

# 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 **Tuesday, April 18, 2023, at 12:00 p.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: 792 560 599 #

## **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]*
  1. Consideration of Replacement of Supervisor for Seat #2
  2. Administer Oath of Office to Newly Appointed Supervisor
  3. Consideration of Resolution 2023-02, Appointing District Officers

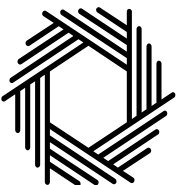
### **General Business Matters**

4. Consideration of the Minutes of the March 8, 2023, Board of Supervisors' Meeting
5. Discussion Pertaining to District Engineer's Recent District Visit
6. Ratification of Engineer's Certification of Completion of Construction for Series 2013A Project
7. Ratification of Engineer's Certification of Completion of Construction for Series 2015A-1 and Series 2015A-2 Bonds
8. Ratification of GNP Services Arbitrage Rebate Report Engagement Letter
9. Ratification of Payment Authorizations Nos. 193 – 194
10. Review of District Financial Statements

### **Other Business**

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

### **Adjournment**



pfm

**BLACKBURN CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

Replacement of Supervisor for Seat #2

**BLACKBURN CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

Oath of Office

**THE BLACKBURN CREEK  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS  
OATH OF OFFICE**

I, \_\_\_\_\_, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF THE BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND OF THE STATE OF FLORIDA.

\_\_\_\_\_  
Board Supervisor

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA  
COUNTY OF SARASOTA

The foregoing oath was administered before me this \_\_\_ day of \_\_\_\_\_, 2023, by \_\_\_\_\_, who personally appeared before me, and is personally known to me or has produced \_\_\_\_\_ as identification, and is the person described in and who took the aforementioned oath as a Member of the Board of Supervisors of The Blackburn Creek Community Development District and acknowledged to and before me that he/she took said oath for the purposes therein expressed.

(NOTARY SEAL)

\_\_\_\_\_  
Notary Public, State of Florida

Print Name: \_\_\_\_\_

Commission No.: \_\_\_\_\_ Expires: \_\_\_\_\_

**BLACKBURN CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

Resolution 2023-02, Appointing District Officers

**RESOLUTION 2023-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT ELECTING THE OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

**WHEREAS**, pursuant to Section 190.006(6), Florida Statutes, as soon as practicable after each election or appointment to the Board of Supervisors (the "Board"), the Board shall organize by electing one of its members as chair and by electing a secretary, and such other officers as the Board may deem necessary.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. \_\_\_\_\_ is elected Chairman.

Section 2. \_\_\_\_\_ is elected Vice Chairman.

Section 3. \_\_\_\_\_ is elected Secretary.  
\_\_\_\_\_ is elected Assistant Secretary.  
\_\_\_\_\_ is elected Assistant Secretary.  
\_\_\_\_\_ is elected Assistant Secretary.  
\_\_\_\_\_ is elected Assistant Secretary.

Section 4. \_\_\_\_\_ is elected Treasurer.

Section 5. \_\_\_\_\_ is elected as Assistant Treasurer.

Section 6. All resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 7. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 18th DAY of APRIL 2023**

**ATTEST:**

**BLACKBURN CREEK  
COMMUNITY DEVELOPMENT  
DISTRICT**

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

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

**BLACKBURN CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

Minutes of the March 8, 2023  
Board of Supervisors' Meeting

**MINUTES OF MEETING**

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

**Wednesday, March 8, 2023, at 12:00 p.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
Phil Davis	Board Member

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)
Rick Montejano	Accountant - PFM Group Consulting LLC	(via phone)
Bill Conerly	Kimley-Horn	(via phone)
Ed Vogler	Vogler-Ashton	(via phone)

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order and Roll Call**

The Board of Supervisors' Meeting for the Blackburn Creek CDD was called to order at 12:04 p.m. by Ms. Carvalho. Those in attendance are outlined above either in person or via speaker phone.

**Public Comment Period**

There were no public comments.

**SECOND ORDER OF BUSINESS**

**General Business**

**Consideration of the Minutes of the  
February 8, 2023, Board of Supervisors'  
Meeting**

The Board reviewed the minutes. The typos found will be corrected.



ON MOTION by Mr. Johnson seconded by Mr. Fegley, with all in favor, the Board approved the Minutes of the February 8, 2023, Board of Supervisors' Meeting.

**Consideration of GNP Services Arbitrage  
Rebate Report Engagement Letter**

ON MOTION by Mr. Johnson seconded by Mr. Dell, with all in favor, the Board approved the GNP Services Arbitrage Rebate Report Engagement Letter.

**Acceptance of Engineer's Certification of  
Completion of Construction for Series  
2018A-1 and Series 2018A-2 Bonds**

Mr. Conerly provided an overview of the certificates. He stated most of the projects have been completed and many elements associated with the capital funds have been certified and turned over to the appropriate entity.

ON MOTION by Mr. Johnson seconded by Mr. Davis, with all in favor, the Board accepted the Engineer's Certification of Completion of Construction for Series 2018A-1 and Series 2018A-2 Bonds.

The Board discussed the status of the 2015 and 2013 Certificates of Completion.

ON MOTION by Mr. Trast seconded by Mr. Dell, with all in favor, the Board accepted the Engineer's Certification of Completion of Construction for Series 2013 and Series 2015 Bonds pending Board ratification.

**Ratification of Payment Authorization  
192**

ON MOTION by Mr. Fegley seconded by Mr. Trast, with all in favor, the Board ratified Payment Authorization 192.

**Review of District Financial Statements**

The Board reviewed the District financials as of January 31, 2023

ON MOTION by Mr. Johnson seconded by Mr. Davis, with all in favor, the Board accepted the District Financial Statements.

**THIRD ORDER OF BUSINESS**

**Staff Reports**

**District Counsel –** No report.

**District Engineer –** Mr. Conerly provided an update from the last meeting concerning the site inspection and will provide PDFs to the Board after the meeting. About 20% of the facilities that are the responsibility of the CDD includes stormwater structures, piping, and conveyances. He stated that maintenance will need to be performed; either moving debris or removing vegetation near structures that will build up over time. He will provide a comprehensive report concerning the issues with Pond 10. There was a question about frequency of services.

**District Manager –** Ms. Carvalho stated that the Board will need to approve the Series 2018A Bonds Arbitrage Rebate Report Engagement Letter.

ON MOTION by Mr. Johnson seconded by Mr. Davis, with all in favor, the Board approved the Series 2018A Bonds Arbitrage Rebate Report Engagement Letter.

Ms. Carvalho suggested a change of date for the next meeting, the location will be determined at a later time.

ON MOTION by Mr. Fegley seconded by Mr. Johnson, with all in favor, the Board approved making an advertisement for the next meeting date on April 18 at 12:00 p.m.

**FOURTH ORDER OF BUSINESS**

**Audience Comments and Supervisor Requests**

Mr. Dell presented a letter of resignation to the Board for acceptance.

ON MOTION by Mr. Johnson, seconded by Mr. Trast, with all in favor, the Board accepted the resignation of Mr. Dell.

**FIFTH ORDER OF BUSINESS**

**Adjournment**

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

ON MOTION by Mr. Davis, seconded by Mr. Fegley, with all in favor, the March 8, 2023, Meeting of the Board of Supervisors of the Blackburn Creek Community Development District was adjourned at 12:32 p.m.

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

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

**BLACKBURN CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

District Engineer Discussion

**BLACKBURN CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

Engineer's Certificate of Completion of  
Construction for Series 2013A Project

**CERTIFICATE REGARDING  
COMPLETION OF CONSTRUCTION  
BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2013A PROJECT**

December 13, 2016

Ms. Jill Cupps-Burns, District Manager  
Blackburn Creek Community Development District  
c/o Fishkind & Associates, Inc.  
12051 Corporate Boulevard  
Orlando, FL 32817

Regions Bank, Trustee

Re: Certifications of Completion  
Series 2013A Project

This certificate is furnished in accordance with the Trust Indenture, as supplemented, between the Blackburn Creek Community Development District and U.S. Bank National Association, National Association (the "Indenture") dated March 1, 2013, Chapter 190, Florida Statutes and is intended to evidence the completion of the Series 2013A Project undertaken by the Blackburn Creek Community Development District. All capitalized terms used herein shall have the meaning ascribed to them in the Indenture.

- I. The Series 2013A Project and all components thereof have been acquired or constructed and are capable of performing the functions for which they were intended.
- II. The Series 2013A Project has been completed in substantial compliance with the specifications therefore and all labor, services, materials, and supplies used in the Series 2013A Project have been paid for and acknowledgment of such payments has been obtained from all contractors and suppliers.
- III. All other facilities necessary in connection with the Series 2013A Project have been constructed, acquired, and installed in accordance with the specifications therefore and all Costs and expenses incurred in connection therewith have been paid.
- IV. All plans, permits and specification necessary for the operation and maintenance of the improvements made pursuant to the Series 2013A Project are complete and on file with the District Engineer or have been transferred to the appropriate governmental entity having charge of such operation and maintenance.
- V. There is \$ 14,258.44 remaining in the Construction Account. As of the date of this Certificate, Deferred Costs, as such term is defined in the Indenture, have been identified in the amount of \$ NONE and are described in more detail on Exhibit attached hereto and incorporated herein by reference. It is anticipated that additional deferred Costs will be identified in the future.
- VI. The Date of Completion of the Series 2013A Project, as such term is defined in the Trust Indenture, as supplemented, shall be the date of this certificate stated above.

This Certificate is given without prejudice to any rights against third parties which exist as of the date of this Certificate or which may subsequently come into being.

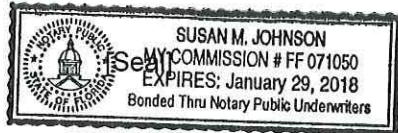
Date: 12/13/2016

William Conerly  
William E. Conerly, P.E.  
District Engineer

**STATE OF FLORIDA**

**COUNTY OF SARASOTA**

The forgoing instrument was acknowledged before me this 13th day of December, 2016, by William E. Conerly, P.E. of Kimley-Horn and Associates, Inc., District Engineer of Blackburn Creek Community Development District, who is personal to me or who has produced \_\_\_\_\_, # \_\_\_\_\_ as identification, and did [ ] or did not [X] take the oath.



Susan M. Johnson  
Notary Public, State of Florida  
Print Name: Susan M. Johnson  
Commission No.: FF 071050  
My Commission Expires: January 29, 2018

**BLACKBURN CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

Engineer's Certificate of Completion of  
Construction for Series 2015A-1 & 2015A-2  
Bonds

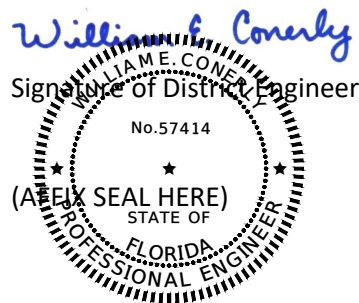


# ENGINEER'S CERTIFICATION OF COMPLETION OF CONSTRUCTION

Project Name:

**Blackburn Creek Community Development District Capital Improvement Revenue Bonds, Series 2015A-1 and Series 2015A-2 (Grand Palm Phases 1A(a), 2A(a), 2A(b), 2A(c), 3A, 3A(a), 3A(b) and 3A(c) )**

I hereby certify that to the best of my knowledge and belief this project has been built in accordance with the construction plans and specifications as approved by Sarasota County and the Water Management District, and that minor deviations, as listed and noted in the signed and sealed record drawings, will not prevent the project from functioning in compliance with the design intent, or other development requirements. These determinations have been based upon the site observations of construction, scheduled and conducted by me or by a representative under my direct supervision. All reasonable and required inspections, tests and physical measurements have been made to determine this work has been done in accordance with the approved construction documents and other Sarasota County standards. The Date of Completion is: **August 16, 2022** – Final Certification which was from the Southwest Florida Water Management District.



February 9, 2023

Signature of District Engineer

William E. Conerly, P.E.

Name

57414

Florida P.E. No.

Kimley-Horn and Associates, Inc.

Company Name

1777 Main St, Suite 200

Company Street Address

Sarasota FL 34236

City State Zip

(941) 379 – 7600

Telephone Number

*THIS DOCUMENT HAS BEEN DIGITALLY SIGNED AND SEALED BY WILLIAM E. CONERLY, P.E. ON THE DATE ADJACENT TO THE SEAL.*

*PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.*

WILLIAM E. CONERLY, P.E. No.: 57414  
KIMLEY-HORN AND ASSOCIATES, INC.  
REGISTRY No.: 696  
1777 MAIN STREET, SUITE 200  
SARASOTA, FLORIDA 34236

**BLACKBURN CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

GNP Services Arbitrage Rebate Report  
Engagement Letter

**GNP Services, CPA, PA**

www.gnppas.com

5000 US Highway 17 S #18187  
Fleming Island, FL 32003

P.O. Box 1179  
Orange Park, FL 32067-1179

March 8, 2023

Ms. Vivian Carvalho  
District Manager  
c/o PFM Group Consulting, LLC  
3501 Quadrangle Blvd., Suite 270  
Orlando, Florida 32817

RE: Blackburn Creek Community Development District \$12,595,000 Capital  
Improvement Revenue Bonds, Series 2018A-1 and 2018A-2

Dear Ms. Carvalho:

This letter is to confirm and specify the terms of our prospective engagement to provide arbitrage rebate services for the Bond listed on the attached schedule (the "Bonds") and to clarify the nature and extent of the services we will provide. In order to ensure an understanding of our mutual responsibilities, we ask all clients for whom services are to be performed to confirm the following understanding.

We will perform mathematical computations to calculate the arbitrage rebate liability for the Bonds. We will also prepare any Internal Revenue Service forms that are required to be filed in connection with the arbitrage rebate liability for the Bonds.

The mathematical computations will be performed using information that you or the Bonds trustee will furnish to us. We will make no audit or other verification of the data you submit, although we may need to ask you for clarification of some of the information.

It is your responsibility and that of the Bonds trustee to provide all the information required for the preparation of the complete and accurate calculation of the arbitrage rebate liability. You represent that the information you are supplying to us is accurate and complete to the best of your knowledge. You should retain all the documents and other data that form the basis of the calculation of the arbitrage rebate liability. These may be necessary to prove the accuracy and completeness of any returns required to be filed with a taxing authority.

Our work in connection with the preparation of the calculation of the arbitrage rebate liability does not include any procedures designed to discover defalcation or other irregularities, should any exist.

We will use our judgment in resolving questions where the tax law is unclear, or where there may be conflicts between the taxing authorities' interpretations of the law and other supportable positions. We plan to perform reasonable research to support positions taken in your returns. Unless otherwise instructed by you, we will resolve such questions in your favor whenever possible.

The law provides for a penalty to be imposed on any underpayment that results from negligence or disregard of rules or regulations. Negligence "includes any failure to make a reasonable attempt to comply..." with the code. Disregard "includes any careless, reckless or intentional disregard". The law also provides various other penalties that may be imposed when taxpayers understate their tax liability. If the tax authorities assess penalties, you agree to be responsible for their payment and not to look to us for reimbursement.

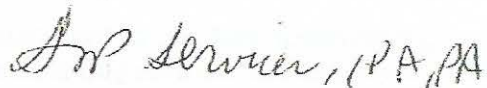
Your returns may be selected for review by the taxing authorities. Any proposed adjustments by the examining agent are subject to certain rights of appeal. In the event of such government tax examination, we recommend that you hire a competent professional to represent you. We will be available, upon request, to represent you and will render additional invoices for the time and expenses incurred.

Our fee for these services will be as set forth on Schedule A. Payment is due on receipt. Invoices not paid within ten days are subject to interest at the rate of 1% per month, prorated for the applicable number of days. After ninety days if the invoice remains unpaid, the account may be turned over to a collection agency. Any costs related to collection will be your responsibility.

Our report will be delivered to the email address you specify on the attachment to this engagement letter. Please complete the name, title, phone number and email address for each recipient to whom you would like the report to be sent.

We will not be providing any services nor preparing any returns for you that are not covered by this agreement. If you do not accept the above conditions we will be unable to provide any services. If you have any questions regarding anything in this letter, you may contact me using the information shown above. We want to express our appreciation for this opportunity to work with you.

Sincerely,

Handwritten signature in cursive script that reads "J.P. Swier, CPA, PA".

GNP Services, CPA, PA

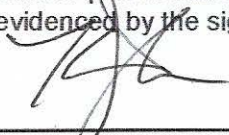
**SCHEDULE A  
FEES FOR INSTALLMENT COMPUTATION PERIOD  
REBATABLE ARBITRAGE LIABILITY CALCULATIONS**

Blackburn Creek Community Development District  
\$12,595,000 Capital Improvement Revenue Bonds, Series 2018A-1 & 2018A-2

Installment Computation Period Fees (3/2/18 - 3/2/23)	
Bond Year 1	\$ 1,000
Bond Years 2 - 5	2,000
Total Installment Computation Period Fees	<u>\$ 3,000 (*)</u>

(\*) The fee does not include providing any services to allocate commingled funds.

Proposal to perform installment date arbitrage rebate calculation is accepted  
as evidenced by the signature below:

 \_\_\_\_\_  
Signature Title

*CHAIRMAN*

*KEVIN JOHNSON*  
\_\_\_\_\_  
Printed Name

*(407) 723-5900*  
\_\_\_\_\_  
Telephone Number

*BOARDMEMBERS4@BLACKBURNCREEKCDD.COM*  
\_\_\_\_\_  
Email

**Report Recipients:**

_____ Printed Name	_____ Title	_____ Telephone Number	_____ Email
_____ Printed Name	_____ Title	_____ Telephone Number	_____ Email
_____ Printed Name	_____ Title	_____ Telephone Number	_____ Email
_____ Printed Name	_____ Title	_____ Telephone Number	_____ Email

**BLACKBURN CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

Payment Authorizations Nos. 193 – 194

**BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization 193 - 194**

<b>PA #</b>	<b>Description</b>	<b>Amount</b>	<b>Total</b>
<b>193</b>	<b>CA Florida Holdings</b>	<b>\$ 156.75</b>	
	<b>PFM Group Consulting</b>	<b>\$ 18.10</b>	
	<b>Supervisor Feers - 3/8/23</b>		
	David Trast	<b>\$ 200.00</b>	
	Phil Davis	<b>\$ 200.00</b>	
	Kirk Fegley	<b>\$ 200.00</b>	
	Kevin Johnson	<b>\$ 200.00</b>	
	Jerald Dell	<b>\$ 200.00</b>	
	<b>US Bank</b>	<b>\$ 4,031.25</b>	
			<b>\$5,206.10</b>
<b>194</b>	<b>PFM Group Consulting</b>	<b>\$ 2,750.00</b>	
			<b>\$2,750.00</b>
		<b>Total</b>	<b>\$7,956.10</b>

**BLACKBURN CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization No. 193**

2/26/2023

Item No.	Payee	Invoice No.	GF FY23
<b>1</b>	<b>CA Florida Holdings</b> Blackburn Creek - 01/14/2023	5259091	\$ 156.75
<b>2</b>	<b>PFM Group Consulting</b> Postage Fees - Jan 2022	OE-EXP-02-2023-05	\$ 18.10
<b>3</b>	<b>Supervisor Fees - 2/08/2023 Meeting</b>		
	David Trast	2023.03.08	\$ 200.00
	Phil Davis	2023.03.08	200.00
	Kirk Fegley	2023.03.08	200.00
	Kevin Johnson	2023.03.08	200.00
	Jerald Dell	2023.03.08	200.00
<b>4</b>	<b>US Bank</b> Administration Fees 2/1/23-1/31/24	6836557	\$ 4,031.25
<b>SUBTOTAL</b>			<b>\$ 5,206.10</b>
<b>TOTAL</b>			<b>\$ 5,206.10</b>

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

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



## Rick Montejano

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**From:** Kevin Johnson <johnsonkmrj@gmail.com>  
**Sent:** Sunday, March 12, 2023 8:28 PM  
**To:** Rick Montejano  
**Subject:** Re: PA 193

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

Rick,  
Approved for processing for payment (Payment Authorization request #193).  
regards  
Kevin

On Sun, Mar 12, 2023 at 5:01 PM Rick Montejano <[montejanor@pfm.com](mailto:montejanor@pfm.com)> wrote:

Kevin –

Attached is the latest payment authorization for review and approval of payment.

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. 194**

3/26/2023

Item No.	Payee	Invoice No.	GF FY23
<b>1</b>	<b>PFM Group Consulting</b> District Mgmt Fees - Mar 2023	DM-03-2023-04	\$ 2,750.00
<b>SUBTOTAL</b>			<b>\$ 2,750.00</b>
<b>TOTAL</b>			<b><u>\$ 2,750.00</u></b>

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

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

## Rick Montejano

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**From:** Rick Montejano  
**Sent:** Wednesday, March 29, 2023 9:58 AM  
**To:** Kevin Johnson  
**Subject:** RE: PA 194 REVISED  
**Attachments:** Blackburn Creek PA No. 194.pdf

Morning Kevin –

I noticed we skipped PA 194 so I revised 195 to 194. Same invoice, same amount.

Thanks,

Rick

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**From:** Kevin Johnson <johnsonkmrj@gmail.com>  
**Sent:** Tuesday, March 28, 2023 3:48 PM  
**To:** Rick Montejano <montejanor@pfm.com>  
**Subject:** Re: PA 195

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

Rick,  
Approved for processing for payment (Payment Authorization request #195).  
regards  
Kevin

On Tue, Mar 28, 2023 at 3:28 PM Rick Montejano <[montejanor@pfm.com](mailto:montejanor@pfm.com)> wrote:

Hi Kevin –

Attached is the latest payment authorization for your review and approval.

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)

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Kevin Johnson

**BLACKBURN CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

District Financial Statements

**Blackburn Creek CDD**  
**Statement of Financial Position**  
As of 3/31/2023

	General Fund	Debt Service Fund 2013 & 2019*	Debt Service Fund - 2015A1&A2	Debt Service Fund - 2018	Long Term Debt Group	Total
<b><u>Assets</u></b>						
<b><u>Current Assets</u></b>						
General Checking Account	\$101,179.93					\$101,179.93
Money Market Account	69,906.13					69,906.13
Assessments Receivable	27,175.26					27,175.26
Prepaid Expenses	1,728.06					1,728.06
3 MO CD	35,919.03					35,919.03
Assessments Receivable		\$186,808.30				186,808.30
Debt Service Reserve 2013A Bond		170,975.00				170,975.00
Debt Service Reserve 2019A Bond		163,410.00				163,410.00
Revenue 2013A Bond		455,092.29				455,092.29
Revenue 2019A Bond		257,402.76				257,402.76
Prepayment 2013A Bond		12,433.11				12,433.11
Sinking Fund 2013A Bond		0.09				0.09
Sinking Fund 2019A1 Bond		0.02				0.02
Sinking Fund 2019A2 Bond		0.01				0.01
Prepayment 2019A1 Bond		57,033.87				57,033.87
Prepayment 2019A2 Bond		389.59				389.59
Assessments Receivable			\$7,340.77			7,340.77
Debt Service Reserve 2015A1 Bond			228,000.00			228,000.00
Debt Service Reserve 2015A2 Bond			81,406.25			81,406.25
Revenue 2015A Bond			433,161.59			433,161.59
Prepayment 2015A1 Bond			2,117.08			2,117.08
Prepayment 2015A2 Bond			4,354.69			4,354.69
Sinking Fund 2015A1 Bond			0.02			0.02
Sinking Fund 2015A2 Bond			0.01			0.01
Revenue 2018A Bond				\$789,100.47		789,100.47
Sinking Fund 2018A1 Fund				0.06		0.06
Prepayment 2018A1 Bond				60,716.04		60,716.04
Debt Service Reserve 2018A1 Bond				242,736.07		242,736.07
Sinking Fund 2018A2 Bond				0.01		0.01
Prepayment 2018A2 Bond				13,529.99		13,529.99
Assessments Receivable				247,934.25		247,934.25
Total Current Assets	\$235,908.41	\$1,303,545.04	\$756,380.41	\$1,354,016.89	\$0.00	\$3,649,850.75
<b><u>Investments</u></b>						
Amount Available in Debt Service Funds					\$2,971,859.03	\$2,971,859.03
Amount To Be Provided					19,732,140.97	19,732,140.97
Total Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$22,704,000.00	\$22,704,000.00
<b>Total Assets</b>	<b>\$235,908.41</b>	<b>\$1,303,545.04</b>	<b>\$756,380.41</b>	<b>\$1,354,016.89</b>	<b>\$22,704,000.00</b>	<b>\$26,353,850.75</b>
<b><u>Liabilities and Net Assets</u></b>						
<b><u>Current Liabilities</u></b>						
Deferred Revenue	\$27,175.26					\$27,175.26
Deferred Revenue		\$186,808.30				186,808.30
Deferred Revenue			\$7,340.77			7,340.77
Deferred Revenue				\$247,934.25		247,934.25
Total Current Liabilities	\$27,175.26	\$186,808.30	\$7,340.77	\$247,934.25	\$0.00	\$469,258.58
<b><u>Long Term Liabilities</u></b>						
Revenue Bonds Payable - Long-Term					\$22,704,000.00	\$22,704,000.00
Total Long Term Liabilities	\$0.00	\$0.00	\$0.00	\$0.00	\$22,704,000.00	\$22,704,000.00
<b>Total Liabilities</b>	<b>\$27,175.26</b>	<b>\$186,808.30</b>	<b>\$7,340.77</b>	<b>\$247,934.25</b>	<b>\$22,704,000.00</b>	<b>\$23,173,258.58</b>
<b><u>Net Assets</u></b>						
Net Assets, Unrestricted	(\$2,698.24)					(\$2,698.24)
Current Year Net Assets, Unrestricted	1,443.41					1,443.41
Net Assets - General Government	145,082.35					145,082.35
Current Year Net Assets - General Government	64,905.63					64,905.63
Net Assets, Unrestricted		\$685,938.30				685,938.30
Current Year Net Assets, Unrestricted		430,798.44				430,798.44
Net Assets, Unrestricted			\$564,456.28			564,456.28
Current Year Net Assets, Unrestricted			184,583.36			184,583.36
Net Assets, Unrestricted				\$771,579.02		771,579.02
Current Year Net Assets, Unrestricted				334,503.62		334,503.62
<b>Total Net Assets</b>	<b>\$208,733.15</b>	<b>\$1,116,736.74</b>	<b>\$749,039.64</b>	<b>\$1,106,082.64</b>	<b>\$0.00</b>	<b>\$3,180,592.17</b>
<b>Total Liabilities and Net Assets</b>	<b>\$235,908.41</b>	<b>\$1,303,545.04</b>	<b>\$756,380.41</b>	<b>\$1,354,016.89</b>	<b>\$22,704,000.00</b>	<b>\$26,353,850.75</b>

\*For the purpose of fitting the financials on one sheet, Series 2013 2019 have been combined into one column.

**Blackburn Creek CDD**  
**Statement of Activities**  
As of 3/31/2023

	General Fund	Debt Service Fund 2013 & 2019*	Debt Service Fund - 2015	Debt Service Fund - 2018	Capital Projects Fund - 2013	Capital Projects Fund - 2015	Capital Projects Fund - 2018	Total
<b>Revenues</b>								
On-Roll Assessments	\$117,579.74							\$117,579.74
Off-Roll Assessments	12,131.80							12,131.80
Other Revenue	1,443.41							1,443.41
On-Roll Assessments		\$478,807.94						478,807.94
Off-Roll Assessments		82,732.60						82,732.60
Other Assessments		12,255.82						12,255.82
Inter-Fund Group Transfers In		126,397.18						126,397.18
On-Roll Assessments			\$299,477.98					299,477.98
Off-Roll Assessments			12,486.42					12,486.42
Inter-Fund Group Transfers In			0.32					0.32
On-Roll Assessments				\$536,069.01				536,069.01
Off-Roll Assessments				101,032.86				101,032.86
Other Assessments				82,921.87				82,921.87
Inter-Fund Transfers In				0.33				0.33
Inter-Fund Transfers Out					(\$126,397.18)			(126,397.18)
Inter-fund Transfer Out						(\$0.32)		(0.32)
Inter-fund Transfer Out							(\$0.33)	(0.33)
Total Revenues	\$131,154.95	\$700,193.54	\$311,964.72	\$720,024.07	(\$126,397.18)	(\$0.32)	(\$0.33)	\$1,736,939.45
<b>Expenses</b>								
Supervisor Fees	\$6,000.00							\$6,000.00
Public Officials' Insurance	2,830.00							2,830.00
Trustee Services	12,135.74							12,135.74
Management	16,500.00							16,500.00
Dissemination Agent	3,750.00							3,750.00
District Counsel	2,195.00							2,195.00
Assessment Administration	15,000.00							15,000.00
Reamortization Schedules	750.00							750.00
Postage & Shipping	32.42							32.42
Legal Advertising	684.75							684.75
Miscellaneous	125.00							125.00
Web Site Maintenance	540.00							540.00
Dues, Licenses, and Fees	175.00							175.00
General Insurance	4,088.00							4,088.00
Principal Payment - 2013A1, 2019A1		\$30,000.00						30,000.00
Interest Payments - 2013A1, 2019A1		207,380.00						207,380.00
Interest Payments - 2019A2		38,780.00						38,780.00
Principal Payments - 2015A2 bond			\$10,000.00					10,000.00
Interest Payments - 2015A1 bond			86,925.00					86,925.00
Interest Payments - 2015A2 bond			30,468.75					30,468.75
Principal Payment - 2018A1 Bond				\$60,000.00				60,000.00
Principal Payment - 2018A2 Bond				20,000.00				20,000.00
Interest Payment - 2018A1 Bond				257,466.50				257,466.50
Interest Payment - 2018A2 Bond				48,070.25				48,070.25
Engineering					\$230,955.82			230,955.82
Capital Expenditures						\$138,537.31		138,537.31
Capital Expenditures							\$143,304.18	143,304.18
Total Expenses	\$64,805.91	\$276,160.00	\$127,393.75	\$385,536.75	\$230,955.82	\$138,537.31	\$143,304.18	\$1,366,693.72

**Blackburn Creek CDD**  
Statement of Activities  
As of 3/31/2023

	General Fund	Debt Service Fund 2013 & 2019*	Debt Service Fund - 2015	Debt Service Fund - 2018	Capital Projects Fund - 2013	Capital Projects Fund - 2015	Capital Projects Fund - 2018	Total
<b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b>								
Interest Income		\$6,764.40						\$6,764.40
Dividend Income		0.49						0.49
Interest Income			\$12.39					12.39
Interest Income				\$16.31				16.31
Interest Income					\$3.90			3.90
Interest Income						\$0.91		0.91
Interest Income							\$0.94	0.94
Total Other Revenues (Expenses) & Gains (Losses)	\$ -	\$6,764.89	\$12.39	\$16.31	\$3.90	\$0.91	\$0.94	\$6,799.34
<b>Change In Net Assets</b>	\$66,349.04	\$430,798.43	\$184,583.36	\$334,503.63	(\$357,349.10)	(\$138,536.72)	(\$143,303.57)	\$377,045.07
<b>Net Assets At Beginning Of Year</b>	\$142,384.11	\$685,938.30	\$564,456.28	\$771,579.02	\$357,349.10	\$138,536.72	\$143,303.57	\$2,803,547.10
<b>Net Assets At End Of Year</b>	\$208,733.15	\$1,116,736.73	\$749,039.64	\$1,106,082.65	\$ -	\$ -	\$ -	\$3,180,592.17

\*For the purpose of fitting the financials on one sheet, Series 2013 2019 have been combined into one column.



**Blackburn Creek CDD**  
 Budget to Actual  
 For the Month Ending 3/31/2023

	Year To Date			FY 2023 Adopted Budget
	Actual	Budget	Variance	
<b><u>Revenues</u></b>				
On-Roll Assessments	\$117,579.74	\$72,377.52	\$45,202.22	\$144,755.00
Off-Roll Assessments	12,131.80	-	12,131.80	-
Other Revenue	1,443.41	-	1,443.41	
Carry Forward Revenue	176,544.38	51,393.54	125,150.84	102,787.07
<b>Net Revenues</b>	<b>\$307,699.33</b>	<b>\$123,771.06</b>	<b>\$183,928.27</b>	<b>\$247,542.07</b>
<b><u>General &amp; Administrative Expenses</u></b>				
Supervisor Fees	\$6,000.00	\$6,000.00	\$0.00	\$12,000.00
Public Officials' Insurance	2,830.00	1,500.00	1,330.00	3,000.00
Trustee Services	12,135.74	7,999.98	4,135.76	16,000.00
Management	16,500.00	16,500.00	-	33,000.00
Engineering	-	4,999.98	(4,999.98)	10,000.00
Dissemination Agent	3,750.00	7,500.00	(3,750.00)	15,000.00
District Counsel	2,195.00	10,000.02	(7,805.02)	20,000.00
Assessment Administration	15,000.00	7,500.00	7,500.00	15,000.00
Reamortization Schedules	750.00	499.98	250.02	1,000.00
Audit	-	2,749.98	(2,749.98)	5,500.00
Arbitrage Calculation	-	499.98	(499.98)	1,000.00
Postage & Shipping	32.42	225.00	(192.58)	450.00
Legal Advertising	684.75	1,750.02	(1,065.27)	3,500.00
Bank Fees	-	124.98	(124.98)	250.00
Miscellaneous	125.00	100.02	24.98	200.00
Office Supplies	-	124.98	(124.98)	250.00
Web Site Maintenance	540.00	1,410.18	(870.18)	2,820.00
Dues, Licenses, and Fees	175.00	87.48	87.52	175.00
Stormwater Management	-	35,777.70	(35,777.70)	71,555.45
General Insurance	4,088.00	2,149.98	1,938.02	4,300.00
General Repair & Maintenance	-	937.50	(937.50)	1,875.00
Hardscape Maintenance	-	15,333.30	(15,333.30)	30,666.62
<b>Total General &amp; Administrative Expenses</b>	<b>\$64,805.91</b>	<b>\$123,771.06</b>	<b>\$(58,965.15)</b>	<b>\$247,542.07</b>
<b>Total Expenses</b>	<b>\$64,805.91</b>	<b>\$123,771.06</b>	<b>\$(58,965.15)</b>	<b>\$247,542.07</b>
<b>Net Income (Loss)</b>	<b>\$242,893.42</b>	<b>\$ -</b>	<b>\$242,893.42</b>	<b>\$ -</b>