GREENBRIAR

COMMUNITY DEVELOPMENT DISTRICT

July 8, 2025

BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

GREENBRIAR

COMMUNITY DEVELOPMENT DISTRICT

AGENDA LETTER

Greenbriar Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W●Boca Raton, Florida 33431
Phone: (561) 571-0010●Toll-free: (877) 276-0889●Fax: (561) 571-0013

July 1, 2025

ATTENDEES:
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors
Greenbriar Community Development District

Note: Meeting Location

Dear Board Members:

The Board of Supervisors of the Greenbriar Community Development District will hold a Regular Meeting on July 8, 2025 at 3:00 p.m., at the St. Johns County Airport Authority, 4730 Casa Cola Way, St. Augustine, Florida 32095. The agenda is as follows:

1. Call to Order/Roll Call

2. Public Comments

3. Acceptance of Resignation of Samantha Breakstone [Seat 2]

4. Consideration of Appointment to Fill Unexpired Term of Seat 2; *Term Expires November 2028*

   - Administration of Oath of Office *(the following to be provided under separate cover)*

     A. Required Ethics Training and Disclosure Filing

        - Sample Form 1 2023/Instructions

     B. Board 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

5. Consideration of Resolution 2025-12, Electing and Removing Officers of the District and Providing for an Effective Date

6. Consideration of Resolution 2025-13, Authorizing Issuance of Competitive Solicitations for Implementation of the District’s Capital Improvement Program; Approving Evaluation Criteria for Requests for Qualifications and Requests for Proposals; Establishing a Construction Evaluation Committee; Appointing Initial Members of the Construction Evaluation Committee and Providing for Removal and Replacement; Defining the Duties of the Construction Evaluation Committee; Providing a Severability Clause; and Providing an Effective Date

7. 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

8. Consideration of JEA Contract for Outside Lighting Service for Private Interests [Pinewalk Collector Road]

9. Acceptance of Unaudited Financial Statements as of May 31, 2025

10. Approval of June 12, 2025 Regular Meeting Minutes

11. Staff Reports

    A. District Counsel: *Kutak Rock LLP*

    B. District Engineer: *England-Thims & Miller*

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

    - UPCOMING MEETINGS
        - ➢ August 14, 2025 at 3:00 PM [Adoption of FY 2026 Budget]
        - ➢ September 11, 2025 at 3:00 PM
        - ○ QUORUM CHECK

SEAT 1	NOAH BREAKSTONE	☐ IN-PERSON	☐ PHONE	☐ NO
SEAT 2		☐ IN-PERSON	☐ PHONE	☐ NO
SEAT 3	KEVIN KRAMER	☐ IN-PERSON	☐ PHONE	☐ NO
SEAT 4	JOSHUA BREAKSTONE	☐ IN-PERSON	☐ PHONE	☐ NO
SEAT 5	JUSTIN ONORATO	☐ IN-PERSON	☐ PHONE	☐ NO

12. Board Members' Comments/Requests

13. Public Comments

14. Adjournment

Should you have any questions or concerns, please do not hesitate to contact me directly at (904) 295-5714.

<u>**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**</u>
CALL-IN NUMBER: 1-888-354-0094
PARTICIPANT PASSCODE: 782 134 6157

Sincerely,

Ernesto J. Torres

Ernesto Torres
District Manager

GREENBRIAR

COMMUNITY DEVELOPMENT DISTRICT

3

NOTICE OF TENDER OF RESIGNATION

To: Board of Supervisors
Greenbriar Community Development District
Attn: District Manager
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

From: Samantha Breakstone
Printed Name

Date: 7/1/25
Date

I hereby tender my resignation as a member of the Board of Supervisors of the *Greenbriar Community Development District.* My tendered resignation will be deemed to be effective as of the time a quorum of the remaining members of the Board of Supervisors accepts it at a duly noticed meeting of the Board of Supervisors.

I certify that this Notice of Tender of Resignation has been executed by me and [__] personally presented at a duly noticed meeting of the Board of Supervisors, [X] scanned and electronically transmitted to gillyardd@whhassociates.com or [__] faxed to 561-571-0013 and agree that the executed original shall be binding and enforceable and the fax or email copy shall be binding and enforceable as an original.

SBreakstone
Signature

GREENBRIAR

COMMUNITY DEVELOPMENT DISTRICT

4

GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
OATH OF OFFICE

I,_____________________________, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND OF THE STATE OF FLORIDA.

____
Board Supervisor

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA
COUNTY OF _______________________

The foregoing oath was administered before me by means of ▢ physical presence or ▢ online notarization on this ___ day of _______________, 20__, by __________________________________, who is personally known to me or has produced __________________________ as identification, and is the person described in and who took the aforementioned oath as a Member of the Board of Supervisors of Greenbriar Community Development District and acknowledged to and before me that he/she took said oath for the purposes therein expressed.

(NOTARY SEAL)

____
Notary Public, State of Florida
Print Name: _________________________________
Commission No.: ___________ Expires: ________

MAILING ADDRESS: ☐ Home ☐ Office County of Residence __________________

___________________________________ ______________________ ________________________
Street Phone Fax

______________________________________ ____
City, State, Zip Email Address

GREENBRIAR

COMMUNITY DEVELOPMENT DISTRICT

5

RESOLUTION 2025-12

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT ELECTING AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Greenbriar Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

WHEREAS, the District's Board of Supervisors desires to elect and remove certain Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The following is/are elected as Officer(s) of the District effective July 8, 2025:

____________________________ is elected Chair

____________________________ is elected Vice Chair

____________________________ is elected Assistant Secretary

____________________________ is elected Assistant Secretary

____________________________ is elected Assistant Secretary

SECTION 2. The following Officer(s) shall be removed as Officer(s) as of July 8, 2025:

Samantha Breakstone Assistant Secretary

SECTION 3. The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell is Secretary

Ernesto Torres is Assistant Secretary

Felix Rodriguez is Assistant Secretary

Craig Wrathell is Treasurer

Jeff Pinder is Assistant Treasurer

PASSED AND ADOPTED this 8th day of July, 2025.

ATTEST:

GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

GREENBRIAR

COMMUNITY DEVELOPMENT DISTRICT

6

RESOLUTION 2025-13

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING ISSUANCE OF COMPETITIVE SOLICITATIONS FOR IMPLEMENTATION OF THE DISTRICT'S CAPITAL IMPROVEMENT PROGRAM; APPROVING EVALUATION CRITERIA FOR REQUESTS FOR QUALIFICATIONS AND REQUESTS FOR PROPOSALS; ESTABLISHING A CONSTRUCTION EVALUATION COMMITTEE; APPOINTING INITIAL MEMBERS OF THE CONSTRUCTION EVALUATION COMMITTEE AND PROVIDING FOR REMOVAL AND REPLACEMENT; DEFINING THE DUTIES OF THE CONSTRUCTION EVALUATION COMMITTEE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Greenbriar Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, as amended, (the "Act"); and

WHEREAS, the Act authorizes the District to construct, install, acquire, operate and/or maintain systems and facilities for certain basic public infrastructure; and

WHEREAS, at this time, the District's Board of Supervisors ("Board") finds it is in the District's best interests to authorize the competitive solicitation of all components of the District's Capital Improvement Program dated ____________ _____, 2025, as amended and supplemented from time to time ("CIP"), in accordance with state and federal law and the District's Rules of Procedure; and

WHEREAS, the Board believes it is beneficial to have subject matter experts initiate and prepare the competitive solicitations necessary to construct the District's CIP, and subsequently initially evaluate the responses to the competitive solicitations, and therefore desires to establish a Construction Evaluation Committee ("Committee"); and

WHEREAS, the Board desires to approve a form of Evaluation Criteria for requests for qualifications and authorize certain deviations by the Committee; and

WHEREAS, the Board desires to approve a form of Evaluation Criteria for requests for proposals and authorize certain deviations by the Committee; and

WHEREAS, the Board desires to appoint the initial members of the Committee and provide for their removal and replacement from time to time; and

WHEREAS, the Board further desires to provide for the general functions of the Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. All of the representations, findings and determinations contained above are recognized as true and accurate and are expressly incorporated into this Resolution.

SECTION 2. The Board hereby authorizes the advertisement of all competitive solicitations for of all components of the District's CIP in accordance with state and federal law and its Rules of Procedure. This expressly includes, but is not limited to, professional services, construction services, and purchases of goods necessary for implementation of the CIP. No further action by the Board is necessary to initiate and publish such competitive solicitations.

SECTION 3. The Evaluation Criteria attached hereto as **Exhibit A** are hereby approved for all requests for qualifications. Prior to issuance of a request for qualifications, the Committee shall have the power and discretion to deviate from the point allocations for any category by up to 25% for an individual request for qualifications, provided the total number of points possible shall remain at 100. For example, if a point category is allocated 25 points, the Committee can reduce or increase that allocation by 25% of the 25 points, which would be 6.25 points, while still ensuring that the total number of points possible remains at 100.

SECTION 4. The Evaluation Criteria attached hereto as **Exhibit B** are hereby approved for all requests for proposals. Prior to issuance of a request for proposals, the Committee shall have the power and discretion to deviate from the point allocations for any category by up to 25% for an individual request for proposals, provided the total number of points possible shall remain at 100. For example, if a point category is allocated 25 points, the Committee can reduce or increase that allocation by 25% of the 25 points, which would be 6.25 points, while still ensuring that the total number of points possible remains at 100

SECTION 5. The Committee is hereby established. The Committee shall consist of no more than three members and no less than 2 members. The initial members of the Committee are:

1. ___________________
2. ___________________
3. ___________________

The Board shall have the power to remove and replace any and all Committee members by motion or resolution. At least two Committee members must be physically present to constitute a quorum. In the event only one Committee member can be physically present, an employee of the District Engineer may fill in as a substitute member for that specific meeting. The Committee and its members shall be subject to Florida's Sunshine Laws, including open meetings laws and public records laws.

SECTION 6. The general duties of the Committee shall generally include:

1. Coordinate timing of District infrastructure projects.
2. Initiate, prepare and advertise competitive solicitation requests.
3. Approve preliminary requirements and minimum qualifications necessary to submit a response to a competitive solicitation on a case-by-case basis.
4. Approve deviations from the Evaluation Criteria on a case-by-case basis, in accordance with this Resolution.
5. Determine whether to accept bid alternates and inclusion in scoring.
6. Review, evaluate and initially rank responses to competitive solicitations.
7. Provide recommendations to the Board for its consideration and final approval.
8. Perform other tasks necessary, convenient, incidental, or proper in connection with any of the powers, duties, or purposes authorized by this Resolution.

SECTION 7. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 8. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 8th day of July, 2025.

ATTEST:

GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT

____
Secretary/Assistant Secretary

____
Chair/Vice Chair, Board of Supervisors

Exhibit A: Evaluation Criteria for Requests for Qualifications
Exhibit B: Evaluation Criteria for Requests for Proposals

Exhibit A

Evaluation Criteria for Requests for Qualifications

1) **Ability and Adequacy of Professional Personnel** **(Weight: 25 Points)**

   Consider the capabilities and experience of key personnel within the firm including certification, training, and education; affiliations and memberships with professional organizations; etc.

2) **Consultant's Past Performance** **(Weight: 25 Points)**

   Past performance for other Community Development Districts in other contracts; amount of experience on similar projects; character, integrity, reputation, of respondent; etc.

3) **Geographic Location** **(Weight: 20 Points)**

   Consider the geographic location of the firm's headquarters, offices and personnel in relation to the project.

4) **Willingness to Meet Time and Budget Requirements** **(Weight: 15 Points)**

   Consider the consultant's ability and desire to meet time and budget requirements including rates, staffing levels and past performance on previous projects; etc.

5) **Certified Minority Business Enterprise** **(Weight: 5 Points)**

   Consider whether the firm is a Certified Minority Business Enterprise. Award either all eligible points or none.

6) **Recent, Current and Projected Workloads** **(Weight: 8 Points)**

   Consider the recent, current and projected workloads of the firm.

7) **Volume of Work Previously Awarded to Consultant by District** **(Weight: 2 Points)**

   Consider the desire to diversify the firms that receive work from the District; etc.

Exhibit B

Evaluation Criteria for Requests for Proposals

1. PRELIMINARY REQUIREMENTS (Pass / Fail)

An interested firm must (i) hold all required local, state and federal licenses in good standing, (ii) be authorized to do business in the County in which the District is located and the State of Florida, (iii) Proposer will have constructed _______________ (___) projects similar in quality and scope with a minimum of $________________ in overall total volume construction cost within the last five (5) years; (iv) Proposer will have minimum bonding capacity of $_________________ from a surety company acceptable to the District.

2. PRICE (60 Points Possible)

This category addresses overall pricing for the construction work, as well as consideration of unit prices and the overall reasonableness of the pricing. Points available for price will be allocated as follows:

> **45 Points** will be awarded to the Proposer submitting the lowest cost proposal for completing the work. All other Proposers will receive a percentage of this amount based upon the difference between the Proposer's bid and the low bid. Points for all other Proposers will be calculated by dividing the dollar amount in the lowest cost proposal by the dollar amount in each Proposer's cost proposal and then multiplying that result by 45. The cost proposal evaluation for this point category will include any bid alternates recommended for implementation by the Construction Evaluation Committee.
>
> **15 Points** are allocated for the reasonableness of unit prices and balance of bid.

3. PERSONNEL & EQUIPMENT (10 Points Possible)

This category addresses the following criteria: skill set and experience of key management and assigned personnel, including the project manager and other specifically trained individuals who will manage the Project; experience of key management and assigned personnel performing projects in the County in which the District is located; present ability to staff, equip and manage the Project; proposed staffing levels; proposed equipment; capability of performing the work; geographic location; inventory of all equipment; etc.

4. EXPERIENCE (10 Points Possible)

This category addresses past & current record and experience of the Proposer (and/or subcontractors and suppliers) in similar projects; past performance in any other contracts; etc.

5. SCHEDULE (20 Points Possible)

This category addresses the timeliness of the construction schedule, as well as the Proposer's ability to credibly complete the Project within the Proposer's schedule. Points available for schedule will be allocated as follows:

10 Points will be awarded to the Proposer submitting the proposal with the most expedited construction schedule (i.e., the fewest number of CALENDAR days) for completing the work. All other proposals will receive a percentage of this amount based upon the difference between the Proposer's time proposal and the most expedited construction schedule. Points for all other Proposers will be calculated by dividing the number of days in the most expedited construction schedule by the number of days in each Proposer’s construction schedule and then multiplying that result by 10.

10 Points are allocated for the Proposer's ability to credibly complete the project within the Proposer's schedule and demonstrate on-time performance.

100 Total Points Possible

GREENBRIAR

COMMUNITY DEVELOPMENT DISTRICT

7

RESOLUTION 2025-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT 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

WHEREAS, the Greenbriar Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District's regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

WHEREAS, the Board desires to adopt the Fiscal Year 2025/2026 meeting schedule attached as **Exhibit A**.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT:

1. **ADOPTING FISCAL YEAR 2025/2026 ANNUAL MEETING SCHEDULE.** The Fiscal Year 2025/2026 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

2. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 8th day of July, 2025.

ATTEST**:**

GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT

____
Secretary/Assistant Secretary

____
Chair/Vice Chair, Board of Supervisors

EXHIBIT "A"

GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2025/2026 MEETING SCHEDULE		
LOCATION *TBD*		
DATE	**POTENTIAL DISCUSSION/FOCUS**	**TIME**
October 9, 2025	**Regular Meeting**	**3:00 PM**
November 13, 2025	**Regular Meeting**	**3:00 PM**
December 11, 2025	**Regular Meeting**	**3:00 PM**
January 8, 2026	**Regular Meeting**	**3:00 PM**
February 12, 2026	**Regular Meeting**	**3:00 PM**
March 12, 2026	**Regular Meeting**	**3:00 PM**
April 9, 2026	**Regular Meeting**	**3:00 PM**
May 14, 2026	**Regular Meeting**	**3:00 PM**
June 11, 2026	**Regular Meeting**	**3:00 PM**
July 9, 2026	**Regular Meeting**	**3:00 PM**
August 13, 2026	**Regular Meeting**	**3:00 PM**
September 10, 2026	**Regular Meeting**	**3:00 PM**

GREENBRIAR

COMMUNITY DEVELOPMENT DISTRICT

8

CONTRACT FOR OUTSIDE LIGHTING SERVICE FOR PRIVATE INTERESTS

ACCOUNT NO. ______________________________ CONTRACT NO. __________
(Authorized Agent for Account - Signature Required Below)

This agreement, made and entered into this ____ day of __________________ 2019, by and between
The Greenbriar Community Development District c/o Ernesto Torres, District Manager whose mailing address is
2300 Glades Road, Suite 410W, Boca Raton, Florida 33431

hereinafter called the "applicant" and the JEA. Witnesseth, that for and in consideration of charges herein specified and the service agreed to be rendered, the parties agree to the following:

1. The JEA shall furnish, install, and maintain the hereinafter specified number of Area Lights in accordance with the JEA's applicable rate schedule in effect at the time of billing, and under terms and conditions therein set forth at the following described property.

Limber Pine Blvd and Bristlecone Dr, Saint Johns, FL

(Pole Address(s) & Street Address location)

Qty	Fixture Type	RATE CODE	Wattage/Type	Pole
	L101 CH	SLLED1	40W LED	Existing
	L201 CH	SLLED3	115W LED	Existing
	L301 CH	SLLED5	275W LED	Existing
	FL1/FL2 FLOOD	SLHPS2	200W HPS	Existing
	FL1/FL2 FLOOD	SLHPS4/SLMHS4	400W HPS/320W MH	Existing
	L101U (UG Only)	SLLED1	40W LED	30' Concrete
	L201U (UG Only)	SLLED3	115W LED	35' Concrete
	L301U (UG Only)	SLLED5	275W LED	35' Concrete
	L401 PT (UG Only)	SLLED2	40W LED	18' Fiberglass
28	L403 PT (UG Only)	SLLED6	72W LED	18' Fiberglass
	LPA01*14/ DC	SLLED7	100W LED	14'Al/Dec. Conc
	LDA01*14/ DC	SLLED7	100W LED	14'Al/Dec. Conc
	LDDA01	SLLED7	100W LED	14' Aluminum
	LPA03*14/ DC	SLLED8	60W LED	14'Al/Dec. Conc
	LTDS01 (SGL)	SLLED9	150W LED	35' Oct. Conc.
	LTDT01 (DBL)	SLLED9	150W LED	35' Oct. Conc.

(See "RATE SCHEDULE, SL, Street Lighting, latest revision" for current rates.)

2. This agreement shall continue in effect for an initial term of three (3) years from and after the first day that lighting is supplied hereunder. If for any reason, during this initial term, dismantling of a lighting installation is requested by the customer, an established "take-down" charge of $154.00 will be made for each fixture dismantled. **JEA reserves the right to adjust, exchange, or remove the light(s) as necessary to meet city requirements, maintain JEA standards, or resolve customer complaints.**

3. In the event the Area Light(s) described above fails to operate, it shall be the customer's responsibility to report the failure to the JEA. The JEA shall not be held liable for any action resulting from failure of said light, nor will the customer be eligible for any rebate due to such outage.

By ______________________________ Ernesto Torres, District Manager
Authorized Applicant Signature — Authorized Applicant Printed Name

By ______________________________ / JEA Representative Date Installed: __________________

GREENBRIAR

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

GREENBRIAR
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
MAY 31, 2025

GREENBRIAR
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
MAY 31, 2025

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash	$ 9,871	$ -	$ -	$ 9,871
Investments				
Revenue	-	317,820	-	317,820
Reserve	-	800,714	-	800,714
Construction	-	-	10,137,918	10,137,918
Cost of issuance	-	62	-	62
Due from Landowner	12,765	-	-	12,765
Prepaid expense	1,680	-	-	1,680
Total assets	$ 24,316	$ 1,118,596	$10,137,918	$11,280,830
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	$ 16,514	$ -	$ -	$ 16,514
Retainage payable	-	-	36,297	36,297
Due to Landowner	-	18,991	360,601	379,592
Legal advertising advance	4,744	-	-	4,744
Landowner advance	6,000	-	-	6,000
Total liabilities	27,258	18,991	396,898	443,147
DEFERRED INFLOWS OF RESOURCES				
Deferred receipts	16,906	-	-	16,906
Total deferred inflows of resources	16,906	-	-	16,906
Fund balances:				
Restricted for:				
Debt service	-	1,099,605	-	1,099,605
Capital projects	-	-	9,741,020	9,741,020
Unassigned	(19,848)	-	-	(19,848)
Total fund balances	(19,848)	1,099,605	9,741,020	10,820,777
Total liabilities, deferred inflows of resources and fund balances	$ 24,316	$ 1,118,596	$10,137,918	$11,280,830

GREENBRIAR
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED MAY 31, 2025

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Landowner contribution	$ 10,765	$ 34,918	$ 98,790	35%
Total revenues	10,765	34,918	98,790	35%
EXPENDITURES				
Professional & administrative				
Management/accounting/recording**	8,000	28,000	48,000	58%
Legal	232	17,849	25,000	71%
Engineering	-	-	2,000	0%
Audit	-	-	5,500	0%
Arbitrage rebate calculation*	-	-	500	0%
Dissemination agent*	167	416	2,000	21%
Trustee*	-	-	5,500	0%
Telephone	33	150	200	75%
Postage	12	348	500	70%
Printing & binding	83	375	500	75%
Legal advertising	-	348	1,750	20%
Meeting room rental	-	378	-	N/A
Annual special district fee	-	175	175	100%
Insurance	-	5,250	5,500	95%
Contingencies/bank charges	102	732	750	98%
Website hosting & maintenance	-	-	705	0%
Website ADA compliance	210	210	210	100%
Total expenditures	8,839	54,231	98,790	55%
Excess/(deficiency) of revenues over/(under) expenditures	1,926	(19,313)	-	
Fund balances - beginning	(21,774)	(535)	-	
Fund balances - ending	$ (19,848)	$ (19,848)	$ -	

*These items will be realized when bonds are issued.

**WHA will charge a reduced management fee of $2,000 per month until bonds are issued.

GREENBRIAR
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND
FOR THE PERIOD ENDED MAY 31, 2025

	Current Month	Year To Date
REVENUES		
Assessment levy: off-roll	$ -	$ 790,167
Interest	5,389	11,200
Total revenues	5,389	801,367
EXPENDITURES		
Principal	310,000	310,000
Cost of issuance	-	230,715
Interest	164,926	164,926
Total expenditures	474,926	705,641
Excess/(deficiency) of revenues over/(under) expenditures	(469,537)	95,726
OTHER FINANCING SOURCES/(USES)		
Bond proceeds	-	1,262,540
Original issue discount	-	(10,670)
Underwriter's discount	-	(229,000)
Total other financing sources	-	1,022,870
Net change in fund balances	(469,537)	1,118,596
Fund balances - beginning	1,569,142	(18,991)
Fund balances - ending	$ 1,099,605	$ 1,099,605

GREENBRIAR
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND
FOR THE PERIOD ENDED MAY 31, 2025

	Current Month	Year To Date
REVENUES		
Landowner contribution	$ -	$ 1,445,145
Interest	34,938	108,340
Total revenues	34,938	1,553,485
EXPENDITURES		
Capital outlay	1,099,333	1,647,464
Total expenditures	1,099,333	1,647,464
Excess/(deficiency) of revenues over/(under) expenditures	(1,064,395)	(93,979)
OTHER FINANCING SOURCES/(USES)		
Bond proceeds	-	10,187,460
Total other financing sources/(uses)	-	10,187,460
Net change in fund balances	(1,064,395)	10,093,481
Fund balances - beginning	10,805,415	(352,461)
Fund balances - ending	$ 9,741,020	$ 9,741,020

GREENBRIAR

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

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	Chair
Samantha Breakstone	Assistant Secretary
Kevin Kramer	Assistant Secretary

Also present:

Ernesto Torres	District Manager
Mike Eckert	District Counsel
Peter Ma	District Engineer
Dave D'Ambrosio (via telephone)	Development Team
Nick Sartori (via telephone)	Regional Development
Eric Lavois (via telephone)	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

On MOTION by Ms. Breakstone and seconded by Mr. Kramer, with all in favor, the meeting adjourned at 3:59 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

______________________________ ______________________________

Secretary/Assistant Secretary Chair/Vice Chair

GREENBRIAR

COMMUNITY DEVELOPMENT DISTRICT

STAFF REPORTS

GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION *Regional Development, 50 Silver Forest Drive, Suite 203, St. Augustine, Florida 32092* *[1]St. Johns County Airport Authority, 4730 Casa Cola Way, St. Augustine, Florida 32095*		
DATE	**POTENTIAL DISCUSSION/FOCUS**	**TIME**
February 13, 2025 CANCELED	**Regular Meeting**	**3:00 PM**
February 20, 2025 CANCELED	**Special Meeting**	**3:00 PM**
February 27, 2025 CANCELED	**Special Meeting**	**3:00 PM**
March 13, 2025	**Regular Meeting**	**3:00 PM**
April 10, 2025[1] CANCELED	**Regular Meeting**	**3:00 PM**
May 8, 2025[1] CANCELED	**Regular Meeting**	**3:00 PM**
June 12, 2025[1]	**Regular Meeting** *Presentation of FY2026 Proposed Budget*	**3:00 PM**
July 8, 2025[1]	**Regular Meeting**	**3:00 PM**
July 10, 2025[1] *rescheduled to July 8, 2025*	**Regular Meeting**	**3:00 PM**
August 14, 2025[1]	**Public Hearing and Regular Meeting** *Adoption of FY2026 Budget*	**3:00 PM**
September 11, 2025[1]	**Regular Meeting**	**3:00 PM**