

MINUTES OF MEETING

**BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION COMMITTEE MEETING MINUTES**

**Wednesday, December 12, 2023, at 11:00 a.m.
6853 Energy Ct., Lakewood Ranch, FL 34240**

Board Members Present via Speaker or in Person:

Kevin Johnson	Committee Member
David Trast	Committee Member
Phil Davis	Committee Member
Kirk Fegley	Committee Member

Also Present via Speaker or in Person:

Venessa Ripoll	District Manager- PFM Group Consulting LLC
Jorge Jimenez	ADM- PFM Group Consulting LLC (via phone)
Rick Montejano	Accountant - PFM Group Consulting LLC (via phone)
Andy Cohen	District Counsel

FIRST ORDER OF BUSINESS

Administrative Matters

Call to Order and Roll Call

The Auditor Selection Committee Meeting for the Blackburn Creek CDD was called to order at 11:01 a.m. by Ms. Ripoll 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.

Review and Approval of Audit Documents

- **Audit RFP Notice**
- **Instructions to Proposers**
- **Evaluation Criteria – with and without price**

Ms. Ripoll suggested that the Board move forward with pricing and set the date for the Audit meeting. The audits RFP will need to be received by December 29, 2023.

ON MOTION by Mr. Johnson, seconded by Mr. Trast, with all in favor, the Board approved the audit documents and to post evaluation criteria with price.

SECOND ORDER OF BUSINESS

Adjournment

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

ON MOTION by Mr. Trast, seconded by Mr. Johnson, with all in favor, the December 12, 2023, the Meeting of the Auditor Selection Committee for the Blackburn Creek Community Development District was adjourned at 11:04 a.m.


Secretary/Assistant Secretary


Chairperson/Vice Chairperson