UNITED STATES MARINE CORPS
MARINE CORPS BASE
3250 CATLIN AVENUE
QUANTICO VIRGINIA 22134 5001

MCBO 1710.6
B 373
10 Dec 12

MARINE CORPS BASE ORDER 1710.6

From: Commander
To: Distribution List

Subj: USAGE AND MAINTENANCE PROCEDURES FOR BUTLER STADIUM

Encl: (1) Semper Fit Field Reservation Form
(2) Maintenance Guidelines for Butler Stadium

1. Situation. Butler Stadium is a historical facility and has recently been renovated to become Marine Corps Base, Quantico's (MCBQ) premier outdoor athletic facility. It is redesigned as a part of its heritage to support future higher-level athletic events, ceremonial field events, and specially approved recreational use for base personnel. Butler Stadium is situated along John Quick Road and consists of a half-bowl football stadium designed to seat 5,000 spectators, a synthetic turf infield, and an all-weather running track.

2. Mission. To establish MCBQ policy for the maintenance and usage of Butler Stadium in order to administer the preservation and the proper use of the facility.

3. Execution

a. Commander's Intent. To ensure the preservation, maintenance, proper usage and usage deconfliction of Butler Stadium as outlined in the enclosures.

b. Concept of Operations

(1) Usage Requests

(a) Requests to reserve Butler Stadium will be submitted through the online application located on the Marine Corps Community Services (MCCS) Quantico website at http://www.quantico.usmc-mccs.org under the Semper Fit, Barber Physical Activity Center (BPAC) tab, or to the Athletics Director, Semper Fit. Enclosure (1) is a sample of the Semper Fit Field Reservation form.

(b) Routine requests must be submitted a minimum of two (2) weeks in advance and a response will be provided within two (2) business days of receiving the request.

(c) Special use requests, and requests of a significant scope (high attendance/participation) that may impact traffic/parking or require other base resources, must be submitted at a minimum of 60 days in advance, and may be redirected/staffed to G-3 Operations Division (B 03) for evaluation and further action. The submission of a request does not imply or guarantee approval.

(d) Private Organizations seeking to use Butler Stadium to sponsor or conduct activities/events, must submit requests a minimum of 60 days in advance, and will continue to submit their requests to the Director, Business Performance Office (B 09) for further action IAW MCBO 7010.1B.

(e) Final approval or disapproval for usage requests will be given by the Base Commander or Chief of Staff.

(2) Maintenance and Cleaning Responsibilities for Butler Stadium (see enclosure (2))

(a) Maintenance for the track and playing field (artificial running track and playing turf) will be scheduled and maintained by MCCS Staff at BPAC with support from MCCS Operations. The remaining areas (grass and bleachers) will be the responsibility of G-5 (buildings and grounds).

(b) The cleaning of other areas within Butler Stadium will be the responsibility of the using organization. These areas will include playing fields, seating areas including bleachers, and seating areas within the Butler Stadium containment.

c. Tasks

(1) The Director, MCCS will maintain this policy, and submit recommendations for updating as appropriate.

(2) Tenant Commands and Activity Heads will ensure all personnel are aware of, and comply with, this Order.

d. Coordinating Instructions. Butler Stadium Usage Rules and Regulations

(1) The parking for Butler Stadium events will be

dictated prior to the event in areas cordoned off by the BPAC staff or the Provost Marshall's Office (PMO).

(2) The following items/activities are prohibited within the track and field area at Butler Field:

(a) Equipment other than for the use of the activity or designated maintenance is allowed on the playing surface,

(b) Any glass items,

(c) Sugar based sodas, energy drinks, and alcohol are not permitted (water and sports drinks, e.g., Gatorade, are permitted),

(d) Food (to include gum and seeds),

(e) Footwear with metal cleats (plastic screw-in link cleats are permitted if the length does not exceed 1/2 inches),

(f) Pets,

(g) Chairs, tables, canopies, tents, high-heel shoes, or equipment with spikes or other potentially damaging objects,

(h) All tobacco products,

(i) Hitting golf balls,

(j) Bikes, roller blades, skateboards, vehicles, and

(k) Tire flipping.

(3) Combat Fitness Testing (CFT) may be performed at Butler Stadium under the following conditions:

(a) The movement to contact event will be ran on the track.

(b) Ammunition can lifts will be performed on the grass adjacent to the track.

(c) The maneuver under fire be conducted on the turf but must have plywood or rubber mats available for areas where the ammunition cans will be dropped or staged on the turf. The intent is to avoid any damage to the turf.

(4) All units are to become familiar with the maintenance requirements for Butler Stadium turf field in enclosure (2).

(5) Report any damage or potential damage to MCCS immediately.

(6) The use of the track is for runners/walkers only. Baby strollers are permitted.

(7) Violators will be reported to PMO and will be subject to administrative or disciplinary action.

4. Administration and Logistics

a. Directives issued by MCBQ are published and distributed electronically. Electronic versions of this and other MCBQ directives can be found at the following link: http://www.quantico.usmc.mil/directives.aspx.

b. Questions and comments regarding this Order should be addressed to the Director, Semper Fit, 703-784-4828.

c. For usage information and scheduling, contact the Athletics Director, Semper Fit, 703-784-5627.

5. Command and Signal

a. Command. This Order is applicable to all MCBQ tenant activities.

b. Signal. This Order is effective the date signed.

/s/
DAVID W. MAXWELL

DISTRIBUTION: A

Semper Fit Field Reservations

All field reservations are to be in compliance with MCBO P1710.5.
It is policy to require a minimum of two weeks notice on all field reservations.
Submission of the field request does not guarantee approval.
You will be notified if there is a scheduling conflict.

Required Fields are marked with *

* Command:	
Date Submitted:	08 Jun 2012
* Date Needed:	01 Jan 2009
* Time Needed:	From: To:
Estimated Attendance:	

Desired Field:

Butler Stadium: (**Butler Stadium can ONLY be reserved for recreational activies, Combat Fitness Testing is prohibited*)	☐
Freeney Field:	☐
Barnett Field #1: (Close to 7 Day Store)	☐
Barnett Field #2: (Close to Barber PAC)	☐

Please address any box relating to your request:

* Point of Contact:	
* Rank:	
Purpose:	
* Email:	
Copy Contact:	Separate multiple emails with commas
* Phone Number:	

Maintenance Guidelines for Butler Stadium

1. MAINTENANCE GUIDELINES SYNTHETIC TURF FIELDS

a. The goal of a maintenance program is to ensure a consistent and attractive playing surface, promote player's safety and protect the artificial turf system. Although artificial turf playing fields need little amount of attention in comparison with natural grass playing fields, they still require care and maintenance in order to avoid the deterioration of the playing surface.

b. Playing fields that are not properly maintained are liable to lose their original quality after a certain time. When establishing the proper maintenance procedure, local climatic and pollution conditions, expected usage, player conduit, alternative use, and other factors specific to the field in question shall be taken into consideration.

2. THE FOLLOWING ARE KEYS TO PROPERLY MAINTAIN AN ARTIFICIAL PLAYING FIELD:

a. The artificial turf should be maintained free of all contaminants in order to avoid contamination of the infill. Contamination of the infill may lead to hardening of the playing surface, decreased drainage and growth of bacteria, moss, mold, algae, fungi, grass, and weeds.

b. The infill material should be maintained at the prescribed level in order to guarantee a consistent shock absorbency and athletic performance of the field and to protect the synthetic fibers.

c. The infill material shall not be allowed to compact in order to guarantee a soft playing surface.

d. The synthetic turf fibers shall be maintained in a vertical position. Fiber layover may lead to poor footing, decreased drainage, compaction, and poor appearance.

e. The artificial turf should be maintained free of moss, mold, algae, and fungi growth.

f. The artificial turf should be maintained free of grass and weed growth.

g. No smoking shall be allowed the on playing surface.

h. No open flames, fireworks, welding, etc. shall be allowed on the playing surface,

i. Static loads of more than three pounds per square inch (psi) should never be applied to the playing surface,

j. Transit of dynamic loads of more than 35 psi should never be allowed on the playing surface,

k. No chemical agents or contaminated water should be applied to the playing surface,

l. Remove snow and ice with extreme care from the playing surface,

m. Report major damages to United Sport Systems immediately.

3. PREVENTIVE MAINTENANCE:

a. Keep trees a minimum ten feet away from field,

b. Install a minimum ten feet wide divider strip between synthetic turf and natural grass,

c. Control access to the field,

d. Prohibit food and beverage on the field,

e. Prohibit chewing gum and tobacco on the field,

f. Ban smoking on the field,

g. Ban open flames, fireworks, welding, etc. on the field.

h. Keep adjacent areas free of litter, debris, mud, dirt, and oil spillage,

i. Route foot traffic away from common entrances as to minimize mud and dirt, from tracking onto the field.

j. Install trash and litter containers on and near the field in a sufficient number as to avoid overflow. Set up drinks for athletics during practice breaks off the field.

k. Prohibit all unnecessary vehicular traffic. Ban vehicles with non-pneumatic tires or with pneumatic tires with air pressure exceeding 35 psi. Prohibit parking vehicles on the field.

l. Prohibit changing or adding fluids to vehicles and equipment while on the turf surface as to prevent lubricating oil, grease, transmission fluid, etc. from dripping or spilling on the turf.

m. Prohibit static loads on the field exceeding three psi. Prohibit storage of materials on the field.

n. Develop and implement a regular schedule of inspection and maintenance.

4. LITTER REMOVAL. A lawn sweeper shall be used to remove paper, peanut shells, sunflower seeds, leaves, etc., from the field. The brush shall be equipped with synthetic fiber bristles of a minimum length of 2.5 inches. Never use metal brushes. The brush shall be set so that it barely touches the tips of the fibers of the turf. Never set the brush so low that it digs into the turf pile or infill material. Never use a motorized sweeper if the ambient temperature exceeds 90 degrees Fahrenheit. Remove litter immediately after any event. Parker sweeper is recommended: www.parkersweeper.com

5. STAIN REMOVAL

a. Most stains on polyolefin fibers are not true stains, but rather residues of foreign matter. Prior to applying any chemical to the turf, test it on a small portion of the fabric to make sure that no damage is made to the synthetic turf fibers.

1. Water-based Residues. Brush the residue with a fiber brush, sponge with neutral soap and water, and rinse thoroughly.

2. Animal Waste. Sponge with mixture of white distilled vinegar in an equal amount of water, then rinse thoroughly.

b. Chewing Gum. Spray with freon and scrape to remove residue. Promptness is of the essence. It is easier to remove a fresh spill before it has time to dry and harden.

6. MOSS, MOLD, ALGAE, AND FUNGI REMOVAL

a. Clean synthetic turf will not support the growth of moss, mold, algae and fungi. However, if organic matter (including food spills, leaves, etc.) is allowed to filter into the infill, then moss, mold, algae or fungi may appear.

b. Shade from trees and frequent irrigation can provide a cool, damp medium for moss, mold, algae, or fungi growth. Appropriate non oil-based chemical products may be used to remove moss, mold, algae, or fungi growth; rinse thoroughly. Refer to the Material Safety Data Sheet (MSDS) supplied by the manufacturer of the chemical product for special instructions, personal protective equipment, etc. Even if living organisms are killed and removed, spores will remain. Therefore, successful treatment may require several applications. Promptness is of the essence; it is easier to remove moss, mold, algae, and fungi growth before it becomes established.

7. GRASS AND WEEDS REMOVAL. Clean synthetic turf will not support the growth of grass and weeds. However, if organic matter (including food spills, leaves, pinecones, and needles) is allowed to filter into the infill, grass and weeds may appear. Shade from trees and frequent irrigation can provide a cool, damp medium for grass and weed growth. Remove vegetation growth by tearing the plants out manually. In extreme conditions, non- oil based weed killer may be used for specific areas; rinse thoroughly. Refer to the MSDS supplied by the manufacturer of the weed killer for special instructions, personal protective equipment, etc. Promptness is of the essence: it is easier to remove grass and weed growth before it becomes established.

8. SNOW AND ICE REMOVAL

a. Snow and ice are not harmful to the artificial turf system and, whenever possible, should be left to melt and drain off the system without assistance. The field might be used when frozen, as long as it is not slippery and footing is adequate; however, care should be taken as the fibers will be brittle and more subject to damage and shock attenuation properties of the playing surface will be reduced.

b. Dry and powdery snow can be swept from the field using a rotary brush and/or a snow blower. The machinery shall be set so that it barely touches the tips of the fibers of the turf. Never set the machinery so low that it digs into the turf pile or infill material. Wet, sticky snow can be removed from the field using a snowplow with a rubber tipped blade. Wood, metal or other rigid blades should not be allowed. Remove the snow in layers. Adjust the blade taking care that it does not make contact with the turf. If the turf begins to stretch or move with this process, discontinue the procedure.

c. Equipment used in the removal of snow should be equipped with pneumatic tires only. Lugs, chains and studs should never be used on the field. Thin layers of ice can be broken up with a lawn roller and swept from the field using a rotary brush. The machinery shall be set so that it barely touches the tips of the fibers of the turf. Never set the machinery so low that it digs into the turf pile or infill material.

d. Thick layers of ice can be removed through chemical ice-melting products such as pilled, fertilizer-grade urea. Broadcast pilled urea at a rate of approximately 100 pounds per 3,000 square feet. Leave it in place for at least 30 minutes to melt the ice. Vacuum the melted ice from the turf and rinse thoroughly as soon as weather permits. A thin residue of urea will remain on the field until rinsed away. Urea might be irritating to the eyes. If it gets into a player’s eyes, flush with plenty of clean water. Do not use common salt, rock salt, calcium chloride, ammonium nitrate or other corrosive or toxic chemicals to melt the ice.

9. BRUSHING

a. A turf groomer such as the Synthetic Sports Turf Groomer manufacturer by Greens Groomer shall be used to maintain the homogeneous distribution of the infill material in the field and to stand up the turf fibers. Maintaining a homogeneous distribution of the infill material is essential to guarantee a consistent athletic performance of the field and to properly protect the synthetic turf fibers. It is recommended to drag the field from sideline to sideline and to alternate dragging direction with each grooming. Follow manufacturer’s instructions for details. Adjust the aggressiveness of the groomer to a medium level. If hollow infill spots are discovered, perform refill in several thin layers and brush

infill material into the fibers with a fiber scrub brush. If high infill spots are discovered, vacuum the excess infill from the turf.

b. Perform this operation twice monthly during heavy use times of the year and once per month in the off-season.

10. COMPACTION RELIEVE

a. A tine rake such as the Greens Slicer Spring Tine Rake manufactured by Greens Groomer shall be used to comb through the infill material in the field. Combing through the infill material is essential to relieve compaction and to ensure a soft playing surface. Follow manufacturer's instructions for details. Adjust the aggressiveness of the tines to a medium level. It is not necessary to use the tine rake each time the turf is groomed.

b. Perform this operation only twice per year.

11. STATIC LOADS. Static loads of more than three PSI should never be applied to the playing surface. If needed, spread the static load on the playing surface through minimum ¾ inches thick plywood sheets, exterior grade. Place a polyethylene sheet under the plywood to avoid contamination of the turf. Remember that setup cranes, portable bleachers, concert stages and sound systems create high PSI levels. Remember that chairs and high heel shoes create high PSI levels. Never park vehicles or equipment on the playing surface.

12. VEHICULAR TRAFFIC

a. Transit or dynamic loads of more than 35 PSI should never be allowed on the playing surface. The loading of a pneumatic-tired vehicle is approximately equal to the air pressure in its tires.

b. Vehicles with non-pneumatic tires shall never be allowed on the playing surface. No equipment other than designed maintenance equipment should be allowed on the playing surface.

c. Maintenance equipment should be equipped with low-pressure pneumatic tires. Maintenance equipment should be operated avoiding excessive braking, turning, etc. that could damage the synthetic turf fibers and the base underneath. Move slowly and take wide turns.

d. Hot engine exhaust should never be discharged into the field to prevent the possibility of burning or melting the synthetic turf fibers. Never leave a parked vehicle idling on the turf, in order to prevent the possibility of burning or melting the synthetic turf fibers due to exhaust or overheating.

e. Never change or add fluids to equipment while on the turf surface as to prevent lubricating oil, grease, transmission fluid, etc., from dripping or spilling on the turf.

13. SPECIAL EVENTS. Remember that setup cranes, portable bleachers, concert stages and sound systems create high PSI levels. Remember that chairs and high heel shoes create high PSI levels. Large crowds shall never be allowed on the turf unless it is fully protected through minimum ¾ inch thick plywood sheets, exterior grade, mats or plastic tiles. Place a polyethylene sheet under the plywood, mats, or plastic tiles to avoid contamination of the turf.

14. TREES AND OTHER VEGETATION IN ADJACENT AREAS

a. Tall trees can create a distracting shadow pattern on the field if the sun is behind them during play. Deciduous trees will drop leaves and evergreens will drop pine cones and their needles. This organic matter might contaminate the infill. Shades from trees can provide a cool damp medium for moss, mold, algae, fungi, grass, and weed growth. Tree roots may extend under the field. Where removing trees is not practical, root barriers may be installed. Whenever possible, keep trees a minimum of ten feet away from fields.

b. In areas that the synthetic turf abuts natural grass, grass and weeds may invade the edge of the synthetic turf. In this case, fertilizer, pesticides and other chemical sprays may contaminate the turf. Wherever possible, install a minimum ten feet wide divider strip between synthetic turf and natural grass.

15. MINOR REPAIRS

a. Small, loose spots on glued seams extending a few inches to two (2) feet, or rips and tears in the surface that do not exceed six (6) inches, should be regarded as minor problems

unless allowed to grow. The owner’s maintenance staff can generally repair these problems.

b. Vacuum the infill material from the portion of the turf to be repaired. Dry-fit the fabric to be glued. It is

recommended to have a 1/16 inch gap. Overlapping the seam may lead to a lack of transfer of the adhesive, which might cause seams to open with use.

c. Prop open the seam and insert approved seaming tape below the fabric to be glued. Allow for a minimum of six (6) inches of seaming tape on each side of the seam. Make sure that the fabric to be glued and the seaming tape are perfectly dry, free of loose infill material, dirt, old adhesive, or any other foreign matter. Mix and install approved adhesive on the seaming tape in accordance with the manufacturer’s instructions. Press the fabric into the adhesive bed uniformly. No fibers shall remain trapped by the adhesive. Weigh down the area and allow the adhesive to cure for at least 24 hours.

d. Perform refill in several thin layers and brush infill material into the fibers with a fiber scrub brush.

17. Any further information pertaining to the maintenance of the synthetic turf can be answered by contacting United Sport Systems, 1611 S Eisenhower, Wichita, KS 67209, or by phone at 316-946-9784.