



# Maintenance Forms

- Maintenance Reports are related to safety or maintenance/repair issues.
  - Fencing, Gate, Lock
  - Sprinkler system, hoses, other water issues
  - Agility equipment
  - Tables, benches, other fixtures
  - Turf related
- Each report requires evaluation – and time – from volunteer members supporting our maintenance and safety commitments.

## *Tasks that you can do*

### **Turf & Playground**

- **Bee/Wasp nests** (spray in vertical storage units)
- **Holes – fill** (dirt in dirt bin)
- **Bags – refill bag holders** (bags in bag bin)
- **Park furniture** (move frequently to keep turf sturdy)

### **City Lights**

*Or other issues in Willmore Park*

Contact **Citizens' Service Bureau**

**314/622-4800**

8am and 5pm Monday – Friday

<https://www.stlouis-mo.gov/government/departments/public-safety/neighborhood-stabilization-office/citizens-service-bureau/csb-request-submit.cfm>

**SWCDP is responsible for all repairs/maintenance except for city lights or large tree/limb issues**



# Southwest City Dog Park Maintenance Report Form

## Contact Info for Person Filing Report

| Member Name | Home & Cell Phone | E-Mail |
|-------------|-------------------|--------|
|             |                   |        |

## Type of Issue - Check Appropriate Box

|   |  |
|---|--|
| Fencing, Gate, Lock                         |  |
| Sprinkler system, hoses, other water issues |  |
| Agility equipment                           |  |
| Tables, benches, other fixtures             |  |
| Turf related                                |  |
| Other                                       |  |

## Describe Issue – Use Additional Paper, if necessary

**SWCDP is not responsible for negotiating any financial or legal settlements.**

## Submit Report

- Drop in Mail Box located in SWCDP entry area
- Scan report, send as email attachment  
[maintenance.swcitydogpark@gmail.com](mailto:maintenance.swcitydogpark@gmail.com)
- Mail / USPS to:  
**Southwest City Dog Park**  
P O Box 191152  
St Louis, MO 63119