



**California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Recreation & Wellness Committee
February 7, 2025 | 2:00pm
ZOOM: <https://csusb.zoom.us/j/81871829189>**

AGENDA

1. Call to order
2. Roll call
3. Approval of Minutes
 - a. November 1, 2024
4. Open Forum (3 min per speaker)
5. Adoption of Agenda

Old Business

None

New Business

- RW 11/25 Student Recreation & Wellness Center (SRWC) Cooling Tower Fill Replacement Proposal, **Chartfield String: 660061-FFD01-B0525, Not to Exceed: \$50,552.00** (Action, Kinnally)
- RW 12/25 Electric Scooter Discussion (Discussion, Del Rossi)
- RW 13/25 RecWell Mid Year Retreat Highlights (Discussion, Del Rossi)

Announcements

Adjournment



California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Recreation & Wellness Committee
November 1, 2024 | 2:00pm
<https://csusb.zoom.us/j/81871829189>

MINUTES

Members Present: Vilayat Del Rossi, Sarah Dunn, Trent Morgan, Jerrod Robinson, Cintiantl Rangel-Canseco, Trinity Rangel, Natalya Marsh

Members Absent: Sai Vara Prasad Bhaskarla, Tayonna Hargrove

Staff Present: Josie Delgado, Elizabeth Junker, Sonia Martinez, Mark Oswood

Call to Order: The meeting was called to order at 2:14 pm.

Roll Call: A verbal roll call of members was conducted.

Approval of Minutes:

M/S Dunn/ Del Rossi motion to approve the October 4, 2024 minutes.

Motion passed.

Open Forum:

Mr. Del Rossi provided a brief synopsis of the agenda.

Adoption of Agenda:

M/S Dunn/Morgan motion to adopt the agenda.

Motion passed.

OLD BUSINESS

RW 04/25 Fleet Vehicle Policy & Procedures Proposal (Action, Del Rossi)

M/S Del Rossi/Marsh motion to open RW 04/25 Fleet Vehicle Policy & Procedures Proposal.

Mr. Del Rossi shared that due to the time sensitivity of getting the policy approved, with the approval of Chairwoman Paz, the Fleet Vehicle Policy was moved forward to the board of directors and approved at the October 16, 2024 meeting. Mr. Del Rossi will add the newly adopted policy to the RecWell task list on an annual basis.

M/S Dunn/Morgan motion to amend agenda item to read RW 04/25 Fleet Vehicle Policy & Procedures Proposal (Informational, Del Rossi).

Motion passed by consensus.

No further discussion by the committee.

RW 05/25 NIRSA Regional Conference Involvement (Discussion, Morgan)

M/S Del Rossi/Marsh motion to open RW 05/25 NIRSA Regional Conference Involvement.

Mr. Del Rossi deferred to speaker. Mr. Morgan provided an overview of the National Intramural Recreational Sports Association (NIRSA), a national organization supporting campus recreation across the U.S. Originally founded by individuals from historically Black universities, NIRSA now represents a wide range of campus activities, from fitness to outdoor ventures. The organization holds a Regional Conference each fall—this year in Las Vegas—and a National Conference each spring, next in Orlando, where attendees exchange ideas and discuss best practices. These conferences provide students opportunities to network, learn about the field, and explore options for graduate education, often with financial support. The team is looking forward to attending this week and hopes to bring back innovative ideas for future campus recreation development. A discussion ensued among committee members.

RW 06/25 Review annual task list (Discussion, Del Rossi)

M/S Del Rossi/Dunn motion to open RW 06/25 Review annual task list.

Mr. Del Rossi presented the committee with the annual task list, which outlines goals for the year. Members are encouraged to provide feedback and propose additional ideas, including both recurring and new initiatives. Highlights this year include maintenance projects, facility reviews, university visits, and a trade show in March. Additionally, the committee will consider a legacy project in March, giving members an opportunity to make a lasting impact on the department.

NEW BUSINESS

RW 07/25 2025 RecWell Rates (Revisions) Proposal (Action, Del Rossi)

M/S Del Rossi/Morgan motion to open RW 07/25 2025 RecWell Rates (Revisions) Proposal

Mr. Del Rossi presented a revised proposal to adjust rates in response to the anticipated California minimum wage increase to \$17/hour this year and \$18/hour in January. Key adjustments include an increase in hourly staffing rates, an update to personal training fees, and the removal of a 10% discount for groups over 60 at the LCC. Additionally, the proposal introduces a flexible methodology for setting non-student membership rates, allowing real-time adjustments based on student fee percentages.

M/S Del Rossi/Morgan motion to amend the 2025 Recreation and Wellness Rates Proposal for the RecWell Membership Rates on the monthly row for Associates will be 13% higher than the student rates and for the Affiliate will be 18% higher than the student rate.

VOTE: 5 In-Favor 0 Abstentions 0 Opposed
Motion passed.

M/S Dunn/Morgan motion to approve 2025 Recreation and Wellness Rates Proposal as amended.

VOTE: 5 In-Favor 0 Abstentions 0 Opposed
Motion passed.

Mr. Robinson and Ms. Rangel arrived to the meeting at approximately 2:30pm.

RW 08/25 SRWC Gymnasium, Room 203 and 205 Wood Floor Refinish Proposal (Action, Kinnally)

M/S Del Rossi/Dunn motion to open RW 08/25 SRWC Gymnasium, Room 203 and 205 Wood Floor Refinish Proposal.

Mr. Del Rossi presented a proposal to reseal and resurface all wood floors in the facility, including the gymnasium and rooms 203 and 205, as required every 5-7 years. Due to budget constraints, he recommended prioritizing the gymnasium floor, which has become a risk management issue, while deferring the other rooms for future maintenance. The total project cost, estimated at \$81,000, includes relining the basketball court with additional lines for pickleball, which aligns with current campus needs and increasing popularity. Mr. Del Rossi invited the committee members to review and discuss the proposal details.

M/S Del Rossi/Morgan motion to amend RW 08/25 SRWC Gymnasium, Room 203 and 205 Wood Floor Refinish Proposal to strike rooms 203 and 205 from the project. The proposal should include only the gymnasium floor resealing, resurfacing, and painting not to exceed \$60,000.00.

VOTE: 6 In-Favor 1 Abstentions 0 Opposed
Motion passed.

M/S Dunn/Morgan motion to approve RW 08/25 SRWC Gymnasium, Room 203 and 205 Wood Floor Refinish Proposal as amended.

VOTE: 6 In-Favor 1 Abstentions 0 Opposed
Motion passed.

M/S Del Rossi/Dunn motion to extend the meeting end time to 3:10pm.
Motion passed.

RW 09/25 Review of Q1 Financials (Discussion, Del Rossi)

M/S Del Rossi/Morgan motion to open RW 09/25 Review of Q1 Financials.

Mr. Del Rossi informed committee members that the quarterly financial report will be presented at the November 20th board meeting and the next Recreation and Wellness Committee meeting. The RecWell budget is currently on track, with first-quarter spending at about 18-20% of the annual budget. Team members will provide justifications for any areas exceeding 20% and address items over 25%, aiming to stay 10% under the approved budget. A well-organized report is being prepared for these upcoming meetings.

RW 10/25 Single Use Plastic Policy and Procedures Proposal (Discussion, Oswood)

M/S Del Rossi/Morgan RW 10/25 Single Use Plastic Policy and Procedures Proposal.

Mr. Del Rossi shared with the committee that this isn't the full proposal but wanted to bring it to the committee for discussion. Mr. Del Rossi deferred his time to Mr. Oswood. Mr. Oswood discussed the need to align with the CSU-wide policy on reducing single-use plastics, specifically the elimination of single-use water bottles and Styrofoam effective January 1, 2023. Mark Oswood highlighted the environmental and social benefits of this policy and suggested ways to promote reusable water bottles within the department. Proposed ideas included encouraging reusable bottles at events like "Retreat Yourself," offering water in sustainable packaging, using hydration stations, and providing incentives for attendees who bring their own bottles. This topic will be revisited in future discussions for further planning.

Announcements/Program Updates

- Mr. Oswood shared that a couple of students are attending the Outdoor Professionals Conference.
- Vilayat shared the desire for the committee to visit other campus recreation centers. More information to follow.

Adjournment

M/S Dunn/Morgan to adjourn the meeting. The meeting was adjourned at 3:13 pm.

Reviewed and Respectfully Submitted by:

Cintiantl Rangel-Canseco, Committee Chair

Date

Student Recreation & Wellness Center (SRWC) Cooling Tower Fill Replacement Proposal

2/7/2025

Santos Manuel Student Union Board of Directors

Proposed by: Sean Kinnally, Associate Director of Operations & Development

Proposal: We would like to propose the immediate approval and execution of the cooling tower fill replacement project before the summer months. Enhanced cooling system efficiency and performance. Reduced energy and operational costs. The replacement comes highly recommended by the Chief Engineer of Physical Plant and Facility Management (PPFM), who advises completing it as soon as possible, ideally before the summer months to avoid any potential outage. They will be demolishing some of the OEM parts and then replacing some really worn-out parts in the cooling tower.

Rationale: The cooling tower fill is an essential component of our facility's cooling system, responsible for maximizing heat transfer efficiency. Over time, the existing fill has degraded due to wear and exposure to environmental conditions, resulting in reduced cooling efficiency and increased energy consumption. This inefficiency not only affects system performance but also elevates operating costs and increases strain on other components, potentially leading to premature failures. All the interior will be power washed to remove all mud and debris on the walls of the system.

Fiscal Impact: The total cost for the cooling tower fill replacement is \$45,956.38. This includes materials, labor, and all associated installation costs. Additionally, a 10% contingency has been implemented to ensure that the project cost does not surpass \$50,552.

Project Timeline: Work will be completed in about 6 to 8 weeks once approved

Chartfield: 660061-FFD01-B0525

