



INTEROFFICE MEMORANDUM FROM THE OFFICE OF THE CITY CLERK

DATE: January 9, 2026
TO: Mayor, Vice Mayor and City Commission
FROM: Jennifer M. Johnson, City Clerk *JMJ*
RE: Civil Service Board Summary

Below is a summary of all Civil Service Board applications in the City of Margate. This information is current as of January 9, 2026. All current applications are included as part of this memorandum. Per City Code, Section 2-73:

Individuals wishing to be considered for any vacancy on any board or committee shall submit an application to the Office of the City Clerk not later than **fourteen (14) days** prior to the meeting in which the City Commission shall fill said vacancy. The application shall include a request for qualifications specific to the board or committee to which the individual is applying.

Incumbents who wish to be considered for reappointment to a particular board or committee must comply with the preceding subsection. Applications shall not be considered for any board or committee applicant who submitted an application more than two (2) years prior to the date which that applicant could be appointed.

The one (1) appointment for the Civil Service Board is tentatively scheduled to be heard at the Regular City Commission meeting on January 21, 2026.

CIVIL SERVICE BOARD

Two (2) Year Term, Five (5) Member Board

Vacancies: One (1) vacancy to be appointed by City Commission

Current Board

- | | |
|--------------------------------|--|
| • Kris Miller, Chair | Term expires 3/4/2026 |
| • Jasmin Ubillus, Vice Chair | Term expires 1/31/2026 (to be considered for re-appointment) |
| • Kelly Kandibovich, Secretary | Term expires 4/16/2026 |
| • Lauren Beracha | Term expires 8/25/2026 |
| • Grant O'Donnell | Term expires 4/14/2027 |

Application(s) on file: Pierre Basquin, Fred T. Bourdin, Varun C. Ojar and Jasmin Ubillus

CC: Assistant City Clerk and Clerk Coordinator

APPLICATION FOR BOARD/COMMITTEE APPOINTMENT

Profile

PIERRE

First Name

Middle
Initial

BASQUIN

Last Name

pierrotb06@yahoo.com

Email Address

6159 NAVAJO TER

Street Address

Suite or Apt

MARGATE

City

FL

State

33063

Postal Code

Mobile: (954) 829-8722

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Civil Service Board: Submitted

Per Section 112.3145 Florida Statutes, members of the following Boards are required to file a Financial Disclosure Report upon appointment, and then annually: **Planning and Zoning Board & Board of Adjustment**

The following Boards have specific requirements for appointment consideration. Please contact the City Clerk's Office for more details: **Affordable Housing Advisory Committee, Unsafe Structures Board and Civil Service Board.**

All applicants must reside in Margate at least six (6) months prior to the date of appointment. *(for proof of residency for the past six (6) months, please attach to this application a copy of your valid State of Florida driver's license or other legally-issued I.D., AND either a copy of your Broward County Voter Registration card or copies of your water or electric bills for the last 6 months.)*

Question applies to multiple boards


Proof of Residency**How long have you lived in the City of Margate?**

10 years

Education

Do you possess a high school diploma?

YES

If no, do you possess an equivalent certification, such as a GED?

College Education

<u>Name of College/Univ. Degree Earned</u>	<u>Dates Attended</u>	<u>Major/Minor</u>
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NOA SOUTHEASTERN UNIVERSITY	10/200 - 05/2011	MBA MASTER'S DEGREE
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Vocational & Technical Education

<u>Name of School/Agency Certification Earned</u>	<u>Dates Attended</u>	<u>Coursework</u>
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Civic/Volunteer Experience/Education

Please list all civic involvement, volunteer experiences, or other ways you've provided assistance or support to the community.

I Volunteered at Forest Nature Center, Coconut Creek, Broward County, FL

Briefly describe any specific expertise and/or abilities that would pertain to your service on a City Board or Committee:

I have participated in workshops, seminars, and symposiums, where I learned different skills allowing me to seat on the Civil Service Board. I am convinced my work experience and academic skills will help me bring to the Board what it needs to accomplish its Mission!

Employment History

Beginning with your present or most recent employment, please describe ALL periods of employment including self-employment, unemployment periods, and military service. Please upload an additional sheet if necessary.

Question applies to multiple boards

Employment History - please upload if you have additional information

Name of current or most recent employer:

Department of Justice (DOJ) / Federal Bureau of Investigation (FBI) Miami, FL Sept 2005 – Present

Phone:

(754) 703-2232

Address (street, city, state, zip code):

2030 SW 145th Ave, Miramar, FL 33027

Start and end dates:

Sept 2005 – Present

Title:

Financial and Intelligence Analyst

Job Duties:

Gather and organize financial data from all accounting departments Compile and analyze financial reports and find discrepancies that require senior management's attention Manage the general ledger and devote time to risk management, especially with regard to accounts receivable Prepare financial reports with reliable conclusions that management can use to implement more effective operational strategies Forecast models for revenue changes and expenditure increases/decreases Provide end of month for executives Provide general financial management and budgetary support. Conduct accounting functions including reviewing invoices and receipts related to accounts. Monitor and review reports related to a variety of accounts. Perform program-specific analysis and certain liaison functions to support budget execution and financial reporting processes. Analyze data and trend to develop revenue and expense reports. • Review reprogramming requests of clients. Perform other duties as assigned.

Reason you left the employer:

I still work there

Name of Employer:

The Answer Group (TAG)

Phone:

(954) 720-4744

Address (street, city, state, zip code):

7562 Southgate Blvd, North Lauderdale, FL 33068

Start and end dates:

Sept 2004 – Sept 2005

Title:

Technical Support Engineer / Customer Service Support

Job duties:

Guided my team to provide paid technical services to customers, especially those from Best Buy through TAG/Geek Squad and exceeded the company's goal which was 4 phone sales per day. Help the dispatching of Geek Squad personnel for house calls. Demonstrated ability to operate independently and manage tight timelines. Demonstrated ability to manage and resolve conflict. Developed new ways to gather and evaluate information. Employed tactical strategic thinking skills. Proved flexibility to consistently switch between day to day tactical thinking and long-term, more strategic planning in support of the Customer/Client needs. Showed excellent communication skills, i.e., capable of explaining technical concepts to non-technical audiences and marketing needs to a technical audience. Showed strong process and project management skills with attention to detail. Showed skills in collecting, manipulating, synthesizing and analyzing data. Showed good judgment in handling problems with minimal guidance and took initiative on my own. Prepared reports, compiled statistics, and created graphs based on findings. Provided research assistance and collected data for studies.

Reason you left employer:

I left for a better opportunity.

Name of employer:

Applied Card Systems (ACS)/ Cross Country Bank (CCB)

Phone:

(866) 227-5627

Address (street, city, state, zip code):

5401 Broken Sound Blvd NW, Boca Raton, FL 33487

Start and end dates:

May 2001 - Dec 2004

Title:

Outbound Collections / Customer Assistance Specialist (CAS)

Job duties:

Met the company quota set as 4 pay phone sales a day. Investigated credit bureau reports and resolved card member concerns via calls and emails. Provided updated information to the agencies to correct credit bureau consumer reporting. Collected information from a variety of sources. Assessed potential consequences of various scenarios and developed alternate solutions for the best course of course. Provided exceptional customer service by preparing, advising, and submitting budget/analysis of consolidation to help the delinquent customers get current on their account. Undertook research & analysis towards the company's strategy. Developed data reports to fill in specific gaps, draw conclusions, and note trends in activity. Demonstrated ability to build relationships across organizations. Identified a number of ways to do things differently to incessantly improve the business and the customer experience. Demonstrated knowledge of card business model and economics. Showed strong work ethic and took personal accountability for results. Maintained liaison with external and internal resources with both institutions. Demonstrated passion for service with the ability to resolve customer issues and concerns.

Reason you left the employer:

I left for a better position.

Supplemental Questions

Are you aware of any potential conflict(s) of interest that may arise from your serving on a City Board/Committee?

☒ Yes ☐ No

If yes, please explain:

Do you have any monies owed to the City of Margate that are delinquent?

☒ Yes ☐ No

If yes, please explain:

Do you have any pending code violations relating to property owned by you in the City of Margate?

☒ Yes ☐ No

If yes, please explain:

Do you have any violations relating to other City Codes?

☒ Yes ☐ No

If yes, please explain:

Have you ever been convicted of a crime, excluding minor traffic offenses?

☐ Yes ☐ No

If yes, please provide the details for all the instances.

Have you ever run for or held public office?

☐ Yes ☐ No

If yes, please provide the dates, and position(s):

Do you own any businesses?

☐ Yes ☐ No

If yes, please name the business(es) and in what City they are located:

Have you attended Margate Community College?

☐ Yes ☐ No

How many City of Margate Board/Committee meetings or City Commission meetings have you attended in the past 3 years?

10+

Certification

Statement

I certify that all statements and information that I have provided in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I further certify that I am both willing and able to make the considerable time commitment, including personal attendance at board/committee meetings and any other applicable functions believed necessary to function as an effective member of a City Board/Committee.

☒ I Agree *

Signature (Typing in your Full Name will serve as your signature for this document)

PIERRE M BASQUIN

Date

08/03/2024

APPLICATION FOR BOARD/COMMITTEE APPOINTMENT

Profile

Fred T Bourdin
First Name Middle Initial Last Name

fredtbourdin@gmail.com
Email Address

6323 Harbor Bend
Street Address Suite or Apt

Margate FL 33063
City State Postal Code

Home: (954) 977-7165 Mobile: (954) 263-8507
Primary Phone Alternate Phone

Which Boards would you like to apply for?

Board of Adjustment: Submitted
Planning and Zoning Board: Submitted
Civil Service Board: Submitted

Per Section 112.3145 Florida Statutes, members of the following Boards are required to file a Financial Disclosure Report upon appointment, and then annually: **Planning and Zoning Board & Board of Adjustment**

The following Boards have specific requirements for appointment consideration. Please contact the City Clerk's Office for more details: **Affordable Housing Advisory Committee, Unsafe Structures Board and Civil Service Board.**

All applicants must reside in Margate at least six (6) months prior to the date of appointment. *(for proof of residency for the past six (6) months, please attach to this application a copy of your valid State of Florida driver's license or other legally-issued I.D., AND either a copy of your Broward County Voter Registration card or copies of your water or electric bills for the last 6 months.)*

Question applies to multiple boards

Proof of Residency

How long have you lived in the City of Margate?

Since 1995

Education

Do you possess a high school diploma?

yes

If no, do you possess an equivalent certification, such as a GED?

College Education

**Name of College/Univ.
Degree Earned**

Dates Attended

Major/Minor

2 years of college

Vocational & Technical Education

**Name of School/Agency
Certification Earned**

Dates Attended

Coursework

Civic/Volunteer Experience/Education

Please list all civic involvement, volunteer experiences, or other ways you've provided assistance or support to the community.

I have volunteer for city Margate for the board of the disable and the board of planning and zoning and the board of adjustment

Briefly describe any specific expertise and/or abilities that would pertain to your service on a City Board or Committee:

I was District supervisor at the Coral Bay community development as Treasurer for 2 years and severed as chair elected one by the board for 2 and half year term and once elected by the people to a 4 year term

Employment History

Beginning with your present or most recent employment, please describe ALL periods of employment including self-employment, unemployment periods, and military service. Please upload an additional sheet if necessary.

Question applies to multiple boards

Employment History - please upload if you have additional information

Name of current or most recent employer:

Phone:

Address (street, city, state, zip code):

Start and end dates:

Title:

Job Duties:

I am retired over 20 plus years I was a casting director

Reason you left the employer:

I was just tired of the hours

Name of Employer:

Casting associates

Phone:

Address (street, city, state, zip code):

Start and end dates:

Title:

camera man

Job duties:

Reason you left employer:

to many hours

Name of employer:

Brad Davies

Phone:

Address (street, city, state, zip code):

Start and end dates:

Title:

Job duties:

Reason you left the employer:

Supplemental Questions

Are you aware of any potential conflict(s) of interest that may arise from your serving on a City Board/Committee?

☐ Yes ☐ No

If yes, please explain:

Do you have any monies owed to the City of Margate that are delinquent?

☐ Yes ☐ No

If yes, please explain:

Do you have any pending code violations relating to property owned by you in the City of Margate?

☐ Yes ☐ No

If yes, please explain:

Do you have any violations relating to other City Codes?

☐ Yes ☐ No

If yes, please explain:

Have you ever been convicted of a crime, excluding minor traffic offenses?

☐ Yes ☐ No

If yes, please provide the details for all the instances.

Have you ever run for or held public office?

☐ Yes ☒ No

If yes, please provide the dates, and position(s):

Do you own any businesses?

☐ Yes ☒ No

If yes, please name the business(es) and in what City they are located:

Have you attended Margate Community College?

☐ Yes ☒ No

How many City of Margate Board/Committee meetings or City Commission meetings have you attended in the past 3 years?

Over 50 meetings

Certification

Statement

I certify that all statements and information that I have provided in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I further certify that I am both willing and able to make the considerable time commitment, including personal attendance at board/committee meetings and any other applicable functions believed necessary to function as an effective member of a City Board/Committee.

☒ I Agree *

Signature (Typing in your Full Name will serve as your signature for this document)

fred bourdin

Date

6/18/24

APPLICATION FOR BOARD/COMMITTEE APPOINTMENT

Profile

Varun

First Name

C

Middle
Initial

Ojar

Last Name

ojarvarun@gmail.com

Email Address

6296 Margate Blvd

Street Address

Suite or Apt

Margate

City

FL

State

33063

Postal Code

Home: (954) 854-7132

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Planning and Zoning Board: Submitted

Civil Service Board: Submitted

Per Section 112.3145 Florida Statutes, members of the following Boards are required to file a Financial Disclosure Report upon appointment, and then annually: **Planning and Zoning Board & Board of Adjustment**

The following Boards have specific requirements for appointment consideration. Please contact the City Clerk's Office for more details: **Affordable Housing Advisory Committee, Unsafe Structures Board and Civil Service Board.**

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Question applies to multiple boards

Proof of Residency**How long have you lived in the City of Margate?**

10 years

Education

Do you possess a high school diploma?

Yes

If no, do you possess an equivalent certification, such as a GED?

College Education

<u>Name of College/Univ. Degree Earned</u>	<u>Dates Attended</u>	<u>Major/Minor</u>
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Devry. Oct 2008 - Oct 2011 Computer Information Systems. Bachelor's Keller Oct 2011 - Sept 2013 Information Systems Management Master's

Vocational & Technical Education

<u>Name of School/Agency Certification Earned</u>	<u>Dates Attended</u>	<u>Coursework</u>
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Six Sigma Oct - 2014 Six Sigma Green Belt ACAMS Training Jan - Dec 2024 CAMS Certification

Civic/Volunteer Experience/Education

Please list all civic involvement, volunteer experiences, or other ways you've provided assistance or support to the community.

Briefly describe any specific expertise and/or abilities that would pertain to your service on a City Board or Committee:

Employment History

Beginning with your present or most recent employment, please describe ALL periods of employment including self-employment, unemployment periods, and military service. Please upload an additional sheet if necessary.

Question applies to multiple boards

Employment History - please upload if you have additional information

Name of current or most recent employer:

LexisNexis Risk Solutions

Phone:

(800) 543-6862

Address (street, city, state, zip code):

777 Yamato Rd, Boca Raton, FL 33431

Start and end dates:

11/01/2013 - Current

Title:

Senior Implementation Specialist

Job Duties:

Implementation of systems to accomplish: anti-money laundering, political exposure, reputational risk, device fraud, KCY, KYB, document verification

Reason you left the employer:

Name of Employer:

Kaplan University

Phone:

(954) 515-3000

Address (street, city, state, zip code):

1515 W Cypress Creek Rd, Fort Lauderdale, FL 33309

Start and end dates:

Apr 2013 - July 2013

Title:

Technical Writer

Job duties:

Editing eCollege course shells, adding new HTML content and removing old content

Reason you left employer:

Name of employer:

Linxter

Phone:

Address (street, city, state, zip code):

Miramar, FL

Start and end dates:

Nov 2010 - Dec 2012

Title:

Technical Engineer

Job duties:

Web stack support and podcast editing

Reason you left the employer:

Starting college and the company sold to Microsoft

Supplemental Questions

Are you aware of any potential conflict(s) of interest that may arise from your serving on a City Board/Committee?

☒ Yes ☐ No

If yes, please explain:

Do you have any monies owed to the City of Margate that are delinquent?

☒ Yes ☐ No

If yes, please explain:

Do you have any pending code violations relating to property owned by you in the City of Margate?

☒ Yes ☐ No

If yes, please explain:

Do you have any violations relating to other City Codes?

☐ Yes ☐ No

If yes, please explain:

Have you ever been convicted of a crime, excluding minor traffic offenses?

☐ Yes ☐ No

If yes, please provide the details for all the instances.

Have you ever run for or held public office?

☐ Yes ☐ No

If yes, please provide the dates, and position(s):

Do you own any businesses?

☐ Yes ☐ No

If yes, please name the business(es) and in what City they are located:

Have you attended Margate Community College?

☐ Yes ☐ No

How many City of Margate Board/Committee meetings or City Commission meetings have you attended in the past 3 years?

Certification

Statement

I certify that all statements and information that I have provided in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I further certify that I am both willing and able to make the considerable time commitment, including personal attendance at board/committee meetings and any other applicable functions believed necessary to function as an effective member of a City Board/Committee.

☒ I Agree *

Signature (Typing in your Full Name will serve as your signature for this document)

Varun Christopher Ojar

Date

October 9, 2025



CITY OF MARGATE APPLICATION FOR BOARD/COMMITTEE APPOINTMENT

Name: Jasmin Ubillus Date: 12/22/2025

Address: 3340 Greenview Tere E Margate, FL 33063
(Number/Street/City/Zip)

Please check all Boards/Committees for which you wish to be considered.

Per Section 112.3145 Florida Statutes, members of the following Boards are required to file a Financial Disclosure Report upon appointment, and then annually:

☐ Planning & Zoning Board

☐ Board of Adjustment

The following Boards have specific requirements for appointment consideration. Please contact the City Clerk's Office for more details:

☐ Affordable Housing Advisory
☒ Civil Service Board

☐ Unsafe Structures Board

All applicants must reside in Margate at least six (6) months prior to the date of appointment. How long have you lived in the City of Margate? 7 years (for proof of residency for the past six (6) months, please attach to this application a copy of your valid State of Florida driver's license or other legally-issued I.D., AND either a copy of your Broward County Voter Registration card or copies of your water or electric bills for the last 6 months.)

Contact number: (Day and Evening): 754-367-6734
Email address: jubillus01@yahoo.com

Education

Do you possess a high school diploma? _____
If no, do you possess an equivalent certification, such as a GED? _____

College Education

<u>Name of College/Univ.</u>	<u>Dates Attended</u>	<u>Major/Minor</u>	<u>Degree Earned</u>
<u>Florida Atlantic University</u>	<u>2005-2011</u>	<u>Accounting</u>	<u>Bachelor</u>

Vocational & Technical Education

Name of School/Agency Dates Attended Coursework Certification Earned

Civic/Volunteer Experience/Education – Please list all civic involvement, volunteer experiences, or other ways you've provided assistance or support to the community.

Civil servant for the City of Margate, Parent Teacher Council President at RCSCS.

Employment History

Beginning with your present or most recent employment, please describe ALL periods of employment including self-employment, unemployment periods, and military service. Please use an additional sheet if necessary.

Name of current or most recent employer: 12/22/25 Phone: 866-697-2681

Address (street, city, state, zip code): 841 Prudential Dr., Suite 204

Start and end dates: 2022 - Present Title: Pricing Analyst

Job duties: Analyze competitors' pricing, industry trends, and customer behavior using s
and models to maximize profitability.

Reason you left the employer: Still employed

Name of employer: JM&A Group Phone: 800-553-7146

Address (street, city, state, zip code): 500 Jim Moran Blvd

Start and end dates: 2015 - 2022 Title: Sr. Workforce Management Analys

Job duties: Develop strategies utilizing WFM tool – optimize schedules and maintain low

Reason you left the employer: Remote opportunity

Name of employer: _____ Phone: _____

Address (street, city, state, zip code): _____

Start and end dates: _____ Title: _____

Job duties: _____

Reason you left the employer: _____

Supplemental Questions

Are you aware of any potential conflict(s) of interest that may arise from your serving on a City Board/Committee? Yes ☐ No ☒

If yes, please explain:

Do you have any monies owed to the City of Margate that are delinquent?

Yes ☐ No ☒

If yes, please explain:

Do you have any pending code violations relating to property owned by you in the City of Margate? Yes ☐ No ☒

If yes, please explain:

Do you have any violations relating to other City Codes? Yes ☐ No ☒

If yes, please explain:

Have you ever been convicted of a crime, excluding minor traffic offenses?

Yes ☐ No ☒

If yes, please provide the details for all such instances:

Have you ever run for or held public office? Yes ☐ No ☒

If yes, please provide the dates, and position(s):

Do you own any businesses? Yes ☐ No ☒

If yes, please name the business(es) and in what City they are located:

Have you attended Margate Community College? Yes ☐ No ☒

How many City of Margate Board/Committee meetings or City Commission meetings have you attended in the past 3 years? 3

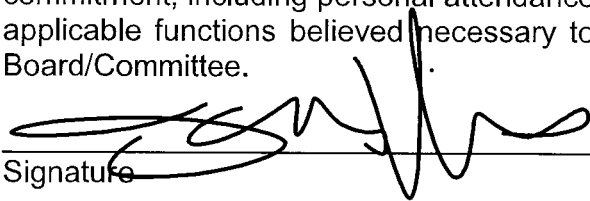
Briefly describe any specific expertise and/or abilities that would pertain to your service on a City Board or Committee:

I will provide insights that are in the best interest of the City of Margate employees.

Certification: I certify that all statements and information that I have provided in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.

I further certify that I am both willing and able to make the considerable time commitment, including personal attendance at board/committee meetings and any other applicable functions believed necessary to function as an effective member of a City Board/Committee.

Signature



12/22/25

Date