



Lytle Police Dept. Monthly Report



Month of August 2013

Provided to the Mayor and City Council on September 9, 2013
 Submitted by Richey Priest, Chief of Police / Fire Marshal

Calls for Service – 243

Motor Vehicle Collisions 16		Alarm Calls 9	
Private Property	7	Business / Commercial	6
Public Roadway	9	Residential	3



Class C Citation Data 316 Class C Citations Issued			
Stop Sign / Red Light	20	No Insurance	34
Driver's License Related	68	Speeding	107
M.V.R. / M.V.I.	58	Alcohol / Drug Related	3
Seat Belt	15	No LP / No Front LP	2
Window Tint	7	All Other	2
Racial Composition: African 1% / Asian 1% / Caucasian 34% / Middle Eastern 1% / Hispanic 63%			



Adult Arrest	
Assault by Contact – Family Violence	1
Driving While Intoxicated	3
Driving While Intoxicated With Child	1
Possession of Controlled Substance PG3 < 28g	2
Possession of Drug Paraphernalia	2
Possession of Marijuana < 2oz.	1
Warrant Arrest – Bexar Co. (Driving While License Invalid, Theft by Check \$20 - \$500, Revocation of Probation on Original Charge of Possession of Marijuana, Aggravated Assault w/Deadly Weapon 2nd Degree Felony, Prostitution and Possession PG1 Cocaine < 4 oz.)	6



Juvenile Arrest – None

Robbery / Aggravated Robbery – None

Criminal Mischief & Graffiti

08/04	FM 2790	Criminal Mischief	2 Mail Boxes & Stop Sign Broken
08/12	Live Oak	Criminal Mischief	City Park Restroom
08/13	John Lott Pavilion	Graffiti	Pavilion Wall & Stage
08/24	John Lott Park	Criminal Mischief	Broken Tree Limbs

Financial / Fraud / Identity Theft Related

08/06	Lytle PD	Possible Scam
08/06	Lytle PD	Scam
08/11	FM 6710	ID Theft
08/13	South Texas Suzuki	Theft of Service
08/21	Lytle PD	ID Theft
08/22	Lytle PD	Credit Card Abuse
08/31	Exxon	Credit Card Abuse

Thefts & Lost Property

08/04	Main Street	Theft	Propane Grill, Propane Tank & Wood Fire Pit	\$895
08/07	HEB Plus	Lost	Wallet	-----
08/11	Chevron	Theft	20 Newspapers	\$49
08/15	Main Street	Theft	iPad Mini	\$637
08/20	Hester Street	Theft	75 lbs. Copper Wire	\$200
08/20	John Lott Park	Lost	Wallet	-----
08/20	True Value	Theft	Air Filters	\$20
08/20	HEB Plus P-Lot	Lost	Cellphone	\$200
08/21	Main Street	Lost	Wallet	\$80
08/27	Rodeo Drive	Theft	Push Lawnmower	\$100
08/30	Wisdom Road	Theft	2 Chainsaws & 2 Weed Eaters	\$600
08/31	HEB C-Store	Drive Off	Fuel (Recovered)	\$20

Burglaries

08/08	Best Western Plus	Burg. Veh.	Tool Box, TV, Laptop, Gloves, Acoustic Guitar	\$320
08/08	Oak Street	Burg. Hab.	3 Rifles & Generator	-----
08/19	Sewer Plant	Burg. Bldg.	Water Treatment Equipment	-----
08/19	Florence Street	Burg. Bldg.	Copper Tubing	\$600
08/26	N. Benton Street	Burg. Veh.	Chainsaw, Weed Eater, Tool Box and Can of Coins	\$600
08/30	Lytle High School	Burg. Veh.	Speaker	\$100

Lytle Police Department Civilian Auxiliary



Patrol Miles	230	Patrol Hrs.	15.5
Patrols	4	Patrol Man Hrs.	27.5
Court Dates	0	Man Hrs.	0
Special Events	0	Man Hrs.	0
Other:	0	Man Hrs.	0
Total Volunteer Hours 27.5			

Animal Care & Control Division

Data Provided by ACO Santiago Morantez & Volunteer Coordinator Betty Kroeger

Volunteer Hrs: Approx. 26 Volunteers worked a total of 328 hrs.
 300 of those hours were provided by the following 4 volunteers:
 Betty Kroeger – 164 hours Maurissa Herrera – 57 hours
 Sandy Fuchs – 29 hours Debbie Tuton – 50 hours



Animals Euthanized	Dogs – 4	Cats – 12
Average Daily Animal Count	Dogs – 19	Cats – 17

11 Animals were adopted in August

Lytle (Out) – 2	LaCoste – 1	Atascosa – 1	Devine – 1
Castroville – 1	San Antonio – 1		Hondo – 2
Yancey – 1		Kyle – 1	

Animal Control – August Special Events

- **August 17, 2013** – Maurissa Herrera, Sandy Fuchs and Betty Kroeger attended Fostering Communications: Unraveling the Canine Puzzle at Palms Pet Resort in Helotes.
- **August 22 - 23, 2013** – Lytle Troop 369 Boy Scouts volunteered at the facility.
- **August 23, 2013** – Debbie Tuton & Betty Kroeger Transported a Yorkie to San Antonio: CARE (Cressie Animal Refuge & Enrichment). They Specialize in Rescuing Special Needs Animals from Kill Facilities.

Fire Marshal Division



- Site Visit – Lytle Elementary Remodel / New Construction
- Security System – Lytle Elementary Remodel / New Construction
- Certificate of Occupancy – Subway



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	Now sending quarterly newsletters

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	Delayed until next budget year
Automated External Defibrillators	No Action Taken
Grant Resources	No Action Taken
Radio Issue (police communications)	Should be installed in the next week.
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	With one in current budget and one for next year we meet our planning goal.
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

General Information

- **Radio System** – We hope to have our radio repeater system installed within the next two weeks.
- **New Police Vehicle** – We are still waiting on equipment to outfit the vehicle, I hope to at least have the graphics on it in time for the parade on Sept. 21.

Training

- **August 12 – 13, 2013** – Ofc. Guzman attended a two day Course from HITS on Patrol Interview Techniques in Georgetown. hits-training.com
- **August 11 – 15, 2013** – Capt. Reyes attended a five day Conference on Crimes Against Children in Dallas. The Hotel and Tuition was covered the Blue Bonnet Children’s Advocacy Center in Hondo, TX. cacconference.org

Crime Prevention / Community Relations

- **August, 2013** – Officer Petrash made contact with 22 businesses in Lytle to update the contact information list.
- **August 22, 2013** – Chief Priest and Lt. Dear attended the Children’s Advocacy Center of South Texas in Floresville for a New Award Site Meeting. The advocacy center is not up and running yet but they have already hired an Executive Director. This center will be like the Blue Bonnet Children’s Advocacy Center in Hondo. You can find more about what Advocacy Centers do by checking out the main organization website. www.cactx.org

Police Patrol Activity

Building Checks (check of closed business, business check card left)	318
Business Checks (checks of open business, contact made with employees)	108

Lytle Police – Criminal Investigations / Case Management Monthly Activity Report

Month of August 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)	0
Cases Filed with Atascosa County District Attorney's Office 81 st Judicial Dist. (Felony)	
Suspect has been arrested (pre indictment)	2
Suspect has not been arrested – Case submitted for presentation to Grand Jury	3
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
Cases pending lab reports	12
Cases Filed with Juvenile Probation – Atascosa Co.	0
<u>Other Case / Court Information</u>	
1 Forensic Interview on August 30, 2013 at Bluebonnet Children's Advocacy Center.	

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	1,207.25	1,165.75	-----	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	1,377.25	1,329.25	5.5	6	-----	-----
8/22/13 – 9/18/13						
Totals for Fiscal Year	14,693.75	13,817	61.75	72 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	-----	-----	-----	-----
8/7/13 – 8/20/13	80	79	-----	-----	-----	1 hr. PL
8/21/13 – 9/3/13	80	72	-----	-----	-----	8 hrs Hol.
Totals for Fiscal Year	1,920	1,729	-----	7 days	24	111 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	115
8/22/13 – 9/18/13		
Totals for Fiscal Year	1,013	984.75

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	127	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
8/7/13 – 8/20/13	81	56	137	133	0	-----	4	-----
8/21/13 – 9/3/13	83	36	119	111	.5	-----	-----	8 hrs. Hol.
Totals for Fiscal Year	2,006.5	1,064	3,070.5	2,740.5	115	13.5	98	124 hrs.