

**MINUTES OF MEETING  
GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Greenbriar Community Development District held a Regular Meeting on June 12, 2025 at 3:00 p.m., at the St. Johns County Airport Authority, 4730 Casa Cola Way, St. Augustine, Florida 32095.

**Present:**

Joshua Breakstone  
Samantha Breakstone  
Kevin Kramer

Chair  
Assistant Secretary  
Assistant Secretary

**Also present:**

Ernesto Torres  
Mike Eckert  
Peter Ma  
Dave D'Ambrosio (via telephone)  
Nick Sartori (via telephone)  
Eric Lavois (via telephone)

District Manager  
District Counsel  
District Engineer  
Development Team  
Regional Development  
Development Team

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Torres called the meeting to order at 3:18 p.m.

Supervisors Joshua Breakstone, Kramer, and Samantha Breakstone were present.  
Supervisors Onorato and Noah Breakstone were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2025-05,  
Approving Proposed Budget(s) for FY 2026;  
Setting a Public Hearing Thereon and  
Directing Publication; Addressing  
Transmittal and Posting Requirements;  
Addressing Severability and Effective Date**

Mr. Torres presented Resolution 2025-05. He 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. Joshua Breakstone and seconded by Ms. Breakstone, with all in favor, Resolution 2025-05, Approving Proposed Budget(s) for FY 2026; Setting a Public Hearing Thereon for August 14, 2025 at 3:00 p.m., at the St. Johns County Airport Authority, 4730 Casa Cola Way, St. Augustine, Florida 32095, and Directing Publication; Addressing Transmittal and Posting Requirements; Addressing Severability and Effective Date, was adopted.**

#### **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-06, 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**

This item was tabled to the July meeting.

#### **FIFTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2024/2025 Budget Funding Agreement**

Mr. Torres presented the Fiscal Year 2024/2025 Budget Funding Agreement between the CDD and Greenbriar Property Holdings, LLC.

**On MOTION by Mr. Kramer and seconded by Ms. Breakstone, with all in favor, the Fiscal Year 2024/2025 Budget Funding Agreement, was approved.**

#### **SIXTH ORDER OF BUSINESS**

**Discussion: Memorandum Regarding Direct Purchase of Materials – Florida Sales and Use Tax**

- A. Consideration of Resolution 2025-07, Authorizing an Individual Designated by the Board of Supervisors to Act as the District’s Purchasing Agent for the Purpose of Procuring,**

**Accepting, and Maintaining Any and All Construction Materials Necessary for the Construction, Installation, Maintenance or Completion of the District's Infrastructure Improvements as Provided in the District's Adopted Improvement Plan; Providing for the Approval of a Work Authorization; Providing for Procedural Requirements for the Purchase of Materials; Approving the Form of a Purchase Requisition Request; Approving the Form of a Purchase Order; Approving the Form of a Certificate of Entitlement; Authorizing the Purchase of Insurance; Providing a Severability Clause; and Providing an Effective Date**

Mr. Eckert explained that this Resolution enables the CDD to direct-purchase materials, resulting in sales tax savings and exemptions.

**On MOTION by Mr. Kramer and seconded by Mr. Joshua Breakstone, with all in favor, Resolution 2025-07, Authorizing an Individual Designated by the Board of Supervisors to Act as the District's Purchasing Agent for the Purpose of Procuring, Accepting, and Maintaining Any and All Construction Materials Necessary for the Construction, Installation, Maintenance or Completion of the District's Infrastructure Improvements as Provided in the District's Adopted Improvement Plan; Providing for the Approval of a Work Authorization; Providing for Procedural Requirements for the Purchase of Materials; Approving the Form of a Purchase Requisition Request; Approving the Form of a Purchase Order; Approving the Form of a Certificate of Entitlement; Authorizing the Purchase of Insurance; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

#### **SEVENTH ORDER OF BUSINESS**

#### **Discussion: Memorandum Regarding Impact Fee Agreement**

Mr. Eckert stated the Memorandum Regarding Impact Fee Agreement is informational to alert the Board with regard to the Agreement between the CDD and Greenbriar Property Holdings, LLC relating to the sale of impact fees. There is a current requirement that the District Engineer must provide the Developer with a determination of costs that are attributable to the oversizing items of work. At the appropriate time the District Engineer must prepare and deliver a written notification to the Developer in accordance with the stipulations of the Agreement. No action needs to be taken by the Board.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-08, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date**

Mr. Torres presented Resolution 2025-08.

**On MOTION by Mr. Kramer and seconded by Mr. Joshua Breakstone, with all in favor, Resolution 2025-08, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.**

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-09, Ratifying, Confirming, and Approving the Sale of the Greenbriar Community Development District Special Assessment Revenue Bonds, Series 2025; Ratifying, Confirming and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the Greenbriar Community Development District Special Assessment Revenue Bonds, Series 2025; and Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date**

Mr. Torres presented Resolution 2025-09.

**On MOTION by Mr. Kramer and seconded by Mr. Joshua Breakstone, with all in favor, Resolution 2025-09, Ratifying, Confirming, and Approving the Sale of the Greenbriar Community Development District Special Assessment Revenue Bonds, Series 2025; Ratifying, Confirming and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the Greenbriar Community Development District Special Assessment Revenue Bonds, Series 2025; and Determining Such Actions as Being in Accordance with the Authorization**

**Granted by the Board; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-10, Supplementing Resolution 2024-31 to Provide for the Release of the Master Assessment Lien on Property Demonstrated to be Nondevelopable; Providing for the Recording of Releases of Assessment Liens on Demonstrated Nondevelopable Property; Providing for Severability, Conflicts and an Effective Date**

Mr. Eckert presented Resolution 2025-10. An undevelopable area in Assessment Area 1 (AA1) is being sold to a builder. This Resolution facilitates that sale and releases the assessment lien against that land per the builder's request.

Asked if this is the final action on this item, Mr. Eckert stated, once the Resolution is adopted, the Chair will execute it in connection with the closing on the property and not before. Asked if the document will be recorded, Mr. Eckert stated yes, the notice of the liens is a recorded document and this references the prior recorded documents.

**On MOTION by Mr. Kramer and seconded by Mr. Joshua Breakstone, with all in favor, Resolution 2025-10, Supplementing Resolution 2024-31 to Provide for the Release of the Master Assessment Lien on Property Demonstrated to be Nondevelopable; Providing for the Recording of Releases of Assessment Liens on Demonstrated Nondevelopable Property; Providing for Severability, Conflicts and an Effective Date, was adopted.**

**ELEVENTH ORDER OF BUSINESS**

**Consideration of C.W. Matthews Contracting Co., Bid Proposal for Pinewalk Signalization - Greenbriar Road Widening**

Mr. Torres presented the C.W. Matthews Contracting Co., Bid Proposal for Pinewalk Signalization - Greenbriar Road Widening. Mr. Eckert stated this is for the traffic signal on the collector road at Greenbriar.

Discussion ensued regarding proposal costs, whether there will be a change order to the contract, the Greenbriar Road Widening project and the County.

**On MOTION by Mr. Kramer and seconded by Mr. Joshua Breakstone, with all in favor, the C.W. Matthews Contracting Co., Bid Proposal for Pinewalk Signalization - Greenbriar Road Widening, in the amount of \$867,571.14, was approved.**

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

#### **Consideration of JEA Interlocal Agreement for Construction and Reimbursement of Costs for Reclaimed Water Pipe (Greenbriar Road Widening) (*in substantial form*)**

Mr. Eckert presented the JEA Interlocal Agreement for Construction and Reimbursement of Costs for Reclaimed Water Pipe (Greenbriar Road Widening). The CDD has hired a contractor to install a reclaimed water pipe at the request of JEA and this Agreement provides for reimbursement of the costs from JEA, once the Greenbriar Road Widening Project is completed.

**On MOTION by Mr. Kramer and seconded by Mr. Joshua Breakstone, with all in favor, the JEA Interlocal Agreement for Construction and Reimbursement of Costs for Reclaimed Water Pipe (Greenbriar Road Widening), in substantial form, was approved.**

#### **THIRTEENTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2025-11, Electing Officer(s) of the District and Providing for an Effective Date**

Mr. Torres presented Resolution 2025-11. The Resolution adds Mr. Rodriguez as follows:

|                 |                     |
|-----------------|---------------------|
| Felix Rodriguez | Assistant Secretary |
|-----------------|---------------------|

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

|                     |                     |
|---------------------|---------------------|
| Joshua Breakstone   | Chair               |
| Noah Breakstone     | Vice Chair          |
| Samantha Breakstone | Assistant Secretary |
| Kevin Kramer        | Assistant Secretary |

|                |                     |
|----------------|---------------------|
| Justin Onorato | Assistant Secretary |
| Craig Wrathell | Secretary           |
| Ernesto Torres | Assistant Secretary |
| Craig Wrathell | Treasurer           |
| Jeff Pinder    | Assistant Treasurer |

**On MOTION by Mr. Kramer and seconded by Mr. Joshua Breakstone, with all in favor, Resolution 2025-11, Electing Officer(s) of the District and Providing for an Effective Date, was adopted.**

**FOURTEENTH ORDER OF BUSINESS****Ratification Items**

- A. England-Thims & Miller, Inc., Items**
  - I. Miscellaneous Survey Services Amendment**
  - II. Agreement for Professional Engineering Services and Work Authorization Number 1**
  - III. Work Authorization Number 2 [Construction Engineering and Survey Services for Pinewalk Phase 1 Collector Road Project]**
  - IV. Work Authorization Number 3 [Construction Engineering and Survey Services for Greenbriar Road Widening Project]**
- B. JEA Cost Participation Interlocal Agreement for Extension of Utility System [Pinewalk Phase 1 Collector Road]**

**On MOTION by Mr. Kramer and seconded by Mr. Joshua Breakstone, with all in favor, the England-Thims & Miller, Inc. Miscellaneous Survey Services Amendment; Agreement for Professional Engineering Services and Work Authorization Number 1; Work Authorization Number 2 [Construction Engineering and Survey Services for Pinewalk Phase 1 Collector Road Project]; and Work Authorization Number 3 [Construction Engineering and Survey Services for Greenbriar Road Widening Project and the JEA Cost Participation Interlocal Agreement for Extension of Utility System [Pinewalk Phase 1 Collector Road], were ratified.**

**FIFTEENTH ORDER OF BUSINESS****Acceptance of Unaudited Financial  
Statements as of April 30, 2025**

**On MOTION by Mr. Kramer and seconded by Mr. Joshua Breakstone, with all in favor, the Unaudited Financial Statements as of April 30, 2025, were accepted.**

**SIXTEENTH ORDER OF BUSINESS****Approval of March 13, 2025 Regular  
Meeting Minutes**

**On MOTION by Mr. Kramer and seconded by Ms. Breakstone, with all in favor, the March 13, 2025 Regular Meeting Minutes, as presented, were approved.**

**SEVENTEENTH ORDER OF BUSINESS****Staff Reports****A. District Counsel: Kutak Rock LLP****I. Discussion: Construction Committee**

Mr. Eckert stated he can prepare and present a Resolution establishing a Construction Committee and define its function. This will be helpful as construction projects commence.

Discussion ensued regarding whether there is enough construction to merit a committee and if there is a downside to having a committee.

**B. District Engineer (Interim): England-Thims & Miller**

Discussion ensued regarding recently commenced construction and the County's involvement and an Army Corps of Engineer's permit needed for a road construction project.

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

- **July 10, 2025 at 3:00 PM**
- **August 14, 2025 at 3:00 PM**
- **September 11, 2025 at 3:00 PM**
- **QUORUM CHECK**

The next meeting will be held on July 8, 2025 at 2:30 p.m., rather than on July 10, 2025.

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



There were no Board Members' comments or requests.

**NINETEENTH ORDER OF BUSINESS**

**Public Comments**

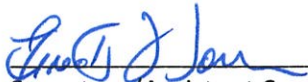
No members of the public spoke.

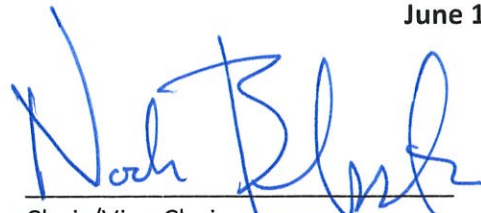
**TWENTIETH ORDER OF BUSINESS**

**Adjournment**

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|---------------------------------------------------------------------------------------------------------------------------------|
| <p><b>On MOTION by Ms. Breakstone and seconded by Mr. Kramer, with all in favor,<br/>the meeting adjourned at 3:59 p.m.</b></p> |
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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair