



## PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT

**Meeting Date:** May 12, 2025

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**Agenda Item:** Closed Captioning

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**Subject | Summary:**

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**Agenda Category:**

**Submitted By:** Michele Peterson

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**Recommended Motion:** Review proposed service, estimated cost is \$4,530 per year.

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**Community Engagement and Outreach:**

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**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

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**FISCAL DETAILS:**

**Fund Name(s) (Operations | Capital):**

**Account Code:**

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**Background:** [Dakota County Closed Caption Example](#)  
[Duluth Closed Caption Example](#)

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**Attachments:**

[Product Sheet- govMeetings Captioning \(2\).pdf](#)

[Checklist- govMeetings Closed Captioning \(1\).pdf](#)

[MN\\_Chatfield MN\\_Q-434179\\_2025MAY2.pdf](#)