MINUTES OF MEETING

BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS MEETING MINUTES
Tuesday, July 7, 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)

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 11:05 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.

Mr. Sverapa was previously approved to vote via phone.

Public Comment Period

There were no members of the public present at this time.

SECOND ORDER OF BUSINESS **Business Matters**

Review and Consideration of the
• Minutes of the June 9, 2026 Board of Supervisors Meeting

The Board reviewed the minutes.

There was discussion regarding Page 2 of the Minutes and the responsibilities of the CDD versus the HOA.

Mr. Cohen reviewed the minutes and recommended changes as such, “There was lengthy discussion regarding the maintenance responsibilities. Mr. Johnson noted that it was previously discussed that the CDD would do the inspection for public good and direct the HOA to make modifications as required to its’ property as Mr. Cohen noted that public funds cannot be spent on private property”.

There was brief discussion regarding Page 3 of the Minutes referencing Mr. Sprout working with District Management to set up a workshop with the HOA Board. The Board agreed to change it to HOA Management.

On MOTION by Mr. Johnson, seconded by Mr. Sprout, with all in favor, the Board approved the Minutes of the June 9, 2026, Board of Supervisors’ Meeting, as amended.

Update on District Engineer Project(s)

- **Review and Consideration of Finn Proposal**

Mr. Dvorak gave an overview of the proposal.

The Board reviewed the proposal. It was noted the price had not increased.

There was brief discussion regarding inspection of the wetlands near Center and Collier that has invasive trees and the scope of work. Mr. Dvorak noted that it could be put into the scope of work for this year if not previously inspected.

Mr. Dvorak noted that a broad inspection could be completed with HOA versus CDD responsibility breakdown.

There was discussion regarding the scope of work and budget.

On MOTION by Mr. Fegley, seconded by Mr. Johnson, with all in favor, the Board approved the Finn Proposal for the District Engineer Project (s).

Mr. Dvorak requested that the executed proposal be sent to him.

Discussion of Exhibit of Major Facilities and Ownership Mapping
a. Consideration of the Memorandum of Understanding of Major Drainage facilities Maintenance Responsibilities for the Blackburn Creek CDD and Grand Palm Master Association

Mr. Cohen gave an overview and noted he had received multiple amendments from the Board. These have been incorporated as requested.

There was lengthy discussion regarding additional changes. Mr. Cohen notated all changes in the Memo and Exhibit.

It was noted the document should be sent as attention to the HOA President.

There was brief discussion regarding changing the name of the cross culverts to roadway culverts.

On MOTION by Mr. Sprout, seconded by Mr. Johnson, with all in favor, the Board approved the Memorandum of Understanding of Major Drainage Facilities Maintenance Responsibilities for the Blackburn Creek CDD and Grand Palm Master Association, and the Exhibit of Major Facilities and Ownership Mapping, with noted amendments.

Discussion of Workshop

Ms. Ripoll noted that the HOA Board was unable to attend today's meeting.

There was discussion regarding scheduling the workshop with the HOA Board.

It was recommended that Mr. Cohen attend the workshop.

Mr. Johnson recommended scheduling the workshop in September.

There was brief discussion regarding holding a resident Town Hall meeting.

This item will be kept on the agenda.

Consideration of Auditor Selection Committee Recommended Rankings

Ms. Ripoll reviewed the recommended rankings of the Auditor Selection Committee.

On MOTION by Mr. Fegley, seconded by Mr. Davis, with all in favor, the Board approved Auditor Selection Committee Recommended Rankings with Grau and Associates as No. 1, and Richie Tandoc as No. 2.

Discussion of FY 2027 Assessments

This item was discussed under District Financial Statements.

Ratification of Payment Authorization No. 264-266

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

The Board reviewed the payment authorizations.

On MOTION by Mr. Fegley, seconded by Mr. Davis, with all in favor, the Board ratified Payment Authorization Nos. 264 - 266.

Review of District Financial Statements

The Board reviewed the District financials through June 2026, and the Reserve Study Budget Comparison provided by Mr. Montejano.

Mr. Montejano gave an overview of the Reserve Study Budget Comparison.

There was discussion regarding the budget and how to get back on track to the Reserve Study Budget. It was noted the budget was preliminarily approved with no increase or decrease.

Ms. Ripoll recommended having a reserve study consultant review the current plan, as prices change each year.

There was lengthy discussion regarding the reserves and carry forward.

Mr. Johnson noted the District cannot continue to let the carry forward grow and underspend.

Mr. Montejano will get a quote to update the reserve study and will continue to manage the document. Ms. Ripoll noted the consultant will provide data related to the reserves.

Ms. Ripoll noted the final budget will be approved in August.

Mr. Montejano will put his recommendations for decreasing the stormwater reserve line item into the budget for Board review. This can be discussed and adjusted as needed at the August meeting.

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

THIRD ORDER OF BUSINESS **Staff Reports**

District Counsel – Mr. Cohen gave a legislative update. He noted the sovereign immunity bill did not pass, but the CDD Supervisor recall bill did pass.

There was brief discussion regarding the process of recall.

District Engineer – Mr. Dvorak noted it would be beneficial to set the meeting with the HOA at the August meeting in order to have it on the September calendar and ensure his attendance.

Ms. Ripoll noted the meeting scheduling would have to wait for the HOA Board to be in town.

Mr. Dvorak recommended that if any issues are seen on property by the Board, to take a picture and send to him.

District Manager – Ms. Ripoll noted that the next Board meeting will be August 11, 2026, which will be the Public Hearing on the budget.

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. Fegley, with all in favor, the July 7, 2026, Meeting of the Board of Supervisors of the Blackburn Creek Community Development District was adjourned at approximately 12:10 p.m.

Vanessa Rigsell
Secretary/Assistant Secretary

Keith Fegley
Chair/Vice Chair