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## MEMORANDUM

TO: Council Members

FROM: Jim Bowlin

DATE: August 9, 2019

RE: Closed Captioning of Livestream Meetings

DIST: Steve Cross  
Joe Vujnich  
John Young  
Jessica Stirmlinger

### BACKGROUND

As you know, shortly after I became Mayor we began livestreaming our public meetings. This started with our City Council and Planning & Zoning Commission meetings, and has recently been expanded to include all public meetings.

As referenced in my August 2, 2019 Mayor's Report to you, I had asked Co-City Administrator Steve Cross to proceed with implementing closed captioning of these public meetings as soon as possible.

However, subsequent to providing that Report, Council Member Stephens questioned both the cost and the need for City Council approval. As a result, the matter has been included on the Agenda for the Council's August 12, 2019 meeting.

As further noted in the August 2, 2019 Mayor's Report, closed captioning not only assists hearing impaired individuals, it also clarifies what is said for everyone, can provide usable information as to those for which English is not their first language, and assists individuals with other learning disabilities.

The cost is approximately \$45 per hour (as was also indicated in the Report). This would translate into approximately \$1,300 monthly – an insignificant cost to provide needed communication tools for those who require them to have an equal ability to understand what we do in their behalf.

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RECOMMENDATION

I recommend that our City Administrator proceed with closed captioning all public meetings of the City as soon as possible, as indicated in my August 2, 2019 Report.