

**MEMORANDUM**  
**City of Chino**  
**Community Services,**  
**Parks & Recreation Department**

**DATE: JUNE 22, 2026**  
**TO: COMMUNITY SERVICES, PARKS & RECREATION COMMISSION**  
**FROM: JEFF BENSON, PARKS AND FACILITIES MANAGER**  
**SUBJECT: PARKS & FACILITIES PLANNING AND DEVELOPMENT ACTIVITY REPORT – APRIL 2026**

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**PROJECTS UPDATE**

**PUBLIC WORKS SERVICES CITY YARD–ADMINISTRATIVE BUILDING CARPET REPLACEMENT PROJECT**

Project Status:

- Staff is coordinating with Public Works Services to establish a schedule that minimizes impact on staff, after which the agreement process will be initiated.
- The project is anticipated to begin in June 2026.

Scope of Work:

- The project includes removing existing carpet tiles and rubber wall base in identified areas of the Public Works Services Administrative Building and installing new 24"x24" carpet tiles and rubber wall base. Additional work includes lifting furniture in place and performing standard floor preparation with additional preparation in areas where the concrete slab is uneven.

**WALNUT PARK–RESTROOMS INTERIOR IMPROVEMENTS PROJECT**

Project Status:

- The agreement process has been completed. The project is anticipated to begin in May 2026.

Scope of Work:

- The Walnut Park Restroom Interior Improvements project will provide accessibility improvements to the existing restroom building. Work will include replacing restroom fixtures, repainting the interior, installing prefabricated partitions, upgrading to LED lighting, and applying an epoxy floor coating.

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## **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.
- The scope of work has expanded to include 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 shall include professional design services to prepare plans and construction documents for the removal of existing playground equipment and rubber/sand surfacing, and installation of new all-inclusive playground equipment, continuous rubberized play surfacing, shade sail system, new picnic shade shelter, new site furnishings (including tables, benches, trash receptacles, and drinking fountain), basketball court improvements, parking lot improvements, and new concrete improvements within the main area of the park.

## **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. The 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 south side of the Carolyn Owens Community Center. The Demonstration Garden will feature climate appropriate, drought-tolerant plantings and irrigation systems, along with identification signage, concrete walkways, walkway lighting, and park benches.

## **CAROLYN OWENS COMMUNITY CENTER PLAYGROUND & ADA IMPROVEMENTS PROJECT**

### Project Status:

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

### Scope of Work:

- The scope of work for the Carolyn Owens Community Center Playground and ADA Improvements 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.

## **CHINO YOUTH MUSEUM INTERIOR IMPROVEMENTS DESIGN**

### **Project Status:**

- Staff reviewed the ADA Transition Plan to identify barriers that can be removed internally and is preparing to proceed with this work.

### **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:**

- Design work continues with initial review of preliminary concept drawings anticipated to begin in summer 2026.

### **Scope of Work:**

- Accessibility improvements and playground replacement.

## **HERITAGE PARK IMPROVEMENTS DESIGN**

### **Project Status:**

- Early-stage design work is currently underway.

### **Scope of Work:**

- Work will include accessibility improvements, playground equipment, and pavilion replacements.

## **PARK AND BUILDING MANAGEMENT**

### **Grounds Division**

- Replaced picnic tables under the canopy at McLeod Park.
- Assisted with turnkey project at the Civic Center.
- Prepared City Hall for the Kiwanis Corn Feed Car Show and Cruise.
- Trimmed trees at the Carolyn Owens Community Center.
- Pressure washed areas around the Civic Center.

### **Building Management**

#### **Work Requests:**

- Facilities Maintenance completed 84 work orders.

#### **Notable Activities/Special Projects:**

- Installed a new bottle filling station and completed patching and painting improvements at the LAB building.

- Installed new wireless phone lines for the elevators at City Hall and Carolyn Owens Community Center.
- Completed power washing and window cleaning at City facilities as part of the preventative maintenance program.
- Installed new gate operators on the south side of the Public Works Services Yard.
- Completed roof replacement for the Chino freeway sign located adjacent to the 60 Freeway.
- Installed a new commercial stove in the Senior Center kitchen.

### **RECOMMENDATION**

For Commission information.