



TOWN OF FIRESTONE, COLORADO

WEBSITE POLICIES

DISCLOSURE

The following Disclosure Policy explains the Town of Firestone's (Town) policy regarding any information you may acquire when visiting the Town's official website www.FirestoneCO.gov. By using the Town site, you agree, without limitation or qualification, to be bound by this Disclosure Policy or any other privacy or data collection policy applicable to any individual Town website. This disclosure makes no warranties or representations for any websites that are not one of the aforementioned domains.

1) The Town's web servers are maintained to provide public access to Town information via the Internet. The Town's web services and the content of its web servers and databases are updated on a continual basis. While the Town attempts to keep its web information accurate and timely, the Town neither warrants nor makes representations or endorsements as to the quality, content, accuracy, or completeness of the information, text, graphics, hyperlinks, and other items contained on this server or any other server. Site materials have been compiled from a variety of sources, and are subject to change without notice from the Town as a result of updates and corrections. To the extent permitted by law, commercial use of web materials is prohibited without the written permission of the Town.

2) The Town does not warrant that the functions contained in the materials will be uninterrupted or error-free, or that defects will be promptly corrected.

3) All trademarks, logos, and service marks mentioned herein are the property of their respective owners. The Town retains copyright on all text, graphic images and other content. This means that you may not do the following, unless you have written permission from the Town:

- a) modify and/or re-use text or images from a Town server,
- b) distribute the text or images to others, and
- c) "mirror" the Town's information on a non-Town server.

You may print copies of the information for your own personal use and reference this server in your own documents. Commercial use of the materials is prohibited without the written permission of the Town. In all copies of this information, you must retain this notice and any other copyright notices originally included with such information.

4) Some of the hyperlinks on this and subsequent pages may lead to sites outside the Town. The presence of these hyperlinks should not be construed as an endorsement by the Town of these sites or their content. The Town is not responsible for the content or the privacy policies of any such external hyperlink.

5) Communications made through email and messaging systems shall in no way be deemed to constitute legal notice to the Town or any of its agencies, officers, employees, agents, or representatives, with respect to any existing or potential claim or cause of action against the Town or any of its agencies, officers, employees, agents, or representatives, where notice to the Town is required by any federal, state or local laws, rules or regulations.

6) The Town is neither responsible nor liable for any viruses or other contamination of your system, nor for any delays, inaccuracies, errors or omissions arising out of your use of the site or with respect to the material contained on the site, including without limitation, any material posted on the site. This site and all materials contained on it are distributed and transmitted "as is" without warranties of any kind, either express or implied, including without limitation, warranties of title or implied warranties of merchantability or fitness for a particular purpose. The Town is not responsible for any special, indirect, incidental or consequential damages that may

arise from the use of, or the inability to use, the site and/or the materials contained on the site whether the materials contained on the site are provided by the Town, or a third party.

7) The Town website employs industry-standard methods to monitor network traffic to identify unauthorized attempts to upload or change information or otherwise cause damage. The Town uses reasonable precautions to keep the personal information disclosed to the Town secure.

PRIVACY

The following privacy policy explains the Town's policy regarding any information you may supply to us when visiting the Town's official website www.FirestoneCO.gov. By using the Town site, you agree, without limitation or qualification, to be bound by this privacy policy or any other disclosure or data collection policy applicable to any individual town website. This disclosure makes no warranties or representations for any web sites that are not one of the aforementioned domains.

1) On certain occasions, the public has opportunities to share personal information online with the Town in order to facilitate better correspondence and service. This information includes but is not limited to e-mail addresses, responses to surveys, registering for services and new services to be created. The Town will not sell any information provided through this website.

2) The Town only requires the personal information necessary in order to provide effective service. At times you may be offered an opportunity to provide the Town with additional information on a voluntary basis, this additional information enables the Town to provide you with improved service.

3) Using email addresses provided at registration or otherwise, users are giving the Town permission to periodically send out email newsletters and promotional email to our users about website updates, and product and service information offered by the Town.

4) Users may indicate that they do not wish to receive email information from the Town. Upon request, the Town will remove users, and their information, from the Town database or permit them to elect not to receive any further email newsletters or contact.

5) The Town encourages parents to go online with their children. The Town urges children to get permission from their parents or guardians before giving any information online.

6) The Town website employs industry-standard methods to monitor network traffic to identify unauthorized attempts to upload or change information or otherwise cause damage. The Town uses reasonable precautions to keep the personal information disclosed to the Town secure.

EXTERNAL

It is the purpose of the Firestone Town government website to provide accurate, non-editorial content that will inform Firestone Town citizens about the services, operations and projects of the Firestone Town government. In addition, the website is used to facilitate the delivery of services provided by the Town to its citizens and other customers. All Town of Firestone departments and divisions are eligible to submit content or request the posting or hypertext linking to appropriate information to support their mission or service initiatives.

The Town of Firestone permits the establishment of links to external websites on the Town's official website solely in conformance with this policy. In the establishing and maintaining of its official website, the Town is not and does not create a public forum or other means by which public disclosure, exchange of opinions, or discussion on issues of any nature may occur. Rather, the sole and limited purpose of this Town's website and permitted external links is to provide non-political and/or non-religious information of a factual nature about the Town of Firestone including various services and resources available within and around the town, or as may be available from other government agencies.

The Town's communication & community outreach coordinator and town manager are responsible for the management and oversight of the Town website. Comments about this site are welcome from any source and are always greatly appreciated.

The security of the information provided to the town is important. However, the Town website includes links to other websites, and when you choose to visit those websites, the Town is not responsible for their privacy policies or how they treat user information. The Town is not responsible for the actions and policies of these third parties, and you should review the privacy policies of these parties when supplying personally identifiable information to them.

LINKS FROM FIRESTONE TOWN GOVERNMENT WEBSITE

Organizations wishing to establish external links on the Town's website must submit an external link application. This form will contain all information necessary to verify the facts as stated and is necessary to establish that the proposed link is in compliance with this policy.

Consistent with the foregoing policy, it is the Town's policy to limit external links to the following kinds of entities and organizations:

- Sites that are owned and managed by a state, local or federal governmental agency or local school board;
- Museums, libraries, historical organization and similar kinds of established, bona fide organizations that provide cultural resources to residents and visitors of the town;
- Public and private, bona fide educational institutions;
- Public utilities;
- Sites that are maintained by an organization or cosponsor that receives direct financial support from the Town;
- Sites that have a direct contractual relationship with the Town for the provision of goods and/or services;
- Sites that provide a unique online resource that will assist in the provision of services and/or information that complement the purpose of the Town's web presence as outlined above; and
- Sites that provide of non-profit/non-religious services that support the mission of the Town of Firestone.

In order to avoid the appearance of Town endorsement of political content, links shall not be made to websites that are associated with, sponsored by, or serving a candidate for elected office or any political party or organization supporting or seeking to defeat any candidate for elective office or ballot issue or question.

External links will not be made to sites that fall within any of the following criteria, as determined by the communications & community outreach coordinator or town manager:

- Sites that are owned or managed by a political party, candidate or special interest group or are of a political nature that are associated with, sponsored by or serving a candidate for elected office, any political party or organization supporting or seeking to defeat any candidate for elective office or ballot proposal;
- Sites that are owned, managed or provide content for commercial entities, that do not have a direct contractual relationship with the Town for the provision of goods and/or services; or
- Sites containing any materials that may reasonably be considered scurrilous or offensive. Offensive materials are defined as sexual content or images, slurs against race, religious or political beliefs, age, gender, sexual orientation, national origin or physical attributes.

The Town of Firestone reserves the right to 1) deny an external link application to any person, business or organization when it is determined, following review of a complete application, that the entity or organization for which application is made does not meet the criteria set forth in this policy; 2) deny an external link application to any person, business or organization which fails to provide all required information, or fails to provide truthful information.

REMOVAL

The Town reserves the right to remove any external link at any time 1) if the nature of the organization or business to which the link relates no longer complies with the Town's external link policy; 2) the website to which the link relates provides or promotes false, slanderous, illegal, immoral, or incorrect information at any time, or 3) the system requirements of the Town require the removal of link. Further, the Town reserves the right to revise this policy without prior notice when to do so is deemed to be in the best interests of the Town of Firestone.

COPYRIGHT

Trademarks, logos and service marks displayed on the Town site are or may be registered and/or common law trademarks of the Town. The Town of Firestone retains all intellectual property rights including copyrights on all text, photos, logos, graphic images and other content. This means that the following acts or activities are prohibited and you may not without prior, written permission from the Town of Firestone: 1) modify and/or re-use text, photos, logos, graphic images or other web content from a town server; 2) distribute the text, photos, logos, graphic images or other content to others; or 3) "mirror" the Town's information on a non-town server. Notwithstanding the foregoing, you may print copies of information on the Town's website for your own personal, non-commercial use and reference this server in your own documents. Commercial use of the materials is prohibited without the written permission of the town. In all copies of this information, you must retain this notice and any other copyright notices originally included with such information.

CALENDAR

The Town calendar is a service offered to website visitors as part of the main Town website. The purpose of the Town calendar is to provide a central location for website visitors to easily find information, dates and times of Town meetings, holidays, Town-sponsored or co-sponsored festivals and events, and other scheduled activities of the Town and its departments.

The Town calendar is designed to be a service to website visitors. The Town calendar is not a public forum or community calendar. The calendar is specifically for the use of Town staff to post events within the categories described above.

From time to time, categories may be added or deleted as staff finds and identifies new calendar item categories or finds that existing categories are obsolete. To the best of the ability of Town staff, calendar items are correct and timely. However, the Town calendar is not intended to serve as official notice of meetings or events. Users should confirm information regarding events with the posting department.

DISCLAIMER

Some of the links made available to you through the Town's website will allow you to leave the Town's site. Please be aware that the Internet sites available through these links, and the materials that you may find at those sites are not provided by, endorsed by or are under the control of the Town. Therefore, the Town cannot and does not make any representation to you about these sites or the materials available on the sites. The fact that you may be able to access these additional sites from the Town's website is not an endorsement or recommendation to you by the Town of any of these sites or any material found there. The Town is providing these links only as a convenience to you, and your access to these additional sites is done at your own risk.

The materials and information contained on or obtained from this web site, are distributed and transmitted "as is" without warranties of any kind, either express or implied, including without limitation, warranties of title or implied warranties of merchantability or fitness for a particular purpose. Information contained on this website, including information obtained from external links thereon, is provided without any representation of any kind as to accuracy or content and should be verified by the user. The Town of Firestone is not responsible for any special, indirect, incidental or consequential damages that may arise from the use of, or the inability to use, the website and/or the materials contained on the site whether the materials contained on the website are provided by the Town of Firestone or a third party.

Any document on the Town's website is not deemed the official copy of the document. Copies of official documents can be obtained through the office of the town clerk.

Reviewed and updated September 15, 2014