



DEPARTMENT OF THE ARMY
U.S. ARMY COMBINED ARMS CENTER AND FORT LEAVENWORTH
FORT LEAVENWORTH, KANSAS 66027-2326

REPLY TO
ATTENTION OF

ATZL-SWA

12 June 2020

MEMORANDUM FOR BOD, FMWR

SUBJECT: Trails West Golf Course Advisory Council (TWGCAC) Minutes,
3 June 2020

1. Administrative: Meeting opened at 1201

a. Council Members Present:

COL James M. Depolo – TWGCAC Chairman
LTC Michael Bundt – Active Duty Officer Representative
LTC Barry Mulligan – Active Duty Officer Representative
Mr. Mike Jones – Retiree Enlisted Representative
Mr. John Goodloe – Retiree Representative
Mr. Jerry Clark – DOD Representative
Mrs. Susan Vold – Family Representative
Ms. Ivana Nolke – Female Patrons Representative
Mr. Brian Prokes – TWGC Business Manager
Mr. Patrick Beach – TWGC Assistant Manager
Mr. Mike Boaz – TWGC Superintendent

b. Council Members Absent:

Mr. Gary Ely – General Patron Representative
Mr. Ken Riggins – DA Civilian Representative
SFC Gregory Fitzgerald – Active Duty Enlisted Representative
Mr. Paul Martocci – FMWR Business Operations Officer

2. Old Business: Last meeting conducted 26 February 2020.

3. New Business:

a. **Item:** TWGCAC Term Extension.

(1) Discussion: The term for the current council was set to expire on 31 May 2020. Elections for the new council were to be conducted during the month of May with the new council to be seated on 24 June 2020 to begin their two year term. Due to COVID-19 and the guidelines put in place a recommendation was made by Mr. Jones to FMWR to extend the current council an additional three months and conduct the election process in August 2020 seat the new council at the 30 September 2020 meeting. FMWR agreed with the recommendation and the current council members agreed to continue

serving on the council. Mr. Prokes/Mr. Beach will forward the names of the current council to the Garrison Commander for final approval.

(2) Recommendation: None. For information only.

b. **Item:** TWGC Update

(1) Discussion: Mr. Prokes and Mr. Beach provided the council with an update on the current status of TWGC:

(a) Safety Guidelines. TWGC will continue to follow the established safety guidelines for social distancing and sanitation. Guidelines are posted on the entrance doors and in the clubhouse.

- Self-cleaning stations have been established at the entrance to the clubhouse, inside the clubhouse, and at the driving range.
- Styrofoam noodles have been placed in each of the cups on the course to limit the touching of and removing the flagstick. Flagsticks are sanitized daily.
- Golf carts are limited to one rider only unless the patrons are from the same household in which case two riders may share the golf cart. A sanitizing station has been set up to clean/sanitize the carts after each use prior to being put back in service.
- The driving range has been modified by placing a limited number of bag stands to maintain 6ft of social distancing between patrons. The range ball machine, baskets, and bag stands are sanitized daily.
- All rakes for the bunkers have been removed to limit touching and the ball washer machines by the tee boxes are sanitized daily. The sand traps are raked by the TWGC maintenance staff weekly, however patrons are encouraged to smooth their footprints and shot areas with the sole of their club or bottom of their shoes.
- The latrines and other high touch areas within the Pro-Shop and Fairway Grille are sanitized daily.

(b) Pro Shop. The Pro Shop will continue to operate with the gate down. Patrons are encouraged to continue to call ahead for tee times and payments where applicable.

- Cash and/or credit card options are now available for the patrons, however to limit touching credit card payment is still preferred.

- Score cards and pencils are available on the self-cleaning station located outside the Pro Shop.
- TWGC gift cards will be extended by six months that expire while the Pro Shop is closed. If a patron has a gift card set to expire or has expired during this time, please stop by the Pro Shop so they can obtain the information from the gift card and extend the gift card.
- The Fairway Grille is open for take-out only. No draft beer or fountain drinks are available for purchase. Cans and bottles are available for purchase. The small cooler bags are also unavailable at this time. The Fairway Grille staff will provide a small plastic bag with ice on request.
- No club repair is available at this time.
- The simulator is not open at this time.
- There are no water stations currently available on the course. Patrons are encouraged to stop by the Pro Shop/Fairway Grille to purchase water or bring their own water during this time. The beverage cart will operate on Saturdays and Sundays from 0900-1500.
- For those Patrons who pay annual dues, dues were suspended for the month of April and will be pro-rated for the month of May (25%). Dues for June and the 25% pro-rated portion for the month a May will be collected during the June billing cycle.

(c) Leagues and tournaments

- The Tuesday Women's League began play on Tuesday, 2 Jun 20. A schedule of events is posted in the clubhouse.
- The Wednesday League began play on Wednesday, 3 Jun 20. A schedule of events is posted in the clubhouse.
- The Monday Intramural League will begin play on Monday, 13 Jul 20. Registration information will be posted in the clubhouse no later than 22 Jun 20.
- TWGC was waiting on a decision when tournaments (FMWR or outside organizations) will resume. Since the TWGCAC meeting based on updated guidance from the Garrison tournaments will resume.

(d) KC Cup. The TWGC men's and women's will participate in the revised KC Cup. The draw for each team will be conducted on Friday 19 Jun 20.

(2) Recommendation: None. For information only.

c. **Item:** Historical Caddy Shack.

(1) Discussion: It was noted by LTC Mulligan the condition of the Historical Caddy Shack located behind 15 tee box continues to decline and inquired if the building was going to be repaired. Mr. Clark noted the building is on the list of items presented to and discussed at the Garrison for repair, however Mr. Clark does not believe repairs will be funded.

(2) Recommendation: None. For information only.

d. **Item:** Privacy Screen.

(1) LTC Mulligan inquired if an additional privacy screen could be placed in front of the Porta-John, located on 15 tee box. Mr. Clark indicated DPW may have some screening available which could be placed in front of the Porta-John. Mr. Clark was going to provide the screening to Mr. Boaz, if available.

(2) Recommendation: None. For information only.

e. **Item:** TWGCAC meeting rules.

(1) Discussion: LTC Mulligan inquired if there were a set of by-laws and rules covering the TWGCAC meetings. Mr. Jones noted there was a set of rules covering the TWGCAC meetings, however over the years the TWGCAC has gotten away from a formal recommending body to general discussion. The TWGCAC used Roberts Rules as the basis for establishing and conducting its meetings previously however no electronic copy of the by-laws are available.

- LTC Mulligan made the following motion to address this shortcoming and to keep the TWGCAC focused on representing the patrons and return to serving as a formal recommending body to FMWR and offered the following proposal:

- TWGCAC establish a set of rules for the conduct of the TWGCAC monthly meetings.

The motion was seconded by Mr. Jones and passed with a majority vote (6-1).

LTC Mulligan offered to research and present a set of rules at the next meeting.

(2) Recommendation: LTC Mulligan develop a set of rules for the conduct of the TWGCAC monthly meetings. The rules will be presented and reviewed at the next TWGCAC.

f. **Item:** No mow area 18 Fairway.

(1) Discussion: LTC Bundt requested clarification on the rule(s) on how the ball should be played in the no mow area on 18. In previous meetings where this area was discussed it was determined it is a waste area and balls coming to rest in this area would be played under the rules of golf: if found the player has the option of playing the ball as it lies, deeming it unplayable, or if not found as a lost ball. LTC Bundt suggested the area should be considered and played under the rules of golf as ground under repair.

- LTC Bundt made the following motion to address the no mow are on 18 fairway and offered the following proposal as a local rule:

- The no mow area on 18 Fairway be designated as ground under repair. Players whose ball comes to rest in this area would have a free drop one club length from the no mow area no closer to the hole or until such time as TWGCAC determines it is no longer a waste area.

The motion was seconded by Mr. Clark and was defeated (4-3). The no mow area on 18 will continue to be played as described above. However, based the lack of a clear majority vote and the discussions Mr. Jones offered to research this under the rules of golf.

(2) Recommendation: Mr. Jones research this under the rules of golf and present his findings at the next TWGCAC meeting.

g. **Item:** Discussion: LTC Bundt requested clarification on the rules on how the ball should be played when coming to rest on the wood chips at the base of trees throughout the course. The TWGCAC discussed whether this would be considered an ornamental/decorative area and balls coming to rest there would be played accordingly.

- LTC Bundt made the following motion to address this and offered the following proposal as a local rule:

- Balls coming to rest in defined ornament/decorative areas or wood chips surrounding the base of trees the player would be entitled to a free drop one club length for the spot no closer to the hole.

The motion was seconded by Mr. Clark and passed with a majority vote (5-2).

(2) Recommendation: FMWR and TWGC adopt this proposal as a local rule.

h. **Item:** LTC Mulligan inquired how patrons or visitors to TWGC are informed of local rules. Both Mr. Prokes and Mr. Beach noted local rules are printed on the scorecards however any local rules adopted since printing would not be listed and if the patron or visitor was not informed by staff when checking in they would be unaware. It was also mentioned local rules could be posted in the clubhouse or on the TWGC website.

- LTC Mulligan made the following motion to address this and offered the following proposal:

- All local rules be officially recorded on the TWGC website and copy posted on the bulletin board in the hallway of the Pro Shop and local rules have to be approved TWGCAC before being published and posted.

The motion was seconded by LTC Bundt and passed with a majority vote (6-1).

(2) Recommendation: FMWR and TWGC adopt this proposal and post all local rules to the TWGC website and bulletin board.

i. **Item:** Maintenance Update

(1) Discussion:

(a) Mr. Boaz briefed the TWGCAC on the priorities of the maintenance staff during this time frame which are general course upkeep, greens, mowing, and weed control. No mow areas have been established throughout the course to allow time to maintain the fairways, rough in/around the fairways, and the greens. Mr. Boaz noted the maintenance staff were changing cup positions on a weekly basis and he plans to increase this to two or three times a week. Mr. Boaz also noted the JRCF inmate detail has not been available during this period and he is not sure of when the detail will return as well as limited maintenance personnel available. The personnel shortages and staggered work days curtailed the original maintenance plan briefed to the TWGCAC.

(b) LTC Mulligan proposed Mr. Boaz and the maintenance staff be formally recognized by the TWGCAC for the commendable job they have done to keep the course in excellent condition despite the limitations during this time period. The proposal was unanimously endorsed by the TWGCAC.

(2) Recommendation: None. For information only.

4. The Council was adjourned at 1310.

5. The TWGCAC next meeting will be 24 June 2020.

JAMES M. DEPOLO
COL, SF
Chairman, TWGCAC

Reviewed by:

BRIAN M. PROKES
Chief, Business Division
FMWR