



Lytle Police Dept. Monthly Report



Month of July 2013

Provided to the Mayor and City Council on August 12, 2013
 Submitted by Richey Priest, Chief of Police / Fire Marshal

Calls for Service – 260

Motor Vehicle Collisions 11		Alarm Calls 7	
Private Property	5	Business / Commercial	5
Public Roadway	6	Residential	2



Class C Citation Data

225 Class C Citations Issued

Stop Sign / Red Light	33	No Insurance	26
Driver's License Related	46	Speeding	51
M.V.R. / M.V.I.	35	Alcohol / Drug Related	4
Seat Belt	7	No LP / No Front LP	9
City Ordinance Viol.	2	Other	12
Racial Composition: Asian 1% / Caucasian 22% / Hispanic 77%			



Adult Arrest

Assault by Contact – Family Violence	1
City Ordinance Violation – Leash Law	1
City Ordinance Violation – Soliciting without a Permit	1
Criminal Mischief \$50 - \$500	1
Driving While Intoxicated 1st	2
Driving While Intoxicated with Child	1
Driving While Intoxicated with Open Container	1
Possession of Controlled Substance	2
Possession of Drug Paraphernalia	1
Possession of Marijuana < 2oz.	2
Theft < \$50	1
Theft \$50 - \$500	1
Theft \$500 - \$1,500	1
Theft w/2 Previous Convictions – State Jail Felony	2
Warrant Arrest – Lytle (Assault – Family Violence)	1
Warrant Arrest – Other Agency	3



Juvenile Arrest	
Theft < \$50 Class C	1
Theft \$50 - \$500 Class B	1
Theft \$500 - \$1,500 Class A	2

Robbery / Aggravated Robbery – None

Criminal Mischief & Graffiti			
07/02	John Lott Park	Criminal Mischief	Writing on Sidewalk

Financial / Fraud / Identity Theft Related – None

Thefts & Lost Property				
07/02	First Baptist Church	Theft	Bicycle	\$150
07/04	HEB Plus	Attempted Theft	Several Items (Recovered)	\$221
07/05	HEB C-Store	Drive Off	Fuel	\$30
07/07	HEB Plus	Theft	Cosmetics (Recovered)	\$40
07/07	HEB C-Store	Drive Off	Fuel	\$25
07/08	HEB C-Store	Drive Off	Fuel	\$34
07/10	Days Inn Motel	Theft	Tires	\$450
07/11	HEB C-Store	Drive Off	Fuel	\$15
07/12	Oak Street	Theft	Several Items	\$2,976
07/13	S. Somerset Street	Theft	Lawn Equipment, Tools & Bikes	\$660
07/16	HEB Plus	Theft	Consumables (Recovered)	\$135
07/19	S. Benton Street	Theft	Ladder	\$65
07/20	HEB Plus	Theft	Consumables (Recovered)	\$559
07/21	Oak Street	Theft	Bicycle	\$50
07/22	HEB C-Store	Drive Off	Fuel	\$73
07/23	McDonald's	Stolen	Wallet	-----
07/25	HEB Plus	Theft	Cosmetics & DVD (Recovered)	\$63
07/26	HEB Plus	Theft	Consumables & Stereo Surround (Recovered)	\$235
07/26	HEB Plus	Lost	Wallet	-----
07/29	Martin St.	Theft	Solar Panel, Welding Cable & Batteries	\$800

Burglaries				
07/04	Lytle Mini Storage	Burg. Bldg.	4 Storage Unit Locks Cut Off	-----
07/05	Lytle Mini Storage	Burg. Bldg.	Mongoose Bicycle	\$450
07/29	El Jimador	Burg. Veh.	Samsung Tablet	\$180

Lytle Police Department Civilian Auxiliary



Patrol Miles	236	Patrol Hrs.	23.5
Patrols	6	Patrol Man Hrs.	32
Court Dates	0	Man Hrs.	0
Special Events	0	Man Hrs.	0
Other:	0	Man Hrs.	0
Total Volunteer Hours 32			

Animal Care & Control Division

Data Provided by ACO Santiago Morantez & Volunteer Coordinator Betty Kroeger

Volunteer Hrs: Approx. 26 Volunteers worked a total of 612 hrs.
 441 of those hours were provided by the following 4 volunteers:
 Betty Kroeger – 200 hours Maurissa Herrera - 149 hours
 Sandy Fuchs – 46 hours Debbie Tuton – 46 hours



Animals Euthanized	Dogs – 8	Cats – 14
Average Daily Animal Count	Dogs – 18	Cats – 17

7 Animals were adopted in July

Lytle (Out) – 1	Natalia – 1	Atascosa – 1	Devine – 1
Somerset – 1	Big Foot – 2	-----	-----

Adoption number was low due to the time needed for PAWS of Summer.

Animal Control – July Special Events

- **July 4, 2013** – Maurissa Herrera & Betty Kroeger sold PAWS raffle tickets at Fireworks Display at City Park.
- **July 13, 2013** – Betty Kroeger, Pat Vogel, Janet Fisher, Ernie Kroeger, Pandora London and Debbie Tuton sold PAWS raffle tickets at HEB Plus.
- **July 20, 2013** – PAWS of Summer 2013 – Total amount \$16,000+.

Fire Marshal Division



- Issued Installation of Sprinkler System Permit for Lytle Elementary Remodel / New Construction – Impact Fire Services
- Certificate of Occupancy – Subway
- Site Visit – Lytle Elementary Remodel / New Construction



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	First newsletter went out

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 placed in a 24 month period (Oct. 2011 – Sept. 2013)	
TASK	STATUS
Improvements to Firing Range	Some work completed by TJ Richardson, Still some to do.
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)	Equipment at the Radio Shop, working on scheduling time to install.
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	Completed a survey of area departments on officer to vehicle ratio.
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. Have received a few orders this past month from Atascosa Co. Court

- Updated this month - Completed

Special Events / Activities / Dept. News

Department News

- **July 31, 2013 – Chief Priest / Lt. Dear** – Pre-Construction meeting on new police facility.

Training

- **July 16 – 18, 2013** – Ofc. Guzman and Ofc. D. Lopez attended a three day TXDPSD Basic Patrol Interdiction Course at Incarnate Word University.
- **July 22 – 24, 2013** – Capt. Reyes attended a three day Statewide Conference on Violence Against Women in Dallas. The Hotel and Tuition was covered by a grant.

Crime Prevention / Community Relations

- **July 4, 2013** – Officers assisted with traffic for the 4th of July Parade on Adams St. and assisted at the Fireworks at the City Park.
- **July 9, 2013** – Chief Priest, Capt. Reyes and Ofc. Guzman assisted UPRRPD with enforcement project at Railroad Crossings.
- **July 29, 2013** – Chief Priest, Capt. Reyes and Lt. Dear attended the UPRR Town Hall Meeting.
- **July 29 - 30, 2013** – Officer Petrash made contact with 52 businesses in Lytle to update the contact information list.

Police Patrol Activity

Building Checks (check of closed business, business check card left)	260
Business Checks (checks of open business, contact made with employees)	105

Lytle Police – Criminal Investigations / Case Management Monthly Activity Report

Month of July 2013

Cases Filed with Atascosa County Attorney’s Office (Class A & B Misdemeanors)	9
Cases Filed with Medina County Attorney’s Office (Class A & B Misdemeanors)	1
Cases Filed with Atascosa County District Attorney’s Office 81 st Judicial Dist. (Felony)	
Suspect has been arrested (pre indictment)	
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)	
Suspect has not been arrested – Case submitted for presentation to Grand Jury	
Cases Filed with Bexar County Criminal District Attorney’s Office (Class A & B Misdemeanors and Felonies)	
Warrants submitted to and issued by a Judge	
Class A & B Misdemeanors	2
Felonies	
Cases pending lab reports	
Cases Filed with Juvenile Probation – Atascosa Co.	4
<u>Other Case / Court Information</u>	
Lt. Dear – 7/23/13 Subpoena for Civil Court in Bexar County (9a-4p)	

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	1,027.25	1,065.75	-----	3	9.5	8 hrs. PL
3/7/13 – 4/3/13	1,368.25	1,309.75	.5	5.5	1.5	13 hrs. PL
4/4/13 – 5/1/13	1,377	1,306.25	1.5	5.5	-----	26.75 PL
5/2/13 – 5/29/13	1,447.75	1,377.75	44.5	5	6	24 hrs. Bereavement
5/30/13 – 6/26/13	1,369.5	1,266	-----	3	15.5	64 hrs. Military Leave
6/27/13 – 7/24/13	1,377.75	1,239.75	1.25	15	-----	2 hrs. PL 16 hrs. ML
7/25/13 – 8/21/13						
8/22/13 – 9/18/13						
Totals for Fiscal Year	13,136.5	12,387.75	56.25	66 days	120.5	180.25 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	80	72	-----	-----	-----	8 hrs. Hol.
2/20/13 – 3/5/13	80	80	-----	-----	-----	-----
3/6/13 – 3/19/13	80	80	-----	-----	-----	-----
3/20/13 – 4/2/13	80	72	-----	-----	-----	8 hrs. Hol
4/3/13 – 4/16/13	80	72	-----	-----	-----	8 hrs. PL
4/17/13 – 4/30/13	80	80	-----	-----	-----	-----
5/1/13 – 5/14/13	80	72	-----	-----	8	-----
5/15/13 – 5/28/13	80	72	-----	-----	-----	8 hrs. Hol.
5/29/13 – 6/11/13	80	76	-----	-----	-----	4 hrs. PL
06/12/13 – 6/25/13	80	80	-----	-----	-----	-----
6/26/13 – 7/9/13	80	70	-----	-----	-----	8 hrs. Hol. 2 hrs. PL
7/10/13 – 7/23/13	80	40	-----	5 days	-----	-----
7/24/13 – 8/6/13	80	80	-----	-----	-----	-----
Totals for Fiscal Year	1,760	1,578	-----	7 days	24	102 hrs.

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	114.25	114.25	5
2/20/13 – 3/5/13	55	55	-----
Part-time positions ended on 2/28/13			
Total for Fiscal Year	848.25	848.25	5

Non-Paid Reserve Officer Hours		
Target Hours is 16 hrs 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	80	90.75
3/7/13 – 4/3/13	80	75
4/4/13 – 5/1/13	80	82.25
5/2/13 – 5/29/13	80	78
5/30/13 – 6/26/13	80	72
6/27/13 – 7/24/13	80	86
7/25/13 – 8/21/13	96	
8/22/13 – 9/18/13		
Totals for Fiscal Year	917	869.75

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 ½	-----	8 hrs. Hol.
11/14/12 – 11/27/12	80	72	152	106	1	3 ¾	-----	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	¼	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	80.5	61.5	142	134	.5	-----	-----	8 hrs. Hol.
2/20/13 – 3/5/13	80.75	57.5	138.25	138.25	.75	-----	-----	-----
3/6/13 – 3/19/13	81.75	57	138.75	138.75	1.75	-----	-----	-----
3/20/13 – 4/2/13	79	56.5	135.5	127.5	-----	-----	-----	8 hrs. Hol.
4/3/13 – 4/16/13	85	24.5	109.5	109.5	6	-----	-----	-----
4/17/13 – 4/30/13	91	0	91	91	11	-----	-----	-----
5/1/13 – 5/14/13	79.5	0	79.5	79.5	5.5	-----	-----	-----
5/14/13 – 5/28/13	95	0	95	87	5	-----	-----	8 hrs. Hol.
5/29/13 – 6/11/13	95	0	95	95	15	-----	-----	-----
6/12/13 – 6/25/13	88	0	88	88	8	-----	-----	-----
6/26/13 – 7/9/13	97.5	0	97.5	89.5	7.5	-----	-----	8 hrs. Hol.
7/10/13 – 7/23/13	100	23	123	123	20	-----	-----	-----
7/24/13 – 8/6/13	80	60	140	137	0	-----	-----	3 hrs. PL
Totals for Fiscal Year	1,842.50	972	2,814	2,495	114.5	13.5	94	116 hrs.