



Lytle Police Monthly Report



MONTH OF DECEMBER 2013

Submitted by Chief Richey Priest on January 13, 2014

Calls for Service – 232

Motor Vehicle Collisions 14		Alarm Calls 17		Police Patrol Activity 442	
Private Property	8	Business / Commercial	10	Building Checks (check of closed business, business check card left)	308
Public Roadway	6	Residential	7	Business Checks (checks of open business, contact made with employees)	134

Class C Citation Data 235 Class C Citations Issued					
Stop Sign / Red Light	19	No Insurance	30	Leash Law	2
Driver's License Related	44	Speeding	69	Defective Brake Lights	2
M.V.R. / M.V.I.	50	Alcohol / Drug Related	7	Drove Improved Shoulder	1
Seat Belt	7	Theft	2	No Head/Stop Lights	2
Racial Composition: African 1% / Caucasian 33% / Hispanic 66%					

Adult Arrest	
City Ordinance Violation – Leash Law	2
Delivery Of Marijuana < 1/4 oz. (Class A)	1
Driving While Intoxicated 1st (Class B Misd.)	1
Driving While Intoxicated 3rd (Felony)	1
Possession of Controlled Substance PG3 (Class A)	1
Possession of Drug Paraphernalia (Class C)	3
Possession of Marijuana < 2 oz. (Class B)	6
Possession of Marijuana > 2 oz. but < 4 oz. (Class A)	1
Theft < \$50 (Class C)	2
Theft \$50 > \$500 (Class B)	1
Warrant Arrest – Criminal Mischief \$500 - \$1,500 (Bexar Co.)	1
Warrant Arrest – Theft of Property \$20 < \$500 by Check (Atascosa Co.)	1

Juvenile Arrest

12/07	Male Juvenile	Theft < \$50
12/07	Male Juvenile	Theft < \$50
12/24	Female Juvenile	Theft < \$50

Robbery / Aggravated Robbery – None

Criminal Mischief & Graffiti

12/01	Creek Street	Criminal Mischief	Vehicle & Homes Egged
12/02	Main Street Clinic	Criminal Mischief	Front Door & Window Shot
12/02	Boyd Building	Criminal Mischief	Window Shot
12/02	US Post Office	Criminal Mischief	Window Shot
12/02	Carter & Sons	Criminal Mischief	Window Shot
12/02	AutoZone	Criminal Mischief	Window Shot
12/07	Dos Primos	Criminal Mischief	Window Shot
12/17	John Lott Municipal Park	Criminal Mischief	2 Picnic Tables Damaged
12/28	Hidalgo Street	Criminal Mischief	Vehicle Damaged

Financial / Fraud / Identity Theft Related – None

Thefts & Lost Property

12/03	HEB or John Lott Park ?	Theft	Several Items From Vehicle	-----
12/07	HEB Plus	Theft	DVD & Xbox Games (Recovered)	\$20
12/07	HEB Plus	Theft	2 CD's (Recovered)	\$30
12/09	StarCross Trail	Theft	Push Lawn Mower	\$400
12/12	HEB P-Lot	Theft	Consumables	\$300
12/13	Whataburger	Lost	Purse	\$600
12/19	HEB Plus	Theft	Consumables (Recovered)	\$30
12/19	HEB Plus	Theft	Consumables (Recovered)	\$20
12/23	HEB Plus	Theft	iPhone 5S	\$400
12/24	HEB Plus	Theft	Hair Dyeing Kit	\$10
12/26	HEB Plus	Theft	Prescription Medication	\$300
12/27	Live Oak Street	Theft	Tailgate with Camera System	\$1,000
12/31	HEB Plus	Theft	CD's & Consumables	\$80

Burglaries – None

Lytle Police Department Civilian Auxiliary

Patrol Miles	195	Patrol Hrs.	26.25
Patrols	4	Patrol Man Hrs.	27
Court Dates	0	Man Hrs.	0
Special Events	3	Man Hrs.	19
Other:	0	Man Hrs.	0
Total Volunteer Hours 46			

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** – Repeater was returned in December and still has issues, it is back in for warranty repair. We have had only limited use of it since it was installed. I am confident that the glitch will be located and the system will operate as designed.
- **2nd New Police Vehicle** – All the equipment is in and the vehicle is at the up fitters. I hope to have it in service within 2-3 weeks.
- **Vehicle Maintenance** – In December we had to replace a motor in Unit #4, a 2008 Dodge P/U with approx. 120,000 miles on it. Something broke loose in the engine. No reason why. This was not an expected expenditure.
- **New Police Building** – The building is getting really close to completion. Furniture has been ordered. We had planned on \$20,000 for office furniture, fridge, microwave, shelving (some purchased and some we will build), safe for firearms, and other misc. items such as mini blinds, dry erase boards, etc. I believe we are on target.

Training Information

- **December 4, 2013** – Capt. Reyes, Lt. Dear, Sgt. Hanson & Cpl. Gamez attended Beyond the Cones Seminar in Georgetown.
- **December 17, 2013** – Lt. Dear & Cpl. Gamez attended a TASER Instructor Re-Certification in San Antonio.

Crime Prevention / Community Relations

- **December 24, 2013** – Cpl. Gamez assisted with the Christmas Eve Santa Patrol.

Fire Marshal Division

- TLC Pet Grooming – Inspection (Did not get permit from City to Build)
- Dist. Solutions – Inspection (Did not get permit from City to Build)
- Lytle Elementary Remodel – Site Visit
- Certificate of Occupancy – Stellar AC & Heating
- Issued 1 Burning Permit on FM 2790

Lytle Police – Criminal Investigations / Case Management Monthly Activity Report

Month of December 2013

Cases Filed with Atascosa County Attorney's Office (Class A & B Misdemeanors)	8
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)	0
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)	
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
Cases pending lab reports as of 1/1/2014	15
Cases Filed with Juvenile Probation	
Atascosa	0
Medina	0

Human Resource Allocations

Sworn Officers (Full-Time) Current Fiscal Year

Work Period	Total Hrs.	Total Hrs. Worked	OT Hrs.	Vac. Days	Sick Hours	Other
9/19/12 – 10/16/12	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	1,197.25	1,104.25	-----	9.5	9	8 hrs. PL
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	4,858.75	4,558	13.75	27.5 days	40	40.75 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	80	64	-----	-----	8	8 hrs. Hol.
12/25/13 – 1/7/14	80	48	-----	2	-----	16 hrs. Hol
Totals for Fiscal Year	560	488	-----	2 days	8	48 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	51.5	51.5	-----
12/25/13 – 1/7/14	100.25	100.25	-----
Total for Fiscal Year	637.25	637.25	-----

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	48	56.5
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	240	226.5