

**WICHITA POLICE DEPARTMENT**

# **COMMUNITY SERVICES BOOKLET**



*Serving You, In Many Ways, Every Day*





***THE WICHITA POLICE DEPARTMENT COMMUNITY SERVICES BOOKLET** is designed to provide you with important tips and information on a variety of community issues. By working together, we can help prevent and solve crimes, improve neighborhoods, resolve conflicts and enhance our quality of life. This booklet is divided into categories to make it simple to find information that is important to you.*

*The Wichita Police Department hopes you will find this booklet to be a valuable resource and will share this information with your family, friends and neighbors. **If you have additional questions or need further clarification, please contact the Wichita Police Department** (see back cover for contact information).*



# COMMUNITY SERVICES BOOKLET

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## RESIDENTIAL

**8 ways to protect your home from burglary:**

### PREVENTION TIPS

- Install a 3” deadbolt on exterior doors
- Keep doors and windows locked
- Close and lock garage doors at all times (even when you’re at home or in the backyard)
- Always set security alarms
- Reduce hiding places for burglars by trimming trees and bushes away from doors and windows
- Keep exterior lights on at night or utilize motion detector lights
- Put a bar in the track of sliding glass doors to help prevent them from being moved and lifted off the track
- Don’t keep spare keys hidden outside

## PROPERTY IDENTIFICATION

Photograph jewelry so it can be easily identified by detectives and pawn shop employees.

Keep heirloom and valuable jewelry separate from your other jewelry. Consider hiding those items in a place thieves wouldn't think to look.

Create a property list and record important identifiers. Include the make, model and serial number for items such as guns, computers, cell phones, electronics, gaming systems, bicycles and lawn equipment.

Engrave your driver's license/State ID # on items. You may be able to borrow an engraver from any WPD substation.



## LEAVING FOR VACATION?

- Place a stop/hold for mail and newspaper deliveries.
- Utilize a timer for interior lights.
- Have a family member, friend, or neighbor check on your home and notify police if they notice a break-in.
- Notify your local substation when you are going to be away to set up an extra watch or go to: **[www.wichita.gov/WPDvacations](http://www.wichita.gov/WPDvacations)**



## FALSE ALARMS

If you have a home or business alarm, make sure it is working properly and is registered with the City of Wichita. The Wichita Police and Fire Departments respond to approximately 18,000 false alarm calls each year, most due to user error or a malfunctioning system. Contact your system provider to have your unit inspected if you think the system is malfunctioning. There is no cost for the first false alarm you have. If you have multiple false alarms, you could be charged for those alarms. Learn more: [www.wichita.gov/WPDfalsealarms](http://www.wichita.gov/WPDfalsealarms)



## DRUG HOUSES

**Neighborhood involvement is the key to stopping criminal activity. What are the warning signs of drug activity in your neighborhood?**

- Excessive foot or vehicle traffic from a house
- Visitors frequently stop and a resident comes out to briefly talk to someone
- Open exchange of drugs and money
- Unusual chemical odors coming from the residence

**What should you do if there is a suspected drug house in your neighborhood?**

- Start a Neighborhood Watch or build a cooperative effort with other neighbors.
- Log all unusual activity connected to the suspected drug house to include tag numbers and provide the log to the police if needed.
- Write down descriptions of people involved, times of activities and the vehicles involved.
- **Do not** put yourself in harm's way to do any of the above activities.
- Contact your local police substation. See back cover for contact information.

## SUSPICIOUS CHARACTERS

You are our partner in crime fighting, our eyes and ears. If you see something that looks odd or suspicious, please call 911 so an officer can check it out.



## NOISE

**Excessive noise can come from many sources and can create a nuisance.** Some activities, such as lawn maintenance, repair/maintenance of personal use vehicles and home repair are acceptable if performed between 7 a.m. and 10 p.m. However, excessive, unnecessary, unusual or loud noise which interferes with the use or enjoyment of property is unlawful. You may call 911 to have an officer come out and make a case for you. You **MUST** be willing to sign a complaint.

## JUVENILE CURFEW

*City of Wichita / Age 17 & Under*

### Age 15

Sunday - Thursday | 11 p.m.

Friday - Saturday | Midnight

### Age 16-17

Sunday - Thursday | Midnight

Friday - Saturday | 1 a.m.



## STREET LIGHTS OUT

**Report street light outages to [westarenergy.com](http://westarenergy.com).** Provide the location and pole number. The pole number is located on the street side.

## GRAFFITI

**Graffiti is vandalism.** As with most forms of vandalism, graffiti is not routinely reported to police and many people think that graffiti is not a “real crime.” Call 911 immediately if there is suspicious activity or a suspect present. To have graffiti removed call the Metropolitan Area Building and Construction Department at 316-268-4481, send an email with the location of the graffiti to [keepwichitaclean@wichita.gov](mailto:keepwichitaclean@wichita.gov) or call your local police substation.



GRAFFITI

## SIGNS ON RIGHT OF WAY

**Illegal signage on the side of our roads makes the area look cluttered and causes problems for lawn maintenance workers.**

It is illegal to post any signage on the city easement and doing so will cause your sign to be discarded. You could also face fines.



**ILLEGAL  
SIGNAGE**

## ANIMAL COMPLAINTS

**It is unlawful to keep any animal, which unreasonably disturbs any person or neighborhood with loud noises or disturbing behavior.** If you want to make a barking dog complaint you **MUST** be willing to sign a notarized complaint and appear in court. A Barking Dog Packet can be sent to you as well, just contact a substation or community police officer.

### PROTOCOL

Call 911 and request an officer to come out to observe the complaint. The officer will contact all parties involved and make a report.

Obtain the report from Police Records, 455 N. Main 5th Floor (fee associated).

Contact Animal Services at 3303 N. Hillside to sign an affidavit and swear to the facts of your report.

Attend court.

**ANIMAL CONTROL | 316-350-3360**

Monday - Saturday | 11 a.m. - 6:30 p.m.

Sunday & Holidays | 1 p.m. - 5 p.m.



### ANIMALS AT LARGE

Any animal, besides cats, can be seized if found running at large. The animal may be returned to the owner after payment of a service charge, boarding fees and possible fines.

### DANGEROUS DOGS

Dogs may be deemed dangerous if they have attacked another animal, person, have a past history of attacks or demonstrates aggressive or menacing behavior. Dangerous dogs may be required to be surgically sterilized and have a microchip inserted with the owner's current information. Pit bulls must meet these requirements regardless of past behavior.

**DOG BITES**

Dogs that have bitten people or other animals will be quarantined for rabies and the owner could face fines or jail time. **If you are a victim of a dog bite, call Animal Control at 911.**

**WILD ANIMALS**

The City of Wichita does not respond to wild animal calls unless there has been an instance of a bite or a scratch. The Kansas Department of Wildlife and Parks (KDWP) can refer you to a licensed trapper for nuisance wildlife.

**The KDWP number is 316-683-8069.**



**PROHIBITED**

**The City of Wichita does not allow any person to own or keep on their property:**

Livestock, male goats, male fowl or hogs, more than 2 dogs, 2 cats, 2 rabbits, 3 fowl or 3 pigeons.

In some cases, you may be able to obtain a permit from the City of Wichita to own additional animals.

**TETHERING OF DOGS**

It is unlawful to keep a dog tethered for more than (1) hour at a time, no more than (3) hours per day and there has to be (3) hours in between tethering times.

Tether must be at least 10 ft. long and weigh less than 1/8<sup>th</sup> of the dog's body weight. Tether must be able to reach water and have no obstructions to wrap around.

## TRASH & ILLEGAL DUMPING

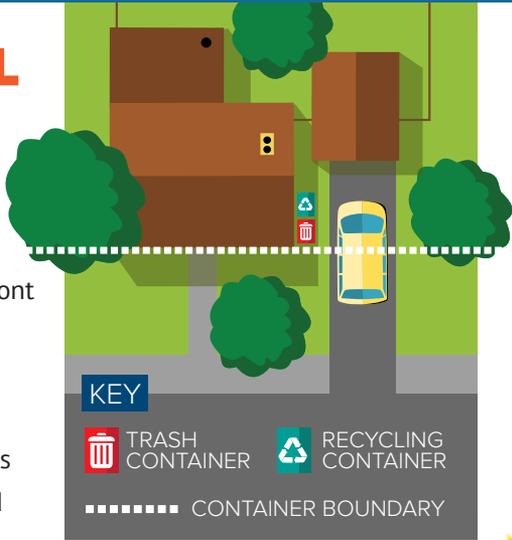
**Per City ordinance, every household in Wichita must have trash service.** Trash containers must be stored behind the front edge of the house except on trash pick-up day.

Bulky waste such as furniture, appliances and other large items may not be stored on property (outside of an enclosed building) for more than seven days. It is also unlawful to place any bulky trash/debris in any trash receptacle but your own.

It is against City ordinance to get rid of grass clippings and leaves by blowing or raking them into the street.

It is unlawful for any person to litter, scatter or spill solid waste, dump or dispose of solid waste at any site other than at a licensed sanitary landfill.

Sedgwick County residents can dispose of old chemicals and household hazardous waste free of charge. The Household Hazardous Waste Facility is located at 801 Stillwell in Wichita. Learn more by calling **316-660-7458** or visit **[sedgwickcounty.org](http://sedgwickcounty.org)**.





## IDENTITY THEFT

What should I do if my purse or wallet is stolen?

### STEP 1:

Contact bank and other credit card companies and close all affected accounts.

Open new account(s) protected with a secret password or personal identification number (PIN).

### STEP 2:

Contact all three major credit reporting bureaus.

Request the credit bureaus place a “Fraud Alert” on your file:

[equifax.com](http://equifax.com)

[experian.com](http://experian.com)

[transunion.com](http://transunion.com)

### STEP 3:

If the theft resulted in a case of identity theft, file a report with the Federal Trade Commission at:

[ftc.gov/bcp/edu/microsites/idtheft](http://ftc.gov/bcp/edu/microsites/idtheft)

### STEP 4:

Make a police report in the community where the identity theft occurred. You can make a police report in Wichita by calling the Police Case Desk at 316-268-4221. Download the Victim’s Identity Theft Packet at:

[www.wichita.gov/WPDidentitytheft](http://www.wichita.gov/WPDidentitytheft)

### STEP 5:

Contact other entities about ID theft (i.e. Post Office, Social Security Office, State Department, I.R.S.).

# SCAMS



## INTERNET / TELEPHONE / MAIL

Before you share any personal information, confirm you are speaking with a legitimate organization. Check the organization's website by typing its URL in the address line, rather than cutting and pasting it. Call customer service by using the number listed on your account statement or in the telephone book.

Identity thieves are clever and represent themselves as banks, internet service providers and government agencies to get people to reveal their social security number, mother's maiden name, account numbers and other identifying information.

Scammers have been known to promise sweepstakes winnings, assistance for a loved one overseas or help with cashing a check in the United States. Do not believe the promise of large sums of money for your cooperation. Guard your account information carefully.





## **CHILD INTERNET SAFETY TIPS**

- 1** Keep computers in an open area.
- 2** Talk to your children about dangers on the internet and monitor social media activity.
- 3** Become familiar with your computer parental control settings.
- 4** You should never give out your name, address, phone number, school or anything that could identify them.
- 5** Tell your children if they have an experience that makes them uncomfortable to tell a trusted adult immediately.





## VEHICLE BREAK-INS

The following tips may help reduce the chance of valuables being stolen from your vehicle.

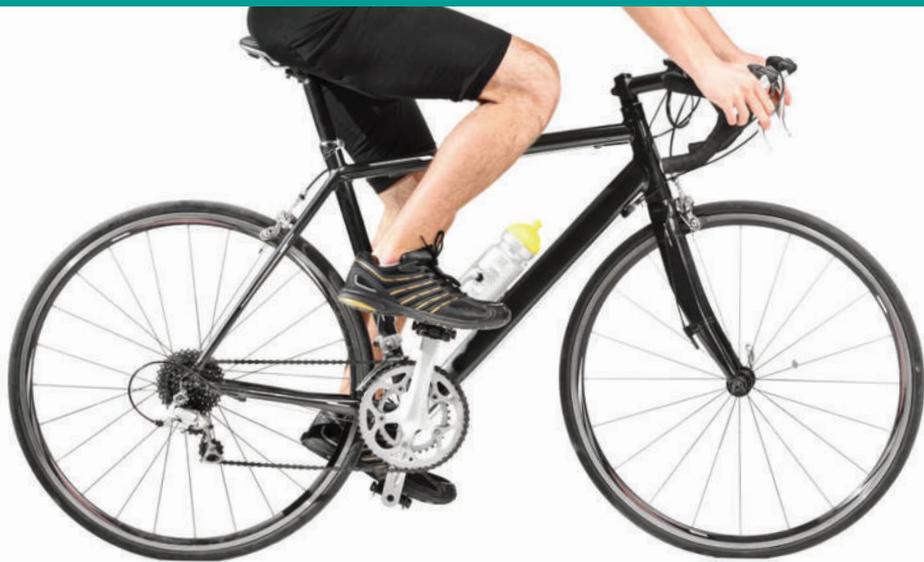
### *Before you leave your vehicle:*

- Remove purses, bags, electronics, change and weapons
- Lock doors and roll up the windows
- Park in well-lit areas
- Conceal garage door openers



## AUTO THEFT PREVENTION

**Never leave your car running unattended!** If your vehicle has been stolen, promptly report the theft to the police. Be prepared to provide as much information as you can about the vehicle. Keep a record of the vehicle year, make, model, tag number and vehicle identification number so you are able to provide it to law enforcement.



## BICYCLE SAFETY

Bicyclists must follow the same laws as motorists. They are also subject to the same fines. **Here are some additional safety tips:**

- 1 Use hand signals when turning, stopping or decreasing speed.
- 2 Ride with traffic.
- 3 Ride to the right except: when passing, riding on a one-way roadway (ride as near to the left side of the road as possible), preparing for a left turn; or avoiding hazardous conditions such as broken glass and sewer grates.
- 4 Every bicycle, when used at night, must be equipped with a white light on the front (must be visible from 500 feet). A red reflector must also be placed on the rear of the bike.
- 5 Only one rider may ride a bicycle unless it is a tandem bike.



# ILLEGAL VEHICLES

The following are **ILLEGAL** to operate on a city street or sidewalk:



**GOLF  
CARTS**



**GO-  
CARTS**



**ALL-TERRAIN  
VEHICLES**



**DIRT  
BIKES**



**MOTORIZED  
BICYCLES**



**POCKET  
BIKES**



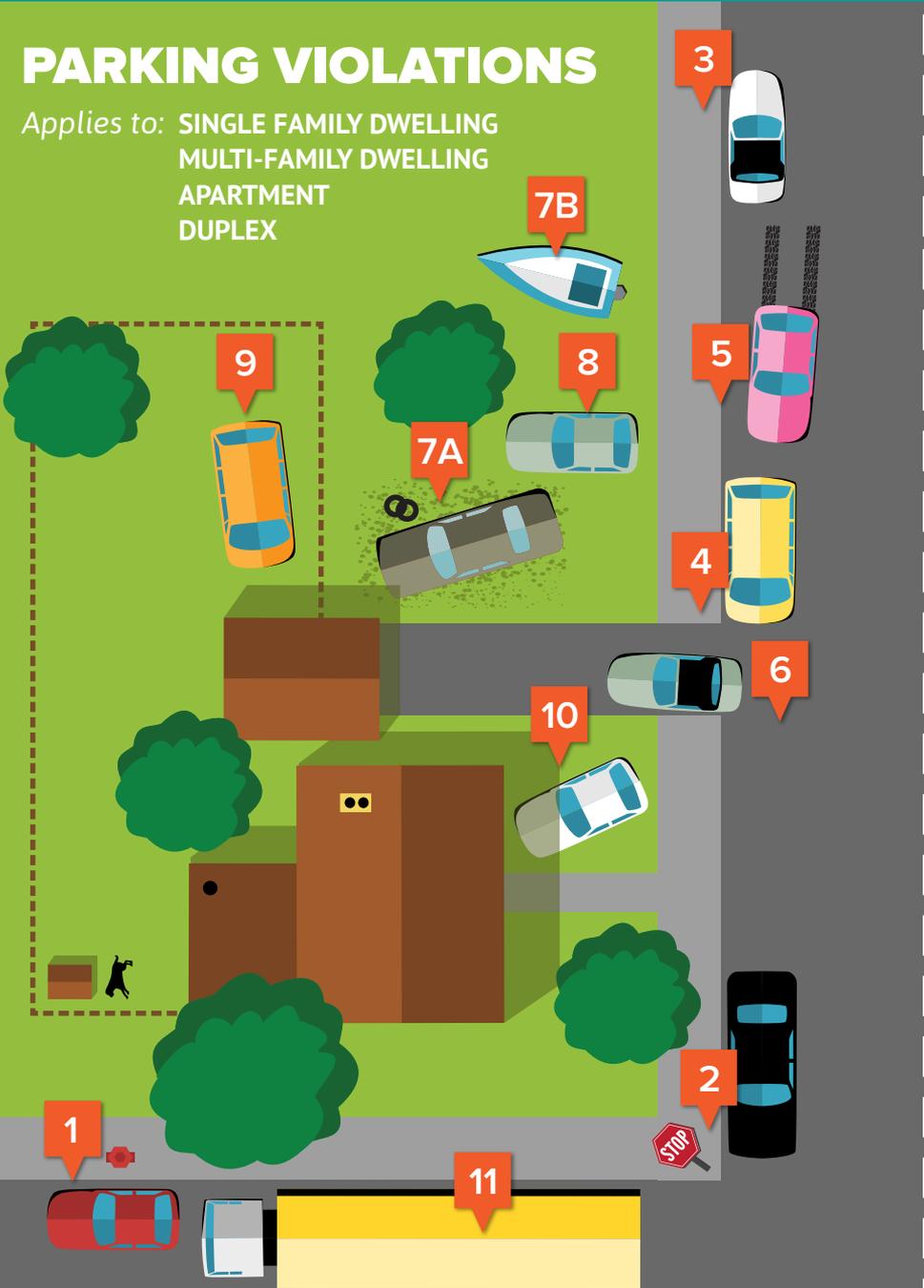
**GO-  
PEDS**

All motor vehicles which are operated on Wichita streets must be “street legal,” meaning they have to meet the equipment requirements by having lights, reflectors, turn signals, braking systems and a horn. They must also be registered and tagged.

The driver of a vehicle must also have a valid driver’s license. If a person, 14 years of age and older, is stopped for a violation, he/she can be issued a citation. If the person is under the age of 14, the parent or guardian is responsible and could be issued a citation for allowing an unauthorized person to drive a vehicle.

# PARKING VIOLATIONS

Applies to: SINGLE FAMILY DWELLING  
MULTI-FAMILY DWELLING  
APARTMENT  
DUPLEX



## **PARKING VIOLATIONS**

- 1** Parking within 15 ft. of a fire hydrant
- 2** Parking within 30 ft. of traffic sign
- 3** Parking with the left wheel next to curb
- 4** Parking within eight ft. of private drive
- 5** Parking more than 12" from curb
- 6** Parking on sidewalk
- 7** **A.** Inoperable vehicle on private property  
**B.** Vehicle over 26,000 lbs, motor vehicles, boats, trailers, vehicles registered with a 2M+ Kansas license plate are not allowed in driveway
- 8** Parking on required side yard  
*Allowed if the parking surface is graveled or paved, and must be at least 25 ft. from city easement*
- 9** Parking on unpaved surface  
*Allowed if being stored behind fence, not just parking for short periods of time*
- 10** Parking on required front yard  
*Parking vehicle on street longer than 48 hrs, vehicle can be towed*
- 11** Except when necessary for the loading or unloading of property or merchandise, or the performance of services at a residence, to park a truck with a manufacturer's rated capacity of over three-quarter ton, a bus, recreational vehicle, tractor, trailer, semitrailer or other commercial vehicle, on any street in a residential district, for longer than two hours

For more information on the City of Wichita's parking ordinances, please visit: **wichita.gov**. Click on the "Services" tab at the top of the page and search under "City Code."



## **CITIZEN POLICE ACADEMY**

**Want a behind the scenes look at the Wichita Police Department and the Sedgwick County Sheriff's Office? Apply for the Citizen Police Academy (CPA)!**

The free thirteen-week program offers a unique opportunity to learn about the many services the Wichita Police Department and Sedgwick County Sheriff's Office provide to the community.

The Citizen Police Academy is intended to develop a harmonious working relationship between members of the community and law enforcement while at the same time opening a mutually supportive avenue for communication. The Academy provides a way for participants and police personnel to share information and ideas about the police profession.

## ACADEMY TOPICS

- Investigations (Homicide, Robbery)
- Gang Unit
- SWAT team
- Bomb Squad
- Exploited and Missing Child Unit
- Traffic radar demonstration
- Patrol Operations (ride with a Wichita Police Officer)

## TOUR OPPORTUNITIES

- WPD Crime Lab
- WPD Records Bureau,
- Sheriff's Crime Lab and the 911 Emergency Communications Center
- Sedgwick County Adult Detention Facility (dine and tour)

## QUALIFICATIONS

- Must live, work or attend school within Sedgwick County
- Must be at least 20 years old
- No prior felony convictions or outstanding warrants
- Must provide two personal references

## INFORMATION

**For more information or to apply online go to:**

[www.wichita.gov/WPDCitizenAcademy](http://www.wichita.gov/WPDCitizenAcademy)

# CRIME STOPPERS

## Help us help you!

Police agencies throughout the Wichita area need your help in solving crimes. Crime Stoppers of Wichita/Sedgwick County, a division of the non-profit Wichita Crime Commission, wants to make it easy for you.

If you have any information about a crime call **316-267-2111**.

**You may receive a reward! You will remain anonymous!**

## SEND A TEXT MESSAGE

- 1 Text **TIP217** plus your message to **CRIMES (274637)**.
- 2 You will receive an auto-reply message with your Tip ID. (Your phone number remains anonymous.) To send follow up messages about the tip, simply reply to that message.
- 3 You can stop the thread at any time by replying with STOP.



**a Division of the Wichita Crime Commission**

**316-267-2111**

# WPD SOCIAL MEDIA

## GET SOCIAL WITH THE WICHITA POLICE DEPARTMENT!

Connect with the WPD through social media! Stay informed about the latest crime trends, emergencies, traffic alerts and other public safety issues. You can also team up with officers to help solve crimes by providing tips. Make sure to like the main Wichita Police Department Facebook page and the police bureau page for your neighborhood, follow us on Twitter and subscribe to our YouTube Channel.



[facebook.com/WichitaPolice](https://facebook.com/WichitaPolice)



[twitter.com/WichitaPolice](https://twitter.com/WichitaPolice)



[youtube.com/WichitaPoliceDept](https://youtube.com/WichitaPoliceDept)

**PATROL NORTH** [facebook.com/WichitaPoliceNorthBureau](https://facebook.com/WichitaPoliceNorthBureau)  
**PATROL SOUTH** [facebook.com/WichitaPoliceSouthBureau](https://facebook.com/WichitaPoliceSouthBureau)  
**PATROL EAST** [facebook.com/WichitaPoliceEastBureau](https://facebook.com/WichitaPoliceEastBureau)  
**PATROL WEST** [facebook.com/WichitaPoliceWestBureau](https://facebook.com/WichitaPoliceWestBureau)



**MyPD App**

*We've got an app!* Download "MyPD" from Google Play or the Apple Store and select "Wichita Police Department." The MyPD app lets you connect with the department, catch up on tweets, submit a tip, commend an officer, ask questions and get feedback. This free app will make it easier for you to contact the police department from your mobile device.

***Please call 911 if you have an emergency***

## **POLICE SUBSTATIONS**

Monday - Friday | 8 a.m. - 5 p.m.

*Excluding Holidays*

*If you call after hours, you will have to leave a message. Please provide your name, phone number and a brief message stating your concern.*

### **Patrol North**

316-350-3400

3015 E. 21st St. North Wichita, KS 67214

### **Patrol South**

316-350-3440

211 E. Pawnee Wichita, KS 67211

### **Patrol East**

316-350-3420

350 S. Edgemoor Wichita, KS 67218

### **Patrol West**

316-350-3460

611 N. Elder Wichita, KS 67212

*If you have an emergency, please call 911*

