To coaches and parents

I would like to take the opportunity at this time to introduce myself to everyone as the field’s manager for North Langley Baseball.

Please read through the following information and familiarize yourselves with some procedures that need to be followed to assist in maintaining the quality of our fields and equipment. Please make sure that you are passing this information on to parent volunteers that will be helping with field prep.

**WHITE CONTAINER** – Contains our 2 L screens and any associated field equipment for Senior Diamond.

**GREEN CONTAINER** – Located between Zarrelli and Senior Diamonds, contains our 3 green screens, equipment for Parker/Zarrelli fields, vacuum cart, paint carts and line paint, shovels, brooms and our turf grading machine.

Equipment in the containers is colour coded to which field it should be used for:

Senior = YELLOW

Zarrelli = BLUE

Parker = GREEN

Sandlot = RED

Please make sure the equipment stays at the field it belongs to!

We have two vacuum carts in the to assist with removing puddles on the fields. These are both kept in the green container. Please use the vacuum to remove standing water/puddles instead of pushing the water with brooms and rakes as that only increases the size of the depression and causes more water to collect the next time. Please make sure that after using the vacuum that is emptied (water and dirt) and the electrical cords are rolled up and kept in the box on the cart. The vacuum carts are to be kept in the green container - please make sure it is retuned there after use.

At the end of each training session or game make sure that the field is left in good condition for the next team. This includes:

1. removing bases and returning them to the dugouts (Parker, Zarrelli and South Diamond) or container (Senior)
2. base plugs are put back in
3. field is raked in line with baselines (rather than across the baselines)
4. tampers are used to repair holes on the pitching mound (found in green container)
5. rakes are returned to their location in the dugouts
6. any bow nets or screens are returned to the containers they were taken from,
7. the diamond fence and containers are locked back up.
8. remove any garbage from the fields and dugouts

**SANDLOT DIAMOND (7U / 9U / 11U)**

The Home Dugout has a green shed equipped with rakes, bases, lime and lining bucket accessories, batters box templates, and bow net.

The green bin beside the Visitor dugout has the dugout key, generator, gas and Pitching machine located inside.

Please let me know if the gas in the container is getting low, the generator runs on Supreme. I also need to know if we are running low on lime – if there is only 1 bag remaining send me an email.

When lining the field do NOT use lime on the grass – all outfield foul lines are done with paint and will be maintained by the field crew on a regular basis

Challenger equipment is stored on a shelf in the green shed in the visitors’ dugout on Zarrelli. Challenger equipment is NOT to be used by any other teams! Please respect this equipment when placing items back in the shed.

When using a screen to drag the field please use the screen located in the Zarrelli dugout.

When lining the field do NOT use lime on the grass – all outfield foul lines are done with paint and will be maintained by the field crew on a regular basis

**SENIOR FIELD (U15 / U18)**

Senior diamond’s equipment is in the white container. Rakes and lining sting are located in the home dugout. Batter’s box templates and bases, lining cart and lime are in the white container. The field should be lined with lime, no paint.

The batting turtle is kept next to the white container on Senior field. Please return it here at the end of a session.

When lining the field do NOT use lime on the grass – all outfield foul lines are done with paint and will be maintained by the field crew on a regular basis

**ZARRELLI TOWER**

When using the vacuum cart you will need to plug the extension cords in from the room at the top of the Zarrelli tower. Please do not put anything in front of the electrical panel in the tower, as the township needs regular access to the panel.

There is a hose cart beside the stairs inside the tower. The tap is located outside the front of the tower. If you are needing the tap you will need the red handle located on top of the electrical panel in the tower.

**OUR ASK FROM EVERYONE:**

We need to make sure we are each doing our part maintaining and treating the equipment and fields properly to reduce the risk of breakdowns and poor field conditions. We ask that everyone treat the equipment and containers as your own and keep it tidy.

When the tarps are out I want to remind everyone the tarps need to be put over the pitching mound and home plate dirt areas after a session is finished. Tarps should never be on the grass.

We also have artificial grass mats, 1 in the white container and 2 in the Zarrelli shed, that we recommend using during practices when pitching to the kids to avoid wearing out the grass in front of the mounds.

Thank you for taking the time to read through our procedures and information. I am confident that everyone can assist in keeping our fields in good condition and our equipment running and working effectively.

If you require any further information or assistance please feel free to reach out to me at 604-312-5174 or [philippegsimpson@gmail.com](mailto:philippegsimpson@gmail.com)

Kind regards,

Phil Simpson, Fields Manager