

RYALS CREEK

COMMUNITY DEVELOPMENT DISTRICT

October 4, 2022

BOARD OF SUPERVISORS

REGULAR MEETING

AGENDA

RYALS CREEK

COMMUNITY DEVELOPMENT DISTRICT

AGENDA

LETTER

Ryals Creek 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

September 27, 2022

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

Board of Supervisors
 Ryals Creek Community Development District

Dear Board Members:

The Board of Supervisors of the Ryals Creek Community Development District will hold a Regular Meeting on October 4, 2022 at 9:30 a.m., at the office of England-Thims & Miller, Inc., located at 14775 Old St. Augustine Road, Jacksonville, Florida 32258. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Revised Agreement with C.S.S. Landscaping, Inc., for Seven Pines Phase 1A & 1B Maintenance
4. Discussion: Construction Services - TMA Road Phase 2A, 2B and 2C
5. Update: Construction Account Activity
6. Acceptance of Unaudited Financial Statements as of August 31, 2022
7. Approval of August 2, 2022 Public Hearing and Regular Meeting Minutes
8. Staff Reports
 - A. District Counsel: *Kutak Rock, LLP*
 - B. District Engineer: *England-Thims & Miller, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: November 1, 2022 at 9:30 AM

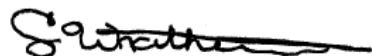
- QUORUM CHECK

J MALCOM JONES, III	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
RILEY SKINNER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
CHIP SKINNER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
DAVIS SKINNER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
CHRIS EYRICK	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

9. Board Members' Comments/Requests
10. Public Comments
11. Adjournment

I look forward to seeing all of you at the upcoming meeting. In the meantime, should you have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Ernesto Torres at (904) 295-5714.

Sincerely,



Craig Wrathell
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 782 134 6157

RYALS CREEK

COMMUNITY DEVELOPMENT DISTRICT

5

**RYALS CREEK CDD
CONSTRUCTION ACCOUNT ACTIVITY
BOGGY BRANCH INTERLOCAL AGREEMENT**

Interlocal funding agreement commitment amount \$ 1,932,779.82

Interlocal Agreement Funding Received

2/26/2021	Boggy Branch Requisition #2	159,073.21
2/26/2021	Boggy Branch Requisition #3	114,238.35
4/8/2021	Boggy Branch Requisition #8	363,259.47
4/30/2021	Boggy Branch Requisition #17	471,762.45
6/1/2021	Boggy Branch Requisition #23	669,949.26
6/30/2021	Boggy Branch Requisition #32	154,497.08
Total Received		1,932,779.82

Requisitions:

Date	Requisition #	Payee	Amount
Processed			
3/5/2021	2	Vallencourt Construction Company	(159,073.21)
3/5/2021	3	Vallencourt Construction Company	(114,238.35)
4/15/2021	11	Vallencourt Construction Company	(363,259.47)
4/30/2021	17	Vallencourt Construction Company	(471,762.45)
6/17/2021	24	Vallencourt Construction Company	(669,949.26)
7/30/2021	32	Vallencourt Construction Company	(154,497.08)
Balance			(1,932,779.82)

Interlocal agreement funding still to be received -

In circulation (awaiting funding)

Balance -

Total interlocal funding available (excluding Retainage Payable) -

Retainage Payable

3/5/2021	2	Vallencourt Construction Company	(17,674.80)
3/5/2021	3	Vallencourt Construction Company	(12,693.15)
4/15/2021	11	Vallencourt Construction Company	(40,362.16)
4/30/2021	17	Vallencourt Construction Company	(52,418.05)
6/17/2021	24	Vallencourt Construction Company	(74,438.81)
7/30/2021	32	Vallencourt Construction Company	(21,154.15)
11/8/2021	-	Transfer in	218,741.12
Balance			-

Total interlocal funding available (assuming all obligations paid) **\$ -**

**RYALS CREEK CDD
CONSTRUCTION ACCOUNT ACTIVITY
CONSTRUCTION DRAWS (\$5.6M funded by ICI)**

Remaining amounts to expend:

Construction draw funding agreement (ICI commitment amount)				\$ 5,600,220.00
Date	Requisition #	Payee	Amount	
Payment verified				
10/1/2021	38	Forterra Pipe & Precast - CONSTRUCTION DRAW #2	(60,438.59)	
10/01/2021	39	Vallencourt Construction Company, Inc. - CONSTRUCTION DRAW #2	(436,288.20)	
10/8/2021	41	GP Materials, Inc. - CONSTRUCTION DRAW #3	(11,106.24)	
10/8/2021	42	Vallencourt Construction Company - CONSTRUCTION DRAW #5	(201,426.30)	
10/26/2021	44	Cash Building Materials - CONSTRUCTION DRAW #7	(48,414.10)	
11/8/2021		Transfer out ¹	(1,838,606.70)	
10/26/2021	46	Forterra Pipe & Precast - CONSTRUCTION DRAW #7	(4,683.38)	
10/26/2021	43	GP Materials, Inc. - CONSTRUCTION DRAW #7	(5,391.21)	
10/26/2021	45	Vallencourt Construction Company - CONSTRUCTION DRAW #7	(647,775.53)	
11/22/2021	49	GP Materials, Inc. - CONSTRUCTION DRAW #8	(42,249.03)	
12/10/2021	45	Vallencourt Construction Company - CONSTRUCTION DRAW #9	(741,972.57)	
12/10/2021	51	GP Materials, Inc. - CONSTRUCTION DRAW #9	(16,482.13)	
12/10/2021	53	Cecil W. Powell & Company - CONSTRUCTION DRAW #9	(102,192.00)	
12/28/2021	55	Vallencourt Construction Company, Inc. - CONSTRUCTION DRAW #10	(681,380.01)	
12/28/2021	56	Forterra Pipe & Precast - CONSTRUCTION DRAW #10	(851.65)	
2/8/2022	57	Vallencourt Construction Company, Inc. - CONSTRUCTION DRAW #11	(10,962.36)	
2/8/2022	57	Vallencourt Construction Company, Inc.	(353,699.33)	
3/3/2022	60	GP Materials, Inc.	(24,472.70)	
3/17/2022	62	Vallencourt Construction Company, Inc.	(371,827.97)	
Total amounts paid				(5,600,220.00)
Total remaining to be drawn for construction per agreement (not including related retainage)				-
Eligible Retainage Payable				
9/9/2021	39	Vallencourt Construction Company, Inc.	(48,476.47)	
9/30/2021	42	Vallencourt Construction Company, Inc.	(22,380.70)	
10/26/2021	45	Vallencourt Construction Company, Inc.	(71,975.06)	
11/8/2021	-	Transfer out ²	(218,741.12)	
11/8/2021	-	Transfer out ³	(39,404.85)	
12/8/2021	50	Vallencourt Construction Company, Inc.	(82,441.39)	
12/28/2021	55	Vallencourt Construction Company, Inc.	(75,708.89)	
2/8/2022	57	Vallencourt Construction Company, Inc.	(40,517.97)	
2/28/2022	-	Transfer in ⁵	599,646.45	
Total retainage payable				-
Total remaining to be drawn for construction per agreement (including related retainage)⁴				\$ -

¹These amounts were initially funded from the \$6.4M bucket, however, they have since been funded by the \$5.6M bucket, which is reflected as a transfer out on this schedule. Details for this total can be found on the \$6.4M schedule.

²See Interlocal Agreement tab for details

³See Construction Account Activity tab for details

⁴If this amount is negative then the shortfall will be funded from other sources (starting with the \$6.4M bucket)

⁵This amount was transferred back to the \$6.4M bucket as all construction draw funding has been received and subsequently depleted.

Remaining amounts to collect/request from ICI:

Construction draw funding agreement (ICI commitment amount)				\$ 5,600,220.00
Funds received				
10/22/2021	-	CONSTRUCTION DRAW #1	(390,533.92)	
11/8/2021	38	Forterra Pipe & Precast - CONSTRUCTION DRAW #2	(60,438.59)	
11/8/2021	39	Vallencourt Construction Company, Inc. - CONSTRUCTION DRAW #2	(436,288.20)	
11/8/2021	41	GP Materials, Inc. - CONSTRUCTION DRAW #3	(11,106.24)	
11/8/2021	-	CONSTRUCTION DRAW #4	(1,448,072.78)	
11/8/2021	42	Vallencourt Construction Company - CONSTRUCTION DRAW #5	(201,426.30)	
11/8/2021	-	CONSTRUCTION DRAW #6	(750,000.00)	
12/7/2021	48	Cash Building Materials - CONSTRUCTION DRAW #7	(48,414.10)	
12/7/2021	46	Forterra Pipe & Precast - CONSTRUCTION DRAW #7	(4,683.38)	
12/7/2021	43	GP Materials, Inc. - CONSTRUCTION DRAW #7	(5,391.21)	
12/7/2021	45	Vallencourt Construction Company - CONSTRUCTION DRAW #7	(647,775.53)	
2/8/2022	49	GP Materials, Inc. - CONSTRUCTION DRAW #8	(42,249.03)	
2/8/2022	50	Vallencourt Construction Company - CONSTRUCTION DRAW #9	(741,972.57)	
2/8/2022	51	GP Materials, Inc. - CONSTRUCTION DRAW #9	(16,482.13)	
2/8/2022	53	Cecil W. Powell & Company - CONSTRUCTION DRAW #9	(102,192.00)	
2/8/2022	55	Vallencourt Construction Company, Inc. - CONSTRUCTION DRAW #10	(681,380.01)	
2/8/2022	56	Forterra Pipe & Precast - CONSTRUCTION DRAW #10	(851.65)	
3/11/2022	57	Vallencourt Construction Company, Inc. - CONSTRUCTION DRAW #11	(10,962.36)	
Total received				(5,600,220.00)
Total remaining to be received from ICI				-
In circulation (to be processed) - awaiting funding from ICI				
Total requested but not received to date				-
Total remaining to be requested from ICI				\$ -

**RYALS CREEK CDD
CONSTRUCTION ACCOUNT ACTIVITY
CONSTRUCTION DRAWS (initially \$6.4M)**

Funds received

12/23/2020	Initial Construction Funds	\$ 6,467,000.00
10/26/2021	Parcel 9 lot closing - Completion of Master Infrastructure	2,500,000.00
10/26/2021	Parcel 9 lot closing - TMA Trip Revenue	378,840.00
10/26/2021	Parcel 9 lot closing - Fill Dirt Costs	107,100.00
12/22/2021	Parcel 10 lot closing - TMA Trip Revenue	454,608.00
12/22/2021	Parcel 10 lot closing - Completion of Master Infrastructure	2,150,000.00
2/24/2022	TMA Trip Revenue	23,629.18
2/24/2022	TMA Trip Revenue	47,258.36
3/16/2022	TMA Trip Revenue	2,953.65
3/19/2022	TMA Trip Revenue	44,304.71
4/20/2022	TMA Trip Revenue	11,814.59
4/20/2022	TMA Trip Revenue	17,721.90
4/29/2022	Developer Contribution	11,011.92
5/9/2022	JEA Water Main Purchase Order	395,820.94
6/28/2022	TMA Trip Revenue	8,860.95
7/29/2022	TMA Trip Revenue	2,953.65
7/29/2022	TMA Trip Revenue	8,860.95
8/1/2022	TMA Trip Revenue	41,351.07
9/2/2022	TMA Trip Revenue	11,814.60
9/2/2022	TMA Trip Revenue	11,814.60
9/2/2022	TMA Trip Revenue	11,814.59
9/16/2022	TMA Trip Revenue	14,768.24
9/16/2022	TMA Trip Revenue	20,675.55
Total Construction Funds		12,744,977.45

Requisitions:

Date	Requisition #	Payee	Amount
Payment verified			
3/2/2021	1	Sawmill Timber, LLC.	(2,266,000.64)
3/5/2021	4	England, Thims & Miller	(24,000.00)
3/22/2021	5	England, Thims & Miller	(24,024.31)
3/22/2021	6	Core & Main*	(593,466.53)
3/22/2021	7	England, Thims & Miller	(4,800.00)
4/5/2021	8	Forterra Pipe & Precast, LLC.*	(100,286.97)
4/5/2021	9	Core & Main*	(12,867.20)
4/5/2021	10	ECS of Florida	(2,500.00)
4/5/2021	12	Core & Main*	(18,742.00)
4/5/2021	13	Core & Main*	(184,403.28)
4/5/2021	14	Forterra Pipe & Precast, LLC.*	(31,361.65)
5/4/2021	15	England, Thims & Miller	(36,791.70)
5/4/2021	16	England, Thims & Miller	(28,851.67)
5/4/2021	18	Forterra Pipe & Precast, LLC.*	(18,185.40)
5/19/2021	19	ECS of Florida	(9,000.00)
5/19/2021	20	Forterra Pipe & Precast, LLC.*	(39,135.69)
5/19/2021	21	Core & Main*	(140,273.96)
5/19/2021	22	England, Thims & Miller	(270,545.65)
5/19/2021	23	ECS of Florida	(21,500.00)
6/30/2021	25	Valmont Industries, Inc.*	(177,000.00)
6/30/2021	26	ECS of Florida	(6,000.00)
6/30/2021	27	Forterra Pipe & Precast, LLC.*	(76,382.83)
6/30/2021	28	England, Thims & Miller	(134,858.13)
6/30/2021	29	Core & Main*	(4,477.76)
8/2/2021	30	Forterra Pipe & Precast, LLC.*	(20,275.51)
8/2/2021	31	Core & Main*	(31,214.00)
8/2/2021	32	Vallencourt Construction Company, Inc.*	(35,890.30)
8/2/2021	33	ECS of Florida	(14,300.00)
8/2/2021	34	England, Thims & Miller	(141,652.98)
8/20/2021	35	Vallencourt Construction Company, Inc.*	(354,643.62)
8/20/2021	36	ECS of Florida	(3,500.00)
11/8/2021		Transfer in*	1,838,606.70
10/1/2021	37	England, Thims & Miller	(60,094.56)

10/26/2021	47	England, Thims & Miller	(241,608.71)	
11/22/2021	48	England, Thims & Miller	(115,839.10)	
12/10/2021	52	England, Thims & Miller	(159,169.57)	
12/28/2021	54	England, Thims & Miller	(109,407.76)	
2/8/2022	58	England, Thims & Miller	(170,164.51)	
2/8/2022	59	Onsight Industries	(32,243.08)	
3/3/2022	61	England, Thims & Miller	(71,418.42)	
3/17/2022	63	Vallencourt Construction Company, Inc.	(161,266.48)	
3/17/2022	64	GP Materials, Inc.	(1,000.07)	
3/17/2022	65	Cash Building Material	(28,204.60)	
4/5/2022	67	GP Materials, Inc.	(2,099.94)	
4/5/2022	66	England, Thims & Miller	(47,100.00)	
4/5/2022	68	Cash Building Material	(10,117.80)	
4/29/2022	-	JEA	(11,011.92)	
4/29/2022	69	GP Materials, Inc.	(9,476.73)	
5/13/2022	70	Vallencourt Construction Company, Inc.	(351,269.59)	
5/13/2022	71	England, Thims & Miller	(45,875.00)	
5/13/2022	72	GP Materials, Inc.	(32,169.46)	
5/13/2022	73	Cash Building Material	(10,890.50)	
5/27/2022	74	Vallencourt Construction Company, Inc.	(691,797.02)	
5/27/2022	75	GP Materials, Inc.	(10,160.82)	
5/27/2022	76	England, Thims & Miller	(53,274.09)	
6/27/2022	77	Vallencourt Construction Company, Inc.	(389,677.36)	
6/27/2022	78	Onsight Industries	(23,358.07)	
6/27/2022	80	Vallencourt Construction Company, Inc.	(438,380.02)	
6/27/2022	81	England, Thims & Miller	(44,053.21)	
7/20/2022	79	Cash Building Material	(6,554.30)	
8/1/2022	82	Vallencourt Construction Company, Inc.	(503,352.21)	
8/1/2022	83	England, Thims & Miller	(44,583.16)	
9/1/2022	84	Vallencourt Construction Company, Inc.	(185,881.00)	
9/1/2022	85	Cash Building Material	(5,247.20)	
9/1/2022	86	England, Thims & Miller	(32,924.07)	
9/1/2022	87	Basham & Lucas Design Group, Inc.	(9,800.00)	
Balance				(7,097,795.41)

Total Cash Available (Excluding Retainage Payable)

5,647,182.04

Retainage Payable

8/20/2021	35	Vallencourt Construction Company, Inc.	(39,404.85)	
11/8/2021	-	Transfer in	39,404.85	
3/17/2022	62 & 63	Vallencourt Construction Company, Inc.	(58,512.48)	
3/24/2022	-	Transfer out	(599,646.45)	
5/13/2022	70	Vallencourt Construction Company, Inc.	(39,029.95)	
5/27/2022	74	Vallencourt Construction Company, Inc.	(76,866.34)	
6/27/2022	77	Vallencourt Construction Company, Inc.	384,377.86	
6/27/2022	80	Vallencourt Construction Company, Inc.	(23,072.63)	
8/1/2022	82	Vallencourt Construction Company, Inc.	(26,492.22)	
9/1/2022	84	Vallencourt Construction Company, Inc.	(9,783.21)	
Balance				(449,025.42)

Total Available/(Shortfall): Assuming all Obligations Paid

\$ 5,198,156.62

*These amounts were initially funded from the \$6.4M bucket, however, they have since been funded by the \$5.6M bucket, which is reflected as a transfer in on this schedule

RYALS CREEK

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

**RYALS CREEK
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
AUGUST 31, 2022**

**RYALS CREEK
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
AUGUST 31, 2022**

	General Fund	Capital Projects Fund	Total Governmental Funds
	<u> </u>	<u> </u>	<u> </u>
ASSETS			
Cash	\$ 59,819	\$5,821,961	\$ 5,881,780
Undeposited funds	5,082	23,629	28,711
Total assets	<u>\$ 64,901</u>	<u>\$5,845,590</u>	<u>\$ 5,910,491</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 20,674	\$ -	\$ 20,674
Retainage payable	-	439,242	439,242
Accrued wages payable	800	-	800
Accrued taxes payable	61	-	61
Landowner advance	6,000	-	6,000
Total liabilities	<u>27,535</u>	<u>439,242</u>	<u>466,777</u>
Fund balances:			
Restricted for:			
Capital projects	-	5,406,348	5,406,348
Unassigned	37,366	-	37,366
Total fund balances	<u>37,366</u>	<u>5,406,348</u>	<u>5,443,714</u>
Total liabilities and fund balances	<u>\$ 64,901</u>	<u>\$5,845,590</u>	<u>\$ 5,910,491</u>

**RYALS CREEK
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED AUGUST 31, 2022**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: off-roll	\$ -	\$ 10,472	\$ 18,706	56%
Interlocal - Boggy Branch CDD	-	-	16,831	0%
Landowner contribution	15,295	92,458	130,980	71%
Lot closing revenue	-	18,706	-	N/A
Total revenues	<u>15,295</u>	<u>121,636</u>	<u>166,517</u>	73%
EXPENDITURES				
Professional & administrative				
Supervisors	646	4,261	7,000	61%
FICA	-	261	536	49%
District engineer	1,439	11,581	10,000	116%
District counsel	-	12,072	25,000	48%
District management	3,000	33,000	36,000	92%
Printing & binding	42	458	500	92%
Legal advertising	-	2,977	1,500	198%
Postage	-	81	500	16%
O&M methodology	-	3,500	-	N/A
Audit	-	3,000	3,575	84%
Insurance - GL, POL	-	5,175	5,500	94%
Miscellaneous- bank charges	-	-	500	0%
Website				
Hosting & development	-	705	705	100%
ADA compliance	-	210	210	100%
Annual district filing fee	-	175	175	100%
Office supplies	-	195	500	39%
Total professional & administrative	<u>5,127</u>	<u>77,651</u>	<u>92,201</u>	84%
Field operations - Shared¹				
Field management	-	-	2,000	0%
Stormwater management				
Street lights	-	-	5,334	0%
Effluent supply	-	-	18,782	0%
Landscape				
Maintenance contract	-	-	39,200	0%
Plant replacement	-	-	2,500	0%
Irrigation repairs	-	-	1,500	0%
Roadway maintenance	-	-	5,000	0%
Total field operations	<u>-</u>	<u>-</u>	<u>74,316</u>	0%
Total expenditures	<u>5,127</u>	<u>77,651</u>	<u>166,517</u>	47%
Excess/(deficiency) of revenues over/(under) expenditures	10,168	43,985	-	
Fund balances - beginning	27,198	(6,619)	-	
Fund balances - ending	<u>\$ 37,366</u>	<u>\$ 37,366</u>	<u>\$ -</u>	

**RYALS CREEK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND
FOR THE PERIOD ENDED AUGUST 31, 2022**

	<u>Current Month</u>	<u>Year To Date</u>
REVENUES		
Landowner contribution	\$ -	\$ 11,012
Lot closing revenue	-	4,757,100
Construction draw funding	-	3,052,354
TMA trip revenue	35,444	1,078,601
JEA water main purchase order	-	395,821
Total revenues	<u>35,444</u>	<u>9,294,888</u>
EXPENDITURES		
Capital outlay	574,428	3,389,329
Construction costs - CD	-	3,318,314
Total expenditures	<u>574,428</u>	<u>6,707,643</u>
Excess/(deficiency) of revenues over/(under) expenditures	(538,984)	2,587,245
Fund balances - beginning	<u>5,945,332</u>	<u>2,819,103</u>
Fund balances - ending	<u><u>\$ 5,406,348</u></u>	<u><u>\$ 5,406,348</u></u>

RYALS CREEK

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

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

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The Board of Supervisors of the Ryals Creek Community Development District held Public Hearings and a Regular Meeting on August 2, 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
Clayton (Riley) Skinner	Assistant Secretary
Chris Eyrick	Assistant Secretary

Also present, were:

Ernesto Torres	District Manager
Katie Buchanan (via telephone)	District Counsel
Jason Crews	Project Engineer
Jason Hall	District Engineer
Jason Allens	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 9:34 a.m. Supervisors Chip Skinner, Riley Skinner and Chris Eyrick were present. Supervisors Jones and Davis Skinner were not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Ratification of C.S.S. Landscaping, Inc.,
Service Proposal for Seven Pines Phase 1A
and 1B Maintenance**

Mr. Torres presented the executed C.S.S. Landscaping, Inc., (CSS) Service Proposal and Landscape Maintenance Agreement for Seven Pines Phases 1A and 1B. It was noted that, due

39 to supply chain delays, the project will not be completed until the end of August, not by August
40 1, 2022, as expected.

41 Discussion ensued regarding rescheduling the walkthrough scheduled for tomorrow to
42 August 31, 2022, approving the proposal and allowing time to complete punch list items before
43 choosing a new effective date for the Maintenance Agreement.

44 Mr. Crews was asked to send a letter to CSS listing tentative walkthrough and service
45 dates. The Maintenance Service Agreement reflecting the new September 1, 2022 effective
46 date will be presented at the next meeting.

47

48 **On MOTION by Mr. Eyrick and seconded by Mr. Riley Skinner, with all in favor,**
49 **the C.S.S. Landscaping, Inc., Service Proposal for Seven Pines Phases 1A and 1B**
50 **Maintenance, in a non-to-exceed amount of \$54,000, was ratified.**

51

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53 **FOURTH ORDER OF BUSINESS**

**Ratification of Skinner Bros. Realty
Company Field Operations Management
Agreement [Phase 1A & 1B of Stillwood
Pines Blvd.]**

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58 Ms. Buchanan referred to the language in Section 5.01 regarding Indemnification of the
59 Property Manager and pointed out the CDD's insurance company will not cover this clause so,
60 as a result, the CDD would pay for legal expenses for any claims connected to this Agreement
61 out of the Operations and Maintenance (O&M) budget.

62 Discussion ensued regarding the CDD's sovereign immunity status, risks, retaining the
63 language and potential lawsuits scenarios.

64 When asked if she would leave the language in the Agreement, Ms. Buchanan stated, as
65 District Counsel, no because there is no advantage to the CDD in having it in the Agreement.
66 Given the minimal cost for services, if this is the cost for doing business, then that is something
67 the Board could evaluate. Ms. Buchanan provided additional language to consider that would
68 address some of the issues. The Board agreed with District Counsel drafting language to
69 include in the Agreement.

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On MOTION by Mr. Eyrick and seconded by Mr. Chip Skinner, with all in favor, the Field Operations Management Agreement between Ryals Creek CDD and Skinner Bros. Realty Company to serve a Property Manager of Phases 1A & 1B of Stillwood Pines Blvd., in substantial form and subject to incorporating the changes discussed and final approval by the Chair, was ratified.

FIFTH ORDER OF BUSINESS

Ratification of Notice of Request for Proposals for Construction Services TMA Road Phase 2A, 2B and 2C

Mr. Hall noted that all parties were notified of extending the bid submittal due date to August 29, 2022. The bid results will be presented at the next meeting.

Ms. Buchanan asked and Mr. Torres and Mr. Hall confirmed that the same evaluation criteria was used for this Request for Proposals (RFP) as was used in other RFPs and that the RFP included the minimum qualifications for the project.

On MOTION by Mr. Riley Skinner and seconded by Mr. Eyrick, with all in favor, the Notice of Request for Proposals for Construction Services for TMA Road Phase 2A, 2B and 2C, was ratified.

SIXTH ORDER OF BUSINESS

Ratification of Basham & Lucas Design Group, Inc., Proposal for Seven Pines Sign Monuments Design & Construction Documents

Mr. Torres presented the Basham & Lucas Design Group, Inc., proposal.

On MOTION by Mr. Riley Skinner and seconded by Mr. Eyrick, with all in favor, the Basham & Lucas Design Group, Inc., Proposal for Seven Pines Sign Monuments Design & Construction Documents, was ratified.

SEVENTH ORDER OF BUSINESS

Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2021, Prepared by Berger, Toombs, Elam, Gaines & Frank

110 Mr. Torres presented the Audited Annual Financial Report for the Fiscal Year Ended
111 September 30, 2021 and noted the pertinent information. There were no recommendations,
112 deficiencies on internal control or instances of non-compliance; it was a clean audit.

113

114 **EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-10,
Hereby Accepting the Audited Annual
Financial Report for the Fiscal Year Ended
September 30, 2021**

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119 Mr. Torres presented Resolution 2022-10.

120

121 **On MOTION by Mr. Chip Skinner and seconded by Mr. Eyrick, with all in favor,
122 Resolution 2022-10, Hereby Accepting the Audited Annual Financial Report for
123 the Fiscal Year Ended September 30, 2021, was adopted.**

124

125

126 **NINTH ORDER OF BUSINESS**

**Ratification of Rogers Towers, P.A.
Lobbyist Agreement**

127

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129 Mr. Chip Skinner stated that T.R. Hainline, Jr., of Rogers Towers, P.A., was engaged as
130 the local representative to assist Ms. Buchanan with the CDD boundary amendment lobbying
131 process. Ms. Buchanan stated that, due to the process involved, engaging Mr. Hainline is more
132 efficient for this case. It was noted that the Village Center and Parcel 1 were excluded from the
133 original CDD boundary and the parcels for Boggy Branch CDD (BBCDD) and Ryals Creek CDD
134 (RCCDD) were defined.

135

136 **On MOTION by Mr. Riley Skinner and seconded by Mr. Eyrick, with all in favor,
137 the Rogers Towers, P.A. Lobbyist Agreement to assist with lobbying on the CDD
138 boundary amendment, was ratified.**

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141 **TENTH ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year
2022/2023 Budget**

142

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144 **A. Proof/Affidavit of Publication**

145 The affidavit of publication was included for informational purposes.

146 B. Consideration of Resolution 2022-11, Relating to the Annual Appropriations and
147 Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2022, and Ending
148 September 30, 2023; Authorizing Budget Amendments; and Providing an Effective
149 Date

150

151 **On MOTION by Mr. Eyrick and seconded by Mr. Chip Skinner, with all in favor,**
152 **the Public Hearing was opened.**

153

154

155 The Board reviewed the proposed Fiscal Year 2023 O&M assessment levels, a recent
156 change to the proposed Fiscal Year 2023 budget and the Mailed Notice process. Ms. Buchanan
157 stated that the Mailed Notice is only sent if assessment levels increase; they will need to be
158 mailed once the land uses for Phases 5 through 8 changes.

159 Mr. Chip Skinner stated that the budget should be revised as the “Landscape-Pond
160 mowing” line item of \$78,300 was included in the CSS proposal that was ratified earlier. He was
161 concerned about a published budget, as the Developers want to know the amount for the CDD
162 assessments. Ms. Buchanan stated that, once finalized, the Fiscal Year 2023 budget will be an
163 exhibit to the Resolution. She discussed the Assessment Resolution, closing documents and the
164 ability to pro-rate O&M costs.

165 No members of the public spoke.

166 Mr. Torres responded to questions and reviewed the changes incorporated into the
167 proposed Fiscal Year 2023 budget. Ms. Buchanan discussed the need to build three months
168 working capital, as this is the CDD’s first year implementing on-roll assessments. Mr. Hall stated
169 he will prepare an itemized capital reserves list.

170 Mr. Torres stated that he will email the revised final Fiscal Year 2023 budget to the
171 Board and Staff.

172

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

175

176

177 Mr. Riley Skinner referred to Nocatee CDD’s O&M assessments and voiced his opinion
 178 that, rather than reducing revenues, they should instead establish funds for capital reserves. In
 179 response to a question about the ability to reimburse the Landowner, in the event of expending
 180 costs for a catastrophic incident due to deficient funding, Ms. Buchanan stated that it is
 181 possible via entering into a Funding Agreement with the Landowner but it might necessitate
 182 noticing the activity.

183 A Board Member noted that the Methodology was on a per acre basis and asked about
 184 the process for changing the Methodology and determining allocation. Ms. Buchanan gave an
 185 overview of the process, which is similar to when the original Methodology was created.

186 Discussion ensued regarding possibly readdressing the Methodology as certain areas
 187 come online; however, it is not necessary because the bulk of the budget is tied to density and
 188 usage.

189 Mr. Torres was directed to add a new “repair and maintenance” budget line item and
 190 funds, along with the other changes discussed.

191 **Mr. Riley Skinner left the meeting at 10:32 a.m. and returned at 10:34 a.m.**

192 Mr. Torres presented Resolution 2022-11.

193

194 **On MOTION by Mr. Chip Skinner and seconded by Mr. Eyrick, with all in favor,**
 195 **Resolution 2022-11, Relating to the Annual Appropriations and Adopting the**
 196 **Budget(s) for the Fiscal Year Beginning October 1, 2022, and Ending September**
 197 **30, 2023, as amended; Authorizing Budget Amendments; and Providing an**
 198 **Effective Date, was adopted.**

199

200

201 **ELEVENTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and
 Objections on the Imposition of
 Maintenance and Operation Assessments
 to Fund the Budget for Fiscal Year
 2022/2023, Pursuant to Florida Law**

202

203

204

205

206

207 **A. Proof/Affidavit of Publication**

208 **B. Mailed Notice(s) to Property Owners**

209 These items were included for informational purposes.

210 C. Consideration of Resolution 2022-12, Making a Determination of Benefit and Imposing
 211 Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and
 212 Enforcement of Special Assessments; Including but Not Limited to Penalties and
 213 Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the
 214 Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

215 Ms. Buchanan asked the Board to review the off-roll Collection Schedule highlighted in
 216 Section 3B of the Resolution.

217 Mr. Torres presented Resolution 2022-12.

218

219 On MOTION by Mr. Riley Skinner and seconded by Mr. Eyrick, with all in favor,
 220 Resolution 2022-12, Making a Determination of Benefit and Imposing Special
 221 Assessments for Fiscal Year 2022/2023; Providing for the Collection and
 222 Enforcement of Special Assessments; Including but Not Limited to Penalties
 223 and Interest Thereon; Certifying an Assessment Roll; Providing for
 224 Amendments to the Assessment Roll; Providing a Severability Clause; and
 225 Providing an Effective Date, was adopted.

226
 227

228 **TWELFTH ORDER OF BUSINESS**

Consideration of Resolution 2022-13,
 Designating Dates, Times and Locations for
 Regular Meetings of the Board of
 Supervisors of the District and Providing
 for an Effective Date

234 Mr. Torres presented Resolution 2022-13.

235

236 On MOTION by Mr. Riley Skinner and seconded by Mr. Eyrick, with all in favor,
 237 Resolution 2022-13, Designating Dates, Times and Locations for Regular
 238 Meetings of the Board of Supervisors of the District and Providing for an
 239 Effective Date, was adopted.

240
 241

242 **THIRTEENTH ORDER OF BUSINESS**

Ratification of Sun State Nursery &
 Landscaping, Inc., Revised Change Order #7

245 Mr. Torres presented Sun State Nursery & Landscaping Inc., revised Change Order #7.

246

286 **EIGHTEENTH ORDER OF BUSINESS** **Staff Reports**

287

288 **A. District Counsel: *Kutak Rock, LLP***

289 Ms. Buchanan reminded everyone to make sure the BBCDD received notice of the
290 required contribution for the Fiscal Year 2023 budget. She is responding to the City's comments
291 on the updated Boundary Amendment to be sent this week.

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

293 There was no report

294 **C. District Manager: *Wrathell, Hunt and Associates, LLC***295 **I. 0 Registered Voters in District as of April 15, 2022**296 **II. NEXT MEETING DATE: September 6, 2022 at 9:30 a.m.**297 **• QUORUM CHECK**

298 The next meeting would be held on September 6, 2022.

299

300 **NINETEENTH ORDER OF BUSINESS** **Board Members' Comments/Requests**

301

302 Mr. Chip Skinner asked about the Phase 1B project. It was noted some items will be
303 completed after the September date; it will not be 100% completed until the transformer for
304 the lift station is completed, likely in November. Updates related to other sewer, utilities and
305 lighting projects were provided.

306 Regarding signage, Mr. Crews was asked to ensure there is no major conflict before
307 releasing the materials.

308

309 **TWENTIETH ORDER OF BUSINESS** **Public Comments**

310

311 No members of the public spoke.

312

313 **TWENTY-FIRST ORDER OF BUSINESS** **Adjournment**

314

315

316 **On MOTION by Mr. Eyrick and seconded by Mr. Riley Skinner, with all in favor,**
317 **the meeting adjourned at 10:52 a.m.**

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Secretary/Assistant Secretary

Chair/Vice Chair

RYALS CREEK

COMMUNITY DEVELOPMENT DISTRICT

STAFF

REPORTS

RYALS CREEK COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION

England-Thims & Miller, Inc., 14775 Old St. Augustine Road, Jacksonville, Florida 32258

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 4, 2022	Regular Meeting	9:30 AM
November 1, 2022	Regular Meeting	9:30 AM
December 6, 2022	Regular Meeting	9:30 AM
January 2, 2023	Regular Meeting	9:30 AM
February 7, 2023	Regular Meeting	9:30 AM
March 7, 2023	Regular Meeting	9:30 AM
April 4, 2023	Regular Meeting	9:30 AM
May 2, 2023	Regular Meeting	9:30 AM
June 6, 2023	Regular Meeting	9:30 AM
July 11, 2023*	Regular Meeting	9:30 AM
August 1, 2023	Regular Meeting	9:30 AM
September 5, 2023	Regular Meeting	9:30 AM

Exceptions:

July meeting is one (1) week later to accommodate July 4 holiday