

# **GREENBRIAR**

**COMMUNITY DEVELOPMENT**

**DISTRICT**

**April 16, 2026**

**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**  
<https://greenbriarcdd.net/>

April 9, 2026

Board of Supervisors  
Greenbriar Community Development District

Dear Board Members:

The Board of Supervisors of the Greenbriar Community Development District will hold a Regular Meeting on April 16, 2026 at 3:00 p.m., at the St. Johns County Airport Authority, 4920 U.S. Hwy 1, North, St. Augustine, Florida 32095 [Old Terminal]. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Vallencourt Construction Co. Inc. Change Order [Pinewalk Collector Road – Weir Walls & Water Feature, Phase 1]
4. Acceptance of Unaudited Financial Statements as of February 28, 2026
5. Approval of March 12, 2026 Regular Meeting and Audit Committee Meeting Minutes
6. Staff Reports
  - A. District Counsel: *Kutak Rock LLP*
  - B. District Engineer: *England-Thims & Miller*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*
    - Discussion: Meeting Time Change
    - UPCOMING MEETINGS
      - May 5, 2026 at 10:00 AM [Bid Opening for RFQ for CEI Services – Pinewalk Active Adult Collector Road Project]
      - May 14, 2026 at 3:00 PM
      - June 11, 2026 at 3:00 PM [Presentation of FY2027 Proposed Budget]

**ATTENDEES:**

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

○ QUORUM CHECK

SEAT 1	NOAH BREAKSTONE	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 2	SHIRA FERTEL	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 3	KEVIN KRAMER	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 4	JOSHUA BREAKSTONE	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 5	AHARON BENYOWITZ	<input type="checkbox"/>	IN-PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

- Performance Measures/Standards & Annual Reporting Form *(for informational purposes)*

7. Board Members' Comments/Requests
8. Public Comments
9. Adjournment

Should you have any questions or concerns, please do not hesitate to contact me directly at (904) 295-5714 or Felix Rodriguez at (863) 510-8274.

Sincerely,



Ernesto Torres  
 District Manager

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

# **GREENBRIAR**

**COMMUNITY DEVELOPMENT DISTRICT**

**3**

Marcus McInarnay, President  
Mike Vallencourt Sr., Chairman



Mike Vallencourt II, Vice President  
J. Daniel Vallencourt, Vice President  
Stan Bates P.E., Vice President

<b>To:</b>	Greenbriar CDD C/o England-Thims & Miller, Inc.	<b>Contact:</b>	
<b>Address:</b>	14775 Old St. Augustine Road Jacksonville, FL 32258	<b>Phone:</b>	
<b>Project Name:</b>	Pinewalk Collector Road - Weir Walls & Water Feature 3-16-26	<b>Bid Number:</b>	
<b>Project Location:</b>	Pinewalk, St Johns, FL	<b>Bid Date:</b>	3/16/2026

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
--------	------------------	--------------------	------	------------	-------------

### 001 General Conditions

100	General Conditions	1.00	LS	\$51,130.82	\$51,130.82
-----	--------------------	------	----	-------------	-------------

**Total Price for above 001 General Conditions Items: \$51,130.82**

### 002 Bonds & Insurance

201	Payment & Performance Bonds	1.00	LS	\$40,250.00	\$40,250.00
-----	-----------------------------	------	----	-------------	-------------

**Total Price for above 002 Bonds & Insurance Items: \$40,250.00**

### 003 NPDES Permit Compliance

300	NPDES Permit Compliance	6.00	MO	\$652.67	\$3,916.02
304	NPDES Reporting	6.00	MO	\$891.24	\$5,347.44

**Total Price for above 003 NPDES Permit Compliance Items: \$9,263.46**

### 004 Surveying

400	Survey	1.00	LS	\$9,460.10	\$9,460.10
-----	--------	------	----	------------	------------

**Total Price for above 004 Surveying Items: \$9,460.10**

### 005 As Built

500	As Built	1.00	LS	\$5,405.77	\$5,405.77
-----	----------	------	----	------------	------------

**Total Price for above 005 As Built Items: \$5,405.77**

### 010 Pond Excavation

1000	Pond Dewater & Excavation For Weir Walls	1.00	LS	\$755,416.69	\$755,416.69
------	------------------------------------------	------	----	--------------	--------------

**Total Price for above 010 Pond Excavation Items: \$755,416.69**

### 011 Earthwork

1100	Grading & Backfill For Weir Walls	1.00	LS	\$596,025.10	\$596,025.10
1110	Earthwork Density Testing	1.00	LS	\$5,013.22	\$5,013.22

**Total Price for above 011 Earthwork Items: \$601,038.32**

### 021 Retaining Walls & Rails

2102	Weir Wall & Water Feature Construction	1.00	EACH	\$2,901,332.08	\$2,901,332.08
2103	Cast In Place Concrete Retaining Wall - Allowance (Tilework, Stonework, Waterproofing, And Finishings)	-1,932.00	SF	\$183.96	(\$355,410.72)

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
--------	------------------	--------------------	------	------------	-------------

Excluded)

**Total Price for above 021 Retaining Walls & Rails Items: \$2,545,921.36**

**090 Reuse Water Main**

9000	Temp Water Source	1.00	LS	\$7,256.48	\$7,256.48
------	-------------------	------	----	------------	------------

**Total Price for above 090 Reuse Water Main Items: \$7,256.48**

**Bid Price Subtotal: \$4,025,143.00**

**Total Bid Price: \$4,025,143.00**

**Notes:**

- The above price excludes Landscaping & Irrigation
- The above price excludes Sunday Work
- The above price is based on the owner providing horizontal and vertical site control
- The above price is based on the ELM drawings dated 02.12.26. No electrical or updated fountain drawings provided.
- Refer to the exclusion list accompanying this proposal.

**Payment Terms:**

Payment due within 30 days of date of invoice, regardless of when payment is made by Owner.

<p><b>ACCEPTED:</b> The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b> <b>Vallencourt Construction Company, Inc.</b></p> <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> Spence Nagy (904) 291-9330 spence@vallencourt.com</p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------



# Exclusions - Pinewalk Phase 1 Collector Road Weir Walls & Water Feature

- Subcontractor Bonding
- Permanent Water and Electrical connection and/or meter fees (by Owner)
- Impact and Concurrency Fees (by Owner)
- Building or trade permit expediting
- Threshold inspections or reporting
- Waterstops at CIP walls
- Xypex admixture in foundations
- Warranty at weir wall caps. There will likely be long term maintenance issues with this design due to continuous water flowing over precast caps.
- Warranty for weir wall plaster. This product is intended to be fully submerged. Due to potential for inconsistent, lower water levels warranty will not be provided on this design.
- Boring for electrical
- Temporary Fencing



# **GREENBRIAR**

**COMMUNITY DEVELOPMENT DISTRICT**

# **UNAUDITED FINANCIAL STATEMENTS**

**GREENBRIAR  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
FEBRUARY 28, 2026**

**GREENBRIAR  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
FEBRUARY 28, 2026**

	General Fund	Debt Service Fund Series 2025	Capital Projects Fund Series 2025	Total Governmental Funds
<b>ASSETS</b>				
Cash	\$ 9,526	\$ -	\$ -	\$ 9,526
Investments				
Revenue	-	805,596	-	805,596
Reserve	-	825,468	-	825,468
Construction	-	-	598	598
Due from Landowner	36,207	-	1,523,326	1,559,533
Total assets	<u>\$ 45,733</u>	<u>\$ 1,631,064</u>	<u>\$ 1,523,924</u>	<u>\$ 3,200,721</u>
<b>LIABILITIES AND FUND BALANCES</b>				
Liabilities:				
Accounts payable	\$ 34,563	\$ -	\$ -	\$ 34,563
Contracts payable	-	-	1,523,326	1,523,326
Retainage payable	-	-	685,657	685,657
Due to Landowner	-	18,991	360,601	379,592
Legal advertising advance	4,743	-	-	4,743
Landowner advance	6,000	-	-	6,000
Total liabilities	<u>45,306</u>	<u>18,991</u>	<u>2,569,584</u>	<u>2,633,881</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Deferred receipts	36,207	-	1,523,326	1,559,533
Unearned revenue	-	792,299	-	792,299
Total deferred inflows of resources	<u>36,207</u>	<u>792,299</u>	<u>1,523,326</u>	<u>2,351,832</u>
Fund balances:				
Restricted for:				
Debt service	-	819,774	-	819,774
Capital projects	-	-	(2,568,986)	(2,568,986)
Unassigned	(35,780)	-	-	(35,780)
Total fund balances	<u>(35,780)</u>	<u>819,774</u>	<u>(2,568,986)</u>	<u>(1,784,992)</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 45,733</u>	<u>\$ 1,631,064</u>	<u>\$ 1,523,924</u>	<u>\$ 3,200,721</u>

**GREENBRIAR  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED FEBRUARY 28, 2026**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Landowner contribution	\$ 4,385	\$ 27,097	\$ 103,740	26%
Total revenues	<u>4,385</u>	<u>27,097</u>	<u>103,740</u>	26%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Supervisor	-	646	-	N/A
Management/accounting/recording**	4,000	20,000	48,000	42%
Legal	-	12,538	25,000	50%
Engineering	-	-	2,000	0%
Audit	-	-	5,500	0%
Arbitrage rebate calculation*	-	-	500	0%
Dissemination agent*	166	833	2,000	42%
Trustee*	-	-	5,500	0%
Telephone	16	83	200	42%
Postage	50	50	500	10%
Printing & binding	42	208	500	42%
Legal advertising	-	340	1,750	19%
Meeting room rental	-	-	2,000	0%
Annual special district fee	-	175	175	100%
Insurance	-	5,565	6,200	90%
Contingencies/bank charges	85	406	1,000	41%
Website hosting & maintenance	850	850	705	121%
Website ADA compliance	-	-	210	0%
EMMA software service	-	1,750	2,000	88%
Total expenditures	<u>5,209</u>	<u>43,444</u>	<u>103,740</u>	42%
Excess/(deficiency) of revenues over/(under) expenditures	(824)	(16,347)	-	
Net change in fund balances	(824)	(16,347)	-	
Fund balances - beginning	(34,956)	(19,433)	-	
Fund balances - ending	<u>\$ (35,780)</u>	<u>\$ (35,780)</u>	<u>\$ -</u>	

\*These items will be realized when bonds are issued.

**GREENBRIAR  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2025  
FOR THE PERIOD ENDED FEBRUARY 28, 2026**

	Current Month	Year To Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy: off-roll	\$ -	\$ -	\$ 792,299	0%
Interest	4,787	19,424	-	N/A
Total revenues	<u>4,787</u>	<u>19,424</u>	<u>792,299</u>	2%
<b>EXPENDITURES</b>				
Principal	-	-	165,000	0%
Interest	-	315,241	630,483	50%
Total expenditures	<u>-</u>	<u>315,241</u>	<u>795,483</u>	40%
Excess/(deficiency) of revenues over/(under) expenditures	4,787	(295,817)	(3,184)	9291%
Net change in fund balances	4,787	(295,817)	(3,184)	
Fund balances - beginning	814,987	1,115,591	1,320,317	
Fund balances - ending	<u>\$ 819,774</u>	<u>\$ 819,774</u>	<u>\$ 1,317,133</u>	

**GREENBRIAR  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2025  
FOR THE PERIOD ENDED FEBRUARY 28, 2026**

	Current Month	Year To Date
<b>REVENUES</b>		
Landowner contribution	\$ 1,005,720	\$ 1,005,720
Interest & misc income	598	227,671
Total revenues	1,006,318	1,233,391
<b>EXPENDITURES</b>		
Capital outlay	999,748	6,726,591
Total expenditures	999,748	6,726,591
 Excess/(deficiency) of revenues over/(under) expenditures	6,570	(5,493,200)
 Net change in fund balances	6,570	(5,493,200)
Fund balances - beginning	(2,575,556)	2,924,214
Fund balances - ending	\$ (2,568,986)	\$ (2,568,986)

**GREENBRIAR**  
**COMMUNITY DEVELOPMENT DISTRICT**

**MINUTES**

**DRAFT**

**MINUTES OF MEETING  
GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39

The Board of Supervisors of the Greenbriar Community Development District held a Regular Meeting and an Audit Committee Meeting on March 12, 2026 at 3:00 p.m., at the St. Johns County Airport Authority, 4920 U.S. Hwy 1, St. Augustine, Florida 32095 [Old Terminal].

**Present:**

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

**Also present:**

Ernesto Torres	District Manager
Michael Eckert	District Counsel
Kate John (via telephone)	Kutak Rock LLP
Peter Ma	District Engineer
Dave D'Ambrosio (via telephone)	Development Team
Jason Gonzalez	Bond Counsel
Gabrielle DeJesus	Carlton Construction
Anna Ryan	Public
Other Members of the Public	

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Torres called the meeting to order at 3:20 p.m. Supervisors Kramer, Fertel and Benyowitz were present. Supervisors Noah Breakstone and Joshua Breakstone were absent.

**SECOND ORDER OF BUSINESS**

**Public Comments**

Mr. Torres stated two members of the public were present.  
Neither member of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consideration of Vallencourt Construction Company, Inc. Change Order No. 01 [Pinewalk Ph. 1 Collector Road]**

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, Vallencourt Construction Company, Inc. Change Order No. 01 for the Pinewalk Phase 1 Collector Road, was approved.

FOURTH ORDER OF BUSINESS

Consideration of England-Thims & Miller, Inc. Work Authorization Number 5 [Pinewalk Active Adult – Collector Road]

This item was tabled.

FIFTH ORDER OF BUSINESS

Review of Responses to RFP for Pinewalk Hardscape

A. Respondents

I. Carlton Construction

Bid: \$507,375.00

II. The Rogers Group

Bid: \$532,928.00

Mr. Ma noted that, as The Rogers Group did not submit the required bid bond, the Evaluation Committee recommends rejecting their bid. Mr. Eckert stated it is acceptable to reject the bid and suggested deeming The Rogers Group non-responsive and rejecting the bid.

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, deeming The Rogers Group non-responsive due to not providing the required bid bond and rejecting the bid from The Rogers Group, was approved.

B. Ranking/Evaluation

Mr. Ma stated the Construction Committee’s score and ranking was as follows:

#1 Carlton Construction 99.00 points

Mr. Ma stated the Construction Committee’s recommendation is to award the contract to Carlton Construction.

C. Authorization to Negotiate and Finalize Contract

On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor, accepting the Construction Committee’s scores, ranking and recommendation as the Board’s own scores and ranking; ranking Carlton Construction as the #1 ranked respondent to the RFP for the Pinewalk Hardscape; awarding the

76 contract to Carlton Construction; and authorizing District Staff to negotiate an  
77 agreement with the Carlton Construction, were approved.

78  
79

80 **SIXTH ORDER OF BUSINESS**

**Recess Regular Meeting/Commencement  
of Audit Selection Committee Meeting**

81  
82

83 Mr. Torres recessed the Regular Meeting and commenced the Audit Selection Committee  
84 Meeting.

85

86 **SEVENTH ORDER OF BUSINESS**

**Review of Responses to Request for  
Proposals (RFP) for Annual Audit Services**

87

88

89 **A. Affidavit of Publication**

90 **B. RFP Package**

91 These items were included for informational purposes.

92 **C. Respondent(s)**

93 Mr. Torres discussed the qualifications and pricing for each of the following respondents.

94 **I. DiBartolomeo, McBee, Hartley & Barnes, P.A.**

95 Bid: \$3,150 for Fiscal Year 2025, \$3,250 for Fiscal Year 2026, \$3,400 for Fiscal Year 2027,  
96 \$3,500 for Fiscal Year 2028 and \$3,650 for Fiscal Year 2029, plus an additional \$1,250 with bond  
97 issuance.

98 **II. Grau & Associates**

99 Bid: \$2,500 for Fiscal Year 2025, \$2,600 for Fiscal Year 2026, \$2,700 for Fiscal Year 2027,  
100 \$2,800 for Fiscal Year 2028 and \$2,900 for Fiscal Year 2029, plus an additional \$1,500 with bond  
101 issuance.

102 **III. McIntosh CPA**

103 Bid: \$5,500 for Fiscal Year 2025, with a \$200 annual increase for subsequent years, plus  
104 an additional \$1,500 with bond issuance.

105 **D. Auditor Evaluation Matrix/Ranking**

106 Some Audit Selection Committee Members discussed their scores for each respondent in  
107 each of the Auditor Evaluation Matrix categories. The Board, sitting as the Audit Selection  
108 Committee, agreed to the following scores and ranking:

109	#1	Grau & Associates	100 Points
110	#2	DiBartolomeo, McBee, Hartley & Barnes, P.A.	99.1 Points
111	#3	McIntosh CPA	89.4 Points

112

113 **EIGHTH ORDER OF BUSINESS** **Termination of Audit Selection Committee**  
 114 **Meeting/Reconvene Regular Meeting**  
 115

116 Mr. Torres terminated the Audit Selection Committee Meeting and reconvened the  
 117 Regular Meeting.  
 118

119 **NINTH ORDER OF BUSINESS** **Consider Recommendation of Audit**  
 120 **Selection Committee**  
 121

122 • **Award of Contract**

123 **On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor,**  
 124 **accepting the Audit Selection Committee’s scores, ranking and recommendation**  
 125 **as the Board’s own scores and ranking; ranking Grau & Associates, as the #1**  
 126 **ranked respondent to the RFP for Annual Audit Service; and awarding the**  
 127 **Annual Audit Services Contract to Grau & Associates, was approved.**

128

129

130 **TENTH ORDER OF BUSINESS** **Discussion/Consideration/Ratification:**  
 131 **Performance Measures/Standards &**  
 132 **Annual Reporting Form**  
 133

134 **A. October 1, 2024 - September 30, 2025 [Posted]**

135 **B. October 1, 2025 - September 30, 2026**

136 Mr. Torres stated that these items were included for informational purposes.  
 137

138 **ELEVENTH ORDER OF BUSINESS** **Presentation of Supplemental Engineer’s**  
 139 **Report No. 2 [Phase 2 Project]**  
 140

141 Mr. Ma presented the Supplemental Engineer’s Report No. 2 for the Phase 2 Project and  
 142 noted the following:

143 ➤ This Report covers the Phase 2 improvements related to the remaining area(s) of the  
 144 District, which will include the Active Adult parcel and the Phase 2A and 2B Multi-Generational  
 145 parcel.

146 ➤ The Phase 2 Project improvements include extension of the Phase I Collector Road (Phase  
147 2 Collector Road), stormwater ponds, water/wastewater/reuse mains, wetland mitigation,  
148 electrical conduits and transportation infrastructure necessary for development within the  
149 District.

150 **On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor,**  
151 **the Supplemental Engineer's Report No. 2 for the Phase 2 Project, was approved.**

152

153

154 **TWELFTH ORDER OF BUSINESS**154 **Presentation of Second Supplemental  
155 Special Assessment Methodology Report**

155

156

157 Mr. Torres presented the Preliminary Second Supplemental Special Assessment Report  
158 and noted the following:

159 ➤ This Methodology Report is related to the Phase 2 Project and corresponds with the  
160 Engineer's Report. The physical area where the units are projected to be developed is referred  
161 to as "Assessment Area Two."

162 ➤ The Phase 2 Project envisions 1,347 single-family dwelling units and 91 townhome  
163 dwelling units.

164 ➤ The District intends to issue Series 2026 Special Assessment Bonds for Assessment Area  
165 Two in the estimated principal amount of \$29,760,000 to fund an estimated \$26,812,300 in Phase  
166 2 Project costs, with the balance of the Phase 2 Project costs anticipated to be contributed by the  
167 Developer and/or financed by future bonds.

168 Mr. Torres reviewed Appendix Tables 1 through 5, detailing the Development Program,  
169 Phase 2 Project Capital Improvement Plan (CIP), Series 2026 Bond Preliminary Sources and Uses  
170 of Funds, Benefit Allocation, and Series 2026 Bond Assessment Apportionment.

171 Ms. John stated that an updated Report will be produced later.

172 Mr. Eckert suggested approving the Methodology in preliminary form allowing for  
173 changes so it conforms with the Engineer's Report.

174 **On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor,**  
175 **the Preliminary Second Supplemental Special Assessment Methodology Report,**  
176 **in preliminary form to allow for necessary changes, was approved.**

177

178

179 **THIRTEENTH ORDER OF BUSINESS** **Consideration of Resolution 2026-08,**  
180 **[Supplemental Assessment Resolution]**

181  
182 This item was deferred.

183

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

185

- 186 **A. Partial Release of Lien**
- 187 **B. Acceptance of the Special Warranty Deed [Pinewalk Collector Road]**
- 188 **C. A.J. Johns, Inc. Construction Agreement [Pinewalk Active Adult Collector Road Work]**
- 189 **D. Notice of Boundary Amendment**

190 **On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor,**  
 191 **the Partial Release of Lien, Acceptance of the Special Warranty Deed for the**  
 192 **Pinewalk Collector Road, A.J. Johns, Inc. Construction Agreement for the**  
 193 **Pinewalk Active Adult Collector Road Work, and the Notice of Boundary**  
 194 **Amendment, were ratified.**

195

196

197 **FIFTEENTH ORDER OF BUSINESS** **Acceptance of Unaudited Financial**  
198 **Statements as of January 31, 2026**

199

200 **On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor,**  
 201 **the Unaudited Financial Statements as of January 31, 2026, were accepted.**

202

203

204 **SIXTEENTH ORDER OF BUSINESS** **Approval of Minutes**

205

- 206 **A. November 12, 2025 Evaluation Committee Meeting**
- 207 **B. November 13, 2025 Public Hearing and Regular Meeting**

208 **On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor,**  
 209 **the November 12, 2025 Evaluation Committee Meeting Minutes and the**  
 210 **November 13, 2025 Public Hearing and Regular Meeting Minutes, both as**  
 211 **presented, were approved.**

212

213

214 **SEVENTEENTH ORDER OF BUSINESS** **Staff Reports**

215

- 216 **A. District Counsel: Kutak Rock LLP**

217 Regarding the financing, Mr. Eckert stated his understanding that the offering document  
218 will be published on March 16, 2026 and bond will close on April 3, 2026 or April 8, 2026 at the  
219 latest. If so, it will be necessary to hold a special meeting to effectuate the bond closing.

220 Mr. D’Ambrosio stated permits are still pending and are not expected until the end of  
221 May or early June. With that information, Mr. Eckert stated that his timeline should be  
222 disregarded and a meeting before the April 16, 2026 meeting will not be necessary.

223 Discussion ensued regarding the bid timelines and deadlines for various RFPs.

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

225 There was no report.

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

- 227 • **NEXT MEETING DATE: April 9, 2026 at 3:00 PM**

- 228 ○ **QUORUM CHECK**

229 The next meeting will be on April 16, 2026, rather than on April 9, 2026.

230

231 **EIGHTEENTH ORDER OF BUSINESS** **Board Members’ Comments/Requests**

232

233 There were no Board Members’ comments or requests.

234

235 **NINETEENTH ORDER OF BUSINESS** **Public Comments**

236

237 Resident Anna Ryan asked if builders have been selected and if the contracts with the  
238 builders were signed. It was noted that a builder closed on some land but the Developer cannot  
239 disclose the name of the builder. Mr. Eckert stated that who owns and/or develops the land is  
240 not a matter for the CDD. Ms. Ryan asked if the builder contracts will contain a provision  
241 specifying that they cannot sell homes to rental companies. Mr. Eckert reiterated that this is not  
242 a matter for the CDD. Ms. Ryan asked if a current map is available. It was noted that the PUD was  
243 approved by the County and there have been no changes to the PUD in over a year.

244

245 **TWENTIETH ORDER OF BUSINESS** **Adjournment**

246

247 **On MOTION by Mr. Kramer and seconded by Mr. Benyowitz, with all in favor,**  
248 **the meeting adjourned at 3:57 p.m.**

249  
250  
251  
252

---

Secretary/Assistant Secretary

---

Chair/Vice Chair

**GREENBRIAR**

**COMMUNITY DEVELOPMENT DISTRICT**

**STAFF**

**REPORTS**

**GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS MEETINGS & EVENTS FISCAL YEAR 2026 SCHEDULE**

**LOCATION**

*St. Johns County Airport Authority, 4730 Casa Cola Way, St. Augustine, Florida 32095  
[Florida Flyers Academy]*

<sup>1</sup>*St. Johns County Airport Authority, 4920 U.S. Hwy 1, North, St. Augustine, Florida 32095, [Old Terminal]*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 9, 2025	Board of Supervisors Regular Meeting	2:00 PM <del>3:00 PM</del>
November 13, 2025	Public Hearing and Regular Meeting <i>Designation of New ERU Factor for Townhomes</i>	3:00 PM
December 11, 2025 <b>CANCELED</b>	<del>Board of Supervisors Regular Meeting</del>	<del>3:00 PM</del>
January 8, 2026 <b>CANCELED</b>	<del>Board of Supervisors Regular Meeting</del>	<del>3:00 PM</del>
February 12, 2026 <b>CANCELED</b>	<del>Board of Supervisors Regular Meeting</del>	<del>3:00 PM</del>
March 12, 2026 <sup>1</sup>	Board of Supervisors Regular Meeting & Audit Committee Meeting	3:00 PM
April 3, 2026	RFQ for Construction Engineering & Inspection Services for Pinewalk Active Adult Collector Road Project Available	10:00 AM
The RFQ will be available beginning April 3, 2026 at 10:00 a.m. (EST) by emailing a request to Daphne Gillyard at <a href="mailto:gillyardd@whhassociates.com">gillyardd@whhassociates.com</a>		
April 9, 2026 <i>rescheduled to April 16, 2026</i>	<del>Board of Supervisors Regular Meeting</del>	<del>3:00 PM</del>
April 14, 2026	RFQ Construction Engineering & Inspection Services for Pinewalk Active Adult Collector Road Project <i>Questions Due</i>	5:00 PM
Questions concerning this RFQ must be directed by e-mail only to Ernesto Torres at <a href="mailto:torrese@whhassociates.com">torrese@whhassociates.com</a> with e-mail copies to Michael Eckert at <a href="mailto:michael.eckert@kutakrock.com">michael.eckert@kutakrock.com</a> , no later than 5:00 p.m. (EST) on April 14, 2026 . All questions received by the above deadline may be aggregated into a single document.		
April 16, 2026 <sup>1</sup>	Board of Supervisors Regular Meeting	3:00 PM

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
April 21, 2026	RFQ Construction Engineering & Inspection Services for Pinewalk Active Adult Collector Road Project <i>Questions Answered</i>	5:00 PM
Answers to questions, if any, will be returned via email to all Respondents who have downloaded an RFQ on or before 5:00 p.m. (EST) on April 21, 2026.		
April 28, 2026	RFQ Construction Engineering & Inspection Services for Pinewalk Active Adult Collector Road Project <i>Qualifications Due</i>	10:00 AM
Each firm desiring to submit a response to the RFQ must submit an electronic copy of the firm's response on a flash drive, and in a PDF format, along with one original and eight (8) copies of the firm's response, no later than April 28, 2026 at 10:00 a.m. (EST) to the District Manager, Wrathell, Hunt & Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, ATTN: Ernesto Torres (" <b>Submittal Location</b> ").		
May 5, 2026	Special Public Meeting - RFQ for Construction Engineering & Inspection Services for Pinewalk Active Adult Collector Road Project <i>Qualifications Opening</i>	10:00 AM
A special public meeting of the District will be conducted on May 5, 2026 at 10:00 a.m. (EST) at the offices of Regional Development, LLC, 50 Silver Forest Drive, Ste. 203, St. Augustine, Florida 32092 to open the responses and read the names of the Respondents.		
May 14, 2026	Board of Supervisors Regular Meeting	3:00 PM
June 11, 2026	Board of Supervisors Regular Meeting <i>Presentation of FY2027 Proposed Budget</i>	3:00 PM
July 9, 2026	Board of Supervisors Regular Meeting	3:00 PM
August 13, 2026	Board of Supervisors Regular Meeting	3:00 PM
September 10, 2026	Board of Supervisors Regular Meeting	3:00 PM

**GREENBRIAR COMMUNITY DEVELOPMENT DISTRICT**  
**Performance Measures/Standards & Annual Reporting Form**  
**October 1, 2025 – September 30, 2026**

**1. COMMUNITY COMMUNICATION AND ENGAGEMENT**

**Goal 1.1 Public Meetings Compliance**

**Objective:** Hold at least two (2) regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

**Measurement:** Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

**Standard:** A minimum of two (2) regular board meetings was held during the fiscal year.

**Achieved:** Yes  No

**Goal 1.2 Notice of Meetings Compliance**

**Objective:** Provide public notice of each meeting at least seven days in advance, as specified in Section 190.007(1), using at least two communication methods.

**Measurement:** Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

**Standard:** 100% of meetings were advertised with 7 days' notice per statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

**Achieved:** Yes  No

### Goal 1.3

#### **Access to Records Compliance**

**Objective:** Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

**Measurement:** Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

**Standard:** 100% of monthly website checks were completed by District Management.

**Achieved:** Yes  No

## 2. **INFRASTRUCTURE AND FACILITIES MAINTENANCE**

### Goal 2.1 **District Infrastructure and Facilities Inspections**

**Objective:** District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

**Measurement:** A minimum of one (1) inspection completed per year as evidenced by district engineer's report related to district's infrastructure and related systems.

**Standard:** Minimum of one (1) inspection was completed in the Fiscal Year by the district's engineer.

**Achieved:** Yes  No

## 3. **FINANCIAL TRANSPARENCY AND ACCOUNTABILITY**

### Goal 3.1 **Annual Budget Preparation**

**Objective:** Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

**Measurement:** Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

**Standard:** 100% of budget approval and adoption were completed by the statutory deadlines and posted to the CDD website.

**Achieved:** Yes  No

### **Goal 3.2 Financial Reports**

**Objective:** Publish to the CDD website the most recent versions of the following documents: current fiscal year budget with any amendments, most recent financials within the latest agenda package; and annual audit via link to Florida Auditor General website.

**Measurement:** Previous years' budgets, financials and annual audit, are accessible to the public as evidenced by corresponding documents and link on the CDD's website.

**Standard:** CDD website contains 100% of the following information: most recent link to annual audit, most recently adopted/amended fiscal year budget, and most recent agenda package with updated financials.

**Achieved:** Yes  No

### **Goal 3.3 Annual Financial Audit**

**Objective:** Conduct an annual independent financial audit per statutory requirements, transmit to the State of Florida and publish corresponding link to Florida Auditor General Website on the CDD website for public inspection.

**Measurement:** Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is transmitted to the State of Florida and available on the Florida Auditor General Website, for which a corresponding link is published on the CDD website.

**Standard:** Audit was completed by an independent auditing firm per statutory requirements and results were transmitted to the State of Florida and corresponding link to Florida Auditor General Website is published on CDD website.

**Achieved:** Yes  No

---

District Manager

---

Chair/Vice Chair, Board of Supervisors

---

Print Name

---

Print Name

---

Date

---

Date