



Villa Park Youth Baseball & Softball

# FIELD MAINTENANCE

We have a responsibility to our community to maintain and improve our fields throughout the season. We are the park district, we are the ground keepers, we are the future of the program.



**If any coach has trouble with equipment they must reach out to [fields@vpyb.com](mailto:fields@vpyb.com) or [travel@vpyb.com](mailto:travel@vpyb.com) Bases and all tools must be returned to the gangbox and the gangbox must be locked.**

# FIELD STOCK

In each gang box, on the inside lid, there is a QR code. If you scan this code it will bring you to a google sheet to request field material and equipment.

Upon arrival to the ball field it is each coach's responsibility to observe for any missing or damaged equipment, as well as, any material such as lining chalk or field dry that is low and record this information on the Field & Equipment google sheet.

If the material is needed for a current or upcoming game please reach out to [fields@vpyb.com](mailto:fields@vpyb.com) or call your divisional commissioner



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**For practices-** the team must:

- Put out the bases by removing the square base plug and using the dig out tool to remove the dirt.
- Hand drag the field after your team is finished with practice.
- Bases and all tools must be returned to the gang box or locked to the backstop and the gang box must be locked.

**For games-** the home team must:

- Hand drag the field.
- Put out the bases, remove the square base plug and use the dig out tool to remove the dirt.
- Chalk the batter's box and foul lines.
- Install the mound rubber if needed.

# GAMES & PRACTICES

**For games-** the away team or Villa Park home team (if playing another town) must:

Remove the bases and use the dig out tool to install the blue tasseled plugs. Plugs must be down an inch below the base peg metal tube otherwise, our tractor drags will destroy them and cover the base location.

Fields must be hand dragged after games. Pitching mound and batter's box should be raked and repacked. Hand drags and all brooms and rakes must be locked to the fence when finished.

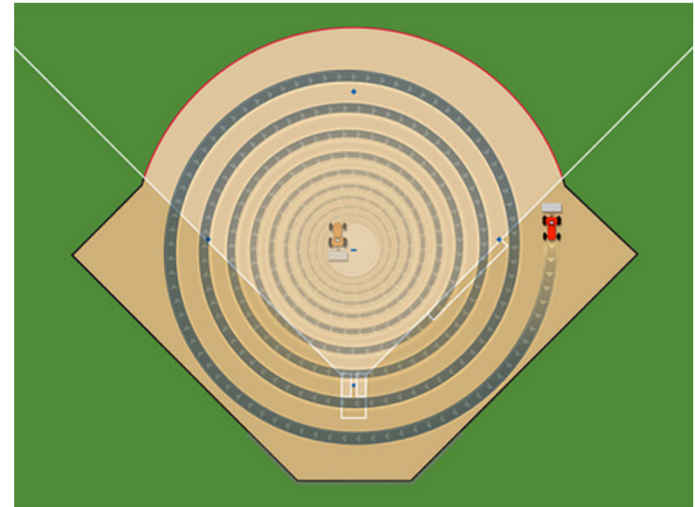
# STEPS FOR FIELD SET-UP

## HAND DRAG THE FIELD.

Drags are locked up at the backstop. Start at home plate and hand drag in a circle rotation, around the whole field from the outermost part of the infield progressing into the mound.

This makes sure that all the field material is brought to the center. This makes it higher at the center of the field allowing for the rain to run off the sides of the field.

## VERY IMPORTANT





**Remove the square base plug & using the dig out tool to remove the dirt.**

**Bases & dig out tool are in the gangbox.**



**BROWN HANDLE DIG OUT TOOL. BLACK BASE PLUG WITH BLUE BRISTLES**

**MAKE SURE TO DIG OUT MOST OF THE DIRT**

Plugs & bases will not go in correctly with too much dirt inside.



# **INSTALL THE BASES**



**PLUG MUST BE INSERTED BELOW TUBE**

They can be pushed all the way down; aim for a  $\frac{1}{4}$  " down below the metal tube.

This ensures the spike drags will not tear them out and we lose this peg tube in the dirt.

Games will take longer to set-up. We will have to get the metal detector to find the base plug

# REMOVE OLD CHALK FROM THE 3-WHEEL CHALKER

REMOVE CHALK INTO THE CHALK  
BUCKET.  
CLEAN OFF THE BRISTOLS INSIDE  
THE 3-WHEEL CHALK



YOU CAN REMOVE THE WHITE PLASTIC COVER  
ON THE BOTTOM OF THE 3-WHEEL CHALKER TO EXPOSE  
THE SLOTS WHERE THE CHALK COMES OUT.



USE A MOUND STAKE TO CLEAR OUT THE SLOTS.  
RETURN THE PLASTIC COVER AND ROTATE THE WHEELS. CHECK THE BRISTLES AND CLEAN IF NEEDED.  
NOW ADD CHALK.



# THE BATTER'S BOX

**MAKE SURE TO PUT THE INDICATOR ARM IN THE OFF POSITION BEFORE MOVING THE 3-WHEEL CHALKER.**

**USE THE 3-WHEEL CHALKER TO FOLLOW THE LINES MADE BY THE TEMPLATE TO CHALK THE BATTER'S BOX.**

**PLACE THE BATTER'S BOX TEMPLATE WITH THE HANDLE LINED UP WITH THE SIDE OF HOME PLATE. MAKE SURE THE MOUND ARROW IS FACING THE MOUND. STEP ON THE TEMPLATE TO MAKE SURE IT HAS MARKED THE FIELD WELL. NOW ROTATE THE TEMPLATE TO THE OTHERSIDE OF THE PLATE AND REPEAT THE PROCESS.**





**USE THE ORANGE STRING  
WINDER W/STAKE TO MARK  
THE FOUL LINES.**

**HAMMER THE STAKE IN THE  
FIELD NEXT TO THE BOTTOM  
CENTER OF HOME PLATE.**



**RUN THE STRING OUT PAST  
FIRST BASE INTO THE  
OUTFIELD ABOUT 30 FEET OR  
MORE.**

**USE THE SIDE OF FIRST BASE  
AS REFERENCE AND MARK  
YOUR SPOT WITH ANOTHER  
MOUND STAKE.**







**WITH THE STAKE INTO THE GROUND, TIE THE FIDDLE STRING KNOT AROUND THE STAKE TO SECURE THE LINE.**

**JUST MAKE A LOOP AND TWIST IT 4-5 TIMES. PUT THE LOOP ON THE STAKE AND WITH HOLDING BOTH ENDS OF THE STRING YOU CAN PULL YOUR STRING AS TIGHT AS YOU WANT.**

**YOU WANT THE STRING JUST TOUCHING THE SIDE OF THE BASE.  
YOU MAY HAVE TO ADJUST YOUR STAKE UNTIL YOU GET IT CLOSE. HAMMER THE STAKE WITH THE FIDDLE KNOT AROUND IT INTO THE GROUND.**



# THE FOUL LINES



Pull out first base and use the 3-wheel chalker starting at the first base corner of the batter's box to the outfield to chalk the first base foul line.

We want to mark the line on the inside part of the base.



Once again, move the handle from off to 4" to start the 3-wheel chalker. When you reach the outfield grass, move the handle to the off position and pull the chain to spray the paint.

We want to mark the rest of the foul line with paint.

After reaching the end of the string, pull the string and stake out of the ground. While pulling the string tight, walk it over to the third base side outfield side.

Retighten the string from home to third base outfield and hammer the string and stake into the ground.

We will now repeat the process for chalking on the third base side.

# INSTALL THE PITCHING MOUND

Put both first and third bases back in place using dugout tool.

Install your mound rubber. Reference your age group division for pitching distance.

Use a stake in the ground at the bottom center of home plate. Hook the tape measure to the stake and stretch it out until you reach your desired length.

Mound should be place at the center of that distance even with second base and home plate. Use two stakes to secure the mound rubber.