

The Town of  
**SEWALL'S POINT, FLORIDA**



**TOWN MANAGER**



# SEWALL'S POINT — AN OUTSTANDING OPPORTUNITY



Less than four miles long and less than a half mile wide, Sewall's Point is situated in a unique location on a narrow peninsula between the St Lucie River and the Indian River Lagoon in Martin County, Florida. A short commercial corridor running the width of the Town along Florida A1A, divides the Town into two roughly equal parts.

Modern settlement began in the late 1800s, but there were less than three hundred residents as recently as the 1970s. Currently, approximately 2,250 residents reside in Sewall's Point. Today the Town is mostly built out as a single-family home community with only a few vacant parcels remaining.

Shaded by canopies of beautiful ancient oaks and surrounded on three sides by the St. Lucie River and the Indian River Lagoon, Sewall's Point is known for its natural beauty. The Town is a designated bird sanctuary and has been a nationally recognized "Tree City" for over two decades.

Family friendly and filled with activities and amenities for all ages, the Sewall's Point community embraces a dedicated commitment to quality of life where residents feel secure. Neighbors get to know neighbors by participating in the many events organized by the Town. Activities include Winter Holiday Town Hall Open House, 4th of July Bicycle Parade and Family Party, Spring Extravaganza, Movie Under the Stars and many more that make Sewall's Point some place special.

## THE COMMUNITY

Sewall's Point is known for providing a community-oriented lifestyle with high-quality governmental services, public safety, and natural beauty. Sewall's Point is committed to maximizing both the scenic beauty as well as the recreational opportunities by implementing and enforcing reasonable measures to safeguard the local environment.

A stable community of thinkers that are active and engaged, residents want to see facts and details and be able to form their own judgements about Town matters. The Manager is the direct interface with citizens. The Manager will make the residents feel valued and will be a compassionate listener, while at the same time have the ability to articulate Town policies in a concise and polite manner.

## GOVERNMENT

The Town operates under a Commissioner - Manager form of government. The five Town Commissioners are elected at large by the residents for alternating 4-year terms. Following elections, the Commissioners select the Mayor and Vice Mayor from among themselves.

As the Town's legislative body, the Commission determines all policies, adopts ordinances and resolutions, approves appropriations and the town's annual budgets, sets the tax rate, and appoints the Charter officers for Town Manager and Town Attorney.

The Town has a small, but very capable staff with many Town services provided by contractors or by interlocal agreement.

The Police Department, comprised of 10 full time officers including command staff, is the heart of the Town in so many ways and enjoys an outstanding reputation with residents. The Chief has been with the Town for over 30 years and emphasizes courteous Public Service.

For additional information: [www.SewallsPoint.org](http://www.SewallsPoint.org)

## THE TOWN MANAGER POSITION

The Town Manager is responsible for the day-to-day operations of the Town and will need to be hands-on, detailed oriented and an empathetic listener to all. The Town Manager is expected to be visible in the community, looking at issues or problems on site and clearly explaining Town policies while maintaining a polite and courteous attitude when enforcing Town codes. Keeping current on Town projects and updating the Commission is essential.

The Manager is expected to establish and maintain good working relationships with state and local elected officials and staff.

The Town of Sewall's Point offers a unique opportunity for an individual with proven knowledge and experience in local government, and a management style that is adaptive to audiences.

## OPPORTUNITIES AND CHALLENGES

The new Town Manager will be tasked with addressing several challenges the Town is currently facing and implementing short- and long-term strategic initiatives to improve livability. Some potential challenges and areas of opportunity are listed below:

- **The SSPR Resiliency Project** is a major stormwater improvement program that addresses the tidal and stormwater flooding issues that have been affecting South Sewall's Point Road (SSPR), which is the principal road from A1A to the tip of the peninsula. This project which includes nutrient load reductions, water quality treatment, and raising the roadbed to accommodate projected sea level rise. The first phase is complete, and the next phase is proceeding. Sewall's Point was awarded \$3.4 million in early February, its largest grant ever, as part of Governor DeSantis' Resilient Florida Grant Program.
  - **The challenge** for the Manager will be to continue to secure funding sources as the project proceeds through to this and future phases.
- **Town Comprehensive Plan** is presently being amended as a complete rewrite. The proposed amendment was submitted to the state in January 2022.
  - **The challenge** for the Manager is to ensure the Comp Plan retains and enhances the small-town character of the community.
- **Septic to sewer conversion** is the most controversial topic. The Town completed a successful septic to sewer conversion project in North Sewall's Point and was executed with a reasonable cost to homeowners. South Sewall's Point portion has been more challenging from a design standpoint and has met resident opposition. The geography in the south requires a more complex and expensive solution. Commission recently approved preparation of a preliminary design report, which will ascertain a specific approach and possible funding sources.
  - **The challenge** for the Manager is to listen to residents' concerns with an agreed upon approach.

## THE CANDIDATE

The Town of Sewall's Point, Florida is searching for a Town Manager that will sustain and enhance its small-town waterfront living character. The ideal person will be an experienced professional manager who is comfortable working with people from all walks of life with a strong background in finance and grants.

The Mayor and Commission are looking for someone who will represent the Town, maintain an open-door policy, enjoy community involvement, and become well known throughout the community. The Town Manager will be one that leads quietly and collaboratively.

Keeping current on Town projects and updating the Commission is essential. The successful candidate will have outstanding communication skills and understand the need to keep the Commission equally well informed, readily sharing information and promoting transparency. The new manager will be comfortable telling the Mayor and Commission what they need to hear and not just what they want to hear.

## THE IDEAL CANDIDATE

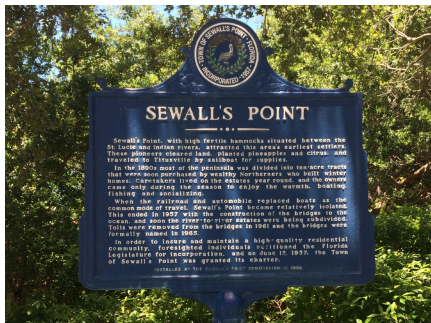
The successful candidate is a relationship builder who will exercise a value system based on transparency and integrity that creates a high level of trust and confidence.

The ideal candidate will have:

- Bachelor's Degree (Master's degree desirable) from an accredited college or university with a major in administration, management, finance, or related field and
- 3-5 years relevant management experience
- Governmental experience preferred

The successful candidate must:

- foster effective commission relations
- have strong administrative skills
- be fiscally conservative
- be project driven and keep projects moving forward
- be environmentally conscious
- lead quietly and collaboratively
- be an innovator and inspire others to excel
- be hands-on and detail oriented
- maintain positive community and intergovernmental relations
- possess a working knowledge of municipal finance, public works, public safety
- be engaged in the community





## COMPENSATION AND BENEFITS

The starting base salary is expected to be \$110,000 annually. The Mayor and Commission are committed to a starting salary and benefits that will be competitive, depending on the experience and qualifications of the selected individual.

In addition, the Town provides an excellent and generous benefit package to the successful candidate, including:

- Medical and Life Insurance.
- Dental and vision plans.
- Generous Sick and Vacation Annual Leave.

## HOW TO APPLY

For additional information on this outstanding opportunity, visit:  
[www.MercerGroupIncFlorida.com/executive-recruiting](http://www.MercerGroupIncFlorida.com/executive-recruiting)

Cover Letter and resume should be sent to: [DHHiggin@att.net](mailto:DHHiggin@att.net)  
Resumes are subject to the provisions of Florida Public Records Statutes

The Town of Sewall's Point is an Equal Opportunity Employer. Sewall's Point does not discriminate on the basis of race, color, religion, creed, sex, age, marital status, national origin, political ideas, or disability in employment or in the provision of services.



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