



# City of Margate

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## Meeting Minutes Civil Service Board Regular Meeting

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**Thursday, April 10, 2025**

**4:30 PM**

**COMMISSION CHAMBERS**

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**Present:**

Kris Miller, Chair  
Jasmin Ubillus, Vice Chair  
Kelly Kandibovich, Secretary  
Lauren Beracha, Board Member

**Also Present:**

Laurie Meyer, Human Resources Director  
June Reid, Assistant Human Resources Director  
Caroline Saiz, Associate - *Weiss Serota Helfman  
Cole & Bierman*  
Isamar Viveros, Clerk Coordinator

**Absent**

Grant O'Donnell, Board Member (Mr. O'Donnell arrived at 4:45 p.m.)

The regular meeting of the Civil Service Board was called to order at 4:34 p.m. by Chair Kris Miller in the Commission Chambers, Margate City Hall. The Pledge of Allegiance was recited, and attendance was noted by the roll call.

### **1) APPROVAL OF MINUTES**

MOTION - APPROVAL OF CIVIL SERVICE BOARD MINUTES: APRIL 30, 2024, REGULAR CIVIL SERVICE MEETING.

The following motion was made by Ms. Beracha, seconded by Ms. Ubillus:

MOTION: TO APPROVE THE PREVIOUS MINUTES

ROLL CALL: Ms. Beracha, Yes; Ms. Kandibovich, Yes; Ms. Ubillus, Yes; Ms. Miller, Yes. The motion passed 4-0.

### **2) PUBLIC DISCUSSION**

There was no public discussion.

### **3) OLD BUSINESS**

There was no old business to discuss.

### **4) NEW BUSINESS**

**A) MOTION - APPOINTMENT OF THE CIVIL SERVICE BOARD'S FIFTH MEMBER TO A TWO-YEAR TERM EFFECTIVE APRIL 15, 2025, TO APRIL 14, 2027**

The following motion was made by Ms. Beracha, seconded by Ms. Kandibovich:

**MOTION: TO APPOINT GRANT O'DONNELL**

Discussion ensued regarding the applicants and qualifications to apply.

ROLL CALL: Ms. Beracha, Yes; Ms. Kandibovich, Yes; Ms. Ubillus, Yes; Ms. Miller, Yes. The motion passed 4-0.

Ms. Viveros stated that Board Member O'Donnell had contacted the City and was running late. Chair Miller called for a brief five (5) minute recess to allow the Board Member to arrive for the meeting.

**Recess started at 4:40 p.m.**

**Recess ended at 4:45 p.m.**

**B) ELECTION OF OFFICER - PER SECTION 30-25: CHAIRPERSON**

The following motion was made by Ms. Kandibovich, seconded by Ms. Ubillus:

**MOTION: TO REAPPOINT KRIS MILLER AS CHAIRPERSON**

ROLL CALL: Ms. Beracha, Yes; Mr. O'Donnell, Yes; Ms. Kandibovich, Yes; Ms. Ubillus, Yes; Ms. Miller, Yes. The motion passed 5-0.

**C) ELECTION OF OFFICER - PER SECTION 30-25: VICE CHAIR**

The following motion was made by Mr. O'Donnell, seconded by Ms. Miller:

**MOTION: TO REAPPOINT JASMIN UBILLUS AS VICE CHAIR**

ROLL CALL: Ms. Beracha, Yes; Mr. O'Donnell, Yes; Ms. Kandibovich, Yes; Ms. Ubillus, Yes; Ms. Miller, Yes. The motion passed 5-0.

**D) ELECTION OF OFFICER - PER SECTION 30-25: SECRETARY**

The following motion was made by Mr. O'Donnell, seconded by Ms. Ubillus:

**MOTION: TO APPOINT KELLY KANDIBOVICH AS SECRETARY**

ROLL CALL: Ms. Beracha, Yes; Mr. O'Donnell, Yes; Ms. Kandibovich, Yes; Ms. Ubillus, Yes; Ms. Miller, Yes. The motion passed 5-0.

**5) GENERAL DISCUSSION**

There was no general discussion.

There being no further business, the meeting adjourned at 4:49 p.m.

Respectfully submitted,

Prepared by: Isamar Viveros

Kelly Kandibovich, Secretary /Chief Examiner

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