

Sweetwater Valley Little League



Safety Program 2017

California District 42

League I.D. #4054201

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ASAP

What is it?

In 1995, ASAP (A Safety Awareness Program) was introduced to Little League International with the goal of re-emphasizing the position of League Safety Officer “to create awareness, through education and information, of the opportunities to provide a safer environment for kids and all participants of Little League Baseball”. This manual and complete facility field survey, updated annually for each new little league season, is offered as a tool to provide important information to the individual manager, coach, board member, parent, and player.

Sweetwater Valley Little League

Safety Procedures

- Responsibility for Safety procedures should be that of an adult member of Sweetwater Valley Little League.
- Arrangements should be made in advance of all games and practices for emergency medical services.
- Managers, coaches (at least one per team) and umpires should have training in first-aid. First-aid kits will be issued to each team manager.
- No games or practices should be held when weather or field conditions are bad, particularly with lightning nearby.
- Play area should be inspected frequently for holes, damage, stones, glass, and other foreign objects. A walk through should be performed on each field prior to team practices and games to ensure safe conditions exist prior to players taking the field.
- All team equipment should be stored within the team dugout, or behind screens, and not within the area defined by the umpires as “in play”.
- Only players, managers, coaches, league officials and umpires are permitted on the playing field or in the dugout during games and practice sessions. These persons must all be cleared as approved volunteers. Persons who may have routine individual and close contact with players shall be verified through the background check program used by Sweetwater Valley Little League. This includes photographers and team parents. Adherence to this requirement is the responsibility of the team manager.
- During practice and games, all players should be alert and watching the batter on each pitch.
- During warm-up drills, players should be spaced so that no one is endangered by wild throws or missed catches.

- All pre-game warm-ups should be performed within the confines of the playing field and not within areas that are frequented by, and thus endangering, spectators (i.e., playing catch, pepper, swinging bats, etc.)
- Equipment should be inspected regularly for proper condition and fit. Only Little League approved composite bats are permitted to be used.
- Batters must wear Little League approved protective helmets during batting practice and games. In batting cages, pitchers are recommended to wear helmets (for safety and as a good example), and must always use an L screen for protection.
- Catcher must wear catcher's helmet, mask, throat guard, long model chest protector, shin guards and protective cup with athletic supporter at all times (males) for all practices and games. NO EXCEPTIONS.
- Managers should encourage all male players to wear protective cups and supporters for practices and games.
- Except when runner is returning to a base, head-first slides are **not** permitted.
- The league encourages players to wear cleats for better traction while running, but strictly prohibits metal cleats on all SVLL fields.
- During sliding practice, bases should not be strapped down or anchored.
- At no time, should "horse play" be permitted on the playing field.
- Parents of players who wear glasses should be encouraged to provide "safety glasses."
- Player must not wear watches, rings, pins or metallic items during games and practices.
- The Catcher must wear catcher's helmet and mask with a throat guard when warming up pitchers. This applies between innings and in the bullpen during a game and during practices.
- Managers and Coaches may NOT warm up pitchers before or during a game. This removes the adult from his/her role in providing a safe playing environment and will not be tolerated by this league.

- On-deck circles and batters are not permitted (except in Junior/Senior/Big League Divisions). Dugout coaches shall not permit on deck batters to swing in the dugout or bullpens.
- Managers will notify the league safety officer and complete an Accident/Injury report in the event a player sustains an injury during any team activity at SVLL. Following any injury to a player's head, whether wearing a helmet or not, the manager shall observe the player for signs of a possible concussion. Taking a player out of a game or removing the player from practice should be a first step toward making this assessment, even if the player initially appears to be unharmed.

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Volunteer Background Check

All Volunteers in Sweetwater Valley Little League shall give permission for the Little League organization to conduct a background check, which will include a review of criminal and child abuse records maintained by governmental agencies. Permission is given when the volunteer completes the Little League Volunteer Application form or for 2017 a Returning Volunteer Application form (for those returning to a volunteer role within one year of completing previous work as a league volunteer). Additionally, Managers will complete the Sweetwater Valley Little League Prospective Manager's Application. All volunteers understand that if appointed, their position is conditional upon the league receiving no inappropriate information on their background. Every volunteer shall release and agree to hold harmless from liability the local Little League, Little League Baseball, Incorporated, the officers, employees and volunteers thereof, or any other person or organization that may provide such information. They also understand that regardless of previous appointments they may not be appointed to a volunteer position. If appointed, all volunteers are subject to suspension by the President and removal by the Board of Directors.

Definition of Little League Volunteer: A person who has routine direct and close contact with a player or players in the conduct of actions supporting baseball at Sweetwater Valley Little League. This includes: Managers, Coaches, team parents, league officials (board members), umpires, janitorial and snack bar contractors, and others deemed to have a need for recurring access to players and/or the playing field during baseball activities.

Sweetwater Valley Little League

Some Important Do's and Don'ts for Managers and Coaches

Do...

- Reassure and aid children who are injured, frightened, or lost.
- Provide, or assist in obtaining, medical attention for those who require it.
- Know your limitations.
- Carry your first-aid kit to all games and practices.
- Keep your "Prevention and Emergency Management of Little League Baseball and Softball Injuries" booklet with your first-aid kit.
- Assist those who require medical attention - and when administering aid, remember to...
- LOOK for signs of injury (*Blood, Black-and-blue deformity of joint etc.*).
- LISTEN to the injured; describe what happened and what hurts, if conscious. Before questioning, you may have to calm and soothe an excited child.
- FEEL gently and carefully the injured area for signs of swelling, or grating of broken bone.
- Have your players' Medical Clearance Forms with you at all games and practices.
- Make arrangements to have a cellular phone available when your game or practice is at a facility that does not have any public phones.

Don't...

- Administer any medications.
- Provide any food or beverages (other than water).
- Hesitate in giving aid when needed.
- Be afraid to ask for help if you're not sure of the proper procedures (i.e., CPR, etc.).
- Transport injured individuals except in extreme emergencies.
- Leave an unattended child at a practice or game.
- Hesitate to report any present or potential safety hazard to the Director of Safety immediately.

Sweetwater Valley Little League

Safety Precautions

- **Speed Limit 10 mph** in roadways and parking lots while attending any Sweetwater Valley Little League function. Watch for small children around parked cars.
- **No Playing in parking lots** at any time.
- **No Playing on and around** lawn equipment.
- **No Profanity** please.
- **No Swinging Bats** at any time within the walkways and common areas of Sweetwater Valley Little League complex (unless it is a supervised training session).
- **No throwing balls** against dugouts or against backstop (no soft toss).
- **No throwing** rocks.
- **No horse-play** in walkways at any time.
- **No climbing** fences or trees.
- **No pets** are permitted at Sweetwater Valley Little League games or practices.
- **Only 1 player on the field/at bat** may swing a bat (Age 5 - 12). Intermediate (Ages 11-13) and Junior players (Age 13) on the field at bat or on deck may swing a bat. Be alert of area around you when swinging bat while in the on deck position.
- **Observe all posted signs.** Players and spectators should be alert for foul balls and errant throws.
- **During game,** players must remain in the dugout area in an orderly fashion unless playing defense.
- **After each game, each team must clean up trash** in dugout and around stands.
- **All gates to the field must remain closed** during games. After players have entered or left the playing field, gates should be closed and secured.
- **Park only in marked spots and OBEY ALL PARKING SIGNS.**

Failure to comply with the above may result in expulsion from the Sweetwater Valley Little League field or complex.

A copy of the ASAP plan will be placed on the league website and a hard copy posted in the snack bar for review.

Sweetwater Valley Little League

Injury Communicable Disease Procedures

1. Bleeding must be stopped, the open wound covered, and the uniform changed if there is blood on it before the athlete may continue.
2. Routinely use gloves to prevent mucous membrane exposure when contact with blood or other body fluid are anticipated (provided in first-aid kit).
3. Immediately wash hands and other skin surface if contaminated with blood.
4. Clean all blood contaminated surfaces and equipment.
5. Managers, coaches, and volunteers with open wounds should refrain from all direct contact until the condition is resolved.
6. Follow accepted guidelines in the immediate control of bleeding and disposal when handling bloody dressings, mouth guards and other articles containing body fluids.

Lightning Evacuation Procedures

1. Stop Game/Practice.
2. Stay away from metal fencing (including dugouts)!!
3. Do not hold a metal bat.
4. Seek shelter. If needed, walk, don't run to a car and wait for a decision on whether or not to continue the game or practice.

Accident Reporting Procedures

What to report - An incident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and/or first aid must be reported to the Safety Officer. This includes even passive treatments such as the evaluation and diagnosis of the extent of the injury or periods of rest. Formal accident report forms are available in the snack bar.

When to report - All such incidents described above must be reported to the Safety Officer within 48 hours of the incident. **The Safety Officer for 2017 is Eric Moss; he can be reached at 619-929-5294.**

How to make the report - reporting incidents can come in a variety of forms. Most typically, they are telephone conversations. At a minimum, the following information must be provided:

- The name and phone number of the individual involved.
- The date, time, and location of the incident.
- As detailed a description of the incident as possible.
- The preliminary estimation of the extent of any injuries.
- The name and phone number of the person reporting the incident.

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Concussion Information

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complication including prolanger brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without the loss of consciousness. Signs and symptoms of a concussion may show up right after the injury, and can take hours or days to fully appear. If a player reports any symptoms of a concussion, or if you notice the symptoms or signs of a concussion, seek medical attention right away.

Signs and symptoms of a concussion may include one or more of the following:

Headaches	Amnesia
Pressure in the head	Slurred speech
Nausea and vomiting	Fatigue or low energy
Neck pain	Loss of consciousness
Balance problems or dizziness	Nervousness or anxiety
Blurred, double, or fuzzy vision	Irritability
Sensitivity to light or noise	Ringing in the ears
Feeling sluggish or slow	Confusion
Feeling foggy or groggy	Concentration or memory problems
Drowsiness	Change in sleep pattern
Sadness/More emotional	Repeating the same comment/question
Seizures/convulsions	Shows behavior or personality changes

Can concussions be prevented? Not in every case, but parents and coaches can do the most to drive down the risk of a concussion by making sure players wear the right protective equipment, ensuring it fits properly, is well maintained, and is worn consistently and correctly.

What can happen if a child keeps on playing with a concussion?

Athletes with the signs and symptoms of a concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leave the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after the concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often under report symptoms of injuries. Concussions are no different. As a result, education of administrators, coaches, parents and players is key for athlete safety. Further, players should be educated about

concussions: what they are, how they happen, and that rest is key to recovery after a concussion. Sometimes athletes wrongly believe (or are taught) that it shows strength and courage to play injured. They should be discouraged from pressuring others to play on after injury, and from attempting to convince others that they are “just fine” to continue playing without objective evidence of full restoration from an injury.

If you think your child has suffered a concussion

Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical clearance. Close observation of the athlete should continue for several hours. The new CIF Bylaw 313 now requires implementation of long and well-established return to play concussion guidelines that have been recommended for several years:

“A student-athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from competition at that time and for the remainder of the day”

and

“A student-athlete who has been removed may not return to play until the athlete is evaluated by a licensed health care provider trained in the evaluation and management of concussion and received written clearance to return to play from that health care provider.”

Parents should also inform their child’s coach if they think that their child may have a concussion. Remember it is better to miss one game than miss the whole season. When in doubt, the athlete sits out.

It’s better to miss one game than the whole season

Sweetwater Valley Little League

Safety Officer's Responsibilities

The safety officer shall...

- Be on the executive board and have his/her name on file at Little League International.
- Make recommendations to the Equipment Manager and the Executive Board for acquisition of improved equipment.
- Periodically inspect team equipment to ensure that teams have full complements of safety helmets, athletic protectors, etc.
- Periodically inspect fields for possible safety hazards to both players and spectators.
- Prepare application for renewal of annual insurance policies covering all players, managers, coaches, and other volunteer personnel, by January of the new fiscal year.
- Inform parents, players and all volunteer personnel of insurance coverage and limitations.
- Ensure that first aid kits and fire extinguishers are kept in concession stands and in serviceable condition.
- Develop and publish the annual league safety plan (this document), and submit it to Little League International before the start of league play.
- Institute an injury reporting/tracking system and review with league leaders any and all trends and risk mitigations to prevent injuries.
- Conduct required background checks on all league volunteers.

Sweetwater Valley Little League

Maintenance and Storage Shed Procedures

The following applies to all the storage sheds used by Sweetwater Valley Little League and apply to anyone who has been issued a key and access to the league's facilities.

- All individuals with keys to the Sweetwater Valley Little League equipment sheds (i.e., Managers, Umpires, etc.) shall be aware of their responsibility for the orderly and safe storage of rakes, shovels, bases, etc.
- Before using any machinery located in the shed (i.e., lawn mowers, weed whackers, lights, scoreboards, public address systems, etc.), locate and read any written operating procedures for that equipment.
- All chemicals or organic materials stored in Sweetwater Valley Little League sheds shall be properly marked and labeled as to its contents.
- All chemicals or organic materials (i.e., lime fertilizer, etc.) stored within these equipment sheds will be separated from the areas used to store machinery and gardening equipment (i.e., rakes, shovels, etc.) To minimize the risk of puncturing storage containers.
- Any "loose" chemicals or organic materials within these sheds should be cleaned up and disposed of as soon as possible to prevent accidental poisoning.
- Upon entering any normally locked storage closet, shed or trailer, be cautious of the possibility of rodent/insect/reptile incursions. The Sweetwater Valley area is known to be inhabited by scorpions, rattlesnakes, and venomous spiders, all of which routinely seek shelter in places like baseball storage sheds.
- When replacing items after use, place them in a manner such that the next person opening the shed has free access to the gear inside (in other words, try not to just dump items inside the door, particularly if they might create a hazard, such as rakes).

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Concession Stand Safety

The following information is intended to help in running a healthful concession stand. Keep the menu simple, and keep potentially perishable foods on hand (meats, eggs, dairy products, protein salads, cut fruits and vegetables, etc.) to a minimum. Avoid using precooked foods or leftovers. Use only foods from approved sources, avoiding foods that have been prepared at home. *Complete control over all food sold, from source to service, is the key to safe, sanitary food service.*

1. **Cooking.** Use a food thermometer to check on cooking and holding temperatures of perishable foods. All perishable foods should be kept at 41° F or below (if cold) or 140° F or above (if hot). Ground beef and ground pork products should be cooked to an internal temperature of 155° F, poultry parts should be cooked to 165° F. Most food borne illnesses from temporary events can be traced back to lapses in temperature control.
2. **Reheating.** Rapidly reheat any stored food, particularly if derived from perishable ingredients, to 165° F. Do not attempt to heat foods in steam tables, over sterno units or other holding devices. *Slow-cooking mechanisms may activate bacteria and never reach temperatures necessary to kill them.*
3. **Cooling and Cold Storage.** Foods that require refrigeration must be cooled to 41° F as quickly as possible and held at that temperature until ready to serve. To cool foods down quickly, use an ice water bath (60% ice to 40% water), stirring the product frequently, or place the food in shallow pans no more than 4 inches in depth and refrigerate. Pans should not be stored one atop the other and lids should be off or ajar until the food is completely cooled. Check the temperature periodically to see if the food is cooling properly. *Allowing perishable foods to remain unrefrigerated for too long has been shown to be the number ONE cause of food borne illness.*
4. **Hand Washing.** Frequent and thorough hand washing remains the first line of defense in preventing food borne disease. The use of disposable gloves can provide an additional barrier to contamination, but they are no substitute for hand washing!
5. **Health and Hygiene.** Only healthy workers should prepare and serve food. Anyone who shows symptoms of disease (cramps, nausea, fever, vomiting, diarrhea, jaundice, etc.) or who has open sores or infected cuts on the hands should not be allowed in the food concession area. Workers should wear clean

outer garments and should not smoke in the concession area. The use of hair restraints is recommended to prevent hair ending up in food products.

6. **Food Handling.** Avoid hand contact with raw food, ready-to-serve foods, and food contact surfaces. Use a clean dispensing utensil to serve food. *Touching food with bare hands can transfer germs to food.* Persons acting as cashiers shall be cautious not to touch any food or disposable utensils as they are passed to customers, and shall not interchange duties with those preparing food without first washing their hands.
7. **Dishwashing.** Use disposable utensils for food service. Keep hands away from food contact surfaces, and never reuse disposable dishware. *Ideally, dishes and utensils should be washed in a four-step process:*
 - a. Washing in hot soapy water;
 - b. Rinsing in clean water;
 - c. Chemical or heat sanitizing; and
 - d. Air-drying.
8. **Ice.** Ice used to cool cans/bottles should not be used in cup beverages and should be stored separately. Use a scoop to dispense ice; never use the hands. *Ice can become contaminated with bacteria and viruses and cause food-borne illness.*
9. **Wiping Cloths.** Rinse and store wiping cloths in a bucket of sanitizer (example: 1 gallon of water and ½ teaspoon of chlorine bleach). Change the solution every two hours. *Well sanitized work surfaces prevent cross-contamination and discourage flies.*
10. **Insect Control and Waste.** Keep foods covered to protect them from insects. Store pesticides away from foods. Place garbage and paper wastes in a refuse container with a tight-fitting lid. Dispose of wastewater in an approved method (do not dump it outside). All water used should be potable water from an approved source.
11. **Food Storage and Cleanliness.** Keep foods stored off the floor at least six inches. After your event is finished, clean the concession area and discard unusable food
12. **At least one fire extinguisher will be kept inside the concession stand. All food service equipment shall be kept in working order. If any piece of equipment becomes degraded, that item shall be placed out of service until repaired or replaced, particularly electrically powered devices.**

Sweetwater Valley Little League

Training Opportunities

Sweetwater Valley Little League will be offering training opportunities for managers and coaches. All coaches, managers and team parents will be invited to attend, however **one representative from each team (coach or manager) is required to attend each year. All managers and coaches are required to attend a first-aid and safety training along with fundamentals training once every three years.** First aid information will be covered at the coaches clinic and will be periodically sent to Sweetwater Valley Little League members, managers and coaches throughout the year.

Sweetwater Valley Little League will be conducting a coaching clinic for all 2017 season managers, coaches and team parents on:

Sunday, February 12, 2017
At
Sweetwater Valley Little League Complex

2017 clinic participants should expect to learn the following:

- Age appropriate drills - Which drills to teach and how to teach them
- Game Rules per the green book, emphasizing changes for 2017
- How to manage field practice and games
- Expectations for field safety, upkeep and use
- Basic first aid, concussion fundamentals, accident/injury reporting procedures

This year's clinic will emphasize HOW to teach and develop youth baseball players. Additional time and instruction will be placed on the processes of teaching young athletes and the terminology, skills and planning that goes in to running successful practices and games.

The league's Director of Player Development and Coaching Director, will conduct this clinic.

Sweetwater Valley Little League

Reminder

Remember, safety is everyone's job and is a primary role of our adult membership to enforce on a continuing basis when at the little league facility. Prevention is the key to reducing accidents to a minimum. Report all hazardous conditions to the Safety Officer, or another Board member immediately. Don't play on a field that is not safe or with unsafe playing equipment. Be sure your players are fully equipped at all times, especially catchers and batters. And, check your team's equipment often.

All adults have a role in serving as good examples to the children of our league. Please assist our board, managers, and membership by fully demonstrating safe behavior while at the Sweetwater Valley Little League Facility. Remember: every interaction with a child has the potential to teach a valuable life lesson -- the opportunity to interact with children in the pursuit of athletic competition is a privilege which we should take seriously.

Sweetwater Valley Little League Board of Directors 2017

	Position	Name	Phone #'s	Email
1	President	Arturo Maldonado	C: 619-948-2946	amaldonado101@cox.net
2	VP of Operations	Art Iniguez	C: 619-890-3095	bpiniguez@gmail.com
3	VP of Administration	Mahoe Nakanelua	C: 619-981-2700	nakanelua.m@gmail.com
4	Secretary/communications director	Melissa Triplett	C: 619-890-1295	melitriplett@yahoo.com
5	Treasurer	Carlos Catano	C: 858-524-4827	carlos.catano@edf-re.com
6	Safety Officer	Eric Moss	C: 619-929-5294	ebmoss@aol.com
7	Player Agent	Pam Sanchez	C: 619-666	pamelasanchez@me.com
8	Player Agent	Losha Nakanelua	C: 619-981-2700	calhiconnection@gmail.com
9	Uniform/Equipment Coordinator	Fernando Verdugo	C: 619-778-8543	fernando@verdugotesting.com
10	Chief Scorekeeper	Trevor Keifer	619-850-8362	TKeifer@gmail.com
11	Team Parent Coordinator	Sarah Horne	C: 619-808-1092	thehornefamily@live.com
12	Sponsorship Director	Angelica Camerino	C: 619-410-1524	Poohbear764@hotmail.com
13	Coaching Director	Todd Anderson	C: (619) 823-9613	toddcito2@cox.net
14	Majors Director	Rick Rojas	619-994-8149	slikrik79@gmail.com
15	Minor A Director	John Poukkula	(619) 862-5509	johnpoukkula@yahoo.com
16	Minor B Director	Mark Hatton	C: (360) 927-3387	mariners13@hotmail.com
17	CAPS Director	Jamie Endres	C: 619-271-8054	Jamie_endres25@yahoo.com
18	T-ball Director	Sarah Horne	C: 619-808-1092	thehornefamily@live.com
19	Snack Bar Coordinator	Jessica Heidemann	C: 858-248-0201	jessicaalmos@aol.com

20	Tournament Director Position	Rodney Regala	C: 619-261-2914	rodney_regala@yahoo.com
21	Fundraising Director	Karla Poukkula	C: 619-600-2277	karla@poukkula.com
22	Director of Player Development	Nick Guerra	C: 619-318-2078	hustlebaseballclub@gmail.com
23	Events Coordinator	Annette Lozano	C: 619-746-1349	applesandbananas911@yahoo.com
24	Fall Ball Director	Dave McDonald	C: 619-977-1193	mcdonaldmortgage@att.net
25	Field Maintenance Director	John Poukkula	C: 619-862-5509	johnpoukkula@yahoo.com
26	Field Maintenance Director	George Lopez	C: 619-829-3306	Glopez_cv@yahoo.com

Sweetwater Valley Little League

Emergency Contact Information

(Note: SD County Sheriff has legal jurisdiction on the Sweetwater Valley Little League Facility)

SD Sheriff's Department – Emergency: **911**

Non-Emergency Dispatch: (858) 565-5200

Imperial Beach Sheriff Station (SD County Sheriff):

(619) 498-2400 or (619) 691-4543

Emergency Services (Fire/Ambulance Service): **911**

Non-Emergency: (619) 479-2345

Facility Address

Sweetwater Valley Little League

3321 Conduit Road

Bonita, CA 91902

Name and Phone Number to Report an Accident or Injury: Safety Officer Eric Moss

(619) 929-5294

Bonita/Sunnyside Fire Department: (619) 479 – 2346

Larry Warlop (Landscaper): (619) 318 – 0161

Mike Malone (Restrooms): (619) 796 – 9199

Mark Huerta (SD Pest Control/Bee Removal): (619) 250 – 6275

Louis Chertkow (Sweetwater Summit Regional Park): (619) 955 – 0036

Allied Waste Removal (Dumpsters): (619) 421 – 9400

Scott Casady (Electrician): (619) 933 – 7705

Steve King (Plumber): (619) 395 – 6243

Diamond Services (Port-a-potties, when installed): (888) 744 – 7191