



# COMMUNITY SERVICES COMMISSION HANDBOOK



**Administration**



**Child**

**Development**



**Children's  
Museum**



**Employment  
and Training**



**Facility  
Maintenance**



**Recreation &  
Special Events**



**Senior & Social  
Service**

## **Purpose & Mission Statement**

The City of La Habra Community Services Commission acts in an advisory capacity to the City Council on matters relating to public recreation, cultural arts development, child development and social services. In addition, Commissioners may advise the City Council on matters concerning the service needs of the community, provide insight to Community Services Staff, and conduct educational and informational outreach efforts to promote Community Services programs. Commissioners may also hold public hearings concerning recreation, cultural arts development, child development, and social service needs of the community.

The Mission Statement of the Community Services Commission is adopted as follows:

“The Community Services Commission – to act in an advisory capacity to the City Council to improve, support, and assist with the recreational and social needs of our community members.”

## **Ethics and Values**

A Community Services Commissioner is an individual who can serve the long-range interests of the La Habra community, who is unbound by election promises, political expediency, or narrow interests. A Community Services Commissioner should always consider how an action taken today may affect the La Habra of tomorrow. Community Services Commissioners should exhibit respect for others and be aware of La Habra’s traditions and heritage of the past, even when facing opposing opinions and values.

The Brown Act establishes laws for local legislative bodies regarding the conduct of body meetings. The Community Services Commission is required to follow the Brown Act for all meetings whether open or closed. The following is an outline of what the Brown Act requires;

Prohibited Activities:

- A majority of commissioners cannot use a telephone, fax machine, email, a chat room, and intermediary or other devices to develop consensus, agreement, or a decision.
- Commissioners cannot engage in a “serial meeting.” A serial meeting is a series of meetings to develop decision, each of which involves less than a majority of commissioners, but which taken together involve a majority of commissioners.
- “Polling” of commissioners by another commissioner (personally or through staff or technology) is strictly prohibited.
- Staff can meet individually with a majority of commissioners if no information regarding other commissioners’ views is provided.
- Use of e-mail to develop a collective consensus, agreement, or decision.
- Exchange of information in e-mail about their views or positions on public business.

Meeting Decorum:

- **Brown Act** applies to any gathering of a quorum of a legislative body to discuss or transact business under the body’s jurisdiction.
- Teleconference meetings may be held under strict conditions (e.g. as a result of the State Coronavirus social distancing health order)
- Public time must be set aside for public comment

- Meetings must be held in non-discriminatory facilities
- All votes (except those in permissible closed session) must be cast in public
- Closed session actions must be reported in open session
- Public has a right to attend meetings without registering or identifying themselves
- Materials provided to a majority of a body, unless exempt, must be provided to members of the public
- Required Notices and Agendas
- Special Meetings require 24-hour notice to members and the media
- One-hour notice in case of work stoppage or crippling activity
- Closed Session agendas must be described Special procedures permit proceeding without an agenda in an emergency.

The full Brown Act is publicly available on the California Legislative Information website, if any additional information is sought.

Each Commissioner will be issued a city email to be used for communication between city staff, commissioners, and City Councilmembers for matters pertaining to functions outlined in the following section.

### **Scope of Authority**

The La Habra Community Services Commission only has the authority to act in an advisory capacity, and does not have the powers of administration, policymaking, operational or legislative. The City Council may choose to follow the Community Services Commission's recommendations, revise/modify Community Services Commission actions, or send a proposal back to the Community Services Commission for further review. The City Council maintains the authority to change, modify, or add additional responsibilities to the commission. The City Council retains final authority in all City matters.

Commissioners do not have the authority to direct city staff or assign staff to assignments, duties, or events. Community Services Staff will determine staff assignments based on recommendations from Commissioners and direction from the City Manager and City Council. Commissioner's authority comes from what is delegated by the City Council, City Manager, City Staff, and the responsibilities outlined in this handbook.

Commissioners may be assigned to conduct work in various ad hoc committees, meetings, or delegations to plan, advise, or guide an event or program as it pertains to the goals and mission statement of the Commission, if organized by the City Council.

Per the La Habra Municipal Code 2.28.050, the following duties are the Council-approved activities the Community Services Commission will engage in;

- A. To advise the City and its officers on all matters referred to it by the City Council;
- B. To act in an advisory capacity to the City Council, the City Manager, and the direction of community services on all matters pertaining to public recreation, cultural, child development and social services and to coordinate with school districts and other governmental agencies and with civic groups in the advancement of these services;

- C. To recommend policies on recreation, cultural, child development and social services to the City Council, the City Manager and the departmental director;
- D. To make periodic inventories of recreation, cultural, child development and social services that exist or may be needed to interpret the needs of the public to the City Council;
- E. To aid in coordinating the recreation, cultural, child development and social services of the city with the programs of other governmental agencies and voluntary and civic organizations;
- F. To advise the City and its officers on matters concerning the social needs of the community, including actions deemed appropriate;
- G. To initiate and enlist the cooperation of community organizations in programs approved by the City Council;
- H. To conduct educational and informational programs to promote the programs approved by the City Council;
- I. To generally advise the City Council and the officers of the City on means of progressively improving human conditions throughout the City;
- J. The Commission may hold public hearings concerning the recreation, cultural, child development and social service needs of the community;
- K. The Commission's powers are advisory only and are not administrative, operational or policy making legislative powers or duties.

If there are any activities, programs, or actions a Commissioner wishes to take that are not otherwise outlined in this handbook, the request should be taken up with City Staff prior to any action being taken for approval.

### **Appointments**

Commissioners are appointed by La Habra City Councilmembers after an application and interview process with the City Council for a three-year term. Commissioners may reapply for another term at the conclusion of their term. Commissioners are expected to complete their term until a replacement member has been sworn in on the Commission.

In order to be considered for a nomination on the Commission the following conditions must be met:

1. Applicants must be a La Habra resident. The primary residence of the applicant must be a La Habra address, and they must remain a La Habra resident throughout the duration of their term.
2. Applicants shall not hold any full or part-time office or employment with the City and shall not serve on more than one City appointed board, commission, or committee at a time.

Appointed Commissioners may be removed by the direction of City Council if any of the following conditions have been met:

1. By a majority vote of the council;
2. If a member is no longer a permanent resident, his or her removal shall be automatic and no action by the council is necessary;
3. If a member is absent from three consecutive regular meetings of the commission, except for good cause as determined by members of the commission, his or her removal shall be automatic and no action by the council is necessary; or
4. If a member is absent from four meetings in any twelve-month period of the commission, except for good cause as determined by members of the commission, in which event his or her removal shall be automatic and no action by the council is necessary.

### **Compensation**

Commissioners will receive a stipend in the amount of \$50 monthly to cover travel and other expenses for meetings. Prior to the start of each commission meeting, each Commissioner will turn in a timecard to the City Staff liaisons in order to receive payment. Commissioners are not allowed to receive any other form of compensation from any party for conducting City business.

### **Structure**

The La Habra Community Services Commission is comprised of five Commissioners, appointed by City Council, for three-year terms. The City Council may alter the number of Commissioners serving on the Commission.

The Commission shall have a Chair, and a Vice Chair to be elected by the fellow members of the Commission by a unanimous vote for a term length of one year, upon expiration of the current chair's term. The duty of the Chair is to initiate meetings, lead and guide discussions of agenda items, and serve as the leader of the Commission for the duration of the term. Vice Chairs support the Chair in these duties, and will be required to take over these duties in the event the Chair is not present for any amount of time. The Chair and Vice Chair will also meet with City liaisons on a regularly basis for meetings on Community Services Commission matters.

The City Council will also appoint an alternate Commissioner to fill in for any member of the commission in the case of illness, death, removal from position, or any other issue that would interfere with the Commissioner being able to correctly perform the duties of the position. This alternate will also be elected as a three-year term, and may or may not serve on the Commission if the need does/does not arise.

Commissioners will serve on subcommittees that are designed to provide specified guidance in one or more areas of the Community Services Commission's scope. These appointments are to be made yearly, upon expiration of the current term of sub committee assignments. The scope and duties listed in this chart are subject to change pending City Council, City Staff or Commission action.

## **Commission Roles**

### **Role of Chairperson**

The Chairperson shall preserve order and decorum at all meetings of the commission/committee, announce the decisions taken, and decide questions of order. The Chairperson is responsible for ensuring the effectiveness of the group process. A good Chairperson balances moving the discussion forward with involving all of the commission/committee members and allowing for adequate public participation. The Chairperson will also endeavor to end meetings at a reasonable hour. In the absence of the Chairperson, the Vice Chairperson shall act as presiding officer.

The Chairperson will:

- Start meetings on time and keep the agenda in mind in order to give each item sufficient time for consideration.
- Announce at the start of a meeting if the order of agenda items is to be rearranged for convenience, for response to those attending only for certain items, or for better pacing of the agenda.
- Ensure that the public understands the nature of the issue being discussed (for example, reason for discussion, process to be followed, opportunities for public input, timeline for decision).
- Keep discussion focused on the issue at hand.
- Solicit opinions from commission/committee members and encourage evaluation of new, tentative, or incomplete ideas.
- If the body's bylaws or policies impose time limits upon board members or the public, the rule may be enforced at the discretion of the Chairperson.
- Protect commission/committee members, staff, and the public from personal attacks.
- Provide structure for addressing complicated issues.
- Refer to staff or legal counsel when technical guidance is required.
- Attempt to reach decisions expeditiously on action items. At those times when action would be premature and additional analysis is needed, the Chairperson will guide discussion toward a timeline or framework for responsible action.

## Preparing Motions

Commission/committee meetings are conducted according to parliamentary procedure. As the presiding officer, the Chairperson's rulings must be followed unless he/she is overruled by a majority vote of the body upon an appeal of a ruling.

When a commission/committee member wishes to propose an action on a particular item on the posted agenda for the commission/committee to consider, the member makes a motion.

### Examples of Common Motions:

- **Delay consideration:** *"I move to continue the item until..."* (date specific or date uncertain).
- **Lay on the Table:** *"I move to lay the question on the table."* A motion to lay a pending question aside temporarily in order to take up something else of immediate urgency. The motion requires a 2/3 vote for adoption.
- **Limit or Extend Debate:** *"I move that debate be limited to one speech of three minutes for each member."* The motion requires a 2/3 vote for adoption.
- **Close Debate:** *"I move (or call) the previous question."* This ends debate immediately in order to call for a motion for the previous question. The motion requires a 2/3 vote for adoption.
- **Request More Study:** *"I move to refer this to staff or (committee) for further study."*
- **Request Information:** *"Point of information..."*
- **Amend a Motion:** *"I move to amend the motion by..."* If the amendment is accepted by the maker and a second is made, then it is considered a "friendly amendment" and no separate vote is required. If it is not accepted, then a separate vote to amend the main motion is required. The amendment must be voted on before the main motion.
- **Adopt a Staff Recommendation:** *"I move to adopt staff recommendation to..."*
- **Deny Staff Recommendation:** *"I move to deny staff recommendation to..."*
- **Modify Staff Recommendation:** *"I move to adopt the recommendation with the following modifications:..."*

Properly phrasing a motion can be difficult and corrections may be necessary before it is acted upon. Until the Chairperson states the motion, the member making the motion may rephrase or withdraw it.

Members may wish to write out difficult motions. If a motion gets too complicated, call a recess and have staff assist with the wording.

It is best to avoid including more than one proposal in the same motion.

This is especially important when commission/committee members are likely to disagree.

Any member may make a motion to bifurcate or divide a motion in order to treat each proposal as a separate motion.

A motion goes through the following steps:

1. The member asks to be recognized by the Chairperson.
2. The member makes the motion: *"I move that we..."*
3. Another member seconds the motion: *"I second the motion."*
4. The Chairperson restates the motion, or asks the recording secretary to do so, and asks for discussion on the motion.
5. When the Chairperson determines that there has been enough discussion, the debate may be closed with: *"I call the question."* or *"Is there any further discussion?"*
6. If no one asks for permission to speak, the Chairperson then puts the motion to a vote: *"All those in favor say aye. All those opposed say nay."* If voting lights are used, the Chairperson will state, "Please vote."
7. The Chairperson should restate the motion prior to the vote to ensure the motion is clearly understood by all. Any member may request a roll call vote on a motion.
8. After the vote, the Chairperson or the recording secretary announces one of the following:
  - a. *"The motion carries unanimously."*
  - b. *"The motion carries \_\_\_ to \_\_\_ (identifying the number of aye and nay votes, and listing individually if requested)."*
  - c. *"The motion has failed."*

## **Meetings**

Meetings are held every 2<sup>nd</sup> Wednesday of the month at 6:30 PM in the Council Chambers. All members of the Commission are expected to be present for every meeting. In order for a meeting to take place, a quorum of a simple majority of Commissioners must be present and in attendance. In the case of a quorum not being met, the meeting will be cancelled and the public will be notified. If a Commissioner is unable to make a meeting, Community Services Staff must be notified in a timely manner to notify the public if the quorum cannot be met.

Audio recordings of the meeting will be posted the following day on the City of La Habra Website.

The meetings are open to the public and the public reserves the right to speak on matters pertaining the Commission as outlined in each section of the agenda. Agendas for each meeting are created by Community Services Department staff and posted for the public and Commissioners at least 72 hours in advance of the upcoming meeting. Agendas are composed of the following sections:

- Call to Order (to be done by current Chair)
- Invocation
- Roll Call
- Consent Calendar
  - o Items in this section are routine items that can all be voted on with a single motion, (i.e. minutes, notices, filing of reports)
- Consideration Items
  - o Items in this section require discussions or a vote from the commission
- Comments from Staff
- Comments from Commissioners
- Adjournme

<b>Sub Committees</b>		
<b>Community Services Subcommittee Assignments</b>	<b>Time Commitment</b>	<b>How the subcommittee can help</b>
<b>Community Development Block Grant (CDBG)</b>	Up to 2 meetings annually	<ul style="list-style-type: none"> <li>• Carefully evaluate program applications and city recommendations</li> <li>• Make recommendations to the Community Services Commission for funding</li> </ul>
<b>Child Development</b>	At least once a quarter	<ul style="list-style-type: none"> <li>• Promote, aid, and encourage registration for Child Development Programs</li> <li>• Promote the successes of the programs</li> </ul>
<b>Beautification Subcommittee</b>	At least once a quarter/As needed	<ul style="list-style-type: none"> <li>• Nominate residential properties &amp; businesses throughout the city for recognition</li> <li>• Attend City Council meetings to honor award winners</li> <li>• Nominate properties for seasonal decorating contests</li> </ul>
<b>Parks &amp; Museums</b> Such as park facilities, Children's Museum, Depot Theater, Historical Society, Art Association	At least once a quarter	<ul style="list-style-type: none"> <li>• Visit, evaluate and promote parks</li> <li>• Make recommendations for park projects</li> <li>• Keep staff informed of park-related issues</li> <li>• Promote and attend major events and share news about programs, activities and volunteer opportunities at the museums</li> </ul>
<b>Community Wellness &amp; Social Services</b> Such as the Community Center, Homeless Outreach Program, food pantries, Youth Employment & Training programs, Senior programs and Veteran's programs	At least once a quarter	<ul style="list-style-type: none"> <li>• Participate in planning of events and activities</li> <li>• Visit, participate in, and promote events and activities for seniors and veterans; Make recommendations for improvements</li> <li>• Promote, solicit volunteers, assist in the City's efforts to provide services for the hard-to-reach community</li> </ul>

		<ul style="list-style-type: none"> <li>Promote the youth employment and training programs in Orange County.</li> </ul>
<p><b>Special Events</b> Such as the La Habra Races, Easter Eggstravaganza, 4th of July, Tamale Festival and Veterans Day.</p>	At least once a quarter	<ul style="list-style-type: none"> <li>Be invited to event planning meetings to make suggestions, recommendations and share ideas with the City staff to provide exciting events for the community</li> <li>Visit, participate in, promote activities for the community; Make recommendations for improvements</li> <li>Promote, solicit volunteers, and assist in events coordinated by the City for the community</li> <li>Provide post-event feedback and/or participate in debriefs</li> </ul>
<p><b>Youth Committee &amp; Scholarships</b></p>	Up to 2 meetings a month	<ul style="list-style-type: none"> <li>Participate in the City's Youth Committee by assisting staff, mentoring teen members, providing ideas for activities and attending bi-monthly meetings</li> <li>Provide staff with recommendations for new programs for the youth and teens of the community</li> <li>Find funding for scholarships for graduating high school Seniors in the community</li> </ul>

## **City Information**

The City of La Habra was incorporated on January 2, 1925. Located in Orange County's northernmost corner, La Habra today is 7.3 square miles and includes over 62,000 residents. The Community Services Department's mission is to strive to touch families' lives in different ways through a diverse slate of Recreation, Youth, Family, Senior & Social Services programs and special events. The motto of the Community Services Department is "Making It Happen", which reflects the hard-working, ever evolving nature of the work done by the department. The department works with the community to create and operate safe family-oriented celebrations and activities. The ultimate goal is to produce programs and events that are culturally, physically and socially engaging that enrich the lives of residents. We also ensure that supportive services are available for those in need. The Community Services Department includes seven divisions: Administration, Child Development, Children's Museum, Employment & Training, Facility Maintenance, and Recreation & Special Events. Each division provides a variety of specialty programs that are affordable, accessible and available to benefit the La Habra community.



Community Services Commissioners work closely with City Council, City Staff, and members of the public to help guide the actions of Community Services in La Habra. Our Commission will have the opportunity to be a part of a special group that provides significant experience and insight to truly make a difference in the La Habra Community.

The needs of the La Habra community are dynamic, and the Community Services Department and Community Services Commission work in unison to address those changing needs. By following the guidelines established in this handbook, the standard of excellence set forth by the City of La Habra will be met.

## **Administration**

The Administrative division is part of the Community Services Department and provides leadership, administrative services and support to the other six divisions and community. This includes budget and personnel oversight, graffiti abatement, facility leases, Community Services Commission, Beautification Committee, City Hall Paver Program, Military Banner Program, Life in La Habra Magazine and special projects.

## **Child Development**

The Child Development Division provides Care and Education Services for children ages six months to 12 years. This includes center-based classrooms and Family Child Care Providers. We are open year-round and provide a remarkably warm and comprehensive environment that fully prepares students in each of the areas of development and for success at the next level. The primary goal of The City of La Habra Child Development Division is to provide a comprehensive program designed to foster the healthy development of young children in our community. The agency and all sites are licensed through the Department of Social Services, Community Care Licensing Division, designed to facilitate classroom health and safety practices. In addition to child care services our program also manages the Child and Adult Care Food Program (CACFP) allowing us to provide healthy meals in the classrooms and community through Day Care Home Providers.

## **Children's Museum**

Since 1977, the Children's Museum at La Habra has been a beacon of youth creativity in the Southern California community through its' changing exhibits and ever-expanding scope. The Mission of the Children's Museum at La Habra (CMLH) is to ***encourage enthusiasm about learning in a hands-on environment that opens the world event to the youngest child.*** This is accomplished daily throughout 7 different creative, hands on exhibits, the dinosaur garden, and caboose. The Museum also offers; school/group basic and discovery tours, boy scout and girl scout events, Nature Walk Storytime, special events, cooking with STEAM, birthday party packages, mobile museum, community outreach, and more! The Children's Museum also hosts special events throughout the year such as Breakfast with Santa, New Year's Noon, and much more throughout the year.

## **Employment & Training**

The Employment and Training Division operates as Ready S.E.T. OC throughout all of Orange County offering a range of supportive services to youth ages 14-24 youth must meet program eligibility requirements that include those with disabilities or IEP plans, former or current foster youth, pregnant or parenting, justice involved, or those

experiencing homelessness. A dedicated case manager is assigned to each participant so they can develop a positive and supportive working relationship. READY S.E.T. OC program staff work at satellite offices in Brea, Garden Grove, Laguna Hills, Los Alamitos, Orange, and Santa Ana. The goal of the program is to help develop confident and independent young adults that will be productive members in their communities.

### **Facility Maintenance**

The Facility Maintenance Division provides routine daily maintenance and operation services for over twenty-six (26) City-owned and leased facilities, approximately 183,000 square feet of building space. These buildings include City Hall, the Community Center, the Police Department, the Public Works Maintenance Yard, Child Development Centers, and rental and leased facilities. Responsibilities involve both preventive maintenance and on-demand work orders for basic maintenance and repair of various city facilities, including services to assure cleanliness, safety and functionally operative facilities. The services provided include facility mechanical services, maintenance and repair of heating, ventilating and air conditioning systems, servicing and repair of building hardware, electrical, plumbing, wall, ceiling and floor finishes, roofing, carpeting, painting, carpentry services, and janitorial services. The division also oversees the City's elevator, custodial and a wide range of contracts.

### **Recreation**

The Recreation division encompasses a wide breadth of programs, events, and functions. Recreation is responsible for providing contract classes to the public, La Habra Active Day Camp, Kids Night Out, and so many more. The crown jewel of this division is the La Habra Tamale Festival, which brings thousands of people from all over Orange and Los Angeles County to La Habra. Along with this, Recreation runs 4<sup>th</sup> of July Celebrations, Easter Eggstravaganza, and Community Open House as city-wide special events. This division is always adapting and growing to the fluctuating needs of the La Habra Community.

### **Social Services**

The Social Services team strives to better the community with a strong focus on the low income and senior population. Through creativity and hard work, this division provides a quality environment for these populations to both succeed and enrich their lives further. The Senior program, ever-changing and growing, strives to offer seniors a variety of educational, mental and physical wellness, arts, enrichment, and social activities. Social Services maintains partnerships with other organizations throughout our Community are vital to the success of the department including many non-profits, faith-based organizations, and other city/county entities. These collaborations allow us to achieve

more than we could on our own and expand our scope and further refine the quality of our output.

The Homeless Outreach program operates under the Social Services umbrella as well to aid and support to La Habra’s unhoused population. Through the guided efforts of the Community Outreach liaisons, the unhoused in La Habra have access to food resources, family care centers, and support to housing assistance facilities. This program started in 2021, and looks to continue to expand and provide service to as many La Habra clientele as possible.



The La Habra Tamale Festival is the biggest event for the City, bringing in over 10,000 attendees from all over Southern California.



The CDBG-funded Graffiti Removal program brings on-demand removal of graffiti from all public facilities and walkways, and city-owned buildings.



The Child Development division provides a positive, safe and educational environment for youth.



La Habra Outdoors Camp Program funded by a California State Parks grant.



Senior Dances are hosted once a month and provide live music, dinner, desserts, and plenty of dancing for over 150 seniors.



The Children's Museum at La Habra has operated since 1977, bringing innovative and creative exhibits to La Habra residents and visitors. Museum staff strive to expand and grow the Museum to include engaging programming annually.

## City of La Habra Parks

### **Brio Park - 1600 S. Idaho St.**

- Children's Playground
- Fitness equipment
- Splash Zone
- Barbecue and bench area
- Picnic area and turf

### **Constitution Park**

Constitution Park is on the southwest corner of the intersection of N. Harbor Blvd. and Whittier Blvd.

- 0.55 acres
- Benches
- Flagpoles

### **Corona Park - 701 W. Fifth Ave.**

0.18-acre neighborhood park

- Picnic area and turf
- Children's Playground

### **Descanso Park - 170 N. Fonda Ave.**

Descanso Park is a one-acre park located off Stearns Avenue just east of Harbor Boulevard. It includes a small playground area and serves as a neighborhood park for the adjacent residential neighborhood.

- 1-acre neighborhood park
- Children's playground area
- Concrete sidewalk for walking, shaded with trees
- Small turf area for children to run and play
- 2 Dog Waste Stations

### **El Centro-Lions Park - 320 Erna Ave.**

El Centro-Lions Park is located at 320 Erna Avenue and is the oldest park in the City. The City acquired the park in 1948 from the Lions Club. The park is 3.98 acres in size and is located near the civic center, just across from Orange Street. It serves as a focal point of the community with an annual Corn Festival on the first Saturday in every August. The festival draws about five thousand people to come into the park and enjoy themselves with a variety of events.

- 3.98-acre neighborhood park

- Two playgrounds
- 2 Restrooms
- Two basketball courts
- Large patio area
- 2 Sinks
- Corn Festival
- Flagpole

### **Esteli Park - 2251 Brookdale Ave.**

Esteli Park is located north of East Brookdale Avenue at the far northeast corner of La Habra. It is 9.76 acres in size and is adjacent to Ladera Palma Elementary School. The park was dedicated in 1976 to commemorate the City of Esteli, which is a sister city of La Habra. Esteli Park is an active park and includes a football field and two baseball diamonds with bleachers and a concession building.

- 8.4 acres developed and 1.3 acres of natural undeveloped park
- Football field
- Turf area
- Two baseball fields with Stadium lights
- Landscape planters and trees
- Snack Bar and Restrooms
- Stadium Lights

### **Guadalupe Park - 381 S. Walnut St.**

Guadalupe Park is located at the northwest corner of South Walnut Street and is adjacent to the railroad. The 4.93-acre linear park and greenbelt includes a playground, an outdoor exercise course, The Gary Center, and a boxing club within Guadalupe Hall.

- 2.5-acre developed and 2.4 acres of undeveloped nature park
- Paved bike trails
- Open space planted with native California plants
- Drinking fountains
- Picnic facilities
- Bike paths
- Small playground
- Fitness course

### **La Bonita Park - 1440 W. Whittier Blvd.**

The City of La Habra purchased the 22.6 acres of La Bonita Park in 1957, and development was initiated in 1960. The park includes picnic facilities, playgrounds, restrooms, softball fields, a skate park, a girl's pavilion, and the Boys and Girls Club. There are four lighted softball diamonds and a large open field.

There are three on-site parking lots for the park. One at the north end is directly off of Whittier Boulevard, one is at the south end of the park off Grenada Drive at West Hanline Way, and the third is on the east end of the park off of Idaho Street.

- 20 acres developed and 2 acres undeveloped neighborhood park
- Picnic facilities
- 2 Restrooms
- New playground facilities
- 4 lighted softball fields
- Skate park
- Roller hockey facility
- Basketball Courts
- Home to Girl Scouts, Child Development Center, and the Boys & Girls Club
- Snack bar
- Landscaped trail that follows stream bed

#### **Las Lomas Park - 800 N. Euclid St.**

The 2.2 acre La Lomas Park was developed in 1968. Las Lomas Park provides picnic facilities, a restroom, and a playground for the adjacent residential neighborhood. The park is adjacent to Las Lomas School.

- 2.2-acre neighborhood park
- Playground facilities
- Picnic areas
- Barbecues
- Restrooms
- Dirt oval walking course
- New irrigation system and landscaping, playground & restroom

#### **Leslie Park - Imperial Hwy. and Leslie St.**

Leslie Park is a small park of 0.53 acres. It is an open area that was a remnant parcel from a realignment of Leslie Street. It functions as a landscaped open space. The adjacent areas are commercial and industrial areas.

- 0.53-acre natural open space area with trees and turf

#### **Loma Norte Park - 2051 Brookdale Ave.**

Loma Norte Park is located immediately west of Ladera Palma School. It is 4.86 acres in size. Ladera Palma School is also adjacent to Esteli Park to the east. The park is built on three levels with a concrete walkway connecting all levels

- 4.86-acre neighborhood park
- Playground facilities
- Picnic areas

- Restroom
- New playground facilities
- Barbecues

### **Loma Verde Park - 501 S. Walnut St.**

Loma Verde Park is 1.6 acres in size within a triangular shaped lot. This land was acquired in 1972 and now includes a basketball court, a multi-purpose play field that allows an overlay of a soccer field, BBQ grills, and picnic tables. There is also a small amount of on-site parking within the park.

- 1.6-acre neighborhood park
- Playground facilities
- Picnic areas
- Basketball court
- Trees and turf area
- New playground
- Barbecues

### **Montwood Park - 231 Montwood Ave.**

Montwood Park is located on Montwood Avenue, just east of South Euclid Street. It is a small park of 0.60 acres. The park also functions as an open space for the adjacent neighborhood.

- 0.60-acre neighborhood park
- Two playground facilities
- Picnic areas Tree and turf area
- Park benches
- Fitness equipment

### **Oeste Park - 2300 W. Lambert Rd.**

Oeste Park is 4.56 acres in size and was developed in 1965. The park includes two playgrounds, restrooms, BBQ grills, picnic tables, and drinking fountains. Olita School is adjacent to the park, and access is readily available from the school. Therefore, the park is especially popular with children and parents. There is on-site parking off Lambert Road, as well as from the adjacent neighborhood off Glenhaven Street.

- 4.56-acre neighborhood park
- Two playground facilities (one for toddlers and one for older children)
- Barbecues
- Picnic facilities
- Gravel walkway for exercise
- Park benches
- Splash Pad
- Drinking fountains

### **Old Reservoir Park**

Old Reservoir Park is a small park of 1.09 acres in size. It is located off Brookdale Avenue, just west of Fullerton Road. The park is near Arbolita School which provides larger recreational grounds for the neighborhood.

- 1.09-acre neighborhood park
- Picnic facilities
- Landscaped planters
- Tree and turf area

### **Old Settlers Park - Main/First St.**

This park is a small open area at Main Street and First Street. It serves as an open lawn area of 0.07 acres within the center of the intersection.

### **Osornio Park - Hacienda Road**

- 5.0-acre neighborhood park
- Basketball courts
- Tree and turf area
- Open Soccer field

### **Portola Park - 301 S. Euclid St.**

Located in the central part of the city, the 10.08-acre Portola Park is located north of West Electric Avenue and west of South Euclid Street. It was developed in 1975. Portola Park is a popular park due to its many facilities. It includes the Children's Museum at La Habra that attracts many visitors from throughout Southern California. The museum is also used as a teaching facility by teachers from many areas. The park was also the site of an old railroad station which has been rehabilitated to house the Children's Museum. The museum has recently expanded and includes a new building that extends the old railroad station and has kept its architectural integrity.

- 10-acre neighborhood park
- Three hardball fields
- Playground facilities
- Picnic facilities
- Asphalt and concrete paths
- Snack bar
- Two Childcare facilities
- Depot Theatre
- An outdoor stage /Selfie Wall
- La Habra Tennis Center
- The Children's Museum at La Habra
- Barbecues

### **Richard's Park - 701 Clifton St.**

Richard's Park is a small open space of 0.28 acres in size, located at the intersection of Lambert Road and Euclid Street. The landscaping features a water conservation landscape.

- 0.28-acre natural open space
- Landscaped planters

### **San Miguel De Allende Park - 981 N. Euclid St.**

San Miguel De Allende Park is a neighborhood park and provides picnic facilities and playground. The park serves as the primary open area and park for the surrounding residents.

- Playground facilities
- Picnic tables
- Drinking fountain
- Tree and turf area

### **Terraza Park - 450 S. Dexford Dr.**

Terraza Park is located at the west side of the city and was developed in 1976. It is a 2.39-acre park. The park includes picnic facilities, an open grass area, and a playground with play apparatus.

- 2.39-acre neighborhood park
- Playground facilities
- Tree and turf area
- Barbecues

### **Vista Grande Park - 1100 W. Lambert Rd. (Currently under construction)**

Vista Grande Park is 17.54 acres in size and was acquired by the City in 1959. Vista Grande Park is located south of Lambert Road and east of Idaho Street. City Council approved to make large improvements to the park to be completed in April 2024.

- Three acres developed and 14.54 acres undeveloped
- Dirt walking path
- Children's playground
- Amphitheater
- Basketball courts
- Volleyball court
- Gazebo
- Dog park with separate large dog and small dog sections
- Restroom and storage building

### **Vista Del Valle (Westridge) Park - 1005 W. Risner Way**

- 9.7-acre neighborhood park
- Gazebo with display cases
- Decomposed granite paths
- Small turf area
- Park benches
- Great for hiking and walking

### **Vista Del Valle Park - 1600 S. Idaho St.**

Vista Del Valle is the City's newest park. It is located at the southern boundary of the City, off of Idaho Street. The park is 26.68 acres in size and was developed in 1995. The park provides restrooms, picnic facilities, playgrounds, a gazebo, and scenic view to its adjacent residential development. The park is popular for its exercise walking trails.

- Natural park
- Two playgrounds
- Gazebo Picnic Area
- Barbecues
- Restroom
- Drinking Fountains
- Turf areas with landscaped planters

## City of La Habra Facilities

### **Child Development (Main Office)**

215 N. Euclid St.  
(562) 383-4270

### **Children's Museum at La Habra**

301 S. Euclid St.  
(562) 383-4236  
[www.lhcm.org](http://www.lhcm.org)

### **City Hall**

110 E. La Habra Blvd.  
(562) 383-4000  
[www.lahabraca.gov](http://www.lahabraca.gov)

### **Community Center**

101 W. La Habra Blvd.  
(562) 383-4200  
<https://www.lahabraca.gov/321/Community-Services>

### **Depot Theater (Phantom Theater Group Projects)**

311 South Euclid St  
(714) 690 2900  
[www.thephantomprojectstheatre.com](http://www.thephantomprojectstheatre.com)

### **Employment and Training (READY S.E.T O.C.)**

675 Placentia Ave., Suite 300  
Brea, CA 92821  
(714) 480-6500  
[www.workforce.ocgov.com](http://www.workforce.ocgov.com)

### **Help for Brain Injured Children**

981 N. Euclid  
Street  
(562) 694-5655  
[www.hbic.org](http://www.hbic.org)

### **Historical Museum**

215 E. La Habra Blvd.  
(562) 691-0258

### **La Habra Art Association**

151 W. La Habra Blvd.  
(562) 691-9739  
<https://lahabra.biz>

### **La Habra Boys & Girls Club**

1211 Fahringer Way  
(562) 694-1805  
[www.ourchildrensfuture.org](http://www.ourchildrensfuture.org)

**La Habra Collaborative**

350 Hillcrest St.

(310) 560-5271

[www.lahabracollaborative.org](http://www.lahabracollaborative.org)

**La Habra Host Lions Club**

209 N. Orange St.

(562) 691-3482

<https://eclubhouse.org/sites/lahabrahost/>

**La Habra Police Department**

150 N. Euclid St.

(562) 383-4300

[www.lahabraca.gov/227/PoliceDepartment](http://www.lahabraca.gov/227/PoliceDepartment)

**La Habra Woman's Club**

151 W La Habra Boulevard

**La Habra Tennis Center (iTennis/iPickle)**

351 S Euclid St

(562) 690-5040

[www.lahabra.i-tennis.com](http://www.lahabra.i-tennis.com)

**Public Works Yard**

621 W. Lambert Rd

(562) 383-4000 ext. 4170

**Veteran's Hall**

209 N. Orange Street

(562) 383-4200