



**MINUTES
KEIZER CITY COUNCIL
WORK SESSION
Monday, November 8, 2021
Keizer, Oregon**

**CALL TO
ORDER**

Mayor Clark called the work session to order at 6:00 pm. Attendance was taken as follows:

Present:

Cathy Clark, Mayor
Laura Reid, Councilor
Elizabeth Smith, Councilor
Dan Kohler, Councilor
Roland Herrera, Councilor

Staff Present:

Wes Hare, Interim City Manager
Shannon Johnson, City Attorney
Tim Wood, Finance Director
Bill Hopkins, Information Technology
Tracy Davis, City Recorder

Absent:

Kyle Juran, Councilor
One Position Vacant

DISCUSSION

**a. Staff
Presentation**

- **Overview of PEG Funds**
- **Financial Projection and Impact From New Comcast Franchise Agreement**
- **Current Service Level**
- **Technological Options**

Finance Director Tim Wood introduced Phillip Wade, Rex Robertson, and John Strauch and explained that recent legislation has effected how the PEG funds can be used.

Mr. Wood explained the current agreement with K-23 expires January 31, 2022, so decisions on future operations need to be made. He reviewed services provided under the current K-23 agreement noting that under the new Comcast agreement the City will not have sufficient resources to continue at the existing level of service. Options would be to reduce the number of televised committee meetings or automating broadcasts, which would involve significant start-up costs. He asked Council to consider what level of service they want and to identify funding and directed attention to page 3 of the packet which listed three possible funding options.

Discussion then took place regarding the contract with K-23, comparisons with other cities, viewership data, partnerships, emergency communication, television viewing vs. mobile streaming, Spanish interpretation and coordination with ham radio operators. Rex Robertson, John Strauch and Phillip Wade then shared information regarding current equipment capabilities, streaming to multiple locations, House Bill 2560, an automated translator called Instant Language Assistant (ILA) Pro which might be useful for translating meetings instead of using live translators, and high pixel cameras with automated intelligence.

b. City Council Discussion

- **Level of Service for Public Education and Government Programming**
- **Funding for Desired Service**

Additional discussion followed regarding the importance of preserving PEG funds already in place for production costs, possible grant funding, converting to new technology, eliminating some programs, adding 'general utility' fees to utility bills to cover the cost, the need for a request for proposals, cost savings if only Council meetings were televised, the cost of streaming webinar and zoom meetings and translation; and partnering with other cities, Marion County, League of Oregon Cities and the Council of Governments.

Mr. Wood summarized that it was the consensus of Council to continue looking into technological options to meet needs and not to sacrifice quality. Scaling back committee broadcasts might make the current dollars go further while waiting on the technology to move forward, but there is no interest in pursuing an addition fee at this time.

ADJOURN

Mayor Clark adjourned the work session at 7:29 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

Councilor #2 – Vacant

Councilor #5 – Elizabeth Smith

Councilor #3 – Kyle Juran

Councilor #6 – Daniel R. Kohler

Minutes approved: 12-06-21