

MINUTES OF MEETING

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

Tuesday, March 12, 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	(via phone)
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	
Vivian Carvalho	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)
David Jackson	District Counsel	
Robert Dvorak	District Engineer	

Audience Member

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 11:00 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.

Ms. Ripoll asked for a motion to allow Mr. Trast to vote via phone.

ON MOTION by Mr. Sverapa seconded by Mr. Davis, with all in favor, the Board approved for Mr. Trast to vote via phone.

SECOND ORDER OF BUSINESS

General Business Matters

Consideration of the Minutes of the February 13, 2024, Board of Supervisors' Meeting

The Board reviewed the minutes.

ON MOTION by Mr. Johnson seconded by Mr. Davis, with all in favor, the Board approved the Minutes of the February 13, 2024, Board of Supervisors' Meeting.

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

Mr. Dvorak stated that he had looked into Southwest Florida Water Management's database and saw the District had 3 permits that cover the entire development and are all under the Grand Palm Master Association. He noted that one of the permits is due for a re-certification. He also recommended that all of their permits be put on the same cycle. Ms. Ripoll will send the HOA Documents to Mr. Trast and Mr. Dvorak. Mr. Dvorak mentioned that they had gone through all of the drainage structures and are recommending that the debris and vegetation be removed in Phase 1. The Board discussed the transfer of documents from the previous engineer.

Discussion Regarding HOA Turnover

Mr. Johnson stated that the HOA had appointed 3 new Board members on March 6, 2024.

Ratification of Payment Authorization 213

Ms. Ripoll requested a motion to ratify payment authorization 213.

ON MOTION by Mr. Davis seconded by Mr. Fegley, with all in favor, the Board ratified Payment Authorization 213.

Review of District Financial Statements

The Board reviewed the Financial Statements as of February 29, 2024.

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

THIRD ORDER OF BUSINESS

Staff Reports

District Counsel – No report.

District Engineer – No report.

District Manager – Ms. Ripoll noted the next meeting is scheduled for April 9, 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. Fegley, seconded by Mr. Trast, with all in favor, the March 12, 2024, the Meeting of the Board of Supervisors of the Blackburn Creek Community Development District was adjourned at 11:35 a.m.


Secretary/Assistant Secretary


Chairperson/Vice Chairperson