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OUGHTERSON, SCOTT & OUGHTERSON
STUART, FLORIDA 33494
OUGHTERSON BUILDING

T. T. OUGHTERSON
WILLIAM R. SCOTT
WM. A. OUGHTERSON

February 13, 1964

CABLE ADDRESS "SONDON"
AREA CODE 305
TELEPHONE 287-0660
P. O. DRAWER 85

Mr H. W. Newsome
Town Manager
Town of Sewall's Point
Jensen Beach, Fla

Dear Mr Newsome:

I enclose an original and three copies of the Ordinance pertaining to the Town Manager.

This Ordinance will be read for the second time at the meeting in March. Following the reading of the ordinance, a copy should be posted in the Town Hall and attached to the ordinance is an Affidavit that you can execute after the ordinance has been finally read and passed.

I am going to check with the Social Security Office with reference to the question of Social Security on town employees, and after I hear from them I will get in touch with you.

I am sorry that I had to leave early, and I plan to call the Mayor and discuss with him the outcome of the argument that was brewing in connection with the Plat Law Ordinance that I read just before I left. I presume they got everything straightened out and I will go ahead and get that typed and send it over to you.

I am sure you will enjoy your work with the Town, for I think municipal work is very interesting. If I can be of any help to you, do not hesitate to call me.

Looking forward to working with you, and with best wishes, I remain,

Sincerely yours,



TTO:rho

Enc.

ORDINANCE No. 36

AN ORDINANCE PROVIDING FOR THE APPOINTMENT OF A TOWN MANAGER FOR THE TOWN OF SEWALL'S POINT, FLORIDA, PRESCRIBING HIS DUTIES AND FIXING HIS COMPENSATION, CONFIRMING ACTS OF TOWN COMMISSIONERS IN MAKING APPOINTMENT.

BE IT ENACTED BY THE PEOPLE OF THE TOWN OF SEWALL'S POINT, FLORIDA:

Section 1. The Town Commissioners of the Town of Sewall's Point, Florida, are hereby authorized to appoint a Town Manager who need not be a resident or property holder in the Town, County or State of Florida.

Section 2. The Town Commissioners of the Town of Sewall's Point, Florida, shall be entitled at all times to dismiss the Town Manager at the pleasure of the Commission.

Section 3. The salary of the Town Manager shall be fixed by the Town Commission.

Section 4. The duties to be performed by the Town Manager, among other things shall be as follows:

- a. To see that the Ordinances are enforced.
- b. To issue permits and licenses required by the Ordinances and submit a list of those issued to the Commission.
- c. To see that minutes of all regular meetings of the Town Commission are recorded and filed.

- d. To attend all regular and special meetings of the Town Commission, and of its Committees, with right to take part in the discussions, but without having a vote.
- e. To see that all terms and conditions imposed in favor of the Town, or its inhabitants in any public franchise, are faithfully kept and performed; and upon knowledge of any violation thereof, to call the same to the attention of the Town Commission.
- f. To recommend to the Town Commission for adoption, such measures as he may deem necessary or expedient in the interest of the Town.
- g. To keep the Town Hall open as required by the Commission during hours to be agreed upon.
- h. To maintain tax records, send out tax bills and report delinquents and improper assessments to the Commission.
- i. To perform such other duties as may be prescribed or as may be required of him by Ordinance or Resolution of the Town Commission.
- j. To be responsible for the issuing of all building permits.
- k. To perform the duties of the Town Clerk and Town Treasurer.

Section 5. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 6. This Ordinance shall take effect immediately upon the date of its passage according to law.

Section 7. All actions heretofore taken by the Town Commission with reference to the appointment of a Town Manager are hereby ratified and confirmed.

PASSED first reading at a meeting of the Town Commission held on the 12th day of February, 1964.

PASSED second reading and finally passed at a meeting of the Town Commission held on the 11 day of March, 1964.

J. Mergulian (SEAL)
Mayor-Commissioner

W. A. Scheffer (SEAL)
Town Commissioner

John T. Dickinson (SEAL)
Town Commissioner

H. C. Patterson (SEAL)
Town Commissioner

E. H. ... (SEAL)
Town Commissioner

ATTEST:

W. Newman
Town Auditor-Clerk

APPROVED as to form and correctness

this 12th day of February, A.D. 1964.

A. J. ...
Town Attorney

