

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

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

CITY COUNCIL MEETINGS

Regular City Council meetings are held on the first and second 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