

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

**DATE: JULY 27, 2026**  
**TO: COMMUNITY SERVICES, PARKS & RECREATION COMMISSION**  
**FROM: JEFF BENSON, PARKS AND FACILITIES MANAGER**  
**SUBJECT: PARKS & FACILITIES PLANNING AND DEVELOPMENT ACTIVITY  
REPORT – JUNE 2026**

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**PROJECTS UPDATE**

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

Project Status:

- The project commenced on June 12, and completed on June 27, 2026. All primary flooring construction activities were completed over three consecutive weekends.

Scope of Work:

- The project included 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 included lifting furniture in place and performing standard floor preparation with additional preparation in areas where the concrete slab was uneven.

**WALNUT PARK–RESTROOMS INTERIOR IMPROVEMENTS PROJECT**

Project Status:

- The project was successfully completed as scheduled on June 27, 2026.

Scope of Work:

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

**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 will 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 AND 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.

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## **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**

- Installed a new barbecue pit on the northeast side of the playground at Ayala Park.
- Repaired and painted the trash enclosure doors at Parking Lots A2 and A5 at Ayala Park.
- Replaced new plant material along College Park Avenue south of Parking Lot A2 at Ayala Park.
- Made playground surface repairs at Monte Vista, Heritage, Sebring, Mountain View, and McLeod Parks.
- Repaired broken drinking fountain at the Community Garden.
- Replaced new plant material while converting to all new drip line irrigation at Oak Tree Square.
- Removed excess elevated turf near bio swell, lowered to grade level, and installed new sod at Walnut Park.

### **Building Management**

#### **Work Requests:**

- Facilities Maintenance completed 78 work orders.

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**Notable Activities/Special Projects:**

- Staff coordinated and assisted with the set up and tear down of Brinderson Hall for the City's annual employee luncheon. This included the logistics and transfer of materials needed for the event.
- Coordinated the Police Department semi-annual gun range cleaning and monitoring.
- Coordinated the fumigation and mitigation of termites at the old T-Shirt Mart building; future Cultural Arts Center.
- Completed the removal and replacement of three HVAC units at the following sites: Senior Center Auditorium, Community Building MPR, and Teen Center main room.
- Coordinated the installation of new electrical outlets at the LAB building to accommodate programming. This included running new lines from the existing panel to the appropriate rooms.

**RECOMMENDATION**

For Commission information.