

## **MINUTES OF MEETING**

### **BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT**

### **BOARD OF SUPERVISORS MEETING MINUTES**

**Tuesday, December 9, 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
Gazmin Kerr	ADM - PFM Group Consulting LLC
Andy Cohen	District Counsel
Robert Dvorak	District Engineer - BDI

(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. Johnson, with all in favor, the Board approved to allow Mr. Davis to vote by 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 November 11, 2025, Board of Supervisors' Meeting**

The Board reviewed the minutes.

It was noted all the changes requested have been made. Once approved, these will be posted on the District's website.

On MOTION by Mr. Sprout, seconded by Mr. Sverapa, with all in favor, the Board approved the Minutes of the November 11, 2025, Board of Supervisors' Meeting.

**Review and Consideration of Resolution 2026- 02, Election of Officers**

Ms. Ripoll noted Mr. Johnson will be stepping down from the Chair position. This resolution revises the slate of Officers as the Board chooses. It will also add Ms. Kerr as an Assistant Secretary.

Mr. Johnson nominated as Mr. Fegley as Chair and Mr. Sprout as Vice Chair.

There was brief discussion regarding the term lengths.

On MOTION by Mr. Sverapa, seconded by Mr. Johnson, with all in favor, the Board approved Resolution 2026-02, Election of Officers, with Mr. Fegley as Chair, Mr. Sprout as Vice Chair, and adding Ms. Kerr as an Assistant Secretary.

**Update on Grand Palm Master Proposals:**

- a. Transfer Southwest Florida Water Management District Permits to Master HOA
- b. Discussion to Manage and Maintain on a Fee Basis all HOA Stormwater Components and Permit Inspections/Reporting

The Board reviewed the map of maintenance responsibilities provided by the District Engineer.

Mr. Dvorak gave an overview of the transfers and noted that he has discussed the transfers with the Master HOA. It was noted the signed forms have not yet been received.

There was brief discussion regarding the forms.

Mr. Sprout will follow up with the Master HOA.

Mr. Johnson gave a historical overview. It was noted the permits are overdue.

Mr. Dvorak noted Southwest Florida Water Management District is aware of the circumstances.

There was discussion regarding the history and the appropriate point of contact.

This item will remain on the agenda.

Mr. Johnson noted the Grand Palm Neighborhood Association number one (1) has two owned parcels, 601 & 606. This needs adjustment on the map.

**Ratification of the Engagement Letter  
with GNP Services for the Series 2015A  
Arbitrage**

Ms. Ripoll noted this is for ratification. This was previously approved due to the deadline of September 20, 2025.

On MOTION by Mr. Fegley, seconded by Mr. Sprout, with all in favor, the Board ratified the Engagement Letter with GNP Services for the Series 2015A Arbitrage.

**Ratification of Payment Authorization  
Nos. 250**

Ms. Ripoll stated this is for contractual obligations. This is solely for ratification.

On MOTION by Mr. Johnson, seconded by Mr. Fegley, with all in favor, the Board ratified Payment Authorization Nos. 250.

**Review of District Financial Statements**

Ms. Ripoll stated that the District financials are updated through November 2025.

The Board reviewed the financial statements.

Mr. Montejano noted the outstanding bonds have been added to the statements and payments from the County have started to be received.

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 –**

Mr. Dvorak noted that Kirk will be doing the storm sewer inspection in January. Proposals for the bank repair and eroded weir will be brought back to the next meeting.

Mr. Johnson noted the storm drains in the cemetery section are full of debris from the construction crews. Mr. Dvorak will follow up.

Mr. Dvorak noted the new rate sheet has been sent to District Management. The rates from this year will remain in effect until September 30, 2026. Increase will take place on October 1, 2026, in order to coordinate with the District's budget.

**District Manager –**

Ms. Ripoll noted the next Board meeting is January 13, 2026, at 11:00 a.m., at the current location.

**FOURTH ORDER OF BUSINESS**

**Audience Comments and Supervisor Requests**

There were no 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. Johnson, with all in favor, the December 9, 2025, Meeting of the Board of Supervisors of the Blackburn Creek Community Development District was adjourned at approximately 11:27 a.m.

Monica Ripoll

Secretary/Assistant Secretary

Kirk Dvorak

Chair/Vice Chair