



**PRINCIPAL ONE
COMMUNITY DEVELOPMENT
DISTRICT**

**DUVAL COUNTY
REGULAR BOARD MEETING
& PUBLIC HEARING
JUNE 22, 2018
6:00 P.M.**

Special District Services, Inc.
The Oaks Center
2501A Burns Road
Palm Beach Gardens, FL 33410

www.principalonecdd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT
Clubhouse of IL Villagio
9745 Touchton Road
Jacksonville, Florida 32246
REGULAR BOARD MEETING & PUBLIC HEARING
June 22, 2018
6:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items not on the Agenda
- F. Approval of Minutes
 - 1. April 4, 2018 Regular Board Meeting.....Page 2
- G. Public Hearing
 - 1. Proof of Publication.....Page 5
 - 2. Receive Public Comments on Fiscal Year 2018/2019 Final Budget
 - 3. Consider Resolution No. 2018-02 – Adopting a Fiscal Year 2018/2019 Final Budget.....Page 6
- H. Old Business
 - 1. Update Regarding HOA Meeting Schedule
- I. New Business
 - 1. Consider Resolution No. 2018-03 – Adopting a Fiscal Year 2018/2019 Meeting Schedule.....Page 13
 - 2. Consider Resolution No. 2018-04 – Adopting a Statewide Mutual Aid Agreement.....Page 15
 - 3. Review of District Boundaries Map.....Page 17
 - 4. Discussion Regarding Maintenance and Landscaping Responsibilities
- J. Administrative Matters
- K. Board Member Comments
- L. Adjourn

Jacksonville Financial News & Daily Record

June 8, 2018

Miscellaneous Notices

Miscellaneous Public Notices

Notice of Public Hearing
and Regular Board Meeting of the
Principal One Community Development District

The Board of Supervisors of the Principal One Community Development District (the District) will hold a Public Hearing and Regular Board Meeting on June 22, 2018, at 6:00 p.m., or as soon thereafter as the meeting can be heard, in the Clubhouse of IL Villagio located at 9745 Touchton Road, Jacksonville, Florida 32246.

The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2018/2019 Proposed Final Budget of the District. A copy of the Budget and/or the Agenda may be obtained from the Districts website or at the offices of the District Manager, 2501A Burns Road, Palm Beach Gardens, Florida, 33410 during normal business hours. The purpose of the Regular Board Meeting is for the Board to consider any other business which may properly come before it. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or more Supervisors will participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at (561) 630-4922, and/or toll free at 1-877-737-4922, at least seven (7) days prior to the date of the meetings.

If any person decides to appeal any decision made with respect to any matter considered at this Public Hearing and Regular Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Principal One Community Development District

www.principalonecdd.org

June 1/8 (18-04455D)

PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 4, 2018

A. CALL TO ORDER

District Manager Jason Pierman called the April 4, 2018, Regular Board Meeting of the Principal One Community Development District to order at 6:00 p.m. in the Clubhouse of Il Villagio located at 9745 Touchton Road, Jacksonville, Florida 32246.

B. PROOF OF PUBLICATION

Mr. Pierman presented proof of publication that notice of the Regular Board Meeting had been published in the *Jacksonville Daily Record* on September 20, 2017, as part of the District's Fiscal Year 2017/2018 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the attendance of Chairperson Michelle McCannon-de Garis, Vice Chairman Charles Blumberg and Supervisors Judie Cattell and Beverly Abrams constituted a quorum and it was in order to proceed with the meeting.

Also present were: District Manager Jason Pierman of Special District Services, Inc.; and District Counsel Ken Edwards of Caldwell Pacetti Edwards Schoech & Viator LLP (via conference call).

Also present was Diana Hardesty, Community Association Manager.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

F. APPROVAL OF MINUTES

1. October 4, 2017, Regular Board Meeting

Mr. Pierman presented the minutes of the October 4, 2017, Regular Board Meeting and asked if there were any changes/corrections. There being no changes and/or corrections, a **motion** was then made by Mr. Blumberg, seconded by Ms. Abrams and passed unanimously to approve the minutes of the October 4, 2017, Regular Board Meeting, as presented.

G. OLD BUSINESS

1. Update Regarding the Exterior Wall Painting/Repairs and Mulch

PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 4, 2018

Ms. McCannon-de Garis noted that the walls had been painted, but the black metal inserts had not yet been completed. Mr. Blumberg explained that the metal inserts were not contracted, and were being completed by the Association's maintenance person, as time allows. Ms. Hardesty was informed of the hurricane damage on the wall that still needed to be repaired. Ms. McCannon-de Garis showed a picture of a storm drain where the road is dipping around it. It was not clear from the picture if the issue is with the drain or the road. Mr. Pierman stated that he would have the engineer review it during the next inspection. Discussion ensued regarding the property line around the lakes and if the trees were on CDD property.

H. NEW BUSINESS

1. Consider Resolution No. 2018-01 – Adopting a Fiscal Year 2018/2019 Proposed Budget

Mr. Pierman presented Resolution No. 2018-01, entitled:

RESOLUTION NO. 2018-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2018/2019; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was then made by Mr. Blumberg, seconded by Ms. Cattell and passed unanimously to adopt Resolution No. 2018-01, as presented, setting the Public Hearing for June 22, 2018, at 6:00 p.m.

2. Review of Sunshine Law

Mr. Pierman explained that, with the new Association Manager, and having crossover between the CDD and Association Boards, he thought it would be a good time for a refresher on the Sunshine Law. Mr. Edwards provided an overview of the Sunshine Law, noting that there cannot be any dialogue between CDD Board Members on topics that may come before the CDD Board for consideration outside of an advertised meeting. Following discussion, Mr. Edwards suggested that the CDD Board may want to advertise that there would be more than two CDD Board Members present at Association meetings, either online or in the paper. The Board consensus was to post the notice once the language had been created by Mr. Palen.

I. ADMINISTRATIVE MATTERS

Mr. Pierman reminded the Board that they would be receiving their Form 1 prior to the next meeting. He also noted that there are three seats up for the election in November (Ms. Cattell, Mr. Blumberg and Ms. McCannon-de Garis) and that the qualifying period is from noon June 18 through noon June 22, 2018.

PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 4, 2018

J. BOARD MEMBER COMMENTS

There were no comments from the Board Members.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Abrams, seconded by Mr. Blumberg and unanimously passed to adjourn the meeting at 6:50 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

Jacksonville Financial News & Daily Record

June 8, 2018

Miscellaneous Notices

Miscellaneous Public Notices

Notice of Public Hearing
and Regular Board Meeting of the
Principal One Community Development District

The Board of Supervisors of the Principal One Community Development District (the District) will hold a Public Hearing and Regular Board Meeting on June 22, 2018, at 6:00 p.m., or as soon thereafter as the meeting can be heard, in the Clubhouse of IL Villagio located at 9745 Touchton Road, Jacksonville, Florida 32246.

The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2018/2019 Proposed Final Budget of the District. A copy of the Budget and/or the Agenda may be obtained from the Districts website or at the offices of the District Manager, 2501A Burns Road, Palm Beach Gardens, Florida, 33410 during normal business hours. The purpose of the Regular Board Meeting is for the Board to consider any other business which may properly come before it. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or more Supervisors will participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at (561) 630-4922, and/or toll free at 1-877-737-4922, at least seven (7) days prior to the date of the meetings.

If any person decides to appeal any decision made with respect to any matter considered at this Public Hearing and Regular Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Principal One Community Development District

www.principalonecdd.org

June 1/8 (18-04455D)

RESOLUTION NO. 2018-02

A RESOLUTION OF THE PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2018/2019 BUDGET.

WHEREAS, the Principal One Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2018/2019 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and,

WHEREAS, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non ad-valorem assessments upon the properties within the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2018/2019 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

Section 2. The Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 22nd day of June, 2018.

ATTEST:

**PRINCIPAL ONE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Principal One
Community Development District

**Final Budget For
Fiscal Year 2018/2019
October 1, 2018 - September 30, 2019**

CONTENTS

- I FINAL BUDGET
- II DETAILED FINAL BUDGET
- III DETAILED FINAL DEBT SERVICE FUND BUDGET
- IV ASSESSMENT COMPARISON

FINAL BUDGET
PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2018/2019 BUDGET
REVENUES	
O & M Assessments	57,771
Debt Assessments	230,537
Other Revenues	0
Interest Income	120
TOTAL REVENUES	\$ 288,428
EXPENDITURES	
Engineering/Inspections	2,500
Supervisor Fees	0
Management	24,912
Legal	3,000
Assessment Roll	5,000
Audit Fees	3,900
Insurance	6,356
Legal Advertisements	600
Miscellaneous	1,000
Postage	225
Office Supplies	475
Dues & Subscriptions	175
Trustee Fee	2,500
Continuing Disclosure Fee	300
Website Management	1,500
Contingency	827
TOTAL EXPENDITURES	\$ 53,270
REVENUES LESS EXPENDITURES	\$ 235,158
Bond Payments	(212,094)
BALANCE	\$ 23,064
County Appraiser & Tax Collector Fees	(11,532)
Discounts For Early Payments	(11,532)
EXCESS/ (SHORTFALL)	\$ -
Carryover From Prior Year	0
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED FINAL BUDGET
PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2016/2017 ACTUAL	FISCAL YEAR 2017/2018 BUDGET	FISCAL YEAR 2018/2019 BUDGET	COMMENTS
REVENUES				
O & M Assessments	58,126	57,771	57,771	Expenditures Less Interest & Carryover/.92
Debt Assessments	230,538	230,537	230,537	Bond Payments/.92
Other Revenues	0	0	0	
Interest Income	112	120	120	Projected At \$10.00 Per Month
TOTAL REVENUES	\$ 288,776	\$ 288,428	\$ 288,428	
EXPENDITURES				
Engineering/Inspections	1,760	2,500	2,500	No Change From 2017/2018 Budget
Supervisor Fees	0	0	0	No Change From 2017/2018 Budget
Management	23,916	24,408	24,912	CPI Adjustment
Legal	2,505	3,500	3,000	\$500 Decrease From 2017/2018 Budget
Assessment Roll	5,000	5,000	5,000	No Change From 2017/2018 Budget
Audit Fees	3,700	3,800	3,900	\$100 Increase From 2017/2018 Budget
Insurance	5,778	6,400	6,356	Insurance Company Estimate
Legal Advertisements	191	650	600	\$50 Decrease From 2017/2018 Budget
Miscellaneous	707	1,000	1,000	No Change From 2017/2018 Budget
Postage	115	225	225	No Change From 2017/2018 Budget
Office Supplies	220	500	475	\$25 Decrease From 2017/2018 Budget
Dues & Subscriptions	175	175	175	No Change From 2017/2018 Budget
Trustee Fee	2,500	2,500	2,500	No Change From 2017/2018 Budget
Continuing Disclosure Fee	350	300	300	No Change From 2017/2018 Budget
Website Management	1,500	1,500	1,500	No Change From 2017/2018 Budget
Contingency	0	812	827	Contingency
TOTAL EXPENDITURES	\$ 48,417	\$ 53,270	\$ 53,270	
REVENUES LESS EXPENDITURES	\$ 240,359	\$ 235,158	\$ 235,158	
Bond Payments	(214,160)	(212,094)	(212,094)	2019 P & I Payments Less Earned Interest
BALANCE	\$ 26,199	\$ 23,064	\$ 23,064	
County Appraiser & Tax Collector Fees	(9,736)	(11,532)	(11,532)	Four Percent Of Total Assessment Roll
Discounts For Early Payments	(10,481)	(11,532)	(11,532)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 5,982	\$ -	\$ -	
Carryover From Prior Year	0	0	0	Carryover Balance From Prior Year
NET EXCESS/ (SHORTFALL)	\$ 5,982	\$ -	\$ -	

DETAILED FINAL DEBT SERVICE BUDGET
PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2016/2017 ACTUAL	FISCAL YEAR 2017/2018 BUDGET	FISCAL YEAR 2018/2019 BUDGET	COMMENTS
REVENUES				
Interest Income	340	75	75	Projected Interest For 2018/2019
NAV Tax Collection	214,160	212,094	212,094	Maximum Debt Service Collection
Total Revenues	\$ 214,500	\$ 212,169	\$ 212,169	
EXPENDITURES				
Principal Payments	130,000	135,000	140,000	Principal Payment Due In 2019
Interest Payments	76,038	75,556	71,775	Interest Payments Due In 2019
Bond Redemption	0	1,613	394	Estimated Excess Debt Collections
Total Expenditures	\$ 206,038	\$ 212,169	\$ 212,169	
Excess/ (Shortfall)	\$ 8,462	\$ -	\$ -	

Series 2016 Bond Refunding Information

Original Par Amount =	\$2,945,000	Annual Principal Payments Due =	May 1st
Interest Rate =	2.75%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	May 2016		
Maturity Date =	May 2035		
Par Amount As Of 1/1/18 =	\$2,815,000		

**Principal One Community Development District
Assessment Comparison**

	Original Projected Assessment*	Fiscal Year 2015/2016 Assessment*	Fiscal Year 2016/2017 Assessment*	Fiscal Year 2017/2018 Assessment*	Fiscal Year 2018/2019 Projected Assessment*
O & M	\$ 132.98	\$ 121.64	\$ 131.30	\$ 131.30	\$ 131.30
Debt	\$ 617.02	\$ 626.78	\$ 523.95	\$ 523.95	\$ 523.95
Total	\$ 750.00	\$ 748.42	\$ 655.25	\$ 655.25	\$ 655.25

* Assessments Include the Following :

- 4% Discount for Early Payments
- 1% County Tax Collector Fee
- 1% County Property Appraiser Fee

Community Information:

Total Units 440

RESOLUTION NO. 2018-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2018/2019 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Principal One Community Development District ("District") to establish a regular meeting schedule for fiscal year 2018/2019; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2018/2019 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT, DUVAL COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2018/2019 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 22nd day of June, 2018.

ATTEST:

**PRINCIPAL ONE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Principal One Community Development District will hold Regular Meetings at 6:00 p.m. at the Clubhouse of IL Villagio, 9745 Touchton Road, Jacksonville, Florida 32246, on the following dates:

**October 3, 2018
November 7, 2018
December 5, 2018
January 2, 2019
February 6, 2019
March 6, 2019
April 3, 2019
May 1, 2019
June 5, 2019
August 7, 2019
September 4, 2019**

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at (561) 630-4922 and/or at 1-877-737-4922 prior to the date of the particular meeting.

From time to time one or more Supervisors may participate by telephone; therefore, at the location of these meetings there will be a speaker telephone present so that interested persons can attend the meetings at the above location and be fully informed of the discussions taking place either in person or by telephone communication. Said meetings may be continued from time to time as stated on the record to a date, time and place certain.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT

www.principalonecdd.org

PUBLISH: JACKSONVILLE DAILY RECORD 00/00/2018

RESOLUTION NO. 2018-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT, STATE OF FLORIDA, APPROVING THE *REVISED* FLORIDA STATEWIDE MUTUAL AID AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the State Emergency Management Act, Chapter 252, Florida Statutes, authorizes the state and its political subdivisions to develop and enter into mutual aid agreements for reciprocal emergency aid and assistance in case of emergencies too extensive to be dealt with unassisted; and

WHEREAS, the Board of Supervisors of the Principal One Community Development District (“District”) hereby approve an agreement with the State of Florida, Division of Emergency Management, concerning the Statewide Mutual Aid Agreement; and

WHEREAS, the Florida Department of Emergency Management requires an independent special district to participate in the Statewide Mutual Aid Agreement to be eligible for funds under Administrative Rule 27P-19, Base Funding for County Emergency Management Agencies and Municipal Competitive Grant and Loan Programs;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT, STATE OF FLORIDA, THAT:

Section 1. The above recitals are hereby adopted.

Section 2. That execution of the attached revised Statewide Mutual Aid Agreement is hereby authorized, and the Agreement is hereby approved.

PASSED, ADOPTED and EFFECTIVE this 22nd day of June, 2018.

ATTEST:

**PRINCIPAL ONE
COMMUNITY DEVELOPMENT DISTRICT,
FLORIDA**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

STATEWIDE MUTUAL AID AGREEMENT

**TO BE DISTRIBUTED
UNDER SEPARATE COVER**

PLATE 1

GRAPHIC SCALE



(IN FEET)
1 inch = 1000 ft.

