

**CITY OF SAN FERNANDO**  
**MARCH 5, 2024 SPECIAL MUNICIPAL ELECTION**  
**FACT SHEET**

**POSITIONS FOR ELECTION**

There is one seat for an unscheduled vacancy to elect one Councilmember of the five-member City Council to fill a partial term for the balance of an unexpired four year term, and would expire in November 2024. The seat is presently unoccupied due to the passing of Councilmember Cindy Montañez.

**CANDIDATE QUALIFICATIONS**

Must be 18 years of age, a citizen of the United States, and a registered voter residing within the City of San Fernando at the time nomination papers are issued.

**NOMINATION PERIOD**

The Candidate filing period for nominations begins on November 13, 2023 at 7:30 a.m. and lasts through Friday, December 8, 2023 at 5:00 p.m. The City's normal hours of operation are Monday – Thursday from 7:30 a.m. to 5:30 p.m. and Fridays from 8:00 p.m. to 5:00 p.m.

**NOMINATION PAPERS AND CANDIDATES HANDBOOKS**

All candidates are requested to make an appointment during regular business hours to obtain and return nomination papers by calling the City Clerk Department at (818) 898-1204. Candidate Handbooks will be available on the first day of the opening of the nomination period, Monday, November 13, 2023. Obtaining nomination papers will take approximately 45 minutes.

**CANDIDATE STATEMENTS**

Candidates that choose to have a candidate statement printed on the County's sample ballot must pay for the printing of that statement, **estimated at \$650**, and is due when you return nomination papers.

**CAMPAIGN REPORTING REQUIREMENTS**

The Fair Political Practices Commission (FPPC) provides free, expert advice. The FPPC contact information is as follows:

Toll free (800) ASK-FPPC (275-3772)

Email: [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov)

Website: [Fair Political Practice Commission \(FPPC\)](#)

All campaign forms are available on the [FPPC website](#). The City Clerk Department office will also include copies in the handbook for your reference.

Candidates and committees must file the original campaign statements with the City Clerk Department:

**City Clerk Department**  
City of San Fernando  
117 Macneil Street  
San Fernando, CA 91340  
Phone: (818) 898-1204  
Fax: (818) 361-7631  
Email: [cityclerk@sfcity.org](mailto:cityclerk@sfcity.org)

### **CITY COUNCIL MEETINGS**

Regular City Council meetings are held on the first and third Mondays of each month at 6:00 p.m. Special or adjourned City Council meetings are held as needed.

### **MAYOR**

The Mayor is appointed annually on a rotational basis by the City Council during the annual reorganization that occurs in December.

### **EXECUTIVE TEAM**

Nick Kimball, City Manager  
Richard Padilla, Assistant City Attorney  
Kanika Kith, Deputy City Manager/Economic Development  
Fabian Valdez, Police Chief  
Julia Fritz, City Clerk  
Erika Melton, Director of Finance/City Treasurer  
Erika Ramirez, Director of Community Development  
Wendell Johnson, Director of Public Works  
Julian Venegas, Director of Recreation and Community Services