



Lytle Police Monthly Report



MONTH OF JANUARY 2014

Submitted by Chief Richey Priest on February 10, 2014

Calls for Service – 232

Motor Vehicle Collisions 8		Alarm Calls 17		Police Patrol Activity 467	
Private Property	4	Business / Commercial	9	Building Checks (check of closed business, business check card left)	288
Public Roadway	4	Residential	8	Business Checks (checks of open business, contact made with employees)	179

Class C Citation Data 304 Class C Citations Issued					
Stop Sign / Red Light	16	No Insurance	22	Leash Law	3
Driver's License Related	49	Speeding	102	Pass in No Passing Zone	1
M.V.R. / M.V.I.	96	Alcohol / Drug Related	3	Wireless in School Zone	1
Seat Belt	5	Theft	1	All Other	5
Racial Composition: African 1.64% / Caucasian 38.27% / Hispanic 60.09%					

Adult Arrest	
City Ordinance Violation – Leash Law (citation)	1
City Ordinance Violation – Soliciting without a Permit (citation)	2
Hindering Apprehension (Class A)	1
Open Container – Alcohol (citation)	1
Possession of Controlled Substance PG1	1
Possession of Drug Paraphernalia (Class C)	2
Possession of Marijuana < 2 oz. (Class B)	3
Theft < \$50 (Class C) (citation)	1
Theft \$50 > \$500 (Class B)	1
Warrant Arrest – Burglary of Habitation with Intent to Commit a Felony (Bexar Co.)	1
Warrant Arrest – Felon in Possession of Firearm (Atascosa Co.)	1
Warrant Arrest – Possession of Marijuana (Atascosa Co.)	1
Warrant Arrest – Possession of Marijuana (Bexar Co.)	1

Juvenile Arrest

01/13	Male Juvenile	Theft < \$50 (Class C)
01/13	Male Juvenile	Theft \$50 - \$500 (Class B)

Robbery / Aggravated Robbery – None

Criminal Mischief & Graffiti

01/25	Diaz St. & San Jose St.	Criminal Mischief	Stop Sign
01/27	Norvell Street	Damaged Property	Broken Window from Vehicle

Financial / Fraud / Identity Theft Related

01/08	Family Dollar	Counterfeit \$100 Bill
01/17	Kansas	Unauthorized Purchase against a Checking Acc.
01/31	Conn's San Antonio	ID Theft / Unauthorized Account

Thefts & Lost Property

01/01	HEB Plus	Theft	Cosmetics (Recovered)	\$160
01/02	HEB Plus	Theft	Consumables (Recovered)	\$10
01/03	Bruce Street	Theft	Tailgate	\$500
01/03	HEB Plus	Theft	Purse	\$70
01/20	Hack Salvage	Lost	Wallet	\$130
01/20	Hack Building	Theft	Theft of Service – Illegal Dumping	-----
01/22	CR 6843	Theft	Two 6" Water Valve Covers	-----
01/22	Twin Liquors	Theft	Bottle of Jim Beam & Capt. Morgan	\$30
01/23	Main Street	Theft	Blue Drill	-----
01/24	HEB Plus	Lost	Wallet	-----
01/29	Lytle High School	Stolen	Laptop	-----
01/31	Benton City Road	Stolen	Purse	\$200

Burglaries

01/01	FM 463	Burg. Bldg.	Air Compressor	\$300
01/02	Wisdom Road	Burg. Bldg.	Chainsaw	\$110

Lytle Police Department Civilian Auxiliary

Patrol Miles	253	Patrol Hrs.	23.25
Patrols	6	Patrol Man Hrs.	39.50
Court Dates	0	Man Hrs.	0
Special Events	0	Man Hrs.	0
Other:	0	Man Hrs.	0
Total Volunteer Hours 39.5			

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 them were larger items. Two of the items have already addressed and completed (**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 groups 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 Chief's 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 has been in for repair, I was contacted by the vendor and they had it fail during bench testing. They are still trying to isolate the problem.
- **2nd New Police Vehicle** – Vehicle should be ready within the week, the installer got the flu.

- **New Police Building** – Interior is just about complete, it will need to warm up a little before they can complete the parking lot and curbs. We are conducting daily site visits and working with the General Contractor on the finishing touches.

Training Information

- **January 7-8, 2014** – Capt. Reyes, Lt. Dear, Ofc. D. Lopez & Ofc. Garcia attended a Homemade Explosives Recognition & Awareness Training (8 hr. class) and an Understanding & Planning for School Bomb Incidents Training (4 hr. class) in Pasadena (TX, not CA).
- **January 14, 2014** – Lt. Dear & Cpl. Gamez provided a TASER Class in Jourdanton for the Atascosa County Jail.
- **January 27 – 31, 2014** – Chief Priest attended the Texas Police Chief’s Mandatory Training in Huntsville.
- **January 31, 2014** – Paola Rios attended the Administrative Assistants Seminar in San Antonio.

Crime Prevention / Community Relations

- **January 16, 2014** – Chief Priest, Capt. Reyes & Sgt. Hanson attended a Human Trafficking Presentation at the Lytle Library.
- **January 17, 2014** – Capt. Reyes attended a meeting of all Stake Holders at the Children’s Alliance of South Texas (Children’s Advocacy Center).

Fire Marshal Division

- Certificate of Occupancy – Ruby’s Magical Moonwalks
- Lytle Elementary Remodel – Site Visit
- Residential Fire – LakeShore (No Structural Damage) – After hours response by Chief Priest and Lt. Dear
- Certificate of Occupancy – John D. Mitchen Cellular, LLC
- **Audit – Site Visit From Tim Gardner of the Texas Commission on Fire Protection**
- Follow up Inspections – Taqueria Jalisco, Hacienda Jaliciense, Bill Millers, Little Caesar’s, Sonic, Chevron, Whataburger & Pico Store
- Initial Inspection – Jalisco Grill

Lytle Police – Criminal Investigations / Case Management Monthly Activity Report

Month of January 2014

Cases Filed with Atascosa County Attorney's Office (Class A & B Misdemeanors)		7
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		2
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)		
Warrants submitted to and issued by a Judge		
		Class A & B Misdemeanors 0
		Felonies 0
Cases pending lab reports as of 2/7/2014		16
Cases Filed with Juvenile Probation	1	Atascosa 1
		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	1,230.75	1,214.75	.5	-----	-----	17 hrs. PL
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	6,089.5	5,772.75	14.25	27.5 days	40	57.75 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.
1/8/14 – 1/21/14	80	72	-----	-----	-----	8 hrs. Hol.
1/22/14 – 2/4/14	80	72	-----	-----	8	-----
Totals for Fiscal Year	720	632	-----	2 days	16	56 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	-----
1/8/14 – 1/21/14	86	86	-----
1/22/14 – 2/4/14	103.25	103.25	-----
Total for Fiscal Year	826.5	826.25	-----

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	48	54.5
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	288	281