

Blackburn Creek Community Development District

3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817

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

www.blackburncreekcdd.com

The meeting of the Board of Supervisors for the **Blackburn Creek Community Development District** will be held **Tuesday, May 9, 2023, at 11:00 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: 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]*

General Business Matters

1. Consideration of the Minutes of the April 18, 2023, Board of Supervisors' Meeting
2. Consideration of Resolution 2023-03, Approving a preliminary Budget for Fiscal Year 2024 and Setting a Public Hearing Date [Suggested Hearing Date of August 9, 2023]
3. Discussion Pertaining to District Engineer's Recent District Visit
4. Letter from Supervisor of Elections, Sarasota County
5. Ratification of Payment Authorizations Nos. 195 – 196

Other Business

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

Adjournment



**BLACKBURN CREEK COMMUNITY
DEVELOPMENT DISTRICT**

Minutes of the April 18, 2023
Board of Supervisors' Meeting

MINUTES OF MEETING

**BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS MEETING MINUTES
Wednesday, April 18, 2023, at 12:00 p.m.
5800 Lakewood Ranch Blvd., Sarasota, FL 34240**

Board Members Present via Speaker or in Person:

Kevin Johnson	Chairperson
David Trast	Vice Chair
Kirk Fegley	Assistant Secretary
Phil Davis	Assistant Secretary
James Sverapa	Assistant Secretary

Also Present via Speaker or in Person:

Vivian Carvalho	District Manager- PFM Group Consulting LLC	(via phone)
Venessa Ripoll	District Manager- PFM Group Consulting LLC	
Rick Montejano	Accountant - PFM Group Consulting LLC	(via phone)
Bill Conerly	Kimley-Horn	(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 12:01 p.m. by Ms. Ripoll. 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

Organizational Matters

**Consideration of Replacement of
Supervisor for Seat #2**

The Board nominated Mr. James Sverapa for Seat #2.

ON MOTION by Mr. Johnson seconded by Mr. Davis, with all in favor, the Board accepted the nomination of Mr. Sverapa to Seat #2 on the Board of Directors.

Administer Oath of Office to Newly Appointed Supervisor

Mr. Sverapa took the Oath of Office; he elected to receive compensation.

Consideration of Resolution 2023-02, Appointing District Officers

Ms. Ripoll stated the proposed slate of District Officers as follows: Mr. Johnson as Chair, Mr. Trast as Vice Chair, Ms. Ripoll as Secretary, Mr. Sverapa, Mr. Fegley, Mr. Davis, and Ms. Carvalho as Assistant Secretaries, Ms. Lane as Treasurer, and Ms. Glasgow as Assistant Treasurer.

ON MOTION by Mr. Johnson seconded by Mr. Sverapa, with all in favor, the Board approved Resolution 2023-02, Appointing District Officers with Kevin Johnson as Chair, David Trast as Vice Chair, Venessa Ripoll as Secretary, James Sverapa, Kirk Fegley, Phil Davis, and Vivian Carvalho as Assistant Secretaries, Amanda Lane as Treasurer, and Jennifer Glasgow as Assistant Treasurer.

THIRD ORDER OF BUSINESS

General Business Matters

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

The Board reviewed the minutes.

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

Discussion Pertaining to District Engineer's Recent District Visit

Ms. Ripoll noted that the District Engineer had not yet joined the call and that the Board will discuss the item when he does.

Ratification of Engineer's Certification of Completion of Construction for Series 2013A Project, Series 2015A-1, and Series 2015A-2 Bonds

Mr. Johnson had a question concerning what would happen to the remaining \$14,000 of the Bond. It was determined that it would go back to the bond.

ON MOTION by Mr. Johnson seconded by Mr. Trast, with all in favor, the Board ratified the Engineer's Certification of Completion of Construction for Series 2013A Project, Series 2015A-1, and Series 2015A-2 Bonds.

Ratification of GNP Services Arbitrage Rebate Report Engagement Letter

ON MOTION by Mr. Trast seconded by Mr. Davis, with all in favor, the Board ratified the GNP Services Arbitrage Rebate Report Engagement Letter.

Ratification of Payment Authorization 193-194

ON MOTION by Mr. Fegley seconded by Mr. Trast, with all in favor, the Board ratified Payment Authorization 193-194.

Ms. Ripoll noted that the District Engineer joined the meeting via phone.

Review of District Financial Statements

The Board reviewed the District Financials.

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

The Board addressed the previously deferred District Engineer Discussion.

Mr. Conerly spoke at length concerning the most recent district visit. He mentioned that there were deficiencies found that were associated with the operation and maintenance component. He also mentioned some trees that have fallen into some conveyances, creeks, or ditches. The Board brought attention to the lack of drainage on DeLand Rd in Phase 2A, Mr. Conerly stated that further investigation will need to be done for that area. The Board also asked about the spillways that go into Alligator Creek and who would have authority to fix the issues since it is a conservation area. Mr. Conerly said he would provide an idea of the limits of the maintenance they would be able to perform in that specific area. He recommended a scheduled maintenance every six months. The Board requested quotes from landscape vendors who would be able to clean up the

areas discussed. The Board also asked for photos and a list of phases that are the responsibility of the CDD and requested that this information be provided by May 1.

FOURTH ORDER OF BUSINESS

Staff Reports

District Counsel – No report.

District Engineer – No report.

District Manager – Ms. Ripoll stated that the next Board meeting is scheduled for May 9 at 11:00 a.m. where the budget for FY 2024 will be proposed.

FIFTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

There were no additional comments at this time.

SIXTH ORDER OF BUSINESS

Adjournment

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

ON MOTION by Mr. Johnson, seconded by Mr. Fegley, with all in favor, the April 14, 2023, Meeting of the Board of Supervisors of the Blackburn Creek Community Development District was adjourned at 12:34 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

**BLACKBURN CREEK COMMUNITY
DEVELOPMENT DISTRICT**

Resolution 2023-03,
Approving a Preliminary Budget for Fiscal Year
2024 and Setting a Public Hearing Date
[Suggested Hearing Date of August 9, 2023]

RESOLUTION 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2023/2024 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Blackburn Creek Community Development District (“**District**”) prior to June 15, 2023, proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2023, and ending September 30, 2024 (“**Fiscal Year 2023/2024**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: _____, **2023**

HOUR: _____

LOCATION: _____

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENTS.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Sarasota County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed

Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 9th DAY OF MAY 2023.

ATTEST:

**BLACKBURN CREEK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

By: _____
Its: _____

Exhibit A: FY 2023/2024 Proposed Budget

Blackburn Creek CDD
 FY 2024 Proposed O&M Budget

	Year To Date			FY 2023 Adopted Budget	FY 2024 Proposed Budget
	Actual through 3/31/23	Anticipated Apr- Sep	Anticipated Total FY23		
Revenues					
On-Roll Assessments	\$ 117,579.74	\$ 1,651.25	\$ 119,230.99	\$ 144,755.00	\$ 300,000.00
Off-Roll Assessments	12,131.80	16,094.26	28,226.06	-	-
Other Revenue	1,443.41	-	-	-	-
Carry Forward Revenue	100,010.96	-	-	102,787.07	100,010.96
Net Revenues	\$ 231,165.91	\$ 17,745.51	\$ 147,457.05	\$ 247,542.07	\$ 400,010.96
General & Administrative Expenses					
Supervisor Fees	\$6,000.00	\$ 6,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
Public Officials' Insurance	2,830.00	-	2,830.00	3,000.00	3,000.00
Trustee Services	12,135.74	3,864.26	16,000.00	16,000.00	16,000.00
Management	16,500.00	16,500.00	33,000.00	33,000.00	36,300.00
Engineering	-	5,000.00	5,000.00	10,000.00	10,000.00
Disclosure	3,750.00	11,250.00	15,000.00	15,000.00	15,000.00
District Counsel	2,195.00	17,805.00	20,000.00	20,000.00	20,000.00
Assessment Administration	15,000.00	-	15,000.00	15,000.00	15,000.00
Reamortization Schedules	750.00	250.00	1,000.00	1,000.00	1,000.00
Audit	-	5,500.00	5,500.00	5,500.00	5,500.00
Arbitrage Calculation	-	500.00	500.00	1,000.00	1,000.00
Postage & Shipping	32.42	50.00	82.42	450.00	450.00
Legal Advertising	684.75	2,815.25	3,500.00	3,500.00	3,500.00
Bank Fees	-	-	-	250.00	250.00
Miscellaneous	125.00	75.00	200.00	200.00	200.00
Office Supplies	-	-	-	250.00	250.00
Web Site Maintenance	540.00	2,280.00	2,820.00	2,820.00	2,820.00
Dues, Licenses, and Fees	175.00	-	175.00	175.00	175.00
Reserve Study	-	-	-	-	7,500.00
Stormwater Reserve	-	-	-	-	145,755.00
Stormwater Maintenance	-	35,777.73	35,777.73	71,555.45	70,007.67
General Insurance	4,088.00	-	4,088.00	4,300.00	4,300.00
General Repair & Maintenance	-	937.50	937.50	1,875.00	-
Hardscape Maintenance	-	16,134.90	16,134.90	30,666.62	30,003.29
Total General & Administrative Expenses	\$ 64,805.91	\$ 124,739.64	\$ 189,545.55	\$ 247,542.07	\$ 400,010.96
Total Expenses	\$ 64,805.91	\$ 124,739.64	\$ 189,545.55	\$ 247,542.07	\$ 400,010.96
Net Income (Loss)	\$ 166,360.00	\$ (106,994.13)	\$ (42,088.50)	\$ -	\$ -

FY 2024 Proposed (net)	172.81
FY 2024 Proposed (gross at 5.5%)	182.87
<hr/>	
FY 2023 Proposed (net)	83.38
FY 2023 Proposed (gross at 5.5%)	88.23

Blackburn Creek CDD
Proposed FY 2024
Debt Service Budgets

	Proposed Series 2013 FY 2024 Budget	Proposed Series 2015A-1 FY 2024 Budget	Proposed Series 2015A-2 FY 2024 Budget	Proposed Series 2018A-1 FY 2024 Budget	Proposed Series 2018A-2 FY 2024 Budget	Proposed Series 2019A-1 FY 2024 Budget	Proposed Series 2019A-2 FY 2024 Budget
REVENUES:							
Special Assessments	\$ 456,450.00	\$ 308,900.00	\$ 107,968.75	\$ 907,523.25	\$ 166,561.50	\$ 300,818.75	\$ 138,120.00
TOTAL REVENUES	<u>\$ 456,450.00</u>	<u>\$ 308,900.00</u>	<u>\$ 107,968.75</u>	<u>\$ 907,523.25</u>	<u>\$ 166,561.50</u>	<u>\$ 300,818.75</u>	<u>\$ 138,120.00</u>
EXPENDITURES:							
Interest 11/01/2023	\$ 118,200.00	\$ 85,206.25	\$ 29,531.25	\$ 249,925.25	\$ 46,462.50	\$ 82,375.00	\$ 37,940.00
Interest 05/01/2024	118,200.00	85,206.25	29,531.25	249,925.25	46,462.50	82,375.00	37,940.00
Principal 05/01/2024	105,000.00	55,000.00	20,000.00	162,000.00	28,000.00	55,000.00	25,000.00
TOTAL EXPENDITURES	<u>\$ 341,400.00</u>	<u>\$ 225,412.50</u>	<u>\$ 79,062.50</u>	<u>\$ 661,850.50</u>	<u>\$ 120,925.00</u>	<u>\$ 219,750.00</u>	<u>\$ 100,880.00</u>
EXCESS REVENUES	<u>\$ 115,050.00</u>	<u>\$ 83,487.50</u>	<u>\$ 28,906.25</u>	<u>\$ 245,672.75</u>	<u>\$ 45,636.50</u>	<u>\$ 81,068.75</u>	<u>\$ 37,240.00</u>
Interest 11/01/2024	\$ 115,050.00	\$ 83,487.50	\$ 28,906.25	\$ 245,672.75	\$ 45,636.50	\$ 81,068.75	\$ 37,240.00



Blackburn Creek Community Development District
 FY 2024
 Proposed Assessment Schedule

<u>Unit Type</u>	<u>O&M*</u> <u>Assessment</u> <u>(Gross)</u>	<u>Debt</u> <u>Assessment</u> <u>(Gross)</u>	<u>Total (Gross)</u>
Series 2013A Bond (Phases 1A, 1B & 1C(b))			
Single Family - 27' Lot	88.23	415.88	\$ 504.11
Single Family - 35' Lot	88.23	554.83	\$ 643.06
Single Family - 45' Lot	88.23	693.14	\$ 781.37
Single Family - 52' Lot	88.23	800.96	\$ 889.19
Single Family - 57' Lot	88.23	877.98	\$ 966.21
Single Family - 72' Lot	88.23	1,109.02	\$ 1,197.25
Series 2015A Bond (Phases 1A(a), 2A(a), 3A, 3A(a) & 3A(1))			
Single Family - 35' Lot	88.23	915.71	\$ 1,003.94
Single Family - 45' Lot	88.23	714.25	\$ 802.48
Single Family - 52' Lot	88.23	1,484.77	\$ 1,573.00
Single Family - 57' Lot	88.23	1,629.81	\$ 1,718.04
Single Family - 72' Lot	88.23	2,062.78	\$ 2,151.01
Series 2018A Bond (Phases 3B, 2B, 2C, & 3C)			
Single Family - 35' Lot	88.23	911.11	\$ 999.34
Single Family - 52' Lot	88.23	1,480.61	\$ 1,568.84
Single Family - 57' Lot	88.23	1,622.96	\$ 1,711.19
Single Family - 72' Lot	88.23	2,050.02	\$ 2,138.25
Series 2019A Bond (Phases 1B(a), 2A(d), 2A(e))			
Single Family - 52' Lot	88.23	1,348.99	\$ 1,437.22
Single Family - 72' Lot	88.23	1,618.73	\$ 1,706.96

Blackburn Creek CDD
Budget Item Descriptions
FY 2023 – 2024

Revenues

On-Roll Assessments

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. Assessments collected via the tax collector are referred to as “On-Roll Assessments.”

Off-Roll Assessments

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. It is typically collected via the Tax Collector, but it can also be collected via a direct bill (referred to as Off Roll) from the district.

Other Income & Other Financing Sources

Unexpected revenue source.

Carryforward Cash

Anticipated unused income from a prior year which is available as cash for the current year.

Surplus of Carryforward as of YE (Year-End)

Unanticipated unused income from a prior year which is available as cash for the current year.

General & Administrative Expenses

Supervisor Fees

Chapter 190 of the Florida Statutes allows for a member of the Board of Supervisors to be compensated for meeting attendance and to receive up to \$200.00 per meeting plus payroll taxes. The amount for the Fiscal Year is based upon all supervisors attending the meetings.

Directors’ & Officers’ (D&O) or Public Officials’ Liability (POL) Insurance

Supervisors’ and Officers’ liability insurance.

Trustee Services

The Trustee submits invoices annually for services rendered on bond series. These fees are for maintaining the district trust accounts.

Blackburn Creek CDD Budget Item Descriptions FY 2023 – 2024

Management

The District receives Management and Administrative services as part of a Management Agreement with PFM Group Consulting, LLC. These services are further outlined in Exhibit “A” of the Management Agreement.

Engineering

The District’s engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of invoices, and all other engineering services as requested by the district throughout the year.

Disclosure

When bonds are issued for the District, the Bond Indenture requires continuing disclosure, which the dissemination agent provides to the trustee and bond holders.

District Counsel

The District’s legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts, and all other legal services as requested by the District throughout the year.

Assessment Administration

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. It is typically collected via the Tax Collector. The District Manager submits an Assessment Roll to the Tax Collector annually by the deadline set by the Tax Collector or Property Appraiser.

Reamortization Schedules

When debt is paid on a bond series, a new amortization schedule must be recalculated. This can occur up to four times per year per bond issue.

Audit

Chapter 218 of the Florida Statutes requires a District to conduct an annual financial audit by an Independent Certified Public Accounting firm. Some exceptions apply.

Arbitrage Calculation

To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate an arbitrage rebate liability.

Postage & Shipping

Mail, overnight deliveries, correspondence, etc.

Blackburn Creek CDD
Budget Item Descriptions
FY 2023 – 2024

Legal Advertising

The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to, monthly meetings, special meetings, and public hearings for the District.

Bank Fees

Bank fees associated with the services the District uses with the bank (e.g. remote deposit capture, positive pay, wire transfers, ACH payments, monthly maintenance, etc.).

Miscellaneous

Other general & administrative expenses incurred throughout the year.

Office Supplies

General office supplies as they relate to the District.

Web Site Maintenance

Website maintenance fee.

Dues, Licenses & Fees

The District is required to pay an annual fee to the Department of Economic Opportunity.

Stormwater Management

Expenses related to the effort to reduce runoff of rainwater into streets and lawns.

70% to Stormwater

Expenses related to the effort to reduce runoff of rainwater into streets and lawns. Funds from the Carryforward Surplus are anticipated to be used towards this expense.

General Insurance

General liability insurance.

General Repair & Maintenance

Repair & maintenance of District equipment, plant, or property.

30% to Hardscape

Expenses related to the purchase or maintenance of hard, yet “movable,” parts of landscape, such gravel, paving, and stones. Funds from the Carryforward Surplus are anticipated to be used towards this expense.

**BLACKBURN CREEK COMMUNITY
DEVELOPMENT DISTRICT**

District Engineer Discussion

STORMWATER ASSESSMENT

FOR

GRAND PALM

Prepared for:

BLACKBURN CREEK CDD

Blackburn Creek Community Development District
3501 Quadrangle Boulevard, Suite 270
Orlando, FL 32817

Prepared by:

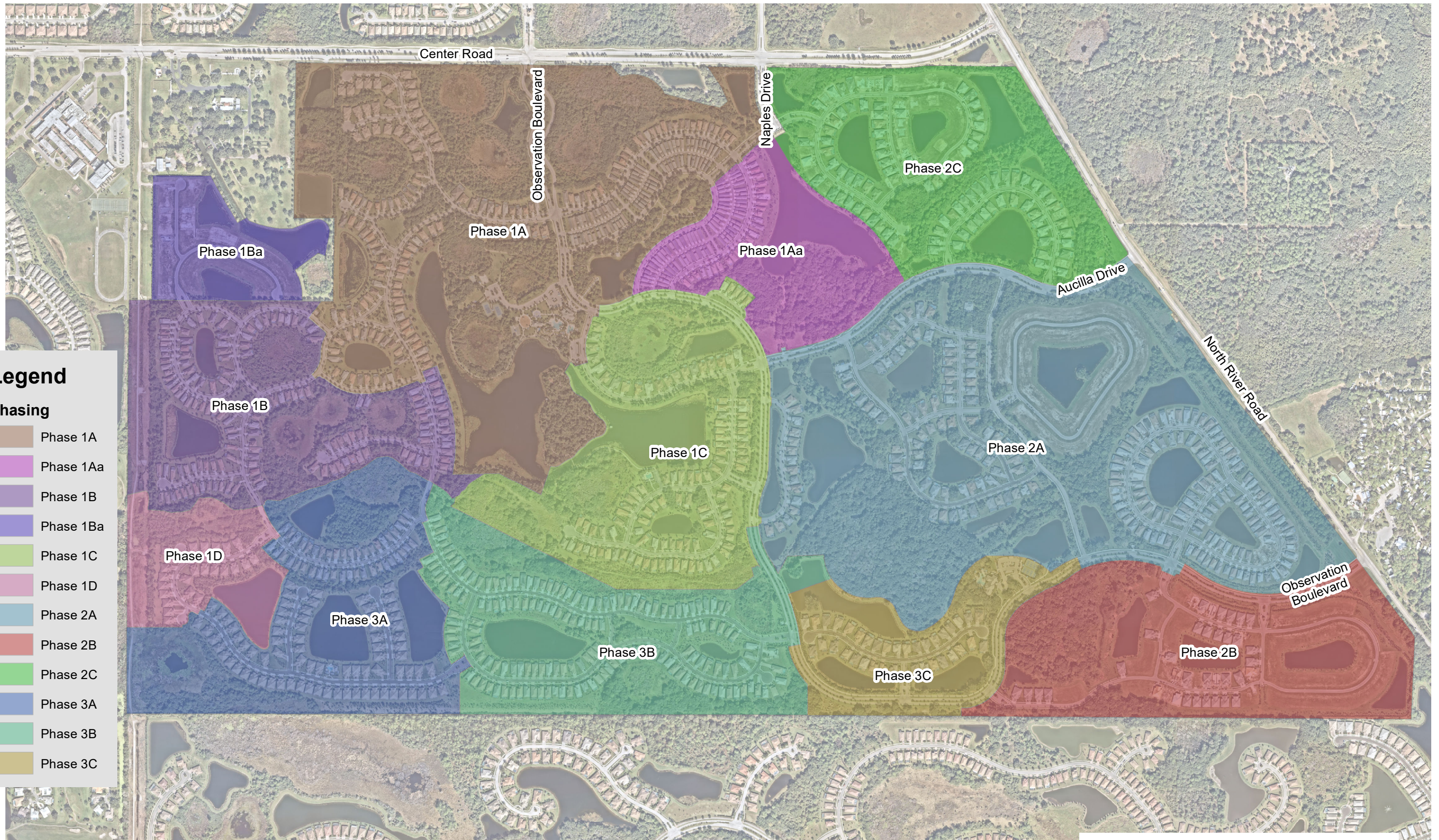


Kimley-Horn and Associates, Inc.
1777 Main Street, Suite 200
Sarasota, FL 34236

April 2023

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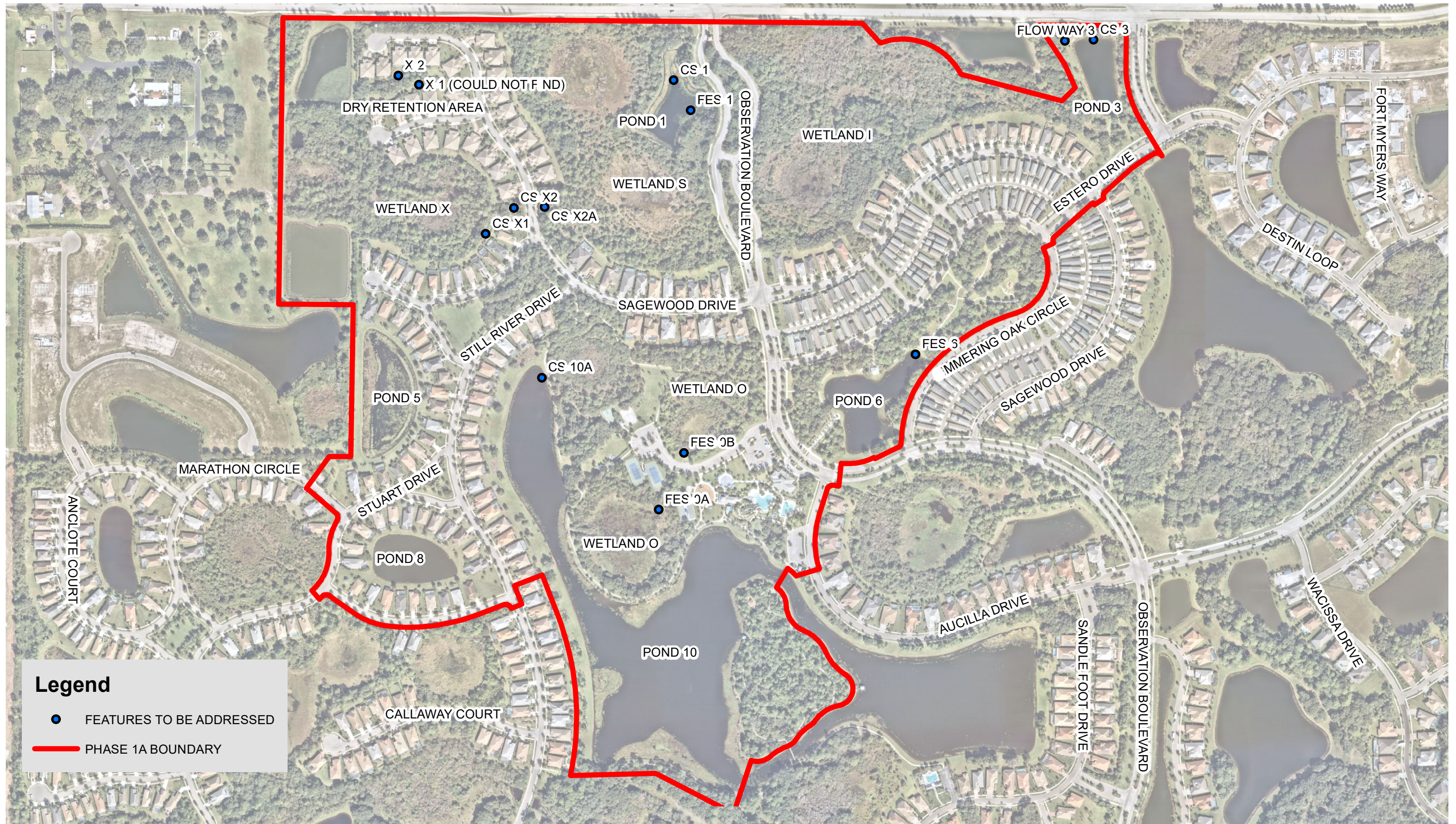
OVERALL PHASING MAP

GRAND PALM

APRIL 2023

Venice, Florida





PHASE 1A
GRAND PALM

APRIL 2023

Venice, Florida





Control Structure – CS-X-2

Debris and vegetation are in/around Control Structure CS-X-2. CS-X-2 is approximately located behind 1183 Collier Plane.

Note: It should be noted that Control Structure CS-X-1 could not be located but is within the Dry Retention Area.

Action: Vegetation and debris to be removed around both control structures.



Control Structure - CS-X1

Debris and vegetation in/around Control Structure CS-X1. CS-X1 is approximately located behind 12244 Alachua Lane.

Action: Debris and vegetation to be removed in and around the control structure.



Control Structure - CS-X2

Debris covering Control Structure CS-X2. CS-X2 is located within the wooded area of 1261 Collier Plane.

Action: Remove debris in and around the control structure.



Control Structure - CS-X2A

Control Structure CS-X2A is covered in debris. CS-X2A is located in a wooded area to the right of 1270 Collier Plane.

Action: All debris to be cleared in and around the Control Structure.



Flared End Section - FES-1

Rip-rap in the flow way of Flared End Section FES-1. FES-1 is located on the west side of Pond 1, near Observation Boulevard.

Action: Rip-rap in the flow way should be replaced along the outer edges of the structure to prevent erosion.



Control Structure - CS-1

Vegetation in the flow way of Control Structure CS-1. CS-1 is located on the north side of Pond 1.

Action: Remove vegetation around the control structure.



Control Structure - CS-3

Debris and Vegetation in control structure in and around Control Structure CS-3. CS-3 is located on the north side of Pond 3, along Center Road.

Action: Remove vegetation and debris from in and around the control structure.



Flow Way - 3

Debris and vegetation in Flow Way -3. Flow Way- 3 is located on the northwest side of Pond 3, along Naples Drive.

Action: Remove vegetation and debris from the flow way.



Control Structure - CS-10A

Debris and vegetation in front of and under Control Structure CS-10A. CS-10A is located on the northwest side of Pond 10, along a walkway, behind 1290 Still River Drive.

Action: Remove vegetation and debris from the flow way and under the skimmer.



Flared End Section - FES-OA

Debris and rip-rap in the flow way of Flared End Section FES-OA. FES-OA is located on the north side of the southern portion of Wetland O, behind the amenity center located on Observation Boulevard.

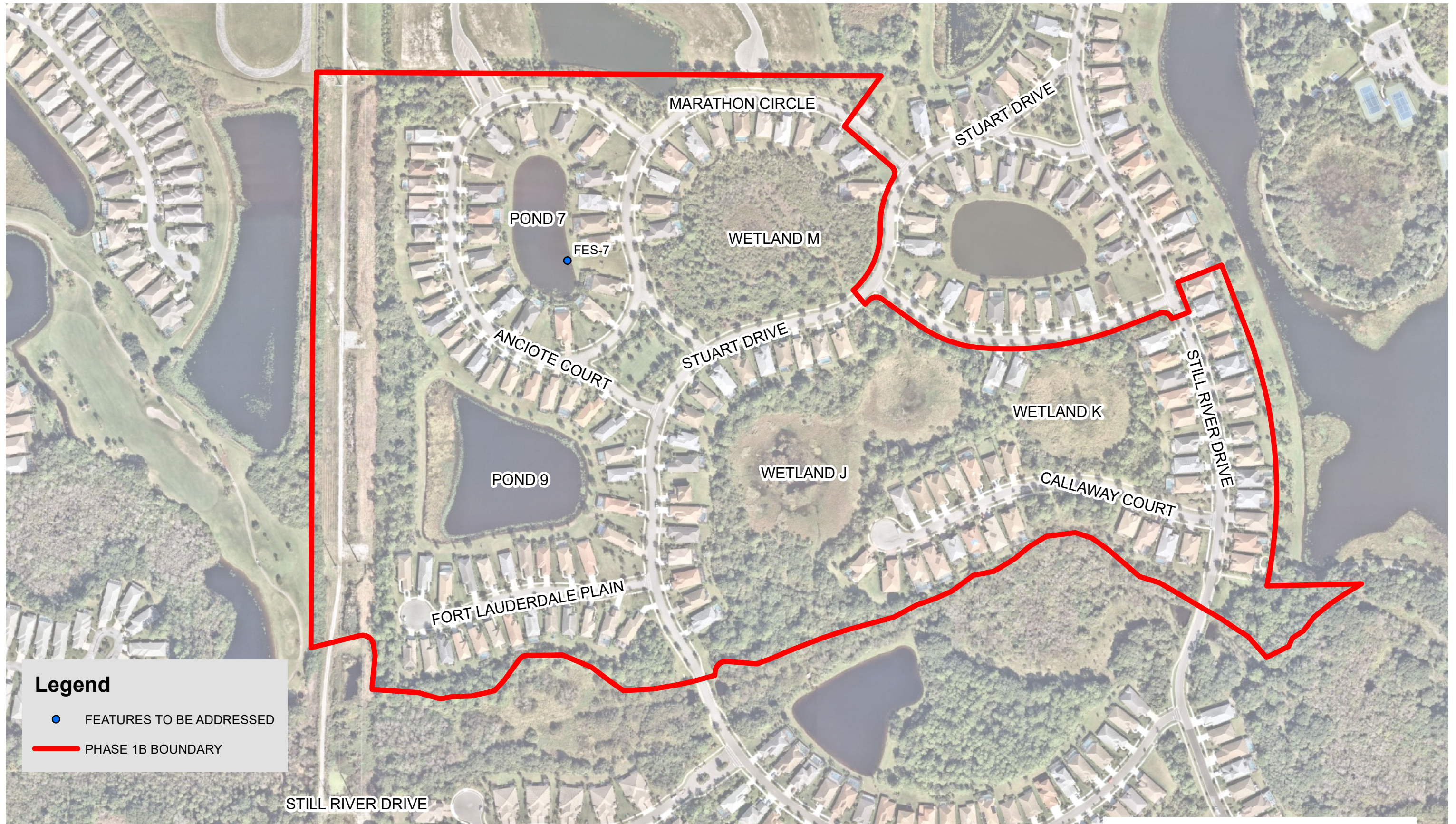
Action: Debris and rip-rap to be removed from the flow way. Rip-rap to be replaced along the sides of the structure to prevent further erosion.



Flared End Section - FES-OB

Debris and rip-rap in the flow way of Flared End Section FES-OB. FES-OB is located on the south side of the northern portion of Wetland O, near Observation Boulevard.

Action: Debris and rip-rap to be removed from the flow way. Rip-rap to be replaced along the sides of the structure to prevent further erosion.



PHASE 1B
GRAND PALM

APRIL 2023

Venice, Florida





Flared End Section - FES-7

Rip-rap in the flow way of the Flared End Section. FES-7 is located on the east side of Pond 7 and approximately located behind 11609 Marathon Circle.

Action: Remove rip-rap from flow way of the flared end section and replace on the outside to prevent erosion.



Legend

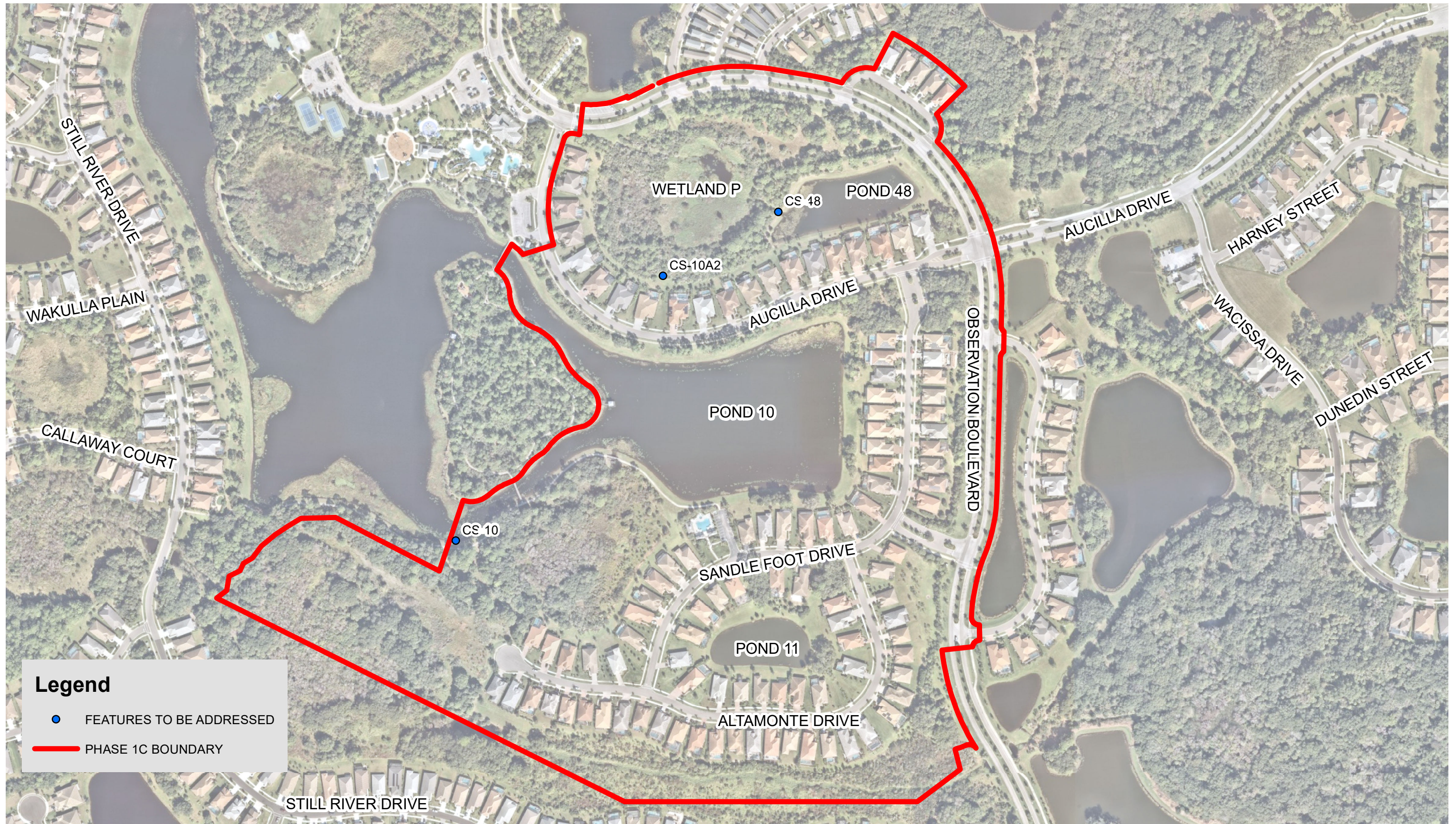
- FEATURES TO BE ADDRESSED
- PHASE 1BA BOUNDARY



Control Structure - CS-49

Overgrown vegetation in/around t Control Structure. CS-49 is approximated located on the northeast side of Pond 49.

Action: Clear all vegetation and debris in and around the control structure.



Legend

- FEATURES TO BE ADDRESSED
- PHASE 1C BOUNDARY

PHASE 1C
GRAND PALM

APRIL 2023

Venice, Florida



Kimley»Horn | EX-5



Control Structure - CS-10A2

Overgrown vegetation in/around Control Structure CS-10A2. CS-10A2 is approximated located behind house of 11666 Aucilla Drive.

Action: Remove vegetation in and around the control structure.



Control Structure - CS-10

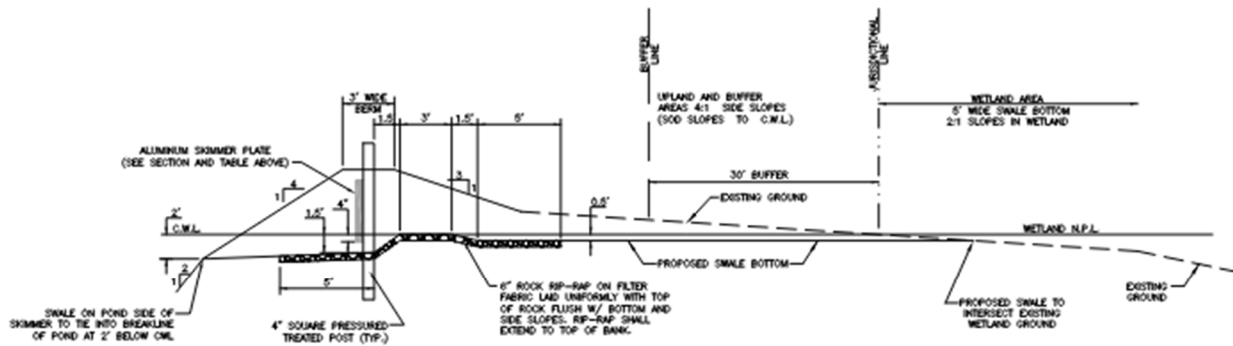
The skimmer of Control Structure CS-10 is completely submerged. As designed, the skimmer should be above the water level which prevents floating debris and oils from passing downstream to wetlands. CS-10 is located along a pathway, centrally located on the southern portion of Pond 10.

Please refer to the following sheet for the engineering design detail.

Action: The Control Structure CS-10 should be further evaluated to determine the cause.+

CS-10 DETAILS

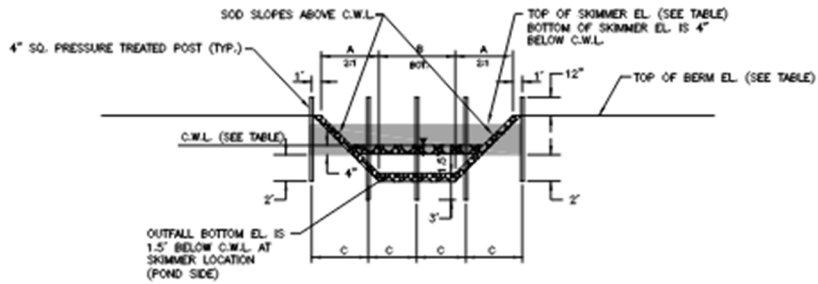
Grand Palm



CS-10 OUTFALL/SKIMMER PROFILE BETWEEN POND AND WETLAND
(WHERE POND AND WETLAND HAVE SAME WATER LEVEL)

N.T.S.

NOTE:
PLANT SWALE BOTTOM WITH SPARTINA BAKERS ON 2' CENTERS
(INCLUDES SWALE SLOPES IN WETLAND AREA AND SWALE
SLOPES BELOW C.W.L.).



CS-10 SWALE/SKIMMER SECTION
BETWEEN POND AND WETLAND

N.T.S.

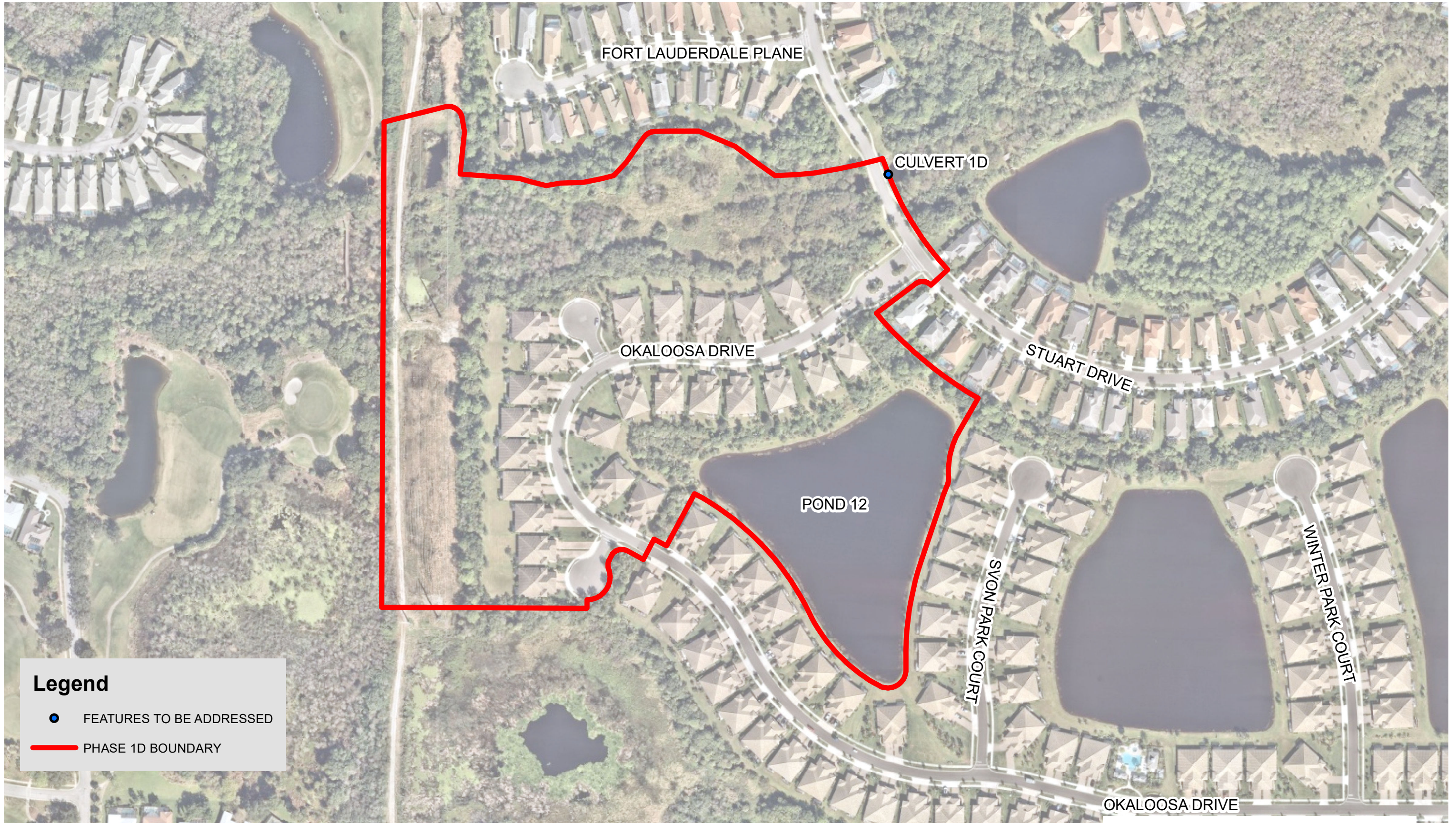
SKIMMER STRUCTURE TABLE								
POND NO.	WETLAND ID.	C.W.L.	TOP OF BERM EL.	TOP OF SKIMMER EL.	SWALE BOTTOM EL.	DISTANCE "A"	DISTANCE "B"	DISTANCE "C"
10	G	6.5'	9.5'	8.80'	7.05'	4.9'	10.0'	5±
(RECORD DATA)		-	-	-	-	-	-	-



Control Structure - CS-48

Vegetation in the flow way, at the front of Control Structure CS-48. CS-48 is located on the west side of pond 48, near wetland P.

Action: Remove vegetation in front of control structure within the flow way.

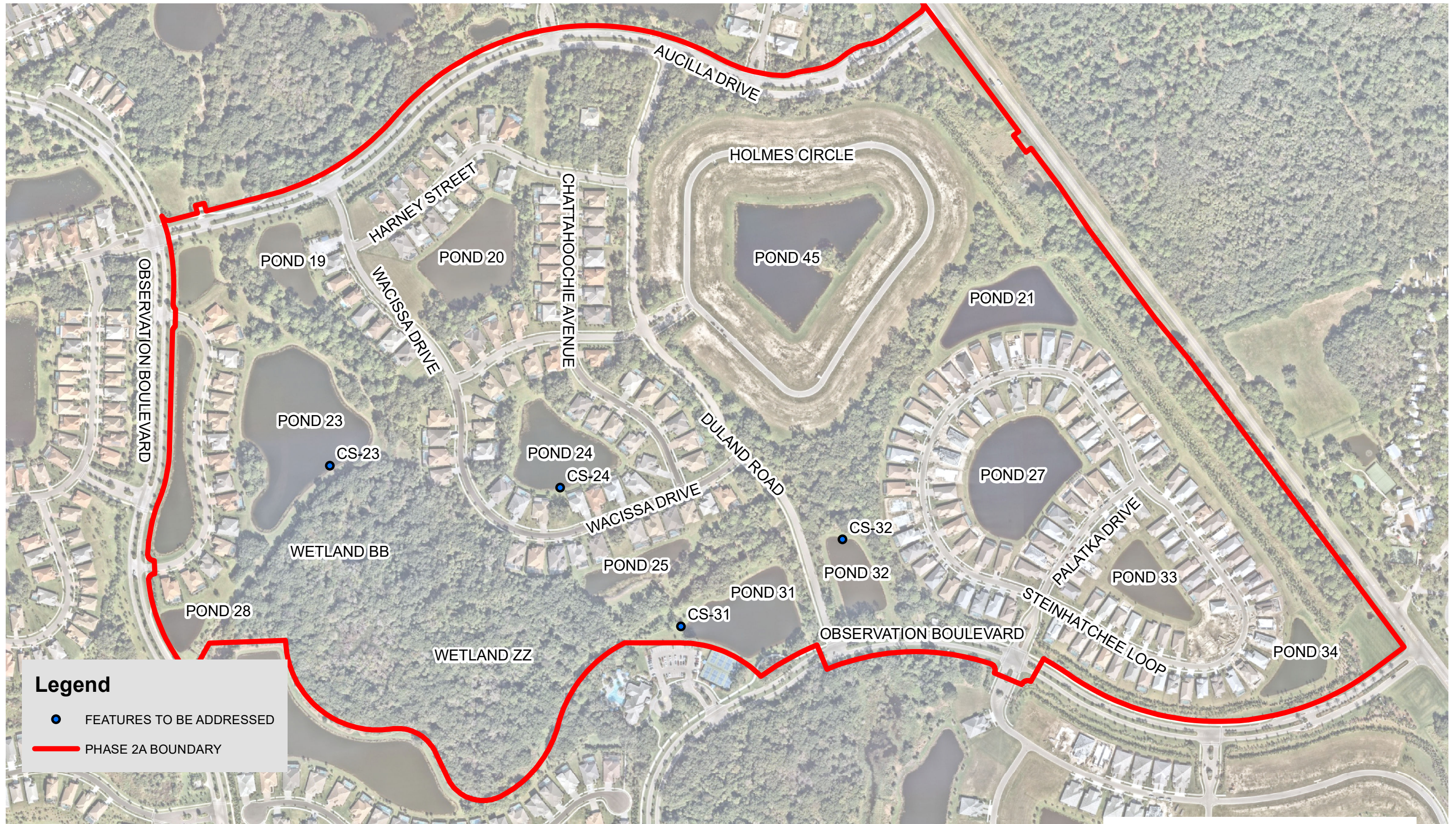




Culvert 1D

Debris and rip-rap in the flow way of Culvert 1D. Culvert 1D is located along the east side of Stuart Drive, north of intersection of Stuart Drive and Okaloosa Drive.

Action: Remove rip-rap and debris from flow way. Replace rip-rap around culvert.



Legend

- FEATURES TO BE ADDRESSED
- PHASE 2A BOUNDARY

PHASE 2A
GRAND PALM

APRIL 2023

Venice, Florida





Control Structure - CS-23

Rip-rap under the skimmer of Control Structure CS-23. CS-23 is located on the southeast side of pond 23.

Action: Remove rip-rap from under skimmer.



Control Structure - CS-24

Erosion surrounding Control Structure CS-24.. CS-24 is located behind 21272 Wacissa Drive.

Action: Rip-rap to be added around control structure to prevent further erosion. Rip-rap should not prevent flow into the side orifices.



Control Structure - CS-31

Vegetation in and around Control Structure CS-31. CS-31 is located on the west side of Pond 31 and can be accessed through the parking lot of 1900 Observation Boulevard.

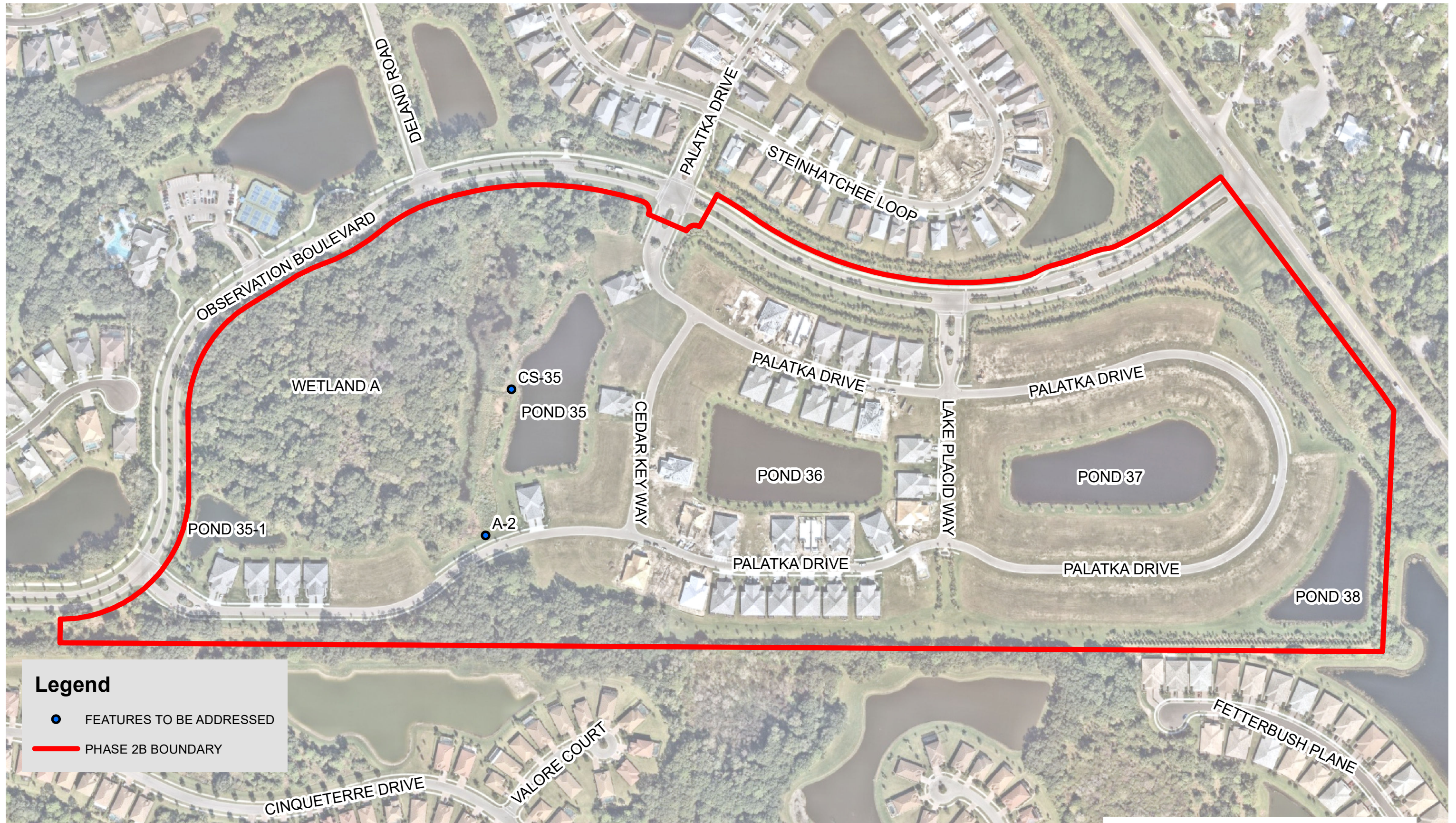
Action: Vegetation to be removed in and around the control structure.



Control Structure - CS-32

Vegetation and debris in the flow way of Control Structure CS-32. CS-32 is located on the north side of Pond 32 , behind 13037 Steinhatchee Loop.

Action: Remove vegetation and debris in the flow way and around the control structure.



Legend

- FEATURES TO BE ADDRESSED
- PHASE 2B BOUNDARY

PHASE 2B
GRAND PALM

APRIL 2023

Venice, Florida



Kimley»Horn EX-8



Control Structure - A-2

Vegetation growing through Control Structure A-2. A-2 is located along the roadway to the west of 12460 Palatka Drive.

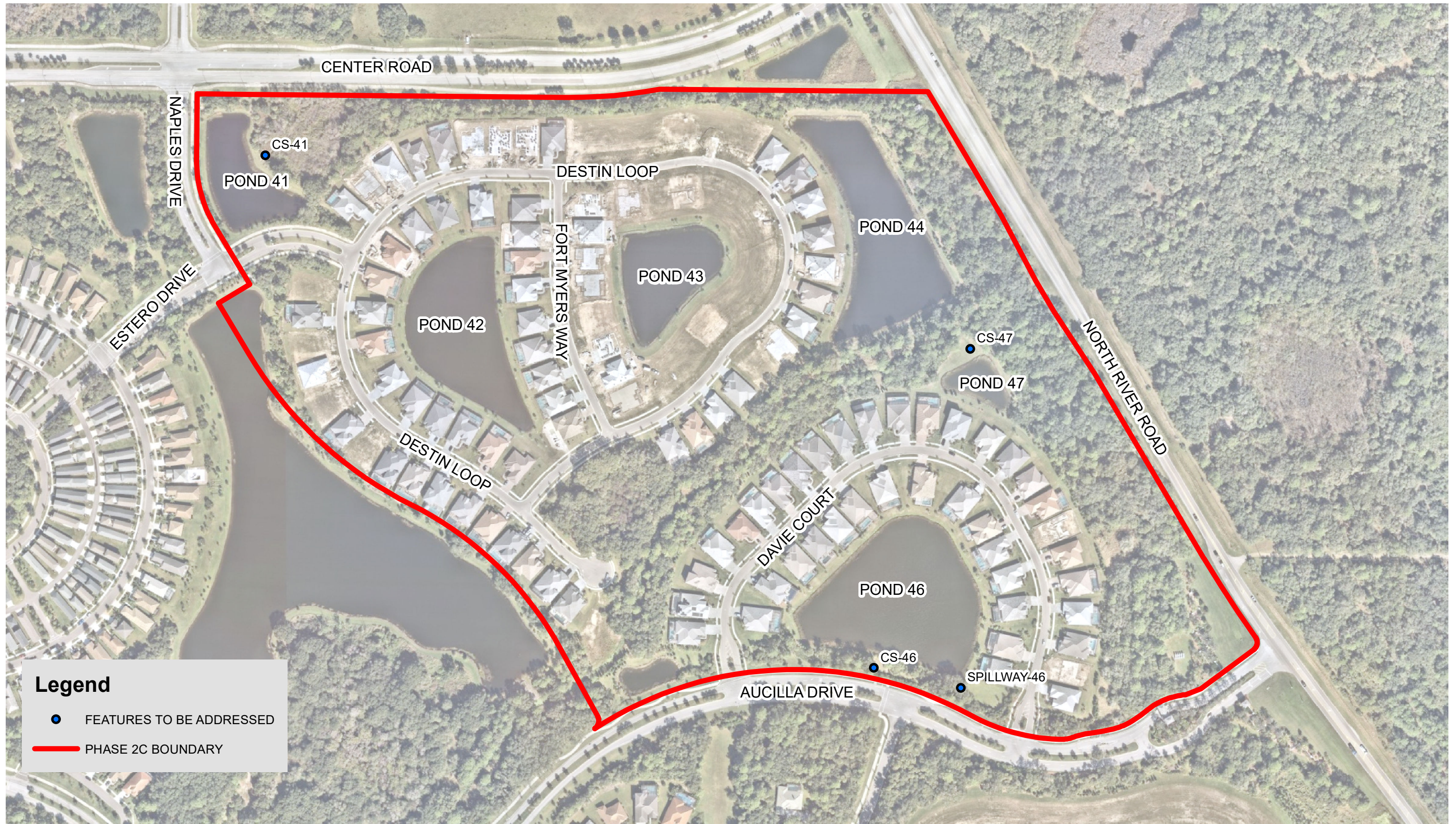
Action: Remove vegetation from control structure.



Control Structure - CS-35

Vegetation in structure Control Structure CS-35. CS-35 is located on the west side of Pond 35.

Action: Remove vegetation in and around control structure.



PHASE 2C
GRAND PALM

APRIL 2023

Venice, Florida





Control Structure - CS-41

Vegetation around Control Structure CS-41. CS-41 is located on the east side of Pond 41 and can be accessed from the intersection of Naples Drive and Center Road.

Action: Remove vegetation around control structure.



Spillway 46

Spillway 46 appears to be a natural drainage path into Pond 46. This pathway is located on the southeast side of Pond 46 and can be accessed from the intersection of Aucilla Drive and Davie Court.

Action: Trees should be removed/replanted to minimized impacts to pathway.



Control Structure - CS-46

Tree limbs are obstructing Control Structure CS-46. CS-46 is located on the south side of Pond 46 and be accessed from the intersection of Aucilla Drive and Davie Court.

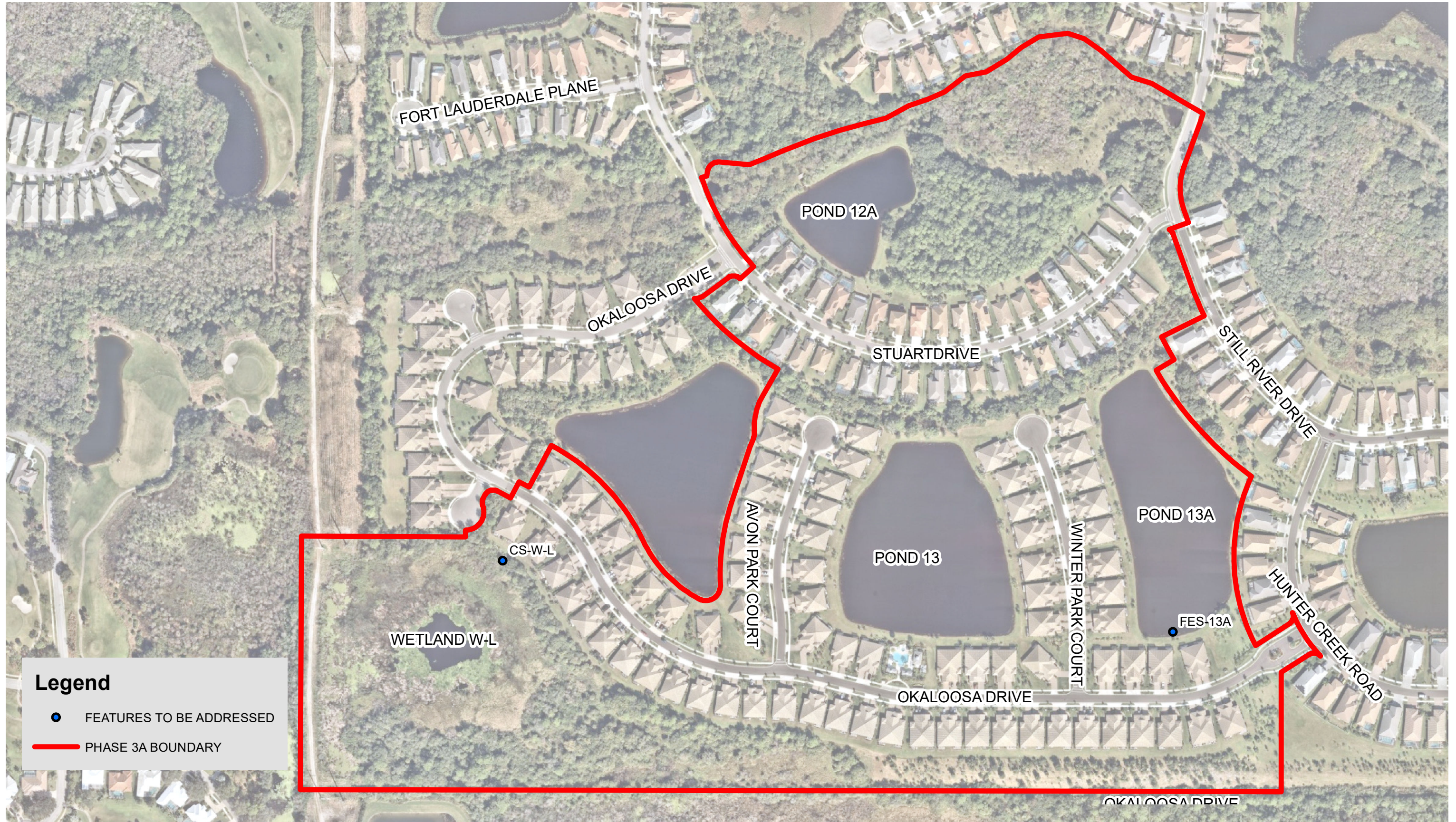
Action: Clear trees around control structure.



Control Structure - CS-47

Vegetation and debris around Control Structure CS-47. CS-47 is located on the north side of pond 47, behind 12452 Davie Court.

Action: Remove vegetation and debris around control structure.



Legend

- FEATURES TO BE ADDRESSED
- PHASE 3A BOUNDARY



Control Structure - CS-W-L

Vegetation and debris around Control Structure CS-W-L. CS-W-L is approximately located behind 11523 Okaloosa Drive.

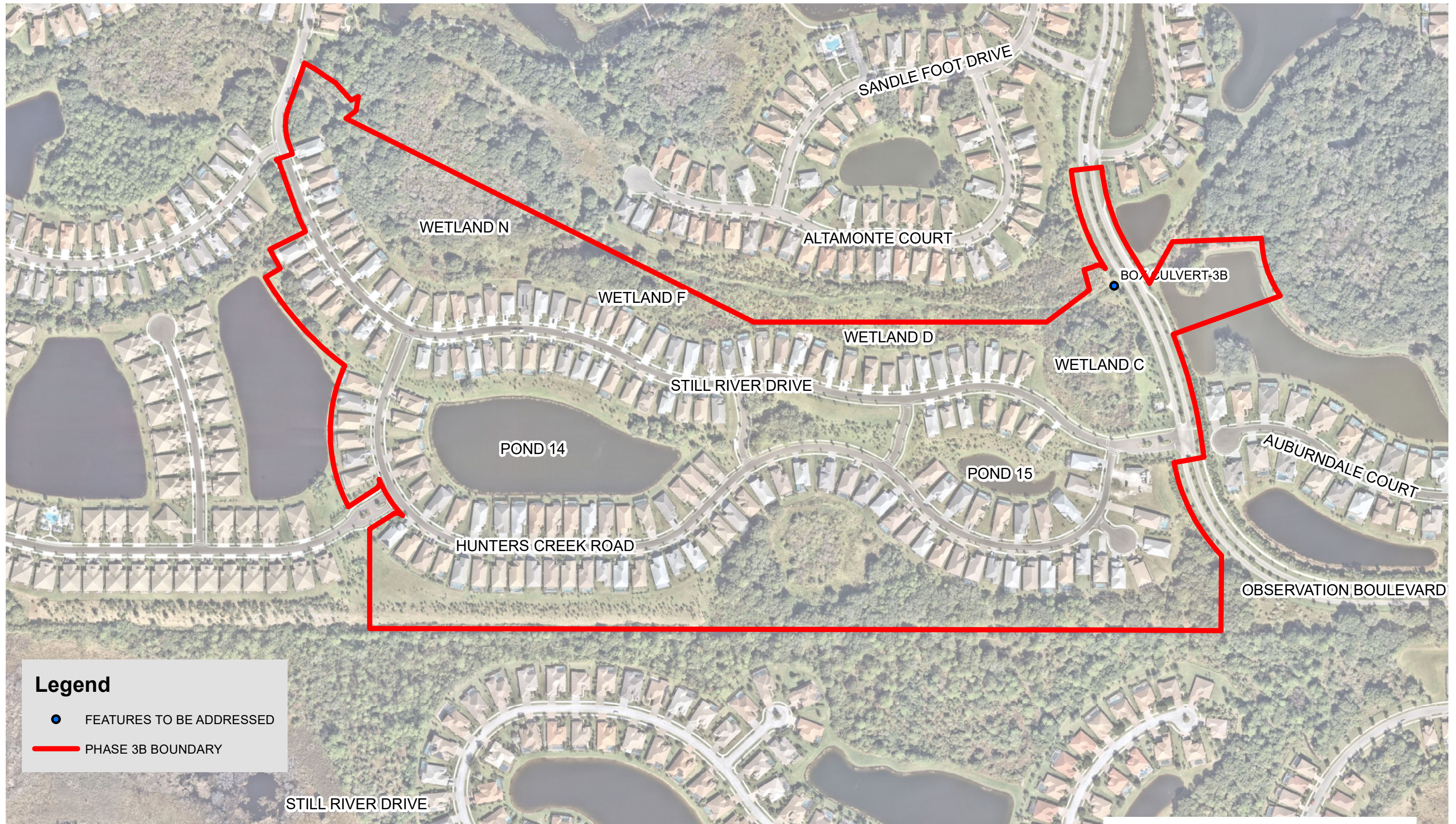
Action: Remove vegetation and debris around control structure.



Flared End Section - FES-13A

Additional rip-rap needed around structure FES-13A to prevent further erosion. FES-13A is located on the south side of Pond 13A, behind 11720 Okaloosa Drive.

Action: Add additional rip-rap around flared end.



Legend

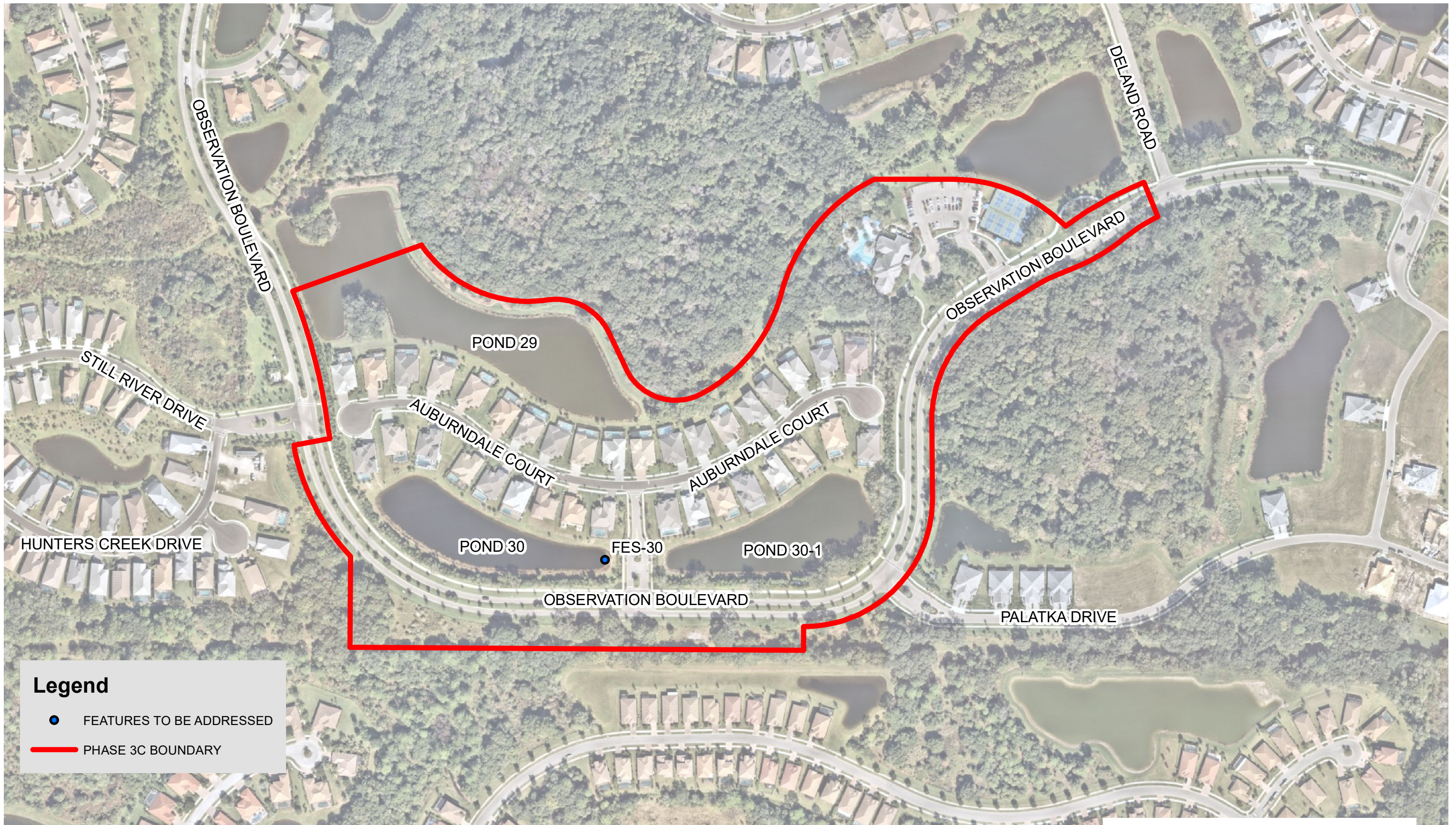
- FEATURES TO BE ADDRESSED
- PHASE 3B BOUNDARY



Box Culvert-3B

Rip-rap is in flow way that possibly washed out from around the wing walls. Box Culvert-3B is located on the north side of Wetland C along Observation Boulevard.

Action: Rip-rap to be replaced around the wing walls along the bank to prevent erosion.



Legend

- FEATURES TO BE ADDRESSED
- PHASE 3C BOUNDARY



Flared End Section - FES-30

Flared End Section FES-30 requires more rip-rap around the structure. FES-30 is located on the east side of Pond 30, along Reedy Drive.

Action: Add additional rip-rap around flared end to prevent erosion around the pond bank.

**BLACKBURN CREEK COMMUNITY
DEVELOPMENT DISTRICT**

Letter from Supervisor of Elections,
Sarasota County



Ron Turner Supervisor of Elections

Sarasota County: *Our County. Our Vote.*

April 21, 2023

Vivian Carvalho
Senior District Manager
PFM Group Consulting, LLC
3501 Quadrangle Blvd, Suite 270
Orlando, FL 32817

Subject: Qualified Electors for Blackburn Creek CDD

Dear Vivian:

Listed below is the total number of qualified registered electors for Blackburn Creek Community Development District as of April 15, 2023.

Precinct: 321.1 Voters: 2,394

Sincerely,

Ron Turner
Supervisor of Elections
Sarasota County, Florida

RT/alp

**BLACKBURN CREEK COMMUNITY
DEVELOPMENT DISTRICT**

Payment Authorizations Nos. 195 – 196

BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization 195 - 196

PA #	Description	Amount	Total
195	US Bank	\$ 4,310.00	
			\$4,310.00
196	CA Florida Holdings	\$ 173.25	
	PFM Group Consulting	\$ 2,750.00	
	Supervisor Fees - 4/18/23		
	David Trast	\$ 200.00	
	Phil Davis	\$ 200.00	
	Kirk Fegley	\$ 200.00	
	Kevin Johnson	\$ 200.00	
	James Sverapa	\$ 200.00	
	VGlobalTech	\$ 300.00	
		\$ 135.00	
		\$ 135.00	
		\$ 300.00	
		\$ 135.00	
	Vogler Ashton	\$ 372.00	
			\$5,300.25
		Total	\$9,610.25

**BLACKBURN CREEK
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 195

4/13/2023

Item No.	Payee	Invoice No.	GF FY23
1	US Bank Administration Fees 3/1/23-2/29/24	6869304	\$ 4,310.00
SUBTOTAL			\$ 4,310.00
TOTAL			<u>\$ 4,310.00</u>

Secretary / Assistant Secretary

Chairman / Vice Chairman

Rick Montejano

From: Kevin Johnson <johnsonkmrj@gmail.com>
Sent: Thursday, April 13, 2023 11:37 AM
To: Rick Montejano
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 #1945).

regards

Kevin

On Thu, Apr 13, 2023 at 10:49 AM Rick Montejano <montejanor@pfm.com> wrote:

Hi 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

--

Kevin Johnson

**BLACKBURN CREEK
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 196

4/27/2023

Item No.	Payee	Invoice No.	GF FY23
1	CA Florida Holdings Blackburn Creek - 03/01/2023	5433754	\$ 173.25
2	PFM Group Consulting District Mgmt Fees - Apr 2023	DM-04-2023-04	\$ 2,750.00
3	Supervisor Fees - 4/18/2023 Meeting		
	David Trast	2023.04.18	\$ 200.00
	Phil Davis	2023.04.18	200.00
	Kirk Fegley	2023.04.18	200.00
	Kevin Johnson	2023.04.18	200.00
	James Sverapa	2023.04.18	200.00
3	VGlobalTech		
	ADA Quarterly Audit	4562	\$ 300.00
	Website Maintenance - Feb 2023	4759	\$ 135.00
	Website Maintenance - Mar 2023	4831	\$ 135.00
	ADA Quarterly Audit	4894	\$ 300.00
	Website Maintenance - Apr 2023	4971	\$ 135.00
4	Vogler Ashton District Counsel Through 03/29/2023	681	\$ 372.00
SUBTOTAL			\$ 5,300.25
TOTAL			\$ 5,300.25

Secretary / Assistant Secretary

Chairman / Vice Chairman

Rick Montejano

From: Kevin Johnson <johnsonkmrj@gmail.com>
Sent: Thursday, April 27, 2023 5:35 PM
To: Rick Montejano
Subject: Re: PA 196

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 #196).

regards

Kevin

On Thu, Apr 27, 2023 at 2:38 PM Rick Montejano <montejanor@pfm.com> wrote:

Hi Kevin –

Attached is the updated payment authorization for review and payment.

As for the meeting yesterday:

While statute allows for Boards to be compensated, please note that it is for duly noticed Board of Supervisors and Workshop Meetings. The conference call was set up merely for the District Chair to have an opportunity to discuss the budget with staff prior to the Board of Supervisors receiving a copy.

I don't make the rules I just relay them ●

Rick Montejano

District Accountant

PFM Group Consulting LLC

407.723.5900 ext. 5951

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

MontejanoR@pfm.com