

CITY OF WHITING

GRAFFITI REMOVAL PROCEDURE

General

All graffiti calls (gang related or not) should be routed through the police station at 659-2131.

Police Department

1. Notify the Detective Bureau.
2. Officer to obtain signed waiver of liability form if private property is involved.
3. Notify the City Garage by:
 - a. Calling the City Garage at 659-1219.
 - b. Faxing the waiver of liability form to City Garage at 473-4643.

City Garage

1. Assign "graffiti crew" to attempt to remove graffiti.
2. If graffiti has been removed successfully, no further action needed.
3. If graffiti was not successfully removed, contact the City Court by:
 - a. Calling the City Court at 473-4644.
 - b. Faxing the waiver of liability to the City Court at 473-4644.

City Court

1. Instruct the power-washer operator to attempt to remove the graffiti.
2. If graffiti has been successfully removed, no further action needed.
3. If graffiti was not successfully removed:
 - a. Contact Judge Harkin's graffiti crew and request assistance.
4. If Judge Harkin's crew has successfully removed or covered the graffiti, no further action needed.
5. If graffiti was not successfully removed:
 - a. Contact the Mayor at 659-7700.