



## OFFICE OF THE TOWN CLERK

Sherry D. Henderson, CMC

### TOWN OF HILLSBORO BEACH 2021 MUNICIPAL ELECTION QUALIFYING PACKET

DATE: November 30, 2020  
TO: 2021 Municipal Election Candidates  
FROM: Sherry D. Henderson, CMC Town Clerk

The Town of Hillsboro Beach welcomes you as a candidate for the 2021 Municipal Elections to be held **Tuesday, March 9, 2021, 7a.m-7p.m at Town Hall, Community Room.** Town of Hillsboro Beach qualified voters will elect three (3) Commission Seats. These seats are currently held by Deborah L. Tarrant, Vicky Feaman and Barbara Baldassarre. The two-year terms will expire March 2023.

The Town of Hillsboro Beach is governed by Town Commissioners consisting of five (5) members. All five (5) Commissioners are elected by qualified electors, at-large. Town Elections are nonpartisan; i.e. candidates do not run as members of a particular political party, and their individual party affiliations are not relevant to their positions in Town Government. Elected officials serve for terms of two (2) years and until their respective successors are elected and sworn in.

The Town of Hillsboro Beach Commissioners determine policies, enact legislation and provide leadership in the community. Commission Meetings are held on the first Tuesday of each month at 9:00 a.m. in the Town Hall Commission Chambers, located 1210 Hillsboro Mile; Hillsboro Beach, Florida 33062. Additional, Special Called Meetings may be held throughout each year.

#### **QUALIFYING OFFICER**

As Town Clerk for Hillsboro Beach, I am the "Qualifying Officer" for the Town, and will serve as your Election Clerk. I will be the person to receive your Certificate of Qualification, Qualifying Fees and Campaign Financial Reports. The Town of Hillsboro Beach contracts with Broward County Supervisor of Elections to conduct our municipal elections. You can contact their office for additional election information ([www.browardsoe.org](http://www.browardsoe.org)).

**Candidate Qualifying will be held at Hillsboro Beach Town Hall beginning from noon, Monday, January 4, 2021 until noon, Monday January 11, 2021.** The Clerk's Office operating hours: Monday through Friday, 8:00 a.m. – 5:00 p.m. Please be advised, due to Covic-19 for health & public safety, Town Hall is closed to the general public. However, the Town Clerk is onsite at Town Hall and available accept completed Qualifying Packets. Appointments are recommended.

#### **QUALIFYING FEES**

Pursuant to Section 99.093 F.S, the State of Florida charges one percent (1%) of the Commissioners Salary, which is collected through the City.

**The annual salary of a Town Commission Member is \$5,400.00 – paid on a monthly basis.**

Thus, the **Qualifying Fee to run for Hillsboro Beach Town Commission is \$54.00**

## **QUALIFYING REQUIREMENTS**

### **Pursuant to the Town Charter, Qualifications to Hold Public Office in Town of Hillsboro Beach**

- Must be a bona fide resident of Town of Hillsboro Beach
- Must be a citizen of the State of Florida and the United States of America
- Must be at least 21 years old
- Must file Certificate of Qualification and pay Qualifying Fee

### **Documents to complete and return to the Election Clerk by **12 noon on Monday January 11, 2021:****

- Certificate of Qualification
- Form DS-DE 9 Appointment of Campaign Treasurer and Designation of Campaign Depository  
**This form must be filed with the Town Clerk prior to opening your Campaign Account**
- Form DS-DE 84 Statement of Candidate
- Form DS-DE 25 Candidate Oath
- Form 1 Statement of Financial Interest 2019
- Notice of Logic & Accuracy Test and Acknowledgement
- Qualifying Fee of \$54.00 (to be paid by check drawn on Campaign Account)**

### **Campaign Treasurer's Report with Itemized Contributions and Itemized Expenditure forms or Waiver of Report must be completed and filed with the Election Clerk by 4:00 p.m. on the following dates:**

- Report Covering 11/01/2020 through 11/30/2020 - **due 12/10/2020** Report 2020-M11 \_\_\_\_\_
- Report Covering 12/01/2020 through 12/31/2020 - **due 01/11/2021** Report 2020-M12 \_\_\_\_\_
- Report Covering 01/01/2021 through 01/31/2021 - **due 02/12/2021** Report 2020-G1 \_\_\_\_\_
- Report Covering 02/01/2021 through 02/25/2021 - **due 02/26/2021** Report 2020-G2 \_\_\_\_\_
- Report Covering 02/26/2021 through 03/04/2021 - **due 03/05/2021** Report 2020-G3 \_\_\_\_\_

### **Termination Reports – To be completed and filed with the Elections (Town) Clerk**

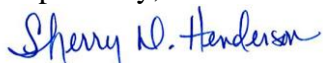
- If UNOPPOSED after qualifying 01/08/2021 – 4/8/2021 **due 04/08/2021** Report TR \_\_\_\_\_
- After General Election, Opposed 03/05/2021 – 6/8/2020 **due 06/07/2021** Report TR \_\_\_\_\_  
(Elected or Defeated)

### **Town Commission Reorganization Meeting:**

The Town Commission will meet, reorganize and elect a Mayor and Vice Mayor seven (7) days after the Municipal Election. The Reorganization Meeting is scheduled for **Tuesday, March 16, 2021 at 9:30 a.m.** at Hillsboro Beach Town Hall, Commission Chambers, located at 1210 Hillsboro Mile, Hillsboro Beach, Florida 33062

Please contact the Clerk's Office, if I can be of service. I can be reached immediately at [SHenderson@TownofHillsboroBeach.com](mailto:SHenderson@TownofHillsboroBeach.com)

Respectfully,



Sherry D. Henderson, CMC Town Clerk