

BIRMINGHAM AREA CABLE BOARD MEETING

Wednesday, May 17,2023 at 7:45 am

\*\*\*Village of Beverly Hills

Council Chambers\*\*\*

18500 W. 13 Mile Road

\*\*This meeting will be held IN PERSON\*\*

1. Roll Call
2. Approve Meeting Minutes for Cable Board Meeting of March 15,2023- M
3. Public Comments
4. PEG Grant Request-Beverly Hills- M
5. PEG Grant Request- Franklin Public Library-M
6. PEG Grant Request- Birmingham Public Schools -M
7. Approval of Budget Amendments for FY 2022-23 Budget- M
8. Approval of FY 2023-24 Proposed Budget-M
9. Committee Reports
  - a. Cable Action Committee
  - b. PEG Committee
  - c. Personnel Committee
10. Executive Director's Report
11. Provider Related Topics
  - a. Comcast
  - b. AT&T
  - c. WOW
12. BAPA/BAMA Report
13. Old Business
14. New Business
15. Public Comments
16. Board Comments
17. Adjourn

## BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – March 15, 2023

Gugni called the meeting of the Birmingham Area Cable Board to order at 7:45 AM. in the Village of Beverly Hills Municipal Building at 18500 W. Thirteen Mile Road.

Present: Eick, Shand, Abraham– Birmingham  
Gugni, Kamoo, Dobies, Henry– Beverly Hills  
David – Franklin

Also Present: Gojcaj – Attorney for the Cable Board  
Black – Bloomfield Community Television  
White - BACB Executive Director

Absent: Fenberg, Whittington, Hagaman, Cleary

Gugni announced that Fenberg and Whittington have resigned from the Board. All will be missed. Deana Brown will be representing Birmingham starting April 1, 2023.

### **APPROVE MINUTES OF CABLE BOARD MEETING HELD January 18, 2023**

Motion by Eick, seconded by Shand and Kamoo to approve the minutes of the Cable Board meeting on January 18, 2023.

Motion passed unanimously.

### **PUBLIC COMMENTS**

None

### **PEG GRANT REQUEST – BIRMINGHAM MUSEUM**

Leslie Pielack, Executive Director of the Birmingham Museum, requested funds to launch a podcast project and funds to purchase equipment. This would be a new effort to communicate content and educate a broader public.

Pielack responded to the discrepancies in the “Project expense summary is as follows...” attachment on page two (2) of her report. Gugni highlighted that the total Subscription costs of “Distribution/Hosting Platform (Buzzsprout), \$12/mo” was an error and should be changed from \$1,200.00 to \$144. David also questioned the final figure for “Project writing and production staff”. Gugni pointed out that at the last PEG meeting there had been an extensive discussion that staff funding was not part of PEG grant requests. BACB only funded requests for capital investments. This item should be struck from the proposal. White supported this explanation.

David clarified that access to the studio would be available to other City of Birmingham departments. The studio would be at the Museum. With these revisions the total project costs would be \$4,974.13.

Pielack confirmed that the Subscription Service would have an option to provide written or basic transcripts of the podcasts. She would investigate it as its accessibility is very important.

Motion by David, seconded by Kamoo to approve a PEG Grant request in the amount not to exceed \$4,974.13 to Birmingham Museum for the total cost of a Podcast Project and Equipment.

Roll Call Vote

Eick	Aye
Henry	Aye
Gugni	Aye
David	Aye
Kamoo	Aye
Shand	Aye
Dobies	Aye
Abraham	Aye

Motion Passed. (8-0).

**APPROVAL OF BCTV REQUEST TO ALLOW PART-TIME STAFF TO DRIVE THE PRODUCTION TRUCK**

Greg Black, General Manager, BCTV, re-capped January’s PEG meeting discussion regarding this issue. Currently, he and Rota are the only full-time production members allowed to drive the truck and this has occasionally created some issues. A select 2 to 3 part-time staff members would be fully trained in the operation of the truck. It was confirmed that any staff member, full-time or part-time, would be fully insured. White will speak with BCTV’s insurance company concerning the requirement of a chauffeur’s license.

Henry suggested that a program or process be written down which, when followed, would give a staff member (full-time and part-time) permission to drive the BCTV production vehicle. Black supported having such guidelines.

Motion by Henry, seconded by Kamoo to approve up to five (5) drivers of the BCTV production truck. BCTV will create a written policy regarding the official certification process which all staff members must complete in order to be able to drive the truck. The BCTV document will be submitted to the BACB by the May 2023 meeting.

Roll Call Vote

Henry	Aye
Gugni	Aye
David	Aye
Kamoo	Aye
Shand	Aye
Dobies	Aye
Abraham	Aye
Eick	Aye

Motion Passed. (8-0).

White will provide David with the pertinent certificate indicating BCTV's ownership and insurance liability policy.

### **BOARD ELECTION FOR TREASURER**

Gugni told the Board that after 7 years as Treasurer, Fenberg has stepped down from the Board. Rick David, another CPA on the Board, has agreed to assume the responsibility of Treasurer of BACB until the next election.

Motion by Henry, seconded by Kamoo to appoint Rick David the Treasurer of the Birmingham Area Cable Board until the next election.

Motion passed unanimously. (8-0)

### **COMMITTEE REPORTS**

#### **Cable Action Committee**

Abraham stated there had not been a meeting last month nor would there be one today.

#### **PEG Committee**

Kamoo stated there would not be a PEG meeting today. However, Birmingham Schools might have a proposal to present to the PEG Committee at the May meeting.

David questioned and expressed his concerns about the scheduling of the different committee meetings. Gugni gave a brief history of the timing and locations of those meetings; the lack of participation had been of some concern. Kamoo volunteered to have PEG Committee meetings at a different location and more frequently, if deemed necessary.

#### **Personnel Committee**

Eick stated it was time for White's evaluation. He would be sending out the evaluation forms to everyone. The Personnel Committee will then meet to review the forms and then meet and review them with White. Members of the committee are himself, Shand, Cleary and Kamoo. All Board members are invited to attend the meetings.

### **EXECUTIVE DIRECTOR'S REPORT**

White reported there were six (6) complaints this month since her last report. She has detailed all of them in her memorandum. All but one has been closed and that particular one dealt with a wire down; the provider had not been established (Comcast or AT&T). The others were service issues and line issues and have been resolved. Due to his personal involvement, Eick confirmed that the one pending complaint has now been closed.

### **FINANCIAL**

White provided the financial account balances for the MBS, Michigan United Credit Union and Beverly Hills as of January 31, 2023. She was waiting for more information for the month of February. This information, as well as BACB financial reports for January 2023 will be emailed to the Board members. Hard copies were distributed to Board members at the meeting.

**CHECK DISBURSEMENT**

White wrote three (3) checks since the last meeting; of note, was for the BACB quarterly contract payment to the Charter Township of Bloomfield.

**ADDITIONAL NOTES**

The Detroit Free Press noted that there had been a sharp decline in 2022 Michigan cable subscribers. The bottom line of BACB's franchise fees and PEG revenues will be affected. MPSC saw a significant increase (46%) in complaints between 2021 and 2022.

A Franklin resident contacted her about whether there was a way to prevent a Comcast service outage in the event of a power outage. She spoke with BACB's Comcast representative who stated that Comcast's headends lose power when DTE goes out. A residential house would need its own generator to make its modem work; thus, Comcast cable. In the future Comcast will be installing storm ready WIFI which will be backed by a wireless connection, unlimited data and a battery backup.

Referring to David's question at the last BACB meeting dealing with credits to those customers who lost power in August, White is still in conversation with Comcast and will report back to the Board with any information she receives. She will also request information concerning the recent ice storm.

Board members were given the Annual Report for 2021-2022. All four communities will also receive one.

**PROVIDER RELATED TOPICS**

**a. Comcast**

There was no representative present.

**b. AT&T/Uverse/Direct TV**

There was no representative present.

**b. WOW**

There was no representative present.

Gugni reminded the board members that BACB has a new Comcast representative, Eric Woody. White has extended an invitation to him to come and meet with her and Gugni first and then have him come to a BACB meeting. Gugni mentioned that in seven (7) years he has never met a representative from either AT&T or WOW.

**BAPA/BAMA REPORT**

Black referred to Rota's January 19, 2023 through March 15, 2023 memo to BACB, dated March 9, 2023. In his written report Rota listed all the regularly scheduled BAMA municipal meetings.

For the BAPA Programs, 32 individual producers and organizations programs were taped. A list was also included in Rota's memo.

**PRODUCER AND VOLUNTEER WORKSHOP**

These workshops continue on a one-on-one basis. Black encouraged residents to participate in a Producer and/or Volunteer Workshop and/or have a tour of the studio. If interested, please call the studio at 248-466-7790 to set up a date and time for a one-on-one workshop or send him an email: [GBlack@BloomfieldTwp.org](mailto:GBlack@BloomfieldTwp.org). If you have any show ideas, please submit a proposal and attend a workshop on producing your own show.

There have been new renovations going on in the studio, including a podcast room.

BACB Spring Sports for April and May will include Baseball, Softball, Girls Water Polo and Boys and Girls Lacrosse.

Rota noted in his report that Franklin will start live broadcasting its Council meetings on its Facebook page starting with the April meeting.

Kamoo asked if BCTV ever considered telecasting any tennis matches? In the last couple of years both boys and girls have won state championships. Black confirmed they had in the past, the last being pre-COVID. At that time the tennis matches and the water polo matches were scheduled for the same day. Since water polo matches showcase a greater number of students it was decided that they would be broadcast. BCTV will look into the tennis schedule and explore the possibility of broadcasting them.

**OLD BUSINESS**

There was none.

**NEW BUSINESS**

David re-emphasized the importance of the ever-declining cable subscriptions which impacts BACB's revenue and its future ability to fund programs. It's a long-term issue and the Board should be cognizant of it.

**PUBLIC COMMENTS**

There were none.

**BOARD COMMENTS**

There were none.

There being no further business, the meeting was adjourned at 8:33 AM.



**To:** Gilbert Gugni, Chairperson; Members of the Birmingham Area Cable Board  
Cathy White, Executive Director

**From:** Kristin Rutkowski, Village Clerk/Assistant Manager, Village of Beverly Hills

**Subject:** Municipal Services Grant Request (Laptop)

**Date:** May 11, 2023

The Village of Beverly Hills was recently required to purchase a replacement laptop for the media room at Village Hall. The laptop is used by Bloomfield Community Television (BCTV) to stream and broadcast Zoom meetings for the Village Council meetings. The previous laptop was outdated and underwent many technical difficulties, which on more than one occasion caused the Council meeting start time to be delayed.

The Village purchased a Lenovo ThinkPad E15 Gen 2 Business Laptop, per our IT Contractor's recommendation. A copy of the invoice is attached for your reference.

The Village of Beverly Hills respectfully requests a grant in the amount of \$899.00 for reimbursement of Lenovo ThinkPad Laptop to allow the Village and BCTV to continue to broadcast Council meetings efficiently.

Thank you for your consideration.

For customer support, visit [www.amazon.com/contact-us](http://www.amazon.com/contact-us).

**Invoice summary**

*Payment due by June 04, 2023*

Item subtotal before tax	\$ 899.00
Shipping & handling	\$ 0.00
Promos & discounts	\$ 0.00
 Total before tax	 \$ 899.00
Tax	\$ 0.00

**Amount due** **\$ 899.00 USD**

**Pay by**

**Electronic funds transfer (EFT/ACH/Wire)**

Account name Amazon Capital Services, Inc.  
 Bank name Wells Fargo Bank  
 ACH routing # (ABA) [REDACTED]  
 Bank account # (DDA) [REDACTED]  
 SWIFT code (wire transfer) [REDACTED]

**Check**

Amazon Capital Services  
 PO Box 035184  
 Seattle, WA 98124-5184

Account # A1NZRTKKZ0R468

Payment terms Net 30

Purchase date 05-May-2023

Purchased by Jay Blenkhorn

Department Requested By: Kristin

**Registered business name**

Village of Beverly Hills

**Bill to**

Village of Beverly Hills  
 18500 W. 13 Mile Rd.  
 Beverly Hills, MI 48025

**Ship to**

Jay Blenkhorn  
 18500 W 13 MILE RD  
 BEVERLY HILLS, MI 48025-5262

Include Amazon invoice number(s) in the descriptive field of your electronic funds transfer payment, or  
 Email [ar-businessinvoicing@amazon.com](mailto:ar-businessinvoicing@amazon.com) to submit your remittance detail.

**Invoice details**

Description	Qty	Unit price	Item subtotal before tax	Tax
1 Lenovo ThinkPad E15 Gen 2 Business Laptop, 15.6" Full HD Display, Intel Core i5-1135G7 Processor, 16GB RAM, 512GB SSD, Wi-Fi 6, HDMI, Windows 11 Pro, Black ASIN: B09VPYWD2H Sold by: Mccx Electronics LLC Order # 111-5347155-0556224	1	\$899.00	\$899.00	0.000%

Total before tax \$899.00

Tax \$0.00

**Amount due** **\$899.00**



December 19, 2022

Cathy K White  
Birmingham Area Cable Board  
P.O. Box 165  
Birmingham, MI 48012

Dear Ms. White and the Birmingham Area Cable Board:

The Franklin Public Library is located in the heart of Franklin. We service the 3,000 villagers of Franklin but we also have many people who use our library from the surrounding areas including Beverly Hills, Bloomfield Township, Southfield, Bingham Farms and Farmington Hills.

I would like to formally request a grant in the amount of \$3,304 to cover our Internet costs through Comcast for the year 2023. We provide free Internet throughout the library and into our parking lots and reading garden. We have four public access computers and also provide printing, scanning, copying and faxing services. Your grant would help offset some of the costs of providing these services to Franklin residents and neighboring communities.

Thank you for your consideration.

Teresa Natzke  
Director  
Franklin Public Library  
32455 Franklin Road  
Franklin, MI 48025  
248-851-2254  
tnatzke@franklin.lib.mi.us

Zach Riley-Kelley  
Executive Director of Technology  
Birmingham Public Schools  
31301 Evergreen RD  
Beverly Hills, MI 48025  
4/14/2023

Birmingham Area Cable Board  
P.O. Box 165  
Birmingham, MI 48012

Dear Members of the Birmingham Area Cable Board,

I am writing to you on behalf of the Birmingham Public Schools with the hope of obtaining a grant in the amount of \$184,496 to replace the TV production equipment and lighting at our three middle schools and two high schools.

Our students are immensely talented and passionate about video production, and providing them with updated equipment would not only enhance their learning experience but also enable them to showcase their creative potential. This project has the potential to impact countless numbers of students for the foreseeable future positively.

The long-term impact of the improved equipment and lighting is limitless. By fostering a supportive learning environment, we aim to inspire our students to develop their personal interests in video production, whether for personal use or as a potential professional pursuit. We believe that by investing in our students' creativity and skills, we are investing in the future of our community.

To ensure the best value and quality for this project, we have taken the necessary steps to bid out the work competitively. While we did only receive one proposal, the bid was advertised to solicit bidders, and we have carefully reviewed the submitted proposal to ensure the suitable provider for our schools was chosen.

Our students work diligently in all their academic and extracurricular pursuits, and they truly deserve a high-quality experience. The requested grant of \$184,496 would go a long way in helping us achieve this goal and demonstrating our commitment to providing them with the best possible resources. This amount would allow us to completely outfit our schools with all the necessary equipment and lighting for an optimal learning experience.

BPS would be immensely grateful for the support of the Birmingham Area Cable Board in this endeavor. Your contribution would have a lasting impact on the lives and futures of our students, and we believe it would be a valuable investment in the growth and development of our community.

Thank you for considering our request. We are eager to discuss this project further and provide any additional information that you may require. Please feel free to contact me at [zriley-kelley@birmingham.k12.mi.us](mailto:zriley-kelley@birmingham.k12.mi.us) or 248-320-2258 at your earliest convenience.

Sincerely,

Zach Riley-Kelley

Executive Director of Technology

Birmingham Public Schools



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Birmingham Public Schools  
Office of Business Services  
Ms. Maria Gistingner  
31301 Evergreen Road  
Beverly Hills, MI. 48025

RE: High Quality Production Equipment for Secondary Schools

Ms. Gistingner,

The following is the bid submission from Advanced Lighting & Sound for the Strategic Partner for the High Quality Production Equipment for Secondary Schools for Birmingham Public Schools.

We have provided all of the requested information in this bid and look forward to continuing to work with Birmingham Public Schools and provide solution for your video and audio needs.

If you have any further questions please feel free to contact me.

A handwritten signature in black ink that reads 'Shawn Watts'. The signature is written in a cursive style with a long, sweeping underline.

Shawn Watts  
V.P. of Sales and Integration  
Advanced Lighting & Sound  
[shawnw@advancedavl.com](mailto:shawnw@advancedavl.com)  
248-817-2092 x 220

Birmingham Public Schools

VENDOR BID FORM

Please include this form as Page 1 of your proposal.

Vendor Name: Advanced Lighting & Sound

BASE BID: Bid to furnish all materials required in the Request for Proposal. Please include total pricing

Price: \$87,579.00

Alternate #1, #2, #3: Bid to furnish all materials required in the Request for Proposal. Please include total pricing

ALT #1 Price:\$55,472.00

ALT #2 Price:\$10,690.00

ALT #3 Price:\$17,970.00

Additional Information:

In the base bid a Kiloview KVW-N4 has been included, the purpose of this is as a remote connection via NDI to the Tricaster through the network. These would be required in each of the schools, so ALS has included a voluntary alternate #1 to include an additional 2 units. BPS IT will need to coordinate IP addresses for these devices to be seen on the network.

(2) NewTek Protek support for Tricaster MiniX has been added as Voluntary Alternate #2

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Elation has changed the CYC Light fixture to the KL Panel that has a 6 light color option and has been included in this bid. There is a model that is being phased out that we have used in the past which is only a Bi-color model which is all that is required for this application for a reduced price based on availability. If these units are still available at time of order the KL Panels could be substituted for the TL-DW Softlight that is included in the Voluntary Alternate #3 quote.

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## Executive Summary

It is the intention of this base bid proposal to provide the Birmingham Middle Schools with a video production system that will introduce students at the Middle Schools level to the world of video production. This will allow them to create programming and other programs that can be shared with the school district and the community. As the equipment that will be provided is similar to that of the High Schools' it is the intention that this will be a stepping stone for students that intend to continue into the Video Production classes offered at both Birmingham High Schools. With the added experience of the students moving into High Schools this will also increase the level of understanding and allow the High School programs to advance at a greater level. This will in turn allow Birmingham Schools to produce higher quality programming.

### **BASE BID**

The Base Bid proposal will provide the same studio production equipment to all Middle schools. Each system will include:

- (2) JVC GY-HM250 camcorders with 7" viewfinder, rear lens controllers, tripods with dollies.
- Each camera will be equipped with a 50' HD-SDI cable to allow greater range of the cameras for other location usage. These cables will connect to a Decimator MD/LX SDI to HDMI converter to connect to the Tricaster's HDMI inputs.
- Each camera has a 50' extension cord and a splitter to provide power to the camera and prompter.
- Each location will have a single 15" Teleprompter that will connect to an owner provided PC that will run the prompting software and will connect to the prompter via a 50' HDMI cable.
- An owner provided PC can be used to bring content into the Tricaster. A NDI app will be loaded onto the PC to allow the content to connect via NDI through the network switch to the Tricaster as a network source.
- A Kiloview KVV-N4 HDMI to NDI converter has been provided for each school, this will allow a camera to be used remotely through the school and connect to the network, this will allow the camera to be seen by the Tricaster. BPS IT will need to be coordinated with to do the configuration. An additional (2) units are included in the Alternate Proposal.



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- Each studio will be provided with (2) wired lavalier and cable for talent that will connect to a Mackie 1402 audio mixer.
- Audio from the mixer will be fed to the Tricaster and two desk speakers.
- A portable green screen with cost effective 3 lights has been provided. Additionally, there is a line item for an optional higher quality 5 point light system.

See Voluntary Alternate for NewTek ProTek support option for Tricaster MiniX

### **ALTERNATE #1**

The Alternate #1 includes the replacement of the lighting system in each of the TV studios. Both of the lighting configurations are planned to be the same but each has a bit different set-up.

The Groves studio already is set-up on an electrical breaker system and the lighting board is already set-up for DMX control. A new lighting controller is not required. Currently the instructor is not using the Green Screen set but this will be configured and ALS would train Michelle on how to use this feature.

The Seaholm studio currently has an electrical dimming system which requires the addition of Dual 20A Constant power modules into the ETC Dimmer as LED lights do not work in dimming systems. Also, as part of the electrical connections for the fixtures the plugs for the fixtures will need to be converted.

As part of the water damage replacement a new dimming controller was purchased and would be integrated with the Seaholm system.

The lighting positions and sets are remaining the same as they have been, but fixtures and cabling will be replaced. Each studio would consist of lighting for three studio sets: Main, Desk and Green Screen.

All sets will include the necessary:

- Elation KL Fresnel 6 -Key lights
- Elation KL Fresnel 4 - Back Lights
- Elation KL Panel - Cyclorama Lights. See alternate proposal for optional Cyc Lights
- All necessary DMX cabling from the Lighting Controller.
- Installation and configuration is included.



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## ALTERNATE #2

This alternate would be to replace the current video switcher, Control Surface Key Caps and Control Room Speakers.

The equipment would include:

- Replace Tricaster 460 with a new Tricaster 410P switcher at the Groves TV Studio. ALS would re-use the current Tricaster Control Surface and replace the key caps and align them with the functionality of the new TC410P.
- As part of this upgrade ALS is providing a Trade in credit of the TC460 towards the new TC410P, this requires the return of the trade in unit within 45 days of the purchase. Return shipping charges have been included and ALS will facilitate the return shipping of the unit.
- We have also included NewTek Protek support which includes technical support and Advanced Replacement of the unit should it need to go back to NewTek for repair.
- This alternate also includes replacing the studio control room speakers with new Control 5 speakers. These will connect to the existing amplifier.

We have also included training costs to have both teachers go through training for the updates features. It would be planned to have both teachers do this at the same to maximize the training.

## ALTERNATE #3

This alternate includes the replacing of the 3 studio cameras at each studio with new JVC GY-HC500U cameras. These cameras would drop into the existing system and would re-use all of the accessories.

## INSTALLATION PLAN

Advanced Lighting & Sound would coordinate with Birmingham Public Schools on the timeframe of award, order and installation of each locations' schedule. Depending on the date of the award there is a possibility that some of the upgrades could be installed prior to the end of this school year.





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The equipment for the Middle Schools systems is virtually a stand-alone system and would require a day to do the set-up with training to follow. Training for these system would be coordinated and planned to be done as a group so instructors can benefit from others questions and plans.

The installation of the lighting systems would need to be coordinated as this would likely interfere with class productions and would require this to be done at the end of the school year. If time permits during the school year this could possibly be done if there are a couple of days where the studios are not in use. Training would be completed with teacher after the install. Coordination of schedules would be needed.

The replacement of the Tricaster could be done prior to the end of the year and would need to be done in coordination with the install of the Tricaster at Seaholm. Training for the updated features could be done at a later date. Coordination of schedules would be needed.

The replacement of the cameras could also be done at the same time as the Tricaster installations as this would have minimal time impact on the program. Coordination of schedules would be needed.

## SUPPORT

Advanced Lighting & Sound is a local company that has been supporting Birmingham Schools for a number of years.

### Support Escalation Plan

In the event that there are any operational, service or maintenance issues that should arise with the system that has been installed by Advanced Lighting & Sound, ALS should be the first call. If an issue arises for a system installed by ALS, Birmingham Public Schools shall call and first speak with the: Sales Representative Shawn Watts 248-817-2092 ext. 220 or via email [shawnw@advancedavl.com](mailto:shawnw@advancedavl.com).

In the event that Shawn Watts is unavailable to answer the call you could speak with Bob Sullivan; President of ALS, at 248-817-2092 or [bobs@advancedavl.com](mailto:bobs@advancedavl.com).

Advanced Lighting & Sound will determine the manner in which the issue will be handled whether through phone support, service call, in-house repair or manufacturer warranty support.



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In the event that there is a component failure that needs to be repaired or replaced and ALS has a similar component in our inventory, ALS will provide this during the repair.

All equipment will be covered by the manufacturers warranties and terms of warranty are based the individual manufacturer. Warranty on workmanship is for a period of 1 year.

A custom maintenance plan can be provided to Birmingham Public Schools but is not included in this bid. A plan would have to be determined between BPS and ALS with the details and ALS would provide a quote.

The Tricaster systems technical support can be provided through the Newtek Protek support of through Advanced Lighting & Sound. Tricaster updates; other than major releases, are free and ALS can provide support for the updating procedure.

Advanced Lighting & Sound will respond to support issues within 4-6 hours and will determine the course of action that needs to be taken. BPS can call the Advanced Lighting & Sound main number for emergency service.

Payment terms are listed on the proposal and are Net 20 days.

**PRICING GUARANTEE**

Advanced Lighting & Sound will guarantee pricing for 60 days.



**Advanced Lighting & Sound**

Phone: 248-817-2092  
 Fax: 248-817-2093  
 1026 Maplelawn Drive  
 Troy, MI 48084

**Quote**

No.: **18229**  
 Date: 3/29/2023

Prepared for:  
 Zach Riley-Kelley (248) 320-2258  
 Birmingham Public Schools  
 31301 Evergreen Road  
 Beverly Hills, MI 48025 USA

Prepared by: Shawn Watts  
 Account No.: 412  
 Phone: (248) 203-3000  
 Fax: (248) 203-3144

Qty	Manuf	Item ID	Description	Sell	Total
<b>MIDDLE SCHOOL PRODUCTION</b>					
<b>VIDEO</b>					
3	Newte	TCMXHDMIB	Tricaster Mini X HDMI Bundle - Mini X HDMI, TCMiniCS, Travel Case	\$10,595.00	\$31,785.00
6	Views	VA2447-MH	Viewsonic 23.8" 16:9 Adaptive-Sync VA Monitor	\$149.00	\$894.00
6	C2G	CG56784	10ft/3M High Speed HDMI Cable w/ Ethernet (TC Monitors)	\$11.00	\$66.00
3	C2G	CG54313	8in C2G Mini DisplayPort M to HDMI F BLK (TC Monitors)	\$19.00	\$57.00
6	C2G	CG56782	3ft/0.9M High Speed HDMI Cable w/ Ethernet (DEC MD-LX to Tricaster)	\$9.00	\$54.00
3	Amazo	ALS USB Hub	USB 3.0 Hub 7 Ports with Power Adapter	\$65.00	\$195.00
6	JVC	GY-HM250U	4KCAM COMPACT HANDHELD CAMCORDER W/INTEGRATED 12X LENS, Includes: Handle w/XLR x2, SSL-JVC50 Battery, AC Power Supply	\$1,995.00	\$11,970.00
6	JVC	qan0067-003	Short shotgun microphone with XLR connector	\$115.00	\$690.00
<b>If existing camcorder already has remote, remove qty 1</b>					
6	JVC	HZ-HM600VZR	REMOTE LENS CONTROL FOR GY-HM600/650/850U/890U	\$328.00	\$1,968.00
6	Ikan	VXF7-V2-DK	VXF2-V2 Field Monitor Deluxe Kit	\$657.00	\$3,942.00
6	ALS	Install	Install Materials - 50' HD-SDI cable with connectors	\$38.00	\$228.00
6	Decim	DEC-MD-LX	MD-LX: HDMI/SDI Converter	\$99.00	\$594.00
1	Kilov	KVW-N4	HD HDMI/NDI Bi-Directional converter; HD HDMI Full NDI Encoder/Decoder. POE. Tally.1080P60	\$535.00	\$535.00
9	C2G	CG56782	3ft/0.9M High Speed HDMI Cable w/ Eth	\$9.00	\$81.00
<b>One tripod and dolly will be re-used from Derby MS from existing system.</b>					
5	Libec	LX10 Studio	H65B (LX10) Head / Dual PH-8B Pan handles / RT50B Tripod / DL-3RB Dolly	\$1,379.00	\$6,895.00
5	Libec	DL-3RB	Dolly for RT30B, RT40RB, RT50B and RT50C	\$197.00	\$985.00
3	Mirro	LC-15E	LCD Starter Series	\$1,918.00	\$5,754.00
3	Mirro	SCRIPT-Q ADVANCED	Software and Controls	\$358.00	\$1,074.00
3	Krame	C-HM/HM-50	HDMI (Male - Male) Cable (50')	\$67.00	\$201.00
3	TP-Li	TL-SG1008MP V2	8-Port Gigabit PoE+ Switch 126w	\$145.00	\$435.00
3	123 V	Green Screen Kit with 3 Lights	Green Screen Backdrop 10 x 20, Background Stand and Lighting Kit	\$260.00	\$780.00
6	Amazo	IFC-163B50	50' Black 16/3 Extension Cord	\$36.00	\$216.00
3	Elati	EC3FER	BLK,EDISON,3FER(TRI-TAP) CONNE	\$3.00	\$9.00

**NO**

**Quote**

No.: **18229**

Date: **3/29/2023**

Qty	Manuf	Item ID	Description	Sell	Total
<b>VIDEO SUBTOTAL</b>					<b>\$69,408.00</b>
<b>AUDIO</b>					
6	Audio	AT831R	Cardioid condenser lavalier microphone with phantom power operation	\$224.00	\$1,344.00
3	Macki	1402VLZ4	14-channel Compact Mixer	\$445.00	\$1,335.00
3	JBL	C2PS	Control 2P Stereo Set. Includes one C2PM powered master, one Passive Extension Speaker, one Power Supply and two Snap-On Angle Pedestals. Both speake	\$270.00	\$810.00
6	Rapco	NB1M1-10	10 FT LO-Z MIC BLK NTK XLRf/XLRM	\$21.00	\$126.00
6	Hosa	MCH-110	Microphone Cable, Hosa XLR3F to 1/4 in TS, 10 ft	\$17.00	\$102.00
<b>AUDIO SUBTOTAL</b>					<b>\$3,717.00</b>
<b>LIGHT KIT</b>					
3	Ikan	LW-3F2H	Lyra Daylight 5-Point LED Soft Panel Light Kit w/ 3x LW10 + 2x LW5	\$3,093.00	\$9,279.00
<b>LIGHT KIT SUBTOTAL</b>					<b>\$9,279.00</b>
<b>INSTALL</b>					
3	ALS	Install	Install Materials - Video, Audio, CAT6 Cabling and connectors, interconnect cabling, fastners, misc.	\$125.00	\$375.00
3	ALS	Labor	Installation Labor - Setup and interconnect cabling for system. Training	\$1,400.00	\$4,200.00
3	ALS	Shipping	Shipping Charge	\$200.00	\$600.00
<b>INSTALL SUBTOTAL</b>					<b>\$5,175.00</b>

Quote

No.: 18229

Date: 3/29/2023

Qty	Manuf	Item ID	Description	Sell	Total
<b>ALTERNATE #1</b>					
<b>GROVES HIGH SCHOOL LIGHTING</b>					
<b>Main Set</b>					
2	Elati	KL Fresnel 4	KL Fresnel 4; 50W WW 4" LED Fresnel <b>YES</b>	\$470.00	\$940.00
4	Elati	KL FRESNEL 6	KL Fresnel 6; 150W WW 6" LED Fresnel	\$900.00	\$3,600.00
2	Elati	KL Panel	KL Panel; 6-Color LED Softlight 295W	\$1,899.00	\$3,798.00
8	ADJ A	C-CLAMP	MEDIUM DUTY C CLAMP	\$6.00	\$48.00
<b>Desk Set</b>					
4	Elati	KL Fresnel 4	KL Fresnel 4; 50W WW 4" LED Fresnel <b>YES</b>	\$470.00	\$1,880.00
4	Elati	KL FRESNEL 6	KL Fresnel 6; 150W WW 6" LED Fresnel	\$900.00	\$3,600.00
1	Elati	KL Panel	KL Panel; 6-Color LED Softlight 295W	\$1,899.00	\$1,899.00
9	ADJ A	C-CLAMP	MEDIUM DUTY C CLAMP	\$6.00	\$54.00
<b>Green Screen Set</b>					
1	Elati	KL Fresnel 4	KL Fresnel 4; 50W WW 4" LED Fresnel <b>YES</b>	\$470.00	\$470.00
2	Elati	KL FRESNEL 6	KL Fresnel 6; 150W WW 6" LED Fresnel	\$900.00	\$1,800.00
2	Elati	KL Panel	KL Panel; 6-Color LED Softlight 295W	\$1,899.00	\$3,798.00
5	ADJ A	C-CLAMP	MEDIUM DUTY C CLAMP	\$6.00	\$30.00
1	ADJ A	D6 BRANCH	D6 BRANCH; 6WAY, DMX SPLITTER	\$228.00	\$228.00
1	ADJ A	C-CLAMP	MEDIUM DUTY C CLAMP	\$6.00	\$6.00
11	Elati	AC5PDMX5PRO	5 FOOT, 5 PIN, PRO, DMX CABLE. PVC JAC	\$15.00	\$165.00
5	Elati	AC5PDMX10PRO	10 FOOT, 5 PIN, PRO, DMX CABLE. PVC JAC	\$18.00	\$90.00
6	Elati	AC5PDMX25PRO	25 FOOT, 5 PIN, PRO, DMX CABLE. PVC JAC	\$28.00	\$168.00
1	Elati	AC5PDMX50PRO	50 FOOT, 5 PIN, PRO, DMX CABLE. PVC JAC	\$44.00	\$44.00
1	ALS	Install	Install Materials - (22) mounting hardware for lights to the Unistrut	\$50.00	\$50.00
1	ALS	Labor	Installation Labor	\$2,800.00	\$2,800.00
1	ALS	Shipping	Shipping Charge	\$600.00	\$600.00
<b>GROVES HIGH SCHOOL LIGHTING SUBTOTAL</b>					<b>\$26,068.00</b>

Quote

No.: 18229

Date: 3/29/2023

Qty	Manuf	Item ID	Description	Sell	Total
<b>SEAHOLM HIGH SCHOOL LIGHTING</b>					
2	Elati	KL Fresnel 4	KL Fresnel 4; 50W WW 4" LED Fresnel <b>YES</b>	\$470.00	\$940.00
4	Elati	KL FRESNEL 6	KL Fresnel 6; 150W WW 6" LED Fresnel	\$900.00	\$3,600.00
2	Elati	KL Panel	KL Panel; 6-Color LED Softlight 295W	\$1,899.00	\$3,798.00
8	ADJ A	C-CLAMP	MEDIUM DUTY C CLAMP	\$6.00	\$48.00
4	Elati	KL Fresnel 4	KL Fresnel 4; 50W WW 4" LED Fresnel <b>YES</b>	\$470.00	\$1,880.00
4	Elati	KL FRESNEL 6	KL Fresnel 6; 150W WW 6" LED Fresnel	\$900.00	\$3,600.00
1	Elati	KL Panel	KL Panel; 6-Color LED Softlight 295W	\$1,899.00	\$1,899.00
9	ADJ A	C-CLAMP	MEDIUM DUTY C CLAMP	\$6.00	\$54.00
1	Elati	KL Fresnel 4	KL Fresnel 4; 50W WW 4" LED Fresnel <b>YES</b>	\$470.00	\$470.00
2	Elati	KL FRESNEL 6	KL Fresnel 6; 150W WW 6" LED Fresnel	\$900.00	\$1,800.00
2	Elati	KL Panel	KL Panel; 6-Color LED Softlight 295W	\$1,899.00	\$3,798.00
1	ADJ A	D6 BRANCH	D6 BRANCH; 6WAY, DMX SPLITTER	\$228.00	\$228.00
1	ADJ A	C-CLAMP	MEDIUM DUTY C CLAMP	\$6.00	\$6.00
11	Elati	AC5PDMX5PRO	5 FOOT, 5 PIN, PRO, DMX CABLE. PVC JAC	\$15.00	\$165.00
5	Elati	AC5PDMX10PRO	10 FOOT, 5 PIN, PRO, DMX CABLE. PVC JAC	\$18.00	\$90.00
6	Elati	AC5PDMX25PRO	25 FOOT, 5 PIN, PRO, DMX CABLE. PVC JAC	\$28.00	\$168.00
1	Elati	AC5PDMX50PRO	50 FOOT, 5 PIN, PRO, DMX CABLE. PVC JAC	\$44.00	\$44.00
12	ETC	CC20	Dual 20A Constant Current Module	\$244.00	\$2,928.00
17	LEX	HBL2311BK	20A 125V, NEMA L5-20, Plug All Black	\$14.00	\$238.00
1	ALS	Install	Install Materials - (22) mounting hardware for lights to the Unistrut	\$50.00	\$50.00
1	ALS	Labor	Installation Labor	\$3,000.00	\$3,000.00
1	ALS	Shipping	Shipping Charge	\$600.00	\$600.00
<b>SEAHOLM HIGH SCHOOL LIGHTING SUBTOTAL</b>					<b>\$29,404.00</b>

**Quote**

No.: **18229**

Date: **3/29/2023**

Qty	Manuf	Item ID	Description	Sell	Total
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**ALTERNATE #2**

**TRICASTER REPLACEMENT AT GROVES**

1	Newte	TC410P-R	Tricaster 410 Plus A La Carte	\$10,495.00	\$10,495.00
1	ALS	Sales Discount	Sales Discount - TIC460 Trade in towards TC410P	(\$2,500.00)	(\$2,500.00)
1	ALS	Shipping	Shipping Charge - Return shipping charge for trade in Tricaster 460 to NewTek	\$125.00	\$125.00
1	Newte	PTUTC410P	ProTek Ultra for TriCaster 410 Plus (Replaces Basic, 1 Year Coverage)	\$1,245.00	\$1,245.00
1	ALS	AE3 CS Large	Button insert set for Newtek AE3 Upgrade 450/455, 460, 850/855, 8000	\$75.00	\$75.00
2	JBL	CONTROL 5	Compact Size Two-Way, 6.5" Low Frequency, 1" Pure Titanium Dome Tweeter, Molded Enclosure, Shielded Magnet, Black, Priced as Each. Master Pack Quant	\$230.00	\$460.00
			<b>Compact Size Two-Way, 6.5" Low Frequency, 1" Pure Titanium Dome Tweeter, Molded Enclosure, Shielded Magnet, Black, Priced as Each. Master Pack Quant</b>		
1	ALS	Labor	Installation Labor - Replace Tricaster, Update Control Surface Key Caps, replace speakers	\$500.00	\$500.00
2	ALS	System Training	Hands on Training session - provide updated Tricaster training for both Instructors at one location	\$90.00	\$180.00
1	ALS	Shipping	Shipping Charge	\$110.00	\$110.00
<b>TRICASTER REPLACEMENT AT GROVES SUBTOTAL</b>					<b>\$10,690.00</b>

**ALTERNATE #3**

**GROVES & SEAHOLM STUDIO CAMERA REPLACEMENTS**

6	JVC	GY-HC500U	HAND-HELD CONNECTED CAM1-INCH 4K CMOS CAMCORDER	\$3,295.00	\$19,770.00
6	ALS	Sales Discount	Sales Discount - JVC Instant Rebate \$300, valid until 9-30-23	(\$300.00)	(\$1,800.00)

**All accessories from existing cameras are usable with the new cameras.**

**GROVES & SEAHOLM STUDIO CAMERA REPLACEMENTS SUBTOTAL** **\$17,970.00**

**Your Price:** \$171,711.00

**Total:** \$171,711.00

Prices are firm until 4/28/2023      Terms: Net 20

**Prepared by:** Shawn Watts, shawnw@go-als.com

**Date:** 3/29/2023

**Accepted by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Disclaimer**

All prices quoted are valid for 30 business days. Please fax signed quote to 248-817-2093 or email to sales@go-als.com so that your order can be placed. Thank you for your business.



**Advanced Lighting & Sound**

Phone: 248-817-2092  
 Fax: 248-817-2093  
 1026 Mapelawn Drive  
 Troy, MI 48084

**Quote**

No.: **18237**  
 Date: 3/31/2023

Prepared for:  
 Zach Riley-Kelley (248) 320-2258  
 Birmingham Public Schools  
 31301 Evergreen Road  
 Beverly Hills, MI 48025 USA

Prepared by: Shawn Watts  
 Account No.: 412  
 Phone: (248) 203-3000  
 Fax: (248) 203-3144

Qty	Manuf	Item ID	Description	Sell	Total
<b>VOLUNTARY ALTERNATE #1</b>					
2	Kilov	KVW-N4	HD HDMI/NDI Bi-Directional converter; HD HDMI Full NDI Encoder/Decoder. POE. Tally.1080P60	\$535.00	\$1,070.00
1	ALS	Shipping	Shipping Charge for additional KVW-N4	\$30.00	\$30.00
<b>VOLUNTARY ALTERNATE #1 SUBTOTAL</b>					<b>\$1,100.00</b>
<b>VOLUNTARY ALTERNATE #2</b>					
3	Newte	PTUTCMXHDMI	Protek Ultra Support for TC Mini X - includes technical support and Advanced Replacement	\$995.00	\$2,985.00
<b>VOLUNTARY ALTERNATE #2 SUBTOTAL</b>					<b>\$2,985.00</b>
<b>VOLUNTARY ALTERNATE #3</b>					
The TVL Softlight DW is an option to the KL Panel. Quantities are limited as this unit is being phased out. This would replace the KL Panel units.					
10	Elati	TVL Softlight DW	TVL Softlight DW	\$870.00	\$8,700.00
<b>VOLUNTARY ALTERNATE #3 SUBTOTAL</b>					<b>\$8,700.00</b>

Your Price: \$12,785.00  
 Total: \$12,785.00

Prices are firm until 4/30/2023      Terms: Net 20

**Prepared by:** Shawn Watts, shawnw@go-als.com

**Date:** 3/31/2023

**Accepted by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Disclaimer**

All prices quoted are valid for 30 business days. Please fax signed quote to 248-817-2093 or email to sales@go-als.com so that your order can be placed. Thank you for your business.



# Advanced Lighting & Sound

## Brief History and References

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**Advanced Lighting and Sound** is a professional audio, video and lighting Systems Integrator providing consultations, designs, sales, installation, service and customer satisfaction. Advanced was formed in 1983 providing solutions for Houses of Worship, Theaters, Schools and Entertainment venues. We have a staff of 18 people that include Installers, Sales Reps, CAD operators, Design Engineers, Service Technicians and Support Personnel.

### BUILDING INFORMATION

Advanced Lighting & Sound resides in a 13,000 sq foot building. We have a 1,600 sq ft service center, 800 sq ft. Fabrication and assembly room, 1600 sq ft. rental department, 1600 sq ft. flex space for demo, seminars and project preparation, 1100 sq ft. office area. The balance of our space is for warehousing, conference room, and a production studio and well as normal office support.

### AFFILIATIONS and MEMBERSHIPS

Advanced Lighting & Sound is a member of the NSCA, ICIA and the Construction Association of Michigan.

### Resumes of Key Personal

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Bob Sullivan - Project Manager (Company principal) with company for 37 years	248-817-2092 x210	<a href="mailto:bobs@go-als.com">bobs@go-als.com</a>
Bob Minchella – Systems Integrator (Company principal) with company for 37 years	248-817-2092 x211	<a href="mailto:bobm@go-als.com">bobm@go-als.com</a>
Shawn Watts – VP Sales & Integration (A/V Production Sales) with company for 11 years, 21 years designing systems	248-817-2092 x220	<a href="mailto:shawnw@go-als.com">shawnw@go-als.com</a>
Nathan Cole - VP Sales & Integration (House of Worship & Institutional sales)	248-817-2092 x223	<a href="mailto:nathanc@go-als.com">nathanc@go-als.com</a>

Chris Auger – Service Manager (Service) with company for 24 years	248-817-2092 x226	<a href="mailto:chrisa@go-als.com">chrisa@go-als.com</a>
Chris Casey – Service/field Technician (Service/field) with company for 16 years	248-817-2092 x225	<a href="mailto:chrisc@go-als.com">chrisc@go-als.com</a>
Nic Auger - Technical Specialist (Lead field technician) with company for 24 years	248-817-2092 x209	<a href="mailto:nica@go-als.com">nica@go-als.com</a>
Bob Sheridian – Installation Supervisor (Lead installer) with company for 26 years	248-817-2092	<a href="mailto:bobsh@go-als.com">bobsh@go-als.com</a>
Brian Williamson – Installer (Installer) with company for 21 years	248-817-2092	<a href="mailto:brianw@go-als.com">brianw@go-als.com</a>
Brian Smiatacz – Design Engineer (Design engineer CAD ) with company for 27 years	248-817-2092 x207	<a href="mailto:brians@go-als.com">brians@go-als.com</a>
Jon Thatcher – Rental Manager company for 4 years	248-817-2092 x219	<a href="mailto:jont@go-als.com">jont@go-als.com</a> With
Sue Holoday – Office Manager (Office Manager) with company for 26 years	248-817-2092 x214	<a href="mailto:sueh@go-als.com">sueh@go-als.com</a>

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### **Bob Sullivan (President)**

As co-founder of Advanced Lighting & Sound, Bob oversees all projects in design and execution in addition to the daily operation of the company. Bob has training and experience with all of the processing systems used on the project. He has experience in lighting and audio system design as well as video production solutions. He works with our structural engineer in developing all project rigging solutions. Through the use of Microsoft Project all planning and scheduling is maintained. Over the years he has designed and implemented many of our larger projects to date.

### **Bob Minchella (Vide President)**

Co-founder of Advanced Lighting & Sound, in addition to company operations Bob focuses his years of expertise with Houses of Worship and Live Theatre systems dealing with complex lighting and advanced audio systems.

### **Shawn Watts (V.P. Systems Integration)**

Shawn has over 22 years' experience in Audio/Video Production sales and design. Shawn's expertise comes in dealing with the education, local government and PEG access customers. Additionally, he is responsible for NewTek Tricaster systems for Advanced Lighting & Sound and has been instrumental in achieving Top 10 Elite Reseller for the past 3 years.

Notable systems include design and sale of Lake Superior State University Ice Arena production, Farmington Schools video production system, Midland MCTV production Studio and Production Trailer systems, Lake Orion School Board Chambers production system and Middle Schools AV Upgrades.

ALS has designed and implemented many of the local High School studio systems including Birmingham Schools, West Bloomfield HS, Warren Woods Tower, Grosse Point Schools. We have provided the design and implementation for the upgrade Media Network, City of Royal Oak and ONTV Production vehicles. Additionally, we provided upgrades to many local governments Council Chambers that have included Tricaster's, PTZ camera systems and presentation systems

### **Nathan Cole (V.P. Systems Integration)**

Nathan Cole is a Designer and Lead Project Manager for Advanced with project responsibilities for audio, video and lighting systems in the corporate, educational and religious marketplaces.

Cole joined ALS in 2019 from another AVL integration contractor where he served in a similar sales and support role. In his 25 years of industry experience, he has worked with a variety of clientele and brings an exceptional level of knowledge and experience.

Nathan is highly skilled in the design of advanced integrated audio, video, video conferencing, streaming, collaboration, and control systems. He has been involved in over \$50 million in system designs throughout the educational, religious and commercial markets. His experiences have provided him the ability to strategize and collaborate with clients to achieve desired system and performance outcomes within established budgets. Cole has a CTS (Certified Technology Specialist) certification through Avixa and numerous other brand specific certifications.

Cole has also previously been the Director of Marketing for a West Michigan based architectural firm, has served on several nonprofit boards, is a musician and sound system operator at his church, and graduated from Calvin University with a degree in Communications.

### **Nic Auger**

Nic Auger is one of our technicians and has extensive experience in video, audio, electronic service and system installation. His extensive technical experience as an electrician provides him a unique insight. Nic carries a background in programming and is tapped to assist in many project integrations. He is also an expert in NewTek Tricaster systems and service with all NewTek certifications (NCSE, NCSS, CNNE, NCO).

### **Bob Sheridan**

Bob Sheridan is lead installer and supervisor for Advanced Lighting & Sound. He has extensive experience on the road as a lighting rigger and technician. Over the years he has formulated many of the install practices we use today.

### **Brian Williamson**

Brian is one of our lead installers who is responsible for all aspects of installation for video and audio projects.

### **Anthony Fisher**

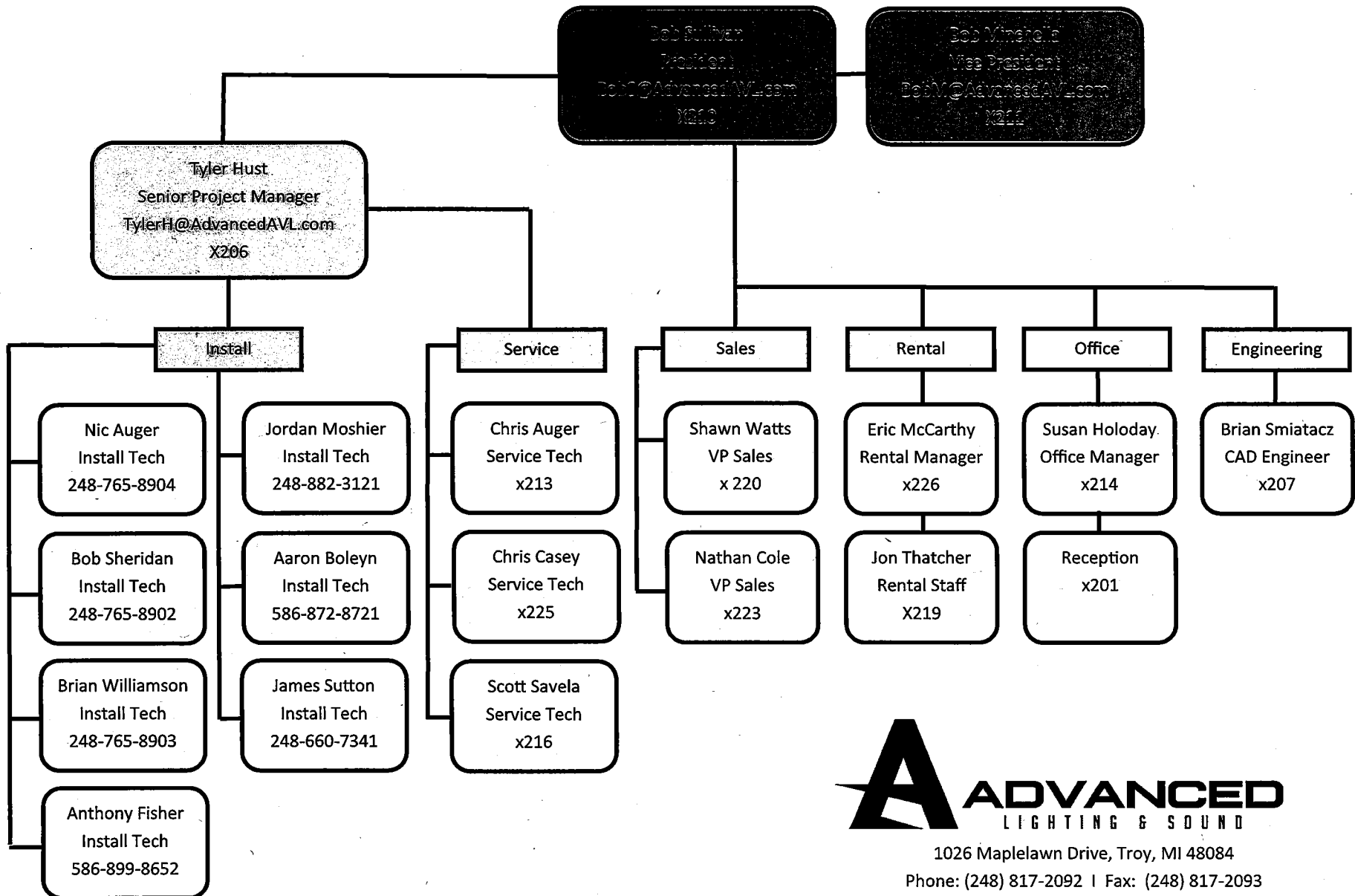
Anthony is one of our installers for the past 2 years and has his ETC Rigging certification.

### **Rates**

Service rates \$75.00/hour bench diagnostic fee with \$90.00/hour Service rates, fee will be applied to service invoice if service is performed.

# Company Org Chart

January 1, 2021



1026 Maplelawn Drive, Troy, MI 48084

Phone: (248) 817-2092 | Fax: (248) 817-2093



CONSULTATION | DESIGN | SALES | RENTAL | SERVICE | SATISFACTION

## Completed Projects

The following is a partial list of projects that have been completed by Advanced Lighting & Sound that are of similar scope including Tricaster systems and Lighting installations. ALS is the Premier Systems Integrator of NewTek Tricaster systems and has many Tricaster and TV Studio integrations and Theatre Sound and Lighting systems that may not be included in this list. If additional information is required ALS can provide additional references.

Orion Township  
City of Eastpointe  
Lake Superior State University  
City of Taylor TV Studios and Council Chambers  
Warren Woods TV Studio  
West Bloomfield Schools TV Studio  
Forest Hills Schools (3 TV Studios)  
Farmington Schools TV Studio and Production Trailer  
L'Anse Creuse Schools – Pankow TV Studio  
Macomb Cable Network – TV Studio  
City of Royal Oak  
Birmingham Public Schools  
City of Marysville  
Royal Oak Schools  
Mott CC Culinary School

A handwritten signature in black ink that reads 'Shawn Watts'. The signature is fluid and cursive.

Shawn Watts  
V.P. of Sales and Integration  
Advanced Lighting & Sound  
[shawnw@advancedavl.com](mailto:shawnw@advancedavl.com)  
248-817-2092 x 220

### **BUDGET AMENDMENTS REQUESTED FOR FISCAL YEAR 2022-2023**

- The budgeted amount for Auditing was \$12,000 for FY 22-23. Due to increased auditor fees, we have spent \$13,000 this fiscal year. Therefore, a budget amendment in the amount of \$1,000 is respectfully requested.
- The budgeted amount for Production Crew Uniforms was \$1,000 for FY 22-23. As you know, the Board authorized the purchase of new uniform items for BCTV crew earlier this year and we have spent \$2,040 to date. A budget amendment in the amount of \$2,200 is respectfully requested for FY 22-23.
- The budgeted amount for Human Resources was \$1,100 for FY 22-23. To date we have spent \$703 and we may exceed our budgeted amount by the end of the fiscal year due to cost increases imposed by Heartland Payroll. Therefore, it is respectfully requested that a budget amendment in the amount of \$1,200 be authorized for this line item.
- The budgeted amount for Administrative Grants was \$120,145 for FY 22-23. This amount was based on what the Board paid out during the prior fiscal year. This year the Board authorized the payment of Administrative Grants in the amount of \$171,238. Therefore, it is respectfully requested that a budget amendment in the amount of \$171,238 be authorized for this line item.

**Birmingham Area Cable Board**  
**Proposed Budget**  
**Year ended June 30, 2024**

	<b>Current Budget</b>	<b>Proposed Budget</b>
	<b>Year ended June 30, 2023</b>	<b>Year Ended June 30, 2024</b>
<b>Franchise Fee Income:</b>		
Beverly Hills Franchise Fee	60,000	77,000
Bingham Farms Franchise Fee	12,626	20,000
Birmingham Franchise Fee	158,374	158,000
Franklin Franchise Fee	17,005	17,000
<b>Total Franchise Fee Income</b>	<b>248,005</b>	<b>272,000</b>
<b>Board Expenses:</b>		
Accounting Expenses	2,400	2,400
Administrative Grants	120,145	153,540
Advertising - Community Outreach	500	500
Bank Service Charges	60	60
Conferences	900	900
Contract labor	1,000	1,500
Executive Director	40,000	40,000
HR Services	1,100	1,200
Insurance	3,000	3,000
Mileage	700	700
Memberships	1,500	1,500
Office Expense	4,500	3,500
Telephone	1,100	1,100
Website	3,500	3,500
Auditing	12,000	13,000
Legal Fees	25,000	15,000
Technical Support	600	600
<b>Total Board Expenses</b>	<b>218,005</b>	<b>242,000</b>
Municipal Support Services	30,000	30,000
<b>Total Franchise Fee Expenses</b>	<b>248,005</b>	<b>272,000</b>



<b>Net Franchise Fee Income</b>	<b>0</b>	<b>0</b>
<b>PEG Revenue:</b>		
<b>Total PEG Revenue</b>	<b>440,000</b>	<b>300,000</b>
<b>Other Income</b>		
Interest Income	15	15
Other Income	100	100
MBS Gains	900	900
<b>Total PEG Income</b>	<b>441,015</b>	<b>301,015</b>
<b>PEG Operations</b>		
Cable Contractor	308,300	308,300
Communications Expense	5,000	6,000
Equipment Purchases	3,000	3,000
Grants	78,000	200,000
Production Truck	198,015	10,000
Production Crew Uniforms	1,000	500
Program Expense	40,000	40,000
<b>Total PEG Operations</b>	<b>633,315</b>	<b>567,800</b>
<b>Net PEG Income</b>	<b>(192,300)</b>	<b>(266,785)</b>
<b>Anticipated drawdown from PEG Equity</b>	<b>(192,300)</b>	<b>(301,785)</b>

## MEMORANDUM

DATE: May 11, 2023  
TO: Board Members  
FROM: Cathy White  
Re: Monthly Report

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### CUSTOMER COMPLAINTS

We have received four (4) complaints since the date of my last report. One complaint that was pending back in January has been resolved. This complaint involved a Beverly Hills resident who was not able to get the Beverly Hills Council meetings live on his Comcast system.

Complaint No. 2023-9 was received from a Birmingham resident who had a WOW cable line hanging only 6 inches off the ground along his property. He had called WOW several times but was unable to get it fixed. This repair has been completed by the WOW construction team and this complaint is now closed.

Complaint No. 2023-10 was filed on behalf of the Southfield Township Clerk after being informed that the Fire Department's main phone line was not working. Although the emergency line was working, the Fire Department could not be reached for burn permits, to answer resident questions or to return/receive calls during normal departmental business. According to Comcast, a fraudster obtained the Fire Department's account information with sufficient detail to "authorize" the phone number to be ported. The phone number has since been returned to the Fire Department and the Fire Department can receive calls again. The Comcast team is working to determine, to the extent possible, how this happened, how it could have been prevented and what remedies might be warranted. This complaint is closed.

Complaint No. 2023-11 was received from a Franklin resident regarding a downed Comcast wire that had been damaged in the February ice storm. This wire has been repaired and this complaint is now closed.

Complaint No. 2023-12 was received from the Property Manager for the Williamsburg of Birmingham Condominiums regarding improperly installed Comcast and WOW wires. This

matter has been acknowledged by WOW and Comcast and site visits are planned. This complaint is pending.

#### FINANCIAL

The account balance for the MBS, Michigan United Credit Union and Beverly Hills accounts as of April 30, 2023, will be e-mailed to all Board members, as well as BACB financial reports for the month of April 2023. Hard copies of these documents will also be distributed to Board Members at the meeting.

#### CHECK DISBURSEMENT

Four (4) checks have been written since the date of our last meeting as follows:

1. The Hartford (Workers Comp Insurance): \$341.00
2. KTM Logo Gear LLC (uniforms): \$267.84
3. City of Birmingham (PEG Grant- Birmingham Museum Podcast Equipment): \$4,974.13
4. Charter Township of Bloomfield (Communications expense): \$942.36

#### ADDITIONAL NOTES

1. In a follow-up discussion with Comcast about whether the company will issue automatic credits for outages last summer due to the loss of electrical power or for the outages due to the ice storm this past winter, we have been informed that they will not issue community-wide credits; instead, affected customers will need to file individual requests for billing credits with Comcast.
2. NATOA has issued a press release stating that it fully endorses the Community Broadband Act proposed in Congress.
3. Comcast has advised us that due to rising programming costs, prices for certain services and fees have been increased (including the Broadcast TV Fee and the Regional Sports Network Fee) as of December 18, 2022.
4. Effective January 24, 2023, the following Comcast channel changes occurred: Primo is only available in HD; Primo HD has been added to Digital Starter and Kids & Family channel 1721. HD channels require HD Technology Fee and X1 TV Box or compatible customer owned device.
5. Effective April 3, 2023, the monthly subscription for HBO and HBO Max will increase from \$14.99 to \$15.99 per month as a result of a recent increase in HBO and HBO Max programming costs.
6. Effective May 12, 2023, ShopHQ will no longer be available with Xfinity.

# Bloomfield Community Television

## Memorandum

## Bloomfield Township

To: BACB

From: Steve Rota

Subject: Report March 16, 2023 through May 17, 2023

Date: May 11, 2023

Cc: Greg Black; Cathy White; Gil Gugni, Ray Kamoo, Carrie LeZotte

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### **BAMA Programs**

During this time period we've completed all regularly scheduled municipal meetings, which include: the BACB meeting, Baldwin Public Library Board and Trust meeting, The Village of Bingham Farms meeting, The Village of Beverly Hills Council meeting, The Village of Franklin Zoning, Council, and Planning Meetings, The City of Birmingham's, Commission, Planning Board, Parks and Rec Board, Zoning Board of Appeals, Historic Board and Design Review Board, Advisory Parking Committee, the Multi Modal Meeting and Commission Workshop and Special Planning Board Meeting.

### **BAPA Programs**

***From BACB area individual producers and organizations, we've taped 32 programs.***

- ❖ Birmingham Concert Band.
- ❖ Lady Bosses Podcast/VODcast.
- ❖ Spectrum Orchestra.
- ❖ Managing the Problems of Daily Living hosted by Linda Sircus.
- ❖ Birmingham Musicale.
- ❖ Birmingham Bloomfield Chamber Health Care Forecast.
- ❖ Birmingham Bloomfield Community Coalition Teen Substance Use Trends Lecture.
- ❖ Birmingham Bloomfield Community Coalition Annual Youth Choices Dialogue Day.
- ❖ Birmingham Youth Assistance Annual Youth in Service Celebration.
- ❖ League of Women Voters Oakland Area Lecture.
- ❖ Two Healing with Ketamine Podcast/VODcast (New Series, with a Franklin Resident)
- ❖ Two Lunch and Learn Lecture.
- ❖ Three Sparkle hosted by Betsy Leboe.
- ❖ Seven Eye on Oakland hosted by Chuck Moss.
- ❖ BACB Sports Girls Water Polo, Girls Lacrosse, Boys Lacrosse, Baseball Game, Two Girls Soccer and Two Softball games.

### **PRODUCER & VOLUNTEER WORKSHOP OR STUDIO TOUR**

We are offering a one on one session for those who are interested in producing their own show and to those who want to work behind the scenes. Please call 248-433-7790.

We gave Board Member Chris Dobies a Studio tour on March 21<sup>st</sup>.

### **BACB SPRING SPORTS COMING UP**

One more Baseball game left to cover this Spring.

### **THE VILLAGE OF FRANKLIN COUNCIL MEETINGS LIVE**

The Village of Franklin Council Meetings can be viewed LIVE on their YouTube page and or through Their website!

### **PART-TIME STAFF DRIVING THE BACB PRODUCTION TRUCK**

We are still preparing the policy and procedure for the Board to approve, we will add to July's agenda.