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, November 10, 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:
    - October 13, 2026, Board of Supervisors Meeting

Old Business Matters

2. Update on District Engineer Project(s)

New Business Matters

3. Ratification of Payment Authorization Nos. 277-278
4. Review of District Financial Statements

Other Business

- Staff Reports
    - District Counsel: *Persson, Cohen, Mooney, Fernandez & Jackson, P.A.*
    - District Engineer: *BDI Engineering*
    - District Manager: *PFM Management Services LLC*
        - FY 2026 Goals and Objectives
        - Next Meeting December 8, 2026

Supervisors Request & Comments
Adjournment

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Blackburn Creek Community Development District

Review and Consideration of the Minutes of the:

- **October 13, 2026, Board of Supervisors Meeting**

MINUTES OF MEETING

BLACKBURN CREEK COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS MEETING MINUTES
Tuesday, October 13, 2026, at 11:00 a.m.
6853 Energy Ct., Lakewood Ranch, FL 34240

Board Members Present via Speaker or in Person:

Kirk Fegley	Chairperson
Michael Sprout	Vice Chairperson
Kevin Johnson	Assistant Secretary
James Sverapa	Assistant Secretary
Phil Davis	Assistant Secretary

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)
Wyatt Rinker	Public	(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.

Public Comment Period

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

SECOND ORDER OF BUSINESS **Administrative Matters**

Review and Consideration of the

- **Minutes of the September 8, 2026, Board of Supervisors Meeting**

- **Minutes of the October 2, 2026, Workshop Meeting**

The Board reviewed the minutes.

Mr. Cohen referenced changes to make to the minutes.

On MOTION by Mr. Fegley, seconded by Mr. Sverapa, with all in favor, the Board approved the Minutes of the September 8, 2026, Board of Supervisors Meeting, and the October 2, 2026, Workshop Meeting, with changes.

THIRD ORDER OF BUSINESS **Old Business Matters**

Update on District Engineer Project(s)

Mr. Dvorak discussed the project on Alligator Creek. He noted his team is attempting to restore the creek, and it will have no impact on the District.

Mr. Dvorak noted he is waiting on the last engineer's report for the 2023 Bond series so that he can complete the certificate of completion.

Mr. Dvorak gave a brief overview regarding the River Road project.

FOURTH ORDER OF BUSINESS **New Business Matters**

Review of Existing Bond

Johnson asked Mr. Montejano if there was a specific time in 2027 that the District needs to address refinancing the 2015 Bonds.

Mr. Montejano noted that the analyst will start to prepare the refinance of Bonds around March 2027.

Johnson questioned if the GP Phase lots should be removed.

Ratification of Payment Authorization Nos. 274 – 276

The Board reviewed the Payment Authorizations.

Mr. Fegley asked if the insurance was an annual payment. Ms. Ripoll confirmed it was.

On MOTION by Mr. Sprout, seconded by Mr. Davis, with all in favor, the Board ratified Payment Authorization Nos. 274 – 276.

Review of the District Financial Statements

The Board reviewed the District financials through September 30, 2026.

Mr. Montejano noted that there are still several outstanding bills for FY 2026.

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

FIFTH ORDER OF BUSINESS **Staff Reports**

District Counsel – No report.

District Engineer – No report.

District Manager – Ms. Ripoll noted that the next Board meeting will be November 10, 2026.

SIXTH ORDER OF BUSINESS **Audience Comments and Supervisor Requests**

There was brief discussion regarding Mr. Sprout's website letter providing a District update to the community.

SEVENTH 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. Sverapa, with all in favor, the October 13, 2026, Meeting of the Board of Supervisors of the Blackburn Creek Community Development District was adjourned at approximately 11:19 a.m.

_____	_____
Secretary/Assistant Secretary	Chair/Vice Chair

Blackburn Creek Community Development District

Update on District Engineer Project(s)

Blackburn Creek Community Development District

Ratification of Payment Authorization

Nos. 277-278

BLACKBURN CREEK
COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization No. 277
10/8/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
2633	Brletic Dvorak Inc (BLACKB)	09/30/2026	Blackburn Creek CDD	645.00
7382	Persson, Cohen, Mooney, Fernan (BLACKB)	10/05/2026	Blackburn Creek CDD	388.75
0007909026	USA TODAY Media Corp. (BLACKB)	09/30/2026	Blackburn Creek CDD	167.00
			Total:	**1,200.75**

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

BLACKBURN CREEK
COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization No. 278
10/15/2026

Invoice No	Supplier	Invoice Date	Fiscal Year	Invoice Amount
95321	FloridaCommerce (BLACKB)	10/01/2026	FY 2027	175.00
2026.10.13	James Sverapa (BLACKB)	10/13/2026	FY 2027	200.00
2026.10.02	Kevin Johnson (BLACKB)	10/02/2026	FY 2027	200.00
2026.10.13	Kevin Johnson (BLACKB)	10/13/2026	FY 2027	200.00
2026.10.02	Kirk Fegley (BLACKB)	10/02/2026	FY 2027	200.00
2026.10.13	Kirk Fegley (BLACKB)	10/13/2026	FY 2027	200.00
2026.10.02	Michael Sprout (BLACKB)	10/02/2026	FY 2027	200.00
2026.10.13	Michael Sprout (BLACKB)	10/13/2026	FY 2027	200.00
2026.10.02	Phil Davis (BLACKB)	10/02/2026	FY 2027	200.00
2026.10.13	Phil Davis (BLACKB)	10/13/2026	FY 2027	200.00
8926	VGlobalTech (BLACKB)	09/30/2026	FY 2026	300.00
9015	VGlobalTech (BLACKB)	10/01/2026	FY 2027	145.00
			Total:	**2,420.00**

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Blackburn Creek Community Development District

Review of District Financial Statements

Blackburn Creek CDD

October 2026 Financial Package

October 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 10/31/2026

	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	$222,100.86						$222,100.86
Money Market Account	174,678.31						174,678.31
Restricted Reserve	257,923.84						257,923.84
Prepaid Expenses	3,122.32						3,122.32
Due From Other Funds		$2,402.35					2,402.35
Debt Service Reserve 2019A Bond		163,410.00					163,410.00
Revenue 2019A Bond		197,775.47					197,775.47
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		3,757.10					3,757.10
Prepayment 2019A2 Bond		2,095.28					2,095.28
Due From Other Funds			$2,320.60				2,320.60
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			336,571.74				336,571.74
Prepayment 2015A1 Bond			17,464.32				17,464.32
Prepayment 2015A2 Bond			7,563.28				7,563.28
Due from Other Funds				$5,429.75			5,429.75
Debt Service Reserve 2018A1 Bond				273,187.89			273,187.89
Revenue 2018A Bond				364,132.48			364,132.48
Prepayment 2018A1 Bond				83,207.14			83,207.14
Prepayment 2018A2 Bond				21,940.82			21,940.82
Sinking Fund 2018A2 Bond				64.15			64.15
Due From Other Funds					$2,299.11		2,299.11
Revenue 2023 Bond					126,445.86		126,445.86
Interest 2023 Bond					0.02		0.02
Prepayment 2023 Bond					731.09		731.09
Total Current Assets	$657,825.33	$369,440.27	$668,157.44	$747,962.23	$129,476.08	$0.00	$2,572,861.35
Investments							
Amount Available in Debt Service Funds						$1,902,584.21	$1,902,584.21
Amount To Be Provided						17,383,415.79	17,383,415.79
Total Investments	$0.00	$0.00	$0.00	$0.00	$0.00	$19,286,000.00	$19,286,000.00
Total Assets	$657,825.33	$369,440.27	$668,157.44	$747,962.23	$129,476.08	$19,286,000.00	$21,858,861.35
Liabilities and Net Assets							
Current Liabilities							
Accounts Payable	$175.00						$175.00
Due To Other Funds	12,451.81						12,451.81
Total Current Liabilities	$12,626.81	$0.00	$0.00	$0.00	$0.00	$0.00	$12,626.81
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	$12,626.81	$0.00	$0.00	$0.00	$0.00	$19,286,000.00	$19,298,626.81
Net Assets							
Net Assets, Unrestricted	($48,034.62)						($48,034.62)
Net Assets - General Government	713,840.47						713,840.47
Current Year Net Assets - General Govt	(20,607.33)						(20,607.33)
Net Assets, Unrestricted		$369,440.27					369,440.27
Net Assets, Unrestricted			$668,157.44				668,157.44
Net Assets, Unrestricted				$725,643.44			725,643.44
Current Year Net Assets, Unrestricted				22,318.79			22,318.79
Net Assets, Unrestricted					$129,476.08		129,476.08
Total Net Assets	$645,198.52	$369,440.27	$668,157.44	$747,962.23	$129,476.08	$0.00	$2,560,234.54
Total Liabilities and Net Assets	$657,825.33	$369,440.27	$668,157.44	$747,962.23	$129,476.08	$19,286,000.00	$21,858,861.35

Blackburn Creek CDD
Statement of Activities
As of 10/31/2026

	General Fund	Debt Service Fund - 2019	Debt Service Fund - 2015	Debt Service Fund - 2018	Debt Service Fund - 2023	Long Term Debt Group	Total
Revenues							
Other Assessments				$22,318.79			$22,318.79
Total Revenues	$0.00	$0.00	$0.00	$22,318.79	$0.00	$0.00	$22,318.79
Expenses							
Supervisor Fees	$1,800.00						$1,800.00
Public Officials' Insurance	3,488.00						3,488.00
Trustee Services	7,031.07						7,031.07
Management	3,327.50						3,327.50
Legal Advertising	167.00						167.00
Web Site Maintenance	145.00						145.00
Dues, Licenses, and Fees	175.00						175.00
General Insurance	5,039.00						5,039.00
Other Insurance	1,350.00						1,350.00
Total Expenses	$22,522.57	$0.00	$0.00	$0.00	$0.00	$0.00	$22,522.57
Other Revenues (Expenses) & Gains (Losses)							
Interest Income	$1,915.24						$1,915.24
Total Other Revenues (Expenses) & Gains (Losses)	$1,915.24	$0.00	$0.00	$0.00	$0.00	$0.00	$1,915.24
Change In Net Assets	($20,607.33)	$0.00	$0.00	$22,318.79	$0.00	$0.00	$1,711.46
Net Assets At Beginning Of Year	$665,805.85	$369,440.27	$668,157.44	$725,643.44	$129,476.08	$0.00	$2,558,523.08
Net Assets At End Of Year	$645,198.52	$369,440.27	$668,157.44	$747,962.23	$129,476.08	$0.00	$2,560,234.54

Blackburn Creek CDD
Budget to Actual
For The Month Ending 10/31/2026

	Year To Date				
	Actual	Budget	Variance	FY 2027 Adopted Budget	Percentage
Revenues					
On-Roll Assessments	$ -	$ 19,467.50	$ (19,467.50)	$ 233,610.05	0.00%
Carry Forward Revenue	-	5,272.23	(5,272.23)	63,266.75	0.00%
Net Revenues	**$ -**	**$ 24,739.73**	**$ (24,739.73)**	**$ 296,876.80**	**0.00%**
General & Administrative Expenses					
Supervisor Fees	$ 1,800.00	$ 1,166.67	$ 633.33	$ 14,000.00	12.86%
Public Officials' Insurance	3,488.00	297.50	3,190.50	3,570.00	97.70%
Trustee Services	7,031.07	1,333.33	5,697.74	16,000.00	43.94%
Management	3,327.50	3,327.50	-	39,930.00	8.33%
Engineering	-	3,750.00	(3,750.00)	45,000.00	0.00%
Disclosure	-	1,250.00	(1,250.00)	15,000.00	0.00%
District Counsel	-	1,041.67	(1,041.67)	12,500.00	0.00%
Assessment Administration	-	1,250.00	(1,250.00)	15,000.00	0.00%
Reamortization Schedules	-	83.33	(83.33)	1,000.00	0.00%
Audit	-	500.00	(500.00)	6,000.00	0.00%
Arbitrage Calculation	-	83.33	(83.33)	1,000.00	0.00%
Tax Preparation	-	5.00	(5.00)	60.00	0.00%
Postage & Shipping	-	37.50	(37.50)	450.00	0.00%
Legal Advertising	167.00	166.67	0.33	2,000.00	8.35%
Bank Fees	-	20.83	(20.83)	250.00	0.00%
Miscellaneous	-	16.67	(16.67)	200.00	0.00%
Web Site Maintenance	145.00	285.00	(140.00)	3,420.00	4.24%
Dues, Licenses, and Fees	175.00	14.58	160.42	175.00	100.00%
Stormwater Reserve	-	5,513.82	(5,513.82)	66,165.80	0.00%
Stormwater Maintenance	-	4,166.66	(4,166.66)	50,000.00	0.00%
General Insurance	5,039.00	429.67	4,609.33	5,156.00	97.73%
Other Insurance	1,350.00	-	1,350.00	-	-
Total General & Administrative Expenses	**$ 22,522.57**	**$ 24,739.73**	**$ (2,217.16)**	**$ 296,876.80**	**7.59%**
Total Expenses	**$ 22,522.57**	**$ 24,739.73**	**$ (2,217.16)**	**$ 296,876.80**	
Income (Loss) from Operations	**$ (22,522.57)**	**$ -**	**$ (22,522.57)**	**$ -**	
Other Income (Expense)					
Interest Income	$ 1,915.24	$ -	$ 1,915.24	$ -	
Total Other Income (Expense)	**$ 1,915.24**	**$ -**	**$ 1,915.24**	**$ -**	
Net Income (Loss)	**$ (20,607.33)**	**$ -**	**$ (20,607.33)**	**$ -**	

Blackburn Creek Community Development District

Staff Reports

Blackburn Creek Community Development District

District Manager

- **FY 2026 Goal And Objectives**

Exhibit A:
Goals, Objectives and Annual Reporting Form

Performance Measures/Standards &
Annual Reporting Form

October 1, 2025 – September 30, 2026

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least three regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.
Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.
Standard: A minimum of three board meetings were held during the Fiscal Year.
Achieved: Yes ☑ No ☐

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of each meeting at least seven days in advance, as specified in Section 190.007(1), using at least two communication methods.
Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.
Standard: 100% of meetings were advertised with 7 days notice per statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).
Achieved: Yes ☑ No ☐

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.
Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.
Standard: 100% of monthly website checks were completed by District Management.
Achieved: Yes ☑ No ☐

2. Infrastructure and Facilities Maintenance

Goal 2.1: District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.
Measurement: A minimum of one inspection completed per year as evidenced by district engineer's report related to district's infrastructure and related systems.
Standard: Minimum of one inspection was completed in the Fiscal Year by the district's engineer.

Achieved: Yes ☑ No ☐

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes ☑ No ☐

Goal 3.2: Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

Standard: CDD website contains 100% of the following information: Most recent annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☑ No ☐

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection, and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes ☑ No ☐

Chair/Vice Chair:_____ Date:_____

Print Name:_____

District Manager:_____ Date:_____

Print Name:_____