MINUTES OF MEETING
RYALS CREEK
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Ryals Creek Community Development District held a Regular Meeting on December 9, 2025 at 9:30 a.m., at the office of England-Thims & Miller, Inc., located at 14775 Old St. Augustine Road, Jacksonville, Florida 32258.

Present:

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

Also present:

Ernesto Torres	District Manager
Felix Rodriguez (via telephone)	Wrathell Hunt and Associates LLC
Kate Buchanan (via telephone)	District Counsel
Jason Hall	District Engineer
Jason Crews	England-Thims & Miller, Inc.
Alex Jacob	ETM

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Torres called the meeting to order at 9:38 a.m. Supervisors Jones, Davis Skinner, Riley Skinner and Chip Skinner were present. Supervisor Eyrick was absent.

SECOND ORDER OF BUSINESS **Public Comments (3 Minutes Per Speaker)**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Update: Construction Account Activity**

The Construction Account Activity Report was included for informational purposes.

Mr. Chip Skinner asked why no payments were cleared for Buckfield Circle. Mr. Torres stated Staff will research to verify if a requisition was processed and provide an update at the next meeting.

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2026-01, Designating a Date, Time, and Location for Landowners' Meeting of the District, and Providing for an Effective Date**

Mr. Torres presented Resolution 2026-01.

Discussion ensued regarding timing of Board Member transitions, the number of registered voters in the District as of May 2025 and the Supervisor of Elections.

On MOTION by Mr. Davis Skinner and seconded by Mr. Jones, with all in favor, Resolution 2026-01, Designating November 10, 2026 at 9:30 a.m., at the office of England-Thims & Miller, Inc., located at 14775 Old St. Augustine Road, Jacksonville, Florida 32258, as the Date, Time, and Location for a Landowners' Meeting of the District, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS **Consideration of Sawmill Timber, LLC Construction Funding Agreement [Stillwood Pines Boulevard]**

Mr. Torres presented the Sawmill Timber, LLC Construction Funding Agreement for Stillwood Pines Boulevard.

Ms. Buchanan stated the Board previously approved this form of funding agreement and recalled that a special assessment was levied on the property. By way of this Funding Agreement, if the Stillwood Pines construction contract costs more than the assessments collected by the District, the Landowner will cover the deficit.

On MOTION by Mr. Jones and seconded by Mr. Davis Skinner with all in favor, the Sawmill Timber, LLC Construction Funding Agreement for Stillwood Pines Boulevard, was approved.

SIXTH ORDER OF BUSINESS **Consideration of Resolution 2026-02, Amending Resolution 2025-08 to Provide for a Revised Payment Schedule for the Special Assessments by the Methods Provided for by Chapters 170, 190 and 197, Florida Statutes; Ratifying and Reaffirming Resolution 2025-08 Except as Modified by Resolution 2026-02; Addressing Conflicts; Providing a Severability Clause; and Providing an Effective Date**

Mr. Torres presented Resolution 2026-02.

Mr. Chip Skinner explained that the Board is trying to come as close as it can to funding the exact amount needed for Stillwood Pines Phase 2 and decided to split the second special assessment from $5.5 million to $4.5 million and then $1 million in the middle of next year to have a better handle on the exact funding needed.

On MOTION by Mr. Riley Skinner and seconded by Mr. Jones, with all in favor, Resolution 2026-02, Amending Resolution 2025-08 to Provide for a Revised Payment Schedule for the Special Assessments by the Methods Provided for by Chapters 170, 190 and 197, Florida Statutes; Ratifying and Reaffirming Resolution 2025-08 Except as Modified by Resolution 2026-02; Addressing Conflicts; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS **Consideration of Change Order No. __ (relating to Landscaping)**

Mr. Torres stated there are two Change Orders to consider; one is for landscaping and the other is for electrical changes as a credit.

Mr. Chip Skinner explained that the Board originally split the landscaping from the Vallencourt contract. Four landscaping bids were received and Sun State, who was the lowest bidder, was engaged. An agreement was reached with Vallencourt to add 5% to the contract amount to allow them to oversee the landscaping so that it aligns with their construction, including irrigation sleeving, installation, etc. The bid, with the addition of the 5%, totals $1,035,856 for Stillwood Pines Phase 2, which is well below the expectation.

Regarding the electrical, it was noted that there were allowances in the bid contracts for conduit sizes and lengths that the contractor assigned unit prices to and, since there was excess material, a deduction of $177,726 was given back. Mr. Chip Skinner stated the main saving is that the allowance for the unsuitables was not used. He noted that the District Engineer reviewed all the unit costs and found them to be accurate and acceptable.

On MOTION by Mr. Davis Skinner and seconded by Mr. Riley Skinner, with all in favor, the landscaping Change Order and the deductive Change Order, were approved.

EIGHTH ORDER OF BUSINESS **Consideration of ETM Proposals for Construction Administration, Construction Observation and Post Design Services**

Mr. Torres presented the following:

A. No. 19-115-12-003 [Buckfield Drive Extension]

B. No. 19-115-14-007 [Resolution Drive]

Mr. Crews responded to questions regarding proposal costs.

Mr. Chip Skinner stated the proposals are being approved as a cap.

On MOTION by Mr. Riley Skinner and seconded by Mr. Davis Skinner, with all in favor, ETM Proposals No. 19-115-12-003 for the Buckfield Drive Extension, for a total amount of $65,550; and No. 19-115-14-007 for Resolution Drive, for a total amount of $27,980; were approved.

NINTH ORDER OF BUSINESS **Discussion/Consideration: Performance Measures/Standards & Annual Reporting Form**

Mr. Torres presented the following:

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

On MOTION by Mr. Chip Skinner and seconded by Mr. Davis Skinner, with all in favor, the Fiscal Year 2025 Goals and Objectives Reporting, was ratified.

B. October 1, 2025 - September 30, 2026

On MOTION by Mr. Chip Skinner and seconded by Mr. Davis Skinner, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, was approved.

TENTH ORDER OF BUSINESS **Ratification of Sawmill Timber, LLC Construction Funding Agreement [Resolution Drive, Village Center]**

Mr. Torres presented the Sawmill Timber, LLC Construction Funding Agreement for Resolution Drive, Village Center. Ms. Buchanan stated that this is similar to the Stillwood Pines Funding Agreement. It relates to a transaction between the Landowner and the potential purchaser and contemplates that the funds will not be deposited with the CDD but will be held in escrow and withdrawn on a pay-out basis.

On MOTION by Mr. Davis Skinner and seconded by Mr. Jones, with all in favor, the Sawmill Timber, LLC Construction Funding Agreement for Resolution Drive, Village Center, was ratified.

ELEVENTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of October 31, 2025**

On MOTION by Mr. Chip Skinner and seconded by Mr. Davis Skinner, with all in favor, the Unaudited Financial Statements as of October 31, 2025, were accepted.

TWELFTH ORDER OF BUSINESS **Approval of August 12, 2025 Regular Meeting Minutes**

On MOTION by Mr. Chip Skinner and seconded by Mr. Jones, with all in favor, the August 12, 2025 Regular Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock, LLP

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

There were no reports from District Counsel or the District Engineer.

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

- **NEXT MEETING DATE: January 13, 2026 at 9:30 AM**
  - **QUORUM CHECK**

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

There were no Board Member comments or requests.

FIFTEENTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

SIXTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Chip Skinner and seconded by Mr. Riley Skinner, with all in favor, the meeting adjourned at 10:07 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Secretary/Assistant Secretary

Chair/Vice Chair