



**PRINCIPAL ONE
COMMUNITY DEVELOPMENT
DISTRICT**

**DUVAL COUNTY
REGULAR BOARD MEETING
NOVEMBER 16, 2022
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
November 16, 2022
6:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Consider Resignations from Mike Chevalier and Ilona Macy.....Page 2
- D. Consider Appointment of New Board Members
- E. Administer Oath of Office and Review Board Member Duties and Responsibilities
- F. Election of Officers
 - Chairman
 - Vice Chairman
 - Secretary/Treasurer
 - Assistant Secretaries
- G. Establish Quorum
- H. Additions or Deletions to Agenda
- I. Comments from the Public for Items not on the Agenda
- J. Approval of Minutes
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- M. Administrative Matters
- N. Board Member Comments
- O. Adjourn

Miscellaneous Notices



Published in Jacksonville Daily Record - Duval County on September 22, 2022

Location

Duval County,

Notice Text

Miscellaneous Public Notices

PRINCIPAL ONE

COMMUNITY

DEVELOPMENT DISTRICT

FISCAL YEAR 2022/2023 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. (unless otherwise noted) at the Clubhouse of IL Villagio, 9745 Touchton Road, Jacksonville, Florida 32246, on the following dates:

October 5, 2022

November 16, 2022 (8:30 p.m.)

December 7, 2022

January 4, 2023

February 1, 2023

March 1, 2023

April 5, 2023

May 3, 2023

June 7, 2023

July 5, 2023

August 2, 2023

September 6, 2023

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 ensure 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

Sep. 22 (22-06215D)

Tricia Lascasas

From: Michael Chevalier <chitoryu49@gmail.com>
Sent: Wednesday, June 29, 2022 7:33 PM
To: Jason Pierman
Subject: Re: Form 1 Reminder

Was I supposed to receive a message from them regarding this form? I did fill out one of these last year and submitted it.

I will fill this form out. I also inform you that I resign my position from this committee as of now. Please let me know if I need to inform anyone else.

Michael Chevalier

On Wed, Jun 29, 2022, 3:00 PM Jason Pierman <JPierman@sdsinc.org> wrote:

Mike,

As of this morning, the State Ethics website does not have you listed as having submitted your Form 1. They are due to the County in which you reside by tomorrow. There's a chance that the State website is not completely up to date, but if you have not already done so, please complete your Form 1 – Statement of Financial Interests and send it to the Supervisor of Elections for the County in which you reside. Attached is a Form 1 for your use. (Note that you are completing it for the previous year.)

Remember, **you can be fined for not submitting this form.**

Thank you,

Jason Pierman

District Manager

Special District Services, Inc.

(561) 630-4922

www.sdsinc.org

From: Ilona Macy <ilonamacy2064@yahoo.com>
Date: 10/31/22 2:55 PM (GMT-05:00)
To: Tricia Lascasas <TLascasas@sdsinc.org>
Subject: Re: Principal One CDD 2022-11-16 Meeting Inquiry

Good afternoon Tricia,
I regret telling you that I will not be able to come to the meeting or any of the meetings from today on out. I was hired for a full time position this past Friday October 28th. I have to resign my CDD seat effective immediately.
Please forward this to Jason.
Thank you,
Ilona Macy

ilonamacy2064@yahoo.com
440-522-0288

**PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JUNE 1, 2022**

A. CALL TO ORDER

District Manager Jason Pierman called the June 1, 2022, 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 24, 2021, as part of the District’s Fiscal Year 2021/2022 Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the attendance of Chairperson Michelle Hepke, Vice Chairman Brian Hepke and Supervisors Ilona Macy and Michael Chevalier 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.

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. March 2, 2022, Regular Board Meeting

Mr. Pierman presented the minutes of the March 2, 2022, Regular Board Meeting and asked if there were any changes/corrections.

There being none, a **motion** was then made by Mr. Chevalier, seconded by Ms. Macy and passed unanimously approving the minutes of the March 2, 2022, Regular Board Meeting, as presented.

The Regular Board Meeting was then recessed and the Public Hearing was opened.

G. PUBLIC HEARING

1. Proof of Publication

Mr. Pierman presented proof of publication that notice of the Public Hearing had been published in the *Jacksonville Daily Record* on May 12, 2022, and May 19, 2022, as legally required.

2. Receive Public Comment on Fiscal Year 2022/2023 Final Budget

Mr. Pierman noted that no members of the public were in attendance.

3. Consider Resolution No. 2022-02 – Adopting a Fiscal Year 2022/2023 Final Budget

Resolution No. 2022-02 was presented, entitled:

RESOLUTION NO. 2022-02

A RESOLUTION OF THE PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2022/2023 BUDGET.

A motion was made by Mr. Hepke, seconded by Mr. Chevalier and passed unanimously adopting Resolution No. 2022-02, as presented.

The Public Hearing was then closed and the Regular Board Meeting was reconvened.

H. OLD BUSINESS

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

I. NEW BUSINESS

1. Consider Resolution No. 2022-03 – Adopting a Fiscal Year 2022/2023 Meeting Schedule

Mr. Pierman presented Resolution No. 2022-03, entitled:

RESOLUTION NO. 2022-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2022/2023 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Mr. Chevalier, seconded by Ms. Macy and passed unanimously adopting Resolution No. 2022-03, as presented.

2. Ratification of Stormwater Needs Analysis Proposal

Mr. Pierman presented the proposal from AECOM for the creation of a 20-Year Stormwater Report for an amount not-to-exceed \$5,227.50. Mrs. Hepke requested that the report be shared with the Association once completed.

A **motion** was made by Mr. Chevalier, seconded by Mr. Hepke and passed unanimously ratifying the AECOM Stormwater Needs Analysis Report for an amount not to exceed \$5,227.50, as presented.

J. ADMINISTRATIVE MATTERS

Mr. Pierman announced that the qualifying period runs from June 13th to the 17th, noting that Seats 1, 3 and 5 (Vacant, Mr. Hepke and Mrs. Hepke, respectively) were up for election this year. He also reminded the Board to submit their Form 1's.

K. BOARD MEMBER COMMENTS

Mr. Hepke noted that the Association had promised plants would be installed by this upcoming Friday.

L. 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 adjourning the meeting at 6:14 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

RESOLUTION NO. 2022-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PRINCIPAL ONE COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2021/2022 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Principal One Community Development District (“District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared for consideration and approval an Amended Budget.

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

Section 1. The Amended Budget for Fiscal Year 2021/2022 attached hereto as Exhibit “A” is hereby approved and adopted.

Section 2. The Secretary/Assistant 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 16th day of November, 2022.

ATTEST:

**PRINCIPAL ONE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Principal One
Community Development District

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

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

	FISCAL YEAR 2021/2022 BUDGET 10/1/21 - 9/30/22	AMENDED FINAL BUDGET 10/1/21 - 9/30/22	YEAR TO DATE ACTUAL 10/1/21 - 9/29/22
REVENUES			
O & M Assessments	57,771	58,527	58,527
Debt Assessments	230,012	230,524	230,524
Other Revenues	0	0	0
Interest Income	120	135	133
TOTAL REVENUES	\$ 287,903	\$ 289,186	\$ 289,184
EXPENDITURES			
Engineering/Inspections	2,000	3,620	3,620
Supervisor Fees	0	0	0
Management	26,316	26,316	26,316
Legal	2,000	1,250	720
Assessment Roll	5,000	5,000	5,000
Audit Fees	3,800	3,800	3,800
Insurance	6,000	5,706	5,706
Legal Advertisements	600	600	337
Miscellaneous	850	850	705
Postage	200	110	103
Office Supplies	400	225	204
Dues & Subscriptions	175	175	175
Trustee Fee	2,500	2,500	2,500
Continuing Disclosure Fee	300	300	300
Website Management	2,000	2,000	2,000
Contingency	1,129	1,129	0
TOTAL EXPENDITURES	\$ 53,270	\$ 53,581	\$ 51,486
REVENUES LESS EXPENDITURES	\$ 234,633	\$ 235,605	\$ 237,698
Bond Payments	(211,611)	(214,453)	(214,453)
BALANCE	\$ 23,022	\$ 21,152	\$ 23,245
County Appraiser & Tax Collector Fee	(11,511)	(9,754)	(9,754)
Discounts For Early Payments	(11,511)	(10,370)	(10,370)
EXCESS/ (SHORTFALL)	\$ -	\$ 1,028	\$ 3,121
Carryover From Prior Year	0	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 1,028	\$ 3,121

FUND BALANCE AS OF 9/30/21
FY 2021/2022 ACTIVITY
FUND BALANCE AS OF 9/30/22

\$94,033
\$1,028
\$95,061

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

	FISCAL YEAR 2021/2022 BUDGET 10/1/21 - 9/30/22	AMENDED FINAL BUDGET 10/1/21 - 9/30/22	YEAR TO DATE ACTUAL 10/1/21 - 9/29/22
REVENUES			
Interest Income	25	110	109
NAV Tax Collection	211,611	214,453	214,453
Total Revenues	\$ 211,636	\$ 214,563	\$ 214,562
EXPENDITURES			
Principal Payments	150,000	150,000	150,000
Interest Payments	59,950	62,013	62,013
Bond Redemption	1,686	0	0
Total Expenditures	\$ 211,636	\$ 212,013	\$ 212,013
Excess/ (Shortfall)	\$ -	\$ 2,550	\$ 2,549

FUND BALANCE AS OF 9/30/21	\$153,703
FY 2021/2022 ACTIVITY	\$2,550
FUND BALANCE AS OF 9/30/22	\$156,253

Notes

Reserve Fund Balance = \$75,665*. Revenue Fund Balance = \$75,126*

Redemption Fund Balance = \$5,462*.

Revenue Fund Balance To Be Used To Make 11/1/2022 Interest Payment Of \$28,944.

* Approximate Amounts

Series 2016 Bond Refunding Information

Original Par Amount =	\$2,945,000	Annual Principal Payments Due:
Interest Rate =	2.75%	May 1st
Issue Date =	May 2016	Annual Interest Payments Due:
Maturity Date =	May 2035	May 1st & November 1st
Par Amount As Of 9/30/22 =	\$2,105,000	

November 16, 2022

RE: Principal One Community Development District Auditor Renewal

At the November 2, 2019 Principal One Community Development District Board Of Supervisors meeting, the firm of Grau & Associates was selected to perform the 9-30-2019, 9-30-2020 and 9-30-2021 year end audits of the District with an option to perform the 9-30-2022 and 9-30-23 audits.

The fees for the 9-30-2019 audit were \$3,600. The fees for the 9-30-2020 audit were \$3,700. And the fees for the 9-30-2021 audit were \$3,800. The proposed fees for the 9-30-2022 audit is \$3,900, which is the budgeted amount for audit fees for Fiscal Year 2022/2023. The proposed fee for the 9-30-2023 audit is \$4,000.

Management is pleased with the professionalism and the competence of the Grau & Associates partners and staff; therefore, management recommends that the Board approve the renewal option for the Fiscal Year Ending 9-30-2022 and 9-30-2023 audits for Grau & Associates.

Special District Services, Inc.