



**PRINCIPAL ONE  
COMMUNITY DEVELOPMENT  
DISTRICT**

**DUVAL COUNTY  
REGULAR BOARD MEETING  
& PUBLIC HEARING  
JUNE 2, 2021  
6:00 P.M.**

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

[www.principalonecdd.org](http://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 2, 2021  
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. March 3, 2021 Regular Board Meeting.....Page 2
- G. Public Hearing
  - 1. Proof of Publication.....Page 5
  - 2. Receive Public Comments on Fiscal Year 2021/2022 Final Budget
  - 3. Consider Resolution No. 2021-03 – Adopting a Fiscal Year 2021/2022 Final Budget.....Page 6
- H. Old Business
- I. New Business
  - 1. Consider Resolution No. 2021-04 – Adopting a Fiscal Year 2021/2022 Meeting Schedule.....Page 13
  - 2. Discussion Regarding Landscaping
- J. Administrative Matters
- K. Board Member Comments
- L. Adjourn

Publication Date  
2021-05-13

Subcategory  
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 2, 2021, at 6:00 p.m., or as soon thereafter as the meeting can be heard, at 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 2021/2022 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.

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

Principal One Community  
Development District  
[www.principalonecdd.org](http://www.principalonecdd.org)  
May 13/20 (21-03143D)

**PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
MARCH 3, 2021**

**A. CALL TO ORDER**

District Manager Jason Pierman called the March 3, 2021, Regular Board Meeting of the Principal One Community Development District (the “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 25, 2020, as part of the District’s Fiscal Year 2020/2021 Regular Meeting Schedule, as legally required.

**C. ESTABLISH A QUORUM**

Mr. Pierman determined that the attendance of Chairperson Michelle Hepke, Vice Chairman Brian Hepke and Supervisor Ilona Macy constituted a quorum and it was in order to proceed with the meeting.

Also present was District Manager Jason Pierman of Special District Services, Inc.

Also present was Michael Chevalier, a District resident.

**D. ADDITIONS OR DELETIONS TO THE AGENDA**

A **motion** was made by Mr. Hepke, seconded by Ms. Macy, and unanimously passed appointing Mr. Chevalier to the vacant Seat 4, which expires in 2024. Mr. Pierman, a Notary in the State of Florida, administered the Oath of Office to Mr. Chevalier.

**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. November 18, 2020, Regular Board Meeting**

Mr. Pierman presented the minutes of the November 18, 2020, Regular Board Meeting and asked if there were any changes/corrections.

There being none, a **motion** was then made by Ms. Macy, seconded by Ms. Hepke and passed unanimously approving the minutes of the November 18, 2020 Regular Board Meeting, as presented.

**G. OLD BUSINESS**

There were no Old Business items to come before the Board.

**H. NEW BUSINESS**

**1. Consider Resolution No. 2021-01 – Adopting a Fiscal Year 2021/2022 Proposed Budget**

Mr. Pierman presented Resolution No. 2021-01, entitled:

**RESOLUTION NO. 2021-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2021/2022; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Mr. Hepke, seconded by Mr. Chevalier and passed unanimously adopting Resolution No. 2021-01, as presented, setting the Public Hearing for June 2, 2021.

**2. Consider Resolution No. 2021-02 – E-Verify Memorandum of Understanding**

Mr. Pierman presented Resolution No. 2021-02, entitled:

**RESOLUTION NO. 2021-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT DIRECTING THE DISTRICT MANAGER TO REGISTER THE DISTRICT WITH AND USE THE E-VERIFY SYSTEM PURSUANT TO THE REQUIREMENTS OF SECTION 448.095, FLORIDA STATUTES; AUTHORIZING EXECUTION OF THE E-VERIFY MEMORANDUM OF UNDERSTANDING FOR EMPLOYERS BETWEEN THE DISTRICT AND THE DEPARTMENT OF HOMELAND SECURITY (DHS); PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE**

A **motion** was made by Mr. Chevalier, seconded by Mr. Hepke and passed unanimously adopting Resolution No. 2021-02, as presented.

**3. Discussion Regarding Landscaping**

Mr. Pierman provided an update from his conversation with the CAM, Ms. Brown, explaining what had been done and what was being planned. Mrs. Hepke noted that the work should have been done months ago, and suggested sending the Association a notice informing them that they are out of compliance. Following discussion, the Board directed Mr. Pierman to have the District's attorney send the letter.

**I. ADMINISTRATIVE MATTERS**

Mr. Pierman noted that the next meeting was scheduled for June 2, 2021.

**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 Mr. Hepke, seconded by Mr. Chevalier and unanimously passed to adjourn the meeting at 6:34 p.m.

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Secretary/Assistant Secretary

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Chair/Vice-Chair

Publication Date  
2021-05-13

Subcategory  
Miscellaneous Notices

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Notice of Public Hearing  
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Principal One Community  
Development District  
[www.principalonecdd.org](http://www.principalonecdd.org)  
May 13/20 (21-03143D)

**RESOLUTION NO. 2021-03**

**A RESOLUTION OF THE PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2021/2022 BUDGET.**

**WHEREAS**, the Principal One Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2021/2022 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 2021/2022 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 2<sup>nd</sup> day of June, 2021.

**ATTEST:**

**PRINCIPAL ONE  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson



Principal One  
Community Development District

**Final Budget For  
Fiscal Year 2021/2022  
October 1, 2021 - September 30, 2022**

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**FINAL BUDGET**  
**PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2021/2022**  
**OCTOBER 1, 2021 - SEPTEMBER 30, 2022**

	<b>FISCAL YEAR 2021/2022 BUDGET</b>
<b>REVENUES</b>	
O & M Assessments	57,771
Debt Assessments	230,012
Other Revenues	0
Interest Income	120
<b>TOTAL REVENUES</b>	<b>\$ 287,903</b>
<b>EXPENDITURES</b>	
Engineering/Inspections	2,000
Supervisor Fees	0
Management	26,316
Legal	2,000
Assessment Roll	5,000
Audit Fees	3,800
Insurance	6,000
Legal Advertisements	600
Miscellaneous	850
Postage	200
Office Supplies	400
Dues & Subscriptions	175
Trustee Fee	2,500
Continuing Disclosure Fee	300
Website Management	2,000
Contingency	1,129
<b>TOTAL EXPENDITURES</b>	<b>\$ 53,270</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 234,633</b>
Bond Payments	(211,611)
<b>BALANCE</b>	<b>\$ 23,022</b>
County Appraiser & Tax Collector Fees	(11,511)
Discounts For Early Payments	(11,511)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>
Carryover From Prior Year	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>

**DETAILED FINAL BUDGET**  
**PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2021/2022**  
**OCTOBER 1, 2021 - SEPTEMBER 30, 2022**

	FISCAL YEAR 2019/2020 ACTUAL	FISCAL YEAR 2020/2021 BUDGET	FISCAL YEAR 2021/2022 BUDGET	COMMENTS
<b>REVENUES</b>				
O & M Assessments	58,066	57,771	57,771	Expenditures Less Interest & Carryover/.92
Debt Assessments	230,013	230,537	230,012	Bond Payments/.92
Other Revenues	0	0	0	
Interest Income	133	120	120	Projected At \$10.00 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 288,212</b>	<b>\$ 288,428</b>	<b>\$ 287,903</b>	
<b>EXPENDITURES</b>				
Engineering/Inspections	1,960	2,000	2,000	No Change From 2020/2021 Budget
Supervisor Fees	0	0	0	No Change From 2020/2021 Budget
Management	25,380	25,956	26,316	CPI Adjustment
Legal	1,115	3,000	2,000	\$1,000 Decrease From 2020/2021 Budget
Assessment Roll	5,000	5,000	5,000	No Change From 2020/2021 Budget
Audit Fees	3,600	3,700	3,800	Accepted Amount For 2020/2021 Audit
Insurance	5,251	6,000	6,000	Insurance Estimate
Legal Advertisements	641	600	600	No Change From 2020/2021 Budget
Miscellaneous	312	900	850	\$50 Decrease From 2020/2021 Budget
Postage	73	225	200	\$25 Decrease From 2020/2021 Budget
Office Supplies	165	425	400	\$25 Decrease From 2020/2021 Budget
Dues & Subscriptions	175	175	175	No Change From 2020/2021 Budget
Trustee Fee	2,500	2,500	2,500	No Change From 2020/2021 Budget
Continuing Disclosure Fee	300	300	300	No Change From 2020/2021 Budget
Website Management	2,000	2,000	2,000	No Change From 2020/2021 Budget
Contingency	0	489	1,129	Contingency
<b>TOTAL EXPENDITURES</b>	<b>\$ 48,472</b>	<b>\$ 53,270</b>	<b>\$ 53,270</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 239,740</b>	<b>\$ 235,158</b>	<b>\$ 234,633</b>	
Bond Payments	(214,080)	(212,094)	(211,611)	2022 P & I Payments Less Earned Interest
<b>BALANCE</b>	<b>\$ 25,660</b>	<b>\$ 23,064</b>	<b>\$ 23,022</b>	
County Appraiser & Tax Collector Fees	(9,724)	(11,532)	(11,511)	Four Percent Of Total Assessment Roll
Discounts For Early Payments	(10,217)	(11,532)	(11,511)	Four Percent Of Total Assessment Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ 5,719</b>	<b>\$ -</b>	<b>\$ -</b>	
Carryover From Prior Year	0	0	0	Carryover Balance From Prior Year
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ 5,719</b>	<b>\$ -</b>	<b>\$ -</b>	

**DETAILED FINAL DEBT SERVICE BUDGET**  
**PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2021/2022**  
**OCTOBER 1, 2021 - SEPTEMBER 30, 2022**

	FISCAL YEAR 2019/2020 ACTUAL	FISCAL YEAR 2020/2021 BUDGET	FISCAL YEAR 2021/2022 BUDGET	COMMENTS
<b>REVENUES</b>				
Interest Income	577	75	25	Projected Interest For 2021/2022
NAV Tax Collection	214,080	212,094	211,611	Maximum Debt Service Collection
<b>Total Revenues</b>	<b>\$ 214,657</b>	<b>\$ 212,169</b>	<b>\$ 211,636</b>	
<b>EXPENDITURES</b>				
Principal Payments	140,000	145,000	150,000	Principal Payment Due In 2022
Interest Payments	69,850	64,006	59,950	Interest Payments Due In 2022
Bond Redemption	0	3,163	1,686	Estimated Excess Debt Collections
<b>Total Expenditures</b>	<b>\$ 209,850</b>	<b>\$ 212,169</b>	<b>\$ 211,636</b>	
<b>Excess/ (Shortfall)</b>	<b>\$ 4,807</b>	<b>\$ -</b>	<b>\$ -</b>	

**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 1/1/21 =	\$2,400,000		

**Principal One Community Development District  
Assessment Comparison**

	<b>Original Projected Assessment*</b>	<b>Fiscal Year 2018/2019 Assessment*</b>	<b>Fiscal Year 2019/2020 Assessment*</b>	<b>Fiscal Year 2020/2021 Assessment*</b>	<b>Fiscal Year 2021/2022 Projected Assessment*</b>
<b>O &amp; M</b>	\$ 132.98	\$ 131.30	\$ 131.30	\$ 131.30	\$ 131.30
<b>Debt</b>	\$ <u>617.02</u>	\$ <u>523.95</u>	\$ <u>523.95</u>	\$ <u>523.95</u>	\$ <u>523.95</u>
<b>Total</b>	\$ 750.00	\$ 655.25	\$ 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
Prepayments	<u>1</u>
Billed for Debt	439

**RESOLUTION NO. 2021-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2021/2022 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 2021/2022; and

**WHEREAS**, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2021/2022 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 2021/2022 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

**PASSED, ADOPTED and EFFECTIVE** this 2<sup>nd</sup> day of June, 2021.

**ATTEST:**

**PRINCIPAL ONE  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson

**PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2021/2022 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 6, 2021  
November 3, 2021  
December 1, 2021  
January 5, 2022  
February 2, 2022  
March 2, 2022  
April 6, 2022  
May 4, 2022  
June 1, 2022  
July 6, 2022  
August 3, 2022  
September 7, 2022**

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](http://www.principalonecdd.org)**

**PUBLISH: JACKSONVILLE DAILY RECORD**