

FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
Suite 100, 707 Orchid Drive
Naples, FL 34102

November 6, 2018

Board of Supervisors
Fronterra Community Development District

Dear Board Members:

The Special Meeting of the Board of Supervisors of the Fronterra Community Development District will be held on **November 6, 2018 at 1:30 p.m.**, at the **Barron Collier Companies offices, 2600 Golden Gate Parkway, Naples, Florida 34105**. The Special Board Meeting agenda is as follows:

1. Call to Order/Roll Call
2. Public Comment Period

GENERAL DISTRICT ITEMS

3. Consideration of Matters Related to November 2018 Landowners' Election
 - A. Consideration of Resolution **2019-1**, Canvassing the Results of the November 2018 Landowners Election Exhibit 1
 - B. Administration of Oath of Office to Newly Appointed Supervisors
 - C. Consideration of Resolution **2019-2**, Electing the Officers of the District Exhibit 2
4. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - A. Membership, Obligations and Responsibilities
 - B. Financial Disclosure Forms
 - i. Form 1: Statement of Financial Interests
 - ii. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - iii. Form 1F: Final Statement of Financial Interests
 - C. Form 8B: Memorandum of Voting Conflict

ADMINISTRATIVE MATTERS

- 5. Consideration of August 16, 2018 Meeting Minutes Exhibit 3
- 6. Consideration of **Resolution 2019-3**, Annual Meeting Notice Exhibit 4
- 7. Consideration of Conveyance of Phase 1 and 2 Real Property to District Exhibit 5

ORGANIZATIONAL MATTERS

- 8. Consideration of V Global Tech Proposal for Website ADA Compliance Exhibit 6

BUDGETARY MATTERS

- 9. Consideration of September 2018 Financial Statements Exhibit 7

FINANCING MATTERS

None to be considered at this time.

OTHER MATTERS

- 10. Staff Reports
 - A. District Manager
 - B. District Counsel
 - C. District Engineer
- 11. Board Member Comments/Requests
- 12. Public Comments
- 13. Adjournment

EXHIBIT 1

RESOLUTION 2019-1

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FRONTERRA COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), *FLORIDA STATUTES*, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Fronterra Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Collier County, Florida; and

WHEREAS, pursuant to Section 190.006(2), *Florida Statutes*, a landowners meeting is required to be held within 90 days of the District’s creation and every two (2) years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners meeting was held on November 6, 2018, and at which the below recited persons were duly elected by virtue of the votes cast in his/her favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvass the votes and declare and certify the results of said election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE FRONTERRA COMMUNITY DEVELOPMENT DISTRICT:

1. **ELECTION RESULTS.** The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown:

John English	Seat 2	Votes _____
Mike Levak	Seat 4	Votes _____
Jaime Lopez	Seat 5	Votes _____

2. **TERMS.** In accordance with Section 190.006(2), *Florida Statutes*, and by virtue of the number of votes cast for the Supervisors, the above-named persons are declared to have been elected for the following terms of office:

_____	4 Year Term
_____	4 Year Term
_____	2 Year Term

3. **EFFECTIVE DATE.** This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 6TH DAY OF NOVEMBER, 2018.

**FRONTERRA COMMUNITY
DEVELOPMENT DISTRICT**

Attest:

Secretary/Assistant Secretary

Chairman, Board of Supervisors

EXHIBIT 2

RESOLUTION 2019-2

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
DESIGNATING THE OFFICERS OF THE DISTRICT AND
PROVIDING FOR EFFECTIVE DATE.**

WHEREAS, the Board of Supervisors of Fronterra Community Development District desires to elect the below recited persons to the office specified.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF FRONTERRA COMMUNITY
DEVELOPMENT DISTRICT**

1. The following persons are appointed to the offices shown, to wit:

David Genson	Chairman
Brian Goguen	Vice Chairman
Russ Weyer	Secretary
Russ Weyer	Treasurer
John English	Assistant Secretary
Mike Levak	Assistant Secretary
Jamie Lopez	Assistant Secretary

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 6th day of November, 2018.

**FRONTERRA COMMUNITY
DEVELOPMENT DISTRICT**

ATTEST:

Secretary / Assistant Secretary

Chairman / Vice Chairman

EXHIBIT 3

1 **SECOND ORDER OF BUSINESS**

Public Comments

2
3 Mr. Weyer noted that the Florida Statutes require that there be an opportunity for Public
4 Comment.

5
6 There were no public comments
7

8
9 **THIRD ORDER OF BUSINESS**

Administrative Matters

10
11 **Consideration of the May 17, 2018 Regular Meeting Minutes.**

12
13 There was no discussion or changes suggested.
14

15 On MOTION by Mr. Goguen and seconded by Mr. English with all in favor, the Board of
16 Supervisors of the Fronterra Community Development District approved the minutes of the May
17 17, 2018 Fronterra Community Development District Regular Meeting.

18
19 **Consideration of EGIS Insurance Proposal.**

20
21 Ms. Weyer explained that the proposal is in line as what was in the past and is in line with
22 the budget. Mr. Genson asked to clarify that the proposal was in line with the budget and
23 Mr. Weyer confirmed that statement.
24

25 On MOTION by Mr. English and seconded by Mr. Genson with all in favor, the Board of
26 Supervisors of the Fronterra Community Development District approved the EGIS Insurance
27 Proposal.

28
29 **FOURTH ORDER OF BUSINESS**

Organizational Matters

30
31 There were no organizational matters to be considered.
32

33
34 **FIFTH ORDER OF BUSINESS**

**Construction-Related
Matters**

35
36
37 Ms. Clancy reported that the District is nearing the end of the construction bond funds. Most
38 everything is done except for a few small items to be completed. Mr. Weyer indicated that
39 he had just turned in requisition number 33 and will need to submit one more requisition for
40 professional fees that have been paid from the general fund.

41
42 There was no further discussion.
43
44

1 Mr. Weyer then requested for the Board to ratify the Tolton Contract that was attached as
2 Exhibit 3 in the agenda package. Mr. Weyer signed the contract on behalf of the District
3 since he was having difficulty chasing down someone from the Board to sign. Mr. Goguen
4 inquired as to what the contract was for to which Mr. Weyer replied that it was for Phase 2
5 construction survey services on an as needed basis.
6

7 On MOTION by Mr. Genson and seconded by Mr. English with all in favor, the Board of
8 Supervisors of the Fronterra Community Development District ratified the Tolton Contract as
9 presented.

10
11
12 **SIXTH ORDER OF BUSINESS**

Budgetary Matters

13
14 Mr. Weyer said that this meeting is a District Budget public hearing and that a motion to
15 open the public hearing is required.
16

17 On MOTION by Mr. Goguen and seconded by Mr. Genson with all in favor, the Board of
18 Supervisors of the Fronterra Community Development District opened the District Budget public
19 hearing

20
21 Mr. Weyer then noted that now is the opportunity for the public to comment on the budget.
22 He first presented and went through the budget by line item from revenues to expenses.
23 Mr. Goguen pointed out that the budget expense total is divided by 154 units to arrive at
24 the assessment per lot.
25

26 Ms. Jones asked how many homes are either under construction or built. Mr. English
27 reported that they don't track it that way but the last time he had heard there were 30 lots
28 to be sold. She also asked why the assessment is less this year. Mr. Weyer explained that
29 there were a number of upstart line items last year that were one-time expenses. Those
30 didn't show up this year.
31

32 There was also a discussion about the difference between the CDD and the HOA.
33

34 Mr. Weyer then went on to finish explaining the line items in the budget. Mr. Genson
35 pointed out that the streetlighting is being put in by the Fronterra HOA and turned over the
36 Florida Power & Light.
37

38 Mr. Weyer then presented Resolution 2018-4.
39

40 **Consideration of Resolution 2018-4.** The Annual Appropriation Resolution of the
41 Fronterra Community Development District ("District") relating to the Annual
42 Appropriations and Adopting the Budgets for the Fiscal Year beginning October 1, 2018
43 and ending September 30, 2019; Authorizing Budget Amendments; and Providing an
44 Effective Date.
45

46 There was no discussion.

1
2 On MOTION by Mr. Goguen and seconded by Mr. Genson with all in favor, the Board of
3 Supervisors of the Fronterra Community Development District approved Resolution 2018-4, the
4 District's annual appropriations and adopting the budgets for fiscal year 2018-2019.

5
6 The budget letter required by and sent to Collier County was presented by Mr. Weyer.

7
8 Mr. Weyer next presented Resolution 2018-5 and asked Ms. Whelan to explain the
9 resolution.

10
11 **Consideration of Resolution 2018-5.** A Resolution of the Board of Supervisors of the
12 Fronterra Community Development District making a determination of Benefit and
13 Imposing Special Assessment for Fiscal Year 2018/2019; Providing for the Collection and
14 Enforcement of Special Assessments, including but not limited to Penalties and Interest
15 Theron; Certifying an Assessment Roll; Providing a Severability Clause; and Providing an
16 Effective Date.

17
18 Ms. Whelan explained that the resolution imposes the assessments both on the roll and off
19 the roll to fund the budget.

20
21 On MOTION by Mr. Genson and seconded by Mr. Goguen with all in favor, the Board of
22 Supervisors of the Fronterra Community Development District approved Resolution 2018-5, that
23 makes a determination of benefit and imposes special assessments for fiscal year 2018/2019.

24
25 Mr. Weyer then presented affidavits of publication and mailing.

26
27 On MOTION by Mr. English and seconded by Mr. Genson with all in favor, the Board of
28 Supervisors of the Fronterra Community Development District closed the District Budget public
29 hearing

30
31 **Consideration of the July 31, 2018 Financial Statements.**

32
33 Mr. Weyer presented the District financial statements through July 2018. He said that the
34 District cash flow shows that there has been \$69,000 of income and there has been \$55,000
35 of expenses. Mr. Goguen pointed out that at the end of the day it is basically a break-even
36 operation. The balance sheet hasn't changed yet but it will change as assets will be noted as
37 equity. Budget to actual shows that we are \$6,000 to the good at the moment but it should
38 work back to \$0 as more expenses come in. Me. Weyer also said that the bank reconciliation
39 statement is here and can be found on the District website.

40
41 There was no further discussion.

42
43 On MOTION by Mr. Goguen and seconded by Mr. Genson, with all in favor, the Board of
44 Supervisors of the Fronterra Community Development District accepted the District financial
45 statements through July 31, 2018.

1 Mr. Weyer then presented the District's FY 2016-2017 Audit prepared by Grau &
2 Associates and was submitted to the state financial office back in late June. He reported
3 that the audit came through clean. In the report to management section, the audit stated
4 that there were no current year findings, no such matters discovered in recommendations and
5 no such matters were discovered in non-compliance. Mr. Goguen asked how this process
6 worked and who was the auditor. Mr. Weyer said that the District went through the request
7 for proposal process and Grau & Associates garnered the highest score from the District
8 Board.

9
10 Mrs. Jones asked if the selection process for the auditor is separate from Fronterra
11 management. Mr. Weyer said the process is separate and that the selection is strictly a
12 Board decision and he went on to explain that there are rules that govern the selection
13 process.

14
15 On MOTION by Mr. Goguen and seconded by Mr. English, with all in favor, the Board of
16 Supervisors of the Fronterra Community Development District ratified the District's fiscal year
17 2016-2017 Audit.

18
19 Mr. Weyer then presented the District Management Representation Letter for ratification.
20 He said that back in the June meeting, the Board authorized the District Board Chairman
21 to sign the District Management Representation Letter so that that the audit could be
22 submitted before the June 30th deadline.

23
24 On MOTION by Mr. English and seconded by Mr. Genson, with all in favor, the Board of
25 Supervisors of the Fronterra Community Development District ratified the District Management
26 Representation Letter.

27
28
29 **SEVENTH ORDER OF BUSINESS**

Financing Matters

30
31 There were no financing matters to be considered.

32
33
34 **EIGHTH ORDER OF BUSINESS**

Staff Reports

35
36 **6. Staff Reports**

37
38 **A. Manager's Report –**

39
40 Mr. Weyer is working on the website as it relates to ADA compliance. Mr. Weyer
41 has a couple of firms looking at making the District website ADA compliant. He
42 has put up a temporary notice on the first page stating that the District is working
43 toward making the website ADA compliant.

EXHIBIT 4

RESOLUTION 2019-3

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
ADOPTING THE ANNUAL MEETING SCHEDULE FOR
FISCAL YEAR 2018-2019; AND PROVIDING FOR AN
EFFECTIVE DATE**

WHEREAS, Fronterra Community Development District (the “District”) is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, being situated entirely within Collier County, Florida; and

WHEREAS, the District is required by Section 189.015, Florida Statutes to file quarterly, semiannually or annually a schedule (including date, time and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semiannually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the County in which the District is located.

WHEREAS, the Board desires to adopt a Fiscal Year 2018-2019 annual meeting schedule attached as **Exhibit A**.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF FRONTERRA COMMUNITY
DEVELOPMENT DISTRICT**

1. The Fiscal Year 2018-2019 annual public meeting schedule attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.
2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 6th day of November, 2018.

**FRONTERRA COMMUNITY
DEVELOPMENT DISTRICT**

ATTEST:

Secretary / Assistant Secretary

Chairman / Vice Chairman

EXHIBIT "A"

**BOARD OF SUPERVISORS MEETING DATES
FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018-2019**

The Board of Supervisors of the Fronterra Community Development District will hold their regular meetings for Fiscal Year 2018-2019 at the offices of the Barron Collier Companies, 2600 Golden Gate Parkway, Naples, FL 34105 at 1:30 p.m. unless otherwise indicated as follows:

November 6, 2018*
December 20, 2018
January 17, 2019
February 21, 2019
March 21, 2019
April 18, 2019
May 16, 2019
June 20, 2019
July 18, 2019
August 15, 2019
September 19, 2019

*- Includes Landowner Election Meeting

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting.

There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at a meeting because of a disability or physical impairment should contact the District Office at (239) 269-1341 at least two calendar days prior to the meeting.

Each person who decides to appeal any action taken at these meetings 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 such appeal is to be based.

District Manager

EXHIBIT 5

**This instrument prepared by,
And when recorded, return to:**

Lindsay C. Whelan
Hopping Green & Sams, P.A.
119 South Monroe Street, Suite 300
Tallahassee, Florida 32301

SPECIAL WARRANTY DEED

THIS SPECIAL WARRANTY DEED is made this ___ day of _____, 2018, by and between **CCC FRONTERRA, LLC**, whose address is 2020 Salzedo Street, Ste. 200, Coral Gables, Florida 33134 (“Grantor”) and **FRONTERRA COMMUNITY DEVELOPMENT DISTRICT DISTRICT**, whose address is c/o Florida Real Estate Econometrics 707 Orchid Drive, Ste. 100, Naples, Florida 34102 (“Grantee”).

(Wherever used herein the terms “Grantor” and “Grantee” include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations or governmental entities.)

WITNESSETH:

The Grantor, for and in consideration of the sum of \$10.00 and other valuable consideration, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the Grantee, all that certain land situated in Collier County, Florida, described in the attached **Exhibit A**.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining, and to have and to hold the same in fee simple forever. Such conveyance is subject to all matters of record; however, reference hereto shall not operate to re-impose the same.

The Grantor hereby covenants with said Grantee that the Grantor is lawfully seized of said land in fee simple and that the Grantor has good right and lawful authority to sell and convey said land. Further, the Grantor hereby warrants the title to said land and will defend the same against the lawful claims of all persons or entities whomsoever claiming by, through or under Grantor. Additionally, the Grantor warrants that it has complied with the provisions of Section 196.295, Florida Statutes.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, Grantor has caused its duly authorized representative to execute, seal and deliver this indenture, all the day and year first written above.

Signed, sealed and delivered
in the presence of:

Witness:

Name: _____

Witness:

Name: _____

GRANTOR:

CCC FRONTERRA, LLC, a Florida limited liability company

By: _____

Name: _____

Title: _____

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____, 2018, by _____, as _____ of CCC FRONTERRA, LLC, on its behalf. He is personally known to me or has produced _____ as identification.

Notary Public

Name: _____

State of Florida at Large

Commission Expires: _____

(NOTARY SEAL)

EXHIBIT A

Tracts B, D, E, L-1, R, R-2, P-1 and P-2 as shown on the Fronterra Phase 1 plat, as recorded in the Official Records of Collier County, Florida at Plat Book 63, Page 13; and

Tracts D and R as shown on the Fronterra Phase 2 plat, as recorded in the Official Records of Collier County, Florida at Plat Book 64, Page 24.

EXHIBIT 6

Website Compliance Proposal For

Fronterra Community Development District

(<http://www.fronterracdd.com/>)

Website Accessibility for People with Disabilities as per

[Nondiscrimination requirements of Title II of the American Disabilities Act \(ADA\)](#)

Date	Version#	Comments	Author
May 25, 2018	1.0	Initial version	VB Joshi
June 18, 2018	1.1	Added document conversion cost	VB Joshi Kristen Thornburgh
June 21, 2018	1.2	Added WCAG Standards Compliance	VB Joshi
August 10, 2018	1.3	Added CDD Specific details	VB Joshi
August 13, 2018	1.4	Updated pricing for simple, medium and high complexity CDD websites	VB Joshi
October 17, 2018	2.0	Updated conversion and support costs based on discussed scope	VB Joshi

Presented by: VB Joshi, CEO, VGlobalTech, Orlando, Florida



www.VGlobalTech.com

Email: contact@VGlobalTech.com



BBB Rating: A+
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1.0 Introduction

Every individual must have equal access to information whether it is in person service or online. This is a general agreement and understanding of access.

The Internet has dramatically changed the way state and local governments do business. Today, government agencies routinely make much more information about their programs, activities, and services available to the public by posting it on their websites. As a result, many people can easily access this information seven days a week, 24 hours a day.

Many government services and activities are also provided on websites because the public is able to participate in them at any time of day and without the assistance of government personnel. Many government websites offer a low cost, quick, and convenient way of filing tax returns, paying bills, renewing licenses, signing up for programs, applying for permits or funding, submitting job applications, and performing a wide variety of other activities.

The **Americans with Disabilities Act (ADA)** and, if the government entities receive federal funding, the Rehabilitation Act of 1973 generally require that state and local governments provide qualified individuals with disabilities equal access to their programs, services, or activities unless doing so would fundamentally alter the nature of their programs, services, or activities or would impose an undue burden. One way to help meet these requirements is to ensure that government websites have accessible features for people with disabilities, using the simple steps described in this document. An agency with an inaccessible website may also meet its legal obligations by providing an alternative accessible way for citizens to use the programs or services, such as a staffed telephone information line. These alternatives, however, are unlikely to provide an equal degree of access in terms of hours of operation and the range of options and programs available.

1.1 Common Problems and Solutions in Website Accessibility?

1.1.1 Problem: Images Without Text Equivalents

VGlobalTech Solution: Add a Text Equivalent to Every Image

Adding a line of simple HTML code to provide text for each image and graphic will enable a user with a vision disability to understand what it is. Add a type of HTML tag, such as an “alt” tag for brief amounts of text or a “longdesc” tag for large amounts, to each image and graphic on your agency’s website.

The words in the tag should be more than a description. They should provide a text equivalent of the image. In other words, the tag should include the same meaningful information that other users obtain by looking at the image. In the example of the mayor’s picture, adding an “alt” tag with the words “Photograph of Mayor Jane Smith” provides a meaningful description.

In some circumstances, longer and more detailed text will be necessary to convey the same meaningful information that other visitors to the website can see. For example, a map showing the locations of neighborhood branches of a city library needs a tag with much more information in text format. In that instance, where the map conveys the locations of several facilities, add a “longdesc” tag that includes a text equivalent description of each location shown on the map – e.g., “City Center Library, 433 N. Main Street, located on North Main Street between 4th Avenue and 5th Avenue.”

1.1.2 Problem: Documents Are Not Posted In an Accessible Format

VGlobalTech Solution: Post Documents in a Text-Based Format

Always provide documents in an alternative text-based format, such as HTML or RTF (Rich Text Format), in addition to PDF. Text-based formats are the most compatible with assistive technologies.

1.1.3 Problem: Specifying Colors and Font Sizes

VGlobalTech Solution: Avoid Dictating Colors and Font Settings

Websites should be designed so they can be viewed with the color and font sizes set in users’ web browsers and operating systems. Users with low vision must be able to specify the text and background colors as well as the font sizes needed to see webpage content.

1.1.4 Problem: Videos and Other Multimedia Lack Accessible Features

VGlobalTech Solution: Include Audio Descriptions and Captions

Videos need to incorporate features that make them accessible to everyone. Provide audio descriptions of images (including changes in setting, gestures, and other details) to make videos accessible to people who are blind or have low vision. Provide text captions synchronized with the video images to make videos and audio tracks accessible to people who are deaf or hard of hearing.

1.1.5 Web Content Accessibility Guidelines (WCAG)

Understanding the Four Principles of Accessibility

The guidelines and Success Criteria are organized around the following four principles, which lay the foundation necessary for anyone to access and use Web content. Anyone who wants to use the Web must have content that is:

1. **Perceivable** - Information and user interface components must be presentable to users in ways they can perceive.
 - This means that users must be able to perceive the information being presented (it can't be invisible to all of their senses)
2. **Operable** - User interface components and navigation must be operable.
 - This means that users must be able to operate the interface (the interface cannot require interaction that a user cannot perform)
3. **Understandable** - Information and the operation of user interface must be understandable.
 - This means that users must be able to understand the information as well as the operation of the user interface (the content or operation cannot be beyond their understanding)
4. **Robust** - Content must be robust enough that it can be interpreted reliably by a wide variety of user agents, including assistive technologies.
 - This means that users must be able to access the content as technologies advance (as technologies and user agents evolve, the content should remain accessible)

If any of these are not true, users with disabilities will not be able to use the Web.

Under each of the principles are guidelines and Success Criteria that help to address these principles for people with disabilities. There are many general usability guidelines that make content more **usable by all people**, including those with disabilities. However, in WCAG 2.1, we only include those guidelines that address problems particular to people with disabilities. This includes issues that block access or interfere with access to the Web more severely for people with disabilities.

See reference section at the end of this document for more information and websites for ADA, Usability and other important compliance issues and solutions.

VGlobalTech development and business management team shall study these compliance guidelines and with our technical capabilities apply these to make your website accessible, compatible and fully functional for all people, including those with disabilities.

2.0 Pricing

Website Complexity: High / Multiple Links, Docs, Images, Slider etc on Websites
VGlobalTech team shall complete the following critical tasks for client website.
All costs below are per website / CDD:

2.1 One time (conversion and compliance cost):

	Task	Cost
1.	Perform ADA Website Compliance Check for current website – All webpages on the website . Create a project plan, code review, html updates, plugins / security updates (wordpress, joomla, etc CMS websites)	\$600
2.	Cross-Device Check (Website needs to appear as per ADA standards on Mobile Phones, Tablets, Desktops etc). Braille Readers, Other assistance technology compatibility	\$150
3.	Install and Configure new Web Compliance template and update all pages to the new template – Foundationally correct code template is required for compliance implementation	\$500
4.	ADA Standards application (as per Section 1 above). ADA.gov, Web Content Accessibility Guidelines (WCAG) - All webpages on the website . Accessibility Plugin install – readability, font size, contrast, keyboard help etc features	\$750
5.	PDF Documents conversion (to Rich Text Format, HTML etc) as needed for ADA Compliance / Reader Compliance – All current documents on the website (for new documents – ongoing support / maintenance contract or conversion software contract proposed in the upcoming sections is required)	\$300
6.	Create customized footer with VGlobalTech’s ADA Compliance Seal (valid for 1 year only)	\$200
	Total (one-time compliance / conversion cost)	\$2500 / one-time
	Negotiated existing customer discount	-\$1200
	Final Total (one-time compliance / conversion cost)	\$1300 / one-time

2.2 ADA Compliance Yearly Maintenance and Upgrade starting after initial conversion is completed (Optional Maintenance):

VGlobalTech team shall complete the following critical tasks for client website. All costs below are per website / CDD:

	Task	Cost
1.	Perform ADA Website Compliance Check for current website – All new webpages on the website	\$100
2.	Cross-Device Check (Website needs to appear as per ADA standards on Mobile Phones, Tablets, Desktops etc)	\$75
3.	Update footer with VGlobalTech’s ADA Compliance Seal (extended for current year)	\$75
4.	Support (upto 1 hr / month) for the year including updates to newly added pages, upgrade to new standards (if any)	\$700
5.	PDF Documents conversion (to Text, HTML etc) as needed for ADA Compliance / Reader Compliance	\$250
	Annual Maintenance (starts after initial compliance engagement quoted above is complete)	\$1550 / year
	Negotiated existing customer discount	-\$350
	Final Annual Maintenance (starts after initial compliance engagement quoted above is complete)	\$1200 / year

2.3 Document Software and Conversion (PDF to RTF) Training (if customer wishes to do the conversion and compliance themselves without the maintenance contract quoted above)

VGlobalTech team shall complete the following critical tasks for client website. All costs below are per website / CDD:

	Task	Estimated hrs	Cost
1.	Setup VGlobalTech PDFBatchConvert Software for customer (customer drops the PDF's onto dropbox or a local folder setup by VGlobalTech). All PDFS will be converted to RTF and placed in the destination folder for customer to upload to the website. Support shall be provided for any conversion issues. *only valid PDF formats can be converted	----	\$750 / Year
2.	ADA Compliance Training (Doc conversion, readers, accessibility ADA Act, WCAG Standards etc)	2 hrs on site visit by VGlobalTech training team	\$650 onetime
3.	Update footer with VGlobalTech's ADA Compliance Seal (extended for current year)	2 hrs	\$100 / year
	Software and Training		\$850 / year \$650 onetime

This proposal includes following points, stipulations, terms and conditions:

*(1) conference call or in person meetings per month with client to review metrics, results and monthly recaps **unless otherwise noted*

* email and phone communication

*Anything out of the scope of work in the above proposal will be addressed and client will be immediately notified. After notification of additional work, a subsequent quote will be provided to cover that work.

*Client is responsible to adhering to timelines as far as information required to complete the task is concerned. If timelines are not adhered to and exceed 15 business days past the current marketing months, last day, all work will end. A new month with new allocated costs will be presented for future work to commence. No refunds and owed work will be due unless otherwise agreed upon. **An Invoice will be provided once signature approval of this project proposal. Payments will be made to VGLOBALTECH**

*Client is responsible for verifying quality of work, providing feedback, verifying that compliance has been met as required. VGlobalTech team shall not be responsible for any legal ramifications arising from work not done as per external agencies / organizations / associations needs if proper feedback is not provided by the customer. VGlobalTech's work will be in best faith but cannot guarantee all compliance / legal needs since we are not a certified compliance authority. VGlobalTech shall not be liable for any legal ramifications, lawsuits arising from compliance issues. Our technical team is fully aware of all compliance standards and will perform all the compliance checks and fixes, however this does not guarantee 100% compliance since some standards can be difficult to implement with the website technology used.

Refund Policy: The client may halt work and request for a refund within seven days of the date of signing this services agreement by mailing a signed letter to the main address listed on www.VGlobalTech.com website. If client requests a refund within seven days of the date of signing their agreement they shall be liable to pay for all work completed and will be refunded the remaining balance of the initial payment if billable work has not exceeded a charge that would be greater than client's initial payment. If client requests a refund after the seven days from the date of the signing of the agreement client is liable to pay for all work completed plus an additional 25% of any remaining balance that may still be due. Once line item projects are complete no refunds will be issued. Confidentiality: All information between client and service provider inclusive of technical and business information relating to proprietary ideas, patentable ideas and/or trade secrets, existing and/or contemplated products and services, research and development, production, costs, profit and margin information, finances and financial projections, customers, clients, marketing, and current or future business plans and models, regardless of whether such information is designated as "Confidential Information" at the time of its disclosure and will be treated as such and with absolute confidentiality and will not be shared or used, which will be maintained at all times. The client is not allowed to disclose their price with any third parties. Doing so is in breach of this agreement. All information development will be shared and proprietary information and property between client and service providers.

3.0 Proposal Acceptance:

To accept these project, associated costs and conditions as listed above please sign and date below.

The VGlobalTech proposed solution has been accepted by the customer and the VGlobalTech team can proceed with the project. All payments shall be made according to this agreement.

To accept this proposal, associated costs and terms and conditions as listed above please sign and date below.

The VGlobalTech proposed solution has been accepted by the customer and the VGlobalTech team can proceed with the project. All payments shall be made according to this agreement.

Select only one option:

- Proposal Approved: One Time Compliance (section 2.1) AND Annual Maintenance (section 2.2)
- Proposal Approved: One Time Compliance (section 2.1) AND Software, Seal & Training (section 2.3)
- Proposal Approved: One Time Compliance (section 2.1)

For Customer

Date

VB Joshi

For VGlobalTech

Date

4.0 References:

ADA Best Practices Tool Kit for State and Local Governments:

<https://www.ada.gov/pcatoolkit/chap5toolkit.htm>

U.S. Department of Justice, Civil Rights Division, *Disability Rights Section*

<https://www.ada.gov/websites2.htm>

Web design Standards: <https://www.w3schools.com/>

Web Content Accessibility Guidelines (WCAG) <https://www.w3.org/TR/WCAG21/>

VGlobalTech Web Content Accessibility Implementation and Checkpoints:

<http://vglobaltech.com/website-compliance/>



www.VGlobalTech.com

Email: contact@VGlobalTech.com



BBB Rating: A+

[Click for Profile](#)

EXHIBIT 7

**Fronterra Community Development District
Cash Flow
October 2017 through September 30, 2018**

	Oct '17 - Sep 18
Income	
1361001 · Interest Revenue	30.50
1363116 · Off Roll Assessments	68,654.12
2351004 · DS2017 Miscellaneous Revenue	8,996.57
2363116 · DS2017 Assessment Off Roll	0.00
Total Income	77,681.19
Expense	
1100000 · Administrative	
1512100 · Management Consulting Services	24,000.00
1513014 · Website Hosting & Management	2,213.41
1513048 · District Filing Fee	175.00
1513055 · Legal Advertising	3,037.65
1513060 · Assessment Administration Servi	8,708.75
1513070 · Auditing Services	3,200.00
1513080 · Engineering Services	17,077.50
1513100 · Insurance- General Liability	5,250.00
1514010 · Legal Services	9,497.47
Total 1100000 · Administrative	73,159.78
Total Expense	73,159.78
Net Cash Flow	4,521.41

Fronterra Community Development District
Balance Sheet
As of September 30, 2018

ASSETS	<u>Sep 30, 18</u>
Current Assets	
Checking/Savings	
1101000 · 1Cash	4,521.41
1101001 · 2Commercial O&M Pre-Payment	16,447.88
2151002 · Cap. Int. Trust Fund-Series2017	0.00
2151004 · Reserve Trust Fund-Series 2017	46,278.13
2151006 · Cost of Issuance -Series 2017	0.00
8151030 · Construction Trust Fund	1,988,499.97
Total Checking/Savings	<u>2,055,747.39</u>
Total Current Assets	<u>2,055,747.39</u>
TOTAL ASSETS	<u>#REF!</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1202000 · Accounts Payable	1,623.75
Total Accounts Payable	<u>1,623.75</u>
Total Current Liabilities	<u>1,623.75</u>
Total Liabilities	1,623.75
Equity	
Construction in Progress	2,049,602.23
Net Income	4,521.41
Total Equity	<u>2,054,123.64</u>
TOTAL LIABILITIES & EQUITY	<u>2,055,747.39</u>

**FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
O&M GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE PERIOD ENDING SEPTEMBER 30, 2018**

	APPROVED BUDGET	ACTUAL YEAR-TO-DATE	YTD VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES			
ON-ROLL ASSESSMENTS			
OFF-ROLL ASSESSMENTS	\$ 77,125	\$ 68,654	\$ 8,471
INTEREST REVENUE		\$ 31	
MISCELLANEOUS REVENUE		\$ 8,997	
TOTAL REVENUES	\$ 77,125	\$ 77,681	\$ 8,471
EXPENDITURES			
ADMINISTRATIVE			
BOARD OF SUPERVISORS PAYROLL			
PAYROLL TAXES			
PAYROLL SERVICE FEE			
MANAGEMENT CONSULTING SERVICES	24,000	24,000	\$ -
ASSESSMENT ADMINISTRATION	8,500	8,709	\$ (209)
ASSESSMENT ROLL PREPARATION	2,500	-	\$ 2,500
OFFICE EXPENSE	250	-	\$ 250
STORAGE FEES	900	-	\$ 900
BANK CHARGES	-	-	\$ -
AUDITING	-	3,200	\$ (3,200)
INSURANCE (Liability, Property & Casualty)	5,000	5,250	\$ (250)
LEGAL ADVERTISING	3,600	3,038	\$ 562
REGULATORY AND PERMIT FEES	175	175	\$ -
LEGAL SERVICES	20,000	9,497	\$ 10,503
ENGINEERING SERVICES - General	7,500	17,078	\$ (9,578)
WEBSITE DESIGN & HOSTING	2,500	2,213	\$ 287
MISCELLANEOUS SERVICES			
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 74,925	\$ 73,160	\$ 1,765
FIELD OPERATIONS			
FIELD OPERATIONS MANAGEMENT STAFF			
LANDSCAPING & FIELD MAINTENANCE	\$ -	\$ -	\$ -
LANDSCAPE REPLACEMENT	\$ -	\$ -	\$ -
LANDSCAPE MULCHING	\$ -	\$ -	\$ -
IRRIGATION REPAIRS	\$ -	\$ -	\$ -
ELECTRICITY	\$ 1,200	\$ -	\$ 1,200
WATER USE MONITORING			
ENTRY MONUMENTS MAINTENANCE	\$ 1,000	\$ -	\$ 1,000
WETLAND MONITORING	\$ -	\$ -	\$ -
SFWMD ERP ANNUAL REPORT	\$ -	\$ -	\$ -
LAKE TESTING	\$ -		
CULVERTS CLEANING	\$ -		
LAKE MAINTENANCE	\$ -		\$ -
TOTAL FIELD OPERATIONS EXPENDITURES	\$ 2,200	\$ -	\$ 2,200
TOTAL EXPENDITURES	\$ 77,125	\$ 73,160	\$ 3,965
Balance	\$ -	\$ 4,521	\$ 4,521

Fronterra Community Development District
Reconciliation Summary
1101000 - 1Cash, Period Ending 09/30/2018

	Sep 30, 18
Beginning Balance	16,399.37
Cleared Transactions	
Checks and Payments - 5 items	-11,877.96
Total Cleared Transactions	-11,877.96
Cleared Balance	4,521.41
Uncleared Transactions	
Checks and Payments - 1 item	-1,250.00
Total Uncleared Transactions	-1,250.00
Register Balance as of 09/30/2018	3,271.41
New Transactions	
Deposits and Credits - 1 item	72,875.00
Total New Transactions	72,875.00
Ending Balance	76,146.41

OK
Balances
10/1/18

**Fronterra Community Development District
Reconciliation Detail
1101000 · 1Cash, Period Ending 09/30/2018**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						16,399.37
Cleared Transactions						
Checks and Payments - 5 items						
Bill Pmt -Check	08/31/2018	1079	Real Estate Econo...	X	-4,500.00 ✓	-4,500.00
Bill Pmt -Check	08/31/2018	1078	Johnson Engineerin...	X	-1,210.00 ✓	-5,710.00
Bill Pmt -Check	09/13/2018	1082	EGIS Insurance & ...	X	-5,250.00 ✓	-10,960.00
Bill Pmt -Check	09/13/2018	1080	Naples Daily News	X	-658.96 ✓	-11,618.96
Bill Pmt -Check	09/13/2018	1081	Hopping Green & S...	X	-259.00 ✓	-11,877.96
Total Checks and Payments					<u>-11,877.96</u>	<u>-11,877.96</u>
Total Cleared Transactions					<u>-11,877.96</u>	<u>-11,877.96</u>
Cleared Balance					-11,877.96	4,521.41
Uncleared Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	09/28/2018	1083	Real Estate Econo...		-1,250.00	-1,250.00
Total Checks and Payments					<u>-1,250.00</u>	<u>-1,250.00</u>
Total Uncleared Transactions					<u>-1,250.00</u>	<u>-1,250.00</u>
Register Balance as of 09/30/2018					-13,127.96	3,271.41
New Transactions						
Deposits and Credits - 1 item						
Deposit	10/11/2018				72,875.00	72,875.00
Total Deposits and Credits					<u>72,875.00</u>	<u>72,875.00</u>
Total New Transactions					<u>72,875.00</u>	<u>72,875.00</u>
Ending Balance					<u><u>59,747.04</u></u>	<u><u>76,146.41</u></u>



First Florida Integrity Bank

Date 9/28/18

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FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
 707 ORCHID DR STE 100
 NAPLES FL 34102

CHECKING ACCOUNTS

PUBLIC COMMERCIAL CHECKING		Number of Enclosures		5
Accounts	XXXXXXXX4564	Statement Dates	9/04/18 thru	9/30/18
Beginning Balance	16,399.37	Days in the Statement Period		27
Deposits/Credits	.00	Average Ledger		7,983.27
5 Checks/Debits	11,877.96	Average Collected		7,983.27
Service Charge	.00			
Interest Paid	.00			
Ending Balance	4,521.41			

CHECK IN SERIAL NUMBER ORDER					
Date	Check #	Amount	Date	Check #	Amount
9/05	1078	1,210.00	9/18	1081	259.00
9/04	1079	4,500.00	9/19	1082	5,250.00
9/19	1080	658.96			

* Denotes missing check numbers

DAILY BALANCE INFORMATION			
Date	Balance	Date	Balance
9/04	11,899.37	9/18	10,430.37
9/05	10,689.37	9/19	4,521.41

END OF STATEMENT

FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
707 ORCHID DRIVE #100
NAPLES, FL 34102

PAY TO THE ORDER OF Johnson Engineering, Inc.
One Thousand Two Hundred Ten and 00/100

Johnson Engineering, Inc.
P. O. Box 2112
Fort Myers, FL 33902

MEMO

1078
8/31/2018
\$1,210.00
DOLLARS

FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
707 ORCHID DRIVE #100
NAPLES, FL 34102

1094564

Inclearing Check 1078 Date: 09/05 Amount: \$1,210.00

Seq: 2
Dep: 001689
Date: 09/05/18

Seq 2 1105119 Dep: 001689 AG 1 Cust: 5068 User: 3

Johnson Engineering, Inc.
Deposited by: MM

FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
707 ORCHID DRIVE #100
NAPLES, FL 34102

PAY TO THE ORDER OF Real Estate Economics, Inc.
Four Thousand Five Hundred and 00/100

Real Estate Economics, Inc.
707 Orchard Drive, Site 100
Naples, FL 34102

MEMO

1079
8/31/2018
\$4,500.00
DOLLARS

1094564

Inclearing Check 1079 Date: 09/04 Amount: \$4,500.00

Seq: 149
Batch: 315259
Date: 08/31/18

REAL ESTATE ECONOMICS INC
68055588134

PAY TO THE ORDER OF
BANK OF AMERICA
NAPLES
FOR DEPOSIT ONLY
68055588134

FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
707 ORCHID DRIVE #100
NAPLES, FL 34102

PAY TO THE ORDER OF Naples Daily News
Six Hundred Fifty-Eight and 98/100

Naples Daily News
PO Box 1412
Charlotte, NC 28201-1412

MEMO
Acct: 932270

1080
9/13/2018
\$658.98
DOLLARS

1094564

Inclearing Check 1080 Date: 09/19 Amount: \$658.98

091818 64947, 38 943427 18 79

00091818000002 036 943427 Deposit Only
000000000000014 72415149 Credit to Account
00091818 or within named payee without
DIB Don't Indicate Fifth Third Bank-042000314-

FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
707 ORCHID DRIVE #100
NAPLES, FL 34102

PAY TO THE ORDER OF Hopping Green & Sams
Two Hundred Fifty-Nine and 00/100

Hopping Green & Sams
119 S. Monroe Street, Ste. 300
P.O. Box 6528
Tallahassee, FL 32314

MEMO
Inv: 102400

1081
9/13/2018
\$259.00
DOLLARS

1094564

Inclearing Check 1081 Date: 09/18 Amount: \$259.00

Hopping Green & Sams
327000001

FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
707 ORCHID DRIVE #100
NAPLES, FL 34102

PAY TO THE ORDER OF EGIS Insurance & Risk Advisors
Five Thousand Two Hundred Fifty and 00/100

EGIS Insurance Advisors, LLC
Lockbox 234021
P.O. Box 84021
Chicago, IL 60689-4002

MEMO
Inv: 7450

1082
9/13/2018
\$5,250.00
DOLLARS

1094564

Inclearing Check 1082 Date: 09/19 Amount: \$5,250.00

09-18-2018 234021 -042000144
559 7 OR TO AC OF WIN NAME
742340980 CHECK/DEBIT GUARANTEE
FIFTH THIRD BANK

Inclearing Check 1082 Date: 09/19 Amount: \$5,250.00

Fronterra Community Development District
Reconciliation Summary
1101001 - 2Commercial O&M Pre-Payment, Period Ending 09/30/2018

	<u>Sep 30, 18</u>
Beginning Balance	16,444.50
Cleared Transactions	
Deposits and Credits - 1 item	3.38
Total Cleared Transactions	<u>3.38</u> ✓
Cleared Balance	<u>16,447.88</u>
Register Balance as of 09/30/2018	16,447.88
Ending Balance	16,447.88

*OK Balance
9/30/18*

**Fronterra Community Development District
Reconciliation Detail**

1101001 - 2Commercial O&M Pre-Payment, Period Ending 09/30/2018

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						16,444.50
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	09/30/2018			X	3.38	3.38
Total Deposits and Credits					<u>3.38</u>	<u>3.38</u>
Total Cleared Transactions					<u>3.38</u>	<u>3.38</u>
Cleared Balance					<u>3.38</u>	<u>16,447.88</u>
Register Balance as of 09/30/2018					<u>3.38</u>	<u>16,447.88</u>
Ending Balance					<u><u>3.38</u></u>	<u><u>16,447.88</u></u>



First Florida Integrity Bank

Date 9/28/18

Page 1

FRONTERRA COMMUNITY DEVELOPMENT DISTRICT
 PREPAID COMMERCIAL O&M
 707 ORCHID DR STE 100
 NAPLES FL 34102

CHECKING ACCOUNTS

PUBLIC FUNDS MONEY MARKET			Number of Enclosures	0
Accounts	XXXXXXXX5660		Statement Dates	9/04/18 thru 9/30/18
Beginning Balance	16,444.50		Days in the Statement Period	27
Deposits/Credits	.00		Average Ledger	16,444.50
Checks/Debits	.00		Average Collected	16,444.50
Service Charge	.00		Interest Earned	3.04
Interest Paid	3.38		Annual Percentage Yield Earned	0.25%
Ending Balance	16,447.88		2018 Interest Paid	30.50

DEPOSITS AND ELECTRONIC TRANSACTIONS

Date	Description	Debit	Credit
9/30	Interest Deposit		3.38

DAILY BALANCE INFORMATION

Date	Balance	Date	Balance
9/04	16,444.50	9/30	16,447.88

END OF STATEMENT



Account: PREPAID COMM O M Current Time: 10/14/18 9:56:47 AM

Current Balance: 16,447.88
Available Balance: 16,447.88

Date ▾	Ref/Check No	Description	Debit	Credit	Balance
09/30/2018		Interest Deposit		3.38	16,447.88
Totals:		Transactions: 1	Debits: 0.00	Credits: 3.38	