

Greendale Police Department: FAQs

Welcome to the Greendale Police Department's frequently asked questions and answers section. We will update questions and answers to reflect the latest information. We hope you find them helpful and informative. Simply click on the question for more information.

Where can I find the Greendale Municipal Code of Ordinances?

It is now possible to view the Village's Code of Ordinances online by [clicking here](#). The online version of the Code is updated through Ordinance Number 834 adopted November 7, 2006. Beginning in 2008, the online version of the Code will be updated on a yearly basis. This electronic version of the Code is provided for informational purposes only and has been updated as indicated above. For the official version of the Code or more recent legislation, please contact the municipality. This information is provided as a service to the public.

Where is the Greendale Municipal Court?

The Greendale Municipal Court is located at the Greendale Safety Center, 5911 West Grange Ave., Greendale, WI 53129. For more information about court procedures and schedules [please click here](#).

If I am issued a traffic citation or municipal citation what are my options?

1. Pay the amount shown on the citation either in person or by mail. If you are paying by mail make the check or money order payable to the Village of Greendale and mail it to: 5911 W. Grange Avenue, Greendale WI 53129.
 2. Appear on your court date and you can have your case reviewed by the Village Attorney, appear before the judge and enter a guilty plea and ask for time to pay if necessary. Plead not guilty and you will be given a trial date. Plead No Contest which is the same as a guilty plea except you are not admitting to any guilt in the matter before the court.
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How do I get a record held by the Police?

Access by the public to records maintained by the police department is governed by Section 19.33 to 19.37 of the Wisconsin Statutes.

Generally, most records that relate to criminal incidents or traffic accidents are available 5 -7 days after first reported to the police department. Access to juvenile records, on-going police investigations, incidents that involve sensitive matters such as sexual assaults, abuse or neglect, or involve confidential or reputation issues require careful scrutiny that may delay or prevent full disclosure of that record. In juvenile matters you will need to obtain a court order from a Judge at the Milwaukee County Children's Center.

The cost for copies is \$0.25 per page, with additional charges for large files or special items such as photographs, audio and videotapes. The requestor will be required to complete an Open Records Request Form, available at the Police Service Window.

How do I obtain an accident report?

Motor vehicle accident reports may be picked up in person, at any time at the Police Department Service Window. Accident Reports generally require at least 48 hours to be completed and

approved. If you have any questions regarding Accident Report availability please call (414) 423-2121. Service may be expedited if you are able to provide the case number assigned to the report. Copy fees for state traffic accident reports are \$0.25 per page. Accident reports may also be requested by regular mail. Enclose a self-addressed, stamped envelope and check or money order to cover the copy fees. Our mailing address is: 5911 W. Grange Avenue, Greendale, WI 53129

How does the Greendale Police Department Deal With Registered Sex Offenders in Our Community?

In Wisconsin, convicted sex offenders are registered with the Department of Corrections upon their release from prison. Once released into the community, they must report to the local police department to participate in a face to face registration process. In Greendale, the face to face registration consists of an interview as well as a booking, which includes fingerprinting and photographs. The interview is designed to gather intelligence about the offender, including their place of residence, employment and school, hobbies and interests, rules of supervision, details of the crime for which they were convicted, and other pertinent information. Based on this interview, and with information provided about the offender from the Department of Corrections, an assessment is made regarding the potential of this offender to re-offend, and the degree of danger this person presents to the community.

The assessment of an offender's potential to re-offend is not an exact science. Many factors are considered. If there are sufficient factors present to suggest a potential for danger to the community, a decision group is convened within the Police Department to determine what type of community notification might be necessary. In all cases, the safety of the community is our first and foremost concern.

If you want to find out if any sex offenders are living in your area or community please click on the [Sexual Registry](#) link and put in your zip code. This will list any sexual offenders in your area.

What if I am a victim of Identity Theft?

IDENTITY THEFT: is when someone obtains a person's identifying information, such as name, address, and date of birth, social security number or mother's maiden name and uses it illegally. Armed with this information, an imposter can open new credit card accounts, drain your bank accounts, purchase automobiles, apply for loans, open utility services and on and on.

No matter how cautious you are, you cannot guarantee that a criminal will not obtain your information. The following steps will tell you what the warning signs are, how to protect yourself, what to do if you become a victim and the resources you will need.

THE WARNING SIGNS

Often there are no warning signs that identify theft has occurred. However, some reasons for concern are:

- o Your monthly credit card and bank statements suddenly stop arriving.
 - o You are denied credit for no apparent reason.
 - o You start getting bills from companies you do not recognize.
 - o Credit collection agencies try to collect on debts that do not belong to you.
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HOW TO PROTECT YOURSELF

PERSONAL INFORMATION

- o Ask your bank, doctor's office, other businesses and your employer how they use and protect your personal information.

- o Never carry your Social Security card, Social Security number, birth certificate or passport unless necessary.
- o Do not put your address, telephone number or driver's license number on a credit card sales receipt.
- o Social Security number or phone numbers should not be put on checks.
- o Identifying information should not be given over the phone or Internet to someone you do not know or on a cellular or cordless phone.
- o Shred all personal documents before placing them in the trash.
- o If your state uses your Social Security number as your driver's license number, ask for another number.

FINANCIAL INFORMATION

- o Get a copy of your credit report every year.
- o Keep your financial records out of sight. Burglars are just as interested in credit cards, bank accounts and investment statements as they are in your TV, jewelry and other valuables.
- o Check monthly credit card statements for charges you did not make. If monthly statements do not arrive in the mail, call the lender immediately.
- o Keep a list, in a safe place, of all credit cards, bank accounts including the account numbers, phone numbers and expiration dates. Only use your credit card on the Internet if it will be encrypted.
- o Shred financial or confidential information such as credit card pre-approvals, credit card receipts, etc.
- o If you have credit cards you do not use, store them in a safe place. Cancel the accounts if you will not use them again. Cut up old credit cards before discarding.
- o Carry only the credit cards you plan to use.
- o When you have applied for a new credit card, keep your eye on the mail and the calendar. If the credit card does not arrive within the appropriate time, call the credit card company.
- o Do not use your mother's maiden name as a password for accounts. Make one up.
- o Unless your mailbox is secure, mail payments at the post office and pick up new checks at your bank.
- o If you are not interested in pre-approved credit offers, opt-out using the telephone number in the resource section below.

WHAT TO DO IF YOU BECOME A VICTIM

Despite your best efforts to protect yourself, you have become a victim. Now what? The following steps should be taken immediately and at the same time to best insure your protection.

RECORD KEEPING - In the process of resolving the theft of your identity, be sure to keep records of all correspondence with the creditors and government agencies you contact. Include the date and name of contact. Follow up all telephone contacts with a letter and keep a copy.

CREDITORS - Notify all creditors and financial institutions, in writing and by phone, that your name and accounts have been used without your permission. If an existing account has been stolen, ask the creditor or bank to issue you new cards, checks and account numbers. Carefully monitor the account activity on your statements. Report fraudulent activity to the issuing company immediately. The Fair Credit Billing Act (FCBA) is a federal law that limits consumer's responsibility for fraudulent charges to \$50.

LOCAL LAW ENFORCEMENT - Immediately report the crime to local police. Provide them with as much documentation as possible. Make sure that the accounts are listed on the police report. Also, get a copy of the police report. Credit card companies, banks, and credit reporting agencies may require you to show a police report to support your claim that a crime was committed.

FEDERAL LAW ENFORCEMENT - Report the crime to the Federal Trade Commission (FTC). The FTC collects complaints about identity theft from consumers and stores them in a secure online database called the Consumer Sentinel that is available to law enforcement agencies worldwide. The FTC provides information on ways to resolve problems resulting from identity theft and refers individuals to various private and government agencies for further action.

**Federal Trade Commission
Consumer Response Center
600 Pennsylvania Avenue, N.W.
Washington, DC 20580
1-877-IDTHEFT
www.consumer.gov/idtheft**

THE CREDIT REPORTING AGENCIES - Contact the fraud units of the three credit reporting agencies: Equifax, Experian and Trans Union. Ask them to place a fraud alert on your credit report to help prevent new fraudulent accounts from being opened. Keep track of when it expires so you can ask for another one, if necessary. However, not all creditors check your credit report before issuing a new account

As an ID Fraud victim, you are entitled to a free copy of your credit report. Also ask the agencies for a copy of your credit report every three months once you have become a victim. This can help determine how many and which accounts listed are fraudulent. You can also identify the existing accounts that have been stolen.

Equifax 1-800-685-1111 www.equifax.com

Experian 1-888-397-3742 www.experian.com

Trans Union 1-800-916-8800 www.transunion.com

To opt-out of receiving pre-approved credit card offers, call 1-888-5-out-out.

UTILITY COMPANIES - Ask utility companies (local and long distance telephone service providers, gas, electric and water companies) to watch out for anyone ordering services in your name. If someone has ordered services in your name, cancel those accounts, If you are having trouble with falsified accounts, contact your state Public Utility Commission.

OTHER RECOURSES

United States Postal Inspection Services (USPIS) is a federal law enforcement agency that investigates cases of identity theft. The agency has primary jurisdiction in matters involving the integrity of the U.S. mail.

**U.S. Postal Inspection Service
475 L'Enfant Plaza
Washington, DC 20260
202-268-2284
www.usps.gov/websites/depart/inspect/**

United States Secret Service (USSS) is a federal agency that investigates financial crimes. Generally, the USSS will intervene only when the dollar amount of the crime is high. However, they should still be notified in case it is part of a larger fraud ring.

U.S. Secret Service.
Contact your local field office.
www.ustreas.gov/usss

Social Security Administration (SSA) should be contacted if you detect fraudulent use of your credit card. The SSA does not generally take action unless there is a high dollar amount, workplace impersonation or crimes committed in your name. They will only change your SSN if you fit their fraud victim criteria.

Social Security Administration
604 Security Boulevard
Baltimore, MD 21235
1-800-269-0271 (fraud hotline)
www.ssa.gov/

ADDITIONAL STEPS TO TAKE:

- o If your bank accounts have been tampered with, close those accounts, destroy any checks and cut up any ATM cards. Ask for password protection when opening new accounts
 - o If your checks have been stolen or misused, stop payment on all checks. Open a new account and reissue checks to legitimate creditors. Also, ask your bank to notify its check verification company to stop giving approval of the stolen checks.
 - o If you believe your investments or brokerage accounts have been tampered with, report to your account manager and the Securities and Exchange Commission.
 - o Even if you think a problem is resolved, check your credit report every six months for several years after your identity was stolen.
 - o If you suspect your name and SSN are being used by an identity thief to get a driver's license or non-driver's ID card in your name, contact the Department of Transportation.
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Snow Emergencies

(1) Declaration of emergency. No motor vehicle shall be parked and no commercial or industrial vehicle loaded or unloaded on any public street, alley or highway in the Village during such period in which the Village Manager or, in his absence, the Director of Public Works shall declare that a snow emergency exists. The Village Manager or, in his absence, the Director of Public Works may declare a snow emergency at any time within a twenty-four-hour period that there is three inches or more of snowfall. The duration of the snow emergency shall be for such period of time as the Department of Public Works shall require plowing the public streets, alleys and highways of the Village and making them conveniently passable for vehicular traffic.

How do I obtain a Special Parking Permit?

The Police Department may permit parking on streets under the rules promulgated in this chapter provided that a permit is obtained from the Police Department after filing an application with the Department and Amended 6-7-2005 by Ord. No. 818]

(b) The application form shall contain the name, address and telephone number of the owner of the vehicle, license number, make and year of the vehicle, the name and date of issuance, the date of expiration and a statement that the owner is a resident of the Village, does not have available space on his/her property to park an additional vehicle and is unable to find reasonable accommodations. [Amended 6-7-2005 by Ord. No. 818]

(c) The permit shall only be valid for the specific vehicle listed on the application/permit. The permit

may be revoked without refund at any time reasonable accommodations are available to the holder

(d) Upon approval, the application shall be validated as the permit and kept on file at the Police Department. A receipt showing the date of issue, permit number and vehicle license number will be issued to the purchaser. No display of the receipt in the vehicle is required.

(e) The Police Department may inspect any vehicle for which a person is applying for a permit for the purposes of determining eligibility for such a permit as provided in this Subsection (8).

(f) The owner of any motor truck with valid license plates issued by the Wisconsin Department of Transportation, Division of Motor Vehicles, but not used for commercial purposes and which is not larger than 21 inches in length, seven inches in width and seven inches in height, and which has no more than single-treaded tires, shall be eligible to purchase a permit for the vehicle as provided in this Subsection (8).

(g) Permits shall be made available on a quarterly or an annual basis. It shall be understood that the issuance of any permit is final and there shall be no refund for any unused balance. Permit fees shall be made in accordance with the following schedule. [Amended by Ord. No. 718; Ord. No. 737; 4-4-2006 by Ord. No. 829] 1. The monthly permit fee shall be \$25, plus tax.

2. The quarterly permit fee shall be \$40, plus tax.

3. The annual permit fee shall be \$125, plus tax.

(h) If the need arises to move a motor vehicle for which a permit has been issued in order to remove snow or make street repairs, the owner of the vehicle, within 60 minutes of such notice, shall remove the vehicle in accordance with the notice. If the owner fails to remove the vehicle in accordance with the notice, the same may be removed by the Village at the owner's expense.

(i) Vehicles must be moved every 24 hours.

(j) Special parking permit holders must park in front of their own residence on the same side of the street, unless restrictions prohibit the same. The Police Department may assign an area for the special parking permit holder to park when conditions so require.

Where can I find information on Night Parking?

NIGHT PARKING ORDINANCE

All-night parking prohibited. No vehicles of any kind or description shall be parked on any public highway of the Village between the hours of 3 a.m. and 6 a.m. except as otherwise restricted or permitted in this chapter.

(b) The provisions of Subsection (4) (a) shall not be effective and in force for: 1. Holidays. On the morning following the first day of January (New Year's Day), last Monday of May (Memorial Day), July 4 (Independence Day), first Monday of September (Labor Day), fourth Thursday in November (Thanksgiving Day), and December 25 (Christmas Day) in any year.

2. Emergencies. Subsection (4) (a) shall not apply to licensed physicians, surgeons or ordained clergy in emergency situations.

3. Notification. The Police Department may, when necessary, grant an individual overnight parking permission if the Police Department is notified prior to 3 a.m.

4. Disabled drivers. Vehicles bearing current disabled license plates or special identification cards for a physically disabled person under § 343.51, Wis. Stats. [Amended by Ord. No. 693]