

M E M O R A N D U M
City of Chino
Community Services,
Parks & Recreation Department

DATE: DECEMBER 22, 2025
TO: COMMUNITY SERVICES, PARKS & RECREATION COMMISSION
FROM: JEFF BENSON, PARKS AND FACILITIES MANAGER
SUBJECT: PARKS & FACILITIES PLANNING AND DEVELOPMENT ACTIVITY REPORT – NOVEMBER 2025

PROJECTS UPDATE

WALNUT PARK IMPROVEMENTS PROJECT

Project Status:

- Staff continues to work with the design consultant and Public Works CIP team to coordinate the plans and bid packages, and schedule the timing of construction.
- Staff anticipates a bid solicitation in winter 2025.
- The scope of work will expand to include the renovation of the basketball court and remaining hardscape areas adjacent to the basketball court for an overall cohesive improvement project.

Scope of Work:

- In December 2021, the City entered into a contract with California State Department of Parks and Recreation Office of Grants and Local Services for the State of California Parks and Water Bond Act of 2018 (Proposition 68) Parks Bond Act Per Capita Grant for the Walnut Park Improvements project. The project scope of work will consist of design services to develop a conceptual plan and construction documents for the removal of the old playground equipment and existing rubber/sand surfacing and replacing it with new all-inclusive playground equipment, rubber play surface throughout, new shade sails, park benches, and LED lighting for the playground area.
- The Walnut Park Restroom Interior Improvements project will consist of accessibility improvements to the existing restroom building.

MONTE VISTA PARK–TEEN CENTER ROOF REPLACEMENT AND PAINT PROJECT

Project Status:

- This project has to be competitively bid per the California Public Contract Code.
- A mandatory pre-bid meeting was conducted on September 18, 2025. Bids were due October 9, 2025.

- Following a review of the bid submissions, the lowest bidder was determined to be non-responsive. Accordingly, staff has proceeded with the second lowest bidder and are in the process of preparing an agreement. The project is anticipated to commence on December 1, 2025.



Scope of Work:

- The scope of work for the Monte Vista Park–Teen Center Roof Replacement and Paint project will consist of a full replacement down to the substrate level and replacement of all roofing layers. This will include having the roof re-sloped for proper drainage, replacement of adjacent fascia boards as needed, new metal flashing, and new roof shingles. The roof replacement will bring the Teen Center roof into compliance with Title 24 Energy Efficiency Standards. Additionally, this project will include new paint to enhance the aesthetics of the facility.

CAROLYN OWENS COMMUNITY CENTER DEMONSTRATION GARDEN PROJECT

Project Status:

- The Carolyn Owens Community Center Demonstration Garden project is nearing the end of the design phase, including the recently added ADA compliance improvements. Next steps will include the plan review process.

Scope of Work:

- The scope of work for the Carolyn Owens Community Center Demonstration Garden project will consist of designing and constructing a drought tolerant garden on the east side of the Carolyn Owens Community Center. The Demonstration Garden will feature climate appropriate, drought-tolerant plantings and irrigation systems, along with identification signage, decomposed granite walkways, drinking fountain, walkway lighting, and park benches.

CAROLYN OWENS COMMUNITY CENTER PLAYGROUND & ADA IMPROVEMENTS PROJECT

Project Status:

- The Carolyn Owens Community Center Playground and ADA project is currently in the design phase.

Scope of Work:

- The scope of work for the Carolyn Owens Community Center Playground and ADA project will consist of designing and installing a new tot lot playground adjacent to the future demonstration garden. The intended design for the future tot lot playground will be a nature-themed playground that will tie into the demonstration garden. Additional scope of work will include accessibility improvements to walkways on the east side of the facility. The tot lot and accessibility improvements project will coincide with the demonstration garden project to minimize disruption and avoid construction impacts on the property.

LIBERTY PARK–PICNIC PAVILION REPAIR PROJECT**Project Status:**

- The Liberty Park-Picnic Pavilion Repair project is currently underway as staff completed the contract in October.
- The project was successfully completed as scheduled on November 17, 2025.

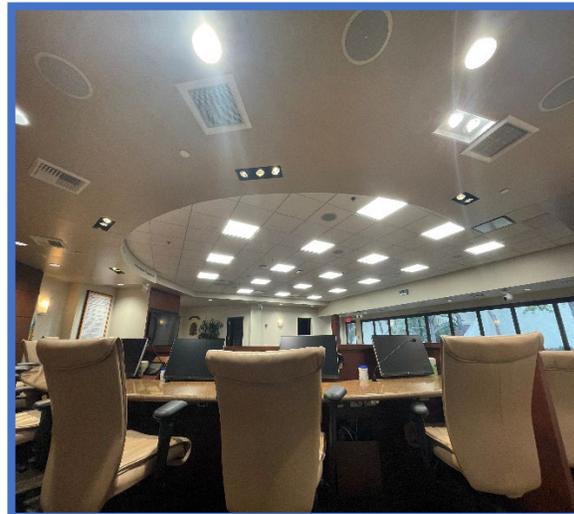
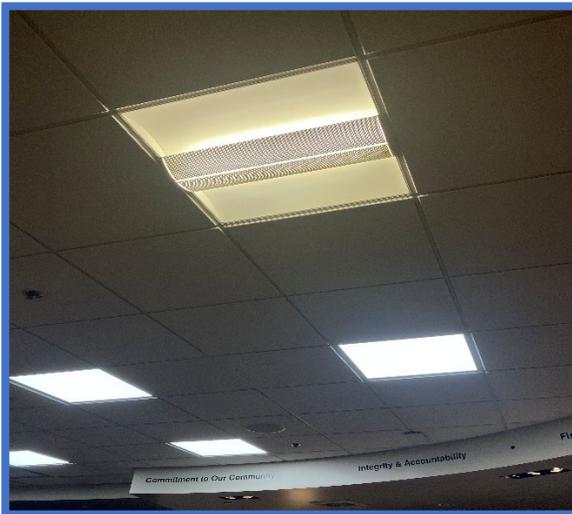


Scope of Work:

- The scope of work for the Liberty Park-Picnic Pavilion Repair Project will include replacing the existing shingle roofing system and underlying roof substrate, as well as repainting the entire structure. Additional improvements will include reinforcing the base of the pavilion frame with metal sleeves to strengthen the structure and protect it from damage caused by weather and other environmental factors.

CITY HALL–COUNCIL CHAMBERS LED LIGHTS CONVERSION PROJECT**Project Status:**

- The City Hall-Council Chambers LED Lights Conversion project has recently finished the agreement phase.
- The project was successfully completed as scheduled on November 12, 2025.

**Scope of Work:**

- The scope of work for the City Hall-Council Chambers LED Lights Conversion Project will include replacing all existing light fixtures in the main Council Chambers, Closed Session Room, adjacent kitchen, and storage rooms with new LED light fixtures. Additional improvements will include installing a permanent ceiling-mounted light fixture to illuminate the mission statement, designed to match the new lighting being installed throughout the area. All new LED fixtures will conform to Title 24 Building Energy Efficiency Standards to ensure compliance with current state requirements.

APOC BATTING CAGES REPLACEMENT PROJECT**Project Status:**

- The City Council awarded a contract to DLJ Development on June 3, 2025.
- Construction began October 13, 2025, and will be completed before the end of the calendar year.
- Social media notifications and onsite signage were used to notify the public of the temporary closure during construction.

- The contractor has completed the installation of the machines and equipment. Remaining work includes completing the electrical wiring and programming the machines.

Scope of Work:

- The scope of work for the APOC Batting Cages Replacement Project includes the removal and replacement of pitching machines, token boxes, and ball conveyor system. New wiring will also be installed as part of this project.

CHINO YOUTH MUSEUM INTERIOR IMPROVEMENTS DESIGN

Project Status:

- The award of contract for ADA design services for this project is scheduled for the January 20, 2026, City Council meeting.

Scope of Work:

- Improve interior accessibility by completing high priority items identified in the ADA Transition Plan and other related improvements.

SHADY GROVE PARK IMPROVEMENTS DESIGN

Project Status:

- The award of contract for design services is scheduled for the December 16, 2025, City Council meeting.

Scope of Work:

- Accessibility improvements and playground replacement. Construction is scheduled for FY 2026-27.

HERITAGE PARK IMPROVEMENTS DESIGN

Project Status:

- The award of contract for design services is scheduled for the December 16, 2025, City Council meeting.

Scope of Work:

- Work will include accessibility improvements, playground equipment, and pavilion replacements. Construction is scheduled for FY 2026-27.

PARK AND BUILDING MANAGEMENT

Grounds Division

- Painted the barbecues at Heritage and Liberty Parks.
- Gopher abatement was conducted at Villa, Heritage, Mountain View, and Liberty Parks.
- Overseeding project was conducted at Villa, Heritage, and Mountain View Parks.

Building Management

Work Requests:

- Facilities Maintenance completed 86 work orders.

Notable Activities/Special Projects:

- A new UPS or Uninterruptable Power Supply was installed in the City Hall server room to serve as backup power during a power outage to ensure our servers remain up during a blackout.
- Our annual fire panel testing was conducted this month to ensure our fire panels and devices throughout our facilities are up-to-date.
- A new bottle filling station was installed at the Family Services building to ensure staff has access to filtrated water.
- A new SaveStation (AED) was installed at Heritage Park to assist residents during a medical emergency.
- The hood suppression system in the Senior Center kitchen was inspected to make sure we are prepared in case of an emergency.

RECOMMENDATION

For Commission information.