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**Date: May 3, 2020**

From: Sergeant Jon Meek  
Neighborhood Patrol Division, First Line Supervisor  
Harris County Constable's Office of Precinct "7"

To: Property Owners Association  
Board of Directors & Management Company

Subject: April Monthly Productivity Analysis Report  
Enclosure: **MPAR – April 2020**  
Distribution: Executive Command Staff & Board of Directors & Management Company

The purpose of this "**Monthly Productivity Analysis Report**" (M.P.A.R.) is to provide the executive command staff with the appropriate data to analyze the productivity of assigned personnel and their shifts' activities to allow for the validation of individual and divisional performance evaluations. With regard to the specific contents of the report, there are 18 distinctive component parts of this report. These components are enumerated below:

- |  |   |
|--|---|
| 01. Patrol Activity Details                | 10. Traffic Enforcement Report                |
| 02. Patrol Activity Analytical Summary     | 11. Trends & Percentages of Traffic           |
| 03. Patrol Activity Percentages & Trends   | 12. Citation & Warning Issuance Review        |
| 04. Security Checks Report                 | 13. Call for Service Report ( <i>C.F.S.</i> ) |
| 05. Security Checks Percentages & Trends   | 14. Trends & Percentages for <i>C.F.S.</i>    |
| 06. Crisis Intervention Disposition Report | 15. Overtime Report (service at no Cost)      |
| 07. Offense/Incident Generation Report     | 16. Reserve Deputy Use (at no Cost)           |
| 08. Criminal Arrest Types Report           | 17. Incident Summarization                    |
| 09. Warrant Execution Report               | 18. Hotspot Report Data Review                |

A cursory analysis of the statistical data from this report should be demonstrative of the quality of performance of this agency in realizing the contractual obligations and the overall achievement of the goals and objectives of this Agency and the Contract Division.

**5139** total miles were driven and the shift responded to **1688** total service calls and conducted **001** crash investigations. The shift issued **000** traffic citations, made **1** arrests and handled **006** enforcement service related calls.

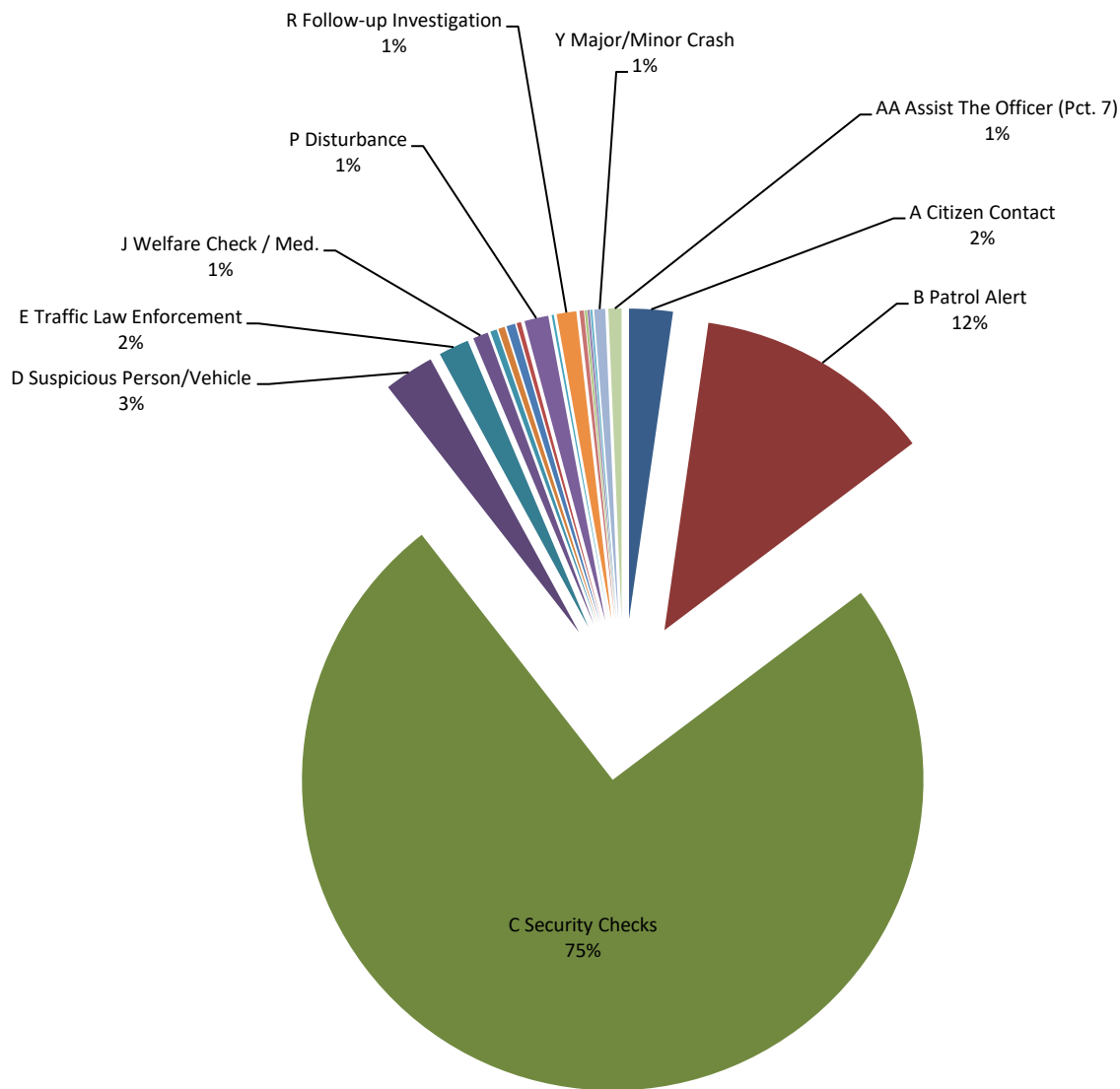
# A. Patrol Activity Monthly Total:

**0883**

*	Patrol Activity Types	7S18	7S28	7S29	TOT	AVER	%
A	Citizen Contact	16	2	2	20	6.7	2%
B	Patrol Alert	4	1	105	110	36.7	12%
C	Security Checks	192	201	267	660	220.0	75%
D	Suspicious Person/Vehicle	11	7	5	23	7.7	3%
E	Traffic Law Enforcement	6	2	6	14	4.7	2%
F	Offense/Incident Reports	0	0	0	0	0.0	0%
G	Vacation Watch	0	0	0	0	0.0	0%
H	Open Door / Window	0	0	0	0	0.0	0%
I	Assist Contract Citizen	0	0	0	0	0.0	0%
J	Welfare Check / Med.	4	3	0	7	2.3	1%
K	Traffic Initiative	3	0	0	3	1.0	0%
L	Traffic Hazard	3	0	0	3	1.0	0%
M	Animal Humane	4	0	0	4	1.3	0%
N	Alarms	1	1	0	2	0.7	0%
O	Mental Cases (171)	0	0	0	0	0.0	0%
P	Disturbance	1	7	3	11	3.7	1%
Q	Criminal Investigation	0	1	0	1	0.3	0%
R	Follow-up Investigation	6	1	2	9	3.0	1%
S	Criminal Mischief	0	0	0	0	0.0	0%
T	Burglary Residence/Vehicle	2	0	0	2	0.7	0%
U	Theft / Theft of Business	0	0	1	1	0.3	0%
V	Citizen Assaulted	0	1	0	1	0.3	0%
W	Robbery of an Individual	0	1	0	1	0.3	0%
X	Trespass Warning	0	0	0	0	0.0	0%
Y	Major/Minor Crash	2	2	1	5	1.7	1%
Z	Child Custody Disputes	0	0	0	0	0.0	0%
AA	Assist The Officer (Pct. 7)	6	0	0	6	2.0	1%
BB	Runaway Missing Persons	0	0	0	0	0.0	0%
CC	Assisted LEA	0	0	0	0	0.0	0%
DD	Solicitors	0	0	0	0	0.0	0%
EE	Meeting/Event/Ct.	0	0	0	0	0.0	0%
*	<b>MONTH TOTALS</b>	<b>261</b>	<b>230</b>	<b>392</b>	<b>883</b>	<b>294.3</b>	<b>100%</b>

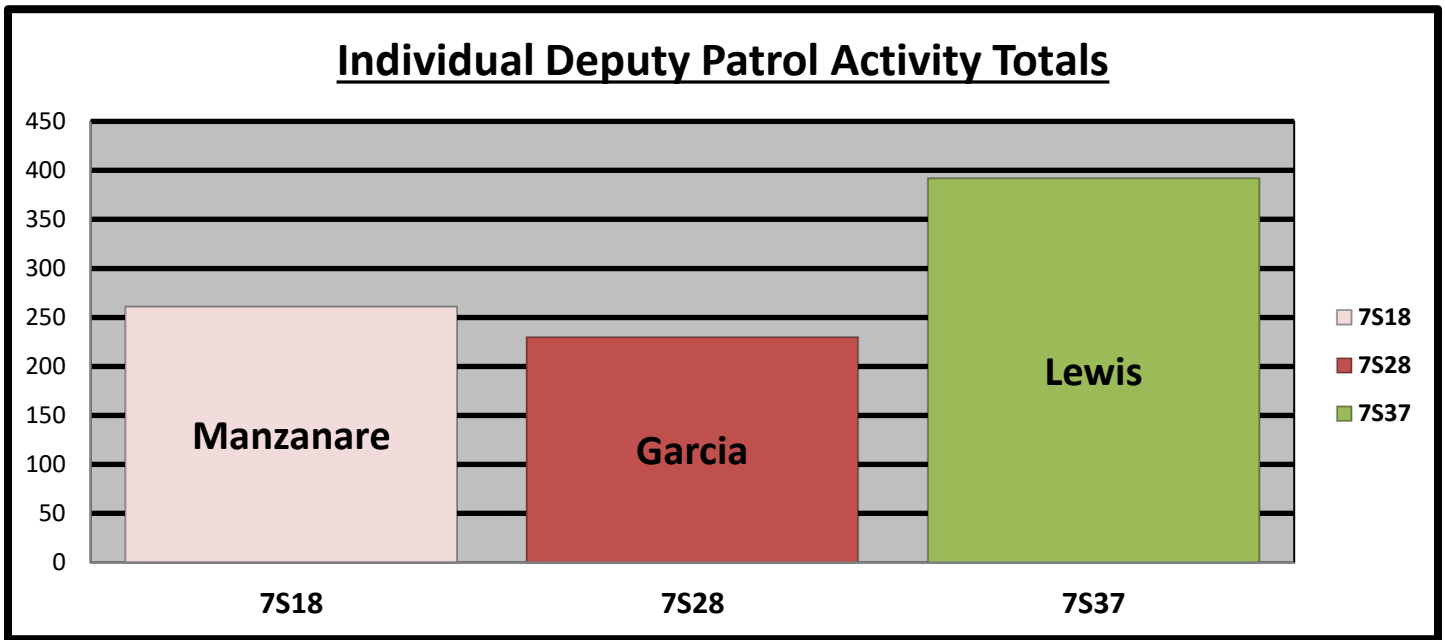
# A1. Patrol Activity Percentage:

## Percentage of Patrol Activity



- |                               |                              |                                  |                                |
|-------------------------------|------------------------------|----------------------------------|--------------------------------|
| ■ A Citizen Contact           | ■ B Patrol Alert             | ■ C Security Checks              | ■ D Suspicious Person/Vehicle  |
| ■ E Traffic Law Enforcement   | ■ F Offense/Incident Reports | ■ G Vacation Watch               | ■ H Open Door / Window         |
| ■ I Assist Contract Citizen   | ■ J Welfare Check / Med.     | ■ K Traffic Initiative           | ■ L Traffic Hazard             |
| ■ M Animal Humane             | ■ N Alarms                   | ■ O Mental Cases (171)           | ■ P Disturbance                |
| ■ Q Criminal Investigation    | ■ R Follow-up Investigation  | ■ S Criminal Mischief            | ■ T Burglary Residence/Vehicle |
| ■ U Theft / Theft of Business | ■ V Citizen Assaulted        | ■ W Robbery of an Individual     | ■ X Trespass Warning           |
| ■ Y Major/Minor Crash         | ■ Z Child Custody Disputes   | ■ AA Assist The Officer (Pct. 7) | ■ BB Runaway Missing Persons   |
| ■ CC Assisted LEA             | ■ DD Solicitors              | ■ EE Meeting/Event/Ct.           |                                |

**B. Patrol Activity by West Belfort Personnel:**

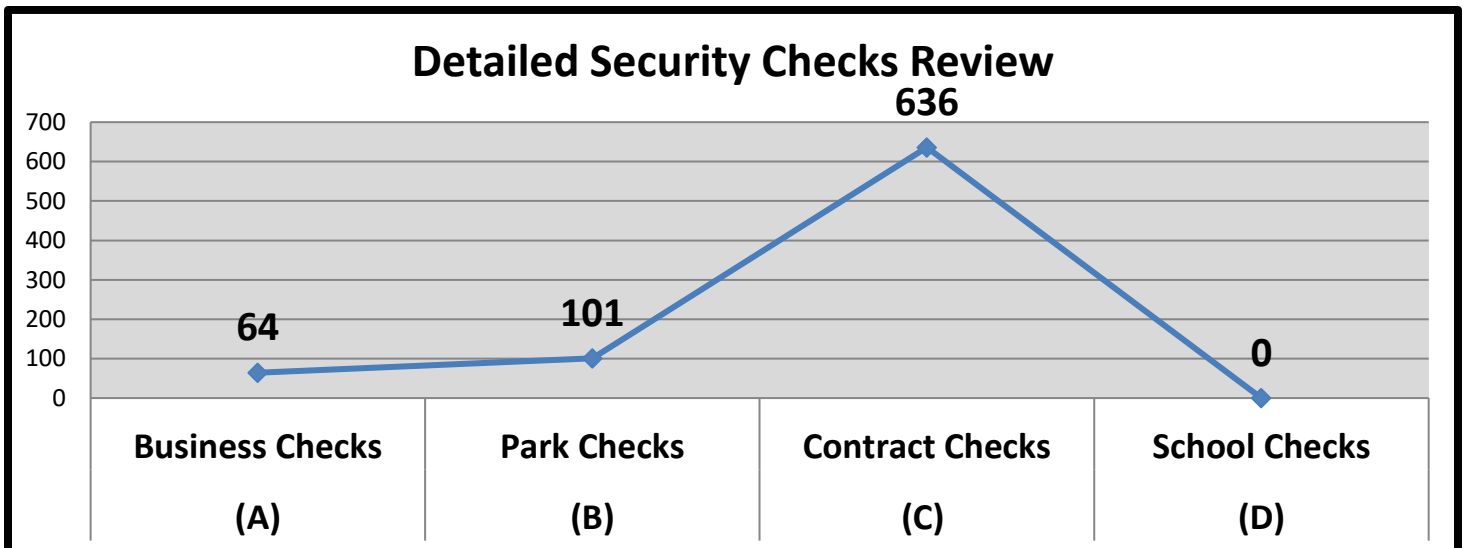


**C. Security Checks Monthly Total:**

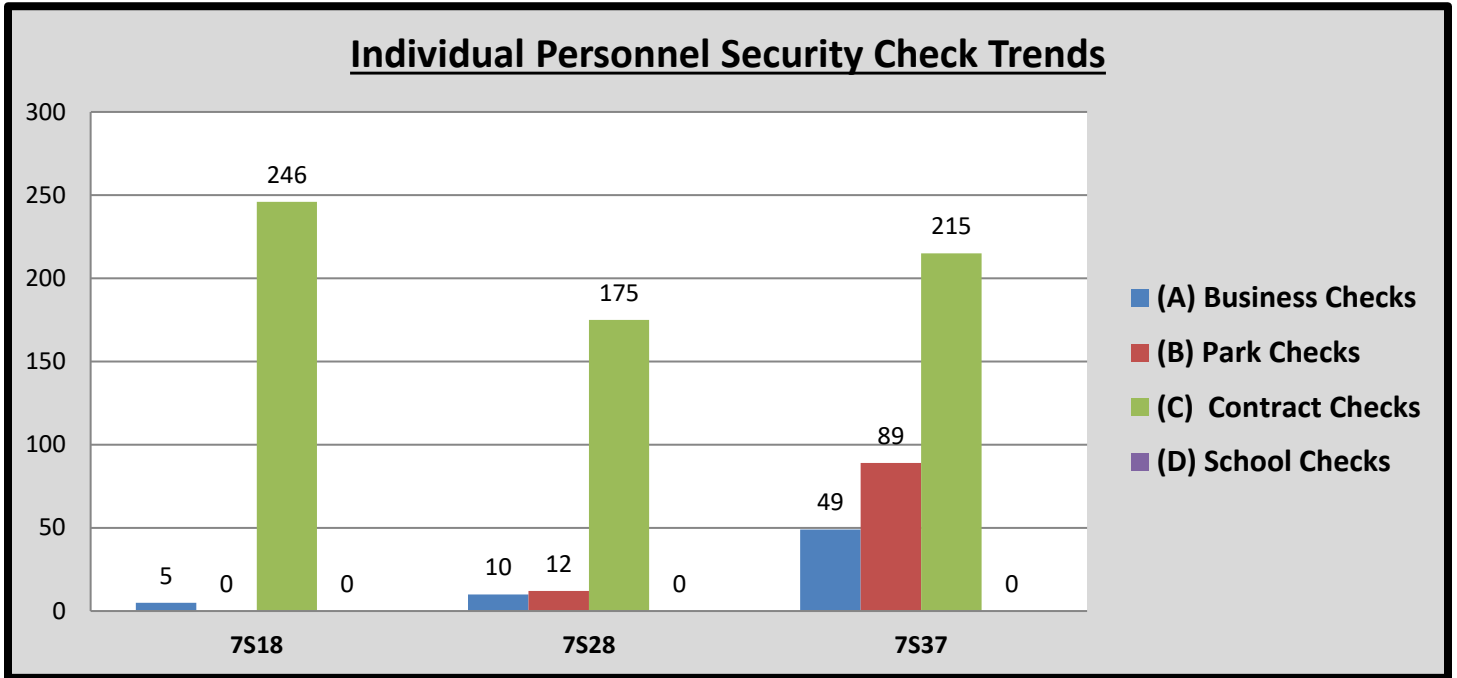
**0801**

* Security Checks	7S18	7S28	7S29	TOT	AVER	%
(A) Business Checks	5	10	49	64	21.3	8%
(B) Park Checks	0	12	89	101	33.7	13%
(C) Contract Checks	246	175	215	636	212.0	79%
(D) Plaza Checks	0	0	0	0	0.0	0%
(E) Totals	251	197	353	801	267.0	100%

**D. Detailed Security Checks Monthly:**



**E. Individual Personnel Security Check Trends:**



**F. CIT/MHO Dispositions Monthly Total:**

**000**

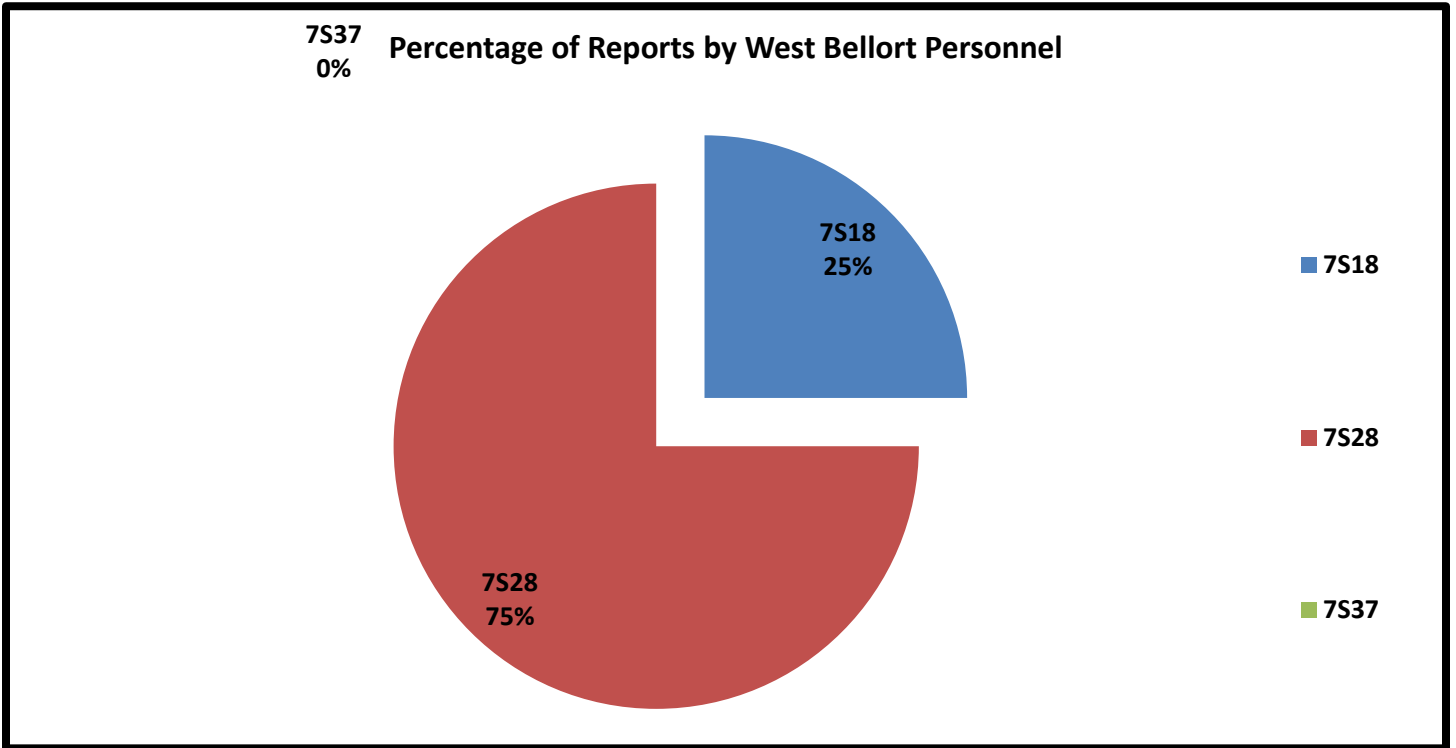
*	C.I.T. Dispositions	7S18	7S28	7S29	TOT	AVER	%
(A)	CIT/MHO Outside Referral	0	0	0	0	0.0	#DIV/0!
(B)	CIT/MHO Transport	0	0	0	0	0.0	#DIV/0!
(C)	CIT/MHO CIT Contact	0	0	0	0	0.0	#DIV/0!
(D)	CIT/MHO Arrest	0	0	0	0	0.0	#DIV/0!
(E)	<i>Totals</i>	0	0	0	0	0.0	#DIV/0!

**G. Offense/Incident Reports Monthly Total:**

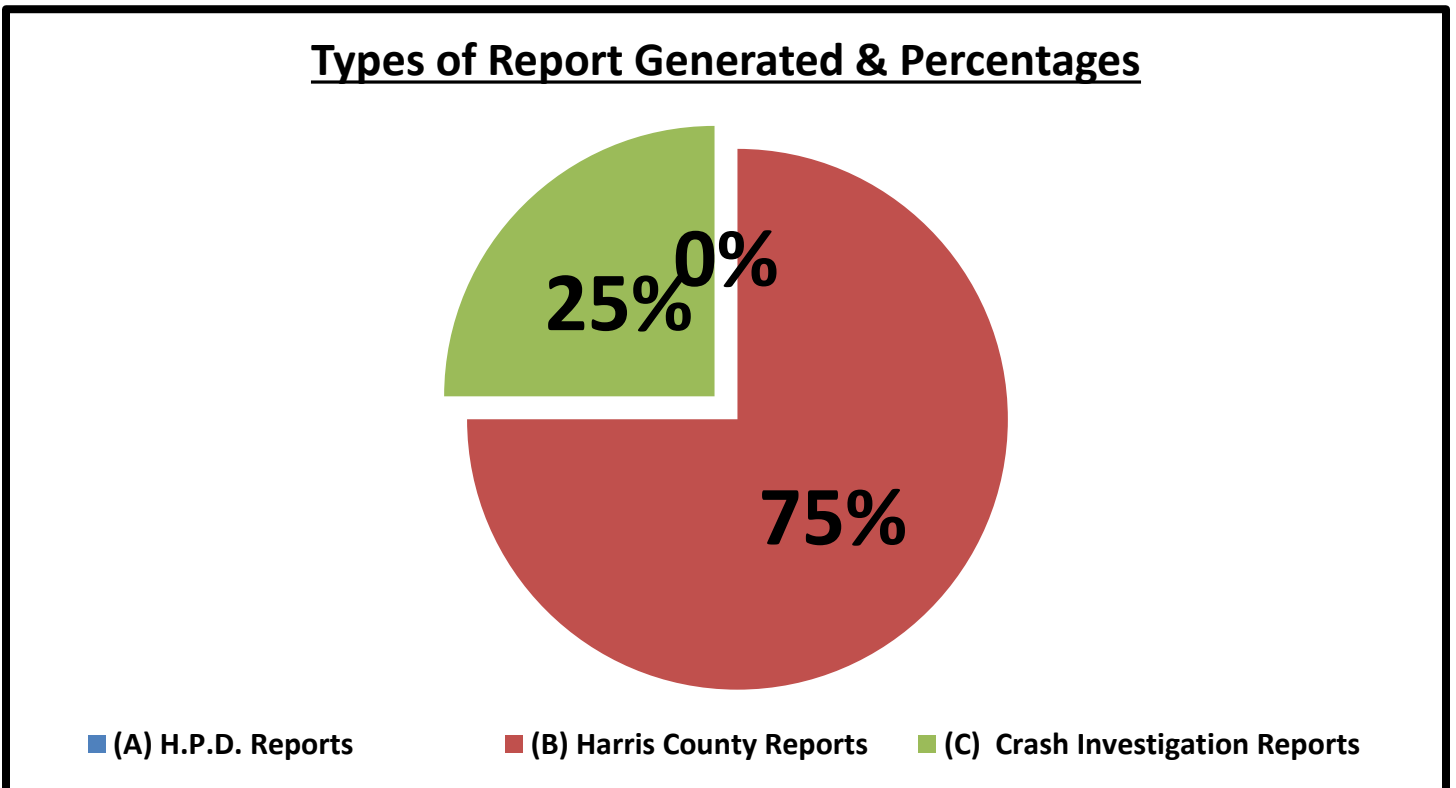
**004**

*	Offense/Incident Reports	7S18	7S28	7S29	TOT	AVER	%
(A)	H.P.D. Reports	0	0	0	0	0.0	0%
(B)	Harris County Reports	0	3	0	3	1.0	75%
(C)	Crash Investigation Reports	1	0	0	1	0.3	25%
(D)	<i>Totals</i>	1	3	0	4	1.3	100%

## H. Report Generation Percentages:



## I. Percentages:

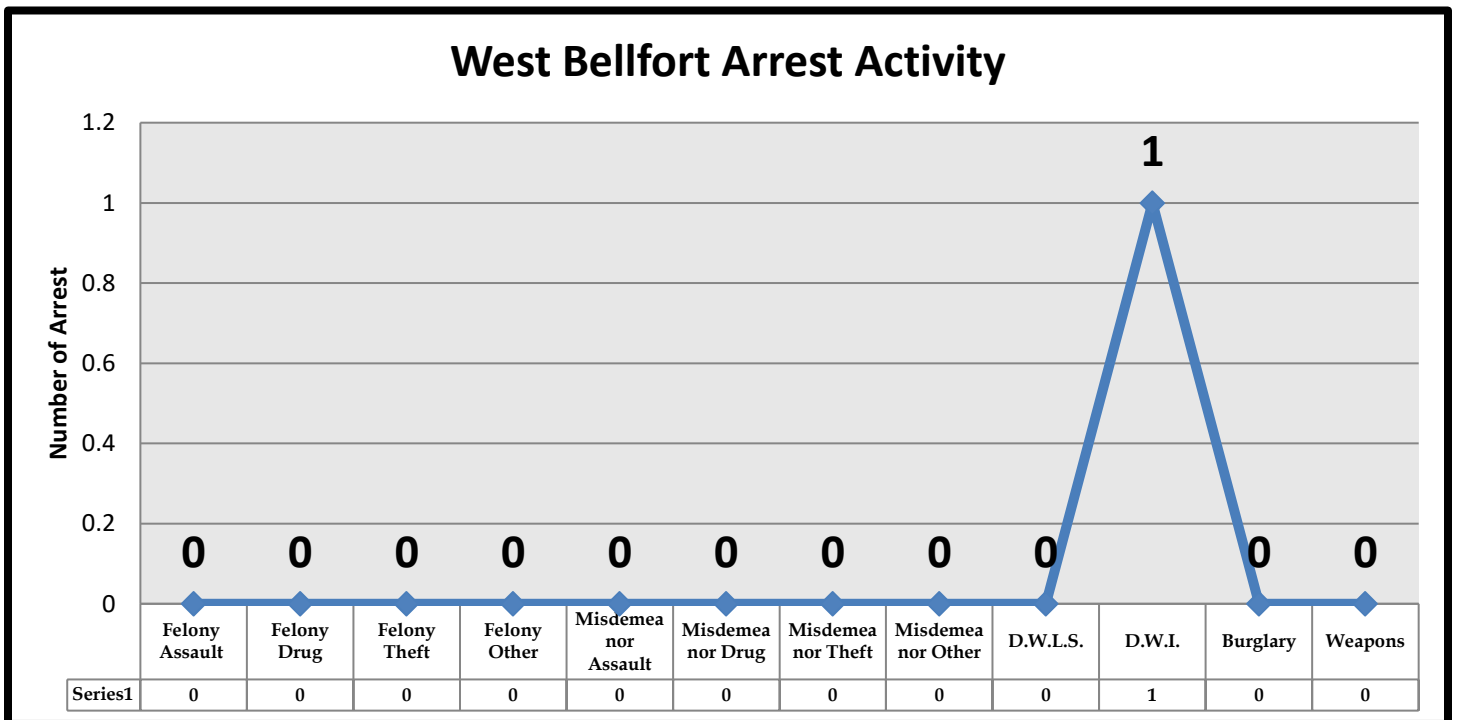


**J. Types of Criminal Arrests Monthly Total:**

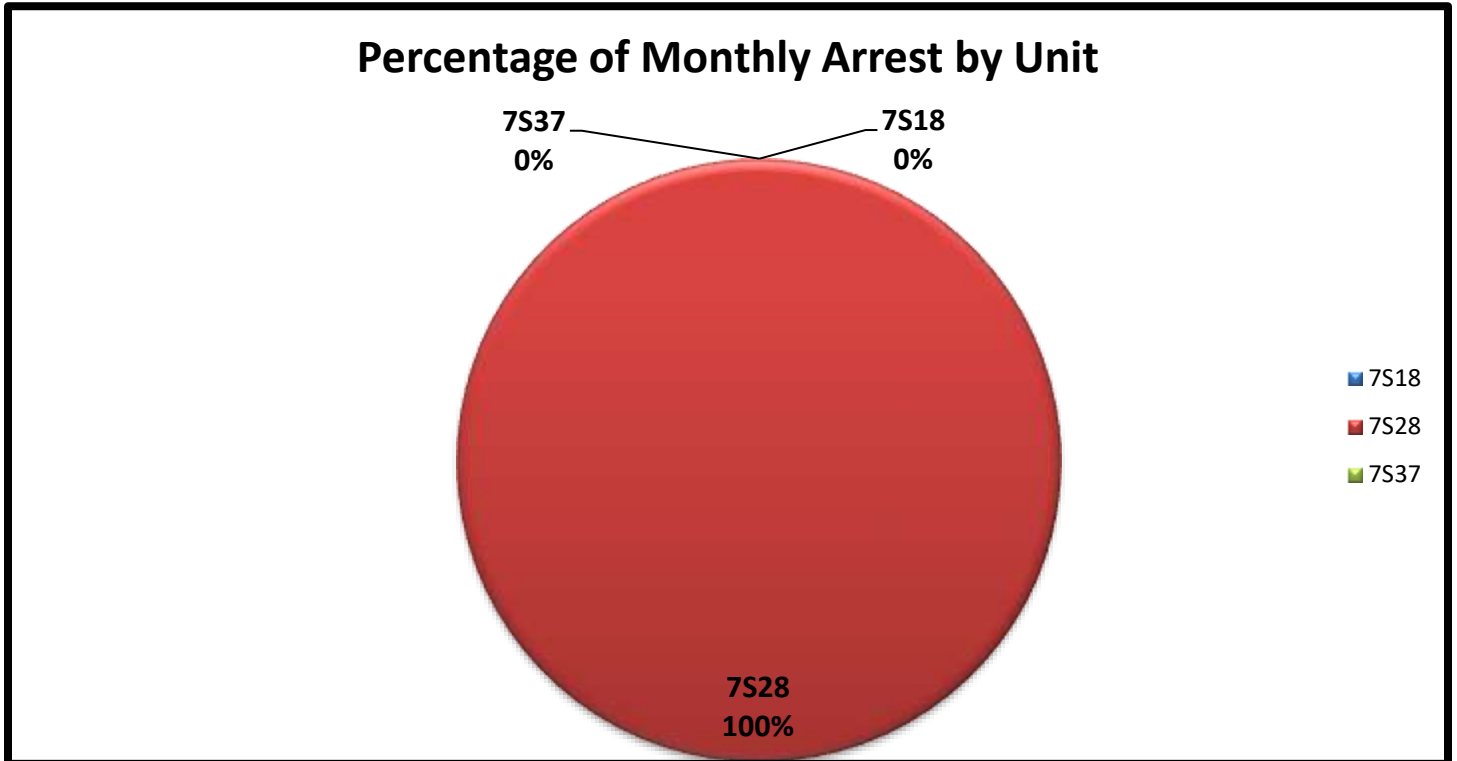
**001**

*	Types of Criminal Arrests	7S18	7S28	7S29	TOT	AVER	%
A	Felony Assault	0	0	0	0	0.0	0%
B	Felony Drug	0	0	0	0	0.0	0%
C	Felony Theft	0	0	0	0	0.0	0%
D	Felony Other	0	0	0	0	0.0	0%
E	Misdemeanor Assault	0	0	0	0	0.0	0%
F	Misdemeanor Drug	0	0	0	0	0.0	0%
G	Misdemeanor Theft	0	0	0	0	0.0	0%
H	Misdemeanor Other	0	0	0	0	0.0	0%
I	D.W.L.S.	0	0	0	0	0.0	0%
J	D.W.I.	0	1	0	1	0.3	100%
K	Burglary	0	0	0	0	0.0	0%
L	Weapons	0	0	0	0	0.0	0%
M	<i>Totals</i>	0	1	0	1	0.3	100%

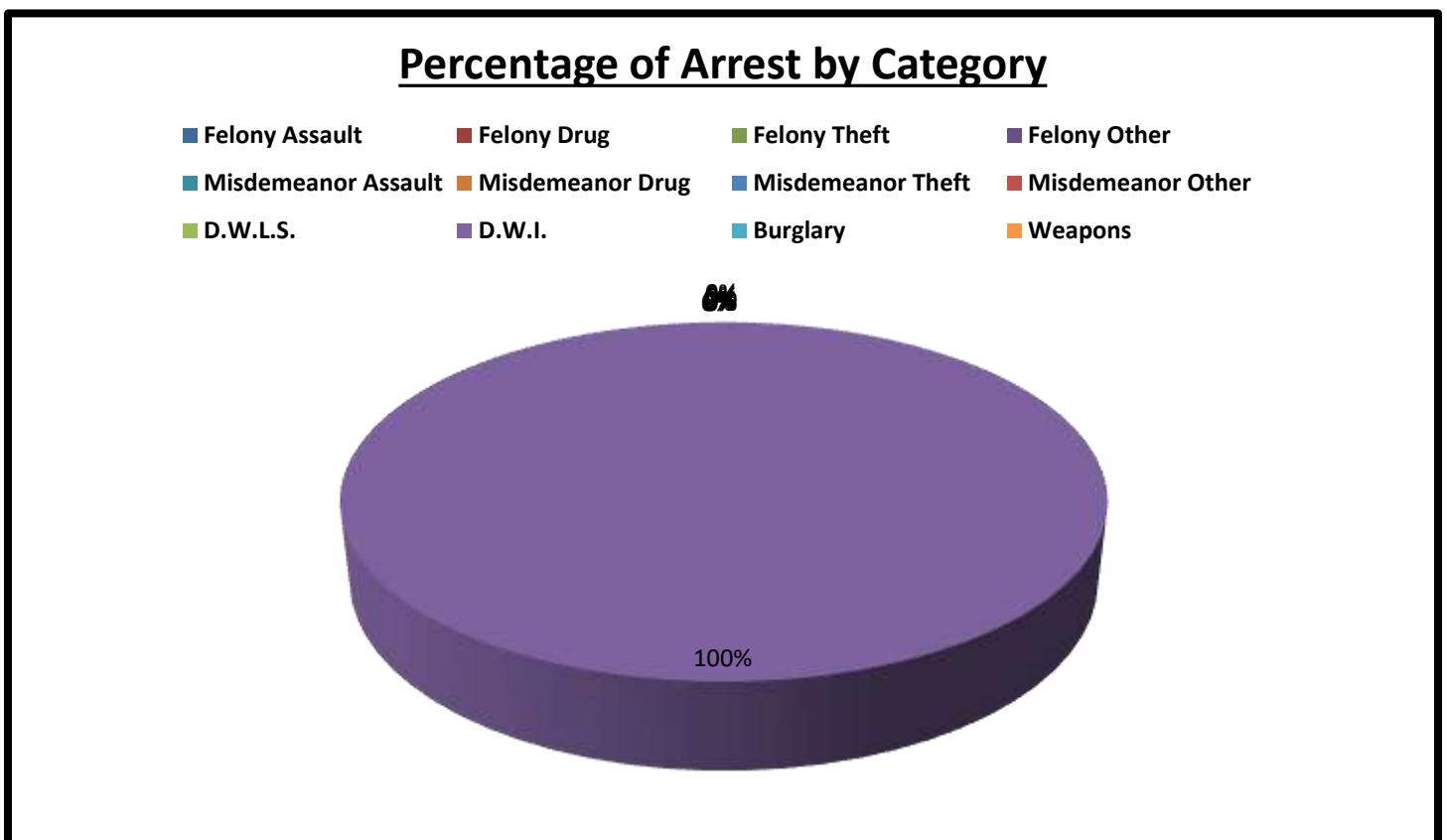
**K. Types of Criminal Arrests Monthly Total:**



## L. Types of Criminal Arrests Percentage Total:



## M. Types of Criminal Arrests Monthly Percentage Total:





**N. Executed Warrant Monthly Total:**

**000**

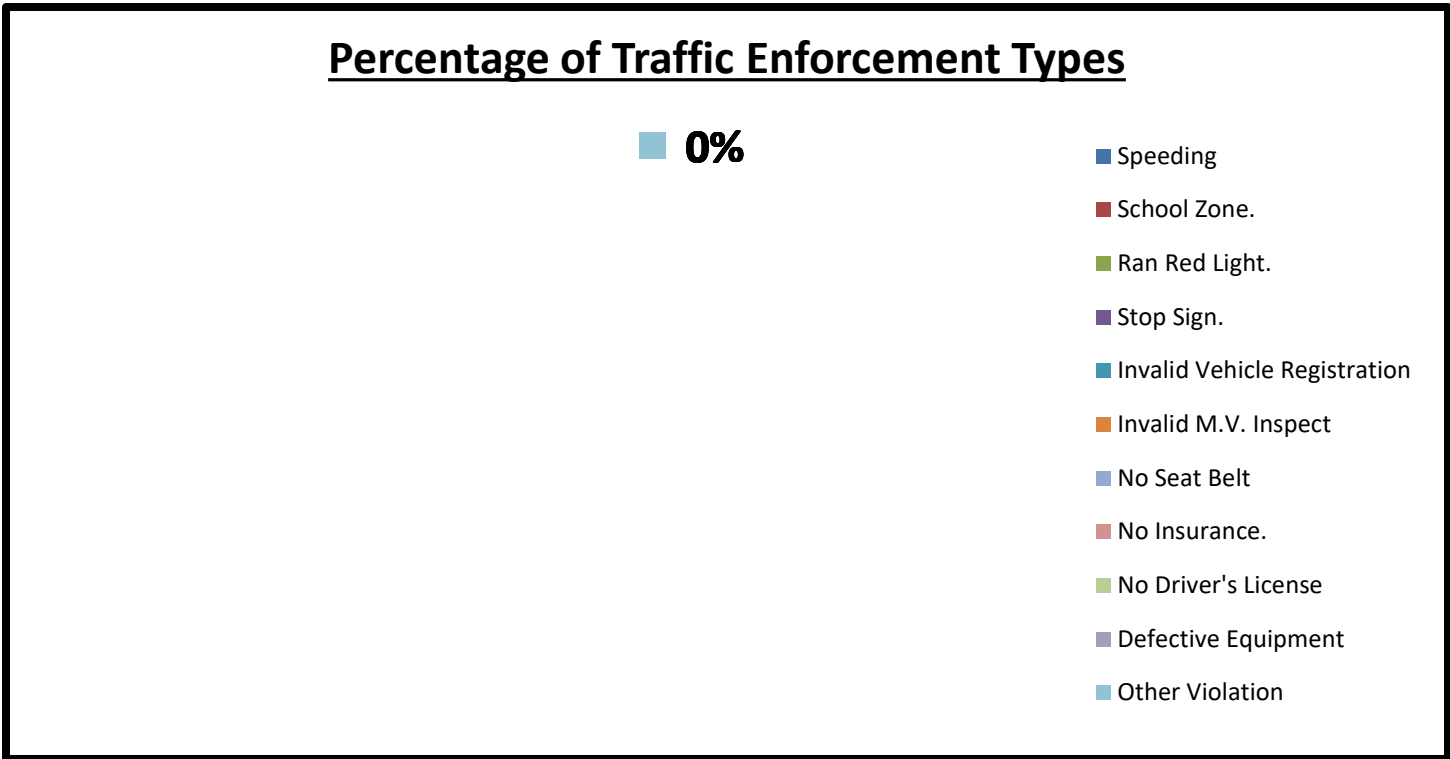
*	<i>Executed Warrants</i>	7S18	7S28	7S29	TOT	AVER	%
(A)	Felony Warrants	0	0	0	0	0.0	#DIV/0!
(B)	Misdemeanor Warrants	0	0	0	0	0.0	#DIV/0!
(C)	<i>Totals</i>	0	0	0	0	0.0	#DIV/0!

**O. Traffic Law Enforcement Total:**

**005**

*	<i>Traffic Enforcement</i>	7S18	7S28	7S29	TOT	AVER	%
A	Speeding	0	0	0	0	0.0	#DIV/0!
B	School Zone.	0	0	0	0	0.0	#DIV/0!
C	Ran Red Light.	0	0	0	0	0.0	#DIV/0!
D	Stop Sign.	0	0	0	0	0.0	#DIV/0!
E	Invalid Vehicle Registration	0	0	0	0	0.0	#DIV/0!
F	Invalid M.V. Inspect		0	0	0	0.0	#DIV/0!
G	No Seat Belt	0	0	0	0	0.0	#DIV/0!
H	No Insurance.	0	0	0	0	0.0	#DIV/0!
I	No Driver's License	0	0	0	0	0.0	#DIV/0!
J	Defective Equipment	0	0	0	0	0.0	#DIV/0!
K	Other Violation	0	0	0	0	0.0	#DIV/0!
L	Written Warnings	0	0	0	0	0.0	0%
M	Verbal Warning	0	1	4	5	1.7	100%
N	Citation	0	0	0	0	0.0	0%
O	Total Violations	0	1	4	5	1.7	100%

**P. Traffic Law Enforcement Total:**



**Q. Citations vs. Warnings Monthly Total:**

**005**

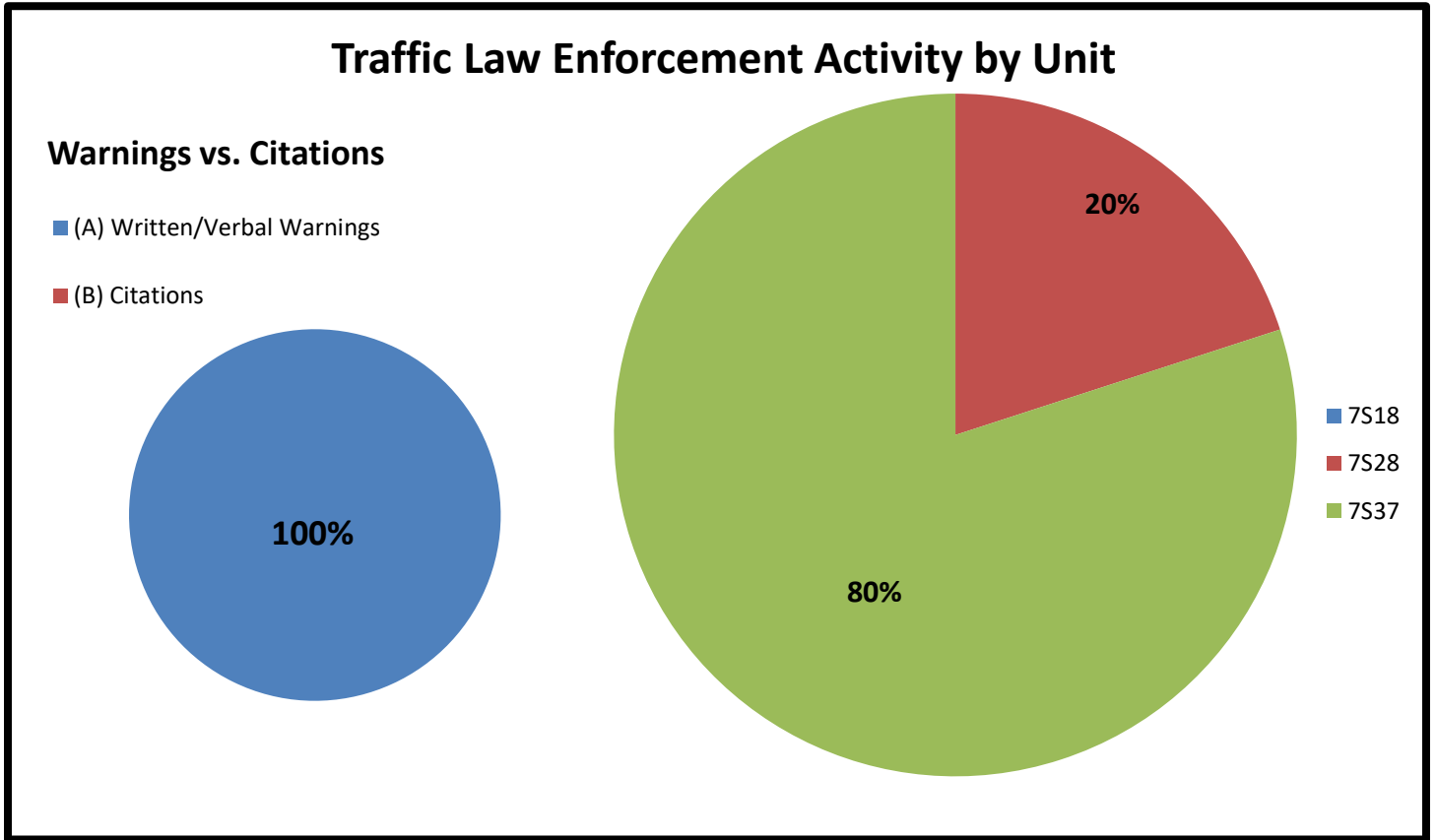
*	<i>Warnings vs. Citations</i>	7S18	7S28	7S29		TOT	AVER	%	
(A)	Written/Verbal Warnings	0	1	4			5	1.7	100%
(B)	Citations	0	0	0			0	0.0	0%
(C)	<i>Totals</i>	0	1	4			5	1.7	100%

**R. Sources of Calls for Service Monthly Total:**

**883**

*	<i>Sources of Calls for Service</i>	7S18	7S28	7S29		TOT	AVER	%	
(A)	On View	0	3	1			4	1.3	0%
(B)	Dispatched	16	18	7			41	13.7	5%
(C)	Self-Initiated	245	209	384			838	279.3	95%
(D)	<i>Totals</i>	261	230	392		883	294.3	100%	

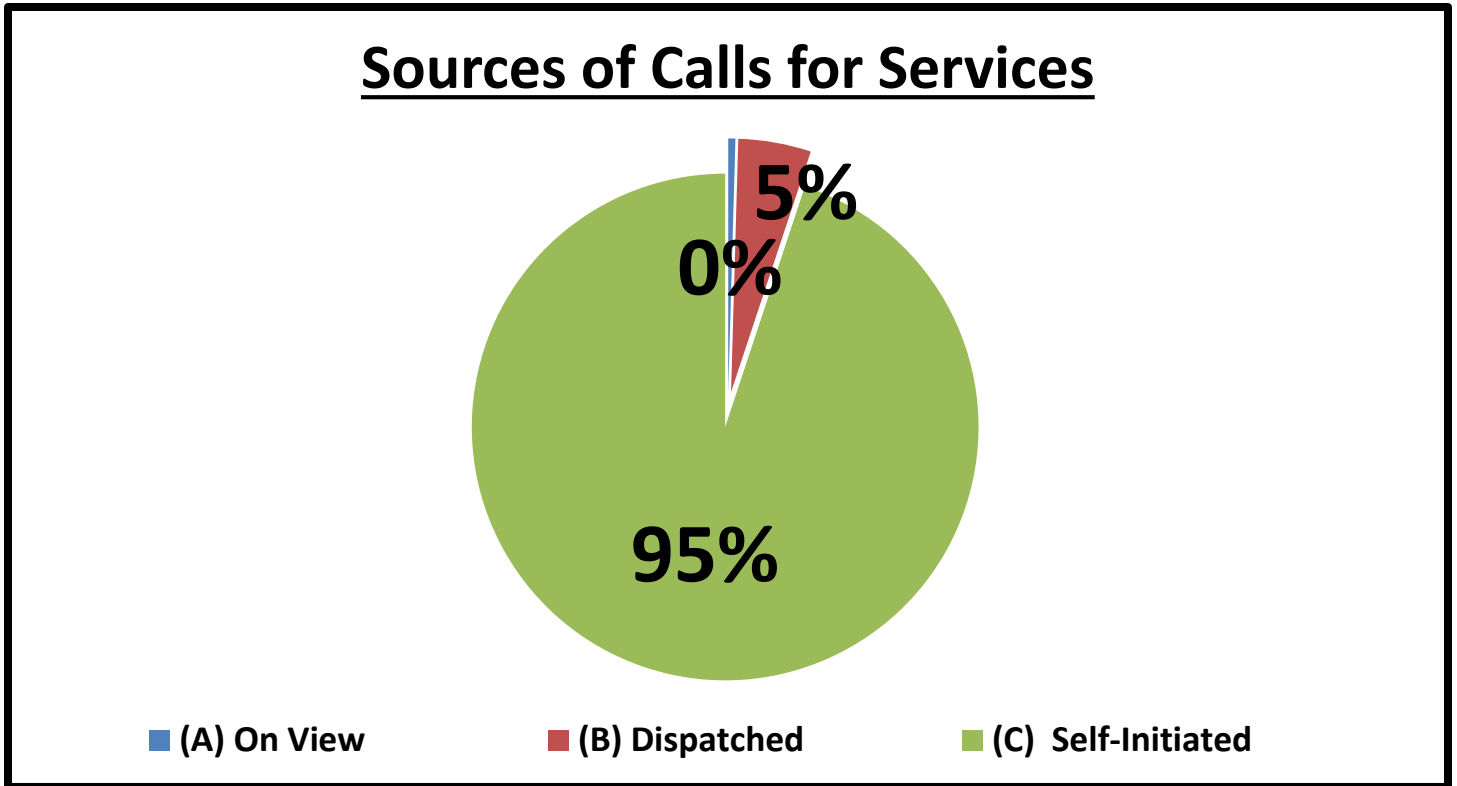
**S. Traffic Law Enforcement Activity by Unit Percentages:**



**T. Sources of Calls for Service Percentages:**

*	Sources of Calls for Service	7S18	7S28	7S29	TOT
(A)	On View	0%	1%	0%	0%
(B)	Dispatched	6%	8%	2%	5%
(C)	Self-Initiated	94%	91%	98%	95%
(D)	Totals	100%	100%	100%	100%

U. Sources of Calls for Service Percentages:



V. Free Reserve Personnel Time Utilized in Contract Monthly Total: 024

*	<i>Free Reserve Personnel Time</i>	7S18	7S28	7S29		TOT	AVER	%
(A)	<i>Totals</i>	24	0	0		24	8.0	100%

**W. Monthly Productivity Analysis Report (M.P.A.R.) - Executive Summary:**

*	<i>Units</i>	7S18	7S28	7S29		TOT	AVER
1	Patrol Activity	261	230	392		883	294.3
2	Security Checks	251	197	353		801	267.0
3	C.I.T. Interactions	0	0	0		0	0.0
4	Offense/Incident Reports	1	3	0		4	1.3
*	<i>Total Service Calls</i>	513	430	745		1688	562.7
1	Criminal Arrests	0	1	0		1	0.3
2	Citations Issued	0	0	0		0	0.0
3	Written & Verbal Warnings	0	1	4		5	1.7
*	<i>Enforcement Service Calls</i>	0	2	4		6	2.0
*	<i>Total Hours</i>	160	160	160		480	160.0
1	Sick Time Used	0	0	0		0	0.0
2	Vacation Time Used	0	0	0		0	0.0
3	Training Time Used	0	0	0		0	0.0
4	Compensatory Time Used	0	0	0		0	0.0
*	<i>Hours Actually Worked</i>	160	160	160		480	160.0
*	<i>Unit Productivity Ratio</i>	3.2	2.7	4.7		3.5	3.5

**X. Mileage Total:**

**5139**

*	<i>Mileage</i>	7S18	7S28	7S29		TOT	AVER	%
(A)	<i>Totals</i>	3384	787	968		5139	1713.0	582%

**Y. Patrol Alert Submission Report:**

*	<i>Received</i>				<i>Subject</i>
00x	<i>Date</i>	<i>Time</i>	<i>Code</i>	<i>Location</i>	
A.					

## Z. Incident Summaries:

01.	APRIL 16, 2020	1300 HOURS	MINOR ACCIDENT		DEPUTY C. MANZANARE	
	DAYSHIFT:	10700 BRAESRIDGE DR	WB	"N/A"	HC:	2004-00119
<p>On April 16, 2020, a <b>Thursday</b>, at approximately 1324 hours, while on patrol in the "West Bellfort Contract", Deputy C. Manzanare was performing routine patrol and law enforcement services when I (Deputy C. Manzanare) rolled up on a minor accident. Upon making contact Deputy was advised by both parties no injuries were sustained. I gathered all pertinent information from both parties involved to make a report. Crash Report Generated. The patrol activity type is "PAT=Y".</p>						

02.	APRIL 18, 2020	2000 HOURS	TRAFFIC LAW ENFORCEMENT		DEPUTY Y. GARCIA	
	EVENING SHIFT:	7770 W BELLFORT	WB	"M"	HC:	2004-00132
<p>On April 18, 2020, a <b>Saturday</b>, at approximately 20:57 hours, while on patrol in the "West Bellfort Contract", Deputy Y. Garcia was performing routine patrol and law enforcement services when I (Deputy Y. Garcia) initiated a traffic stop on a vehicle. Offender was taken into custody for Driving while Intoxicated. Deputy gathered all pertinent information needed to make a report. Report Generated. The patrol activity type is "PAT=E".</p>						

03.	APRIL 20, 2020	1900 HOURS	TRAFFIC HAZARD		DEPUTY Y. GARCIA	
	EVENING SHIFT:	10700 BRAES FOREST	WB	"N/A"	HC:	2004-00142
<p>On April 20, 2020, a <b>Monday</b>, at approximately 19:29 hours, while on patrol in the "West Bellfort Contract", Deputy Y. Garcia was performing routine patrol and law enforcement services when I (Deputy Y. Garcia) was dispatched for a traffic hazard call for service. Individual's vehicle was towed. Deputy gathered all pertinent information needed to make a report. Report Generated. The patrol activity type is "PAT=L".</p>						

04.	APRIL 27, 2020	1500 HOURS	CRIMINAL MISCHIEF		DEPUTY Y. GARCIA	
	EVENING SHIFT:	8000 COBBLEFIELD DR	WB	"M"	HC:	2004-00202
<p>On April 27, 2020, a <b>Monday</b>, at approximately 15:26 hours, while on patrol in the "West Bellfort Contract", Deputy Y. Garcia was performing routine patrol and law enforcement services when I (Deputy Y. Garcia) was dispatched for a criminal mischief call for service. Deputy gathered all pertinent information needed to make a report. Report Generated. The patrol activity type is "PAT=S".</p>						

## Sergeant Jon Meek

Sergeant Jon Meek  
 Neighborhood Patrol Division, First Line Supervisor  
 Harris County Constable's Office of Precinct 713-643-6602