



Lytle Police Dept. Monthly Report



Month of December 2012

Provided to the Mayor and City Council on January 14, 2013
 Submitted by Richey Priest, Chief of Police / Fire Marshal

Calls for Service – 226

Motor Vehicle Collisions 13		Alarm Calls 14	
Private Property	11	Business / Commercial	12
Public Roadway	2	Residential	2



Class C Citation Data 189 Class C Citations Issued			
Stop Sign / Red Light	14	No Insurance	30
Driver's License Related	35	Speeding	40
M.V.R. / M.V.I.	57	Alcohol / Drug Related	2
Theft	5	Other	6
Racial Composition: African 1% / Asian 1% Caucasian 26% / Hispanic 72%			



Adult Arrest	
Consumption of Alcohol Beverage – Minor	1
Driving While Intoxicated – 1st	2
Driving While Intoxicated – 1st Enhanced	1
Possession of a Controlled Substance	1
Possession of Drug Paraphernalia	1
Possession of Marijuana < 2oz.	1
Theft < \$50	3
Warrant Arrest – Bexar Co. (Assault BI-FV)	1
Warrant Arrest – Lytle PD (Assault BI-FV & Interference w/ Emergency Telephone Call)	2



Juvenile Arrest – None

Robbery / Aggravated Robbery – None

Criminal Mischief & Graffiti

12/07	Brown's Guns	Graffiti	Spray Paint on Building
12/08	S. Prairie Street	Criminal Mischief	Wheel Chair Lift Damaged
12/14	HEB Plus	Criminal Mischief	Scratched Vehicle
12/26	Wisdom Road	Criminal Mischief	Mailbox Damaged

Financial / Fraud / Identity Theft Related

12/03	McDonald's	Financial/Fraud
12/06	Sonic Drive Thru	Forgery

Thefts & Lost Property

12/01	HEB C-Store	Drive off	Fuel	\$50
12/03	Lytle Nursing Home	Theft	Kindle Fire / Apps within	\$1,000
12/05	HEB C-Store	Drive Off	Fuel	\$33
12/07	HEB C-Store	Drive Off	Fuel	\$22
12/07	Lytle Middle School	Theft	Cellphone	\$100
12/10	Adams Street	Theft	BBQ Pit	\$55
12/14	Exxon	Theft	Case of Budweiser /Cigarettes	\$23
12/15	HEB C-Store	Drive Off	Fuel	\$23
12/18	Lytle Middle School	Theft	iPod	\$200
12/18	Twin Liquors	Theft	Tequila Rose Bottle	\$21
12/19	Lytle Middle School	Theft	iPhone	-----
12/19	Lytle Middle School	Stolen	iPhone	-----
12/26	HEB Plus	Theft	Cosmetics	\$26
12/27	HEB Plus	Theft	Over the Counter Medication	\$15
12/31	HEB Plus	Theft	Beer	\$32

Burglaries

12/03	Best Western Plus	Burg. Veh.	Two Digital Cameras & GPS	\$180
12/03	Best Western Plus	Burg. Veh.	Several Items	\$16,750
12/03	Ball Road	Burg. Hab.	TV & 5-6 Guns	\$1,700
12/13	Best Western Plus	Burg. Veh.	Several Items	\$1,300
12/19	Chucks Auto Repair	Burg. Bld.	Speakers	\$550
12/23	HEB Plus	Burg. Veh.	Several Items	\$200
12/29	Main Street	Burg. Veh.	Chainsaw	\$287

Lytle Police Department Civilian Auxiliary



Patrol Miles	466	Patrol Hrs.	40
Patrols	10	Patrol Man Hrs.	63
Court Dates	0	Man Hrs.	0
Special Events	0	Man Hrs.	0
Total Volunteer Hours			63

Animal Care & Control Division

Data Provided by ACO Bill Dixon & Volunteer Coordinator Betty Kroeger

Volunteer Hrs: Approx. 29 Volunteers worked a total of 415 hrs.
 357 of those hours were provided by the following 4 volunteers :
 Betty Kroeger – 175 hours
 Maurissa Herrera - 106 hours
 Sandy Fuchs- 21 hours
 Debbie Tuton – 55 hours



Animals Euthanized	Dogs – 2	Cats – 3
Average Daily Animal Count	Dogs – 15	Cats – 15

26 Animals were adopted in December

Lytle (City) – 7	San Antonio – 2	Natalia – 3	Castroville – 5
Lytle (out of City) – 1	Hondo – 2	Poteet – 3	Pleasanton – 1
Von Ormy – 1	Atascosa – 1	-----	-----

Animal Control – December Special Events

- **December 1, 2012** – Dog Gone Fun Run \$1,525 Raised (\$1,090 went to Animal Medical Care and \$435 into Spay/Neuter Fund).

Fire Marshal Division



- Certificate of Occupancy Inspection for Lytle Nail & Spa.
- Issued Fire Alarm System Permit – Little Caesars.
- Issued Vent/Hood Suppression System Permit – Little Caesars.
- Fire Alarm Inspection – Little Caesars.
- Final Inspection – Little Caesars.
- Certificate of Occupancy Inspection for Little Caesars
- Certificate of Occupancy for Besos.
- Certificate of Occupancy Inspection for Universal Karate Studio.
- Certificate of Occupancy Inspection for Lytle Middle School Buildings A, B & F
- Open Fire – Burning Brush.
- Structure Fire (FM 2790 N) – Lamp near Shed Shorted Causing Fire.



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.

Crime Prevention / Community Relations

- **December 1, 2012** – Provided traffic control for the Dog Gone Fun Run.
- **December 10, 2012** – Chief Priest, Lt. Dear and Capt. Reyes attended the Pre-Opening at Little Caesar's.

Lytle Police – Criminal Investigations / Case Management Monthly Activity Report

Month of December 2012

Cases Filed with Atascosa County Attorney's Office (Class A & B Misdemeanors)	1
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	1
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	1
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>	
December 3, 2012 Ofc. Ed Richter testified before the Medina County Grand Jury in reference to an Assault Causing Bodily Injury – Family Violence Enhanced.	

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	1,027.5	937.5	-----	7	26	8 hrs. Hol.
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	4,119.75	3,805.75	8.5	25.5	88	22 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	80	56	-----	1	-----	16 hrs. Hol.
12/26/12 – 1/8/13	80	72	-----	-----	-----	8 hrs. Hol.
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	560	484	-----	2 days	12	48 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	96	68.5
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	341	315.25

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	105	105	-----
12/26/12 – 1/8/13	76.25	76.25	
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	506.25	506.25	-----

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	81.5	80	161.5	81.5	1.5	5	24	16 hrs. Hol.
12/26/12 – 1/8/13	63.5	76	139.5	104.50	4.5	1/4	25	8 hrs. Hol.
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	545	507.5	1,052.5	776	27.5	13.5	94	73 hrs.