

**MINUTES OF MEETING**

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

**Tuesday, March 10, 2026, at 11:00 a.m.**

**6853 Energy Ct., Lakewood Ranch, FL 34240**

Board Members Present via Speaker or in Person:

Kevin Johnson	Assistant Secretary	
Kirk Fegley	Chairperson	
Michael Sprout	Vice Chairperson	
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	
Gazmin Kerr	ADM – PFM Group Consulting LLC	(via phone)
Rick Montejano	Accountant - PFM Group Consulting LLC	(via phone)
Andy Cohen	District Counsel	
Robert Dvorak	District Engineer - BDI	(via phone)
Amy Davis	Homeowner	

**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. Sverapa to vote by phone.

**Public Comment Period**

A resident commented regarding the control weir near her home and the flow of the water. She noted the rocks are starting to blow into Pond 12A and the wall is starting to come down slightly. The District Engineer will follow up.

There was brief discussion regarding the location and issue. District Engineer noted that location is an HOA responsibility and he will be providing a proposal.

The resident will send a photo to the District Engineer for review.

There were no further public comments at this time.

**SECOND ORDER OF BUSINESS**

**General Business Matters**

**Consideration of the Minutes of the  
February 10, 2026, Board of Supervisors'  
Meeting**

The Board reviewed the minutes. District Counsel made a change regarding the bottom of Page 3 under the insurance discussion. Ms. Ripoll confirmed the amended changes.

On MOTION by Mr. Johnson, seconded by Mr. Davis, with all in favor, the Board approved the Minutes of the February 10, 2026, Board of Supervisors' Meeting, with requested changes.

**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**

Mr. Dvorak gave an overview. It was noted the transfer of the permit was on the last HOA meeting agenda, but no other update has been provided.

There was brief discussion regarding the transfer of permit. It was noted that the HOA Counsel has advised the Master HOA that the transfer has to be voted upon by the Master HOA Board and each Neighborhood HOA Board.

There was discussion regarding vandalism to the pond drainage box. It was noted the issue is HOA responsibility and has not been repaired.

There was discussion regarding the maps showing CDD versus HOA responsibility. It was noted the inspection report needs to be finalized. Mr. Dvorak stated the report should be finalized within the next week as the site visit has been completed.

Mr. Dvorak gave an update on the maps and noted he is adding the pipes under River Road. Mr. Sprout requested that flow arrows be added to the map as well. The District Engineer will follow up.

There was discussion regarding CDD versus HOA maintenance responsibilities. The District Engineer recommended adding a statement line to the map that states the CDD is only responsible for drainage, pipes and structures within the road right-of-way.

It was noted the review of the maps of responsibility, and the inspection report will be added to the next meeting agenda.

There was brief discussion regarding the transfer of the permit.

The transfer permit item will no longer be on the agenda.

### **Discussion of Potential Town Hall Meeting**

There was brief discussion regarding the timeline to schedule the Town Hall meeting. It was noted once the map and report have been reviewed and approved, it will be forward to the Master HOA, prior to scheduling the Town Hall meeting.

This will be scheduled once the final inspection report and maps have been received.

This item will remain on the agenda.

### **Ratification of Payment Authorization Nos. 255-257**

Ms. Ripoll stated these are for contractual obligations and solely for ratification.

On MOTION by Mr. Johnson, seconded by Mr. Davis, with all in favor, the Board ratified Payment Authorization Nos. 255 - 257.

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

Ms. Ripoll stated that the District financials are updated through February 2026.

The Board reviewed the financial statements.

There was brief discussion regarding the financial statements and the current audit. It was noted any questions could be directed to Mr. Montejano.

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 –**

- **Bank Repair and Eroded Weir Proposal**

Mr. Dvorak reviewed the proposal and gave an overview of the issues. The total proposal from Finn Outdoor is in the amount of \$21,500.00. Mr. Dvorak will send the proposal to District Management to forward to the Board.

There was discussion regarding the proposal, scope of work, and the importance of timeliness for repair. It was noted these repairs are for Pond 12A and Pond 28.

**District Manager –**

Ms. Ripoll noted the next Board meeting is April 14, 2026, at 11:00 a.m., at the current location. The meeting agenda will be sent to the Board for review prior to the next meeting.

**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.

<p>ON MOTION by Mr. Sverapa, seconded by Mr. Davis, with all in favor, the March 10, 2026, Meeting of the Board of Supervisors of the Blackburn Creek Community Development District was adjourned at approximately 11:51 a.m.</p>
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 Secretary/Assistant Secretary

  
 Chair/Vice Chair