



**REGULAR MEETING OF  
THE BOARD OF ADJUSTMENT  
REGULAR MEETING**

**<https://us02web.zoom.us/j/81852994689>  
MINUTES**

**Tuesday, April 4, 2023  
6:30 p.m.**

**City of Margate  
City Commission Chambers at City Hall**

**City Commission**

Mayor Anthony N. Caggiano  
Vice Mayor Tommy Ruzzano  
Antonio V. Arserio  
Arlene R. Schwartz  
Joanne Simone

**City Manager**

Cale Curtis

**Interim City Attorney**

Weiss Serota Helfman  
Cole & Bierman

**City Clerk**

Jennifer M. Johnson, MMC

**PRESENT:**

Fred Bourdin, Board Member  
Joao D. Brandao, Board Member  
Erin Enwright, Board Member

**ABSENT:**

Barbara Farias, Board Member  
Joseph Keri, Board Member

**ALSO PRESENT:**

David Tolces, Weiss, Serota, Helfman, Cole, & Bierman, Interim City Attorney  
Howard Pavillard, Office Manager  
Elizabeth Taschereau, Director of Development Services  
Andrew Pinney, AICP, Senior Planner

The regular meeting of the Board of Adjustment (BOA) of the City of Margate, having been properly noticed, was called to order at 6:31 p.m. on Tuesday, April 4, 2023, in the City Commission Chambers at City Hall, 5790 Margate Boulevard, Margate, FL 33063. The Pledge of Allegiance was recited.

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**1) OATHS**

City Attorney David Tolces administered the Oath of Office to each of the members of the Board of Adjustment present.

**Development Services Department**

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**2) NEW BUSINESS**

- A) *ID2023-072*  
ELECTION OF CHAIR

Mr. Bourdin made the following motion, seconded by Ms. Enwright:

**MOTION:** TO ELECT JOAO BRANDAO AS CHAIR.

**ROLL CALL:** Mr. Brandao – Yes; Ms. Enwright – Yes; Mr. Bourdin – Yes. The motion passed with a 3-0 vote.

- B) *ID2023-073*  
ELECTION OF VICE CHAIR

Mr. Bourdin made the following motion, seconded by Ms. Enwright:

**MOTION:** TO ELECT FRED BOURDIN AS VICE CHAIR.

**ROLL CALL:** Mr. Brandao – Yes; Ms. Enwright – Yes; Mr. Bourdin – Yes. The motion passed with a 3-0 vote.

- C) *ID2023-074*  
ELECTION OF SECRETARY

Mr. Brandao made the following motion, seconded by Mr. Bourdin:

**MOTION:** TO ELECT ERIN ENRIGHT AS SECRETARY.

**ROLL CALL:** Mr. Brandao – Yes; Ms. Enwright – Yes; Mr. Bourdin – Yes. The motion passed with a 3-0 vote.

- D) *ID2023-075*  
FORM 1 – FINANCIAL DISCLOSURE

City Attorney Tolces provided information on the Florida Commission on Ethics and filing details on the Form 1 Financial Disclosure.

- E) *ID2023-076*  
BOARD MEMBER CONTACT INFORMATION

Elizabeth Taschereau, Director of Development Services asked that Board members assist staff in clear communication. She stated staff would follow up to determine the best forms of contact.

F) *ID2023-083*  
BOARD MEETING SCHEDULE

Andrew Pinney, AICP, Senior Planner, reviewed the draft Board meeting schedule and discussed meetings moved to accommodate conflicts.

**GENERAL DISCUSSION**

Ms. Taschereau asked that Board members be provided with a memo from the IT Department outlining details of email access and associated training. She noted personal emails could not be used due to considerations of records requests.

There being no further business to discuss, the meeting was adjourned at 6:45 p.m.

Respectfully submitted,

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Joao D. Brandao, Chair