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**Date: December 16, 2018**

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: November Monthly Productivity Analysis Report  
Enclosure: **MPAR – November 2018**  
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.

**2395** total miles were driven and the shift responded to **1045** total service calls and conducted **000** crash investigations. The shift issued **004** traffic citations, made **03** arrests and handled **010** enforcement service related calls.

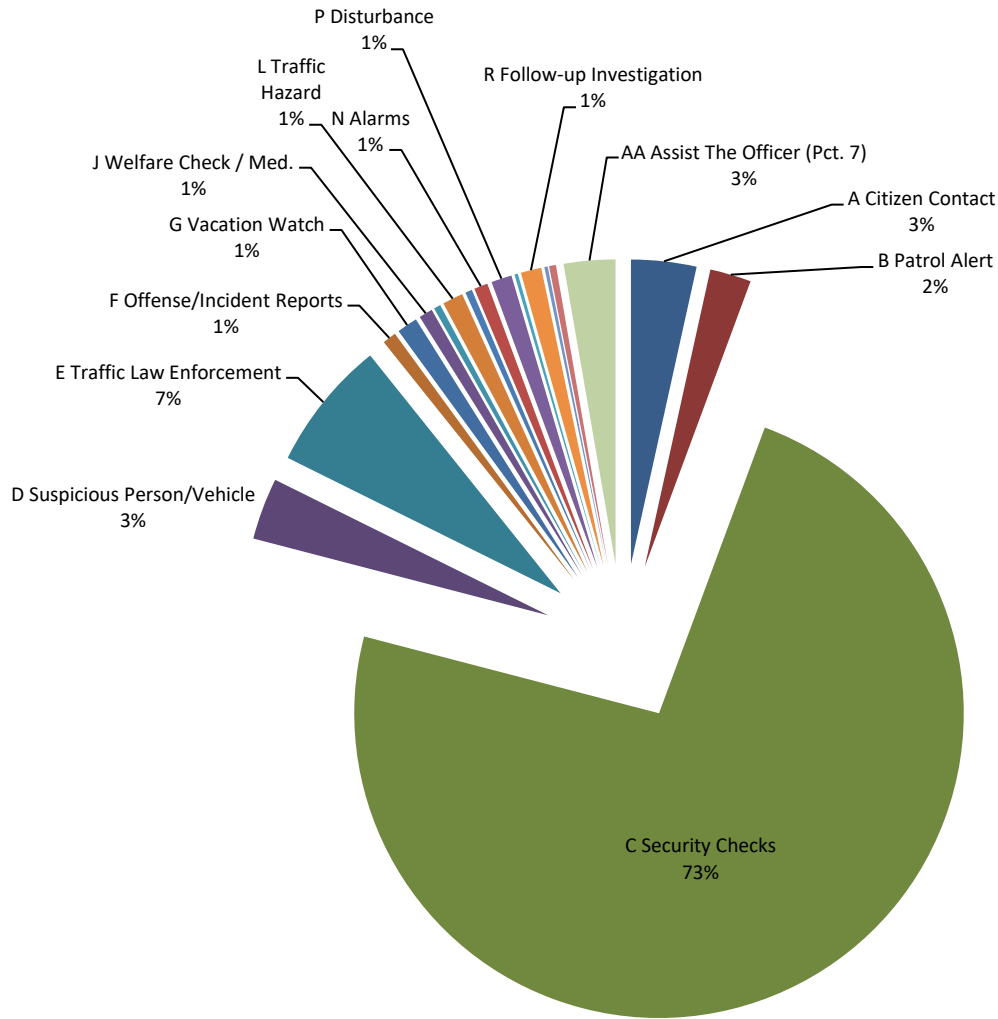
# A. Patrol Activity Monthly Total:

**0549**

*	Patrol Activity Types	7S18	7S28	7S29	TOT	AVER	%
A	Citizen Contact	11	6	2	19	6.3	3%
B	Patrol Alert	2	5	5	12	4.0	2%
C	Security Checks	99	59	245	403	134.3	73%
D	Suspicious Person/Vehicle	11	6	1	18	6.0	3%
E	Traffic Law Enforcement	29	5	4	38	12.7	7%
F	Offense/Incident Reports	3	1	0	4	1.3	1%
G	Vacation Watch	2	2	2	6	2.0	1%
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	0	0	4	1.3	1%
K	Traffic Initiative	0	2	0	2	0.7	0%
L	Traffic Hazard	4	1	1	6	2.0	1%
M	Animal Humane	2	0	0	2	0.7	0%
N	Alarms	4	0	0	4	1.3	1%
O	Mental Cases (171)	0	0	0	0	0.0	0%
P	Disturbance	1	2	3	6	2.0	1%
Q	Criminal Investigation	0	1	0	1	0.3	0%
R	Follow-up Investigation	4	2	0	6	2.0	1%
S	Criminal Mischief	1	0	0	1	0.3	0%
T	Burglary Residence/Vehicle	1	1	0	2	0.7	0%
U	Theft / Theft of Business	0	0	0	0	0.0	0%
V	Citizen Assaulted	0	0	0	0	0.0	0%
W	Robbery of an Individual	0	0	0	0	0.0	0%
X	Trespass Warning	0	0	0	0	0.0	0%
Y	Major/Minor Crash	0	0	0	0	0.0	0%
Z	Child Custody Disputes	0	0	0	0	0.0	0%
AA	Assist The Officer (Pct. 7)	6	1	8	15	5.0	3%
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>184</b>	<b>94</b>	<b>271</b>	<b>549</b>	<b>183.0</b>	<b>100%</b>

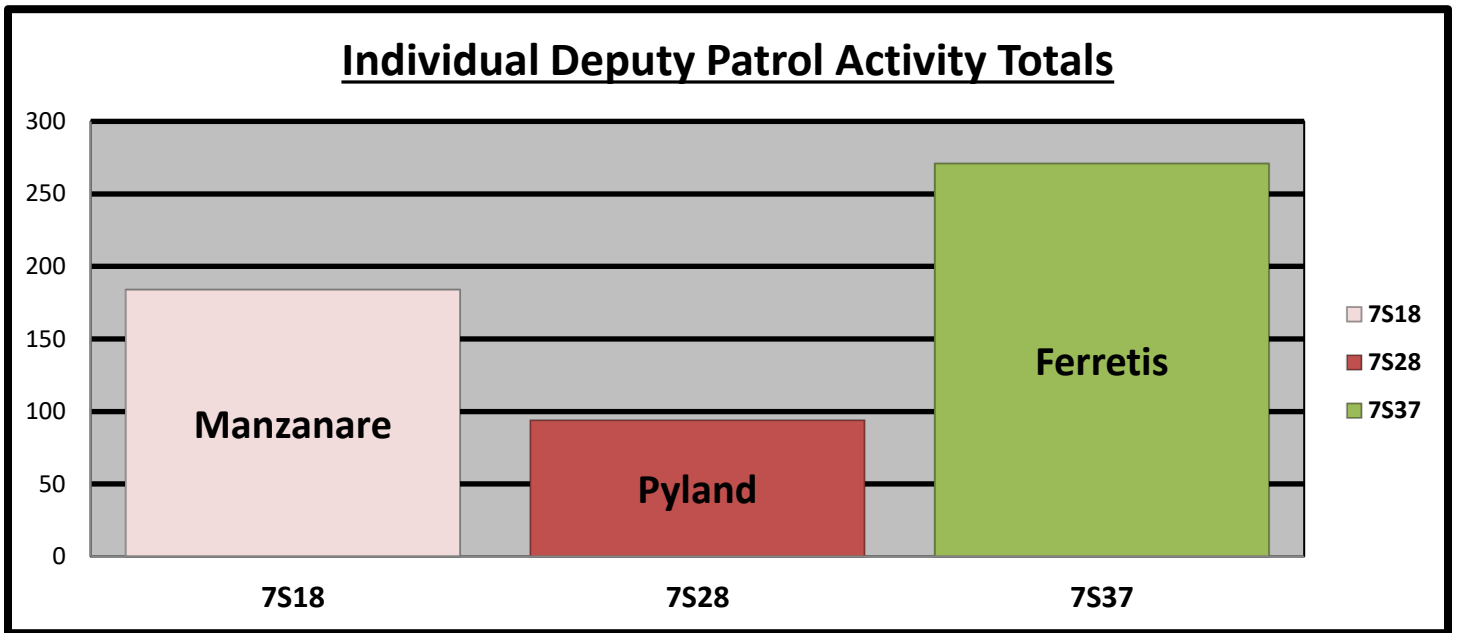
# A1. Patrol Activity Percentage:

## 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:**

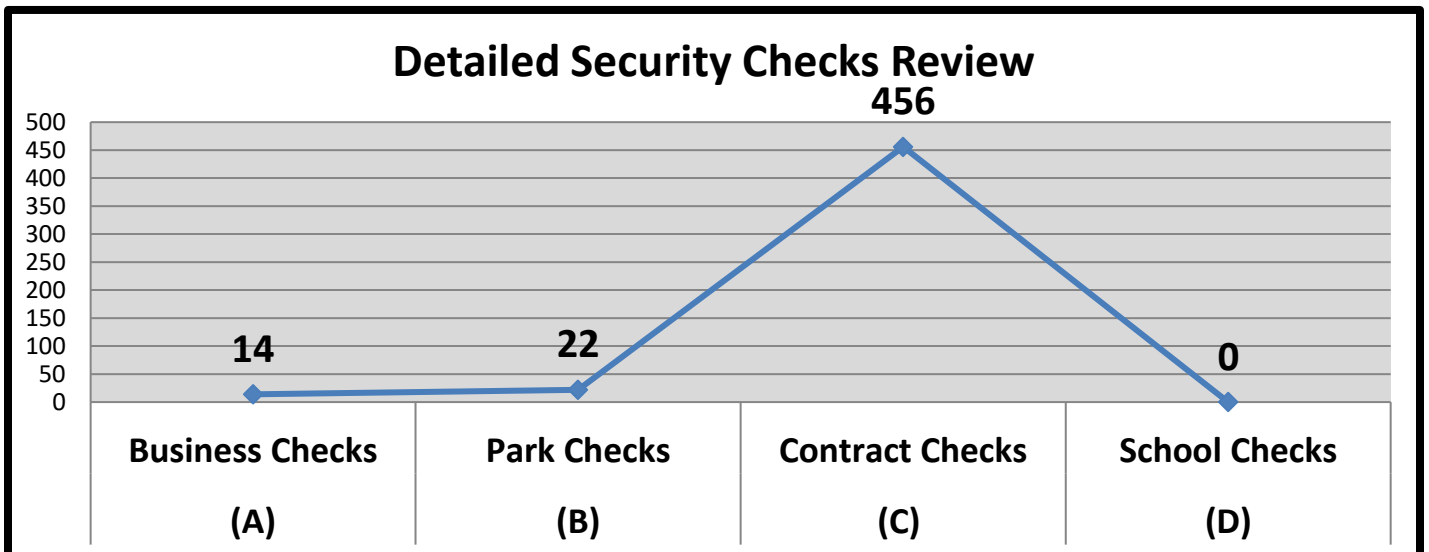


**C. Security Checks Monthly Total:**

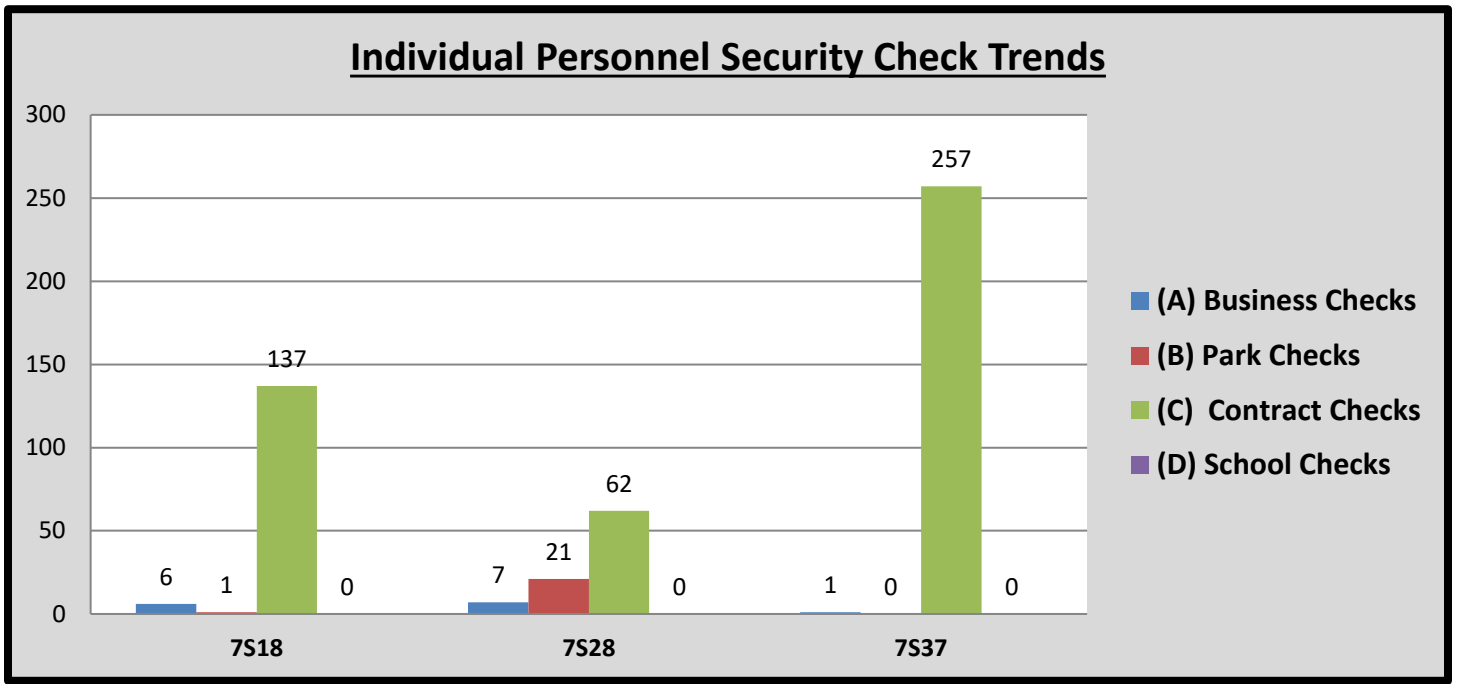
**0492**

*	Security Checks	7S18	7S28	7S29	TOT	AVER	%
(A)	Business Checks	6	7	1	14	4.7	3%
(B)	Park Checks	1	21	0	22	7.3	4%
(C)	Contract Checks	137	62	257	456	152.0	93%
(D)	Plaza Checks	0	0	0	0	0.0	0%
(E)	<i>Totals</i>	144	90	258	492	164.0	100%

**D. Detailed Security Checks Monthly:**



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



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

**000**

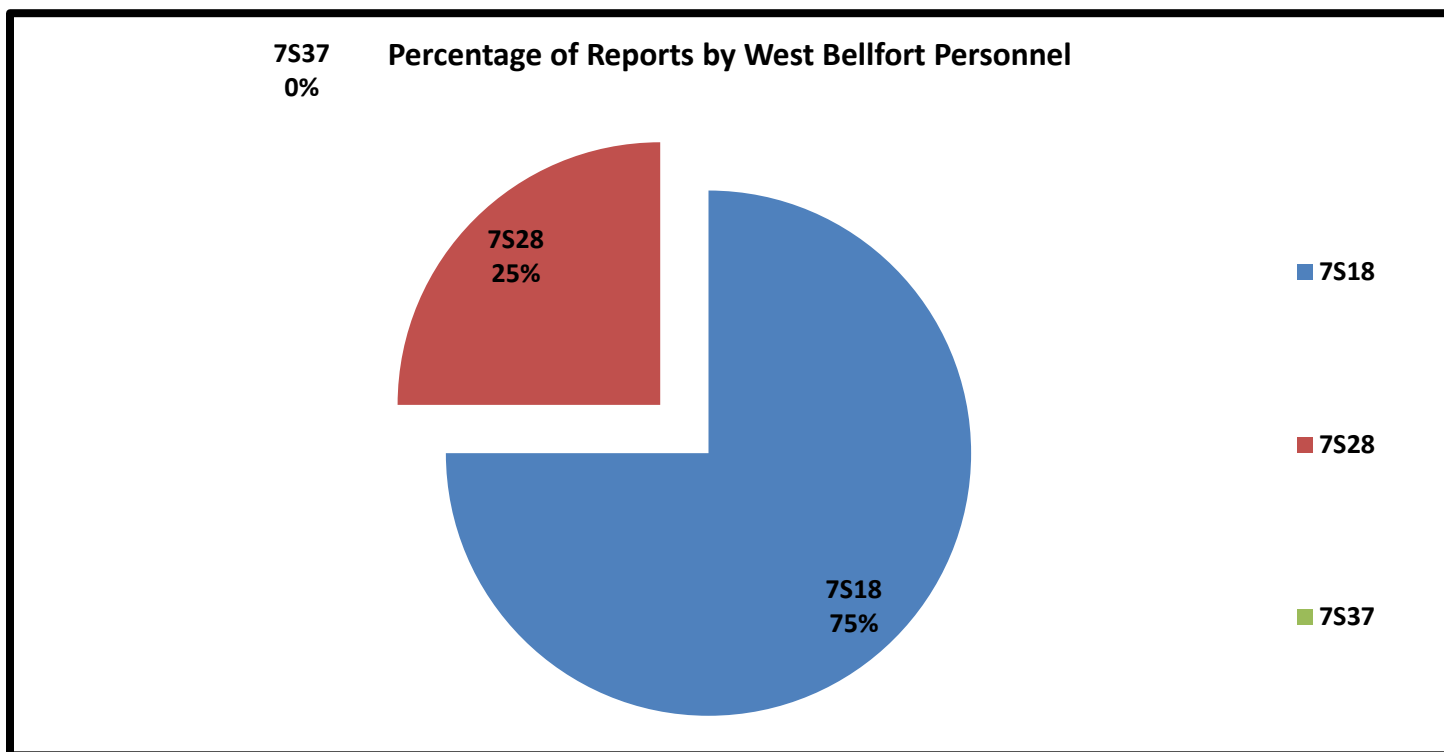
*	<i>C.I.T. Dispositions</i>	7S18	7S28	7S29	TOT	AVER	%
(A)	CIT/MHO Outside Referral	0	0	0	0	0.0	#DIV/0!
(B)	CIT/MHO Transport	0	0	0	0	0.0	#DIV/0!
(C)	CIT/MHO CIT Contact	0	0	0	0	0.0	#DIV/0!
(D)	CIT/MHO Arrest	0	0	0	0	0.0	#DIV/0!
(E)	<i>Totals</i>	0	0	0	0	0.0	#DIV/0!

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

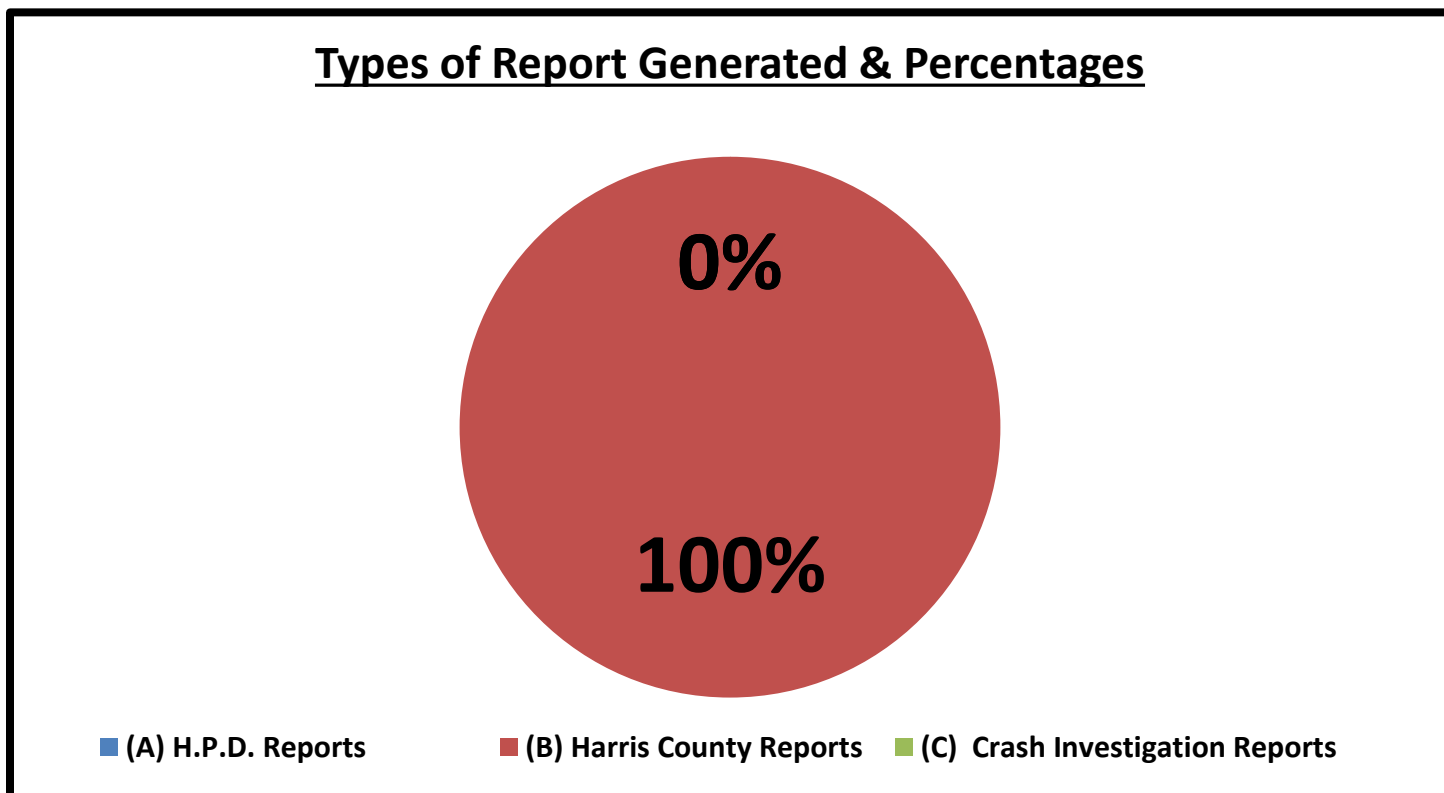
**004**

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

## H. Report Generation Percentages:



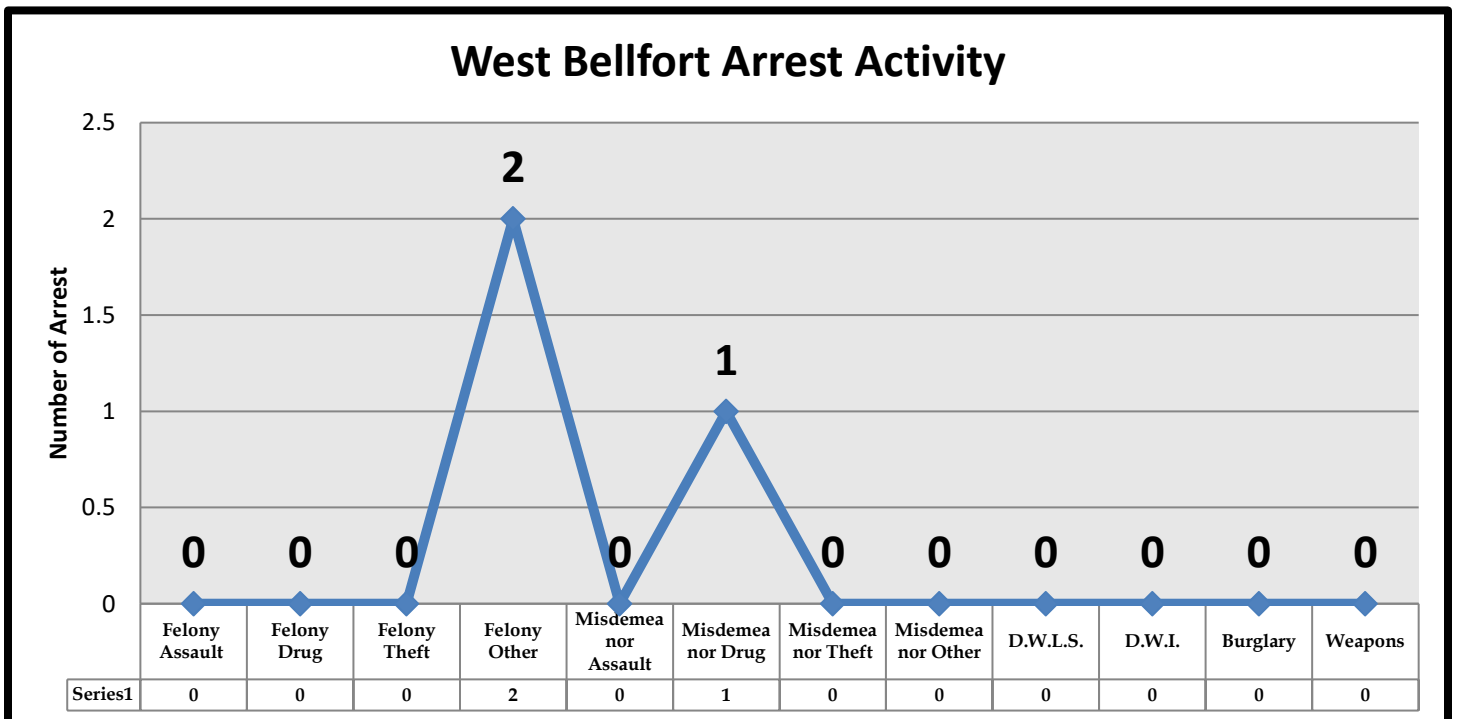
## I. Percentages:



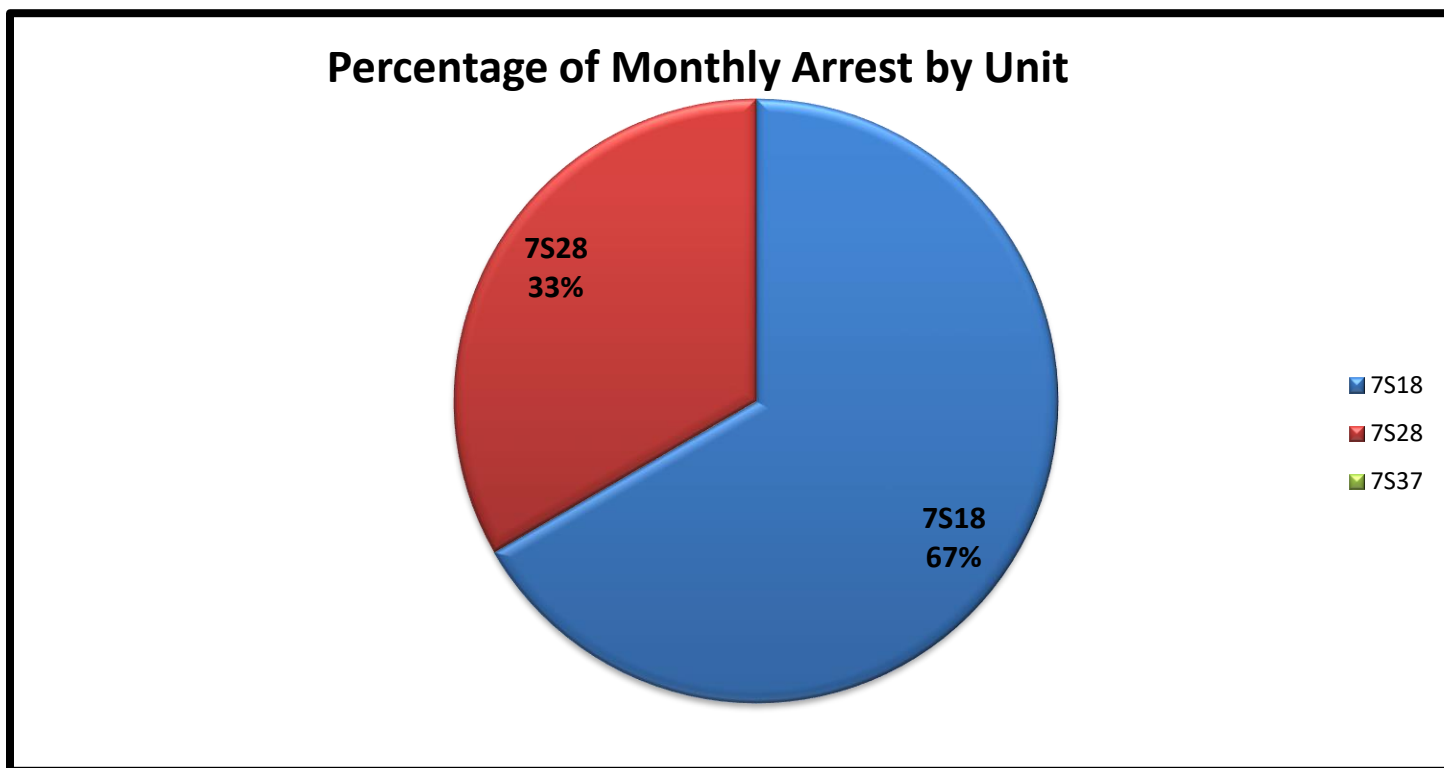
**J. Types of Criminal Arrests Monthly Total:**

*	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	1	1	0	2	0.7	67%
E	Misdemeanor Assault	0	0	0	0	0.0	0%
F	Misdemeanor Drug	1	0	0	1	0.3	33%
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	0	0	0	0.0	0%
K	Burglary	0	0	0	0	0.0	0%
L	Weapons	0	0	0	0	0.0	0%
M	<i>Totals</i>	2	1	0	3	1.0	100%

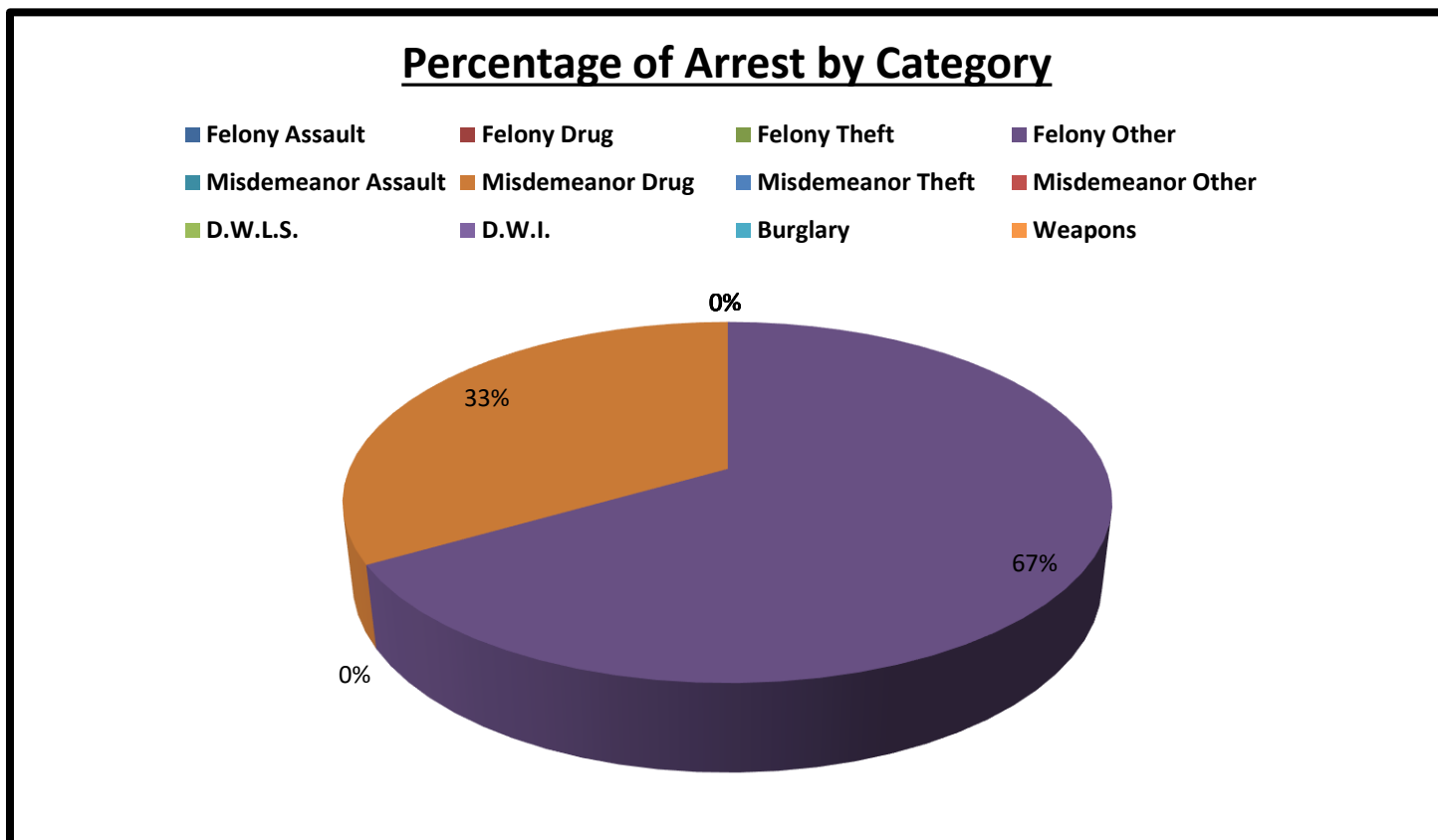
**K. Types of Criminal Arrests Monthly Total:**



**L. Types of Criminal Arrests Percentage Total:**



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





**N. Executed Warrant Monthly Total:**

**001**

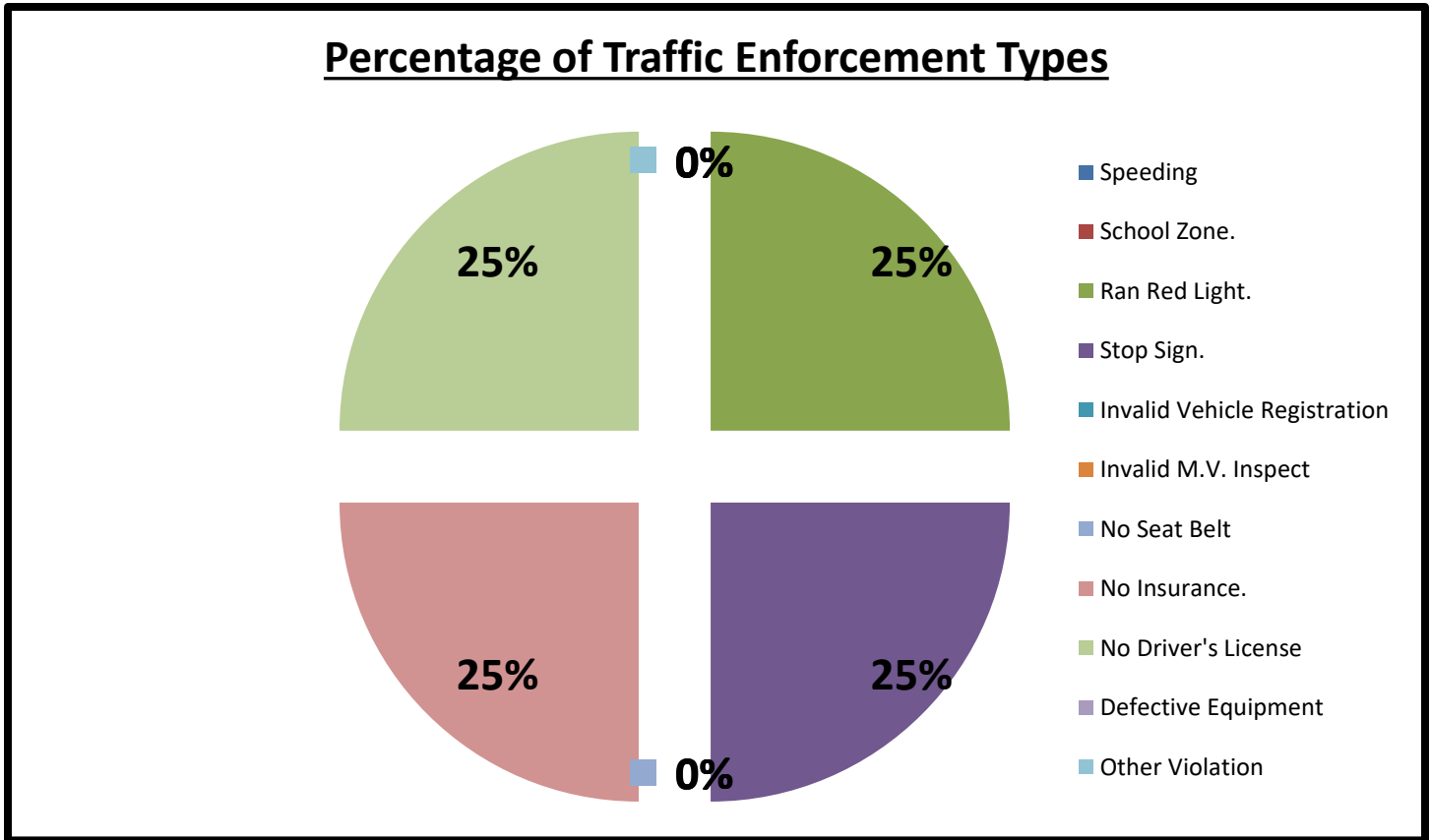
*	<i>Executed Warrants</i>	7S18	7S28	7S29	TOT	AVER	%
(A)	Felony Warrants	1	0	0	1	0.3	100%
(B)	Misdemeanor Warrants	0	0	0	0	0.0	0%
(C)	<i>Totals</i>	1	0	0	1	0.3	100%

**O. Traffic Law Enforcement Total:**

**007**

*	<i>Traffic Enforcement</i>	7S18	7S28	7S29	TOT	AVER	%
A	Speeding	0	0	0	0	0.0	0%
B	School Zone.	0	0	0	0	0.0	0%
C	Ran Red Light.	0	0	1	1	0.3	25%
D	Stop Sign.	1	0	0	1	0.3	25%
E	Invalid Vehicle Registration	0	0	0	0	0.0	0%
F	Invalid M.V. Inspect	0	0	0	0	0.0	0%
G	No Seat Belt	0	0	0	0	0.0	0%
H	No Insurance.	1	0	0	1	0.3	25%
I	No Driver's License	1	0	0	1	0.3	25%
J	Defective Equipment	0	0	0	0	0.0	0%
K	Other Violation	0	0	0	0	0.0	0%
L	Written Warnings	0	0	0	0	0.0	0%
M	Verbal Warning	0	3	0	3	1.0	100%
N	Citation	3	0	1	4	1.3	57%
O	Total Violations	3	3	1	7	2.3	100%

**P. Traffic Law Enforcement Total:**



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

**007**

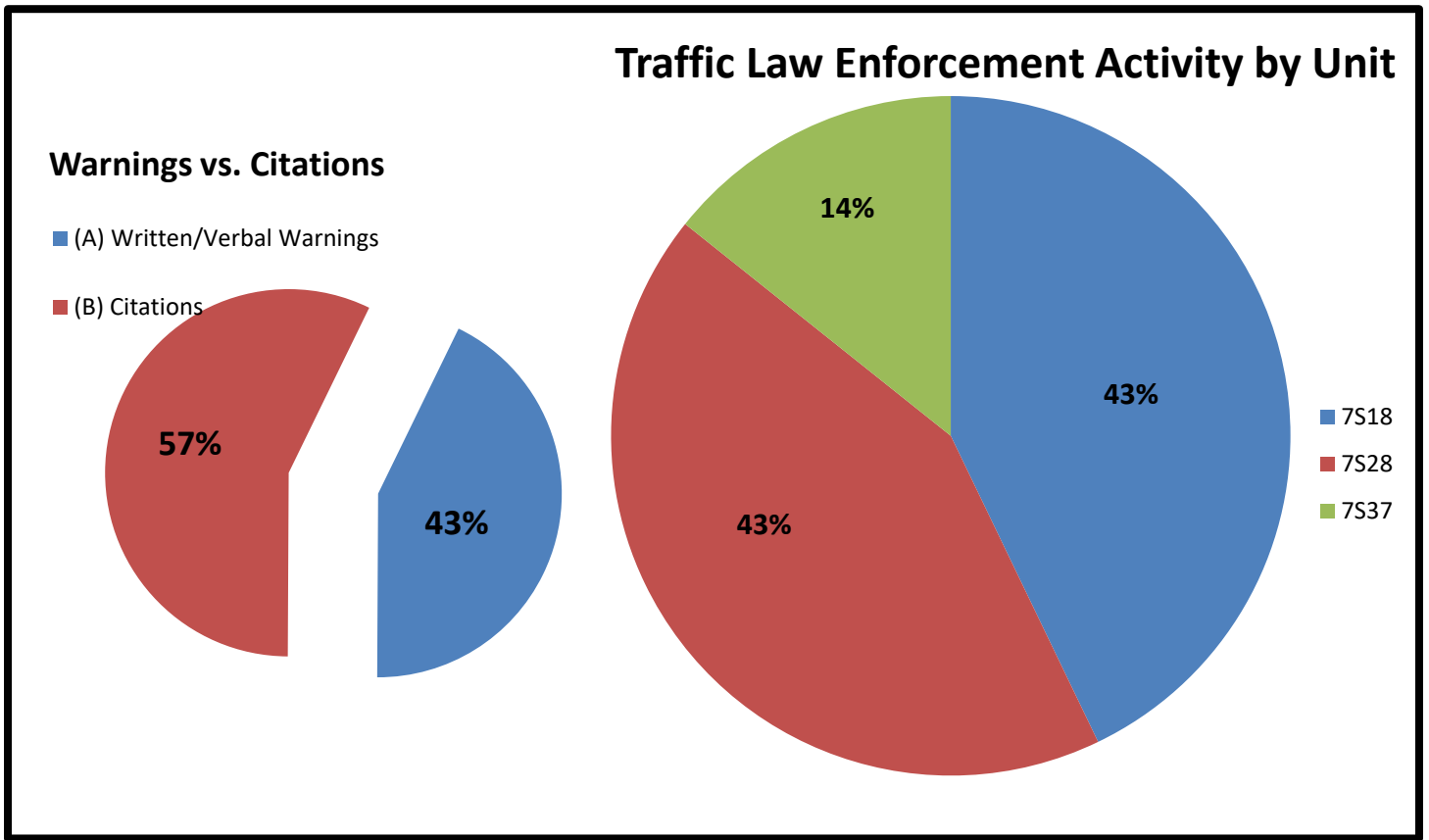
*	Warnings vs. Citations	7S18	7S28	7S29	TOT	AVER	%
(A)	Written/Verbal Warnings	0	3	0	3	1.0	43%
(B)	Citations	3	0	1	4	1.3	57%
(C)	<i>Totals</i>	3	3	1	7	2.3	100%

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

**545**

*	Sources of Calls for Service	7S18	7S28	7S29	TOT	AVER	%
(A)	On View	0	0	4	4	1.3	1%
(B)	Dispatched	10	12	7	29	9.7	5%
(C)	Self-Initiated	171	81	260	512	170.7	94%
(D)	<i>Totals</i>	181	93	271	545	181.7	100%

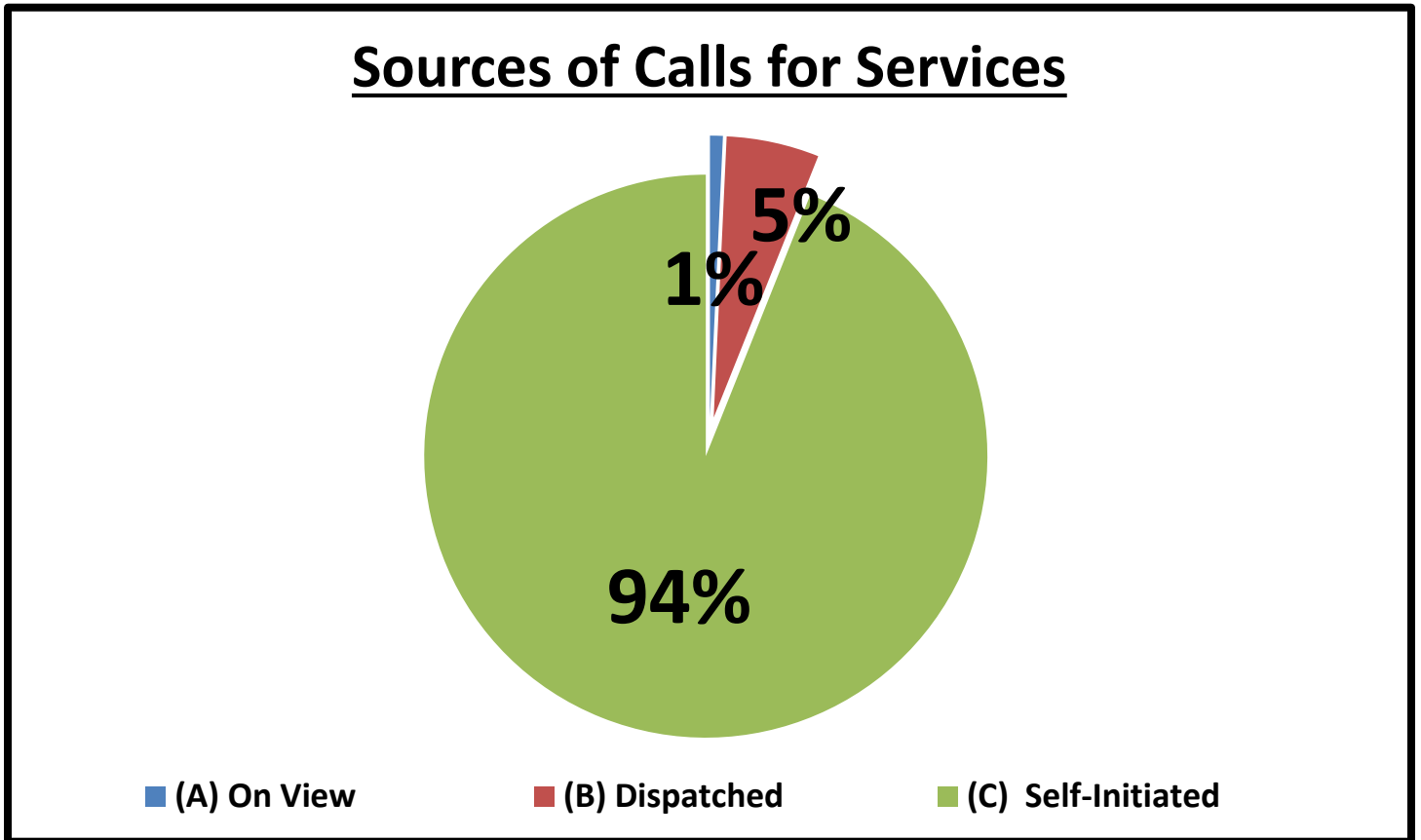
**S. Sources of Calls for Service Percentages:**



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

*	Sources of Calls for Service	7S18	7S28	7S29	TOT
(A)	On View	0%	0%	1%	1%
(B)	Dispatched	6%	13%	3%	5%
(C)	Self-Initiated	94%	87%	96%	94%
(D)	Totals	100%	100%	100%	100%

U. Sources of Calls for Service Percentages:



V. Free Reserve Personnel Time Utilized in Contract Monthly Total: **008**

*	Free Reserve Personnel Time	7S18	7S28	7S29		TOT	AVER	%
(A)	Totals	8	0	0		8	2.7	100%

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

*	<i>Units</i>	7S18	7S28	7S29		TOT	AVER
1	Patrol Activity	184	94	271		549	183.0
2	Security Checks	144	90	258		492	164.0
3	C.I.T. Interactions	0	0	0		0	0.0
4	Offense/Incident Reports	3	1	0		4	1.3
*	<i>Total Service Calls</i>	331	185	529		1045	348.3
1	Criminal Arrests	2	1	0		3	1.0
2	Citations Issued	3	0	1		4	1.3
3	Written & Verbal Warnings	0	3	0		3	1.0
*	<i>Enforcement Service Calls</i>	5	4	1		10	3.3
*	<i>Total Hours</i>	160	160	160		480	160.0
1	Sick Time Used	16	8	0		24	8.0
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	48	0		48	16.0
*	<i>Hours Actually Worked</i>	144	104	160		408	136.0
*	<i>Unit Productivity Ratio</i>	2.3	1.8	3.3		2.6	2.6

**X. Mileage Total:**

**2395**

*	<i>Mileage</i>	7S18	7S28	7S29		TOT	AVER	%
(A)	<i>Totals</i>	905	640	850		2395	798.3	436%

**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.	NOVEMBER 06, 2018	0800 HOURS	CRIMINAL MISCHIEF REPORT		DEPUTY C. MANZANARE	
	DAY SHIFT	7700 CLARIDGE DR	WB	"M"	HC:	1811-00027
<p>On November 06, 2018, a <b>Tuesday</b>, at approximately 0850 hours, while on patrol in the "West Bellfort Contract", I Deputy C. Manzanare was performing routine patrol and law enforcement services when I (Deputy C. Manzanare) got dispatched to a criminal mischief call for service. Upon making contact with the complainant deputy discovered a criminal mischief had occurred with items being damaged without the consent of the owner, Deputy gathered all pertinent information needed to make a report. Report Generated. The patrol activity type is "PAT=S".</p>						

02.	NOVEMBER 06, 2018	1300 HOURS	FELONY WARRANT ARREST		DEPUTY C. MANZANARE	
	DAY SHIFT:	8200 W BELLFORT ST	WB	"F"	HC:	1811-00030
<p>On November 06, 2018, a <b>Tuesday</b>, at approximately 1337 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) initiated a suspicious person call for service. Deputy discovered 1 individual had 1 open Felony warrant out of Harris County Sherriff's Office. Once I got confirmation on the warrant the individual was arrested and transported to Harris County Jail where he was booked without further incident. Report generated. The patrol activity type is "PAT=D".</p>						

03.	NOVEMBER 11, 2018	18:18 HOURS	EVADING MOTOR VEHICLE		DEPUTY J. PYLAND	
	EVENING SHIFT:	7600 VICKIJOHN DR	WB	"F"	HC:	1811-00059
<p>On November 11, 2018, a <b>Sunday</b>, at approximately 18:18 hours while on patrol in the "West Bellfort" contract, I Deputy J. Pyland unit 87S28 with the Harris County Constable Office of Precinct 7 was performing routine patrol and law enforcement services when I initiated traffic stop. During the course of the field investigation, the driver failed to identify themselves. Upon Deputy learning the identity of the driver; the driver fled in a motor vehicle. The driver was stopped and arrest for evading in motor vehicle. The individual was transported and released to the Harris County Jail. A report was generated. The patrol activity type is "PAT=E".</p>						

04.	NOVEMBER 29, 2018	1100 HOURS	POM/MMDP ARREST		DEPUTY C. MANZANARE	
	DAY SHIFT:	11200 PEMBRIDGE DR	WB	"M"	HC:	18-110165
<p>On November 29, 2018, a <b>Thursday</b>, at approximately 1129 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) was dispatched to a suspicious vehicle call. The owner of the vehicle was found to be in possession of Marijuana and he was eligible for the MMDP (Misdemeanor Marijuana Diversion Program) after filling out all required documents the suspect was released from the scene without further incident. The patrol activity type is "PAT=D".</p>						

## Sergeant Jon Meek

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