

**RESOLUTION  
OF THE BOARD OF DIRECTORS OF  
CHERRY CREEK VISTA PARK AND RECREATION DISTRICT**

**ADOPTING A DIGITAL ACCESSIBILITY POLICY AND DESIGNATING A  
COMPLIANCE COORDINATOR**

WHEREAS, the Cherry Creek Vista Park and Recreation District (the “**District**”) is a quasi- municipal corporation and political subdivision of the State of Colorado; and

WHEREAS, pursuant to § 32-1-1001(1)(h), C.R.S., the Board of Directors of the District (the “**Board**”) is empowered with the management, control, and supervision of all the business and affairs of the District; and

WHEREAS, pursuant to § 24-85-103(2.5), C.R.S., the Chief Information Officer in the Office of Information Technology has adopted accessibility standards as specified in 8 CCR 1501-11 Rules Establishing Technology Accessibility Standards (the “**Rules**”); and

WHEREAS, the Board desires to adopt this Resolution to implement a digital accessibility policy and designate a compliance coordinator in accordance with the Rules.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DISTRICT AS FOLLOWS:

1. Adoption of Digital Accessibility Policy. The District hereby adopts the Digital Accessibility Policy (the “**Digital Accessibility Policy**”) set forth in **Exhibit A**, attached hereto and incorporated herein.

2. Appointment of Compliance Coordinator. The District hereby designates the District’s management company, Circuit Rider of Colorado, as the District’s Compliance Coordinator (the “**Compliance Coordinator**”).

3. 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.

4. Effective Date. This Resolution shall become effective as of August 15, 2024, shall be enforced immediately thereafter and shall supersede any previous policy related to website accessibility.

*Remainder of Page Intentionally Left Blank, Signature Page Follows*

ADOPTED AND APPROVED THIS 15<sup>TH</sup> DAY OF AUGUST, 2024.

**DISTRICT:**

CHERRY CREEK VISTA PARK AND  
RECREATION DISTRICT, a quasi-municipal  
corporation and political subdivision of the State  
of Colorado

By: Debra M Botton  
Officer of the District

ATTEST:

J F Rieck

*Signature Page to Resolution Adopting a Digital Accessibility Policy and Designating a  
Compliance Coordinator*

## EXHIBIT A

### DIGITAL ACCESSIBILITY POLICY

#### 1. GENERAL

a. *Purpose.* The Cherry Creek Vista Park and Recreation District (“**District**”) is committed to providing accessible digital information to all members of the public. As part of this commitment, the District has adopted this Digital Accessibility Policy (the “**Policy**”) to facilitate compliance of the District’s online services and digital communications with the accessibility standards as specified in 8 CCR 1501-11 Rules Establishing Technology Accessibility Standards (the “**Rules**”).

b. *Scope.* The District is committed to providing persons with disabilities equal access to digital information, including information made available through the District’s website and other digital content. This Policy has been developed to promote equal access to such digital information to persons with disabilities. This Policy applies to digital content produced by or under the control of the District, including the District’s official website. Accessibility accommodation requests may be submitted to the District in accordance with this Policy.

c. *Third Party Content.* The provisions of this Policy do not apply to third-party websites linked through the District’s website, such as state or federal agencies, or digital content not under control of the District. While the District is not responsible for ensuring the accessibility of third party-controlled content, the District is dedicated to assisting individuals experiencing accessibility issues when possible.

#### 2. COMPLIANCE INFORMATION

a. *Compliance Coordinator.* The Compliance Coordinator will be the point of contact for accessibility-related accommodations for digital content. The Compliance Coordinator or its designee is responsible for responding to reports of inaccessible digital content and accessibility accommodation requests.

b. *Testing Tools and Techniques.* The District utilizes a variety of tools, techniques, methods, and procedures to identify accessibility barriers and meet existing and new assistive technology needs. The District engaged an accessibility vendor (the “**Accessibility Vendor**”) to complete testing and remediation to make the website and digital content contained therein accessible and inclusive for users with disabilities in accordance with the Rules.

c. *Accessibility Reports.* The Accessibility Vendor will review the District’s website, user interfaces, and other digital content and summarize the same in a report provided to the District no less than annually (the “**Accessibility Report**”). The Accessibility Report will identify digital content that does not comply with the Rules. The Accessibility Vendor or the District, as appropriate, will take such steps as necessary to make such content compliant under the Rules. The District will maintain a record of the Accessibility Reports.

d. *District-Controlled Content.* The District will use good faith efforts to ensure that digital content under the control of the District produced, developed, maintained, or modified by the District on or after July 1, 2024, is compliant with the Rules.

e. Digital Accessibility Plan. The District will implement a digital accessibility plan (the “**Plan**”) to provide a long-term strategic approach for digital accessibility. The Compliance Coordinator will coordinate and implement the Plan. The Plan will be updated to facilitate ongoing compliance. The Plan will be in a form substantially similar to **Exhibit A-1** attached hereto.

f. Digital Accessibility Statement. The District has posted the following digital accessibility statement on its website by July 1, 2024:

Website Accessibility Statement:

Cherry Creek Vista Park and Recreation District is fully committed to providing accessible facilities, elements, and channels of communication to all members of the public.

As part of this commitment, Cherry Creek Vista Park & Recreation 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 are 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, contact our accessibility officer [accessibility reporting form linked]. Call us at 303-482-1002.

### 3. REPORTING ACCESSIBILITY ISSUES

a. Reporting an Accessibility Issue. Individuals may report inaccessible content or requests for accommodations to the Compliance Coordinator using the contact information on the website or below. Such requests should identify the specific content that is being reported, the issue the individual is experiencing, and the name and contact information of the individual submitting the request. The Compliance Coordinator or their designee will confirm receipt of such requests within five (5) business days.

The District will use good faith efforts to timely resolve reports of inaccessible content and requests for accommodations.

Cherry Creek Vista Park and Recreation District  
Attn: Compliance Coordinator  
Address: c/o Circuit Rider of Colorado  
P.O. Box 359  
Littleton, CO 80160  
Phone: 303-482-1002

**EXHIBIT A-1**  
**CHERRY CREEK VISTA PARK AND RECREATION DISTRICT**

**DIGITAL ACCESSIBILITY PLAN**  
*Approved on August 15, 2024*

**I. Accessibility Standards**

In accordance with Colorado law, Cherry Creek Vista Park and Recreation District (the “**District**”) is committed to applying standard configurations for technologies and services, in accordance with the technical standards provided by:

- World Wide Web Consortium (W3C) Web Content Accessibility Guidelines (WCAG) 2.1 Level AA or higher;
- Section 508 of the U.S. Rehabilitation Act of 1973 Chapters 3,4,6;
- Following C.R.S. 24-85-101 to 24-85-104, ARTICLE 85; and
- 8 CCR 1501-11 Rules Establishing Technology Accessibility Standards.

**II. The District’s Efforts**

The District is committed to providing accessible digital information to all members of the public. Our ongoing accessibility effort works towards the day when the District’s online services and digital communications are fully accessible to the public, including equal access for persons with disabilities. The District has a plan to prioritize, evaluate, remediate, and continuously improve its online services and digital communications. Below are some of the measures the District is undertaking.

**III. Accessibility Maturity**

The District is at the following maturity level for 2024:

<b>Check One</b>	<b>Stage</b>	<b>Criteria</b>
	Inactive	<i>No awareness and recognition of need. At this stage organizations are inventorying their technology, have begun to make investments, etc.</i>
	Launch	<i>Recognized need organization-wide. Planning initiated, but activities not well organized.</i>
	Integrate	<i>Roadmap including timeline is in place, overall organizational approach defined and well organized.</i>
	Optimize	<i>Incorporated into the whole organization, consistently evaluated, and actions taken on assessment outcomes.</i>

#### IV. Maturity Level Discussion

[In this section, the district should provide a justification for any roadblocks to progress (e.g., financial, technical, or administrative difficulty or expense) or resources that may have helped progress along the way].

The District has encountered the following challenges:

The District has enjoyed the following successes:

#### V. Organizational Measures

[This section allows for further opportunities to describe the efforts being taken to remove technology accessibility barriers.]

The District has taken the following measures: [Below list is not exhaustive and should be revised according to each district's goals.]

- Define an accessibility roadmap including timeline, goals, roles, responsibilities, and policies as needed for the District.
- Incorporate accessibility into the District's procurement processes.
- Conduct an inventory of all technology, prioritize remediation, validate through testing, and address issues.
- Create and implement a plan for providing reasonable accommodation and modification until the technology can be made accessible.
- Engage a website accessibility vendor to make the District's front-facing web pages accessible.
- Provide contact information and support for receiving accessibility feedback and requests for accommodation.
- Other measures.

The District has designated its Compliance Coordinator to coordinate and implement the Plan. The District's Compliance Coordinator's contact information is as follows:

**CHERRY CREEK VISTA PARK AND  
RECREATION DISTRICT**

Attn: Compliance Coordinator

Address: c/o Circuit Rider of Colorado

P.O. Box 359

Littleton, CO 80160

Phone: 303-482-1002

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## Document History



**09 / 05 / 2024**  
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Sent for signature to Debra Botton (debra@ccvprd.org) and Jane Rieck (jane@ccvprd.org) from sees@ccrider.us  
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**09 / 20 / 2024**  
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**09 / 20 / 2024**  
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**09 / 20 / 2024**  
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**09 / 20 / 2024**  
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Signed by Jane Rieck (jane@ccvprd.org)  
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COMPLETED

**09 / 20 / 2024**  
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The document has been completed.