



Lytle Police Dept. Monthly Report



Month of January 2013

Provided to the Mayor and City Council on February 11, 2013
Submitted by Richey Priest, Chief of Police / Fire Marshal

Calls for Service – 182

Motor Vehicle Collisions		Alarm Calls	
8		7	
Private Property	3	Business / Commercial	4
Public Roadway	5	Residential	3



Class C Citation Data			
202 Class C Citations Issued			
Stop Sign / Red Light	41	No Insurance	28
Driver's License Related	43	Speeding	27
M.V.R. / M.V.I.	45	Alcohol / Drug Related	2
Stop on RR Track	8	Other	8
Racial Composition: African 1% / Caucasian 32% / Hispanic 67%			



Adult Arrest	
Assault Bodily Injury – Family Violence	2
Assault by Contact	1
Assault by Contact – Family Violence	2
Driving Under the Influence – Minor	1
Driving While Intoxicated 1st	2
Driving While Intoxicated 2nd	1
Driving While Intoxicated Enhanced	1
Minor in Consumption	1
Possession of Marijuana < 2oz.	1
Terroristic Threat – Family Violence	1
Theft > \$50 but < \$500	1
Violation of City Ordinance	1
Warrant Arrest	3
Warrant Arrest – Lytle PD (Graffiti – Class A Misdemeanor)	1



Juvenile Arrest – None

Robbery / Aggravated Robbery – None

Criminal Mischief & Graffiti

01/02	Houston Street	Damage to Property	Chainlink Fence
01/20	Lytle Laundry Mat	Damage to Property	Washing Machines Coin Boxes
01/25	Cricket Store	Criminal Mischief	Store Banner

Financial / Fraud / Identity Theft Related

01/11	HEB Plus	Debit Card Abuse
01/14	Dallas / Fort Worth Area	Debit Card Abuse

Thefts & Lost Property

01/01	HEB C-Store	Drive Off	Fuel	\$50
01/02	Main Street	Theft	Magnetic Signs	\$75
01/02	Norvell Street	Theft	46 2x4's	\$100
01/02	First Street	Theft	Jewelry	\$600
01/10	Wisdom Road	Theft	Lawn Mower	\$300
01/14	Best Western Plus	Theft	Work Tools	\$1,600
01/15	HEB C-Store	Lost	Men's Wallet	Recovered
01/21	Ball Road	Theft	Scrap Metal	-----
01/21	HEB Plus	Theft	LED TV	Recovered
01/21	HEB C-Store	Drive Off	Fuel	\$34
01/25	HEB C-Store	Drive Off	Fuel	\$10
01/26	HEB C-Store	Drive Off	Fuel	\$25
01/30	HEB Plus	Theft	Cell Phone	\$490
01/30	Lytle High School	Theft	150 Stanton Beef Sticks	\$150
01/31	Main Street & IH 35	Theft	Galvanized Panels & Gates	\$350

Burglaries

01/12	Mesquite Street	Burg. Hab.	TV	\$75
01/15	Adams Street	Burg. Bldg.	Several Items	-----
01/23	Twin Liquors	Burg. Bldg.	Liquor Bottles	\$236
01/30	Lytle Mini Storage	Burg. Bldg.	Several Items	\$4,375

Lytle Police Department Civilian Auxiliary



Patrol Miles	37	Patrol Hrs.	20
Patrols	6	Patrol Man Hrs.	40
Court Dates	0	Man Hrs.	0
Special Events	0	Man Hrs.	0
Total Volunteer Hours	40		

Animal Care & Control Division

Data Provided by ACO Bill Dixon & Volunteer Coordinator Betty Kroeger

Volunteer Hrs: Approx. 20 Volunteers worked a total of 467 hrs.
 430 of those hours were provided by the following 4 volunteers :
 Betty Kroeger – 227 hours, Maurissa Herrera - 114 hours
 Sandy Fuchs- 44 hours, Debbie Tuton – 45 hours



Animals Euthanized	Dogs – 1	Cats – 14
Average Daily Animal Count	Dogs – 12	Cats – 13

28 Animals were adopted in January

Lytle (City) – 3	San Antonio – 4	Natalia – 10	Castroville – 1
Lytle (out of City) – 1	Devine – 3	Somerset – 1	Pearsall – 1
Von Ormy – 1	Atascosa – 1	Windcrest – 1	Leander – 1

Animal Control – January Special Events

- **January 6, 2013** – Transported Dog to San Antonio Mystery Dog Rescue.
- **January 17, 2013** – PAWS of Summer Planning Meeting.
- **January 19, 2013** – Betty Kroeger, Maurissa Herrera & Sandy Fuchs Transported Dog to Leander.
- **January 19, 2013** – NCO Volunteers Worked at Facility for Community Service.
- **January 22, 2013** – Maurissa Herrera & Miriam Garcia Attended the Grant Writing Conference in Pleasanton.
- **January 22, 2013** – 1,000th Animal Adopted – Rosie (Chocolate Lab).
- **January 24, 2013** – Bella The Boxer, Maurissa Herrera and Betty Kroeger Attended Lackland Elementary to Thank Students for Their Christmas Donations.
- **January 30, 2013** – Lytle Animal Care and Control Third Anniversary.

Fire Marshal Division



- Investigated a Vehicle Fire at Jopling’s Inspection.
- Investigated a Vehicle Fire at Twin Liquors.
- Investigated a Fuel Leak at HEB Plus.
- Structure Fire on First Street – Further Investigation Determined It Was an Electrical Fire and the Structure Was Not Damaged.
- Certificate of Occupancy Inspection – La Spa De Vita



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 <u>not</u> 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	Met with superintendant
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
Not in 5 year Plan but recently added as important issues	
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** – David Lopez is set to transfer from Public Works to the Police Department on February 16.
- **January 29, 2013** – Lt. Dear and Ofc. Guzman participated in the Operation Kestrel with the United States Marshal Western District of Texas.
- **Administrative Asst.** – Paola Rios completed scanning in all the cases from 1991 until 2003. A total of 3,322 documents! They were on an old system

Training

- **January 22 & 23, 2013** – Capt. Reyes, Sr. Ofc. Hanson & Ofc. Guzman attended a two day Street Survival Seminar in San Antonio presented by LifeLine Training (www.lifelinetraining.com).
- **January 24 & 25, 2013** – Part Time ACO Santiago Morantez attended a two day Euthanasia Training Course in Giddings presented at the Texas Academy of Animal Control (www.txacademyaco.com).
- **January 29, 2013** – Capt. Reyes & Sr. Ofc. Hanson attended a Family Violence Class in Jourdanton presented at the Atascosa Family Crisis Center.

Crime Prevention / Community Relations

- **January 8, 2013** – Chief Priest and Capt. Reyes attended the Ribbon Cutting at the New Jr. High School.
- **January 23, 2013** – Chief Priest and Lt. Dear attended the hanging of the banner for Lytle ISD cross country team at the Veteran's Memorial Park.

Lytle Police – Criminal Investigations / Case Management Monthly Activity Report

Month of January 2013

Cases Filed with Atascosa County Attorney’s Office (Class A & B Misdemeanors)	11
Cases Filed with Medina County Attorney’s Office (Class A & B Misdemeanors)	1
Cases Filed with Atascosa County District Attorney’s Office 81st Judicial Dist. (Felony)	
Suspect has been arrested (pre indictment)	0
Suspect has not been arrested – Case submitted for presentation to Grand Jury	2
Cases Filed with Medina County District Attorney’s Office 38th 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	2
Felonies	0
<u>Other Case Information</u>	
1 – Felony Sexual Assault of a Child Case forwarded to Bexar County Sheriff’s Office	

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	1,013.25	896.75	-----	13	-----	12.5 hrs. Hol.
12/13/12 – 1/9/13	1,027.5	937.5	-----	7	26	8 hrs. Hol.
1/10/13 – 2/6/13	1,044.75	1,016.75	-----	3.5	-----	-----
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	5,169	4,822.5	8.5	29 days	88	26.5 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
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	80	72	-----	-----	-----	8 hrs. Hol.
1/23/13 – 2/5/13	80	76	-----	-----	4	-----
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	720	632	-----	2 days	16	56 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	96	70.5
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	437	385.75

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	70.5	70.5	-----
1/23/13 – 2/5/13	102.25	102.25	-----
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	679	679	-----

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	104.5	4.5	1/4	25	8 hrs. Hol.
1/9/13 – 1/22/13	79.5	61	140.5	132.5	-----	-----	-----	8 hrs. Hol.
1/23/13 – 2/5/13	85	63.5	148.5	148.5	6	-----	-----	-----
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	709.5	632	1,341.5	1,057	33.5	13.5	94	81 hrs.