

Waiver of Notice.

The undersigned being all of the Commissioners of the Town of Cocoa Beach, Florida, hereby severally waive any defect with reference the serving of notice of meeting for meeting of said commissioners held this 27th day of July A. D. 1925 at twelve o'clock noon.

Wm. C. Edwards  
J. H. Haines  
R. E. Graham

MINUTES OF THE FIRST MEETING OF THE COMMISSIONERS  
OF THE TOWN OF COCOA BEACH, FLORIDA.

The proceedings of the first meeting of the Commissioners of the Town of Cocoa Beach, Florida, was held at the Town Hall in the Cocoa Beach Casino, Cocoa, Beach, Florida, at noon, July 27th, 1925; said meeting being held pursuant to notice duly served on each of said commissioners.

Upon motions by J. A. Haisten, duly seconded by R. E. Grabel, Gus C. Edwards was elected Chairman and Mayor. John D. Shepard was elected Clerk for the purpose of taking the minutes of this meeting only.

The Mayor (Chairman of the Board) stated the object of the meeting and upon it being ascertained that all of the Commissioners were present and waived any defects in the notice of the meeting, the Chairman declared the meeting open for business, after having each Commissioner take the usual oath.

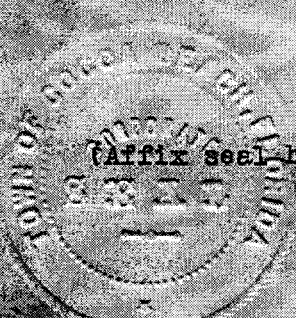
A copy of the Charter and Articles of Incorporation granted by the State of Florida to the Town through the legislature of 1925 was presented, read and on motion duly made and carried, was accepted and the Clerk was directed to record a copy of the same in the records of the ~~Company~~ <sup>Town</sup> next preceding the minutes of this meeting.

A set of rules for the Government of the Commission and the regulation and management of its affairs, was presented and after being read were on motion duly made and carried, adopted section by section, and as a whole, and the Clerk was directed to record the same in the records of the Town immediately after the minutes of this meeting.

On motion duly made and carried it was resolved that the seal of the corporation should be circular in design with the words "Cocoa Beach, Florida" around the inner edge thereof, together with the



words "Corporate Seal" across the center of said design, and the Clerk was ordered to impress the same upon the margin of the records whereon these minutes are recorded.



Upon motion duly made and carried it was voted that the following offices designated in the charter of the corporation should be filled by the parties whose names appear opposite the respective offices:

Clerk and Tax Assessor

Town Attorney

Tax Collector and Treasurer

Municipal Judge

Town Manager

John Marshall

J. J. M. Connor  
~~Shepard Wall~~  
 at 50¢ per mo.  
W. C. Dickson

J. C. Karger - no salary

for the pleasure of the Commission

Upon motion duly made and carried the Finance Committee was directed to prepare Budget and Appropriation Ordinance for the next meeting.

Upon motion duly made and carried the Tax Assessor was instructed to at once begin the assessment of property for presentation to the Town Commission.

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Upon motion by J. A. Haisten, duly seconded by R. E. Grabel, Gus C. Edwards was elected Chairman and Mayor. John D. Shepard was elected Clerk for the purpose of taking the minutes of this meeting only.

The Mayor (Chairman of the Board) stated the object of the meeting and upon it being ascertained that all of the Commissioners were present and waived any defects in the notice of the meeting, the Chairman declared the meeting open for business, after having each *Feb* Commissioners take the usual oath.

A copy of the Charter and Articles of Incorporation granted by the State of Florida to the Town through the legislature of 1925 was presented, read and on motion duly made and carried, was accepted and and the Clerk was directed to record a copy of the same in the records of the *Town* ~~Company~~ next preceding the minutes of this meeting.

A set of rules for the Government of the Commission and the regulation and management of its affairs, was presented and after being read were on motion duly made and carried, ~~adopted~~ section by section, and as a whole, and the Clerk was directed to record the same in the records of the Town immediately after the minutes of this meeting.

On motion duly made and carried it was resolved that the seal of the corporation should be circular in design with the words "Cocoa Beach, Florida" around the inner edge thereof, together with the

words "Corporate Seal" across the center of said design, and the Clerk was ordered to impress the same upon the margin of the records whereon these minutes are recorded.

(Affix seal here)

*Carroll*  
*March*

Upon motion duly made and carried it was voted that the following offices designated in the charter of the corporation should be filled by the parties whose names appear opposite the respective offices:

Clerk and Tax Assessor

Town Attorney

Tax Collector and Treasurer

Municipal Judge

Town Manager

*John Marshall*

~~*J. J. M. Connor*~~  
*at 25.00 per mo.*  
*Shepard Wahl*  
*at 50.00 per mo.*  
*W. E. Dickson*

*J. C. Karger - no salary -*

*for the pleasure of the Commission*

Upon motion duly made and carried the Finance Committee was directed to prepare Budget and Appropriation Ordinance for the next meeting.

Upon motion duly made and carried the Tax Assessor was instructed to at once begin the assessment of property for presentation to the Town Commission.

The Clerk was ordered to draft the minutes of the meeting and

they were on motion accepted as read, said minutes being as herein-  
above set out.

Upon motion duly made and seconded the meeting adjourned.

Gus Edwards  Chairman

J. H. Hinton  Commissioner

Gus Edwards  Commissioner

R. E. Grabel  Commissioner

John H. Hinton  Clerk.

CORRECTION  
to  
FIRST MEETING OF COMMISSIONERS OF COCOA BEACH, FLA.

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The following committees were appointed by the Mayor to  
serve for the fiscal year ending June 30, 1926:

FINANCE COMMITTEE.

Gus C. Edwards, Chairman  
J. A. Haisten  
R. E. Grabel

STREETS, SANITARY, AND IMPROVEMENTS COMMITTEE.

J. A. Haisten, Chairman  
Gus C. Edwards  
R. E. Grabel

RULES AND ORDINANCES COMMITTEE.

R. E. Grabel, Chairman  
Gus C. Edwards  
J. A. Haisten

CHARITIES COMMITTEE.

Gus C. Edwards, Chairman  
J. A. Haisten  
R. E. Grabel

These corrected minutes are hereby approved this  
twenty-fourth day of August, A. D. 1925.

  
Chairman

  
Clerk.

STATE OF FLORIDA  
COUNTY OF BREVARD

Before me, a Notary Public in and for the State of Florida at large, personally appeared Gus C. Edwards, J. A. Haisten and R. E. Grabel, each to me well known and known to me to be a person worthy of credit, who being sworn each for himself says that he is a member of the Town Commission of the Town of Cocoa Beach, who being further sworn states on oath that he is entering at this time upon the duties of his office as such Town Commissioner, and takes and subscribes to this oath that he will support, protect and defend the constitution and government of the United States, and of the State of Florida, and that he will uphold all the ordinances of the Town of Cocoa Beach, and will otherwise see to and properly perform all of his duties as such commissioner during his term of office.

And further deponent sayeth not.

Gus C. Edwards (Seal)  
J. A. Haisten (Seal)  
R. E. Grabel (Seal)

Sworn to and subscribed to before me this 27th day of July,  
A. D. 1925.

John H. [Signature] (Seal)  
Notary Public in and for the State of Florida at large.  
My commission expires the 20 day of May A. D. 1926



RULE 1. The Commission of the Town of COCOA BEACH shall meet at the Commission Chamber on the first Wednesday in each month at seven o'clock P. M.

RULE 2. The Chairman of the town commission shall take the chair at the hour appointed for any regularly ~~adjourned~~, or special meeting; shall immediately call all members to order, and, on the appearance of a quorum, shall cause the minutes of the previous meeting to be read.

RULE 3. The Chairman shall preserve order and decorum, enforce parliamentary rules for the government of the Commission while it is in session as far as applicable, and shall appoint all committees unless the Commission shall otherwise direct, in which case they shall be appointed by ballot.

RULE 4. The Mayor shall preside at meetings of the Commission and perform such other duties, consistent with his office and this Charter, as may be imposed by the Commission. He shall be recognized as the official head of the Town, and by the Courts for the purpose of serving civil processes. In time of public danger or emergency he may, with the consent of the Commissioners, take command of the police and maintain order and enforce the laws. During his absence or disability, his duties shall be performed by another member appointed by the Commission.

RULE 5. The following order shall be observed in the transaction of business:

- 1st.----- Reading and approval of the minutes.
- 2nd.----- Petitions and communications.
- 3rd.----- Reports of standing committees in following order:
  - 1. Finance.
  - 2. Streets, Sanitary, and Improvements.
  - 3. Rules and Ordinances.
  - 4. Charities.
- 4th.----- Reports of Special Committees.
- 5th.----- Reports of Officers.
- 6th.----- Resolutions, etc.
- 7th.----- Accounts and salaries.

RULE 6. No account, not examined and approved by the Finance

Committee shall be passed.

RULE 7. Every Committee shall report at the succeeding meeting upon the subject or subjects referred to, or show good cause why the same is not made.

RULE 8. Every officer whose duty it is made by ordinance, order or resolution of Commission to report at the regular meetings of the Commissioners, shall punctually perform his duty or be fined in the discretion of the Commission.

RULE 9. The yeas and nays shall be called and entered on the minutes of each meeting upon the passage of every resolution or order for the expenditure of money, and on every other resolution or order when a request so to do is made by one of the members. No resolution shall be adopted or order made unless two votes are recorded in favor thereof.

RULE 10. The Commission shall act only by ordinance or written resolution; and all ordinances and resolutions except ordinances making appropriations, shall be confined to one subject, which shall be clearly expressed in the title. The ordinances making appropriations shall be confined to the subject of appropriations. No ordinance shall be passed until it has been read on two separate days or the requirement of readings on two separate days has been dispensed with by a two-thirds vote of the members of the Commission. The final reading shall be in full. The ayes and nays shall be taken upon the passage of all ordinances or resolutions and entered upon the journal of the proceedings of the Commission, and every ordinance or resolution shall require on final passage the affirmative vote of a majority of all the members. Provisions shall be made for the printing and publication at least one time in some paper in Brevard County, Florida, in full, of every ordinance within ten (10) days after its passage.

RULE 11. All motions and resolutions shall be reduced to writing when required by any member of the Commission.

RULE 12. When the Chairman of the Commission desires to speak

to or address the Commission he may do so from the chair, and may vote from the chair the same as any other member of the Commission.

RULE 13. No member while the commission is in session shall offer any motion or make any remarks or speak on any subject under discussion without addressing and being recognized by the Chairman. When more than one member shall desire recognition at the same time, the Chairman shall have the power of deciding in favor of the one who shall first attract his attention. No member shall interrupt another while speaking.

RULE 14. The Chairman shall decide all questions of order, but any member who may be dissatisfied with any of his decisions shall have the right to appeal to the Commission.

RULE 15. The Clerk shall notify the members severally of the various committees appointed of the fact of their appointment as such, and shall be one of the officers who shall serve notices for the commission. Notices may, however, be served by the Mayor or by the Chief of Police.

RULE 16. Additional rules may be adopted from time to time by the Commission, but no rule shall be adopted or altered without the consent of a majority of the members present. Any of these rules may be suspended by a unanimous vote of Commission for the meeting then in session.

RULE 17. No person not a member of the commission shall be allowed to address the body unless by consent of a majority, and must then be within the bar.

RULE 18. No communication shall be entertained by the Commission unless it be in writing.

RULE 19. The Commission shall be the sole judges of acts or offenses of its own members, and may for any offense, absences, etc., levy and collect a fine not to exceed Five dollars (\$5.00) for any such absence or offense.

State of Florida

Brevard County

TOWN OF COCOA BEACH

Incorporated 1925

COUNCIL CHAMBER  
Twelve o'clock noon,  
Date of taking office, to-wit:  
July 27th, 1925.

*At the Board of Commissioners*  
The following are the rules ~~and ordinances~~ of the Town of  
COCOA BEACH, Florida, having been regularly passed and legally posted.  
We therefore hereunto set our hands and seals the day and year first  
above mentioned.

*Gus C. Edwards*  
Gus C. Edwards Mayor.  
*Gus C. Edwards*  
Gus C. Edwards Commissioner  
*J. A. Haisten*  
J. A. Haisten Commissioner  
*R. L. Grabel*  
R. L. Grabel Commissioner