



Rizzetta & Company

Portico Community Development District

**Board of Supervisors' Meeting
November 17, 2022**

**District Office:
9530 Marketplace Road, Suite 206
Fort Myers, Florida 33912
(239) 936-0913**

www.porticocdd.org

PORTICO COMMUNITY DEVELOPMENT DISTRICT

Rizzetta & Company, Inc., 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912

Board of Supervisors	Russell Smith	Chairman
	Barry Ernst	Vice Chairman
	Chris Hasty	Assistant Secretary
	Scott Edwards	Assistant Secretary
	VACANT	Board Supervisor
District Manager	Belinda Blandon	Rizzetta & Company, Inc.
District Counsel	Tucker Mackie	Kutak Rock, LLP
District Engineer	Brent Burford	Johnson Engineering, Inc.

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 (239) 936-0913. 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.

PORTICO COMMUNITY DEVELOPMENT DISTRICT

District Office · Ft. Myers, Florida · (239) 936-0913

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

www.portiocodd.org

November 9, 2022

Board of Supervisors
**Portico Community
Development District**

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Portico Community Development District will be held on **Thursday, November 17, 2022 at 10:00 a.m.**, at the office of Rizzetta & Company, Inc., located at 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors Meeting held on August 18, 2022 Tab 1
 - B. Consideration of Operations and Maintenance Expenditures for the Month of July 2022 Tab 2
 - C. Ratification of Special Assessment Project Fund, Series 2020-2 Assessment Area 2020-2 Project Requisitions for Payment 2 through 5 Tab 3
- 4. BUSINESS ITEMS**
 - A. Discussion Regarding Midge Flies
 1. Discussion of Aeration for Lakes C1, C3A, and C4
 - B. Consideration of Johnson Engineering Fee Modification Letter Tab 4
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 1. Review of September 2022, 3rd Quarter Website Audit Tab 5
- 6. SUPERVISOR REQUESTS AND COMMENTS**
- 7. 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 (239) 936-0913.

Very truly yours,
Belinda Blandon
Belinda Blandon
District Manager

cc: Tucker Mackie, Kutak Rock, LLP

Tab 1

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.

PORTICO COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Portico Community Development District was held on **Thursday, August 18, 2022 at 10:35 a.m.** at the office of Rizzetta & Company, Inc., located at 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912.

Present and constituting a quorum:

Barry Ernst	Board Supervisor, Vice Chairman
Scott Edwards	Board Supervisor, Assistant Secretary
Chris Hasty	Board Supervisor, Assistant Secretary

Also present were:

Belinda Blandon	District Manager, Rizzetta & Company, Inc.
Tucker Mackie	District Counsel, Kutak Rock, LLP (via speaker phone)
Brent Burford	District Engineer, Johnson Engineering, Inc. (via speaker phone)
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Ms. Blandon called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Public Comment

Ms. Blandon opened the floor to audience comments. There were none.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
Board of Supervisors' Meeting held on
May 19, 2022**

Ms. Blandon presented the Minutes of the Board of Supervisors' meeting held on May 19, 2022 and asked if there were any questions or comments related to the minutes. There were none.

On a Motion by Mr. Ernst, seconded by Mr. Edwards, with all in favor, the Board Approved the Minutes of the Board of Supervisors' Meeting held on May 19, 2022, for the Portico Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of the Operations and Maintenance Expenditures for the Months of April, May, and June 2022

Ms. Bandon advised the expenditures for the period of April 1-30, 2022 total \$17,732.75, the expenditures for the period of May 1-31, 2022 total \$14,929.10, and the expenditures for the period of June 1-30, 2022 total \$23,835.79. She asked if there were any questions regarding any item of expenditure. There were none.

On a Motion by Mr. Edwards, seconded by Mr. Ernst, with all in favor, the Board Approved the Operations and Maintenance Expenditures for the Month of April 2022 (\$17,732.75), the Month of May 2022 (\$14,929.10), and the Month of June 2022 (\$23,835.79), for the Portico Community Development District.

FIFTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of the Fiscal Year 2022/2023 Budget

Ms. Bandon provided an overview of the public hearing process and asked for a motion to open the public hearing to consider the adoption of the fiscal year 2022/2023 budget.

On a Motion by Mr. Edwards, seconded by Mr. Hasty, with all in favor, the Board Opened the Public Hearing to Consider the Adoption of the Fiscal Year 2022/2023 Budget, for the Portico Community Development District.

SIXTH ORDER OF BUSINESS

Presentation of the Proposed Final Budget for Fiscal Year 2022/2023

Ms. Bandon opened the floor for public comment. There were no comments from the attendees.

On a Motion by Mr. Edwards, seconded by Mr. Hasty, with all in favor, the Board Closed the Public Hearing to Consider the Adoption of the Fiscal Year 2022/2023 Budget, for the Portico Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-03, Annual Appropriations and Adopting the Budget for Fiscal Year 2022/2023

Ms. Blandon provided an overview of the proposed final budget for fiscal year 2022/2023 advising that the total general fund budget is \$232,560.00 which includes an increase of \$32,518.00, primarily due to the addition of new lakes. She asked if there were any questions. There were none.

On a Motion by Mr. Ernst, seconded by Mr. Hasty, with all in favor, the Board Adopted Resolution 2022-03, Annual Appropriations and Adopting the Budget for Fiscal Year 2022/2023, for the Portico Community Development District.

EIGHTH ORDER OF BUSINESS

Public Hearing to Consider the Imposition of Operations and Maintenance Special Assessments, Adoption of an Assessment Roll, and the Levy, Collection, and Enforcement of the Same

Ms. Blandon asked for a motion to open the public hearing to consider the imposition of operations and maintenance special assessments, adoption of an assessment roll, and the levy, collection, and enforcement of the same.

On a Motion by Mr. Edwards, seconded by Mr. Ernst, with all in favor, the Board Opened the Public Hearing to Consider the Imposition of Operations and Maintenance Special Assessments, Adoption of an Assessment Roll, and the Levey, Collection, and Enforcement of the Same, for the Portico Community Development District.

Ms. Blandon asked if there were any questions or comments from the public attendees. There were none. Ms. Blandon asked if there were any questions from the Board. There were none.

On a Motion by Mr. Ernst, seconded by Mr. Edwards, with all in favor, the Board Closed the Public Hearing to Consider the Imposition of Operations and Maintenance Special Assessments, Adoption of an Assessment Roll, and the Levey, Collection, and Enforcement of the Same, for the Portico Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2022-04, Imposing Operation and Maintenance Special Assessments, Adopting an Assessment Roll, and the Levy, Collection, and Enforcement of Same

Ms. Mackie provided and overview of the resolution and asked if there were any questions. There were none.

On a Motion by Mr. Edwards, seconded by Mr. Ernst, with all in favor, the Board Adopted Resolution 2022-04, Imposing Operation and Maintenance Special Assessments, Adopting an Assessment Roll, and the Levy, Collection, and Enforcement of Same, for the Portico Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Third Addendum to
Contract for Professional District
Services**

Ms. Bandon advised that the third addendum to the professional district services contract memorialized the new budget amounts and asked if there were any questions. There were none.

On a Motion by Mr. Ernst, seconded by Mr. Edwards, with all in favor, the Board Approved the Third Addendum to the Contract for Professional District Services, for the Portico Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2022-05,
Adopting a Meeting Schedule for
Fiscal Year 2022/2023**

Ms. Bandon provided an overview of the resolution advising that the schedule being presented is consistent with the current year schedule. She asked if there were any questions. There were none.

On a Motion by Mr. Ernst, seconded by Mr. Edwards, with all in favor, the Board Adopted Resolution 2022-05, Adopting a Meeting Schedule for Fiscal Year 2022/2023, for the Portico Community Development District.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Mackie advised that she had no report and would be happy to answer any questions. There were none.

B. District Engineer

Mr. Burford provided an overview of the Stormwater Management Needs Analysis memo.

C. District Manager

Ms. Bandon asked if there were any questions related to the District Management report or the 2022 first quarter website audit as contained within the agenda. There were none. She advised that the next meeting of the Board of Supervisors' is scheduled for Thursday, November 17, 2022 at 10:00 a.m.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests and Comments

Ms. Blandon opened the floor for Supervisor requests or comments. There were none.

FOURTEENTH ORDER OF BUSINESS

Adjournment

Ms. Blandon advised there is no further business to come before the Board and asked for a motion to adjourn.

On a Motion by Mr. Ernst, seconded by Mr. Edwards, with all in favor, the Board adjourned the meeting at 10:46 a.m. for the Portico Community Development District.

Secretary/Assistant Secretary

Chairman/ Vice Chairman

Tab 2

PORTICO COMMUNITY DEVELOPMENT DISTRICT

District Office · Ft. Myers, Florida · (239) 936-0913
Mailing Address · 3434 Colwell Avenue, Suite 200 · Tampa, Florida 33614
www.porticocdd.org

Operation and Maintenance Expenditures July 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2022 through July 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$23,804.43**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Portico Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2022 Through July 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Florida Power & Light Company	2211	Monthly Summary 07/22	Electric Summary 07/22	\$ 1,075.91
Innersync Studio Ltd	2212	20534	CDD Website Services Quarterly 07/22	\$ 384.38
Kutak Rock, LLP	2208	3067844	Professional Services 05/22	\$ 1,377.00
Rizzetta & Company, Inc.	2209	INV0000069335	District Management Fees 07/22	\$ 4,246.09
Rizzetta & Company, Inc.	2213	INV0000069947	Mass Mail 07/22	\$ 960.29
Solitude Lake Mgmt, LLC	2214	PI-A00851390	Lake & Pond Management Services 07/22	\$ 4,632.00
Superior Waterway Services, Inc.	2210	81526	Quarterly Aeration Maintenance 06/22	\$ 1,200.00
Superior Waterway Services, Inc.	2215	81927	Service 07/22	\$ 1,152.00
Superior Waterway Services, Inc.	2215	81944	Service Fountain Repairs 07/22	\$ 1,773.00
U.S. Bank	2216	6502863	Trustee Fees Series 2020 04/01/22- 03/31/23	\$ 4,040.63
U.S. Bank	2216	6503428	Trustee Fees Series 2020-2 04/01/22 - 03/31/23	<u>\$ 2,963.13</u>
Report Total				<u>\$ 23,804.43</u>

Tab 3

Requisition No.	Vendor	Amount
2	Hopping Green & Sams	\$5,017.50
3	Kutak Rock LLP	\$909.00
4	Kutak Rock LLP	\$1,068.00
5	Lennar Homes	\$501,833.17
	Total	\$508,827.67

Tab 4



September 6, 2022

Ms. Belinda Blandon, District Manager
Portico CDD
c/o Rizzetta & Company, Inc.
3434 Colwell Avenue, Suite 200
Tampa, FL 33614

Delivered via bblandon@rizzetta.com

Re: Johnson Engineering, Inc. - New Rate Schedule

Dear Ms. Blandon and Board of Supervisors:

Like many firms, we try to absorb increased expenses on a yearly basis but rising labor, health care, home and fuel costs have exceeded everyone's expectations, especially here in Southwest Florida. Revising our rates has also become necessary for us to retain and attract employees with the level of professional expertise that you have come to expect from us.

Attached is our new rate schedule that went into effect on August 9, 2022. Our master contract allows us to take a fee modification before the Board once a year. We believe our new rates continue to remain competitive with that of other top-tier consulting firms. We would appreciate it if this could be addressed at the next Board Meeting in November for a December 1, 2022, start date. You may want to attach these new rates to your Professional Services Agreement with us for future reference.

After 75 years, our firm's focus remains the same and that is your satisfaction. Your project is important to us and if there is anything we can do better to help you, please let us know.

Very truly yours,

JOHNSON ENGINEERING, INC.

Andrew D Tilton

Digitally signed by Andrew D
Tilton
Date: 2022.09.09 14:32:57 -04'00'

Andrew D. Tilton
For the Firm

Attachment
ADT/mfc
20055880-001



PROFESSIONAL SERVICES HOURLY RATE SCHEDULE

August 9, 2022

Professional

9	\$300
8	\$245
7	\$225
6	\$200
5	\$175
4	\$160
3	\$150
2	\$125
1	\$115

Technician

6	\$165
5	\$140
4	\$120
3	\$100
2	\$80
1	\$70

Administrative

3	\$95
2	\$85
1	\$70

Field Crew

4-Person	\$245
3-Person	\$210
2-Person	\$165

Field Equipment

Field Equipment on Separate Schedule

Expert Witness \$400

**Reimbursable Expenses
and Sub-Consultants** Cost + 10%

Construction Engineering and Inspection (CEI Services)

CEI Services Manager	\$185
CEI Senior Project Administrator	\$165
CEI Project Administrator	\$150
Contract Support Specialist	\$125
Senior Inspector	\$115
CEI Inspector III	\$105
CEI Inspector II	\$95
CEI Inspector I	\$85
Compliance Specialist	\$95
CEI Inspector's Aide	\$70

Tab 5



Quarterly Compliance Audit Report

Portico

Date: September 2022 - 3rd 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

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

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

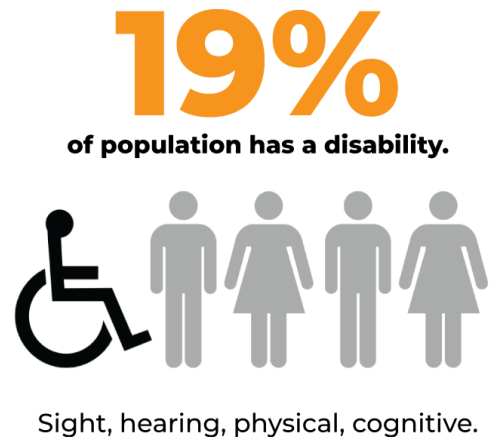
Compliance Criteria

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
Passed	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.



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

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