Blackburn Creek
Community Development District

3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817
Phone 407-723-5900
www.blackburncreekcdd.com

The meeting of the Board of Supervisors for the **Blackburn Creek Community Development District** will be held **Tuesday, September 8, 2026, at 11:00 a.m.** located at **6853 Energy Ct, Lakewood Ranch, FL 34240.** The agenda is as follows:

ATTENDEES: Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Please use the following information to attend the telephone conference:

Conference Call: 1-844-621-3956 **Meeting number (access code): 2538 286 6774**

Join online: https://pfmcdd.webex.com/meet/ripollv

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

- Call to Order/Roll Call
- Public Comment *(where members of the public desiring to speak on a specific agenda item may address the Board, limited to 3 minutes per person)*

Administrative Matter

1. Review and Consideration of the
   - Minutes of the August 11, 2026, Board of Supervisors Meeting

Old Business Matters

2. Update on District Engineer Project(s)
3. Discussion of Proposed October 2, 2026 Workshop Meeting with Grand Palm Master BOD

New Business Matters

4. Ratification of Payment Authorization Nos. 272-273
5. Review of District Financial Statements

Other Business

- Staff Reports
  - District Counsel: *Persson, Cohen, Mooney, Fernandez & Jackson, P.A.*
  - District Engineer: *BDI Engineering*
    - Consideration of Fiscal Year 2027 CDD Labor Rates
  - District Manager: *PFM Management Services LLC*
    - Next Meeting October 13, 2026

Supervisors Request & Comments
Adjournment

Blackburn Creek Community Development District

Review and Consideration of the:

- **Minutes of August 11, 2026, Board of Supervisors Meeting**

MINUTES OF MEETING

BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS MEETING MINUTES
Tuesday, August 11, 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	(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	
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 11:02 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.

Ms. Ripoll asked for a motion to allow Mr. Davis to vote via Webex.

On MOTION by Mr. Sprout, seconded by Mr. Johnson, with all in favor, the Board allowed Mr. Davis to vote via Webex.

Public Comment Period

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

<u>SECOND ORDER OF BUSINESS</u> **Business Matters**

Review and Consideration of the

- **Minutes of the July 7, 2026, Auditor Selection Committee Meeting**
- **Minutes of the July 7, 2026, Board of Supervisors Meeting**

The Board reviewed the minutes.

On MOTION by Mr. Fegley, seconded by Mr. Johnson, with all in favor, the Board approved the Minutes of the July 7, 2026, Auditor Selection Committee Meeting and Minutes of the July 7, 2026, Board of Supervisors Meeting.

<u>THIRD ORDER OF BUSINESS</u> **Business Matters**

Update on District Engineer Project(s)

Mr. Dvorak stated that there were no significant updates. The January and February inspections are lined up.

Discussion of September Workshop with Grand Palm Master Association

Mr. Sprout noted that the original Workshop date of September 18, 2026, does not work for the Board. The Board has agreed to move the Workshop to Friday, October 2, 2026, at 11:00 am at the Social Club.

<u>FOURTH ORDER OF BUSINESS</u> **New Business Matters**

Consideration of Resolution 2026-07, Adopting the Annual Meeting Schedule for Fiscal Year 2026-2027

The Board reviewed the meeting schedule. Ms. Ripoll noted the schedule will remain on the Second Tuesday of the month at 11:00 a.m. at 6853 Energy Ct. Lakewood Ranch, FL 34240.

On MOTION by Mr. Fegley, seconded by Mr. Davis, with all in favor, the Board approved Resolution 2026-07, Adopting the Annual Meeting Schedule for Fiscal Year 2026-2027.

Review and Consideration of Grau & Associates Engagement Letter

The Board reviewed the Grau & Associates Engagement Letter.

On MOTION by Mr. Johnson seconded by Mr. Fegley, with all in favor, the Board approved Grau & Associates Engagement Letter.

Ratification of Payment Authorization Nos. 267-271

The Board reviewed the Payment Authorizations.

On MOTION by Mr. Johnson, seconded by Mr. Fegley, with all in favor, the Board ratified Payment Authorization Nos. 267-271.

Review of District Financial Statements

The Board reviewed the District financials through July 31, 2026.

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

Public Hearing on Adoption of Fiscal Year 2026/2027 Budget

- **Public Comments**
- **Board Comments**
- **Consideration of Resolution 2026-05, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2026, and Ending September 30, 2027**

Ms. Ripoll requested a motion to open the Public Hearing for .

On MOTION by Mr. Johnson, seconded by Mr. Sprout, with all in favor, the Board opened the Public Hearing.

There were no members of the public present.

Mr. Montejano compared the reserve study to what has been completed so far and discussed how to get back on track.

There was a lengthy discussion on how the reserves would be used.

Mr. Johnson noted the first sight of the Reserve line item would be reflected on the 2028 budget.

Mr. Montejano noted the District is receiving a good interest rate on the Money Market account.

Mr. Dvorak noted the engineering Fees are increasing for this year at about 3.8%. His office will submit the update as soon as it is available.

The Board further discussed and reviewed the Budget.

On MOTION by Mr. Johnson, seconded by Mr. Sprout, with all in favor, the Board closed the Public Hearing.

On MOTION by Mr. Fegley, seconded by Mr. Davis, with all in favor, the Board approved Resolution 2026-05, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2026, and Ending September 30, 2027.

Public Hearing on the Imposition of Operation and Maintenance Assessments

- **Public Comments**
- **Board Comments**
- **Consideration of Resolution 2026-06, Imposing Operating and Maintenance Assessments and Certifying an Assessment Roll**

On MOTION by Mr. Johnson, seconded by Mr. Sprout, with all in favor, the Board opened the Public Hearing.

On MOTION by Mr. Johnson, seconded by Mr. Sprout, with all in favor, the Board closed the Public Hearing.

On MOTION by Mr. Sprout, seconded by Mr. Fegley, with all in favor, the Board approved Resolution 2026-06, Imposing Operating and Maintenance Assessments and Certifying an Assessment Roll.

<u>FIFTH ORDER OF BUSINESS</u> Staff Reports

District Counsel – No report.

District Engineer – No report.

District Manager – Ms. Ripoll noted that the next Board meeting will be September 8, 2026.

<u>SIXTH ORDER OF BUSINESS</u> Audience Comments and Supervisor Requests

There were no comments or Supervisor requests at this time.

<u>SEVENTH ORDER OF BUSINESS</u> 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 August 11, 2026, Meeting of the Board of Supervisors of the Blackburn Creek Community Development District was adjourned at approximately 11:45 a.m.

Secretary/Assistant Secretary	Chair/Vice Chair

Blackburn Creek Community Development District

Update on District Engineer Project(s)

Blackburn Creek Community Development District

Discussion of Proposed October 2, 2026 Workshop Meeting with Grand Palm Master BOD

Blackburn Creek Community Development District

Ratification of Payment Authorization

Nos. 272-273

BLACKBURN CREEK
COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization No. 272
8/12/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
2549	Brletic Dvorak Inc (BLACKB)	07/31/2026	Blackburn Creek CDD	525.00
0007821907	Gannett Florida LocaliQ (BLACKB)	07/31/2026	Blackburn Creek CDD	590.50
2026.08.11	Kevin Johnson (BLACKB)	08/11/2026	Blackburn Creek CDD	200.00
2026.08.11	Kirk Fegley (BLACKB)	08/11/2026	Blackburn Creek CDD	200.00
2026.08.11	Michael Sprout (BLACKB)	08/11/2026	Blackburn Creek CDD	200.00
7224	Persson, Cohen, Mooney, Fernan (BLACKB)	08/04/2026	Blackburn Creek CDD	777.50
2026.08.11	Phil Davis (BLACKB)	08/11/2026	Blackburn Creek CDD	200.00
8787	VGlobalTech (BLACKB)	08/01/2026	Blackburn Creek CDD	145.00
			Total:	**2,838.00**

Blackburn Creek CDD
c/o PFM Management Services
3501 Quadrangle Boulevard, Ste. 270
Orlando, FL 32817
MontejanoR@pfm.com // (407) 723-5951

BLACKBURN CREEK
COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization No. 273
8/19/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
DM-08-2026-4	PFM Management Services LLC (BLACKB)	08/06/2026	Blackburn Creek CDD	3,327.50
OE-EXP-08-2026-02	PFM Management Services LLC (BLACKB)	08/07/2026	Blackburn Creek CDD	32.28
			Total:	**3,359.78**

Blackburn Creek CDD
c/o PFM Management Services
3501 Quadrangle Boulevard, Ste. 270
Orlando, FL 32817
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Blackburn Creek Community Development District

Review of District Financial Statements

Blackburn Creek CDD

August 2026 Financial Package

August 31, 2026

PFM Management Services LLC
3501 Quadrangle Blvd
Suite 270
Orlando, FL 32817
(407) 723-5900

Blackburn Creek CDD
Statement of Financial Position
As of 8/31/2026

	General Fund	Debt Service Fund - 2019	Debt Service Fund - 2015	Debt Service Fund - 2018	Debt Service Fund - 2023	Long Term Debt Group	Total
Assets							
Current Assets							
General Checking Account	$227,874.20						$227,874.20
Money Market Account	172,986.92						172,986.92
Prepaid Expenses	10,153.39						10,153.39
Restricted Reserve	257,184.00						257,184.00
Debt Service Reserve 2019A Bond		$163,410.00					163,410.00
Revenue 2019A Bond		195,674.62					195,674.62
Interest 2019A1 Bond		0.03					0.03
Interest 2019A2 Bond		0.01					0.01
Sinking Fund 2019A1 Bond		0.02					0.02
Sinking Fund 2019A2 Bond		0.01					0.01
Prepayment 2019A1 Bond		3,735.25					3,735.25
Prepayment 2019A2 Bond		2,083.10					2,083.10
Debt Service Reserve 2015A1 Bond			$223,925.00				223,925.00
Debt Service Reserve 2015A2 Bond			80,312.50				80,312.50
Revenue 2015A Bond			332,844.55				332,844.55
Prepayment 2015A1 Bond			17,366.95				17,366.95
Prepayment 2015A2 Bond			7,520.21				7,520.21
Debt Service Reserve 2018A1 Bond				$271,598.87			271,598.87
Revenue 2018A Bond				378,313.90			378,313.90
Prepayment 2018A1 Bond				43,512.81			43,512.81
Prepayment 2018A2 Bond				18,800.19			18,800.19
Sinking Fund 2018A2 Bond				63.78			63.78
Revenue 2023 Bond					$125,710.38		125,710.38
Interest 2023 Bond					0.02		0.02
Prepayment 2023 Bond					726.84		726.84
Total Current Assets	$668,198.51	$364,903.04	$661,969.21	$712,289.55	$126,437.24	$0.00	$2,533,797.55
Investments							
Amount Available in Debt Service Funds						$1,865,599.04	$1,865,599.04
Amount To Be Provided						17,420,400.96	17,420,400.96
Total Investments	$0.00	$0.00	$0.00	$0.00	$0.00	$19,286,000.00	$19,286,000.00
Total Assets	$668,198.51	$364,903.04	$661,969.21	$712,289.55	$126,437.24	$19,286,000.00	$21,819,797.55
Liabilities and Net Assets							
Long Term Liabilities							
Revenue Bonds Payable - Long-Term						$19,286,000.00	$19,286,000.00
Total Long Term Liabilities	$0.00	$0.00	$0.00	$0.00	$0.00	$19,286,000.00	$19,286,000.00
Total Liabilities	$0.00	$0.00	$0.00	$0.00	$0.00	$19,286,000.00	$19,286,000.00
Net Assets							
Net Assets, Unrestricted	($48,034.62)						($48,034.62)
Net Assets - General Government	527,536.13						527,536.13
Current Year Net Assets - General Government	188,697.00						188,697.00
Net Assets, Unrestricted		$352,913.32					352,913.32
Current Year Net Assets, Unrestricted		11,989.72					11,989.72
Net Assets, Unrestricted			$654,050.21				654,050.21
Current Year Net Assets, Unrestricted			7,919.00				7,919.00
Net Assets, Unrestricted				$710,643.40			710,643.40
Current Year Net Assets, Unrestricted				1,646.15			1,646.15
Net Assets, Unrestricted					$132,641.54		132,641.54
Current Year Net Assets, Unrestricted					(6,204.30)		(6,204.30)
Total Net Assets	$668,198.51	$364,903.04	$661,969.21	$712,289.55	$126,437.24	$0.00	$2,533,797.55
Total Liabilities and Net Assets	$668,198.51	$364,903.04	$661,969.21	$712,289.55	$126,437.24	$19,286,000.00	$21,819,797.55

Blackburn Creek CDD
Statement of Activities
As of 8/31/2026

	General Fund	Debt Service Fund - 2019	Debt Service Fund - 2015	Debt Service Fund - 2018	Debt Service Fund - 2023	Long Term Debt Group	Total
Revenues							
On-Roll Assessments	$341,956.84						$341,956.84
Off-Roll Assessments	10,080.80						10,080.80
On-Roll Assessments		$297,551.83					297,551.83
Off-Roll Assessments		17,529.28					17,529.28
On-Roll Assessments			$287,426.73				287,426.73
Off-Roll Assessments			17,474.84				17,474.84
Other Assessments			26,007.44				26,007.44
Inter-Fund Group Transfers In			3,275.44				3,275.44
On-Roll Assessments				$672,520.62			672,520.62
Off-Roll Assessments				33,909.04			33,909.04
Other Assessments				133,457.73			133,457.73
On roll Assessments					$284,765.08		284,765.08
Total Revenues	$352,037.64	$315,081.11	$334,184.45	$839,887.39	$284,765.08	$0.00	$2,125,955.67
Expenses							
Supervisor Fees	$10,600.00						$10,600.00
Public Officials' Insurance	3,245.00						3,245.00
Trustee Services	14,506.38						14,506.38
Management	36,602.50						36,602.50
Engineering	32,625.00						32,625.00
Disclosure Agent	12,500.00						12,500.00
District Counsel	7,230.75						7,230.75
Assessment Administration	15,000.00						15,000.00
Reamortization Schedules	1,375.00						1,375.00
Audit	5,000.00						5,000.00
Arbitrage Calculation	6,000.00						6,000.00
Tax Preparation	43.66						43.66
Postage & Shipping	224.51						224.51
Legal Advertising	1,669.50						1,669.50
Miscellaneous	141.84						141.84
Web Site Maintenance	2,495.00						2,495.00
Dues, Licenses, and Fees	175.00						175.00
Stormwater Maintenance	30,000.00						30,000.00
General Insurance	4,687.00						4,687.00
Principal Payment - 2013A1, 2019A1		$60,000.00					60,000.00
Principal Payment - 2019A2		25,000.00					25,000.00
Interest Payments - 2013A1, 2019A1		157,917.50					157,917.50
Interest Payments - 2019A2		72,520.00					72,520.00
Principal Payments - 2015A1 bond			$90,000.00				90,000.00
Principal Payments - 2015A2 bond			40,000.00				40,000.00
Interest Payments - 2015A1 bond			160,487.50				160,487.50
Interest Payments - 2015A2 bond			56,640.63				56,640.63
Principal Payment - 2018A1 Bond				$278,000.00			278,000.00
Principal Payment - 2018A2 Bond				62,000.00			62,000.00
Interest Payment - 2018A1 Bond				518,425.52			518,425.52
Interest Payment - 2018A2 Bond				147.50			147.50
Inter-Fund Transfers				3,275.44			3,275.44
Principal Payment S2023 Bond					$132,000.00		132,000.00
Interest Payment - S2023 Bond					164,705.20		164,705.20
Total Expenses	$184,121.14	$315,437.50	$347,128.13	$861,848.46	$296,705.20	$0.00	$2,005,240.43
Other Revenues (Expenses) & Gains (Losses)							
Interest Income	$20,780.50						$20,780.50
Interest Income		$12,346.11					12,346.11
Interest Income			$20,862.68				20,862.68
Interest Income				$23,607.22			23,607.22
Interest income					$5,735.82		5,735.82
Total Other Revenues (Expenses) & Gains (Losses)	$20,780.50	$12,346.11	$20,862.68	$23,607.22	$5,735.82	$0.00	$83,332.33
Change In Net Assets	$188,697.00	$11,989.72	$7,919.00	$1,646.15	($6,204.30)	$0.00	$204,047.57
Net Assets At Beginning Of Year	$479,501.51	$352,913.32	$654,050.21	$710,643.40	$132,641.54	$0.00	$2,329,749.98
Net Assets At End Of Year	$668,198.51	$364,903.04	$661,969.21	$712,289.55	$126,437.24	$0.00	$2,533,797.55

Blackburn Creek CDD

Budget to Actual

For The Month Ending 8/31/2026

	Year To Date				
	Actual	Budget	Variance	FY 2026 Adopted Budget	Percentage
Revenues					
On/Off Roll Assessments	$ 352,037.64	$ 330,074.14	$ 21,963.50	$ 350,000.00	100.58%
Carry Forward Revenue	83,632.01	83,632.01	-	101,315.70	82.55%
Net Revenues	**$ 435,669.65**	**$ 413,706.15**	**$ 21,963.50**	**$ 451,315.70**	**96.53%**
General & Administrative Expenses					
Supervisor Fees	$ 10,600.00	$ 12,833.37	$ (2,233.37)	$ 14,000.00	75.71%
Public Officials' Insurance	3,245.00	3,157.00	88.00	3,444.00	94.22%
Trustee Services	14,506.38	14,666.63	(160.25)	16,000.00	90.66%
Management	36,602.50	36,602.50	-	39,930.00	91.67%
Engineering	32,625.00	22,000.00	10,625.00	24,000.00	135.94%
Disclosure Agent	12,500.00	13,750.00	(1,250.00)	15,000.00	83.33%
District Counsel	7,230.75	13,750.00	(6,519.25)	15,000.00	48.21%
Assessment Administration	15,000.00	13,750.00	1,250.00	15,000.00	100.00%
Reamortization Schedules	1,375.00	916.63	458.37	1,000.00	137.50%
Audit	5,000.00	5,041.63	(41.63)	5,500.00	90.91%
Arbitrage Calculation	6,000.00	916.63	5,083.37	1,000.00	600.00%
Tax Preparation	43.66	45.87	(2.21)	50.00	87.32%
Postage & Shipping	224.51	412.50	(187.99)	450.00	49.89%
Legal Advertising	1,669.50	2,291.63	(622.13)	2,500.00	66.78%
Bank Fees	-	229.13	(229.13)	250.00	0.00%
Miscellaneous	141.84	183.37	(41.53)	200.00	70.92%
Web Site Maintenance	2,495.00	3,135.00	(640.00)	3,420.00	72.95%
Dues, Licenses, and Fees	175.00	160.38	14.62	175.00	100.00%
Stormwater Reserve	-	196,553.28	(196,553.28)	214,421.70	0.00%
Stormwater Maintenance	30,000.00	68,750.00	(38,750.00)	75,000.00	40.00%
General Insurance	4,687.00	4,560.60	126.40	4,975.00	94.21%
Total General & Administrative Expenses	**$ 184,121.14**	**$ 413,706.15**	**$ (229,585.01)**	**$ 451,315.70**	**40.80%**
Total Expenses	**$ 184,121.14**	**$ 413,706.15**	**$ (229,585.01)**	**$ 451,315.70**	
Income (Loss) from Operations	**$ 251,548.51**	**$ -**	**$ 251,548.51**	**$ -**	
Other Income (Expense)					
Interest Income	$ 20,780.50	$ -	$ 20,780.50	$ -	
Total Other Income (Expense)	**$ 20,780.50**	**$ -**	**$ 20,780.50**	**$ -**	
Net Income (Loss)	**$ 272,329.01**	**$ -**	**$ 272,329.01**	**$ -**	

Blackburn Creek Community Development District

Staff Reports

Blackburn Creek Community Development District

District Engineer: *BDI Engineering*

Consideration of Fiscal Year 2027 CDD Labor Rates

CDD Labor Rates

(October 1, 2026 – September 30, 2027)

Classification	Rates
Principal	$245
Project Manager I	$215
Project Manager II	$185
Senior Engineer	$195
Project Engineer	$155
Engineer	$125
Senior Environmental Scientist	$155
Environmental Scientist	$115
Senior Designer	$125
Designer	$105
Senior Engineering Technician	$95
Engineering Technician	$75
Field Manager	$140
Senior Inspector	$125
Inspector	$85
Clerical	$50