

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

The Board of Supervisors of the Ryals Creek Community Development District held a Regular Meeting on March 18, 2025 at 9:00 a.m., at the office of England-Thims & Miller, Inc., located at 14775 Old St. Augustine Road, Jacksonville, Florida 32258.

Present:

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

Also present:

Ernesto Torres	District Manager
Katie Buchanan (via telephone)	District Counsel
Jason Ellis	England-Thims & Miller, Inc.
Alex Jacobs	England-Thims & Miller, Inc.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 9:00 a.m.

All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments (3 Minutes Per Speaker)

No members of the public spoke.

THIRD ORDER OF BUSINESS

Update: Construction Account Activity

Mr. Torres presented the Construction Account Activity Report. He reviewed incoming revenues to be reclassified as "Interest earned" and pointed out that the Phase 2 Report is

accurate. Staff is cleaning up items related to Phase 1; once done, the Report will be updated and presented as the Phase 1 project is zeroed out.

Mr. Chip Skinner stated the Report shows that \$5.717 million was transferred from Phase 1, when Phase 1 was closed out. Other large totals of \$5.467 million and \$8.778 million represent revenues earned by the CDD through Sawmill's purchase of trips from the CDD. He believes that, while most of the trips for purchase were completed, a small number might remain. Staff is addressing some issues related to payments.

Ms. Jacobs stated some internal processes will be worked on to hopefully avoid any issues in the future.

It was noted that approximately \$2.7 million remains in the account, which will account for the retainage for Phase 2. It was noted that more funds will be needed from Sawmill Timber.

FOURTH ORDER OF BUSINESS

Consideration of Sawmill Timber, LLC Construction Funding Agreement [TMA Road Phase 2A and 2B]

Ms. Buchanan presented the Sawmill Timber, LLC Construction Funding Agreement specific to the TMA roads for Phases 2A and 2B. The Landowner would be obligated to provide funding to the CDD on an as-needed basis. To the extent that future funds come to the CDD from the sale of credits, it is anticipated that those funds would be used first. She stated that Mr. Chris Skinner asked for Paragraph 1B to be revised to add language indicating that the CDD understands that other funds that are appropriate for use will be spent first. They agreed to add the following language: "To the extent that the District does not have other available funds, excluding funds collected from Operation & Maintenance assessments, then the Landowner and District agree." She stated that any other capital project funds that might be received, such as from a sale diversion or from impact fee credit sales, are anticipated to be spent first.

Ms. Buchanan stated that the CDD is required to provide the Landowner with an accounting of the bills received and the bills paid under this Agreement. She stated that Mr. Chris Skinner asked for language to be added to Paragraph B indicating "The Landowner agrees to provide funds no later than" and a separate sentence will be added at the end to indicate

that the parties may agree to fund in advance. She and Mr. Chris Skinner also discussed allowing money to be funded on a quarterly basis or a similar method so that the CDD has funds available on which to draw to ensure timely construction payments, without necessarily submitting a monthly funding draw. The Agreement is drafted to give the Landowner flexibility to fund expenses as it wants; a minimum of 15 days would be required, after a funding request is made, for payment to be received.

Discussion ensued regarding how much remains on the contract.

Mr. Ellis will research it.

On MOTION by Mr. Davis Skinner and seconded by Mr. Jones, with all in favor, the Sawmill Timber, LLC Construction Funding Agreement specific to the TMA roads for Phases 2A and 2B, in substantial form, was approved.

FIFTH ORDER OF BUSINESS

Consideration of National Stormwater Trust, Inc., Agreement for the Purchase and Installation of Smart Pond Equipment

Ms. Buchanan stated that the items in the Fifth and Sixth Orders of Business are holdover items; these were previously approved and were sent to the National Stormwater Trust, Inc. (NST) for finalization and signature. She expects signed agreements to be received this week, as the St. Johns River Water Management District (SJRWMD) requires this Agreement be completed. No action is required today.

Mr. Chip Skinner recalled that the installation cost is \$212,000 and the maintenance cost would be annual. At the last meeting, they discussed trying to extend the cost, as the NST is the sole provider. To his knowledge, the NST has not yet agreed to the terms.

SIXTH ORDER OF BUSINESS

Consideration of National Stormwater Trust, Inc., Agreement for Smart Pond Maintenance and Monitoring Services

This item was discussed during the Fifth Order of Business.

SEVENTH ORDER OF BUSINESS**Consideration of Vallencourt Construction Company, Inc. Change Order Request - ODP for Pipe and Structures [Stillwood Pines, Phase 2]**

Mr. Torres presented the Vallencourt Construction Company, Inc. Change Order Request - ODP for Pipe and Structures for Stillwood Pines, Phase 2. The Change Order is for \$302,000 in tax savings related to a direct purchase of two items.

Discussion ensued regarding the Change Order in the agenda, direct purchase removals from the Vallencourt contract and the scope of work associated with updates to the drainage system related to taking out the Arrowhead pond and using the NST pond, which will require the pipe to be upsized and includes changing from the original plans to the new pipe system.

Discussion ensued regarding the Change Order in the agenda, backup provided, total project costs of \$35 million and total deductive change order amounts.

It was noted that the Change Order should reflect \$302,000 in tax savings and a little more than \$5 million in deductive Change Orders for the actual materials.

Mr. Torres noted that the Change Order, as presented, is only an ODP Change Order, it does not reflect the upsizing mentioned.

The consensus was that the backup is correct. A future Change Order will be submitted for the additional scope of work related to the pipe system upsizing.

On MOTION by Mr. Chip Skinner and seconded by Mr. Jones, with all in favor, the Vallencourt Construction Company, Inc. Change Order Request - ODP for Pipe and Structures for Stillwood Pines, Phase 2, was approved.

EIGHTH ORDER OF BUSINESS**Ratification of Vallencourt Construction Company, Inc. Change Order 003 [Buckfield Pond Spillway]**

Mr. Torres presented Vallencourt Construction Company, Inc. Change Order 003 for the Buckfield Pond Spillway.

On MOTION by Mr. Eyrick and seconded by Mr. Riley Skinner, with all in favor, Vallencourt Construction Company, Inc. Change Order 003 for the Buckfield Pond Spillway, was ratified.

NINTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of January 31, 2025**

Discussion ensued regarding the proposed Fiscal Year 2026 budget.

The consensus was to present the proposed Fiscal Year 2026 budget at the April 8, 2025 meeting and adopt the budget at the June 1, 2025 meeting.

On MOTION by Mr. Eyrick and seconded by Mr. Jones, with all in favor, the Unaudited Financial Statements as of January 31, 2025, were accepted.

TENTH ORDER OF BUSINESS**Approval of January 14, 2025 Regular Meeting Minutes**

On MOTION by Mr. Chip Skinner and seconded by Mr. Riley Skinner, with all in favor, the January 14, 2025 Regular Meeting Minutes, as presented, were approved.

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

There was no report.

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

Mr. Ellis reported the following:

- The Change Order revision expected from Vallencourt will be forwarded when received.
- The 9x12 box culvert extension is complete. All existing riprap was dug out. Vallencourt is filtering through the boulders, which will be reused due to the quality of the product. The tie in to the existing box culvert will be redone and wingwalls will be installed.
- The storm drain is installed except between Stations 141 and 156.

- Most of the sleeves are already in 2B and the rest of the project is continuing with sleeves.
- The comp storage was paused, as the Stillwood village area must be cleared first.
- The mainline sewer is 100% complete, except for punchout work.
- All the force mains are in the ground; air release valve installations are pending.
- Water and reuse were installed everywhere except between Stations 141 and 156, as a storm drain must be installed first.
- Earthwork is slightly over 85% complete. When the other storm drain is installed, additional fill will be created.
- Half of the weir is poured and complete in the comp storage.
- The Florida Department of Transportation (FDOT) swale is complete; as-built information is being collected and the closeout package is being prepared to close the permit.
- Lift stations are built all the way to the top now. Top slabs are being adjusted, slabs are filled and a riser is expected for one lift station.

Discussion ensued regarding construction progress, time to completion, various scopes of work and the possibility that work will be finished ahead of schedule.

- Vallencourt started the clearing for Stillwood Village.

Discussion ensued regarding the \$4.6 million estimate and the contingency and unsuitables.

It was noted that the FDOT roundabout is complete.

Asked if anything should be done to repair and replace entrance landscaping, Mr. Chip Skinner stated that it can be discussed at the Sawmill meeting. It was noted that FDOT approval would be needed and a hold harmless might be required.

A Board Member stated that some interested buyers inquired about visibility into the Parcel 8 site running along 295 and asked if there is a small strip to provide landscape trees. It was noted that there are no existing trees. The fence line must be looked at.

It was noted that Mr. Jones and a representative of Land Design reviewed and approved the Phase 2 landscaping, which needs to go out to bid. Vallencourt is installing the irrigation sleeving. Staff will check with Mr. Jason Crews regarding the timing. Given that the expense will

exceed \$500,000, Ms. Buchanan stated that the Request for Proposals (RFP) will be advertised and 30 days' notice given.

Landscape plans and installation of landscaping and irrigation were discussed.

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

- **NEXT MEETING DATE: April 8, 2025 at 9:30 AM**
 - **QUORUM CHECK**

Supervisors Chip Skinner, Davis Skinner, Riley Skinner and Jones confirmed their attendance at the April 8, 2025 meeting.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

Public Comments

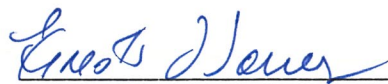
No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Jones and seconded by Mr. Davis Skinner, with all in favor, the meeting adjourned at 9:49 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

A handwritten signature in blue ink, appearing to read "Lynn D. Hower", written over a horizontal line.

Secretary/Assistant Secretary

A handwritten signature in blue ink, appearing to read "R.C. Skinner", written over a horizontal line.

Chair/Vice Chair