

## Request of Services

Published on City of Kyle Texas Official Website (<http://www.cityofkyle.com>)

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# Request of Services

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ros [at] cityofkyle [dot] com

How do you reach someone to report a problem, concern or issue in a city park, city building or city right-of-way?

The Kyle Parks and Recreation Department has a maintenance division that resolves concerns and schedules services for the city parks, buildings and right-of-ways.

To make the process simple and transparent, we have established an email-based system and set a goal to assign your request of services, ROS, to a maintenance technician within 4 business hours. (Maintenance Division business hours are Monday - Friday, between 7:00am - 3:30PM)

From the time your ROS (Request of Services) has been assigned to a tech until the work has been completed, an email will be sent to you to see the progress of your request.

Submit your Request of Service to ros [at] cityofkyle [dot] com

**Source URL (retrieved on 2015-03-06 03:01):** <http://www.cityofkyle.com/recreation/request-services>