

Chair Annette Limon  
Vice Chair Richard Rojas  
Commissioner Denise Schmidt  
Commissioner Carrie Surich  
Commissioner Kandace Gutierrez

Director of Community Services Kimberly Albarian  
Management Analyst II Brandon Harris  
Community Services Coordinator Martha Montoya



City of  
**LA HABRA**

COMMUNITY SERVICES COMMISSION  
AGENDA

**LA HABRA  
COMMUNITY SERVICES COMMISSION**

**REGULAR MEETING  
WEDNESDAY, JUNE 10, 2026  
6:30 P.M.**

COUNCIL CHAMBER  
100 EAST LA HABRA BOULEVARD  
LA HABRA, CALIFORNIA 90631

**CALL TO ORDER:** Council Chamber

**INVOCATION:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:** Chair Limon  
Vice Chair Rojas  
Commissioner Schmidt  
Commissioner Surich  
Commissioner Gutierrez

**PUBLIC COMMENTS:** When addressing the Commission, please complete a Speaker's Card before leaving the Council Chamber.

General Public Comments shall be received at the beginning of the governing body meeting and limited to three (3) minutes per individual, with a total time limit of 30 minutes for all public comments, unless otherwise modified by the Chair. Speaking time may not be granted and/or loaned to another individual for purposes of extending available speaking time, and comments must be kept brief, non-repetitive, and professional in nature.

The general Public Comment portion of the meeting allows the public to address any item of City business not appearing on the scheduled agenda. Per Government Code Section 54954.3(a), such comments shall not be responded to by the governing body during the meeting.

**CONSENT CALENDAR:**

All matters on Consent Calendar are considered to be routine and will be enacted by one motion unless a Commissioner or City staff member requests separate action or removal of an item. Removed items will be considered following the Consent Calendar portion of this agenda. Public comment shall be limited to three (3) minutes per individual, with a total time limit of 30 minutes per item that has been removed for separate discussion, unless otherwise modified by the Chair. Speaking time may not be granted and/or loaned to another individual for purposes of extending available speaking time, and comments must be kept brief, non-repetitive, and professional in nature.

- 1. ADMINISTRATION OF OATH OF OFFICE TO NEWLY APPOINTED COMMISSIONER KANDACE GUTIERREZ

That the Community Services Commission receive and file the administration of the Oath of Office for newly appointed Commissioner Kandace Gutierrez.

- 2. COMMUNITY SERVICES COMMISSION MAY 2026 MEETING MINUTES

The Community Services Commission will review and approve the meeting minutes of May 13, 2026.

**CONSENT CALENDAR ITEMS REMOVED FOR SEPARATE DISCUSSION:**

**CONSIDERATION ITEMS:**

Any member of the audience may request to address the Commission on any Consideration Item, prior to the Commission taking a final vote on the item. Public comment shall be limited to three (3) minutes per individual, with a total time limit of 30 minutes per Consideration Item, unless otherwise modified by the Chair. Speaking time may not be granted and/or loaned to another individual for purposes of extending available speaking time, and comments must be kept brief, non-repetitive, and professional in nature.

- 1. ELECTION Of COMMUNITY SERVICES COMMISSION REPRESENTATIVES TO COMMISSION SUBCOMMITTEES

That the Community Services Commission discuss and elect Commissioners to serve as representatives on Commission subcommittees for the upcoming term.

- 2. COMMUNITY SERVICES DEPARTMENT SUMMER EVENTS UPDATE (JUNE–AUGUST 2026)

That the Community Services Commission receive and file the Community Services Department Summer Events Update.

**COMMENTS FROM STAFF:**

**COMMENTS FROM COMMISSIONERS:**

**ADJOURNMENT:** Adjourned to Wednesday, July 8, 2026, at 6:30 p.m. in the City Council Chamber, 100 East La Habra Boulevard, La Habra, California 90631.

Except as otherwise provided by law, no action shall be taken on any item not appearing in the foregoing agenda. A copy of the full agenda packet is available for public review at the Office of the City Clerk during regular business hours, and on the City's webpage at <http://www.lahabracalifornia.gov/>.

Materials related to an item on this Agenda submitted to the Commission after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 110 East La Habra Boulevard, La Habra, during normal business hours.

In accordance with the Federal Americans with Disabilities Act of 1990, should you require a disability-related modification or accommodation, including auxiliary aids or services to participate in the meeting due to a disability, please contact the Community Services Department at (562) 383-4200.

DECLARATION: This agenda was posted on the bulletin boards outside the south entrance of City Hall and the Council Chamber, where completely accessible to the public, at least 72 hours in advance of the Commission Meeting.

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Martha Montoya, Secretary



Item No. 1.

**MEETING DATE:** June 10, 2026

**TO:** COMMUNITY SERVICES COMMISSION

**FROM:** KIMBERLY ALBARIAN, ACTING DIRECTOR OF COMMUNITY SERVICES  
By: Martha Montoya, Community Services Coordinator

**SUBJECT:** ADMINISTRATION OF OATH OF OFFICE TO NEWLY APPOINTED  
COMMISSIONER KANDACE GUTIERREZ

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**RECOMMENDATION:**

That the Community Services Commission receive and file the administration of the Oath of Office for newly appointed Commissioner Kandace Gutierrez.

**DISCUSSION:**

The City Council recently appointed Kandace Gutierrez to serve on the Community Services Commission. Prior to participating in Commission business, newly appointed Commissioners are required to take the Oath of Office, affirming their commitment to uphold the Constitution of the United States, the Constitution of the State of California, and the laws and ordinances of the City.

The administration of the Oath of Office formally welcomes Commissioner Gutierrez to the Community Services Commission and marks the beginning of her term of service.

**FISCAL IMPACT/SOURCE:**

There is no fiscal impact associated with this item.

**GENERAL PLAN RELEVANCE/CITY COUNCIL GOALS & OBJECTIVES:**

This item supports the City Council's goal of maintaining effective governance through active citizen participation and community engagement.

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Item No. 2.

**MEETING DATE:** June 10, 2026

**TO:** COMMUNITY SERVICES COMMISSION

**FROM:** KIMBERLY ALBARIAN, ACTING DIRECTOR OF COMMUNITY SERVICES  
By: Martha Montoya, Community Services Coordinator

**SUBJECT:** COMMUNITY SERVICES COMMISSION MAY 2026 MEETING MINUTES

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**RECOMMENDATION:**

The Community Services Commission will review and approve the meeting minutes of May 13, 2026.

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**Attachments**

CSC Minutes 20260513



Item No. 1.

**MEETING DATE:** June 10, 2026

**TO:** COMMUNITY SERVICES COMMISSION

**FROM:** KIMBERLY ALBARIAN, ACTING DIRECTOR OF COMMUNITY SERVICES  
**By:** Martha Montoya, Community Services Coordinator

**SUBJECT:** ELECTION OF COMMUNITY SERVICES COMMISSION REPRESENTATIVES  
TO COMMISSION SUBCOMMITTEES

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**RECOMMENDATION:**

That the Community Services Commission discuss and elect Commissioners to serve as representatives on Commission subcommittees for the upcoming term.

**DISCUSSION:**

The Community Services Commission utilizes subcommittees to provide focused discussion, research, and recommendations regarding programs, services, events, and community initiatives. Subcommittees also serve as a valuable mechanism for increasing Commissioner involvement and enhancing communication between Commissioners and staff.

At the beginning of each Commission year, representatives are selected to serve on designated subcommittees. The Commission will discuss available assignments and appoint Commissioners to serve in these roles for the upcoming term.

Staff will provide an overview of current subcommittee assignments and responsibilities during the meeting.

**FISCAL IMPACT/SOURCE:**

There is no fiscal impact associated with this item.

**GENERAL PLAN RELEVANCE/CITY COUNCIL GOALS & OBJECTIVES:**

This item supports the City Council's goal of promoting community engagement, civic participation, and effective governance through advisory commission involvement.

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**Attachments**

CS Sub Committee Appointment 2026-2027



Item No. 2.

**MEETING DATE:** June 10, 2026

**TO:** COMMUNITY SERVICES COMMISSION

**FROM:** KIMBERLY ALBARIAN, ACTING DIRECTOR OF COMMUNITY SERVICES  
By: Martha Montoya, Community Services Coordinator

**SUBJECT:** COMMUNITY SERVICES DEPARTMENT SUMMER EVENTS UPDATE (JUNE–  
AUGUST 2026)

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**RECOMMENDATION:**

That the Community Services Commission receive and file the Community Services Department Summer Events Update.

**DISCUSSION:**

The Community Services Department is preparing for a robust summer season featuring a variety of programs, special events, community celebrations, and recreational opportunities for residents of all ages. Staff will provide an overview of major events scheduled between June and August 2026.

**FISCAL IMPACT/SOURCE:**

Summer events and programs are funded through the Community Services Department operating budget, program revenues, sponsorships, grants, and other approved funding sources as applicable. This presentation is informational only and does not have a direct fiscal impact.

**GENERAL PLAN RELEVANCE/CITY COUNCIL GOALS & OBJECTIVES:**

This item supports the City's goals of enhancing quality of life, promoting community engagement, encouraging recreational opportunities, fostering cultural enrichment, and providing programs and services that strengthen community connections and civic pride.

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