

MINUTES OF MEETING

BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS MEETING MINUTES

Tuesday, July 8, 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	
James Sverapa	Assistant Secretary	(via phone)

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)

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. Davis, seconded by Mr. Sprout, with all in favor, the Board approved to allow Mr. Sverapa to participate and 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 June 10, 2025, Board of Supervisors Meeting

The Board reviewed the minutes. It was noted that Southwest Florida Water Management District should be updated with in the minutes to reflect the entire naming convention. Ms. Ripoll will make changes accordingly.

On MOTION by Mr. Fegley, seconded by Mr. Sprout, with all in favor, the Board approved the Minutes of the June 10, 2025, Board of Supervisors' Meeting.

Discussion Regarding Finn Outdoor Contract

The Board reviewed the Finn Outdoor proposal.

Mr. Dvorak noted this contract is set up the same as the previous contract and gave an overview of the timeline.

Ms. Ripoll noted all documentation needed has been received from Finn Outdoor.

On MOTION by Mr. Johnson, seconded by Mr. Sprout, with all in favor, the Board approved the Finn Outdoor Contract.

District Engineer Project Update
a. Inspected Curb Inlets and Manholes- Phase 3
b. Stormwater System Inspection Phase 3

Mr. Dvorak noted these items can be removed from the agenda as they have been completed.

Mr. Dvorak discussed the letter to the HOA for transferring the permit to the Grand Palm Master Association. He will send a draft to the Chair and District Management for review. Ms. Ripoll will send the HOA contact email to Mr. Dvorak.

The Board briefly discussed sending the letter via postal mail and via email.

Mr. Dvorak noted they are still looking for the old Kimley-Horn map for review. He noted he will not be in attendance for the August meeting.

Discussion Regarding CDD and HOA Workshop

Ms. Ripoll reviewed the possible dates for the workshop, which were July 23, 2025, or July 24, 2025. The Board requested that the District Engineer be in attendance. Mr. Dvorak confirmed his availability.

The Board briefly discussed the dates for the workshop. The Board agreed to July 23rd at 10 a.m. Ms. Ripoll will confirm with the HOA and send out calendar invites.

The Board discussed the topics for the workshop agenda. The topics included the responsibilities of the CDD vs. the HOA, the stormwater system, resources for information, the bridge, and the permitting. There was also discussion regarding Alligator Creek.

Ms. Ripoll will work on the agenda and send it to the Board for review.

Discussion Regarding Open Grand Palm HOA Requests

Ms. Ripoll noted this will also be on the workshop agenda.

Ratification of Payment Authorization No. 240-241

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

On MOTION by Mr. Fegler, seconded by Mr. Davis, with all in favor, the Board ratified Payment Authorization No. 240 - 241.

Review of District Financial Statements

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

On MOTION by Mr. Fegley, seconded by Mr. Johnson, 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 noted the next Board meeting is August 12, 2025, at 11:00 a.m., at the same location. This will be the budget meeting.

Ms. Ripoll noted there will be a meeting on July 23, 2025, at 10:00 a.m., at the Grand Palm. She will send out the agenda to the Board.

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. Sprout, with all in favor, the July 9, 2025, Meeting of the Board of Supervisors of the Blackburn Creek Community Development District was adjourned at approximately 11:24 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair