

## ADA Friendliness Compliance Requirements in Our .html Pages

Due to a federal mandate, we are required to upgrade our .html pages to ADA-Friendliness before end of April. I have added a **layout2026.html** page to your folder. Contact me for a list of your most viewed pages that we will identify to convert to be in good-faith compliance, though I have already converted most of them. Our goal for good-faith compliance is to upgrade the 100 most frequently visited pages on our site. Even though these 100 pages are a tiny fraction of our 20,000 or so pages visited on average every month, they represent more than 60% of all pageviews every month.

First, after you reverse-FTP the **layout2026.html** file, remember to update the **<meta>** tags (**keywords**, **description**, **author**) for your department/division. And the lighter gray footer area is also yours to customize.

We've added a wheelchair icon that appears at the top right of each compliant page. That coding appears just below **<head>** in the source code. Click on the icon to see its features for our ADA visitors. This icon and line of coding will likely change once our ADA consultant comes on board via the Office for People with Disabilities.

```
<script src="https://cdn.userway.org/widget.js" data-account="DeLFre8ZtR"></script>
```

We've also added a **Skip to main content** snippet above **</head>**. The first or second time someone clicks **TAB**, *Skip to main content* text will appear at the top left, then by clicking **ENTER**, the page display at top of the browser moves to the breadcrumbs area.

```
<a href="#mainskip" class="skip">Skip to main content</a>
```

```
<article id="mainskip"></article>
```

You will notice in the templated areas of **layout2026.html**, the most frequent compliance issues are to add **aria-label="text link name"** within the **<a href>**. The **aria-label** and the text link *must match exactly*.

... Incorrect ...

... Correct ...

`<a href="https://www.houstontx.gov/specialevents" aria-label="Mayor's Office of Special Events">Special Events Office</a>`

`<a href="https://www.houstontx.gov/specialevents" aria-label="Special Events Office">Special Events Office</a>`

Also, it is considered compliant to use **&amp;** in both the source code and **aria-label**, example *Tennis & Golf* -- `<a href="tennis-golf.html" aria-label="Tennis & Golf">Tennis & Golf</a>`

Here is how you code **aria-label** for an email reference:

`<a href="mailto:citysecretary@houstontx.gov" aria-label="Send email to citysecretary@houstontx.gov">citysecretary@houstontx.gov</a>`

Note that if you have two or more links on the same page going to the same linked page, both/all text links *must have identical text* in **aria-label** and in the text link.

If you link to a page that opens in a new window **target="\_blank"**, add that notation in the **aria-label**:

`<a class="dropdown-item" href="https://houston311.powerappsportals.us/en-US/" target="_blank" aria-label="Submit a 311 Request (opens in a new window)" >- Submit a 311 Request</a>`

Also, in the **aria-label** and the **<alt>** tags, avoid words like *home page* or *graphic* or *photo*. The screen reader software takes care of that for the page visitor.

When you have an **<iframe>** embed, be it YouTube or Google Maps or MS Forms, etc., manually add a title after the **src** area:

`<p align="center"><iframe width="100%" height="2000px" src="https://forms.office.com/Pages/ResponsePage.aspx?id=EFqoV4sltEWIGclsdyEJTnBsLjFg4JBk7KWStR8if1URUxUMU4zVU9EUDhTN01IWIZCQU81TjVQNSQIQC N0PWcu&embed=true" title="Recruiting Interest Form" frameborder="0" marginwidth="0" marginheight="0" style="border: none; max-width:100%; max-`

**height:100vh" allowfullscreen webkitallowfullscreen mozallowfullscreen  
msallowfullscreen> </iframe></p>**

We have a tool for a couple of months that will help us find errors in our pages. Please contact me when you would like to see a report.

Here are two examples of an upgraded basic COH page with no ADA violations --  
<https://www.houstontx.gov/council/2/about.html> and  
[https://www.houstontx.gov/bizwithhou/about\\_cpo.html](https://www.houstontx.gov/bizwithhou/about_cpo.html).

Another compliance update is the sequence of H1, H2, H3, etc., which cannot be out of order. So, in the link above, in the lighter gray footer, instead of H2, to avoid a conflict with the H2 and H3 text above the Council Member's headshot, one can change the font to, in this example, **style="font-size: 20px;"**.

Thank you for helping us with the ADA Friendliness Compliance Requirements.