



MAYOR MARY MENDOZA
VICE MAYOR MARY SOLORIO
COUNCILMEMBER JOEL FAJARDO
COUNCILMEMBER VICTORIA GARCIA
COUNCILMEMBER PATTY LOPEZ

CITY OF SAN FERNANDO CITY COUNCIL

MEETING AGENDA
SPECIAL MEETING – 5:00 PM
REGULAR MEETING – 6:00 PM
MONDAY, OCTOBER 20, 2025

CITY HALL COUNCIL CHAMBERS
117 MACNEIL STREET
SAN FERNANDO, CA 91340

Please visit the City's YouTube channel to live stream and watch previously recorded City Council meetings, which is also available with Spanish subtitles at:
<https://www.youtube.com/c/CityOfSanFernando>

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/accommodation to attend or participate in this meeting, including in-person translation services, or other services please call the City Clerk Department at (818) 898-1204 or email at cityclerk@sfcity.org at least 2 business days prior to the meeting.

CALL TO ORDER - SPECIAL MEETING **5:00 P.M. (CLOSED SESSION)**

ROLL CALL

APPROVAL OF SPECIAL MEETING AGENDA (CLOSED SESSION)

PUBLIC STATEMENTS FOR SPECIAL MEETING (CLOSED SESSION)

There will be a three (3) minute limitation for each member of the audience who wishes to make comments relating to City Business. Anyone wishing to speak, please fill out the blue form located at the Council Chambers entrance and submit it to the City Clerk. When addressing the City Council, please speak into the microphone and voluntarily state your name and address.

RECESS TO CLOSED SESSION

A) CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.6 – CONFERENCE WITH
LABOR NEGOTIATOR

Unrepresented Employee: City Manager
City Representative: Richard Padilla, City Attorney

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B) CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 – PUBLIC EMPLOYMENT

Title: City Manager

C) CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(1) – CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Case Name: Rene Lupercio v. City of San Fernando

Case No.: 2:24-cv-603621-CBM (JPPx)

D) CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(1) – CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Case Name: Brand Estates, LLC v. City of San Fernando

LACSC Case No.: 2SSTCPO2030

RECONVENE FROM SPECIAL MEETING AND REPORT OUT FROM CLOSED SESSION

REGULAR MEETING - PUBLIC PARTICIPATION OPTIONS

WATCH THE MEETING

Live stream with audio and video, via YouTube, at: <https://www.youtube.com/c/CityOfSanFernando>

SUBMIT PUBLIC COMMENT IN PERSON

Members of the public may provide comments in person in the City Council Chambers during the Public Comments section of the Agenda by submitting a comment card to the City Clerk.

SUBMIT PUBLIC COMMENT VIA EMAIL

Members of the public may submit comments **by email** to cityclerk@sfcity.org no later than **12:00 p.m. the day of the meeting**, to ensure distribution to the City Council prior to consideration of the agenda. Comments received via email will be distributed to the City Council and made part of the official public record of the meeting.

CALL-IN TO PROVIDE PUBLIC COMMENT LIVE DURING THE MEETING

Members of the public may **call-in between 6:00 p.m. and 6:15 p.m.** Comments will be heard in the order received, and limited to three minutes. If necessary, the call-in period may be extended by the Mayor. Note: This is audio only and no video.

Call-in Telephone Number: (669) 900-6833

Meeting ID: 833 6022 0211

Passcode: 924965

When connecting to the Zoom meeting to speak, you will be placed in a virtual “waiting area,” with your audio disabled, until it is your turn to speak and limited to three minutes.

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CALL TO ORDER - REGULAR MEETING

6:00 P.M. (OPEN SESSION)

ROLL CALL

TELECONFERENCING REQUESTS/DISCLOSURE

Recommend consideration of requests received for remote teleconference meeting participation made by members of the City's legislative bodies, as permitted under the provisions of Assembly Bill (AB) 2449, Government Code Section 54953, and the City of San Fernando adopted Resolution No. 8215, effective March 1, 2023.

PLEDGE OF ALLEGIANCE

Led by City Clerk Julia Fritz

APPROVAL OF REGULAR MEETING AGENDA

Recommend that the City Council approve the agenda as presented and move that all ordinances presented tonight be read in title only as authorized under Government Code Section 36934.

PRESENTATION

A. PRESENTATION FROM THE MEXICAN AMERICAN CHAMBER OF COMMERCE USA

DECORUM AND ORDER

The City Council, elected by the public, must be free to discuss issues confronting the City in an orderly environment. Members of the public attending City Council meetings shall observe the same rules of order and decorum applicable to the City Council (SF Procedural Manual). Any person making impertinent derogatory or slanderous remarks or who becomes boisterous while addressing the City Council or while attending the City Council meeting, may be removed from the room if the Presiding Officer so directs the sergeant-at-arms and such person may be barred from further audience before the City Council.

PUBLIC STATEMENTS

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Members of the public may provide **a live public comment by calling in between 6:00 p.m. and 6:15 p.m. CALL-IN INFORMATION: Telephone Number: (669) 900-6833; Meeting ID: 833 6022 0211; Passcode: 924965**

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CONSENT CALENDAR

Items on the Consent Calendar are considered routine and may be disposed of by a single motion to adopt staff recommendation. If the City Council wishes to discuss any item, it should first be removed from the Consent Calendar.

1) CONSIDERATION TO APPROVE CITY COUNCIL MEETING MINUTES:

- a. August 18, 2025 – Special & Regular CC Meeting

2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER

Recommend that the City Council adopt Resolution No. 25-102 approving the Warrant Register.

3) RECEIVE AND FILE STATUS UPDATES FOR CITY PROJECTS AND CITY COUNCIL PRIORITIES

Recommend that the City Council receive and file the status report for FY 2025-2026 City Projects and City Council Priorities, and provide direction, as appropriate.

4) CONSIDERATION TO APPROVE RELEASE OF A REQUEST FOR PROPOSALS FOR STRATEGIC PLAN CONSULTING SERVICES

Recommend that the City Council approve the release of a Request for Proposals for the Strategic Plan Consulting Services to guide the Strategic Planning process for the City for Fiscal Years 2027 – 2031.

5) CONSIDERATION TO ADOPT RESOLUTIONS APPROVING A SOCIAL MEDIA POLICY AND A PERSONNEL INVESTIGATIONS POLICY

Recommend that the City Council:

- a. Adopt Resolution No. 8413, approving the creation of a new Social Media Policy ; and
- b. Adopt Resolution No. 8414, approving the creation of a new Personnel Investigations Policy; and
- c. Authorize the City Manager to take related actions to execute and implement the updated policies and procedures.

6) CONSIDERATION TO APPROVE A DATE CHANGE FOR THE SAN FERNANDO VALLEY MILE RUN/WALK EVENT FROM SATURDAY, MARCH 7, 2026, TO SATURDAY, FEBRUARY 28, 2026

Recommend that the City Council approve changing the date of the San Fernando Valley Mile Run/Walk from Saturday, March 7, 2026, to Saturday, February 28, 2026, to avoid conflict with the Los Angeles Marathon weekend events and maximize community participation.

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ADMINISTRATIVE REPORTS

- 7) DISCUSSION AND CONSIDERATION TO APPROVE A SECOND READING AND ADOPT ORDINANCE NO. 1737 AMENDING DIVISION 3 (GENERAL MUNICIPAL ELECTIONS) OF ARTICLE II (CITY COUNCIL) OF CHAPTER 2 (ADMINISTRATION) OF THE SAN FERNANDO MUNICIPAL CODE TO CHANGE THE CITY'S GENERAL MUNICIPAL ELECTION DATE FROM THE STATEWIDE ELECTION IN NOVEMBER OF EVEN-NUMBERED YEARS TO THE STATEWIDE ELECTION DATES THAT ALTERNATES BETWEEN MARCH AND JUNE OF EVEN-NUMBERED YEARS BEGINNING JUNE 2, 2026**

Recommend that the City Council adopt Ordinance No. 1737 that was introduced for first reading at the City Council meeting of October 6, 2025, in title only and waive all further readings, titled: "An Ordinance of the City Council of the City of San Fernando, California, repealing prior Ordinance No. 1668 and amending Division 3 (General Municipal Elections) of Article II (City Council) of Chapter 2 (Administration) of the San Fernando Municipal Code to change the date of the City's General Municipal Elections from the Statewide Election date in November of even-numbered years to the Statewide Election date that alternates between March and June of even-numbered years beginning June 2, 2026".

- 8) DISCUSSION AND CONSIDERATION TO APPROVE DESIGNATING AREA ADJACENT TO THE LÓPEZ ADOBE HISTORICAL HOUSE FOR THE 2025 HOLIDAY TREE LIGHTING CEREMONY AND AUTHORIZE THE PURCHASE AND INSTALLATION OF LIGHTING AND DECORATIONS IN THE SAN FERNANDO MALL**

Recommend that the City Council:

- a. Approve designating the area adjacent to the López Adobe Historical House for the 2025 Holiday Tree Lighting Ceremony;
 - b. Authorize the Public Works Department to purchase and install new lighting and holiday decorations in the San Fernando Mall in an amount not-to-exceed \$210,000 and provide direction on the budget account to utilize;
 - c. Authorize staff to proceed with event planning and coordination accordingly; and
 - d. Provide direction, as necessary.
- 9) DISCUSSION AND CONSIDERATION FOR POSSIBLE APPROVAL OF AN EMPLOYMENT AGREEMENT PENDING CLOSED SESSION DISCUSSION AND DELIBERATION ON FINAL TERMS AND CONDITIONS FOR THE APPOINTMENT OF KANIKA KITH AS THE CITY MANAGER**

Subject to final closed session deliberations, recommend that the City Council:

- a. Announce the name of the candidate to be appointed;

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- b. Announce that copies of the final proposed iteration of an Employment Agreement for the position of a City Manager between the City of San Fernando and Kanika Kith is available in the City Council Chambers to interested members of the public;
- c. Receive an oral summary outlining the key points of the contract terms prior to taking action on the matter as required under Government Code Section 54953(c)(3); and
- d. Entertain a motion to:
 - (i) Approve the candidate for appointment;
 - (ii) Approve the City Manager Employment Agreement; and
 - (iii) Authorize the Mayor to execute the Employment Agreement on behalf of the City Council.

10) DISCUSSION AND CONSIDERATION TO CO-SPONSOR A COMMUNITY QUINCEAÑERA CELEBRATION EVENT, APPROVE USE OF THE CITY SEAL, AND REQUEST TO WAIVE FACILITY PERMIT FEES

This item was agendized by Councilmember Patty Lopez.

11) DISCUSSION AND CONSIDERATION ON CITY POLICIES AND PROCEDURES

This item was agendized by Councilmember Joel Fajardo.

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES

ADJOURNMENT The meeting will adjourn to an Adjourned Regular Meeting on November 10, 2025.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.

Dated: _____ at: _____

Signed By: _____

Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet website www.sfcity.org. These are also available for public reviewing prior to a meeting in the City Clerk Department. Any public writings distributed by the City Council to at least a majority of the Councilmembers regarding any item on this regular meeting agenda will also be made available at the City Clerk Department at City Hall located at 117 Macneil Street, San Fernando, CA, 91340 during normal business hours. In addition, the City may also post such documents on the City's website at www.sfcity.org. In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/accommodation to attend or participate in this meeting, including auxiliary aids or services please call the City Clerk Department at (818) 898-1204 or cityclerk@sfcity.org at least 48 hours prior to the meeting.
