



Lytle Police Monthly Report



MONTH OF NOVEMBER 2013

Submitted by Chief Richey Priest on December 20, 2013

Calls for Service – 209

Motor Vehicle Collisions 8		Alarm Calls 9		Police Patrol Activity 435	
Private Property	2	Business / Commercial	7	Building Checks (check of closed business, business check card left)	315
Public Roadway	6	Residential	2	Business Checks (checks of open business, contact made with employees)	150

Class C Citation Data 291 Class C Citations Issued

Stop Sign / Red Light	43	No Insurance	39	Fail to Turn Signal	5
Driver's License Related	49	Speeding	52	No Front / Back LP	4
M.V.R. / M.V.I.	84	Alcohol / Drug Related	1	Window Tint	1
Seat Belt	5	Theft	2	All Other	6

Racial Composition: African .45% / Caucasian 31.82% / Hispanic 66.37% / Middle Eastern 1.36%

Adult Arrest

Assault by Contact	1
City Ordinance Violation – Leash Law	1
Driving While Intoxicated 1st (Class B Misd.)	3
Driving While Intoxicated 3rd (Felony)	2
Fail to Identify	1
Furnishing Alcohol to a Minor	1
Forgery	1
Possession of Controlled Substance PG1	1
Possession of Controlled Substance PG3	2
Possession of Marijuana < 2 oz.	3
Theft < \$50 (Class C)	2
Theft \$50 > \$500	1
Warrant Arrest – Intoxication Manslaughter (Chambers Co.)	1
Warrant Arrest – Theft by Check (Bexar Co.)	1
Warrant Arrest – Theft by Check \$20 - \$500 (Bexar Co.)	1

Juvenile Arrest

11/13	Female Juvenile	Possession of Marijuana < 2 oz. In A Drug Free Zone
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Robbery / Aggravated Robbery – None

Criminal Mischief & Graffiti

11/29	US Post Office	Criminal Mischief	Broken Window
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Financial / Fraud / Identity Theft Related

11/24	Online Purchases	Credit Card Abuse
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Thefts & Lost Property

11/03	Blume Drive	Theft	Fuel	\$70
11/06	HEB Plus	Theft	Consumables (Recovered)	\$80
11/07	HEB Plus	Theft	Cosmetics (Recovered)	\$40
11/15	HEB Plus	Theft	Consumables (Recovered)	\$20
11/18	Lytle Jr. High	Theft	iPhone	\$400
11/21	Lytle Quick Stop	Drive Off	Fuel	\$50
11/22	Lytle High School	Theft	iPad	\$1,000
11/27	Public Works Yard	Theft	Copper Cable	-----

Burglaries

11/01	Sunset Drive	Burg. Veh.	Yeti Cooler	\$400
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Lytle Police Department Civilian Auxiliary

Patrol Miles	196	Patrol Hrs.	20
Patrols	5	Patrol Man Hrs.	28
Court Dates	0	Man Hrs.	0
Special Events	0	Man Hrs.	0
Other:	0	Man Hrs.	0
Total Volunteer Hours 28			

Plans, Projects, Goals, & Ideas
Five Year Plan Progress Report
Five Year Plan October 1, 2010 through September 30, 2015
(See Five Year Plan on our Website www.lytle.tx.org/police)

October 2010 – September 2011 **YEAR 1** Goals **Not** Completed

All Goals were met during the first year of the Five year Plan with the exception of **Preparing a new Policy Manual**. We have been working on this but it is not complete.

October 2011 – September 2013 **YEARS 2 & 3** Goals **Not** Completed

Some objects for this time period have been put on hold & will be reevaluated / addressed in the future. Those items are:

1. Create Minimum Staffing Guidelines
2. Divide City into Patrol Districts
3. Establish Shift Differential Pay (also special assignment pay)
4. Establish Police Explorer Post
5. Obtain Automated External Defibrillators (AEDs) for Police Vehicle

October 2013 – September 2015 **YEARS 4 & 5** Goals

The final two years of the plan included fewer goals, but some of there were larger items. Two of them we have already addressed and we believe they are completed involve **Staffing** and **Police Vehicles**. With the addition of a police vehicle this budget year (FY 13/14) and the 8th full time officer position last budget year (FY 12/13) these issues are taken care of. The largest item on the list was the **New Police Facility**, which has also been addressed. We will be moving into it in early 2014. Another item on the list was the Animal Control Facility (possible expansion). Since that organization is now a separate city department that item would no longer be an issue for the LPD.

The Following Items Remain on the 2013/2015 Goals List

Equipment – Three Items were specifically listed:

- A. **Consider Automatic License Plate Reader** – Status: There have been some issues raised by some civil liberties group and we are evaluating our need.
- B. **FLIR** – Thermal imaging camera used for locating suspects at night – Status: Not a

priority there are other more important purchases we could make at this time.

C. **Digital Radio System** – Status: We have addressed this issue with the purchase of the repeater system. We have had some minor issues with it but they should be worked out. We will at sometime need to plan to move the repeater and antennas from city hall to the water tower next to the new PD. To put the antenna on top of the water tower, which is ideal and relocate the system will cost approx \$10,000. So this is something we will try to do in the next budget year or sooner if somehow we could work it in.

Accreditation / Recognition :

It is still our full intention to become a Recognized agency through the Texas Police Chiefs Foundation. We will be required to meet and maintain numerous professional standards. Our new facility will allow us to start the process; we would not be able to meet the standards in our current office. Lt. Dear will be attending the Police Chief's Conference with me this April in Dallas and will be attending the track for program managers.

Emergency Care Attendant or Emergency Medical Technician Training for Staff

This is still a current goal that we have for the final two years of our five year plan. Hopefully after getting settled in the new Police Facility we will be able to look at moving on this goal.

Special Events / Activities / Dept. News

General Information

- **Radio System – New Radio** repeater was sent in for warranty repair, appears to be a minor issue. It is scheduled to be re-installed on Monday December 23.
- **2nd New Police Vehicle** – We are still waiting on equipment, we hope it should all be in by early 2014; it will then take the up-fitter about a couple weeks to get it ready for use.
- **New Police Building** – The General Contractor thinks they will be through by mid January. We plan on ordering furniture right after Jan. 1. It will take about 3-4 weeks to get it here and installed. We will still need to spend some time getting shelves (some we will make and some we will buy). So we are not sure of how long it will take to get everything ready for the big move.

Training Information

- **November 4, 2013** – Lt. Dear and Cpl. Gamez conducted a TASER Class at the Community Center.

- **November 12-14, 2013** – Chief Priest and Lt. Dear attended the Greater Houston Area Fire Marshal Conference in Pasadena, TX.
- **November 19, 2013** – All Officers attended the UPRR Grade Collision Crossing Investigation Class at the Community Center. This class was taught by 2 Special Agents of the Union Pacific Railroad Police.

Crime Prevention / Community Relations

- **November 5, 2013** – Chief Priest and Lt. Dear attended a safety meeting at the Lytle ISD.
- **November 9, 2013** – Cpl. Gamez, Ofc. B. Lopez and Ofc. Torres provided escort and traffic control for runners/walkers at a community event for Lytle Animal Care & Control.
- **November 16, 2013** – Ofc. B. Lopez attended an Opening Ceremony at the Matias Galicia Park.

Fire Marshal Division

- Certificate of Occupancy – Methodist Church (Activity Center)
- Certificate of Occupancy – Coby's Café

Lytle Police – Criminal Investigations / Case Management Monthly Activity Report

Month of November 2013

Cases Filed with Atascosa County Attorney's Office (Class A & B Misdemeanors)	10
Cases Filed with Medina County Attorney's Office (Class A & B Misdemeanors)	3
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	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	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 as of 11/1/2013	16
Cases Filed with Juvenile Probation	
Atascosa	0
Medina	1
Other Court Information: 11/4 – Sgt. Hanson testified before the Medina Co. Grand Jury	

Human Resource Allocations

Sworn Officers (Full-Time) Current Fiscal Year

Work Period	Total Hrs.	Total Hrs. Worked	OT Hrs.	Vac. Days	Sick Hours	Other
9/19/13 – 10/16/13	1,258	1,201.25	2	5	8	8.75 hrs. PL
10/17/13 – 11/13/13	1,216.25	1,136.25	10	10	-----	-----
11/14/13 – 12/11/13	1,187.25	1,116.25	1.75	3	23	24 hrs. PL
12/12/13 – 1/8/14						
1/9/14 – 2/5/14						
2/6/14 – 3/5/14						
3/6/14 – 4/2/14						
4/3/14 – 4/30/14						
5/1/14 – 5/28/14						
5/29/14 – 6/25/14						
6/26/14 – 7/23/14						
7/24/14 – 8/20/14						
8/21/14 – 9/17/14						
Totals for Fiscal Year	3,661.5	3,453.75	13.75	18 days	31	32.75 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
10/2/13 – 10/15/13	80	80	-----	-----	-----	-----
10/16/13 – 10/29/13	80	80	-----	-----	-----	-----
10/30/13 – 11/12/13	80	72	-----	-----	-----	8 hrs. Hol.
11/13/13 – 11/26/13	80	80	-----	-----	-----	-----
11/27/13 – 12/10/13	80	64	-----	-----	-----	16 hrs. Hol.
12/11/13 – 12/24/13						
Totals for Fiscal Year	400	376	-----	-----	-----	24 hrs.

Part-Time Officer Hours

Work Period	Total Hrs.	Total Hrs. Worked	OT Hours
10/2/13 – 10/15/13	91	91	-----
10/16/13 – 10/29/13	84	84	-----
10/30/13 – 11/12/13	119.75	119.75	-----
11/13/13 – 11/26/13	91	91	-----
11/27/13 – 12/10/13	99.75	99.75	-----
12/11/13 – 12/24/13			-----
Total for Fiscal Year	485	485	-----

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
9/19/12 – 10/16/12	96	92.5
10/17/13 – 11/13/13	48	46
11/14/13 – 12/11/13	48	31.5
12/12/13 – 1/8/14		
1/9/14 – 2/5/14		
2/6/14 – 3/5/14		
3/6/14 – 4/2/14		
4/3/14 – 4/30/14		
5/1/14 – 5/28/14		
5/29/14 – 6/25/14		
6/26/14 – 7/23/14		
7/24/14 – 8/20/14		
8/21/14 – 9/17/14		
Totals for Fiscal Year	192	170