

City of Whitewater Community Service Plan

Court-Assigned Community Service Program

Administered by: City of Whitewater Parks, Recreation and Facilities Department

Program Contact:

Kevin Boehm, Director of Parks, Recreation & Facilities
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Program Overview

The City of Whitewater Community Service Program provides meaningful work opportunities for individuals assigned community service through the court system. This program supports community beautification, environmental stewardship, and city maintenance while allowing participants to contribute positively to the community.

All assignments are supervised by City staff and coordinated through the Parks, Recreation and Facilities Department in collaboration with the Streets and Forestry Divisions. Participants are expected to report on time, follow all safety procedures, and complete tasks as assigned.

General Participant Guidelines

- **Eligibility:** Individuals referred through the court system for community service within the City of Whitewater.
- **Supervision:** Direct supervision may be provided by City staff within the Parks, Forestry, or Streets Divisions, as designated.
- **Attendance:** Participants must report to the designated site and check in with their assigned supervisor at the scheduled time.
- **Safety Equipment:** The City will provide appropriate safety gear (gloves, waders, life jackets, kneeling pads, high-visibility vests, etc.) for each task.
- **Behavioral Expectations:**
 - Follow all directions from supervisors.
 - Maintain a respectful attitude toward staff and other participants.
 - No use of cell phones, tobacco, alcohol, or illegal substances while performing service.
 - Dress appropriately for outdoor work (long pants, closed-toe shoes, weather-appropriate attire).
- **Injury Reporting:** Any injury or safety concern must be reported immediately to the on-site supervisor.

Community Service Tasks

1. Cattail Removal

Purpose: To enhance water quality and shoreline aesthetics by managing invasive cattail growth in Cravath and Trippe Lakes.

Description of Work: Participants will enter shallow areas of Cravath or Trippe Lake wearing waders, gloves, and life jackets to manually remove cattails from designated zones. Removed cattails will be placed along the shoreline for later collection by City staff.

Supervision: Assistant Director of Parks, or designated Parks Division staff.

Schedule: Spring through late summer (as water and weather conditions allow).

Equipment Provided:

- Chest waders
- Work gloves
- Life jacket (PFD)
- Collection area markers or flags

Safety Notes:

- Participants must remain within assigned zones and avoid deeper water.
- Life jackets must be worn at all times while in or near the water.
- All work will be done by hand with minimal force to prevent damage to aquatic habitats.
- Participants will receive a safety briefing before entering the water.

2. Weed Removal in City Flower Beds and Plantings

Purpose: To maintain clean, attractive landscaping in public spaces throughout the City of Whitewater.

Description of Work: Participants will assist the Streets Division with manual weeding and maintenance of flower beds, planters, and landscaped areas. Tasks include pulling weeds by hand, light soil turning, and debris collection.

Supervision: Streets Superintendent or assigned Streets Division staff.

Schedule: Late spring through early fall.

Equipment Provided:

- Work gloves
- Kneeling pad
- Hand weeding tools (if necessary)

Safety Notes:

- Avoid use of sharp tools unless directed by staff.
- Be mindful of bees, insects, and thorny plants.
- Hydrate frequently and wear sun protection.

3. Brush Removal

Purpose: To support ongoing park and city property maintenance through the removal of fallen branches and brush.

Description of Work: Participants will collect and drag brush, branches, or small logs to designated collection areas for later disposal or chipping. This work helps maintain park cleanliness and assists the Forestry Department in seasonal operations.

Supervision: City Forester or designated Forestry staff.

Schedule: Late fall through early spring (weather dependent).

Equipment Provided:

- Work gloves
- High-visibility vest (as needed)

Safety Notes:

- Be aware of uneven ground, sharp branches, and tripping hazards.
- Only move brush as instructed—do not operate machinery or power tools.
- Follow all instructions from Forestry staff regarding safe lifting and dragging.

4. Trash Removal

Purpose: To maintain a clean and inviting community environment by removing litter and debris from public areas.

Description of Work: Participants will remove trash and litter from downtown areas, multi-use trails, creeks, lakefront shorelines, and city parks. This task promotes community pride and environmental health by ensuring public spaces remain clean and welcoming.

Supervision: Streets Superintendent or assigned Streets Division staff.

Schedule: Year-round, weather permitting.

Equipment Provided:

- Work gloves
- Trash bags or collection buckets
- Litter grabbers or tongs (as available)
- High-visibility safety vest

Safety Notes:

- Participants must wear provided safety vests when working near streets or trails.
- Avoid handling hazardous materials (needles, sharp objects, chemicals). Report these immediately to City staff.
- Be cautious along creek banks or near roadways.
- Dispose of filled trash bags only at designated collection points.

5. Playground Cleanup

Purpose: To maintain the safety and appearance of public playgrounds by cleaning, raking, and removing debris.

Description of Work: Participants will perform general playground maintenance including raking surfacing under and around playground equipment, removing weeds, and collecting trash or debris. This work ensures that play areas remain clean, safe, and inviting for families and children.

Supervision: Streets Superintendent or assigned Streets Division staff.

Schedule: Early spring through late fall.

Equipment Provided:

- Trash tongs
- Rakes
- Shovels
- Work gloves

Safety Notes:

- Be cautious around playground equipment and uneven ground.
- Avoid use of power tools or equipment.

- Follow all directions from the Streets Superintendent regarding assigned areas and safe work practices.

Documentation and Completion

- Participants must sign in and out each day on the official Community Service Log Sheet.
- Supervisors will verify completed hours and tasks.
- Upon completion, the Parks and Recreation Department will issue written confirmation to the referring court.

Program Contacts

Primary Coordinator:

Kevin Boehm, Director of Parks, Recreation & Facilities

City of Whitewater

312 W. Whitewater Street

Whitewater, WI 53190

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Divisional Supervisors:

- Parks/Environmental Projects (Cattail Removal): Assistant Director of Parks
- Streets/Weeding, Trash, and Playground Projects: Streets Superintendent
- Forestry/Brush Removal: City Forester