

**MINUTES OF MEETING
GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Greenbriar Community Development District held a Public Hearing and Regular Meeting on August 14, 2025 at 3:00 p.m., at the St. Johns County Airport Authority, 4730 Casa Cola Way, St. Augustine, Florida 32095.

Present:

Kevin Kramer	Assistant Secretary
Shira Fertel	Assistant Secretary
Aharon Benyowitz	Assistant Secretary

Also present:

Ernesto Torres	District Manager
Felix Rodriguez	Wrathell, Hunt and Associates, LLC
Kate John	Kutak Rock LLP
Peter Ma	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 3:02 p.m.

Supervisors Kramer, Fertel and Benyowitz were present. Supervisors Noah Breakstone and Joshua Breakstone were not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2025/2026 Budget**

A. Affidavit of Publication

B. Consideration of Resolution 2025-14, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Torres presented Resolution 2025-14. He noted that the tablets have the correct version of the proposed Fiscal Year 2026. 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. This is a Landowner-contribution budget, with expenses being funded as they are incurred.

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, Resolution 2025-14, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Fiscal Year 2025/2026 Budget Funding Agreement

Ms. John noted that an address needs to be corrected so the Agreement should be approved in substantial form.

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, the Fiscal Year 2025/2026 Budget Funding Agreement, in substantial form, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-15, Providing for the Collection and Enforcement of the Annual Installment of the Series 2025 Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll;

Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Mr. Torres presented Resolution 2025-15.

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, Resolution 2025-15, Providing for the Collection and Enforcement of the Annual Installment of the Series 2025 Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration/ Ratification of C.W. Matthews Construction Co., Inc. First Amendment to Agreement for Pinewalk Greenbriar Road Widening Work

Mr. Torres presented the C.W. Matthews Construction Co., Inc. First Amendment to Agreement for Pinewalk Greenbriar Road Widening Work. Ms. John stated this provides for the contractor’s self-insured retention amount and that the contractor affirms that the contractor meets the insurance requirements of the Agreement.

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, the C.W. Matthews Construction Co., Inc. First Amendment to Agreement for Pinewalk Greenbriar Road Widening Work, was ratified.

SEVENTH ORDER OF BUSINESS

Consideration of C.W. Matthews Construction Co., Inc. Second Amendment to Agreement for Pinewalk Greenbriar Road Widening Work

Mr. Torres presented the C.W. Matthews Construction Co., Inc. (CW Matthews) Second Amendment to Agreement for Pinewalk Greenbriar Road Widening Work. Ms. John stated this incorporates into the CW Matthews Agreement the certain applicable requirements and terms set forth in the JEA Reimbursement Agreement, which will be beneficial to the CDD project.

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, the C.W. Matthews Construction Co., Inc. Second Amendment to Agreement for Pinewalk Greenbriar Road Widening Work, in substantial form, and authorizing execution, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Vallencourt Construction Company, Inc., First Amendment to Agreement for Pinewalk Phase 1 Collector Road Work

Mr. Torres presented the Vallencourt Construction Company, Inc., First Amendment to Agreement for Pinewalk Phase 1 Collector Road Work. Ms. John stated that this is a similar situation as the one above. This incorporates required terms and requirements.

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, the Vallencourt Construction Company, Inc., First Amendment to Agreement for Pinewalk Phase 1 Collector Road Work, in substantial form, and authorizing execution, was approved.

NINTH ORDER OF BUSINESS

Consideration of Goals and Objectives Reporting FY2026 [HB7013 - Special Districts Performance Measures and Standards Reporting]

Mr. Torres presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards. He noted that it will be necessary to authorize the Chair to approve the findings related to the 2025 Goals and Objectives.

- **Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives Reporting**

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards and authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, were approved.

- **Acceptance of Unaudited Financial Statements as of June 30, 2025**
This item, previously the Eleventh Order of Business, was presented out of order.

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, the Unaudited Financial Statements as of June 30, 2025, were accepted.

TENTH ORDER OF BUSINESS

Consideration of Vallencourt Construction Company, Inc. Change Orders

A. Pinewalk Phase 1 Collector Road - Excess Stockpile

This item was addressed following Item 10B.

B. Pinewalk Phase 1 Collector Road - Pavers & Sidewalk

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, the Vallencourt Construction Company, Inc. Change for Pinewalk Phase 1 Collector Road - Pavers & Sidewalk, in the amount of \$324,500.73, was approved.

▪ Pinewalk Phase 1 Collector Road - Excess Stockpile

This item, previously Item 10A, was presented out of order.

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, the Vallencourt Construction Company, Inc. Change Orders for Pinewalk Phase 1 Collector Road - Excess Stockpile, in the amount of \$1,070,015, subject to review/clarification/discussion of the proposed scope of work by Staff and others, was approved.

ELEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of June 30, 2025

This item was presented following the Ninth Order of Business.

TWELFTH ORDER OF BUSINESS

Approval of July 8, 2025 Regular Meeting Minutes

Ms. John stated she submitted minor edits to Management; they were nothing material.

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, the July 8, 2025 Regular Meeting Minutes, as amended to incorporate District Counsel's edits submitted to Management, were approved.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Ms. John stated that the Phase 2 Entrance Road Request for Proposals (RFP) will be advertised, with an anticipated start date of December 2025. District Counsel will continue working with Staff on the Amendments that were approved in substantial form.

B. District Engineer: England-Thims & Miller

Mr. Ma stated that the RFP is essentially ready to be advertised. A Board Member stated work cannot commence until the Army Corps of Engineer’s permit is received, so they do not want to award the contract too soon.

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

- **0 Registered Voters in District as of April 15, 2025**
- **NEXT MEETING DATE: September 11, 2025 at 3:00 PM**
 - **QUORUM CHECK**

FOURTEENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members’ comments or requests.

FIFTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, the meeting adjourned at 3:24 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair