

City of Hialeah
November 7, 2017
Candidate Qualifying Information
for the office of City Councilmember

QUALIFICATIONS:

1. Be an elector of the City. [\[City of Hialeah Charter, Article V, Section 5.01\]](#)
 - Resident of the City
 - Qualified Florida Elector
 - Registered to vote in the manner prescribed by law
2. Electors of the City of Hialeah for one (1) year prior to the primary or election to which that person intends to seek election. [\[City of Hialeah Charter, Article V, Sections 5.05\]](#)

TYPE OF ELECTION: Nonpartisan [\[City of Hialeah Charter, Article V, Section 5.02\]](#)

TERM: Four (4) years or until a successor shall be duly qualified and takes office. [\[City of Hialeah Charter, Article II, Section 2.01\(b\)\]](#)

The term for City Councilmembers shall commence on the third day after his or her election at 12 o'clock noon (12:00 p.m.), at which time the newly elected official shall be given an oath of office and installed in office. [\[City of Hialeah Charter, Article V, Section 5.10\]](#)

TERM LIMIT: No person shall be elected to serve as Councilmember for more than three (3) consecutive terms. [\[City of Hialeah Charter, Article II, Section 2.02\(d\)\]](#)

SALARY: The annual salary of City Councilmembers shall be approved as an annual budgetary item. The current salary of a City Councilmember is \$1,597.15. [\[City of Hialeah Charter, Article II, Section 2.02\(e\)\]](#)

ELECTION DATES: November 7, 2017 – Primary [\[City of Hialeah Charter, Section 5.03\(a\)\]](#)
November 21, 2017 – General (should a run-off election be required) [\[City of Hialeah Charter, Section 5.04\]](#)

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The City of Hialeah Primary Election will take place on November 7, 2017 for the following seats:

- Mayor
- City Council, Group 5
- City Council, Group 6
- City Council, Group 7

QUALIFYING DATES: During business hours after 12:00 noon (12:00 p.m.) on Monday, July 10, 2017 to 5:00 p.m. on Monday, July 31, 2017.

A person who seeks the office of Mayor shall file such person's qualification papers and pay the qualifying fee and pay the assessment according to state law unless exempted from payment to the City Clerk at any time during the business hours after 12:00 noon on the first day of qualifying, the date of which shall be the 120th day prior to the primary election, but not later than on the 99th day prior to the primary election.

[\[City of Hialeah Code, Section 34-2\]](#)

QUALIFYING INFORMATION:

We request that all prospective candidates contact the Office of the City Clerk at (305) 883-5820, in advance, in order to schedule an appointment to file qualifying documentation.

QUALIFYING REQUIREMENTS:

1. **Appointment of Campaign Treasurer and Designation of Campaign Depository for Candidates** – [\(Form DS-DE 9\)](#)
 - a. The following information has all been obtained from [the Florida Division of Elections 2016 Candidate & Campaign Treasurer Handbook](#)
 - This is the first document that must be filed with the Hialeah City Clerk to become a candidate.

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- At the same time that the document is filed with the Hialeah City Clerk, the candidate must designate the officer for which he or she is running.
- A candidate can appoint a campaign treasurer and designate a campaign depository at any time, but no later than the date the candidate qualifies for office, and before any contributions are received and any expenditures are made.
- Shall be filed prior to opening the campaign account.

2. Statement of Candidate – [\(Form DS-DE 84\)](#)

- a. Must be filed with the Hialeah City Clerk within ten days after the filing of Form DS-DE 9, Appointment of Campaign Treasurer and Designation of Campaign Depository for Candidates.
- b. This form states that the candidate has been provided access to read and understand the requirements of [Chapter 106 of the Florida Statutes](#).

3. Candidate Oath – Nonpartisan Office – [\(Form DS-DE 25\)](#)

4. Form 1 – Statement of Financial Interests – [\(CE Form 1\)](#)

5. Proof of Voter Registration

6. [Affidavit of Candidate](#)

7. [Acknowledgment by Candidates covered by the Mandatory Provision of the Ethical Campaign Practices Ordinance](#)

8. Acknowledgment of Receipt of the following

- a. [Florida Division of Elections - 2016 Candidate & Campaign Treasurer Handbook](#)
- b. [Florida Statutes, Chapter 106 – Campaign Financing](#)
- c. [Florida Statutes, Chapter 104 – Election Code: Violations; Penalties](#)
- d. [City of Hialeah Code of Ordinances, including Chapter 74 - Signs](#)

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9. **Qualifying fee** of \$100.00 is to be paid by means of a check drawn from the candidate's campaign account as prescribed in [F.S. 106.11\(1\)\(a\)](#), made payable to "City of Hialeah".
[\[City of Hialeah Charter, Section 5.05 and City of Hialeah Code, Section 34-2\]](#)
10. **Sign Bond** in the amount of \$150.00
- a. If a person installs or causes to install in excess of fifty (50) signs, such person shall post a bond in the principal amount of \$150.00 as security for the recovery of expenses in connection with the City removing noncompliant signs. [\[City of Hialeah Code, Section 74-148\(b\)\(3\)\]](#)
11. In accordance with State law, an **Election Assessment** of \$415.26 is to be paid by means of a check drawn from the candidates campaign account as prescribed in [F.S. 106.11\(a\)](#), made payable to "City of Hialeah", unless exempted from payment.
- a. The Election Assessment is equal to one percent (1%) of the annual salary of the office sought.
12. [Declaration and First Amendment Waiver for candidates who agree to comply with the VOLUNTARY statement of Fair Campaign Practices](#) (optional)