Work Period	Total Hrs.	Total Hrs. Worked	OT Hrs.	Vac. Days	Sick Hours	Other
9/20/12 – 10/17/12	1,056.5	1,013.5	8	2.5	22	1 hr. PL
10/18/12 – 11/14/12	1,027	958	.5	3	40	5 hrs. PL
11/15/12 – 12/12/12	1,008.75	896.75	-----	13	-----	8 hrs. Hol.
12/13/12 – 1/9/13						
1/10/13 – 2/6/13						
2/7/13 – 3/6/13						
3/7/13 – 4/3/13						
4/4/13 – 5/1/13						
5/2/13 – 5/29/13						
5/30/13 – 6/26/13						
6/27/13 – 7/24/13						
7/25/13 – 8/21/13						
8/22/13 – 9/18/13						
Totals for Fiscal Year	3,092.25	2,868.25	8.5	18.5 days	62	14 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
10/03/12 – 10/16/12	80	80	-----	-----	-----	-----
10/17/12 – 10/30/12	80	76	-----	-----	4	-----
10/31/12 – 11/13/12	80	72	-----	-----	-----	8 hrs. HOL.
11/14/12 – 11/27/12	80	56	-----	1	-----	16 hrs. HOL.
11/28/12 – 12/11/12	80	72	-----	-----	8	-----
12/12/12 – 12/25/12						
12/26/12 – 1/8/13						
1/9/13 – 1/22/13						
1/23/13 – 2/5/13						
2/6/13 – 2/19/13						
2/20/13 – 3/5/13						
3/6/13 – 3/19/13						
3/20/13 – 4/2/13						
Totals for Fiscal Year	400	356	-----	1	12	24 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
9/20/12 – 10/17/12	80	101.5
10/18/12 – 11/14/12	96	76.25
11/15/12 – 12/12/12	69	69
12/13/12 – 1/9/13		
1/10/13 – 2/6/13		
2/7/13 – 3/6/13		
3/7/13 – 4/3/13		
4/4/13 – 5/1/13		
5/2/13 – 5/29/13		
5/30/13 – 6/26/13		
6/27/13 – 7/24/13		
7/25/13 – 8/21/13		
8/22/13 – 9/18/13		
Totals for Fiscal Year	245	245

Part-Time Officer Hours			
Work Period	Total Hrs.	Total Hrs. Worked	OT Hours
10/03/12 – 10/16/12	38.5	38.5	-----
10/17/12 – 10/30/12	49	49	-----
10/31/12 – 11/13/12	62.25	62.25	-----
11/14/12 – 11/27/12	75	75	-----
11/28/12 – 12/11/12	100.25	100.25	-----
12/12/12 – 12/25/12			
12/26/12 – 1/8/13			
1/9/13 – 1/22/13			
1/23/13 – 2/5/13			
2/6/13 – 2/19/13			
2/20/13 – 3/5/13			
3/6/13 – 3/19/13			
3/20/13 – 4/2/13			
Total for Fiscal Year	325	325	-----

Animal Care and Control Division

Target Hours are 80hrs Full-Time & 56 hrs Part-Time per Pay Period

Work Period	Hours (FT) (Target 80)	Hours (PT) (Target 56)	Total Hrs.	Total Hrs. Worked	OT Hours	Vac. Days	Sick Hours	Other Hours
10/3/12 – 10/16/12	80	57	137	136	-----	-----	-----	1 hr. PL
10/17/12 – 10/30/12	80	58	138	122	-----	2	-----	-----
10/31/12 – 11/13/12	80	75	155	125.5	11	2 1/2	-----	8 hrs. HOL.
11/14/12 – 11/27/12	80	72	152	106	1	3 3/4	-----	16 hrs. HOL.
11/28/12 – 12/11/12	80	89.5	169.5	100.5	9.5	-----	45	24 hrs. Bereavement
12/12/12 – 12/25/12								
12/26/12 – 1/8/13								
1/9/13 – 1/22/13								
1/23/13 – 2/5/13								
2/6/13 – 2/19/13								
2/20/13 – 3/5/13								
3/6/13 – 3/19/13								
3/20/13 – 4/2/13								
Totals for Fiscal Year	400	351.5	751.5	590	21.5	8.25	45	49 hrs.