

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

The Board of Supervisors of the Ryals Creek Community Development District held a Continued Regular Meeting on April 17, 2024 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 (via telephone)	Chair
J. Malcom Jones	Vice Chair
Davis Skinner	Assistant Secretary
Christopher Eyrick	Assistant Secretary
Clayton (Riley) Skinner	Assistant Secretary

Also present:

Ernesto Torres	District Manager
Katie Buchanan	District Counsel
Jason Hall	District Engineer
Kevin White	England-Thims & Miller, Inc.
Jason Crews	Project Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 9:34 a.m.

Supervisors Jones, Riley Skinner, Davis Skinner and Eyrick were present. Supervisor Chip Skinner attended via telephone.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2024-03,
Approving a Proposed Budget for Fiscal
Year 2024/2025 and Setting a Public
Hearing Thereon Pursuant to Florida Law;**

Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mr. Torres stated that he worked on the updated proposed Fiscal Year 2025 budget with the Skinner Group. Mr. Chip Skinner sent an update to the C.S.S. Landscaping, Inc. (CSS) contract which, if approved and inputted into the budget, will result in assessments increasing.

Mr. Chip Skinner stated that the contract was updated to add landscape maintenance for Buckfield Circle.

Discussion ensued regarding the CSS Service proposals distributed during the meeting, where CSS reduced the cost to lay mulch and the reduction in the "Irrigation/reclaim" budget line item based on the watering schedule.

Mr. Torres stated that this Resolution sets the public hearing for the proposed Fiscal Year 2025 budget, which, as presented, will be \$385,887.

The Board agreed with Mr. Torres' suggestion of working with the Chair, once the per unit assessment amount is determined, to determine whether to keep the assessment levels the same as in Fiscal Year 2024 or enter into a Developer Deficit Funding Agreement, if the assessment increase is minimal, instead of sending mailed notices.

On MOTION by Mr. Riley Skinner and seconded by Mr. Davis Skinner, with all in favor, Resolution 2024-03, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law for July 9, 2024 at 9:30 a.m., at the office of England-Thims & Miller, Inc., located at 14775 Old St. Augustine Road, Jacksonville, Florida 32258; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

**Consideration of Construction of Phase 2
Stillwood Pines Proposals**

Mr. Crews outlined the cost bid spreadsheet for Phase 2A and 2B, including the Sawmill Mass Grading costs and certain contingency and bid alternates costs. Vallencourt is the lowest of the three bids, at \$46,667,532.05. He noted Sawmill can negotiate its own contract or true-

up the unsuitable material removal costs for both phases. He recommended stockpiling the material and surveying it in phases.

The Board discussed Mr. Crews' scoring for each respondent, in each category, and his recommendation to award the Phase 2 Stillwood Pines contract to Vallencourt, the lowest bid respondent.

Regarding the contract timeline, Ms. Buchanan will send the Notice of Intent to Award the contract tomorrow and the contract will be sent once the 72-hour protest period ends. The contractor then has 10-days to execute the contract, upon receipt.

- **Award of Contract**

Discussion ensued regarding whether to incorporate Sawmill's costs into the CDD contract.

On MOTION by Mr. Jones and seconded by Mr. Davis Skinner, with all in favor, accepting Mr. Crews' scores and rankings as the Board's rankings, ranking Vallencourt as the #1 ranked respondent to the Construction of Phase 2 Stillwood Pines bid request and authorizing District Staff to proceed with the Notice of Intent to Award Vallencourt the Construction of Phase 2 Stillwood Pines contract, based on these rankings, was approved.

On MOTION by Mr. Eyrick and seconded by Mr. Jones, with all in favor, authorizing the Chair to finalize the Construction of Phase 2 Stillwood Pines contract with Vallencourt, was approved.

Mr. Crews stated that he anticipates ETM negotiating a seven-figure cost participation from JEA for the pipe sizes and tracking the direct purchase contract.

Ms. Buchanan stated that she will include a Funding Agreement with the Landowner on the next agenda, as the CDD does not have sufficient funds to fully fund the Vallencourt contract.

On MOTION by Mr. Riley Skinner and seconded by Mr. Eyrick, with all in favor, authorizing the Chair to negotiate a contract for JEI inspection services and authorizing the ETM Work Authorization to plan and make permit adjustments to the JEA wet well to obtain the credit, were approved.

FIFTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock, LLP**

There was no report.

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

Discussion ensued regarding negotiating the Sabal Minor shrubs costs in the CSS proposals distributed earlier in the meeting as they seemed excessive; changing the shrub size from 3-gallon to 7-gallon and removing the roses in the options and the revised plan option to plant seven 4" pines at the main entry signage.

This item was deferred while Mr. White negotiates the unit pricing with Mr. Scott Soltau of CSS.

The Board verbally approved the CSS Revised Mulch Install Est ID #EST435088.2 proposal, which is already a budgeted expense.

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

- **NEXT MEETING DATE: May 14, 2024 at 9:30 AM**
 - **QUORUM CHECK**

The next meeting will be held on May 14, 2024, unless cancelled.

Mr. White returned and stated that Mr. Soltau agreed to submit revised proposals.

SIXTH ORDER OF BUSINESS**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

SEVENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

EIGHTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Jones and seconded by Mr. Eyrick, with all in favor, the meeting adjourned at 10:36 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair