

# Blackburn Creek Community Development District

3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817

Phone 407-723-5900; Fax 407-723-5901

[www.blackburncreekcdd.com](http://www.blackburncreekcdd.com)

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The meeting of the Board of Supervisors for the **Blackburn Creek Community Development District** will be held **Wednesday, October 12, 2022, at 11:30 a.m.** located at **5800 Lakewood Ranch Blvd, Sarasota, FL 34240**. The following is the proposed agenda for this meeting.

**Call in number: 1-844-621-3956**

**Passcode: 790 562 990 #**

## **BOARD OF SUPERVISORS' MEETING AGENDA**

### **Organizational Matters**

- Call to Order
- Roll Call
- Public Comment Period *[for any members of the public desiring to speak on any proposition before the Board]*

### **General Business Matters**

1. Consideration of the Minutes of the September 14, 2022, Board of Supervisors' Meeting
2. District Engineer Presentation of Capital Projects Turnover and Completion Status
3. Discussion on Scheduling an Inspection for any Damage Caused from Hurricane Ian
4. Ratification of Payment Authorizations 183 - 184
5. Review of District Financial Statements

### **Other Business**

- Staff Reports
  - District Counsel
  - District Engineer
  - District Manager
- Audience Comments
- Supervisors Requests

### **Adjournment**



**BLACKBURN CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

Minutes of the September 14, 2022,  
Board of Supervisors' Meeting

**MINUTES OF MEETING**

**BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS MEETING MINUTES**

**Wednesday, September 14, 2022, at 11:30 a.m.  
5800 Lakewood Ranch Blvd., Sarasota, FL 34240**

Board Members Present via Speaker or in Person:

Kevin Johnson	Chairperson
Jerald Dell	Vice Chairperson
David Trast	Assistant Secretary
Kirk Fegley	Assistant Secretary
Pete Williams	Assistant Secretary

Also Present via Speaker or in Person:

Vivian Carvalho	District Manager- PFM Group Consulting LLC	
Venessa Ripoll	District Manager- PFM Group Consulting LLC	(via phone)
Jorge Jimenez	ADM- PFM Group Consulting LLC	(via phone)
Rick Montejano	Accountant - PFM Group Consulting LLC	(via phone)
Bill Conerly	District Engineer- Kimley-Horn	(via phone)
John Blakley	Audience Member	

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order and Roll Call**

The Board of Supervisors' Meeting for Blackburn Creek CDD was called to order at 11:32 a.m. by Ms. Carvalho and she proceeded with roll call and confirmed quorum to proceed with the meeting. Those in attendance are outlined above either in person or via speaker phone.

**Public Comment Period**

There were no public comments at this time.

**SECOND ORDER OF BUSINESS**

**General Business Matters**

**Consideration of the Minutes of the  
August 10, 2022, Board of Supervisors'  
Meeting**

The Board reviewed Minutes of the August 10, 2022, Board of Supervisors' Meeting.

ON MOTION by Mr. Johnson seconded by Mr. Dell, with all in favor, the Board approved the Minutes of the August 10, 2022, Board of Supervisors' Meeting.

### **Presentation of the Bond Market and Consideration of Investment Banking Agreement**

Mr. Williams provided an overview of the 2023 Bond Issuance and the 10-year provision of restructuring and or refinancing the bonds per the trust indenture. Ms. Rhonda Mousing joined the call and explained that the Board can refinance the bonds up to 90 days in advance making that date of February 1, 2023. The banks will hold their cheapest rates for about 60 days once a proposal is given. A credit package will need to be created afterwards which will need to be out by December 1, 2022.

ON MOTION by Mr. Williams seconded by Mr. Johnson, with all in favor, the Board approved the Investment Banking Agreement with MBS Capital Markets.

### **District Engineer Presentation of Capital Projects Turnover and Completion Status**

Mr. Johnson explained that documentation for the capital projects turnover is kept in the trust indenture and that there are parameters for what is to be done with the money.

### **Review of Capital Account Balances**

Ms. Carvalho went over the current 2022 and previous capital account balances for 2015, 2018, and 2019 respective bond issuances. Mr. Conerly stated that they are close to closing out the capital accounts and he is currently reconciling the amount by the developer.

### **Ratification of Payment Authorizations 181-182**

Ms. Carvalho requested a motion to ratify payment authorizations 181-182.

ON MOTION by Mr. Williams seconded by Mr. Trast, with all in favor, the Board ratified Payment Authorizations 181-182.

**Review of District Financial Statements**

The Board reviewed the Financial Statements as of August 31, 2022.

ON MOTION by Mr. Fegley, seconded by Mr. Dell, with all in favor, the Board accepted the District Financial Statements as of August 31, 2022.

**THIRD ORDER OF BUSINESS**

**Staff Reports**

**District Counsel –** Not present

**District Engineer –** No report

**District Manager –** Ms. Carvalho noted the next meeting is scheduled for October 12, 2022, at 11:30 a.m. at this location.

**FOURTH ORDER OF BUSINESS**

**Audience Comments and Supervisor Requests**

Mr. Johnson discussed the massive extension to River Road and the new issue of having no noise barrier for that road project. There was a noise assessment done years prior. The highway may cause harm to people and could impact the value of the property. He mentioned considering a new fund when refinancing the bonds to add a noise barrier and will look to the District Engineer for reasonable estimates for such project. Lengthy discussion ensued of FDOT involvement of such project and if this project is a responsibility of the County of jurisdiction to fund versus the District. District Engineer will research and provide recommendation at the next Board Meeting.

**FIFTH ORDER OF BUSINESS**

**Adjournment**

There was no additional business to discuss. Ms. Carvalho requested a motion to adjourn.

ON MOTION by Mr. Fegley, seconded by Mr. Trast, with all in favor, the September 14, 2022, Meeting of the Board of Supervisors of the Blackburn Creek Community Development District was adjourned at 12:00 p.m.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson/Vice Chairperson

**BLACKBURN CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

Capital Projects Turnover  
and Completion Status

## Jorge Orsini

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**From:** Kevin Johnson <johnsonkmrj@gmail.com>  
**Sent:** Sunday, October 2, 2022 10:19 PM  
**To:** Venessa Ripoll  
**Cc:** Vivian Carvalho  
**Subject:** Re: Blackburn Creek CDD- River Road Extension Project

**ALERT:** This message is from an external source. **BE CAUTIOUS** before clicking any link or attachment

Still no power ☐

We should add to the agenda getting someone to inspect the District infrastructure for damage, etc from the impact of Ian plus did the storm water flow work as designed .

Kevin

On Wed, Sep 28, 2022 at 3:57 PM Kevin Johnson <johnsonkmrj@gmail.com> wrote:

Went to stay at my brother-in-laws near Atlanta. Orlando area looks like it's going to be hit with a lot rain. Stay dry and safe

On Wed, Sep 28, 2022 at 1:51 PM Venessa Ripoll <ripollv@pfm.com> wrote:

Hello Kevin,

I will follow-up with Vivian.

Thank you and Stay safe,

!

Venessa Ripoll

District Manager, LCAM

[Ripollv@pfm.com](mailto:Ripollv@pfm.com) Web [pfm.com](http://pfm.com)

[3501 Quadrangle Blvd., Ste 270, Orlando, FL 32817](https://www.google.com/maps/place/3501+Quadrangle+Blvd,+Ste+270,+Orlando,+FL+32817)

Phone: 407-723-5900 Fax: 407-723-5901

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**From:** Kevin Johnson <[johnsonkmrj@gmail.com](mailto:johnsonkmrj@gmail.com)>  
**Sent:** Wednesday, September 28, 2022 1:44 PM  
**To:** Venessa Ripoll <[ripollv@pfm.com](mailto:ripollv@pfm.com)>  
**Subject:** Fwd: Blackburn Creek CDD- River Road Extension Project

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Vanessa,

Please refer to the attached email and I recommend you speak with Vivian . This should be a large focus of the next meeting with a formal presentation from the District Engineer.

Thanks

Kevin

----- Forwarded message -----

**From:** Vivian Carvalho <[carvalhov@pfm.com](mailto:carvalhov@pfm.com)>  
**Date:** Fri, Sep 16, 2022 at 11:10 AM  
**Subject:** Blackburn Creek CDD- River Road Extension Project  
**To:** Bill Conerly <[Bill.Conerly@kimley-horn.com](mailto:Bill.Conerly@kimley-horn.com)>  
**Cc:** Kevin Johnson <[johnsonkmrj@gmail.com](mailto:johnsonkmrj@gmail.com)>, Kevin Plenzler <[plenzlerk@pfm.com](mailto:plenzlerk@pfm.com)>, Amanda Lane <[lanea@pfm.com](mailto:lanea@pfm.com)>, Rick Montejano <[montejanor@pfm.com](mailto:montejanor@pfm.com)>, Venessa Ripoll <[ripollv@pfm.com](mailto:ripollv@pfm.com)>

Good Morning Bill,

I am not sure if you were still on the call when we got into a discussion about the River Road Extension Project that Mr. Johnson discussed at the end of the meeting and the concern of the noise impact it will have to the residents at Blackburn Creek CDD.

The Board requested that District Staff follow-up on this matter in a couple of options:

1. Is there a noise assessment study conducted by FDOT that can be provided to the authority of jurisdiction to determine if this something the County can fund such project or partially fund such the project?



2.If they are not able to fund such project can the District obtain such cost estimates for such project and Kevin Plenzler provide a preliminary assessment schedule for this improvement per unit basis for all owners within the District boundaries?

Let us know how you would like to proceed?

Thanks,

Vivian Carvalho

District Manager

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PFM Group Consulting, LLC

[Carvalhov@pfm.com](mailto:Carvalhov@pfm.com) | **Phone** 407-723-5900 | **Fax** 407-723-5901 | **Web** [pfm.com](http://pfm.com)

[3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817](http://3501_Quadrangle_Boulevard,_Suite_270,_Orlando,_FL_32817)



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Kevin Johnson

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Kevin Johnson

**BLACKBURN CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

Hurricane Damage Inspection

**BLACKBURN CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

Payment Authorizations 183 - 184

**BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization 183-184**

<b>PA #</b>	<b>Description</b>	<b>Amount</b>	<b>Total</b>
<b>183</b>	<b>PFM Group Consulting</b>	\$ 2,750.00	
			<b>\$2,750.00</b>
<b>184</b>	<b>CA Florida Holdings</b>	\$ 407.00	
	<b>PFM Group Consulting</b>	\$ 2,750.00	
		\$ 2.44	
	<b>Supervisor Fees - 9/14/22 Meeting</b>	\$ 200.00	
		\$ 200.00	
		\$ 200.00	
		\$ 200.00	
		\$ 200.00	
	<b>VGlobalTech</b>	\$ 135.00	
	<b>Vogler Ashton</b>	\$ 309.50	
			<b>\$4,603.94</b>
		<b>Total</b>	<b>\$7,353.94</b>

## Rick Montejano

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**From:** Kevin Johnson <johnsonkmrj@gmail.com>  
**Sent:** Friday, September 2, 2022 2:15 PM  
**To:** Rick Montejano  
**Subject:** Re: Blackburn Creek PA No. 183.pdf

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You too!  
KJ

On Fri, Sep 2, 2022 at 1:41 PM Rick Montejano <[montejanor@pfm.com](mailto:montejanor@pfm.com)> wrote:

Thanks Kevin.

Enjoy the holiday weekend.

Rick

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**From:** Kevin Johnson <[johnsonkmrj@gmail.com](mailto:johnsonkmrj@gmail.com)>  
**Sent:** Friday, September 2, 2022 12:56 PM  
**To:** Rick Montejano <[montejanor@pfm.com](mailto:montejanor@pfm.com)>  
**Subject:** Re: Blackburn Creek PA No. 183.pdf

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Rick,

Approved for payment for attached Payment Authorization #183.

Thanks

Kevin

On Fri, Sep 2, 2022 at 10:50 AM Rick Montejano <[montejanor@pfm.com](mailto:montejanor@pfm.com)> wrote:

**BLACKBURN CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization No. 183**

9/1/2022

Item No.	Payee	Invoice No.	General Fund
1	<b>PFM Group Consulting</b> District Mgmt Fees - Aug 2022	DM-08-2022-04	\$ 2,750.00
<b>TOTAL</b>			<b>\$ 2,750.00</b>

\_\_\_\_\_  
Secretary / Assistant Secretary

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Chairman / Vice Chairman

## Rick Montejano

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**From:** Kevin Johnson <johnsonkmrj@gmail.com>  
**Sent:** Tuesday, September 20, 2022 8:18 AM  
**To:** Rick Montejano  
**Subject:** Re: PA 184

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Rick,  
Approved for payment for attached Payment Authorization #184.  
regards  
Kevin J

On Mon, Sep 19, 2022 at 10:41 PM Rick Montejano <[montejanor@pfm.com](mailto:montejanor@pfm.com)> wrote:

Hi Kevin –

Please find attached the latest payment authorization for review and approval of payment.

Any questions please let me know.

Thanks,

Rick Montejano

District Accountant

PFM Group Consulting LLC

407.723.5900 ext. 5951

3501 Quadrangle Blvd., Suite 270 | Orlando, FL 32817

[MontejanoR@pfm.com](mailto:MontejanoR@pfm.com)

**BLACKBURN CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization No. 184**

9/19/2022

Item No.	Payee	Invoice No.	General Fund
<b>1</b>	<b>CA Florida Holdings</b> Blackburn Creek - Budget Notice	4845407	\$ 407.00
<b>2</b>	<b>PFM Group Consulting</b> District Mgmt Fees - Sep 2022 Fedex Fees - August 2022	DM-09-2022-004 OE-EXP-09-2022-04	\$ 2,750.00 \$ 2.44
<b>3</b>	<b>Supervisor Fees - 9/14/2022 Meeting</b> David Trast Pete Williams Kirk Fegley Kevin Johnson Jerald Dell	2022.09.14 2022.09.14 2022.09.14 2022.09.14 2022.09.14	\$ 200.00 \$ 200.00 \$ 200.00 \$ 200.00 \$ 200.00
<b>4</b>	<b>VGlobalTech</b> Website Maintenance - Sept 2022	4262	\$ 135.00
<b>5</b>	<b>Vogler Ashton</b> District Counsel Through 8/04/2022	286	\$ 309.50
<b>TOTAL</b>			<b>\$ 4,603.94</b>

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairman / Vice Chairman



**BLACKBURN CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

District Financial Statements  
*(Under Separate Cover)*