

RESOLUTION NO. 003-2024

PROSPECT RECREATION AND PARK DISTRICT

JEFFERSON COUNTY, COLORADO

**A RESOLUTION DESIGNATING THE WEBSITE ACCESSIBILITY OFFICER
AND ADOPTING A WEBSITE ACCESSIBILITY POLICY FOR THE PROSPECT
RECREATION AND PARK DISTRICT**

WHEREAS, pursuant to Section 32-1-1001(1)(h) C.R.S., the Board of Directors (“Board”) of the Prospect Recreation and Park District (“District”) is responsible for the management, control, and supervision of the business and affairs of the District; and

WHEREAS, pursuant to Section 32-1-1001(1)(i) C.R.S., the Board has the authority to appoint one or more agents; and

WHEREAS, pursuant to HB 21-1110, all public entities are required to have a Website Accessibility Policy (“Policy”) adopted and in place by July 1, 2024; and

WHEREAS, the Board has determined that it is appropriate to designate an accessibility officer in order to provide accessible facilities, elements, and channels of communication to all members of the public through the District’s website; and

WHEREAS, the Board has determined that it is appropriate to adopt a Policy regarding the District’s website accessibility; and

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the Prospect Recreation and Park District that:

1. Website Accessibility Officer.

(a) Kyle Parker, the District’s Manager, or his designee, is hereby designated as the Website Accessibility Officer (“Accessibility Officer”) for the District and is responsible for the uploading, maintenance, and care of the data on the District’s website.

(b) The Accessibility Officer shall have the authority to designate such agents as the Officer shall determine appropriate to perform any and all acts necessary to enforce and execute the provisions of this Resolution.

2. **Website Requirements.** The District will use its best efforts to always have a website in compliance with Web Content Accessibility Guidelines (WCAG 2.1) and commercial screen reading software.

3. **Policy.** The Policy attached hereto as Exhibit A and incorporated herein by this reference, is hereby adopted as the official Website Accessibility Policy for the District. This policy will be posted on the District's website.

4. **Severability.** If any part, section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining provisions.

5. **Effective Date.** This Resolution shall take effect and be enforced immediately upon its adoption by the Board of Directors of the District.

The foregoing Resolution was approved and adopted this 12th day of June, 2024.

PROSPECT RECREATION AND PARK
DISTRICT

By: 
James Kullhem, Board Chair

Attest:



Victoria Smith-Campbell, Secretary

EXHIBIT A **WEBSITE ACCESSIBILITY POLICY**

This accessibility policy (“Accessibility Policy”) was approved by the Prospect Recreation and Park District (“District”) Board of Directors on June 12, 2024.

The District is fully committed to providing accessible facilities, elements, and channels of communication to all members of the public. As part of this commitment, the District has a policy of providing an accessible website compatible with the Web Content Accessibility Guidelines (WCAG 2.1) and commercial screen reading software. All features of the website will be coded to allow individuals with vision and other impairments to understand and use the website to the same degree as someone without disabilities. We welcome feedback and can often resolve issues in a timely manner if they arise.

If you need any special assistance or accommodations, please contact our accessibility officer at 303-424-2346 or kparker@prospectdistrict.org.

Ongoing Compliance Information

Compliance Officer

The District has designated Kyle Parker, the District’s Manager, or his designee, as its compliance officer for website disability-related accommodations. The compliance officer has received training in website accessibility and coordinate with the District’s website consultant to update the site in accordance with those best practices. Contact our accessibility officer to report an issue.

Compliance Procedures and Reports

In addition to annual testing with users with a wide range of disabilities and coding our website to WCAG standards, the District regularly scans its website to ensure ongoing compliance and makes timely changes to any inaccessible items, if any are found. For purposes of enhancing our commitment to transparency, the District will make the last three months of its reports available to the public.

Linked Documents and Third Parties

Throughout this website, we make use of different third-party websites, which are not controlled by the District. When you click a link from the District that leads to a third-party website, the District cannot guarantee that the third-party website will be in conformance with WCAG or comply with the accessibility requirements set forth by applicable law. While we cannot control the accessibility of content provided by third parties, we are happy to assist any member of the public with reading and accessing content on our site.

Please contact our accessibility officer at 303-424-2346 or kparker@prospectdistrict.org, if you have an issue or see any areas that need improvement.

Report an Accessibility Issue

We are committed to your ability to access all content. Any issues or requests reported will be responded to by the compliance officer or designee within 2 business days.