



Lytle Police Monthly Report



MONTH OF SEPTEMBER 2014

Submitted by Chief Richey Priest on October 13, 2014 at the regular City Council Mtg.

Calls for Service – 216

| Motor Vehicle Collisions 15 | | Alarm Calls 13 | | Police Patrol Activity 537 | |
|--------------------------------|---|-----------------------|---|---|-----|
| Private Property | 6 | Business / Commercial | 9 | Building Checks (check of closed business, business check card left) | 374 |
| Public Roadway | 9 | Residential | 4 | Business Checks (checks of open business, contact made with employees) | 163 |

Class C Citation Data

140 Class C Citations Issued

| | | | | | |
|--|----|------------------------|----|-----------|---|
| Stop Sign / Red Light | 8 | No Insurance | 15 | Seat Belt | 2 |
| Driver's License Related | 18 | Speeding | 30 | Theft | 2 |
| M.V.R. / M.V.I. | 58 | Alcohol / Drug Related | 1 | Other | 6 |
| Racial Composition: African .90% / Asian .90% / Caucasian 33.03% / Hispanic 65.17% | | | | | |

Adult Arrest

| | |
|--|---|
| Assault Bodily Injury – Family Violence | 1 |
| City Ordinance Violation – Soliciting without a Permit | 2 |
| Criminal Trespass | 1 |
| Driving While Intoxicated | 2 |
| Driving While Intoxicated 2nd | 1 |
| Driving While Intoxicated 3rd | 1 |
| Possession of Open Container | 1 |
| Public Intoxication | 2 |
| Theft \$50 - \$500 (Class B Misd.) | 1 |
| Warrant Arrest – Forgery (Atascosa Co.) | 1 |
| Warrant Arrest – Theft x 3 (Medina Co.) | 1 |

Juvenile Arrest

| | | |
|-------|-----------------|--------------|
| 09/28 | Female Juvenile | Theft < \$50 |
|-------|-----------------|--------------|

Robbery / Aggravated Robbery – None

Criminal Mischief & Graffiti

| | | |
|-------|------------------|-------------------|
| 09/23 | Lytle Apartments | Criminal Mischief |
|-------|------------------|-------------------|

Financial / Fraud / Identity Theft Related

| | | |
|-------|-------------------|--|
| 09/05 | Credit Card Abuse | Unauthorized Transactions –Various Locations |
| 09/17 | Debit Card Abuse | Unauthorized Transaction – Out of State |

Thefts & Lost Property

| | | | | |
|-------|----------------------|-------|------------------------------------|-----------|
| 09/01 | HEB Plus | Lost | Wallet | ----- |
| 09/01 | Chevron | Lost | Wallet | ----- |
| 09/04 | Lytle-Somerset St. | Theft | Campaign Sign | \$15 |
| 09/10 | Lytle HS Field House | Theft | iPad, Cell Phone Veh. Key & Wallet | Recovered |
| 09/23 | John Lott Park | Theft | Swing Seat | \$75 |
| 09/28 | HEB Plus | Theft | Several Items | Recovered |
| 09/30 | El Bufalo Pawn | Theft | HP Mini Laptop | \$150 |

Burglaries

| | | | | |
|-------|-------------------|---------------|------------|-------|
| 09/12 | Best Western Plus | Burg. of Veh. | Weed Eater | ----- |
|-------|-------------------|---------------|------------|-------|

Lytle Police Department Civilian Auxiliary

| | | | |
|---------------------------------|-----|-------------|----|
| Patrol Miles | 127 | Patrol Hrs. | 7 |
| Patrols | 2 | Man Hrs. | 14 |
| Court Dates | 0 | Man Hrs. | 0 |
| Special Events | 0 | Man Hrs. | 0 |
| Other: | 0 | Man Hrs. | 0 |
| Total Volunteer Hours 14 | | | |

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. **When Officer Guzman returns an officer will be assigned full-time to work on this.**

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 been addressed and completed (Staffing and Police Vehicles). With the addition of a police vehicle this budget year (FY 13/14) and the 8 th 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. |
| The Following Items Remain on the 2013/2015 Goals List |
| <u>Equipment – Three Items were specifically listed:</u> |
| <p>A. <u>Consider Automatic License Plate Reader</u> – Status: There have been some issues raised by some civil liberties groups and we are evaluating our need.</p> <p>B. <u>FLIR</u> – 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.</p> <p>C. <u>Digital Radio System</u> – Update: We have money budgeted in the 2014/2015 budget to move the radio. We will be working on building a small shed under the water tower on an existing slab to place the repeater in.</p> |
| <u>Accreditation / Recognition :</u> |
| 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. Lt. Dear and I were able to obtain additional training in the Recognition Program and spend time with Chief’s from recognized departments both large and small. |
| <u>Emergency Care Attendant or Emergency Medical Technician Training for Staff:</u> |
| 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

- **Officer Jose “Joey” Guzman** – Officer Guzman has fulfilled his military duty and should be returning to our department in a full time capacity later this month. We look forward to having him back.

Training Information

- **September 23, 2014** – Chief Priest, Lt. Dear, Sgt. Hanson & Ofc. D. Lopez attended a free seminar UTHSCSA.
- **September 27, 2014** – Sr. Ofc. Robison, Ofc. Torres & Ofc. B. Lopez directed traffic for the 4th Annual Cycle for Life Cystic Fibrosis Event.
- **September 26, 2014** – Sgt. Hanson attended an Intox. Recertification class.
- **September 2014** - All staff completed a 40 hour Death Investigation Course that was taken online. It was provided by TEEEX free of charge.

Crime Prevention / Community Relations / Special Events

- **September 2, 2014** – Chief Priest, Lt. Dear & Sgt. Hanson attended the Funeral for the Police Chief of Elmendorf.
- **September 2, 2014** – Chief Priest & Lt. Dear attended a Neighborhood Watch Meeting at the Coalmine Pavilion.
- **September 9, 2014** – Chief Priest & Lt. Dear conducted Issuance of Citations Training for the Lytle Animal Control Officers.
- **September 10, 2014** – Lt. Dear attended the Lytle Chamber of Commerce Meeting.
- **September 11, 2014** – Lytle HEB Plus Provided Lunch to the Lytle PD in remembrance of the 9/11 event.
- **September 11, 2014** – Capt. Reyes met with Lytle High School Student Council.
- **September 13, 2014** – Chief Priest, Lt. Dear, Capt. Reyes & Ofc. Torres directed traffic for the Freedom Walk from the John Lott Park to the Veteran’s Memorial.
- **September 13, 2014** – Officers attended the Freedom Walk Festival.

Fire Marshal Division

- Pre Site Visit – Big Truck Trailers
- Pre Site Visit (New Owners) – Little Red School House
- Review Plans – HEB Retail
- Review Plans – Camino Real Residential Facility
- Certificate of Occupancy – Big Tex Trailers

Lytle Police – Criminal Investigations / Case Management Monthly Activity Report *Month of September 2014*

| | | |
|---|---|---------------|
| Cases Filed with Atascosa County Attorney’s Office (Class A & B Misdemeanors) | | 3 |
| 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) | | 8 |
| Suspect has not been arrested – Case submitted for presentation to Grand Jury | | 0 |
| 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 | | 1 |
| Felonies | | 0 |
| Cases pending lab reports as of 10/1/2014 | | 1 |
| Cases Filed with Juvenile Probation | 0 | Atascosa 0 |
| | | Medina 0 |
| Other: Capt. Reyes attended Grand Jury on September 15, 2014. | | |

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 | 1,223 | 1,162.50 | 12.25 | 1 | 42.5 | 10 hr. PL |
| 3/6/14 – 4/2/14 | 1,238.25 | 1,158.25 | 27.5 | 10 | ----- | ----- |
| 4/3/14 – 4/30/14 | 1,235.75 | 1,231.75 | 21 | ----- | ----- | 4 hrs. PL |
| 5/1/14 – 5/28/14 | 1,226.5 | 1,154.5 | 25 | 9 | ----- | ----- |
| 5/29/14 – 6/25/14 | 1,257.5 | 1,248 | 37.25 | 1 | ----- | 1.5 hrs. PL |
| 6/26/14 – 7/23/14 | 1,211.5 | 1,109.5 | 1.5 | 11 | ----- | 14 hrs. PL |
| 7/24/14 – 8/20/14 | 1,210.25 | 1,168.25 | ----- | 9 | ----- | ----- |
| 8/21/14 – 9/17/14 | 1,224.5 | 1112.5 | 15.5 | 9.5 | 26 | 10 hrs. PL |
| Totals for Fiscal Year | 15,916.75 | 15,118 | 154.25 | 78 days | 108.5 | 97.25 hrs. |

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 | 48 | 41 |
| 3/6/14 – 4/2/14 | 48 | 35 |
| 4/3/14 – 4/30/14 | 48 | 42.25 |
| 5/1/14 – 5/28/14 | 48 | 68 |
| 5/29/14 – 6/25/14 | 48 | 55.75 |
| 6/26/14 – 7/23/14 | 48 | 52.75 |
| 7/24/14 – 8/20/14 | 48 | 55.5 |
| 8/21/14 – 9/17/14 | 48 | 40 |
| Totals for Fiscal Year | 672 | 671.25 |

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 | ----- |
| 2/5/14 – 2/18/14 | 80 | 72 | ----- | ----- | ----- | 8 hrs. Hol. |
| 2/19/14 – 3/4/14 | 80 | 76 | ----- | ----- | ----- | 4 hrs. PL |
| 3/5/14 – 3/18/14 | 80 | 64 | ----- | 2 | ----- | ----- |
| 3/19/14 – 4/1/14 | 80 | 80 | ----- | ----- | ----- | ----- |
| 4/2/14 – 4/15/14 | 80 | 80 | ----- | ----- | ----- | ----- |
| 4/16/14 – 4/29/14 | 80 | 72 | ----- | ----- | ----- | 8 hrs. Hol. |
| 4/30/14 – 5/13/14 | 80 | 80 | ----- | ----- | ----- | ----- |
| 5/14/14 – 5/27/14 | 80 | 69 | ----- | ----- | ----- | 3 hrs. PL / 8 hrs. Hol. |
| 5/28/14 – 6/10/14 | 80 | 71 | ----- | ----- | ----- | 9 hrs. PL |
| 6/11/14 – 6/24/14 | 80 | 72 | ----- | ----- | 8 | ----- |
| 6/25/14 – 7/8/14 | 80 | 72 | ----- | ----- | ----- | 8 hrs. Hol. |
| 7/9/14 – 7/22/14 | 80 | 48 | ----- | 4 | ----- | ----- |
| 7/23/14 – 8/5/14 | 80 | 80 | ----- | ----- | ----- | ----- |
| 8/6/14 – 8/19/14 | 80 | 72 | ----- | ----- | 8 | ----- |
| 8/20/14 – 9/2/14 | 80 | 72 | ----- | ----- | ----- | 8 hrs. Hol. |
| 9/3/14 – 9/16/14 | 80 | 78.75 | ----- | ----- | 1.25 | ----- |
| 9/17/14 – 9/30/14 | 80 | 76 | ----- | ----- | 4 | ----- |
| Totals for Fiscal Year | 2,080 | 1,866.75 | ----- | 8 days | 37.25 | 112 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 | ----- |
| 2/5/14 – 2/18/14 | 80.5 | 80.5 | ----- |
| 2/19/14 – 3/4/14 | 74.75 | 74.75 | ----- |
| 3/5/14 – 3/18/14 | 104.75 | 104.75 | ----- |
| 3/19/14 – 4/1/14 | 52.5 | 52.5 | ----- |
| 4/2/14 – 4/15/14 | 65.75 | 65.75 | ----- |
| 4/16/14 – 4/29/14 | 114.25 | 114.25 | ----- |
| 4/30/14 – 5/13/14 | 66.5 | 66.5 | ----- |
| 5/14/14 – 5/27/14 | 94 | 94 | ----- |
| 5/28/14 – 6/10/14 | 64 | 64 | ----- |
| 6/11/14 – 6/24/14 | 133.75 | 133.75 | 1.25 |
| 6/25/14 – 7/8/14 | 84 | 84 | ----- |
| 7/9/14 – 7/22/14 | 107.5 | 107.5 | ----- |
| 7/23/14 – 8/5/14 | 97.75 | 97.75 | ----- |
| 8/6/14 – 8/19/14 | 81.25 | 81.25 | ----- |
| 8/20/14 – 9/2/14 | 79.25 | 79.25 | ----- |
| 9/3/14 – 9/16/14 | 84.25 | 84.25 | ----- |
| 9/17/14 – 9/30/14 | 76.25 | 76.25 | ----- |
| Total for Fiscal Year | 2,287.5 | 2,287.5 | 1.25 |