

**MINUTES OF MEETING  
MALABAR SPRINGS  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Malabar Springs Community Development District held a Regular Meeting on May 20, 2025 at 11:00 a.m., at B.S.E. Consultants, Inc., 312 South Harbor City Boulevard, Suite 4, Melbourne, Florida 32901.

**Present:**

Timothy Smith  
Jon Seifel  
William Fife

Vice Chair  
Assistant Secretary  
Assistant Secretary

**Also present:**

Cindy Cerbone  
Chris Conti (via telephone)  
Jere Earlywine (via telephone)  
Todd Mosley

District Manager  
Wrathell, Hunt and Associates, LLC  
District Counsel  
Atmos Living Management Group

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 11:00 a.m. Jon Seifel and William Fife were sworn in before the meeting.

Supervisors Fife, Smith and Seifel were present. Supervisors Frye and Caputo were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Elected Supervisors [Jon Seifel - Seat 4, William Fife - Seat 5] *(the following to be provided under separate cover)***

This item was addressed during the First Order of Business. Both are familiar with the following:

- A. **Required Ethics Training and Disclosure Filing**
  - **Sample Form 1 2023/Instructions**
- B. **Membership, Obligations and Responsibilities**
- C. **Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. **Form 8B: Memorandum of Voting Conflict for County, Municipal and other local Public Office**

**FOURTH ORDER OF BUSINESS**

**Acceptance of Resignation of Michael Caputo [Seat 1]**

**On MOTION by Mr. Fife and seconded by Mr. Seifel, with all in favor, the resignation of Michael Caputo from Seat 1, was accepted.**

**FIFTH ORDER OF BUSINESS**

**Consider Appointment of Josh Long to Fill Unexpired Term of Seat 1; Term Expires November 2026**

Mr. Fife nominated Haley Kernan to fill Seat 1.

No other nominations were made.

**On MOTION by Mr. Fife and seconded by Mr. Seifel, with all in favor, the appointment of Haley Kernan to fill Seat 1, was approved.**

- **Administration of Oath of Office.**

The Oath of Office will be administered to Haley Kernan at or before the next meeting.

**SIXTH ORDER OF BUSINESS**

**Acceptance of Resignation of Justin Frye [Seat 3]**

**On MOTION by Mr. Fife and seconded by Mr. Seifel, with all in favor, the resignation of Justin Frye from Seat 3, was accepted.**

**SEVENTH ORDER OF BUSINESS**

**Appointment of Luis Carcamo to Fill  
Unexpired Term of Seat 3; Term Expires  
November 2028**

Mr. Fife nominated Daniel Liuerimi to fill Seat 3.

No other nominations were made.

**On MOTION by Mr. Fife and seconded by Mr. Seifel, with all in favor, the appointment of Daniel Liuerimi to fill Seat 3, was approved.**

- **Administration of Oath of Office.**

The Oath of Office will be administered to Daniel Liuerimi at or before the next meeting.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-01,  
Canvassing and Certifying the Results of  
the Landowners' Election of Supervisors  
held Pursuant to Section 190.006(2),  
Florida Statutes, and Providing for an  
Effective Date**

Ms. Cerbone presented Resolution 2025-01. The results of the Landowners' Election were as follows:

Seat 3	Justin Frye	200 votes	4-year Term
Seat 4	Jon Seifel	150 votes	2-year Term
Seat 5	William Fife	200 votes	4-year Term

**On MOTION by Mr. Fife and seconded by Mr. Seifel, with all in favor, Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.**

**NINTH ORDER OF BUSINESS****Consideration of Resolution 2025-02,  
Electing and Removing Officers of the  
District and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2025-02. Mr. Fife nominated the following slate:

William Fife	Chair
Tim Smith	Vice Chair
Jon Seifel	Assistant Secretary
Cindy Cerbone	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

Michael Caputo	Chair
Justin Frye	Assistant Secretary

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Andrew Kantarzhi	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

**On MOTION by Mr. Fife and seconded by Mr. Seifel, with all in favor, Resolution 2025-02, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.**

**TENTH ORDER OF BUSINESS****Consideration of Resolution 2025-03,  
Approving a Proposed Budget for Fiscal  
Year 2025/2026 and Setting a Public  
Hearing Thereon Pursuant to Florida Law;  
Addressing Transmittal, Posting and  
Publication Requirements; Addressing  
Severability; and Providing an Effective  
Date**

Ms. Cerbone presented Resolution 2025-03. She reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes.

**On MOTION by Mr. Fife and seconded by Mr. Smith, with all in favor, Resolution 2025-03, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 19, 2025 at 11:00 a.m., at B.S.E. Consultants, Inc., 312 South Harbor City Boulevard, Suite 4, Melbourne, Florida 32901; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.**

#### **ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2025-04.

**On MOTION by Mr. Fife and seconded by Mr. Smith, with all in favor, Resolution 2025-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date, was adopted.**

#### **TWELFTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-05, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2025-05. This Agreement was previously approved and is being presented due to some updates to the Agreement.

On MOTION by Mr. Fife and seconded by Mr. Smith, with all in favor, Resolution 2025-05, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

**THIRTEENTH ORDER OF BUSINESS****Ratification Items**

- A. Assignment of Contractor Agreement CRE-KL Malabar Owner LLC & MJC Land Development
- B. Direct Purchase Orders
  - I. CEC Controls
  - II. Core & Main LP
  - III. Hydra Service, Inc.
  - IV. U.S. Concrete Products Corporation
- C. Disclosure Technology Services, LLC EMMA® Filing Assistance Software as a Service License Agreement

On MOTION by Mr. Fife and seconded by Mr. Smith, with all in favor, the Assignment of Contractor Agreement CRE-KL Malabar Owner LLC & MJC Land Development; CEC Controls, Core & Main LP, Hydra Service, Inc., and U.S. Concrete Products Corporation Direct Purchase Orders; and the Disclosure Technology Services, LLC EMMA® Filing Assistance Software as a Service License Agreement, were ratified.

**FOURTEENTH ORDER OF BUSINESS****Acceptance of Unaudited Financial Statements as of March 31, 2025**

On MOTION by Mr. Fife and seconded by Mr. Smith, with all in favor, the Unaudited Financial Statements as of March 31, 2025, were accepted.

**FIFTEENTH ORDER OF BUSINESS****Approval of Minutes**

- A. August 20, 2024 Public Hearing and Regular Meeting
- B. November 5, 2024 Landowners' Meeting

On MOTION by Mr. Smith and seconded by Mr. Fife, with all in favor, the August 20, 2024 Public Hearing and Regular Meeting Minutes and the November 5, 2024 Landowners' Meeting Minutes, both as presented, were approved.

**SIXTEENTH ORDER OF BUSINESS****Staff Reports****A. District Counsel: Kutak Rock LLP**

Mr. Earlywine stated that the Streetlighting Contract is being finalized.

**B. District Engineer: B.S.E. Consultants**

There was no report.

**C. District Manager: Wrathell, Hunt and Associates, LLC**

- **NEXT MEETING DATE: June 17, 2025 at 11:00 AM**
  - **QUORUM CHECK**

The June 17, 2025 meeting will be canceled.

The next meeting will likely be held on August 19, 2025.

**SEVENTEENTH ORDER OF BUSINESS****Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**EIGHTEENTH ORDER OF BUSINESS****Public Comments**

No members of the public spoke.

**NINETEENTH ORDER OF BUSINESS****Adjournment**

On MOTION by Mr. Fife and seconded by Mr. Seifel, with all in favor, the meeting adjourned at 11:10 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



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Secretary/Assistant Secretary



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Chair/Vice Chair