

# CHARLOTTE-MECKLENBURG POLICE DEPARTMENT CITIZENS' GUIDE

2014 Edition April 15, 2014

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## **IMPORTANT PHONE NUMBERS**

City of Charlotte	
City of Charlotte Housing Authority	.704-336-5183
City CATS Bus and Transit Information	
City Community Relations	
City Manager/ Mayor's Office	704-336-2241
City Code Enforcement	Call 311
Housing, graffiti, zoning, non-residential building code, health & sanitatio	
violations that occur M-F 8am-5pm (violations that occur at night and on	
be forwarded to CMPD by Code Enforcement/311)	ille weekellus wiii
Charlotte-Mecklenburg Zoning Administration	704-336-3818
Charlotte Department of Transportation (CDOT)	
Traffic management, parades and road races, pothole repair, right-of-wa	
humps, bicycle program, block closings, road signs, beer and wine perm high accident locations, street lights, urban street design, pedestrian program.	
and towing	gram, wheel locks
	704 275 5202
PARK IT	/04-3/3-3392
Onstreet parking, metered parking spaces	O-II 044
City Community & Commerce Division	
Business corridor & neighborhood revitalization, quality of life, energy res	sources,
development and training	0-11-044
City Housing Services	
Affordable housing, rehabilitation, homeowner assistance, emergency ho	busing,
homeless assistance	704 000 4004
City Solid Waste Services	
collection of: bulky items, garbage, recycling and yard waste, dead anima	
Charlotte Fire Department Fire Prevention	
Fire Department Public Information Office	704-336-2094
Charlotte Planning Commission	704-336-2672
Annexation, public improvements, flood plains and watershed, land use,	
organization, rezoning, transportation planning, urban design and develo	
City Small Business Opportunity Program (SBO)	
Contracting opportunities, certification and seminars, corridor revitalization	on
Charlotte-Mecklenburg Storm Water Services	36-RAIN (7246)
Inspection for drainage problems, resolution of flooding problems, cleani	
drainpipes, catch basins and culverts, repairing sinkholes, mapping and	
development of floodplains, preserving natural stream channels and floo	dplain function
Charlotte-Mecklenburg Utilities – Water and Sewer	
Conservation and management, water treatment facilities, laboratory ser	
City Mediation	704-336-5330
Landlord / Tenant relations	
Mecklenburg County	
ABC Board3333 N. Tryon Street704-731-5900main	919-779-0700
Board of Elections	
MEDIC – Reception	704-943-6061
Parks and Recreation	
Public Library	
Register of Deeds	
	5 . 555 2 . 16

General Court Information Clerk of Superior Court Office Administration Juvenile Court Jury Service Civil Small Claims Small Claims Filing Information Traffic Citations/Criminal Court. Family Court. Court Case Flow Management. District Attorney's Office	704 686-0420 704-686-0620 704 686-0195 704 686-0520 704 686-0560 .704 686-0600 704-686-0200 704-686-0185 704-686-0700
Sheriff's Office	704 336-8100
Charlotte Fire Department	
Fire Prevention	2101, 336-2112 704-336-2094 704-336-2979
Domestic Violence and Victim Assistance	
Safe Alliance (victim compensation, rape crisis & DV counseling)	704-332-2513 704-375-9900 704-332-2513 .704-336-7666 704-336-3210
Drug or Alcohol Dependency/ Medical Intervention	
Alcoholics Anonymous	704-332-4387
Al-Anon/Alateen704-523-1159/877-5	
CMC-Behavioral Health Center	18-2065 toll-free
(substance abuse and mental health services)	704 070 7447
Chemical Dependency Ctr. Char-Meck	
Narcotics Anonymous	
Suicide Hotline	2/3-1ALK (0200)
Assistance and Need Services	
Child Support Enforcement	704-566-2834
Crisis Assistance Ministries	
(financial counseling, assistance with food, shelter, and clothing)	
	704-336-8818
	704-336-4667
Mecklenburg County Bar Lawyer Referral Services	
Legal Aid of North Carolina – Charlotte Office	704-971-2621
(legal assistance in civil matters for low-income persons)	
Legal Services of Southern Piedmont	704-376-1600
(legal assistance in civil matters for low-income persons)	704 000 0000
Social Services	704-336-3000
United Way Agencies (24 hour line)	I-888-892-1162
, 9 (	

Latin American Coalition  If Spanish-speaking individuals need assistance	704-531-3848
Juvenile Services / Intervention	
Juvenile Crime Prevention Council	704-336-7662
CMPD Youth Crime / Domestic Violence Unit	
Child Protective Services (reporting child abuse or neglect)704-336	
DJJDP (Dept. of Juvenile Justice and Delinquency Prevention)	704-330-4338
(refer parents here for runaways and undisciplined youths for assistance	
(	,
State Agencies	
Alcoholic Beverage Commission704-333-6313,704-731-5900	. 704-731-5830
Alcoholic Law Enforcement (District VIII)	
Bureau of Alcohol, Tobacco, Firearms and Explosives (Charlotte)	
Drug Enforcement Administration	
Department of Motor Vehicles (DMV) Customer Service	
Driver's License704-547-5786, 704-527-2562, 704-547-5787	
Tags	
Enforcement	-
Probation/Parole aka Community Corrections.	704-342-6836
Probation/Parole aka Community Corrections	704-454-5264
State Highway Patrol	704-547-0042
Social Services (DSS),	
7 0 1 0 0 0 0 1 0 0 0 0 0 1 0 0 0 0 0 1 0 0 0 0 0 1 0 0 0 0 0 1 0 0 0 0 0 1 0 0 0 0 0 1 0 0 0 0 0 1 0	
U.S. Government Agencies:	
U.S. Department of Homeland Securitycitizen lineoperator 1	-202-282-8000
U. S. Immigration Customer Service	
U.S. Marshall	
U.S. Secret Service	
Internal Revenue Service704-548-4100,1	
Federal Bureau of Investigations	
FDA - food safety questions	
1 Doc out of a control of the contro	1 000 120 0000)
Duke Energy Customer Service	1-800-777-9898
<u></u>	
Piedmont Natural Gas Customer Service	1-800-752-7504
Report Dog Fighting (HUMANE SOCIETY - UNITED STATES)	202-452-1100

#### **Elected Officials**

#### NC Governor – January 2013

Pat McCrory Office of the Governor 20301 Mail Service Center Raleigh, NC 27699-0301 Phone: (919) 733-4240 Fax: (919) 733-2120 Governor.office@nc.gov

#### **United States Senator**

Richard Burr 217 Russell Senate Office Building Washington, DC 28210 202-224-3154 www.burr.senate.gov

#### **United States Senator**

Kay Hagan 521 Dirksen Senate Office Building Washington, DC 28210 202-224-6342 www.hagan.senate.gov

#### **US House of Representatives District 8**

Richard Hudson 429 Cannon House Office Building Washington, DC 20515 Phone: 202-225-3715 http://hudson.house.gov/contact/email-me

#### **US House of Representatives District 9**

Robert Pittenger 224 Cannon House Office Building Washington, DC 20515 Phone: 202-225-1976 pittenger@mail.house.gov

#### **US House of Representatives District 12**

2304 Raburn House Office Building Washington DC 20515 202-225-1510 NC12.public@mail.house.gov

#### **Charlotte City Council**

#### **Charlotte Mayor Dan Clodfelter**

Address: 600 East 4th Street Charlotte, NC 28202-2244 Phone: 704-336-2241

E-mail: mayor@charlottenc.gov

#### **Mayor Pro Tem Michael Barnes**

Address: 600 East 4th Street Charlotte, NC 28202-2244 Phone: 704-336-7400

Email: barnesforcharlotte@gmail.com

#### At-Large Council Member Claire Green Fallon

Address: PO Box 4816325,

Charlotte NC 28269 Phone: 704-336-6105

E-mail: cfallon@charlottenc.gov

#### At-Large Council Member David L Howard

Address: 600 East 4th Street Charlotte, NC 28202-2244 Phone 704-336-4099

E-Mail: info@davidhowardclt.com

#### **At-Large Council Member Vi Lyles**

Address: 600 East 4th Street Charlotte, NC 28202-2244 Phone: 704-336-3431

E-mail: vlyles@charlottenc.gov

#### **District 1 Representative Patsy Kinsey**

Address: 2334 Greenway Ave.

Charlotte, NC 28204 Phone: 704-336-3432

Email: pkinsey@charlottenc.gov

#### **District 2 Representative AI Austin**

Address: 600 East 4th Street Charlotte, NC 28202-2244 Phone: 704-336-3185

E-mail:aaustin@charlottenc.gov

#### **District 3 Representative LaWana Mayfield**

Phone: 704-890-5449 Address: 600 E 4th Street, Charlotte, NC 28202-2244

Email: Imayfield@charlottenc.gov

#### **District 4 Representative Gregory A. Phipps**

Address: 600 E 4th Street, Charlotte, NC 28202-2244 Phone: 704-336-3436

E-mail: gaphipps@charlottenc.gov

#### District 5 Representative John N. Autry

Address: 600 E 4th Street, Charlotte, NC 28202-2244 Phone: 704-336-2777

E-Mail: jautry@charlottenc.gov

#### **District 6 Representative Kenny Smith**

Address: 600 E 4th Street, Charlotte, NC 28202-2244 Phone: 704-574-7241

E-mail: krsmith@charlottenc.gov

#### **District 7 Representative Edmund H. Driggs**

Address: 600 E 4th Street, Charlotte, NC 28202-2244 Phone: 704-4327-7077 Email: ed@eddriggs.com

#### **City Manager Ron Carlee**

Charlotte-Mecklenburg Government Center 600 East Fourth Street Charlotte, North Carolina 28202 704-336-3187 (Phone) 704-336-6644 (Fax)

#### **Board of County Commissioners**

#### Commissioner Pat Cotham, At-Large

Phone: 704.336.3866 Fax: 704.336.5887

E-mail: Pat.Cotham@mecklenburgcountync.gov

#### Commissioner Kim Ratliff, At-Large

Phone: 704.336.2641 Fax: 704.336.5887

E-mail: Kim.Ratliff@mecklenburgcountync.gov

#### **Commissioner Trevor Fuller, At-Large**

Phone: 704.336. 2574 Fax: 704.336.5887

E-mail: Trevor.Fuller@mecklenburgcountync.gov

#### Commissioner Karen Bentley - District 1

Phone: 704.432.3997 Fax: 704.336.5887

E-mail: karen.bentley@mecklenburgcountync.gov

#### Commissioner Vilma Leake - District 2

Phone: 704.336.2088 Fax: 704.336.5887

E-mail: Vilma.leake@mecklenburgcountync.gov

#### Commissioner George Dunlap - District 3

Phone: 704.336.4419 (office)

Fax: 704.336.5887

Email: George.Dunlap@mecklenburgcountync.gov

#### Commissioner Dumont Clarke - District 4

Phone: 704.331.1051 Fax: 704.378.2051

E-mail: dumontclarke@mvalaw.com

#### Commissioner Matthew Ridenhour - District 5

Phone: 704.336.5400 Fax: 704.336.5887

E-mail: Matthew.Ridenhour@mecklenburgcountync.gov

#### Commissioner Bill James - District 6

Phone: 704.336.2573 Fax: 704.846.6538

E-mail: Wjames@carolina.rr.com

#### **County Manager Dena Dorio**

Phone: 980-314-2881 Contact: Chris Peek

Deputy County Manager/Chief of Staff

E-mail: Chris.Peek@mecklenburgcountync.gov

#### Terms Expire December 2014

Mecklenburg County Commissioners/Manager's Office

P.O. Box 31787

Charlotte, NC 28231-1787

### **CONTACTING POLICE**

CHIEF OF POLICE, RODNEY D. MONROEINTERNAL AFFAIRS BUREAU  *DIVISION OFFICES		
<u>❖SOUTH DIVISION</u> 8050 Corporate Center Drive, Suite 100, 28226Sgt. Office ❖PROVIDENCE DIVISION	704-544-4835	
715 N Wendover RoadSgt. Office Office  ❖HICKORY GROVE DIVISON	704-336-2878	
5727-A N. Sharon Amity Road Office Office ♦ INDEPENDENCE DIVISION	704-567-9198	
9315 #G Monroe RoadOfficeOffice	704-841-1477	
1540 West BlvdSgt. Office 704-432-2442 <u>❖STEELE CREEK DIVISION</u>		
2227 Westinghouse Blvd		
119 E. Seventh St. Suite 2BSgt. Office	704-336-5729	
3024 Eastway DriveSgt. Office		
8401 University Executive Park Drive Suite 112, 28262		
4045-B North Tryon Street, 28206 (Sugar Crk. Serv. Center) 704-33  ★METRO DIVISION  1118 Beatties Ford RoadSgt. Office	704-336-8300	
	704-330-8300	
WILKINSON BOULEVARD SERVICE CENTER 4150 WILKINSON BLVDInformation		
❖NORTH DIVISION 10430 Suite-R Harris Oaks BlvdOffice	01, -3802, -3803	
AIRPORT LAW ENFORCEMENT  5501 Josh Birmingham ParkwayCaptain's Office	704-359-4018	
Homicide Cold Case Hotline: Vice and Narcotics Tip Line. COLLISION RECONSTRUCTION / HITS UNIT.	704-336-2358 704-336-8423 704-432-2169	
Animal Care and Control 8315 Byrum Drive  Customer Service Line dial 311, to make complaints & service requests, such as: loose dogs, aggressive animals, dog fighting, animal traps, adoption questions  (For dead animal removal, please contact Solid Waste Services at 704-336-4304)		
Charlotte-Mecklenburg Police Academy  1770 Shopton Road, Charlotte, N. C. 28217	(104-300-4304)	
Police Academy Receptionist	704-432-1602	
Charlotte Mecklenburg Schools Police	980-343-6030	

#### **CMPD** Website

The CMPD website at CMPD.org incorporates many crime-fighting and community safety tools.

- a) Filing a crime report
  - i. go to the CMPD.org website and click on "online reporting" to determine if you can file online or if you should dial 311.
- b) To retrieve a car crash (accident) or crime report, follow the link for Crime or Crash reports.
  - i. Victims of crime will be able to get a free copy of their crime report by entering both the complaint number and their name. This service is provided under contract with CMPD by PoliceReports.US. There is a fee charged for receiving online reports.
  - Due to the nature of certain crimes, however, some reports will only be available in person, including sexual assaults, domestic violence, suicides and vice and narcotics cases.
  - iii. These and all other public reports can be obtained from CMPD's Records Division at the following locations: CMPD Headquarters at 601 East Trade Street; the West Service Area at 4150 Wilkinson Blvd; or any Division office.
  - iv. You may also call our Records Division at 704-336-2839 to pick reports up in person.
- c) Crime mapping service
  - i. Search crime numbers around a specific address or street
  - ii. Discover the Division that patrols a specific address
- d) All requirements for our Police Academy are listed on our website under "Join the Force", or you may call (toll-free) 1-877-525-6145 or (local) 704-432-1603 to talk to a recruiter.
- e) Directives: All of our directives, policies and procedures are posted on our website.
- f) To register your house or business alarm,
  - i. click on "alarm registration/permit" under the E-Policing Resources section.
  - ii. This will take you to the alarm registration page.
  - iii. The alarm section of the website is loaded with educational information regarding alarm systems and alarm registration.
- g) Other items under our E-Policing Resources section include:
  - i. employ an off-duty officer,
  - ii. pay traffic tickets online,
  - iii. traffic accident locations.
  - iv. local ordinances of interest,
  - v. become a CMPD volunteer.
  - vi. commend an officer,
  - vii. file an officer complaint.
- h) Information about Charlotte and the CMPD can be found under "Our Organization" and "Our Response Areas".
- Safety tips, information about CrimeStoppers, Homeland Security, Neighborhood Watch and our ride along program are among several valuable topics found under "For Your Safety".
- j) Our Newsroom contains current and archived news about the CMPD.
- k) Also posted on the CMPD website are our "most wanted" and "missing persons" cases.

# QUESTIONS ABOUT THE CHARLOTTE-MECKLENBURG POLICE DEPARTMENT

- 1) **Internships** To inquire about internships, contact the Community Outreach Unit: 704-336-2326
- 2) **Noise permits** To get a noise permit, please call CMPD's Field Services Unit at 704-432-0428.

#### 3) Illegal immigration and the 287g Federal program

- a) Officers do not inquire about the immigration status of a victim or others they encounter unless the person has committed a serious crime or is being investigated for the commission of a serious crime. There are several reasons why this policy makes sense in dealing with illegal immigration. These reasons include:
  - Victims of crime will not report to the police if they believe they will be arrested or deported because of they are in the country illegally or undocumented.
  - ii) CMPD Officers do not have the authority to arrest an illegal immigrant if the only violation is being in the country illegally, which is civil not criminal that authority rests with Federal Law Enforcement Agents.
  - iii) Even if officers had the authority to take an individual into custody there is not sufficient capacity to detain and process the number of illegal immigrants that are believed to be in this country.
- b) Chief Monroe fully supports the Sheriff Department's participation in the Federal program, 287g. Additional information is available on the Immigration and Customs Enforcement Web site (www.ice.gov/).
- c) The Sheriff is able to check the immigration status of individuals and work with ICE on deportation if that is appropriate because Charlotte-Mecklenburg Police arrest them.
- d) Illegal immigration is a priority issue nationally and the Charlotte-Mecklenburg Police Department will continue to provide appropriate support to those who have the authority to enforce Federal law while we focus on reducing crime and increasing safety in our community.
- e) CMPD does not keep statistics on illegal immigrants because immigration status is not checked until a suspect is in the hands of the Mecklenburg County Sheriff at the jail. Our officers do not have the ability to check citizenship status. Please contact the Sheriff's Office to see if they have any helpful statistics: 704-336-2543; or contact US Immigration 704-672-6939.
- 4) **Background checks** Local Arrest Histories are no longer provided by the Charlotte-Mecklenburg Police Department Records Division or the West Service Area.
  - a) All requests for arrest history information are handled by the Clerk of Court at 832 E. Fourth Street where a fee is charged for the search, to be paid in cash, certified checks, or money order. No personal checks are accepted. At the time of this writing, the fee is \$25.00.
  - b) For out of town requests, the supervisor's phone number is 704-336-4388.

#### 5) **311**

- a) Citizens should contact 311directly for:
  - i) Animal Control Calls
  - ii) Graffiti Calls
  - iii) Parking Violations, Loitering (no criminal activity)
  - iv) Truancy
  - v) Noise/Fireworks
  - vi) Cable/Utility Threat
  - vii) Juvenile Complaints (no criminal activity)
  - viii)Abandoned Vehicles
  - ix) Homeless Person (no criminal activity)
- b) 311 can also take incident reports where a caller needs a report for insurance purposes or product replacement purposes. Examples include:
  - i) Lost Cell Phones
  - ii) Lost Tags
  - iii) Lost Passports
- c) If you are calling from outside of Mecklenburg County, dial 704-336-7600

#### 6) **911 recordings** To request a recording of a 911 call

- a) Must come to the Charlotte-Mecklenburg Police Department Headquarters, 601 E Trade Street.
- b) May park between the Headquarters building and the parking deck in metered parking.
- c) Enter the lobby and go to the Records Division window located on the lobby floor.
  - i) Ask to fill out a public records request form.
    - (1) Include as much information as possible
      - (a) Complaint number (starting with the year)
      - (b) Time
      - (c) Date
      - (d) Reason for the request,
      - (e) If you have the number the 911 call was placed from, include it also
      - (f) Your contact information.
        - (i) The call can be placed on a cassette or a CD
          - 1. There is a charge to cover the CMPD's cost.
          - 2. The process of filling your request may take up to a week.
          - 3. You will be contacted by the Records Division when the recording is ready to pick up.
            - a. The CMPD only keep recordings for 90 days
            - b. Unless you are the caller, any personal information will be edited out.

**ID Theft** If you think your identity has been stolen,

- d) File a report with the jurisdiction where the crime occurred.
- e) If the offense occurred in Mecklenburg County, or the jurisdiction where the crime occurred will not take a report AND you live in Mecklenburg County, call the Charlotte Mecklenburg Police Department at 311 to file a police report.
- f) OR, you can file a financial identity fraud report online
- g) Contact the three (3) major credit-reporting bureaus (Equifax 800-525-6285, Experian 888-397-3742, and TransUnion 800-680-7289) to report the fraud.
- h) Ask that a fraud alert be placed on your file and request a copy of your credit report.
- i) A fraud alert will be placed on your credit file and all three reports will be sent to you free of charge.
- j) Review your credit report for accuracy.
- k) Contact the affected creditors
- I) Advise them of the fraudulent use of your information and request that they send you a fraud dispute form.
- m) Most creditors will accept the FTC fraud affidavit found at <a href="http://www.ftc.gov/bcp/conline/pubs/credit/affidavit.pdf">http://www.ftc.gov/bcp/conline/pubs/credit/affidavit.pdf</a>
- n) File a complaint with the Federal Trade Commission (FTC). The FTC maintains a database that law enforcement can use to assist with their investigations. (http://www.ftc.gov)

#### 7) Noisy neighbors

- a) Our Nuisance Abatement Officer is Pat Barker. She says the best thing you can do is call 311.
- b) That type of call usually takes the officer a while to respond. If you call as soon as the problem starts, then by the time the officer arrives, the office will be able to hear the violation and handle it to his discretion.
- c) If you're concerned about your neighbors finding out that you called, you can ask that your name not be given out and make sure to tell the dispatcher that you do not want the police to come to your door.
- d) If you have any more questions pertaining to this issue, please contact Pat either via e-mail (pbarker@cmpd.org) or her office phone (704-432-3844).

- 8) **Suspicious persons or vehicles** The CMPD encourages you to call 9-1-1 anytime you feel that a suspicious person may be "casing" an area. That way, an officer can respond and speak to the person to determine if they are there legitimately.
  - a) Please describe the suspicious person and vehicle, if possible, to the 9-1-1 operator so officers can locate him/her when they arrive.
  - b) To report a non-emergency "suspicious vehicle" that is unoccupied, dial 311 and be prepared to give any pertinent information to the operator, such as the tag number, make, model, color, bumper stickers, cracked windows, etc; and the location of the car. A police officer will then come to the scene and run the tag.
  - c) If the vehicle has been used in a crime or is stolen, the CMPD will tow the vehicle. If not, your Homeowner's Association, Business or Apartment Management will have to call a towing service to have the vehicle removed.
  - d) Tell the operator that you would like to speak to an officer when he/she arrives to discuss your options.

#### WHEN TO CONTACT THE MECKLENBURG COUNTY SHERIFF

#### 1) Fingerprints

- a. The CMPD Explorers often fingerprint children for crime kits at special events and fairs. Please contact the Explorers' Office at 704-432-0432
- b. For adult fingerprinting for a job application or similar form, please contact the Mecklenburg County Sheriff's office at 704-336-8787.

#### 2) Inmates and warrant checks

- a. The Mecklenburg County Sheriff's Office maintains the website where photographs of arrested suspects are displayed. Please visit http://www.charmeck.org/Departments/MCSO/Home.htm
- b. You may then search for arrested persons under "arrest" and "inmate" inquiry. The Mecklenburg County Sheriff's office website also has a link to allow searching for active warrants and mug shots.
- Firearm permits and registration To obtain information on registering a firearm or concealed carry permits, please contact the Mecklenburg County Sheriff's office at 704-336-8787.