

**MINUTES OF MEETING
RYALS CREEK
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Ryals Creek Community Development District held a Public Hearing and Regular Meeting on February 1, 2022 at 9:30 a.m., at the office of England-Thims & Miller, Inc., located at 14775 Old St. Augustine Road, Jacksonville, Florida 32258.

Present were:

A. Chester (Chip) Skinner, III	Chair
J. Malcolm Jones, III	Vice Chair
Christopher J. Eyrick	Assistant Secretary
Clayton (Riley) Skinner	Assistant Secretary
David (Davis) Godfrey Skinner, Jr.	Assistant Secretary

Also present, were:

Kristen Suit	District Manager
Katie Buchanan (via telephone)	District Counsel
Jason Crews	Project Engineer
Jason Hall	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 9:30 a.m. Supervisors Jones, Eyrick, Riley Skinner and Davis Skinner were present, in person. Supervisor Chip Skinner was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes

A. Affidavit/Proof of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2022-07, Expressing Its Intent to Utilize the Uniform Method of Levying, Collecting and Enforcing Non-Ad Valorem Assessments Which May

be Levied by the Ryals Creek Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

On MOTION by Mr. Jones and seconded by Mr. Riley Skinner, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Chip Skinner and seconded by Mr. Eyrick, with all in favor, the Public Hearing was closed.

Ms. Suit presented Resolution 2022-07 and read the title.

On MOTION by Mr. Chip Skinner and seconded by Mr. Riley Skinner, with all in favor, Resolution 2022-07, Expressing Its Intent to Utilize the Uniform Method of Levying, Collecting and Enforcing Non-Ad Valorem Assessments Which May be Levied by the Ryals Creek Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Update: Construction Account Activity

Ms. Buchanan presented the Construction Account Activity information and noted the following:

- The Interlocal Funding Agreement required the Boggy Branch CDD (BBCDD) to issue approximately \$1.932 million in bonds, which was paid back in full.
- The second tranche of funding totaled approximately \$5.6 million. Wrathell, Hunt and Associates (WHA) was processing the \$750,000 monthly baseline withdrawals to ensure payment of requisitions and reimbursement of construction draws such as those shown. Approximately \$4 million of the \$5.6 million has been paid out and the remaining balance of approximately \$1.6 million would be depleted when the remaining construction draws are processed.

Mr. Chip Skinner asked if the \$5.6 million would be fully funded following the final request of approximately \$10,000 from ICI. Discussion ensued regarding the “Total remaining to be drawn for construction per agreement (not including related retainage)” of approximately \$760,000 and other totals shown on Page 2.

Mr. Chip Skinner stated, if he was reading correctly, approximately \$10,000 of the remaining funds to be paid would come from ICI and then funds would be drawn from the approximately \$6 million account. Ms. Buchanan noted extra money flowed into that account from the closing; the balance on Page 3 was approximately \$8.3 million. Discussion ensued regarding funds spent to date, outstanding funds requested, cutoff dates for payment processing and timely submittal of payment requests.

Ms. Buchanan noted one submittal on November 22, 2021 likely made the deadline for payment in November. She stated clarification is needed regarding the \$760,000 and whether retainage is due on the Vallencourt contract. Mr. Crews stated it was not; it would be paid at the last draw. The consensus was that the numbers looked better than two meetings ago. Ms. Suit stated she would follow up with Staff and advise the Board about the questions raised.

FIFTH ORDER OF BUSINESS

**Consideration of Stormwater Management
Need Analysis Proposal**

Mr. Crews stated he was working on a draft proposal and, while he was in the process of determining the extent of the requirements, he estimated a not-to-exceed amount of \$10,000 for preparation of the report.

Ms. Suit stated the Stormwater Management Needs Analysis Report requirement was discussed at a previous meeting. She noted that, while the Report is not due until June 30, 2022, lead time to compile the extensive amount of information requested is needed.

Mr. Chip Skinner recommended approving a not-to-exceed budget, subject to a proposal by ETM. Mr. Crews stated the proposal would be charged at approved hourly rates.

On MOTION by Mr. Davis Skinner and seconded by Mr. Jones, with all in favor, preparation of the Stormwater Management Need Analysis Report, in a not-to-exceed amount of \$10,000, subject to receipt of a proposal from ETM, was approved.

Ms. Suit presented the Unaudited Financial Statements as of December 31, 2021.

Discussion ensued regarding the amount due from ICI, total available cash and whether it was net of the approximate \$760,000. Ms. Suit believed it was a timing issue; she would verify and advise accordingly.

On MOTION by Mr. Riley Skinner and seconded by Mr. Eyrick, with all in favor, the Unaudited Financial Statements as of December 31, 2021, were accepted.

SEVENTH ORDER OF BUSINESS

Approval of January 4, 2022 Regular
Meeting Minutes

Ms. Suit presented the January 4, 2022 Regular Meeting Minutes.

On MOTION by Mr. Eyrick and seconded by Mr. Riley Skinner, with all in favor, the January 4, 2022 Regular Meeting Minutes, as presented, were approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Kutak Rock, LLP*

Ms. Buchanan stated, regarding Mr. Chip Skinner's email, the Department of Transportation (DOT) Amendment can be signed at his convenience. It was approved at the last meeting. She would send a list of outstanding items needed to file the Boundary Amendment.

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

Mr. Crews stated On Site Industries, the subcontractor providing decorative street signs, provided a proposal for the Phase 1A and 1B signage, excluding the roadways that require DOT signs. The proposed cost for fabrication and installation is \$69,322.61 versus the approximate cost of \$73,000 proposed by Vallencourt, so the CDD would receive a small credit for signage costs. Discussion ensued regarding the quality of the upgraded signs offered and the cost savings. Mr. Crews stated Vallencourt would still be responsible for the DOT signage and Phase 1A temporary signage to be installed. A deductive Change Order from Vallencourt would be submitted. While he had not worked with On Site Industries before, ICI Weekly had and they had mockups and renderings that he would email to the Board.

Mr. Crews discussed a reduced Change Order as a result of a substantial amount of excess fill material following the over-excavation of Lake Mary Virginia. Shifting the pond down to the road reduced the size of the pond and the amount of material excavated. A Change Order totaling \$127,237.90 would be submitted as due to Vallencourt.

A Board Member asked if Vallencourt would issue a credit to the CDD for signage costs when the sign portion is removed from their Scope of Work. Mr. Crews replied affirmatively and stated a 50% deposit is required before signs would go into production.

Discussion resumed regarding the causes, quantities, costs and reimbursements involved with the reduced excess fill. Mr. Crews stated construction was proceeding well and the design plans for Phase II including the Buckfield Circle plans, pond plans and the Spectrum process. Mr. Chip Skinner asked about the Baptist access road. Mr. Crews stated plans and permits would likely take six months.

Mr. Crews stated signage was installed on the mast arms for the road into the Town Center. Discussion ensued regarding road names for intersections, routes and landmarks.

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

- **NEXT MEETING DATE: March 1, 2022 at 9:30 a.m.**
 - **QUORUM CHECK**

The March 1, 2022 was canceled. The next meeting would be held on April 5, 2022.

NINTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

Ms. Suit stated she would email clarification of the amount in the Construction Account and the Capital Projects account as reflected in the unaudited financials.

TENTH ORDER OF BUSINESS

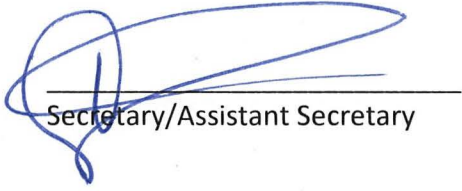
Public Comments

No members of the public spoke.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Jones and seconded by Mr. Riley Skinner, with all in favor, the meeting adjourned at 10:10 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair