



# **CITY OF LINDSBORG**

## **GOVERNMENT ACCESS**

### **CABLE TELEVISION CHANNEL POLICY**

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#### **I. POLICY STATEMENT**

Government Access Cable Channel 13 is a public service and information resource for the City of Lindsborg and its citizens. The information broadcasted on this channel is meant to educate and inform viewers of the City of Lindsborg's services, operations, public policy issues of importance and community events.

#### **II. PURPOSE**

The purpose of this policy is to define the function of the Lindsborg Government Cable Access Channel 13, provide direction to City staff and assist the public in understanding the services offered by Channel 13.

Objectives include:

- Providing information regarding programs and services offered by government agencies, boards, commissions and government supported agencies
- Utilize cable television as a public information tool
- Provide information and distribute programming of interest to residents which will inform, educate, enlighten, as well as encourage participation in government services, activities and decision-making
- Inform citizens of community events that aid in building community attachment

#### **III. POLICY**

The Governing Body determines the content of programming and information broadcast on the City Cable Channel 13 through the guidelines established in this policy. The City Administrator shall be responsible for maintaining the integrity of contents placed on the City Cable Channel 13 based on the policies and intention outlined by the City Council. Request for information to be placed on the City Cable Channel 13 shall be made through the City Administrator or designee. Issues raised concerning exceptions, variations or modifications to this policy should be appealed to the City Administrator. The City Administrator's recommendation will be forwarded to City Council. The City of Lindsborg reserves the right to refuse a request for cable programming or operation which are illegal under City, State or Federal law or are in violation of the mission and goals of City Cable Channel 13. The City of Lindsborg, elected officials, appointed officers or employees are not liable for inaccuracy of the information or for actions taken by anyone as a result of inaccurate information.

Programming and information shall fall within one of the following categories:

- Governmental Decision Making – Programs which provide direct coverage of the deliberation of City of Lindsborg elected or appointed bodies, as well as coverage of selected public issues forums.
- Community Information/Affairs – Programming that provides information about City Government or issues of local interest to Lindsborg.
- Community Programming – Programming that celebrates the achievements and accomplishments of Lindsborg and/or its citizens.

Eligible Participants include:

- Local government
- Law enforcement agencies
- Local public and private educational institutions
- Local nonprofit organizations
- Local service groups
- Local social and recreational clubs

### III. **USE GUIDELINES**

Programming uses for City Cable Channel 13 are listed in priority as follows:

- Announcements or programs concerning emergencies affecting citizens' health, safety and welfare
- Programs or bulletin board content of regularly scheduled or special meetings of the City Council, the City's Boards and Commissions, City departments, issues, services, programs and regularly scheduled programs produced by the City
- Public Service Announcements relating to City or community activities, programs or events occurring in the City of Lindsborg and intended to involve or benefit City citizens
- One-time, special or non-regular informational programs concerning activities or events occurring in the City of Lindsborg
- Programs, public service announcements, or bulletin board content presented or produced by persons, groups, organizations or governmental entities outside the City of Lindsborg government which meet the criteria established to be aired on City Cable Channel 13 and approved by the City Administrator or designee

Prohibited programming shall include the following:

- Programming that does not comply with the mission of City Cable Channel 13 or these guidelines
- Programming which violates FCC guidelines for access TV including: commercial/for-profit making enterprises, trade or business announcements, obscene, indecent, libelous or slanderous speech, lottery information or other illegal content
- Programming which promotes political candidates, issues or viewpoints except as provided for in City sanctioned debates or forums
- No underwriting or sponsorship announcement shall be given to any individual or organization that provides financial or other resources for the production of cable casting or programs on Channel 13

- Activities that attempt to defraud viewers or attempt to obtain money by fraudulent pretenses, representations or promises.
- Commercial advertising
- Programming that promotes discrimination against any person on the basis of race, color, religion, sex, national origin, age, marital status or disability

**IV. MINIMUM TECHNICAL GUIDELINES**

- Programming produced by other than the City of Lindsborg shall be done by the requesting party
- Production equipment needed to create programming shall be the responsibility of the requesting party
- Programming shall be submitted in PowerPoint on either a computer disk, CD-R or CD-RW
- Broadcasting equipment required beyond what is provided by the City of Lindsborg is the responsibility of the requesting party

Adopted this 5<sup>th</sup> day of April, 2004, by the Governing Body of the City of Lindsborg.

/s/ Ronald Rolander  
Ronald Rolander, Mayor

/s/ Jerry Lovett-Sperling  
Jerry Lovett-Sperling, CMC  
City Clerk