

MINUTES OF MEETING

BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS MEETING MINUTES

Tuesday, June 10, 2025, at 11:00 a.m.

6853 Energy Ct., Lakewood Ranch, FL 34240

Board Members Present via Speaker or in Person:

Kevin Johnson	Chairperson	
Kirk Fegley	Vice Chairperson	
Michael Sprout	Assistant Secretary	
Phil Davis	Assistant Secretary	(via phone)
James Sverapa	Assistant Secretary	

Also Present via Speaker or in Person:

Venessa Ripoll	District Manager- PFM Group Consulting LLC	
Rick Montejano	Accountant - PFM Group Consulting LLC	(via phone)
Gazmin Kerr	ADM - PFM Group Consulting LLC	(via phone)
Andy Cohen	District Counsel	
Robert Dvorak	District Engineer	(via phone)
Resident present	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 approximately 11:00 a.m. by Ms. Ripoll. She proceeded with roll call and confirmed quorum. Those in attendance are outlined above either in person or via speaker phone.

On MOTION by Mr. Fegley, seconded by Mr. Sprout, with all in favor, the Board approved to allow Mr. Davis to vote via phone.

Public Comment Period

There were no public comments at this time.

SECOND ORDER OF BUSINESS

General Business Matters

**Consideration of the Minutes of the May
13, 2025, Board of Supervisors Meeting**

The Board reviewed the minutes.

On MOTION by Mr. Sprout, seconded by Mr. Johnson, with all in favor, the Board approved the Minutes of the May 13, 2025, Board of Supervisors' Meeting.

District Engineer Project Update

a. Inspected Curb Inlets and Manholes- Phase 3

b. Stormwater System Inspection Phase 3

c. Discussion Regarding Finn Outdoor Contract

Mr. Dvorak gave an update and noted the Phase 3 items were reviewed at the last meeting.

Mr. Dvorak has reached out to Finn Outdoor regarding a new open-ended maintenance agreement. This will come before the Board in July or August, once received. He noted he emailed Ms. Ripoll the draft as a maintenance guideline and provided an overview to the Board. He also reviewed the landscape items that were included. He recommended having photos to go with the guidelines for reference.

There was brief discussion regarding the reference photos.

The Board agreed and it was noted that this also lets the HOA know what needs to be maintained. Mr. Dvorak recommended having a Town Hall meeting with the HOA to review the guidelines. Mr. Johnson recommended having two meetings, a Town Hall for the general public, and a workshop for the HOA Board and their maintenance/property management teams.

There was discussion regarding the Southwest Florida Water Management permits and the HOA bridge. The HOA has stated they have contacted Solitude regarding the bridge cleanup, but no update has been received regarding the permits. Mr. Johnson requested Mr. Dvorak to send another email in regard to turning over the Southwest Florida Water Management permits.

There was discussion on what areas the HOA owns and the maintenance of those areas.

Mr. Dvorak will update the Maintenance Guidelines Report to add photos and a glossary. This will then be posted on the District's website.

Mr. Johnson requested Mr. Dvorak to check on River Road in a few weeks. Mr. Dvorak confirmed. He noted he has been in contact with the main contractor and will follow up as needed.

Discussion Regarding Open Grand Palm HOA Requests

Mr. Davis will follow up regarding the requests.

There was discussion regarding the requests and the HOA's response. It was recommended that resident emails sent to the HOA should also be sent to the Master (Judy).

There was also discussion regarding the bridges and their location.

Mr. Johnson will follow up with Judy to get clarification and let Ms. Ripoll know the outcome. Ms. Ripoll will send out the response to the Board.

There was brief discussion regarding setting up the HOA Workshop. Ms. Ripoll will follow up to get a few available dates in July or September. The workshop would take place at the Clubhouse and via Zoom.

Ratification of Payment Authorization No. 239

Ms. Ripoll stated these are for contractual obligations. This is solely for ratification.

On MOTION by Mr. Fegler, seconded by Mr. Sprout, with all in favor, the Board ratified Payment Authorization No. 239.

Review of District Financial Statements

Ms. Ripoll stated that the District financials were through May 2025.

The Board reviewed the outstanding bonds.

On MOTION by Mr. Fegley, seconded by Mr. Sverapa, with all in favor, the Board approved the District Financials.

THIRD ORDER OF BUSINESS

Staff Reports

District Counsel – No report.

District Engineer – No report.

District Manager – Ms. Ripoll congratulated the Supervisors on their completion of their Form 1. The next Board meeting is July 8, 2025, at 11:00 a.m., at the same location.

FOURTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests


There were no further comments or supervisor requests at this time.

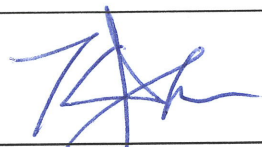
FIFTH ORDER OF BUSINESS

Adjournment

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

ON MOTION by Mr. Davis, seconded by Mr. Sverapa, with all in favor, the June 10, 2025, Meeting of the Board of Supervisors of the Blackburn Creek Community Development District was adjourned at approximately 11:33 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair