

**MINUTES OF MEETING**

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

**Tuesday, January 9, 2024, at 11:00 a.m.  
6853 Energy Ct., Lakewood Ranch, FL 34240**

Board Members Present via Speaker or in Person:

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

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	
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 11:06 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.

**Public Comment Period**

There were no public comments.

**SECOND ORDER OF BUSINESS**

**General Business Matters**

**Consideration of Recommendation of the  
Auditor Selection Committee**

Ms. Ripoll noted that the Committee ranked Grau & Associates as #1.

ON MOTION by Mr. Johnson seconded by Mr. Trast, with all in favor, the Board approved the recommendation of the Auditor Selection Committee to hire Grau & Associates.

**Consideration of the Minutes of the  
December 12, 2023, Board of  
Supervisors' Meeting**

Mr. Cohen recommended some changes in wording and Mr. Johnson noted an incorrect name to be corrected.

ON MOTION by Mr. Sverapa seconded by Mr. Davis, with all in favor, the Board approved the Minutes of the December 12, 2023, Board of Supervisors' Meeting and Auditor Selection Committee Meeting as amended.

**Review and Consideration of District  
Engineer RFQ**

Mr. Cohen noted only one submittal was received, he reviewed the Engineer RFQ for the Board and stated that he has been in with communication with BDI. He suggested that BDI be invited to a Board meeting. This item was tabled until the next meeting.

**Discussion Regarding HOA Turnover**

This item will be left on the agenda. There was no further discussion at this time.

**District Engineer Project Update  
a. Preventative Maintenance Plan**

Mr. Conerly stated that they will need to set the next District engineer up for a maintenance program associated with the cleaning of the stormwater system. The final plans have been uploaded to a ShareFile site. They had also shared a graphic of the 5-year plan. The Board asked that a table be created for the engineer and Ms. Ripoll to reference so they can budget accordingly for the projects need to be completed each year. The Board and engineer discussed the infrastructure of the District as it pertains to the list requested by the Board.

**Ratification of Payment Authorizations  
208 – 210**

Ms. Ripoll requested a motion to ratify payment authorizations 208 - 210.

ON MOTION by Mr. Fegley seconded by Mr. Davis, with all in favor, the Board ratified Payment Authorizations 208 - 210.

### **Review of District Financial Statements**

The Board reviewed the Financial Statements.

ON MOTION by Mr. Trast seconded by Mr. Sverapa, with all in favor, the Board approved the District Financial Statements.

### **THIRD ORDER OF BUSINESS**

### **Staff Reports**

- District Counsel –** Mr. Johnson mentioned that the HOA will be voting on the Common Property proposal on March 6.
- District Engineer –** No report.
- District Manager –** Ms. Ripoll noted the next meeting is scheduled for February 13, 2024, at 11:00 a.m.

### **FOURTH ORDER OF BUSINESS**

### **Audience Comments and Supervisor Requests**

There were no comments at this time.

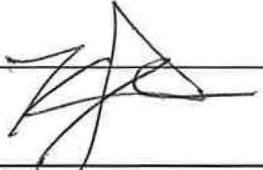
### **FIFTH ORDER OF BUSINESS**

### **Adjournment**

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

ON MOTION by Mr. Johnson, seconded by Mr. Davis, with all in favor, the January 9, 2024, the Meeting of the Board of Supervisors of the Blackburn Creek Community Development District was adjourned at 11:51 a.m.

  
Secretary/Assistant Secretary

  
Chairperson/Vice Chairperson