



Rizzetta & Company

# Gramercy Farms Community Development District

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**Board of Supervisors  
Meeting  
April 24, 2024**

District Office:  
8529 South Park Circle, Suite 330  
Orlando, Florida 32819  
407.472.2471

[www.gramercyfarmscdd.org](http://www.gramercyfarmscdd.org)

**GRAMERCY FARMS**  
**COMMUNITY DEVELOPMENT DISTRICT**

[www.gramercyfarmscdd.org](http://www.gramercyfarmscdd.org)

<b>Board of Supervisors</b>	Rolando Fernandez Joel Sanchez Elizabeth Fernandez Maria Borrero Bob Bishop	Chairman Vice Chairman Board Supervisor Board Supervisor Board Supervisor
<b>District Manager</b>	Brian Mendes	Rizzetta & Company, Inc.
<b>District Counsel</b>	Wes Haber	Kutak Rock
<b>District Engineer</b>	Greg Woodcock	Stantec

**All cellular phones must be placed on mute while in the meeting room.**

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (407) 472-2471. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

# GRAMERCY FARMS DEVELOPMENT DISTRICT

District Office · Orlando, Florida · (407) 472-2471

Mailing Address · 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

[www.gramercyfarmscdd.org](http://www.gramercyfarmscdd.org)

**Board of Supervisors  
Gramercy Farms Community  
Development District**

**April 17, 2024**

## FINAL AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of the Gramercy Farms Community Development District will be held on **April 24, 2024, at 9:00 a.m.** at the **Anthem Park Clubhouse** located at **2090 Continental Street, St. Cloud, Florida 34769**. The following is the **final** agenda for the meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT**
- 3. COMMUNITY UPDATES**
  - A. Landscape Inspection Report..... Tab 1
  - B. Monthly Report from Aquatic Weed Management..... Tab 2
  - C. Down to Earth Updates
  - D. HP Home Solutions Monthly Updates
- 4. BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors Meeting held on February 28, 2024 ..... Tab 3
  - B. Ratification of Operation and Maintenance Expenditures for February 2024 ..... Tab 4
- 5. BUSINESS ITEMS**
  - A. Presentation of FY 2024/2025 Proposed Budget (Under Separate Cover)
  - B. Consideration of Resolution 2024-02, Approving FY 2024/2025 Proposed Budget & Setting Public Hearing ..... Tab 5
  - C. Discussion of Vote Results for Community Enhancement Project
  - D. Presentation of Financial Investments for the CDD
  - E. Consideration of D2E Annual Installation Proposal ..... Tab 6
- 6. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
    1. Website Audit..... Tab 7
    2. Shelburne Maintenance Update
    3. Off Road Vehicles Update
- 7. SUPERVISOR REQUESTS AND COMMENTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (407) 472-2471.

Very truly yours,  
*Brian Mendes*  
Brian Mendes



# Tab 1

# GRAMERCY FARMS

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## LANDSCAPE INSPECTION REPORT



April 12, 2024  
Rizzetta & Company  
Justin Fisher - Landscape Specialist



Rizzetta & Company  
Professionals in Community Management

# Summary, Dog Park & Main Entrance

## General Updates, Recent & Upcoming Maintenance Events

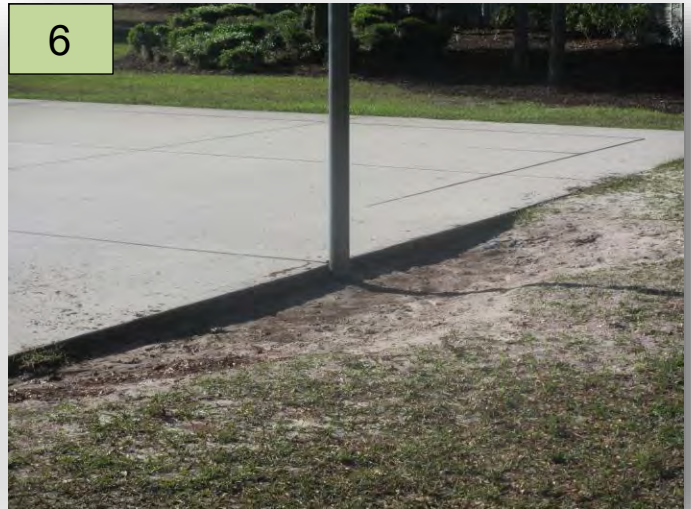
- **Need to address area bordering farmland behind Shelburne Way.**
- **The maintenance of dog stations throughout the property was discussed.**
- **Diagnose and treat all Schilling's Holly. Fungus continues to spread.**

The following are action items for **Down To Earth Landscaping** to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Orange** is for Staff.

1. At the dog park parking area, we discussed potentially replacing the Bahia with artificial turf. Grass does not thrive due to lack of irrigation and shady conditions.(Pic. 1)



6. Next to basketball court, erosion of soil at end of court. Need to fill in area next to cement to prevent trip hazard. (Pic. 6)



2. **At the dog park area, repair drip irrigation lines and bury.**

3. **In the dog park, lift all trees to proscribed height over maintained areas & sidewalks.**

4. **Property-wide, remove all mosses from trees and shrubs.**

5. Property-wide, treat all active ant mounds. Raking out inactive mounds.

7. **Behind the court, remove the Viburnum stumps (4 units) that did not make from the hard prune.**

8. Property-wide, treat all expansion joint crack weeds.

9. The rest of the Viburnum seem to be doing well. They are blooming in spots thanks to efforts from Team DTE. Job well done!



# GFB, Main Entrance & Ivy Stable

10. At the corner of Valley Creek & GFB, remove dead roses (Pic. 10).



11. In the north ROW of GFB, continue to remove all dead plant material. Define beds.

12. Property-wide, treat and diagnose Schilling's Holly (fungus). May need additional treatments of fungicide.

13. Remove all suckers from Live Oaks and Magnolias along GFB in median and beds in either ROW.

14. Along GFB, continue to weed beds removing Vetch from Ornamentals. (Pic. 14)



15. Along Old Hickory Tree Rd., need to replace valve cover as this is a potential trip hazard.

16. Along Old Hickory Tree Rd., remove or cut out old drip line at the base of multiple trees.

17. At the NE end of property, trim hedge along wall as it is growing above wall. (Pic. 17)



18. Continue to prune and detail hedge row behind homes on Shelbourne.

19. At cul-de-sac of Shelbourne, brush needs to be cut back to the conservation sign. (Pic. 19)



20. NE corner of the Round About near creek, additional branches have fallen encroaching on maintained turf. Remove and dispose.





# GFB, Shelburne, Sweet Acres

21. Area behind Shelburne that borders farmland seems to have been taken over by residents. Unauthorized plantings, sports equipment and holiday decorations are encroaching on CDD land. May be difficult for DTE to obtain access to this area to maintain. (Pic. 21)

21



25. Along the north boundary of Shelburne, continue to clear out the area and maintain the area including mowing.

**26. In both ROW's of GFB, remove all dead Juniper material and units. Do not replace with Juniper.**

27. Large new growth of weeds at Sweet Acres was discussed. Regular summer mowing should make it more appealing as Bahia has been dormant.

28. In same park, Remove all vines from shrubs.

**29. Schedule a palm pruning event as there are dead seed pods and brown fronds present throughout property. (Pic. 29)**

29



22. Ivy Stable park, remove Crepe Myrtle trunk that was broken off. (Pic. 22)

22



30. In the bed behind the pond at the end of GFB, off road vehicles are using a newly created access point. When they turn; they are breaking hedges & damaging trees. This area need some sort of barrier. Damage is getting worse.

23. At the Ivy Stable park, lift the trees to 8 feet over maintained areas & sidewalks.

24. At same park, bury all drip line that appears to have been dug up or vandalized.



# GFB, Shelbourne, Sweet Acres

31. In the area between homes on Sweet Acres and LaSalle it appears a resident was dumping construction debris behind the fence. (Pic. 31)



32. In same area just S of pond, it looks as if someone has been spraying Round-Up to clear an area. Justin with DTE has noted this as well. (Pic. 32)



33. Start pruning back the plant material that is encroaching on the pond bank from the adjacent natural area behind the Townhomes and Round About pond.

34. There is still discussion on how far to trim back the area on SW corner of GFB and Fieldwood. Down to Earth to generate a proposal for monthly mowing or brush hogging of the non-maintained area. (Pic. 34)



35. In same area, straps to be cut out of Magnolia tree.

# Walls, Fences, Benches & Equipment

1. At the dog park, the water fountains are not working.
2. In the same park, the metal frame of the gazebo has surface rust.
3. In the same park, benches need paint. (Pic. 3 >)
4. Playground equipment at both parks needs to be power washed. (Pic. 4)



# Proposals

1. DTE to draw up proposal to insert artificial turf in dog park. Please refer to item number 1 in this the report.
2. DTE to draw up proposal to fill in and sod area (erosion) behind basketball court to prevent trip hazard. Please refer to item number 6 in this report.
3. DTE to draw up proposal to remove Crepe Myrtle stump and sod area in Ivy Stable Park. Please refer to item number 22 in this report.



# Tab 2

**IRRIGATION WATER**

Send to : Helena Agri-Enterprises, LLC (Lake Wales) Mr. James Boggs, Jr 3613 Twisted Oaks Ct. Lake Wales , FL 33898	Project : Aquatic Weed Mgmt	Report No : <b>24-086-0201</b> Cust No : 00633 Date Printed : 03/27/2024 Date Received : 03/26/2024 Page : 1 of 6 Lab Number : <b>95875</b>
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Sample Id : **1**

CATIONS		mg/L	meq/L
Sodium	Na	15.4	0.67
Calcium	Ca	15.6	0.78
Magnesium	Mg	3.34	0.27
Potassium	K	6.50	0.17
Ammonium	NH <sub>4</sub>	0	0.00
	NH <sub>4</sub> - N	0.050	
<b>SUM OF CATIONS</b>		<b>1.89</b>	

ANIONS		mg/L	meq/L
Chloride	Cl	30.4	0.86
Sulfate	SO <sub>4</sub>	14.4	0.30
	S	5	
Bicarbonate	HCO <sub>3</sub>	40.0	0.66
Carbonate	CO <sub>3</sub>	0	0.00
Nitrate	NO <sub>3</sub>	1	0.02
	NO <sub>3</sub> - N	0.136	
Phosphate	PO <sub>4</sub>	1.28	0.04
	P	0.418	
<b>SUM OF ANIONS</b>		<b>1.88</b>	

Hydrogen Ion Activity	pH	7.15
Equilibrium Reaction	pHc	7.09
Electrical Conductivity	ECw	0.207 dS/m
Total Dissolved Solids	TDS	132 ppm
Adj Na Adsorption Ratio	SARadj	0.61
Sodium Adsorption Ratio	SAR	0.92
Hardness		52.7 ppm

Copper	Cu	0.005 mg/L
Zinc	Zn	0.057 mg/L
Manganese	Mn	0.010 mg/L
Iron	Fe	0.100 mg/L
Boron	B	0.064 mg/L
Fluoride	F	
Aluminum	Al	0.100 mg/L
Molybdenum	Mo	0.010 mg/L

mg/L = parts per million parts water      meq/L - milliequivalents per liter

Hardness is determined from calculations using the calcium and magnesium concentrations in the water.















TDS calculated by ECw \* 640

## IRRIGATION WATER

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Sample Id : 1

### WATER ANALYSIS INTERPRETATION, AGRICULTURAL

Potential Problem	Units	Test Result	Degree of Restriction on Use			Graphical Results		
			None	Slight to Moderate	Severe	None	Slight to Moderate	Severe
<b>Salinity</b> ECw <sup>1</sup>	dS/m	0.207	< 0.7	0.7 - 3	> 3			
<b>Specific Ion Toxicity</b>								
<b>Sodium (Na)<sup>1</sup></b>								
Surface irrigation	SARadj	0.61	< 3	3 - 9	> 9			
Sprinkler irrigation <sup>2</sup>	meq/L	0.67	< 3	3 - 6	> 6			
<b>Chloride (Cl)<sup>1</sup></b>								
Surface irrigation	meq/L	0.86	< 4	4 - 10	> 10			
Sprinkler irrigation <sup>2</sup>	meq/L	0.86	< 3	3 - 5	> 5			
<b>Boron (B)<sup>1</sup></b>	mg/L	0.064	< 0.7	0.7 - 3	> 3			
<b>Fluoride (F)<sup>1</sup></b>			< 1	1 - 5	> 5			
<b>Clogging of Drip Systems or Unsightly Residues</b>								
<b>Iron (Fe)<sup>3</sup></b>	mg/L	0.100	< 0.3	0.3 - 1.5	> 1.5			
<b>Manganese (Mn)<sup>3</sup></b>	mg/L	0.010	< 0.2	0.2 - 1.5	> 1.5			
<b>pH - pHc<sup>4</sup></b>		0.06	<= 0	> 0				
<b>Reduced Water Infiltration<sup>5</sup></b> ( Ratio based on adjSAR / ECw )		2.95	< 4	4 - 10	> 10			
<b>Alkalinity</b>								
<b>Bicarbonate (HCO<sub>3</sub>) + Carbonate (CO<sub>3</sub>)<sup>6</sup></b>	meq/L	0.66	< 2	2 - 8.5	> 8.5			
<b>Potential Low Nutrient Issues (Soilless media)<sup>7</sup></b>								
<b>Sulfate</b>	mg/L	14.4	> 48	48 - 20	< 20			
<b>Magnesium</b>	mg/L	3.34	> 10	10 - 4	< 4			
<b>Boron</b>	mg/L	0.064	> 0.3	0.3 - 0.05	< 0.05			

1. Crop tolerance to salinity, sodium, chloride, boron and fluoride varies widely. Most tree crops are sensitive to sodium and chloride while many annual crops are not. Soil conditions, irrigation method and climate must be considered.
2. Leaf burn from foliar and root absorption will be enhanced under conditions of : low humidity, high temperature and high air movement .
3. Elevated iron in combination with sulfides or tannins can result in bacterial slimes that can clog drip systems. Removal of iron and manganese often involves oxidation ( aeration or chlorination ) followed by filtering.
4. Positive pH - pHc ( saturation index ) values indicate the potential for calcium and magnesium carbonate precipitates that might impair efficiency of irrigation systems with small orificed parts and/or may leave unsightly lime deposits on leaves. Problems can be reduced by mineral acid addition.
5. Infiltration problems are most likely when water with low ECw and/or high SAR adj. is used on mineral soils containing some silt and clay.  
Evaluation of infiltration problems should include analysis of both irrigation water and soil-water extracts. Treatment may involve injecting gypsum into the water or applying gypsum to the soil surface.
6. Bicarbonate when excessive may result in difficulty in controlling soil pH and may impair root assimilation of minor elements.
7. Sulfur, magnesium and /or boron may become limiting if not supplied by soil or fertilizer. Use soil and leaf analysis to confirm need.







Comments :

**IRRIGATION WATER**

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Sample Id : **1**

**SPRAY WATER ANALYSIS INTERPRETATION**

Potential Problem	pH	Hardness	Iron	Carbonate + Bicarbonate	Sodium	Chloride
<b>Test Result</b>	7.15	52.7	0.100	40	15.4	30.4
<b>Units</b>	s.u	mg/L	mg/L	mg/L	mg/L	mg/L
<b>Severe</b>	> 7.9	> 180	> 1.5	> 510	> 138	> 179
<b>Slight to Moderate</b>	< 5.8 ; 7.1 - 7.9	60 - 180	0.3 - 1.5	120 - 510	69 - 138	107 - 179
<b>None</b>	5.8 - 7	< 60	< 0.3	< 120	< 69	< 107
<b>Severe</b>						
<b>Moderate</b>						
<b>Slight</b>						
<b>None</b>						
	pH	Hardness	Fe	HCO <sub>3</sub> + CO <sub>3</sub>	Na	Cl

Water Hardness indicates low potential.

For insecticide/fungicide active ingredients that are subject to decomposition by alkaline hydrolysis, buffer addition is recommended when pH exceeds 7.0. Optimum range is pH between 3.0 and 5.0 depending on active ingredient.

For glyphosate, buffering is recommended when pH exceeds 5.0. Optimum range is pH between 3.0 and 4.5.



**IRRIGATION WATER**

Send to : Helena Agri-Enterprises, LLC (Lake Wales) Mr. James Boggs, Jr 3613 Twisted Oaks Ct. Lake Wales , FL 33898	Project : Aquatic Weed Mgmt	Report No : <b>24-086-0201</b> Cust No : 00633 Date Printed : 03/27/2024 Date Received : 03/26/2024 Page : 4 of 6 Lab Number : <b>95876</b>
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Sample Id : 2

CATIONS		mg/L	meq/L
Sodium	Na	21.7	0.94
Calcium	Ca	12.9	0.64
Magnesium	Mg	2.88	0.24
Potassium	K	4.60	0.12
Ammonium	NH <sub>4</sub>	0	0.00
	NH <sub>4</sub> - N	0.053	
<b>SUM OF CATIONS</b>			<b>1.94</b>

ANIONS		mg/L	meq/L
Chloride	Cl	39.7	1.12
Sulfate	SO <sub>4</sub>	8.21	0.17
	S	3	
Bicarbonate	HCO <sub>3</sub>	35.7	0.59
Carbonate	CO <sub>3</sub>	0	0.00
Nitrate	NO <sub>3</sub>	1	0.02
	NO <sub>3</sub> - N	0.137	
Phosphate	PO <sub>4</sub>	1.09	0.03
	P	0.356	
<b>SUM OF ANIONS</b>			<b>1.93</b>

Hydrogen Ion Activity	pH	7.46
Equilibrium Reaction	pHc	7.22
Electrical Conductivity	ECw	0.217 dS/m
Total Dissolved Solids	TDS	139 ppm
Adj Na Adsorption Ratio	SARadj	0.89
Sodium Adsorption Ratio	SAR	1.42
Hardness		44.1 ppm

Copper	Cu	0.005 mg/L
Zinc	Zn	0.049 mg/L
Manganese	Mn	0.010 mg/L
Iron	Fe	0.100 mg/L
Boron	B	0.058 mg/L
Fluoride	F	
Aluminum	Al	0.100 mg/L
Molybdenum	Mo	0.010 mg/L

mg/L = parts per million parts water      meq/L - milliequivalents per liter

Hardness is determined from calculations using the calcium and magnesium concentrations in the water.

TDS calculated by ECw \* 640



**IRRIGATION WATER**

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Sample Id : 2

**WATER ANALYSIS INTERPRETATION, AGRICULTURAL**

Potential Problem	Units	Test Result	Degree of Restriction on Use			Graphical Results		
			None	Slight to Moderate	Severe	None	Slight to Moderate	Severe
<b>Salinity</b> ECw <sup>1</sup>	dS/m	0.217	< 0.7	0.7 - 3	> 3			
<b>Specific Ion Toxicity</b>								
<b>Sodium (Na)<sup>1</sup></b>								
Surface irrigation	SARadj	0.89	< 3	3 - 9	> 9			
Sprinkler irrigation <sup>2</sup>	meq/L	0.94	< 3	3 - 6	> 6			
<b>Chloride (Cl)<sup>1</sup></b>								
Surface irrigation	meq/L	1.12	< 4	4 - 10	> 10			
Sprinkler irrigation <sup>2</sup>	meq/L	1.12	< 3	3 - 5	> 5			
<b>Boron (B)<sup>1</sup></b>	mg/L	0.058	< 0.7	0.7 - 3	> 3			
<b>Fluoride (F)<sup>1</sup></b>			< 1	1 - 5	> 5			
<b>Clogging of Drip Systems or Unsightly Residues</b>								
<b>Iron (Fe)<sup>3</sup></b>	mg/L	0.100	< 0.3	0.3 - 1.5	> 1.5			
<b>Manganese (Mn)<sup>3</sup></b>	mg/L	0.010	< 0.2	0.2 - 1.5	> 1.5			
<b>pH - pHc<sup>4</sup></b>		0.24	<= 0	> 0				
<b>Reduced Water Infiltration<sup>5</sup></b> ( Ratio based on adjSAR / ECw )		4.10	< 4	4 - 10	> 10			
<b>Alkalinity</b>								
<b>Bicarbonate (HCO<sub>3</sub>) + Carbonate (CO<sub>3</sub>)<sup>6</sup></b>	meq/L	0.59	< 2	2 - 8.5	> 8.5			
<b>Potential Low Nutrient Issues (Soiless media)<sup>7</sup></b>								
<b>Sulfate</b>	mg/L	8.21	> 48	48 - 20	< 20			
<b>Magnesium</b>	mg/L	2.88	> 10	10 - 4	< 4			
<b>Boron</b>	mg/L	0.058	> 0.3	0.3 - 0.05	< 0.05			

1. Crop tolerance to salinity, sodium, chloride, boron and fluoride varies widely. Most tree crops are sensitive to sodium and chloride while many annual crops are not. Soil conditions, irrigation method and climate must be considered.
2. Leaf burn from foliar and root absorption will be enhanced under conditions of : low humidity, high temperature and high air movement .
3. Elevated iron in combination with sulfides or tannins can result in bacterial slimes that can clog drip systems. Removal of iron and manganese often involves oxidation ( aeration or chlorination ) followed by filtering.
4. Positive pH - pHc ( saturation index ) values indicate the potential for calcium and magnesium carbonate precipitates that might impair efficiency of irrigation systems with small orificed parts and/or may leave unsightly lime deposits on leaves. Problems can be reduced by mineral acid addition.
5. Infiltration problems are most likely when water with low ECw and/or high SAR adj. is used on mineral soils containing some silt and clay.  
Evaluation of infiltration problems should include analysis of both irrigation water and soil-water extracts. Treatment may involve injecting gypsum into the water or applying gypsum to the soil surface.
6. Bicarbonate when excessive may result in difficulty in controlling soil pH and may impair root assimilation of minor elements.
7. Sulfur, magnesium and /or boron may become limiting if not supplied by soil or fertilizer. Use soil and leaf analysis to confirm need.







**Comments :**

**IRRIGATION WATER**

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Sample Id : **2**

**SPRAY WATER ANALYSIS INTERPRETATION**

Potential Problem	pH	Hardness	Iron	Carbonate + Bicarbonate	Sodium	Chloride
<b>Test Result</b>	7.46	44.1	0.100	35.7	21.7	39.7
<b>Units</b>	s.u	mg/L	mg/L	mg/L	mg/L	mg/L
<b>Severe</b>	> 7.9	> 180	> 1.5	> 510	> 138	> 179
<b>Slight to Moderate</b>	< 5.8 ; 7.1 - 7.9	60 - 180	0.3 - 1.5	120 - 510	69 - 138	107 - 179
<b>None</b>	5.8 - 7	< 60	< 0.3	< 120	< 69	< 107
<b>Severe</b>						
<b>Moderate</b>						
<b>Slight</b>						
<b>None</b>						
	pH	Hardness	Fe	HCO <sub>3</sub> + CO <sub>3</sub>	Na	Cl

For insecticide/fungicide active ingredients that are subject to decomposition by alkaline hydrolysis, buffer addition is recommended when pH exceeds 7.0. Optimum range is pH between 3.0 and 5.0 depending on active ingredient.

For glyphosate, buffering is recommended when pH exceeds 5.0. Optimum range is pH between 3.0 and 4.5.

# Tab 3

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

GRAMERCY FARMS COMMUNITY DEVELOPMENT DISTRICT

The meeting of the Board of Supervisors of Gramercy Farms Community Development District was held on March 27, 2024 at 9:06 a.m. at the Anthem Park Clubhouse located at 2090 Continental Street, St Cloud, Florida 34769.

Present and constituting a quorum:

- Rolando Fernandez Board Supervisor, Chairman
- Joel Sanchez Board Supervisor, Vice Chairman
- Maria Borrero Board Supervisor, Assistant Secretary
- Elizabeth Fernandez Board Supervisor, Assistant Secretary

Also present were:

- Brian Mendes District Manager, Rizzetta & Co., Inc.
- Wes Haber District Counsel, Kutak Rock, LLP
- Greg Woodcock District Engineer, Stantec
- Justin Baker Landscape, Down 2 Earth
- Hector Pastrana Community Maintenance, HP Home Solutions

Audience Not Present

FIRST ORDER OF BUSINESS Call to Order/Roll Call

Mr. Mendes called the meeting to order and confirmed a quorum.

SECOND ORDER OF BUSINESS Public Comment

No audience present.

THIRD ORDER OF BUSINESS Community Updates

- A. Monthly Report from Aquatic Weed Management
  1. Consideration of Aquatic Maintenance Proposal
  2. Updates on Algae

Mr. Mendes presented the agenda item to the board and briefed them on the algae bloom situation.

Mr. Woodcock made comments on this agenda item.

49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62

Ms. Borrero inquired about deadlines for considering this proposal.

Ms. Borrero made additional comments regarding this agenda item.

Mr. Woodcock recommended using an aquatic company that is onsite.

Discussion ensued amongst the board.

Mr. Mendes commented on the agenda item.

The board stated that they will want to consider this in their reserve budget moving forward.

On a motion by Ms. Borrero, seconded by Mr. Fernandez, with all in favor, the Board approved the aquatic maintenance proposal, for the Gramercy Farms Community Development District.

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**B. Down to Earth Updates**

Mr. Baker reported the mulch project is completed and looks good.

Mr. Baker stated that they have a new irrigation technician starting.

Mr. Baker discussed the annuals proposal.

Ms. Borrero inquired about landscape enhancement opportunities.

Mr. Mendes requested Down to Earth resend the bid.

Mr. Mendes stated that he will set up meeting with new landscape liaison.

Discussion ensued amongst the board on maintenance obligations on property behind Shelbourne Way.

Mr. Mendes stated that he will send info to the District Engineer to confirm the location.

**C. Hp Home Solutions Project Update**

Mr. Pastrana briefed the board on maintenance updates.

Mr. Pastrana reported about playground repairs and that people are still off roading in the natural preserve area.

Mr. Pastrana reported that the gazebos have been pressure washed.

Mr. Pastrana stated that he will pressure wash the playground completely

94 complimentary.

95  
96 Ms. Borrero requested to consider washing the playground quarterly.

97  
98 Mr. Pastrana stated that he will include it in their contract for the next fiscal year.

99  
100 Mr. Mendes stated that he will work with District Counsel on sending letters to  
101 homes boarding Sweet Acres Place pond to allow vendor access.

102  
103 The board inquired on what are the easement regulations to access CDD property.

104  
105 Mr. Haber responded to the board inquiry.

106  
107 Mr. Woodcock stated that he can provide a map to the CDD website identifying all  
108 easements on property.

109  
110 Mr. Mendes stated that he will send an e-blast to all the residents.

111  
112 It is stated that both the District Manager and Engineer will meet on property and  
113 come up with solutions on vehicles off-roading on CDD property.

114  

On a motion by Ms. Borrero, seconded by Ms. Fernandez, with all in favor, the Board approved repairs for playground not to exceed the cost of \$600, for the Gramercy Farms Community Development District.
---

115  
116 **FOURTH ORDER OF BUSINESS**

**Consideration of the Minutes of the  
Board of Supervisors Meeting held on  
February 28, 2024**

117  
118  
119  
120 Mr. Mendes presented the meeting minutes of the board of Supervisors meeting held  
121 on February 28, 2024 and asked if any changes are requested. No changes were requested.

122  

On a motion by Ms. Borrero, seconded by Ms. Sanchez, with all in favor, the Board approved the Minutes of the Board of Supervisors' Meeting held on February 28, 2024, for the Gramercy Farms Community Development District.
---

123  
124 **FIFTH ORDER OF BUSINESS**

**Ratification of Operations and  
Maintenance Expenditures for February  
2024**

125  
126  
127  
128 Mr. Mendes presented the operation and maintenance expenditures to the Board of  
129 Supervisors and asked if there were any questions.

130  
131 Mr. Fernandez requested HP Home Solutions bill monthly invoices without delay.

132

On a motion by Mr. Sanchez, seconded by Ms. Fernandez, with all in favor, the Board ratified the operations and maintenance expenditures for February 2024 (\$36,456.98), for the Gramercy Farms Community Development District.

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**SIXTH ORDER OF BUSINESS**

**Discussion of Budget Review**

Mr. Mendes opened the discussion.

The board stated they are to consider increases to District Engineer budget due to splash pad project.

Mr. Woodcock reviewed the splash pad proposals to the board.

The board requested an e-blast be sent out to residents to vote for a splash pad, tennis court, or mini golf.

District Counsel and Engineer made comments on the pickleball court.

Mr. Woodcock commented on lake pond maintenance increases.

The board requested Rizzetta to present financial investment options for next meeting.

The board stated they are to consider adding funds for potential litigation case.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

No Report.

**B. District Engineer**

No Report.

**C. District Manager**

Mr. Mendes presented the board with some updates.

**EIGHTH ORDER OF BUSINESS**

**Supervisor & Audience Comments**

Ms. Borrero requested a field inspection meeting in the next three weeks on a Friday.



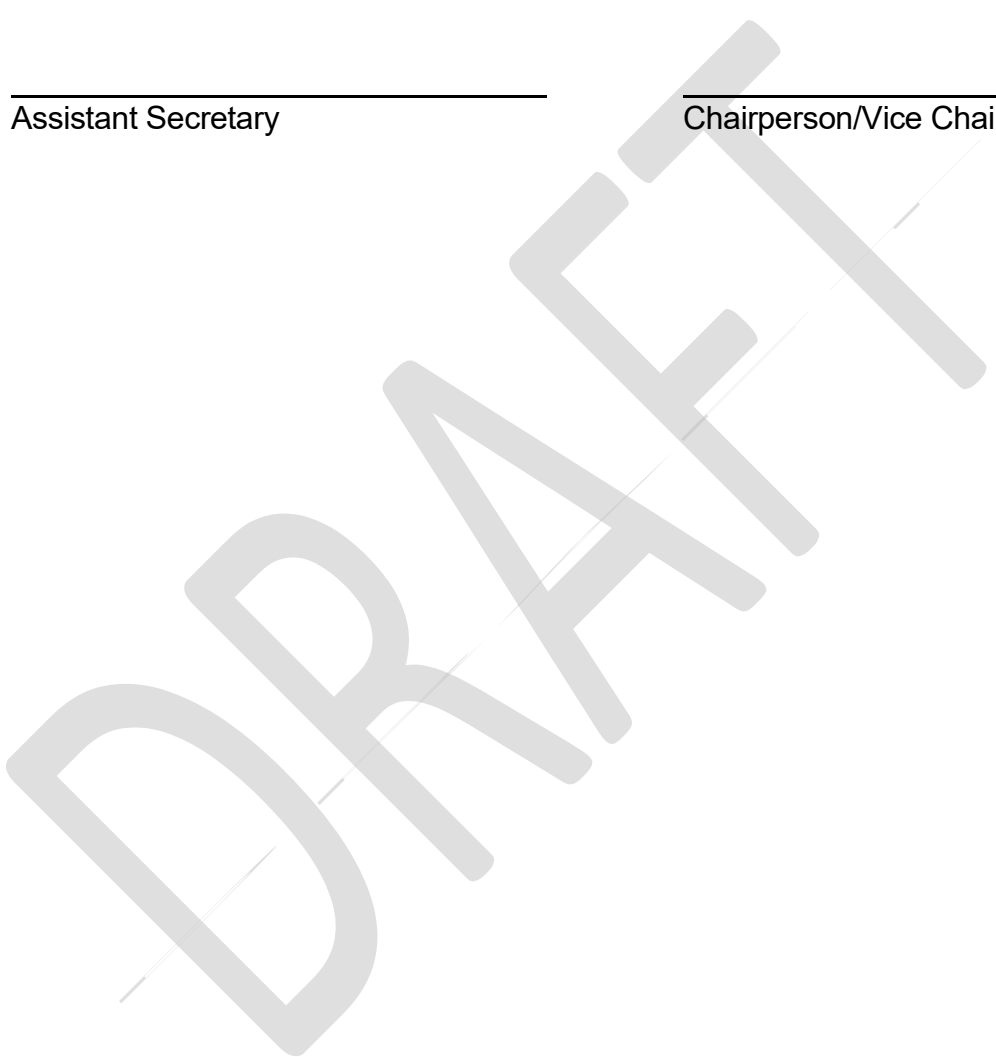
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**NINTH ORDER OF BUSINESS                      Adjournment**

On a motion by Ms. Borrero, seconded by Ms. Fernandez, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 11:30 a.m. for Gramercy Farms Community Development District.

\_\_\_\_\_  
Assistant Secretary

\_\_\_\_\_  
Chairperson/Vice Chairman



223  
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226

Exhibit A

“Splash Pad Proposal”

DRAFT

# Tab 4

# GRAMERCY FARMS COMMUNITY DEVELOPMENT DISTRICT

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DISTRICT OFFICE · ORLANDO, FL 32819

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.GRAMERCYFARMSCDD.ORG

## Operation and Maintenance Expenditures March 2024 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2024 through March 31, 2024. This does not include expenditures previously approved by the Board.

The total items being presented: **\$47,896.38**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Gramercy Farms Community Development District

## Paid Operation & Maintenance Expenditures

March 1, 2024 Through March 31, 2024

Vendor Name	Check #	Invoice Number	Invoice Description	Invoice Amount
Aquatic Weed Management, Inc	100204	17307	Pond Maintenance 02/24	\$ 1,250.00
Elizabeth Fernandez	100205	EF022824	Board of Supervisors Meeting 02/28/24	\$ 200.00
HP Home Maintenance Solutions, LLC	100212	293	Property Maintenance 03/24	\$ 1,450.00
Joel Sanchez	100206	JS022824	Board of Supervisors Meeting 02/28/24	\$ 200.00
Kutak Rock, LLP	100211	3366004	Legal Services 01/24	\$ 521.50
LLS Tax Solutions, Inc.	100209	003320	Special Assessment Bonds Series 2007 A-1, Series 2007A-2, Series 2007B	\$ 500.00
Maria V. Borrero	100207	MB022824	Board of Supervisors Meeting 02/28/24	\$ 200.00
Orlando Sentinel Communications	100210	088580906000	Legal Advertising 02/24	\$ 189.42
Orlando Utilities Commission	ACH	Monthly Summary 01/24	Electric Services 01/24	\$ 18,515.17
Rizzetta & Company, Inc.	100203	AUTO PAY INV0000087875	District Management Fees 03/24	\$ 4,837.58
Rolando Fernandez	100208	RF022824	Board of Supervisors Meeting 02/28/24	\$ 200.00
SSS Down To Earth Opco, LLC	100213	94015	Landscape Maintenance 03/24	\$ 18,922.39
Stantec Consulting Services, Inc.	100214	2203951	Engineering Services 02/24	\$ 728.34
Toho Water Authority	ACH	00039375 02/24 Autopay	Water-Sewer Services 02/24	\$ 27.29

# Gramercy Farms Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2024 Through March 31, 2024

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Toho Water Authority	ACH	00057874 02/24 Autopay	Water-Sewer Services 02/24	\$ 24.51
Toho Water Authority	ACH	Monthly Summary 01/24 AUTO PAY	Water-Sewer Services 01/24	\$ 130.18
<b>Report Total</b>				<b><u>\$ 47,896.38</u></b>

# Tab 5

**RESOLUTION 2024-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GRAMERCY FARMS COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024/2025 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Gramercy Farms Community Development District (“**District**”) prior to June 15, 2024, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2024 and ending September 30, 2025 (“**Fiscal Year 2024/2025**”); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE GRAMERCY FARMS COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2024/2025 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: \_\_\_\_\_, 2024

HOUR: \_\_\_\_\_

LOCATION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Osceola County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2 and shall remain on the website for at least 45 days.



5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 24<sup>th</sup> DAY OF APRIL, 2024.**

ATTEST:

**GRAMERCY FARMS COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary / Assistant Secretary

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Chair/Vice Chair, Board of Supervisors

**Exhibit A:** Proposed Budget

# Tab 6



**Down to Earth  
Landscape & Irrigation**  
2701 Maitland Center Pkwy.  
Suite 200  
Maitland, Florida 32751  
(321) 263-2700

**Estimate: #78579**

**Customer Address**  
Rizzetta & Company  
Richard Hernandez  
8529 Southpark Cir Ste 330  
Orlando, Florida 32819  
rhernandez@rizzetta.com  
407-472-2471 EXT 0864

**Billing Address**  
CDD Invoice  
Rizzetta & Company  
3434 Colwell Avenue, Suite 200  
Tampa, FL 33614

**Physical Job Address**  
Gramercy Farms CDD  
4599 Calumet Drive  
St. Cloud, FL 34772

<b><u>Job</u></b>	<b><u>Estimated Job Start Date</u></b>	<b><u>Proposed By</u></b>	<b><u>Due Date</u></b>
Annual Installation	March 31, 2024	Justin Baker	March 31, 2024

<b><u>Estimate Details</u></b>				
<b>Description of Services &amp; Materials</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate</b>	<b>Amount</b>
<b>Tree/Plant Installation</b>				
Site Prep, Removal, & Disposal (E)				\$325.00
Annuals 4-4.5" - installed (E)	4"	300	\$3.32	\$995.99
			<b>Subtotal</b>	<b>\$1,320.99</b>
<b>Irrigation Repairs</b>				
Irrigation Labor (E)				\$358.15
Miscellaneous Irrigation Parts	Each	20	\$2.55	\$51.00
			<b>Subtotal</b>	<b>\$409.15</b>
			<b>Job Total</b>	<b>\$1,730.14</b>

This is to add annuals to both of the monuments at the front of the community, and adjust the irrigation coverage to provide adequate coverage for them.

Proposed By:

Agreed & Accepted By:

**Justin Baker**  
Down to Earth  
Landscape & Irrigation

04/02/2024  
Date

\_\_\_\_\_  
Rizzetta & Company Date

Estimates require a 50% deposit to order and schedule any approved work. The remaining invoice balance is due upon receipt. Pricing on this proposal is good for 30 days from the date created. Actual irrigation repairs will be billed at our standard labor rate plus materials. Any loss or damage from theft, tampering, vandalism, drainage, soil conditions, salt, frost, wildlife, pests, disease, lack of proper maintenance, or acts of God are excluded from this warranty. Additionally, anything underground that cannot be marked by "No Cuts", if damaged, is not covered in the above proposal. Unless specifically quoted, this job only includes an irrigation check. If irrigation services are required, an additional bid will be submitted. If the additional bid is not accepted, DTE is not responsible for loss of materials installed. This proposal is subject to our Terms & Conditions at <https://dtelandscape.com/terms-and-conditions/>.

# Tab 7



# Quarterly Compliance Audit Report

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## Gramercy Farms

**Date:** March 2024 - 1st Quarter

**Prepared for:** Scott Brizendine

**Developer:** Rizzetta

**Insurance agency:**



**Preparer:**

Jason Morgan - *Campus Suite Compliance*

*ADA Website Accessibility and Florida F.S. 189.069 Requirements*

# Table of Contents

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## **Compliance Audit**

Overview	2
<i>Compliance Criteria</i>	2
<i>ADA Accessibility</i>	2
Florida Statute Compliance	3
Audit Process	3

## **Audit results**

ADA Website Accessibility Requirements	4
Florida F.S. 189.069 Requirements	5

## **Helpful information:**

Accessibility overview	6
ADA Compliance Categories	7
Web Accessibility Glossary	11

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# Compliance Audit Overview

The Community Website Compliance Audit (CWCA) consists of a thorough assessment of Florida Community Development District (CDD) websites to assure that specified district information is available and fully accessible. Florida Statute Chapter 189.069 states that effective October, 2015, every CDD in the state is required to maintain a fully compliant website for reporting certain information and documents for public access.

The CWCA is a reporting system comprised of quarterly audits and an annual summary audit to meet full disclosure as required by Florida law. These audits are designed to assure that CDDs satisfy all compliance requirements stipulated in Chapter 189.069.

## Compliance Criteria

The CWCA focuses on the two primary areas – website accessibility as defined by U.S. federal laws, and the 16-point criteria enumerated in [Florida Statute Chapter 189.069](#).



### ADA Website Accessibility

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines – [WCAG 2.1](#), which is the international standard established to keep websites barrier-free and the recognized standard for ADA-compliance.



## Florida Statute Compliance

Pursuant to F.S. [189.069](#), every CDD is required to maintain a dedicated website to serve as an official reporting mechanism covering, at minimum, 16 criteria. The information required to report and have fully accessible spans: establishment charter or ordinance, fiscal year audit, budget, meeting agendas and minutes and more. For a complete list of statute requirements, see page 3.

## Audit Process

The Community Website Compliance Audit covers all CDD web pages and linked PDFs.\* Following the [WCAG 2.1](#) levels A, AA, and AAA for web content accessibility, a comprehensive scan encompassing 312 tests is conducted for every page. In addition, a human inspection is conducted to assure factors such as navigation and color contrasts meet web accessibility standards. See page 4 for complete accessibility grading criteria.

In addition to full ADA-compliance, the audit includes a 16-point checklist directly corresponding with the criteria set forth in Florida Statute Chapter 189.069. See page 5 for the complete compliance criteria checklist.

\* **NOTE:** Because many CDD websites have links to PDFs that contain information required by law (meeting agendas, minutes, budgets, miscellaneous and ad hoc documents, etc.), audits include an examination of all associated PDFs. **PDF remediation** and ongoing auditing is critical to maintaining compliance.





# ADA Website Accessibility

Result: **PASSED**

## Accessibility Grading Criteria

Passed	Description
Passed	<b>Website errors*</b> 0 WCAG 2.1 errors appear on website pages causing issues**
Passed	<b>Keyboard navigation</b> The ability to navigate website without using a mouse
Passed	<b>Website accessibility policy</b> A published policy and a vehicle to submit issues and resolve issues
Passed	<b>Color contrast</b> Colors provide enough contrast between elements
Passed	<b>Video captioning</b> Closed-captioning and detailed descriptions
Passed	<b>PDF accessibility</b> Formatting PDFs including embedded images and non-text elements
Passed	<b>Site map</b> Alternate methods of navigating the website

\*Errors represent less than 5% of the page count are considered passing

\*\*Error reporting details are available in your Campus Suite Website Accessibility dashboard



# Florida F.S. 189.069 Requirements

Result: **PASSED**

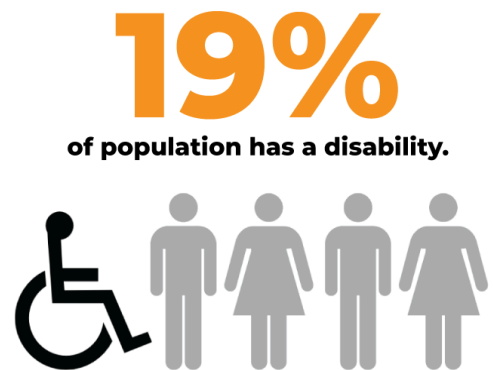
## Compliance Criteria

Passed	Description
Passed	Full Name and primary contact specified
Passed	Public Purpose
Passed	Governing body Information
Passed	Fiscal Year
Passed	Full Charter (Ordinance and Establishment) Information
Passed	CDD Complete Contact Information
Passed	District Boundary map
Passed	Listing of taxes, fees, assessments imposed by CDD
Passed	Link to Florida Commission on Ethics
Passed	District Budgets (Last two years)
Passed	Complete Financial Audit Report
Passed	Listing of Board Meetings
Passed	Public Facilities Report, if applicable
Passed	Link to Financial Services
X	Meeting Agendas for the past year, and 1 week prior to next

# Accessibility overview

## Everyone deserves equal access.

With nearly 1-in-5 Americans having some sort of disability – visual, hearing, motor, cognitive – there are literally millions of reasons why websites should be fully accessible and compliant with all state and federal laws. Web accessibility not only keeps board members on the right side of the law, but enables the entire community to access all your web content. The very principles that drive accessible website design are also good for those without disabilities.



Sight, hearing, physical, cognitive.

## The legal and right thing to do

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines, WCAG 2.1, the international standard established to keep websites barrier-free. Plain and simple, any content on your website must be accessible to everyone.



# ADA Compliance Categories

Most of the problems that occur on a website fall in one or several of the following categories.



## Contrast and colors

Some people have vision disabilities that hinder picking up contrasts, and some are color blind, so there needs to be a distinguishable contrast between text and background colors. This goes for buttons, links, text on images – everything. Consideration to contrast and color choice is also important for extreme lighting conditions.

*Contract checker:* <http://webaim.org/resources/contrastchecker>



## Using semantics to format your HTML pages

When web page codes are clearly described in easy-to-understand terms, it enables broader sharing across all browsers and apps. This 'friendlier' language not only helps all the users, but developers who are striving to make content more universal on more devices.



## Text alternatives for non-text content

Written replacements for images, audio and video should provide all the same descriptors that the non-text content conveys. Besides helping with searching, clear, concise word choice can make vivid non-text content for the disabled.

*Helpful article:* <http://webaim.org/techniques/alttext>



## Ability to navigate with the keyboard

Not everyone can use a mouse. Blind people with many with motor disabilities have to use a keyboard to make their way around a website. Users need to be able to interact fully with your website by navigating using the tab, arrows and return keys only. A “skip navigation” option is also required. Consider using [WAI-ARIA](#) for improved accessibility, and properly highlight the links as you use the tab key to make sections.

**Helpful article:** [www.nngroup.com/articles/keyboard-accessibility](http://www.nngroup.com/articles/keyboard-accessibility)

**Helpful article:** <http://webaim.org/techniques/skipnav>



## Easy to navigate and find information

Finding relevant content via search and easy navigation is a universal need. Alt text, heading structure, page titles, descriptive link text (no ‘click here’ please) are just some ways to help everyone find what they’re searching for. You must also provide multiple ways to navigate such as a search and a site map.

**Helpful article:** <http://webaim.org/techniques/sitetools/>



## Properly formatting tables

Tables are hard for screen readers to decipher. Users need to be able to navigate through a table one cell at a time. In addition to the table itself needing a caption, row and column headers need to be labeled and data correctly associated with the right header.

**Helpful article:** <http://webaim.org/techniques/tables/data>



## **Making PDFs accessible**

PDF files must be tagged properly to be accessible, and unfortunately many are not. Images and other non-text elements within that PDF also need to be ADA-compliant. Creating anew is one thing; converting old PDFs – called PDF remediation – takes time.

*Helpful articles:* <http://webaim.org/techniques/acrobat/acrobat>



## **Making videos accessible**

Simply adding a transcript isn't enough. Videos require closed captioning and detailed descriptions (e.g., who's on-screen, where they are, what they're doing, even facial expressions) to be fully accessible and ADA compliant.

*Helpful article:* <http://webaim.org/techniques/captions>



## **Making forms accessible**

Forms are common tools for gathering info and interacting. From logging in to registration, they can be challenging if not designed to be web-accessible. How it's laid out, use of labels, size of clickable areas and other aspects need to be considered.

*Helpful article:* <http://webaim.org/techniques/forms>



## **Alternate versions**

Attempts to be fully accessible sometimes fall short, and in those cases, alternate versions of key pages must be created. That is, it is sometimes not feasible (legally, technically) to modify some content. These are the 'exceptions', but still must be accommodated.



## Feedback for users

To be fully interactive, your site needs to be able to provide an easy way for users to submit feedback on any website issues. Clarity is key for both any confirmation or error feedback that occurs while engaging the page.



## Other related requirements

### *No flashing*

Blinking and flashing are not only bothersome, but can be disorienting and even dangerous for many users. Seizures can even be triggered by flashing, so avoid using any flashing or flickering content.

### *Timers*

Timed connections can create difficulties for the disabled. They may not even know a timer is in effect, it may create stress. In some cases (e.g., purchasing items), a timer is required, but for most school content, avoid using them.

### *Fly-out menus*

Menus that fly out or down when an item is clicked are helpful to dig deeper into the site's content, but they need to be available via keyboard navigation, and not immediately snap back when those using a mouse move from the clickable area.

### *No pop-ups*

Pop-up windows present a range of obstacles for many disabled users, so it's best to avoid using them altogether. If you must, be sure to alert the user that a pop-up is about to be launched.

# Web Accessibility Glossary

Assistive technology	Hardware and software for disabled people that enable them to perform tasks they otherwise would not be able to perform (e.g., a screen reader)
WCAG 2.0	Evolving web design guidelines established by the W3C that specify how to accommodate web access for the disabled
504	Section of the Rehabilitation Act of 1973 that protects civil liberties and guarantees certain rights of disabled people
508	An amendment to the Rehabilitation Act that eliminates barriers in information technology for the disabled
ADA	American with Disabilities Act (1990)
Screen reader	Software technology that transforms the on-screen text into an audible voice. Includes tools for navigating/accessing web pages.
Website accessibility	Making your website fully accessible for people of all abilities
W3C	World Wide Web Consortium – the international body that develops standards for using the web