



Resource Recovery & Recycling Authority of Southwest Oakland County

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Southfield, MI 48075-5708

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www.RRRASOC.org

THE RECYCLING AUTHORITY
Since 1989

**Agenda
October 22, 2020
RRRASOC Board of Directors
Regular Meeting
9:30 am**

13040 Merriman Road, Suite 200, Livonia, MI 48150

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Audience Participation
5. Matters for Discussion/Action

A. Audit of the RRRASOC FY 2019-2020 Financial Statement

B. Solid Waste Expenditure Benchmark Study - 2020

C. Recycling Infrastructure Grant Update

D. 2021 Household Hazardous Waste Rates

6. Manager's Report
7. Other
8. Consent Agenda
 - A. Recycling Report
 - B. MRF Operations Report
 - C. Payment of Bills
 - D. Investment Report
 - E. Minutes of July 23, 2020 Regular Meeting
9. Adjournment

Note that the meeting will be held at the ERG Environmental offices in Livonia. A tour of the facility will be provided following the meeting. COVID-19 precautionary protocols will be in effect.

RRRASOC Member Communities

Farmington ♦ Farmington Hills ♦ Milford ♦ Milford Township
Novi ♦ South Lyon ♦ Southfield ♦ Walled Lake ♦ Wixom



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To: RRRASOC Board of Directors
From: Michael Csapo, General Manager
Date: October 7, 2020

Re: **Audit of the RRRASOC FY 2019 - 2020 Financial Report**

Action Requested

Accept the FY 2019 - 2020 Financial Report for filing with the appropriate agencies.

Overview

Attached is a copy of the RRRASOC Financial Report for the period ending June 30, 2020, as audited by Plante & Moran, LLP. I believe you will find that the financial statements and the accompanying audit letter indicate that RRRASOC conducted its financial affairs in conformity with generally accepted accounting principles.

The year ended with total revenue \$7,336 above the budgeted amount and total expenditures \$117,720 below the budgeted amount, with much of the latter attributed to deferred or cancelled activities due to the impact of COVID 19.

Recommendation

Acceptance of the Report is recommended.

Please let me know if you have any questions.

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August 21, 2020

To the Board of Directors
Resource Recovery and Recycling Authority
of Southwest Oakland County

We have audited the financial statements of the Resource Recovery and Recycling Authority of Southwest Oakland County (RRRASOC or the "Authority") as of and for the year ended June 30, 2020 and have issued our report thereon dated August 21, 2020. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated June 10, 2020, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of the Authority. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our letter about planning matters dated June 15, 2020.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Authority are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during the year.

We noted no transactions entered into by the Authority during the year for which there is a lack of authoritative guidance or consensus.

We noted no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no significant balances, amounts, or disclosures in the financial statements based on sensitive management estimates.

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. We did not detect any misstatements as a result of audit procedures.

Significant Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the Authority, and business plans and strategies that may affect the risks of material misstatement, with management each year prior to our retention as the Authority's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition of our retention.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated August 21, 2020.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a second opinion on certain situations. If a consultation involves application of an accounting principle to the Authority's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

To the Board of Directors
Resource Recovery and Recycling Authority
of Southwest Oakland County

August 21, 2020

We would like to take this opportunity to thank the Authority's staff for the cooperation and courtesy extended to us during our audit. Their assistance and professionalism are invaluable.

This information is intended solely for the use of the board of directors and management of the Authority and is not intended to be and should not be used by anyone other than these specified parties.

We welcome any questions that you may have regarding the preceding communications, and we would be willing to discuss these or any other questions that you might have at your convenience.

Very truly yours,

Plante & Moran, PLLC



Martin J. Olejnik, CPA



Keith Szymanski, CPA

Resource Recovery and Recycling Authority of
Southwest Oakland County

**Financial Report
with Supplemental Information
June 30, 2020**

Resource Recovery and Recycling Authority of Southwest Oakland County

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Independent Auditor's Report

To the Board of Directors
Resource Recovery and Recycling Authority
of Southwest Oakland County

Report on the Financial Statements

We have audited the accompanying financial statements of the General Administrative Fund and the governmental activities (modified accrual and full accrual columns, respectively) of the Resource Recovery and Recycling Authority of Southwest Oakland County (the "Authority") as of and for the year ended June 30, 2020 and the related notes to the financial statements, which collectively comprise the Resource Recovery and Recycling Authority of Southwest Oakland County's basic financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the General Administrative Fund and the governmental activities of the Resource Recovery and Recycling Authority of Southwest Oakland County as of June 30, 2020 and the respective changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

To the Board of Directors
Resource Recovery and Recycling Authority
of Southwest Oakland County

Required Supplemental Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the budgetary comparison schedule, as identified in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplemental information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Plante & Moran, PLLC

August 21, 2020

Resource Recovery and Recycling Authority of Southwest Oakland County

Management's Discussion and Analysis

Our discussion and analysis of the Resource Recovery and Recycling Authority of Southwest Oakland County's (RRRASOC or the "Authority") financial performance provides an overview of the Authority's financial activities for the year ended June 30, 2020. Please read it in conjunction with the Authority's financial statements.

Using This Annual Report

This annual report consists of a series of financial statements. The statement of net position and the statement of activities provide information about the activities of the Authority as a whole and present a longer-term view of the Authority's finances. This longer-term view uses the accrual basis of accounting so that it can measure the cost of providing services during the current year and whether the member communities have funded the full cost of providing waste management services.

The fund financial statements present a short-term view; they tell the member communities how the resources were spent during the year, as well as how much is available for future spending.

The Authority as a Whole

	Governmental Activities				
	2018	2019	2020	Change	Percent Change
Assets					
Current and other assets	\$ 650,173	\$ 619,337	\$ 623,744	\$ 4,407	0.7
Capital assets	7,969,949	7,737,037	7,472,994	(264,043)	(3.4)
Total assets	8,620,122	8,356,374	8,096,738	(259,636)	(3.1)
Liabilities					
Current liabilities	97,536	52,148	23,037	(29,111)	(55.8)
Noncurrent liabilities	58,735	56,799	54,570	(2,229)	(3.9)
Total liabilities	156,271	108,947	77,607	(31,340)	(28.8)
Net Position					
Net investment in capital assets	7,969,949	7,737,037	7,472,994	(264,043)	(3.4)
Unrestricted	493,902	510,390	546,137	35,747	7.0
Total net position	<u>\$ 8,463,851</u>	<u>\$ 8,247,427</u>	<u>\$ 8,019,131</u>	<u>\$ (228,296)</u>	(2.8)

The Authority's total net position decreased by approximately 2.8 percent from a year ago from \$8,247,427 to \$8,019,131. Unrestricted net position, the part of net position that can be used to finance day-to-day operations, increased by \$35,747 for the governmental activities.

Resource Recovery and Recycling Authority of Southwest Oakland County
Management's Discussion and Analysis (Continued)

The Authority's Changes in Net Position

	Governmental Activities				Percent Change
	2018	2019	2020	Change	
Revenue					
Member contributions	\$ 330,794	\$ 330,794	\$ 330,794	\$ -	-
Host fees	341,913	304,616	288,489	(16,127)	(5.3)
MRF revenue sharing	84,910	-	-	-	-
Other revenue:					
Refunds and other	32,292	6,779	4,433	(2,346)	(34.6)
Interest income	2,134	2,683	2,914	231	8.6
Total revenue	792,043	644,872	626,630	(18,242)	(2.8)
Expenditures					
Printing and publishing	26,177	50,039	28,265	(21,774)	(43.5)
Postage and mailing	17,994	30,694	4,416	(26,278)	(85.6)
Utilities	5,774	5,671	5,930	259	4.6
Transfers, distributions, and other	60,793	-	-	-	-
Salaries and benefits	274,474	266,692	269,078	2,386	0.9
Supplies	2,563	1,543	2,312	769	49.8
Professional services	54,570	56,397	85,825	29,428	52.2
Drop-off expenses	103,683	119,413	135,787	16,374	13.7
Training and travel	3,055	3,271	977	(2,294)	(70.1)
Other operating expenses	63,074	54,351	49,104	(5,247)	(9.7)
Capital outlay	19,844	-	-	-	-
Depreciation	273,388	273,225	273,232	7	-
Total expenditures	905,389	861,296	854,926	(6,370)	(0.7)
Net Change in Net Position	(113,346)	(216,424)	(228,296)	(11,872)	5.5
Net Position - Beginning of year	8,577,197	8,463,851	8,247,427	(216,424)	(2.6)
Net Position - End of year	<u>\$ 8,463,851</u>	<u>\$ 8,247,427</u>	<u>\$ 8,019,131</u>	<u>\$ (228,296)</u>	(2.8)

The Material Recovery Facility (MRF) revenue sharing receipts remained \$0 as a result of the reduced value of various commodities. Those values tend to fluctuate significantly as a result of market forces and in general cannot be depended upon for future revenue levels. Revenue from host fees decreased by \$16,127 due to a decrease in capacity utilization by the Authority's MRF contractor.

General Administrative Fund Budgetary Highlights

Overall, the Authority's expenditures remained below budgeted amounts. The Authority's fund balance is being closely monitored, as it fell due to reduced cash flow during the period following the fire at the MRF. The fund balance has risen to healthier levels as MRF operations and associated revenue returned to normal.

Capital Assets Administration

As described in Note 5, at the end of 2020, the Authority had \$7,472,994 invested in capital assets (net of depreciation), including land, building, and office furnishings and fixtures. Of this amount, \$1,550,000 relates to land.

Economic Factors and Next Year's Budgets and Rates

Commodity prices remain volatile, with global and domestic uncertainty having a continued presence. Import restrictions to the Chinese market imposed by the Chinese government continue to adversely affect worldwide prices for recycled commodities. The COVID-19 pandemic also plays a role in price volatility. Prices remained below historic norms during the fiscal year, and that is expected to continue into fiscal year 2021.

Resource Recovery and Recycling Authority of Southwest Oakland County
Management's Discussion and Analysis (Continued)

Requests for Further Information

This financial report is intended to provide our member communities with a general overview of the Authority's finances and demonstrate the Authority's accountability for the money it receives from the member communities. If you have questions about this report or need additional information, we welcome you to contact the Authority's office.

Resource Recovery and Recycling Authority of Southwest Oakland County

Statement of Net Position/Governmental Fund Balance Sheet

June 30, 2020

	Balance Sheet - Modified Accrual	Accrual Adjustments (Note 2)	Statement of Net Position - Full Accrual
Assets			
Cash and investments (Note 4)	\$ 545,128	\$ -	\$ 545,128
Receivables	61,980	-	61,980
Prepaid expenses and other assets	16,636	-	16,636
Capital assets:			
Assets not subject to depreciation (Note 5)	-	1,550,000	1,550,000
Assets subject to depreciation - Net (Note 5)	-	5,922,994	5,922,994
Total assets	\$ 623,744	7,472,994	8,096,738
Liabilities			
Accounts payable	\$ 19,879	-	19,879
Accrued liabilities and other	3,158	-	3,158
Compensated absences:			
Due within one year	-	20,056	20,056
Due in more than one year	-	34,514	34,514
Total liabilities	23,037	54,570	77,607
Equity			
Fund balance:			
Nonspendable	16,636	(16,636)	-
Assigned - Subsequent year's budget	82,574	(82,574)	-
Unassigned	501,497	(501,497)	-
Total fund balance	600,707	(600,707)	-
Total liabilities and fund balance	\$ 623,744		
Net position:			
Net investment in capital assets		7,472,994	7,472,994
Unrestricted		546,137	546,137
Total net position		\$ 8,019,131	\$ 8,019,131

Resource Recovery and Recycling Authority of Southwest Oakland County
Statement of Activities/Governmental Fund Revenue, Expenditures, and
Changes in Fund Balance

Year Ended June 30, 2020

	Statement of Revenue, Expenditures, and Changes in Fund Balance - Modified Accrual	Accrual Adjustments (Note 2)	Statement of Activities - Full Accrual
Revenue			
Member contributions	\$ 330,794	\$ -	\$ 330,794
Host fees	288,489	-	288,489
Other revenue:			
Refunds and other	4,433	-	4,433
Interest income	2,914	-	2,914
Total revenue	626,630	-	626,630
Expenditures/Expenses			
Printing and publishing	28,265	-	28,265
Postage and mailing	4,416	-	4,416
Utilities	5,930	-	5,930
Salaries and benefits	271,307	(2,229)	269,078
Supplies	2,312	-	2,312
Professional services	85,825	-	85,825
Drop-off expenses	135,787	-	135,787
Training and travel	977	-	977
Other operating expenses	49,104	-	49,104
Capital outlay	9,189	(9,189)	-
Depreciation	-	273,232	273,232
Total expenditures/expenses	593,112	261,814	854,926
Net Change in Fund Balance/Net Position	33,518	(261,814)	(228,296)
Fund Balance/Net Position - Beginning of year	567,189	7,680,238	8,247,427
Fund Balance/Net Position - End of year	\$ 600,707	\$ 7,418,424	\$ 8,019,131

June 30, 2020

Note 1 - Significant Accounting Policies

Reporting Entity

The Resource Recovery and Recycling Authority of Southwest Oakland County (the "Authority") is a municipal authority and body corporate, incorporated by the cities of Farmington, Farmington Hills, Novi, South Lyon, Southfield, Walled Lake, and Wixom, Michigan; the Village of Milford, Michigan; and the Charter Township of Milford, and was created pursuant to Act 179, Michigan Public Acts of 1947, as amended. Currently, the Authority is engaged in assisting the communities in the coordination of their solid waste management activities. Its ultimate purpose is the collection and disposal of rubbish and acquisition and operation of a waste management system.

Accounting and Reporting Principles

The Resource Recovery and Recycling Authority of Southwest Oakland County conforms to accounting principles generally accepted in the United States of America (GAAP) applicable to governmental units. The following is a summary of the significant accounting policies used by the Resource Recovery and Recycling Authority of Southwest Oakland County:

Modified Accrual and Full Accrual Data

The Authority consists of a single fund, which is presented in these financial statements on both the modified accrual basis and full accrual basis. The modified accrual column represents the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Authority considers revenue to be available if it is collected within 45 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

The full accrual column represents the total economic resources measurement focus and the full accrual basis of accounting. Revenue is recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Specific Balances and Transactions

Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

Prepaid Items

Certain payments to vendors reflect costs applicable to future fiscal years and are recorded as prepaid items in both government-wide and fund financial statements.

Capital Assets

Capital assets, which include land and building for the Material Recovery Facility (MRF) site, machinery and equipment, and office furniture and fixtures, are reported in the full accrual column. Capital assets are defined by the Authority as assets with an initial individual cost of more than \$500 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition cost at the date of donation.

Note 1 - Significant Accounting Policies (Continued)

Capital assets are depreciated using the straight-line method over the following useful lives:

	Depreciable Life - Years
Land (MRF site)	Not depreciated
Building	50
Machinery and equipment	5-15
Office furniture and fixtures	3-10

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to future periods and will not be recognized as an outflow of resources (expense/expenditure) until then. The Authority has no items that qualify for reporting in this category.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to future periods and will not be recognized as an inflow of resources (revenue) until that time. The Authority has no items that qualify for reporting in this category.

Net Position

Net position of the Authority is classified in two components: (1) net investment in capital assets consists of capital assets net of accumulated depreciation and is reduced by the current balances of any outstanding borrowings used to finance the purchase or construction of those assets, and (2) unrestricted net position is the remaining net position that does not meet the definition of invested in capital assets.

Net Position Flow Assumption

The Authority will sometimes fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Authority's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

Fund Balance Flow Assumptions

The Authority will sometimes fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Authority's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Furthermore, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The government itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

Note 1 - Significant Accounting Policies (Continued)

Nonspendable: Amounts that are not in spendable form or are legally or contractually required to be maintained intact

Restricted: Amounts that are legally restricted by outside parties, constitutional provisions, or enabling legislation for use for a specific purpose

Committed: Amounts that have been formally set aside by the board for use for specific purposes. Commitments are made and can be rescinded only via resolution of the board of directors.

Assigned: Intent to spend resources on specific purposes expressed by the governing body

Unassigned: Amounts that do not fall into any other category above. This is the residual classification for amounts in the General Administrative Fund and represents fund balance that has not been restricted, committed, or assigned to specific purposes in the General Administrative Fund.

Member Contributions

The Authority receives contributions from members based on a per capita charge and the most recent census.

Host Fees

The Authority receives host fees in accordance with pricing arrangements stipulated in the MRF operation agreement with the MRF operator. Revenue is calculated based on the incoming volume of material collected outside of the Authority's programs.

Compensated Absences (Vacation and Sick Leave)

It is the Authority's policy to permit employees to accumulate earned but unused sick and vacation pay benefits. A portion of accumulated sick leave is payable upon death or retirement and is accrued. All vacation pay and the portion of sick leave eligible for payout upon death or retirement are accrued when incurred in the full accrual column. A liability for these amounts is reported in the governmental fund only for employee terminations as of year end.

As of June 30, 2020, there was \$54,570 of accrued compensated absences, of which \$20,056 was deemed a current liability. Activity during the year consisted of \$23,977 of reductions to the liability and \$21,748 of additional earned accrued compensated absences.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates.

Note 1 - Significant Accounting Policies (Continued)

Upcoming Accounting Pronouncement

In March 2020, the GASB issued Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, to bring a uniform guidance on how to report public-private and public-public partnership arrangements. As a result, transferors in public-private or public-public arrangements will recognize receivables for installment payments, deferred inflows of resources, and, when applicable, capital assets. Operators will recognize liabilities for installment payments and intangible right-to-use assets and, when applicable, deferred outflows of resources and liabilities for assets being transferred. This statement also provides guidance for accounting and financial reporting for availability payment arrangements, in which a government compensates an operator for services such as designing, constructing, financing, maintaining, or operating an underlying asset for a period of time in an exchange of exchange-like transaction. The provisions of this statement are effective for the Authority's financial statements for the year ending June 30, 2023.

Note 2 - Reconciliation of Individual Fund Column of the Statement of Net Position/Statement of Activities

Net position reported in the statement of net position column is different than the fund balance reported in the individual fund column because of the different measurement focus and basis of accounting, as discussed in Note 1. Below is a reconciliation of the differences:

Fund Balance Reported in Governmental Fund	\$ 600,707
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and are not reported in the funds	7,472,994
Employee compensated absences are payable over a long period of years and do not represent a claim on current financial resources; therefore, they are not reported as fund liabilities	<u>(54,570)</u>
Net Position of Governmental Activities	<u>\$ 8,019,131</u>

The change in net position reported in the full accrual column is different than the change in fund balance reported in the individual fund column because of the different measurements focus and basis of accounting, as discussed in Note 1. Below is a reconciliation of the differences:

Net Change in Fund Balance Reported in Governmental Fund	\$ 33,518
Amounts reported for governmental activities in the full accrual column are different because:	
Governmental funds report capital outlays as expenditures; however, in the full accrual column, these costs are allocated over their estimated useful lives as depreciation:	
Depreciation expense	(273,232)
Capital outlay	9,189
Some employee costs (compensated absences) do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds	<u>2,229</u>
Change in Net Position of Governmental Activities	<u>\$ (228,296)</u>

June 30, 2020

Note 3 - Stewardship, Compliance, and Accountability

Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles and state law. All annual appropriations lapse at fiscal year end. The budget is prepared by the general manager and approved by the board of directors. The budget document presents information by fund and line items. The legal level of budgetary control adopted by the governing body (i.e., the level at which expenditures may not legally exceed appropriations) is the line item level. State law requires the Authority to have its budget in place by July 1. Expenditures in excess of amounts budgeted are a violation of Michigan law. State law permits entities to amend their budgets during the year. During the year, the budget was amended in a legally permissible manner. Budget appropriations are considered to be spent once the goods are delivered or the services rendered.

Note 4 - Deposits and Investments

Michigan Compiled Laws Section 129.91 (Public Act 20 of 1943, as amended) authorizes local governmental units to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations that have offices in Michigan. The law also allows investments outside the state of Michigan when fully insured. The local unit is allowed to invest in bonds, securities, and other direct obligations of the United States or any agency or instrumentality of the United States; repurchase agreements; bankers' acceptances of United States banks; commercial paper rated within the two highest classifications that matures not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions that are rated as investment grade; and mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan.

The Authority has designated three banks for the deposit of its funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in bonds and securities of the United States government and bank accounts and CDs, but not the remainder of state statutory authority, as listed above. The Authority's investments comply with all required laws and regulations.

The Authority's cash and investments are subject to various types of risk, which are examined in more detail below:

Custodial Credit Risk of Bank Deposits

Custodial credit risk is the risk that, in the event of a bank failure, the Authority's deposits may not be returned to it. The Authority does not have a deposit policy for custodial credit risk. At year end, the Authority had \$198,607 of bank deposits (checking and savings accounts) that were uninsured and uncollateralized. The Authority believes that, due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all deposits. As a result, the Authority evaluates each financial institution with which it deposits funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

Interest Rate Risk

Interest rate risk is the risk that the value of investments will decrease as a result of a rise in interest rates. In accordance with its investment policy, the Authority manages its exposure to declines in fair value by limiting the weighted-average maturity of its investment portfolio to a range of 90 days to three years. The Authority's investment policy does not restrict investment maturities other than commercial paper, which can only be purchased with a 270-day maturity. As of year end, the Authority held \$84,312 invested in an investment pool with a weighted-average maturity of 1.38 years.

Note 4 - Deposits and Investments (Continued)

Credit Risk

State law limits investments in commercial paper to the top two ratings issued by nationally recognized statistical rating organizations. The Authority has no investment policy that would further limit its investment choices. As of year end, the Authority held \$84,312 in an investment pool that was not rated.

Concentration of Credit Risk

The Authority places no limit on the amount it may invest in any one issuer. Approximately 15 percent of the Authority's investments are in the Oakland County Local Government Investment Pool (the "LGIP").

Fair Value Measurements

The Authority categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical asset, Level 2 inputs are significant other observable inputs, and Level 3 inputs are significant unobservable inputs. Investments that are measured at fair value using the net asset value per share (or its equivalent) as a practical expedient are not classified in the fair value hierarchy below.

In instances where inputs used to measure fair value fall into different levels in the above fair value hierarchy, fair value measurements in their entirety are categorized based on the lowest level input that is significant to the valuation. The Authority's assessment of the significance of particular inputs to these fair value measurements requires judgment and considers factors specific to each asset or liability.

Investments in Entities that Calculate Net Asset Value per Share

The Authority holds shares or interests in an investment pool wherein the fair value of the investments is measured on a recurring basis using net asset value per share (or its equivalent) of the investment companies as a practical expedient.

At June 30, 2020, the fair value, unfunded commitments, and redemption rules of those investments are as follows:

	<u>Carrying Value</u>	<u>Unfunded Commitments</u>	<u>Redemption Frequency, if Eligible</u>	<u>Redemption Notice Period</u>
Oakland County Local Government Investment Pool	\$ 84,312	\$ -	No restrictions	None

The LGIP invests assets in a manner that will seek the highest investment return consistent with the preservation of principal and meet the daily liquidity needs of participants.

The Oakland County Local Government Investment Pool is not registered with the SEC and does not issue a separate report. The pool does not meet the requirements under GASB 79 to report its value for financial reporting purposes at amortized costs. Accordingly, the investment is reported at fair value. The fair value of the position in the pool is not the same as the value of the pool shares because the pool redeems shares at \$1 per share regardless of current fair value.

Resource Recovery and Recycling Authority of Southwest Oakland County

Notes to Financial Statements

June 30, 2020

Note 5 - Capital Assets

Capital asset activity of the Authority was as follows:

Governmental Activities

	Balance July 1, 2019	Additions	Disposals and Adjustments	Balance June 30, 2020
Capital assets not being depreciated - Land (MRF site)	\$ 1,550,000	\$ -	\$ -	\$ 1,550,000
Capital assets being depreciated:				
Building	4,345,863	-	-	4,345,863
Machinery and equipment	2,783,046	5,883	-	2,788,929
Office furniture and fixtures	14,171	3,306	-	17,477
Subtotal	7,143,080	9,189	-	7,152,269
Accumulated depreciation:				
Buildings	347,668	86,917	-	434,585
Machinery and equipment	595,748	185,440	-	781,188
Office furniture and fixtures	12,627	875	-	13,502
Subtotal	956,043	273,232	-	1,229,275
Net capital assets being depreciated	6,187,037	(264,043)	-	5,922,994
Net governmental activities capital assets	<u>\$ 7,737,037</u>	<u>\$ (264,043)</u>	<u>\$ -</u>	<u>\$ 7,472,994</u>

Upon termination of the MRF operations agreement with Republic Services, ownership of any fixed equipment installed by Republic Services will be transferred to the Authority. The Authority will record the facility at its fair value, if any, at the time of transfer (the original cost of the Republic Services-owned equipment installed during fiscal year 2015-2016 was approximately \$6.5 million).

Note 6 - Risk Management

The Authority is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation), as well as medical benefits provided to employees. The Authority has purchased commercial insurance for medical benefits, workers' compensation, and general liability claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

Required Supplemental Information

Resource Recovery and Recycling Authority of Southwest Oakland County

Required Supplemental Information Budgetary Comparison Schedule - General Administrative Fund

Year Ended June 30, 2020

	Original Budget	Amended Budget	Actual	Variance with Amended Budget
Revenue				
Member contributions	\$ 330,794	\$ 330,794	\$ 330,794	\$ -
Host fees	310,000	280,000	288,489	8,489
Other revenue:				
Refunds and other	6,000	6,000	4,433	(1,567)
Interest income	2,500	2,500	2,914	414
Total revenue	649,294	619,294	626,630	7,336
Expenditures				
Printing and publishing	42,000	39,195	28,265	10,930
Postage and mailing	25,607	16,749	4,416	12,333
Utilities	5,930	5,930	5,930	-
Salaries and benefits:				
Supervisory salaries	112,409	112,409	112,409	-
Permanent salaries	55,630	55,630	55,630	-
Overtime/Bonus/Longevity	4,562	4,562	4,562	-
FICA	14,491	14,838	14,838	-
Medical and dental insurance	64,440	61,226	61,226	-
Unemployment insurance	216	202	110	92
Workers' compensation	885	750	750	-
ICMA contribution	21,782	21,782	21,782	-
Supplies:				
Operating supplies	1,100	1,000	518	482
Office supplies	2,000	2,000	1,794	206
Professional services:				
Consulting services - Accounting	-	7,000	7,000	-
Consulting services - Legal	2,700	20,000	14,771	5,229
Contractual services	60,000	60,000	52,294	7,706
Audit	11,500	11,760	11,760	-
Drop-off expenses:				
Contractual services - Drop-off	105,000	124,750	121,300	3,450
Contractual services - Household hazardous waste	12,000	29,000	14,487	14,513
Training and travel:				
Conferences and workshops	3,000	3,000	148	2,852
Expenses and mileage	2,500	2,500	829	1,671
Other operating expenses:				
Magazines and periodicals	220	220	76	144
Membership dues	1,250	1,250	770	480
Vehicle allowance	4,800	4,800	4,800	-
Community relations	5,500	5,500	4,351	1,149
Building/Liability insurance	24,782	25,685	25,685	-
Equipment maintenance	27,880	24,489	11,790	12,699
Building and grounds maintenance	1,700	1,700	260	1,440
Office equipment rental	1,380	1,000	797	203
Computer software	260	750	575	175
Office equipment	500	1,555	-	1,555
Contingency	15,000	4,600	-	4,600
Capital outlay	45,000	45,000	9,189	35,811
Total expenditures	676,024	710,832	593,112	117,720
Excess of Revenue (Under) Over Expenditures	(26,730)	(91,538)	33,518	125,056
Fund Balance - Beginning of year	567,189	567,189	567,189	-
Fund Balance - End of year	\$ 540,459	\$ 475,651	\$ 600,707	\$ 125,056

Resource Recovery and Recycling Authority of Southwest Oakland County

Note to Required Supplemental Information

June 30, 2020

Excess of Expenditures Over Appropriations in Budgeted Fund

During the year, the Authority's General Administrative Fund did not incur any expenditures in excess of budget.



Resource Recovery & Recycling Authority of Southwest Oakland County

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www.RRRASOC.org

THE RECYCLING AUTHORITY
Since 1989

To: RRRASOC Board of Directors
From: Mike Csapo, General Manager
Date: October 7, 2020

Re: **Solid Waste Expenditure Benchmark Study - 2020**

Action Requested

Accept and file the Solid Waste Expenditure Benchmark Study – 2020.

Overview

Attached for review, comment, and acceptance is the Solid Waste Expenditure Benchmark Study – 2020.

As indicated in the document's Executive Summary, solid waste and recycling expenditures in the RRRASOC communities continue to compare favorably to the regional average and median of peer communities. Among the specific findings are the following:

- Expenditures in all of the RRRASOC communities continue to be among the lowest in the region on a per capita and per household basis, with all community expenditures well below the regional average;
- Total annual solid waste expenditures in the RRRASOC communities, when calculated on a per household basis, are nearly \$3.9 million less than they would be if the expenditures were at the median level for the region;
- Among the RRRASOC communities, solid waste program expenditures continue to be well contained, with total budgeted expenditures in FY 2020 - 2021 being only 5.01% above expenditures in FY 2007 - 2008. Per capita expenditures are only 0.55% more than they were thirteen years ago;
- Total solid waste program expenditures for the RRRASOC communities are more than \$4.53 million (31.1%) below where they would have been if annually adjusted for inflation and population growth over the past thirteen years.

Please let me know if you have any questions or comments.

c. File

RRRASOC Member Communities
Farmington ✦ Farmington Hills ✦ Milford ✦ Milford Township
Novi ✦ South Lyon ✦ Southfield ✦ Walled Lake ✦ Wixom

**Solid Waste Expenditure Benchmark Study
2020**

Resource Recovery and Recycling Authority of Southwest Oakland County



Introduction and Executive Summary

The Resource Recovery and Recycling Authority of Southwest Oakland County (RRRASOC) recently evaluated solid waste related expenditures in the RRRASOC communities and conducted a comparison to the solid waste related expenditures of other communities in southeast Michigan.

We reviewed municipal sanitation/solid waste expenditures as expressed in the current municipal budgets of communities in southeast Michigan. The expenditures of thirty-nine communities, as well as historical expenditure data for the RRRASOC communities, are included in the analysis.

In summary, we found the following:

- Solid waste expenditures budgeted for the current fiscal year by the RRRASOC communities total \$12,602,792, which represents \$44.88 per capita or \$170.46 per serviced household unit;
- Total RRRASOC community budgeted expenditures increased 1.01% over the previous year but only a 0.60% increase on a per capita basis or a 0.41% increase on a per household basis. That compares favorably to an average increase of 2.57% among non-RRRASOC communities and a 3.2% increase in the *Bureau of Labor Statistics Garbage and Trash Collection Index*;
- Expenditures in all of the RRRASOC communities continue to be among the lowest in the region on a per capita and per household basis, with all community expenditures well below the regional average;
- Total annual solid waste expenditures in the RRRASOC communities, when calculated on a per household basis, are nearly \$3.9 million less than they would be if the expenditures were at the median level for the region;
- Among the RRRASOC communities, solid waste program expenditures continue to be well contained, with total budgeted expenditures in FY 2020 - 2021 being only 5.01% above expenditures in FY 2007 - 2008. Per capita expenditures are only 0.55% more than they were thirteen years ago;
- Total solid waste program expenditures for the RRRASOC communities are more than \$4.53 million (31.1%) below where they would have been if annually adjusted for inflation and population growth over the past thirteen years.

Findings

The RRRASOC communities have collectively budgeted \$12,602,792 for solid waste expenditures in FY 2020 - 2021, for an aggregate per capita expenditure of \$44.88 or \$170.46 per serviced household. That represents a 1.01% total increase over the previous year but only a 0.60% increase on a per capita basis or a 0.41% increase on a per household basis.

Year-over-year expenditure changes vary by community based on individual program characteristics, cost structures and allocations, and program changes. The changes in individual RRRASOC community expenditures range from a 5.30% decrease to a 4.61% increase, with an average community increase of 1.49%. That compares to an average increase of 2.57% among non-RRRASOC communities and a 3.2% increase in the *Bureau of Labor Statistics Garbage and Trash Collection Index*.

Per Capita Comparisons

As depicted in Graph 1, regional per capita expenditures range from \$34.67 to \$252.26, with an average of \$94.12 and a median of \$83.91. RRRASOC communities range from \$34.67 to \$83.91, with an average of \$51.48.

The aggregate expenditure in the RRRASOC communities of \$44.88 per capita is 52.3% below the regional average and 46.5% below the regional median.

Per Household Comparisons

As depicted in Graph 2, regional expenditures per household range from \$137.83 to \$603.83, with an average of \$245.39 and a median of \$222.63. RRRASOC communities range from \$139.10 to \$223.18, with an average of \$175.09.

The aggregate per household cost in the RRRASOC communities of \$170.46 is 30.5% below the regional average and 23.4% below the regional median.

Another way in which to view the expenditures of the RRRASOC communities is to compare them to what the total budgeted expenditures would be if the communities all spent at the median per household level for the region. In that case, total expenditures would be \$16,459,877, or \$3,857,085 (23.4%) higher than budgeted for the current fiscal year.

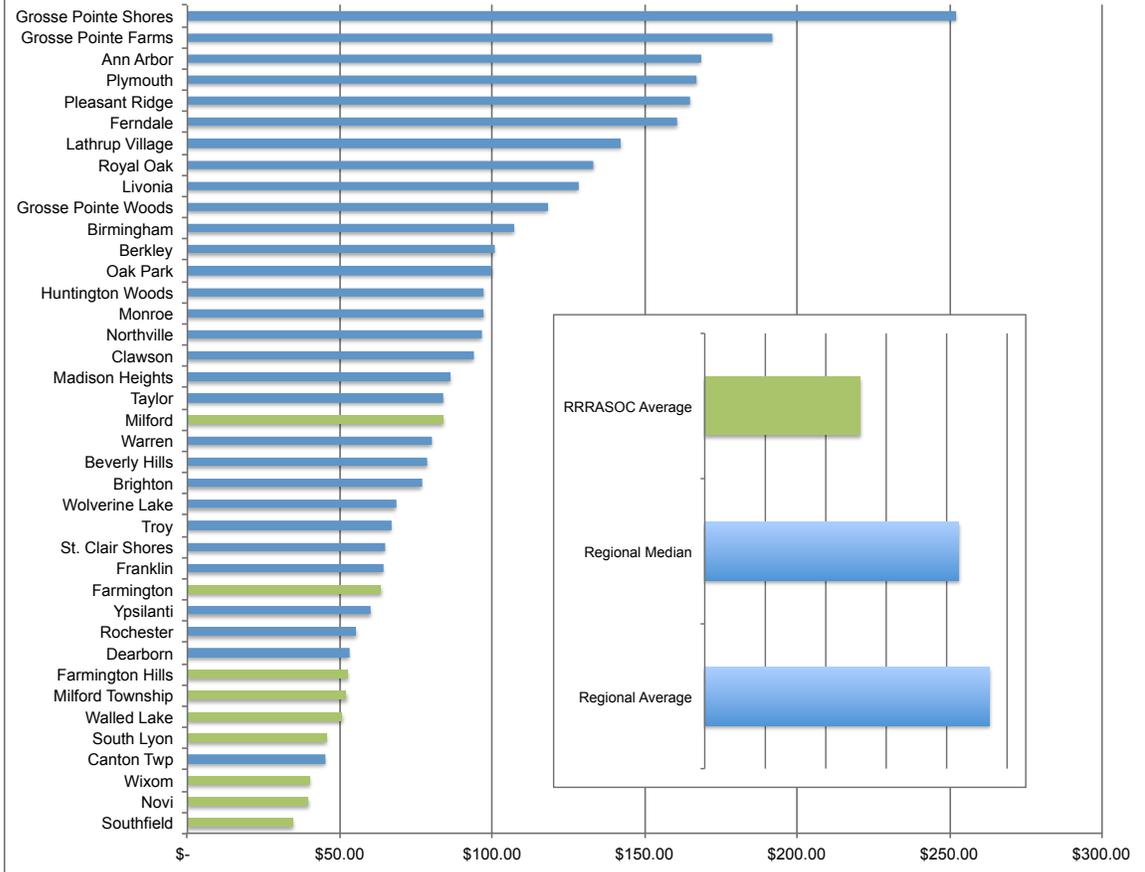
Blended Metric Comparisons

The "blended cost" metric is the average of the first two figures and is designed to provide some mitigation to the influence of housing demographics, providing a more normalized measure of expenditures for purposes of comparisons.

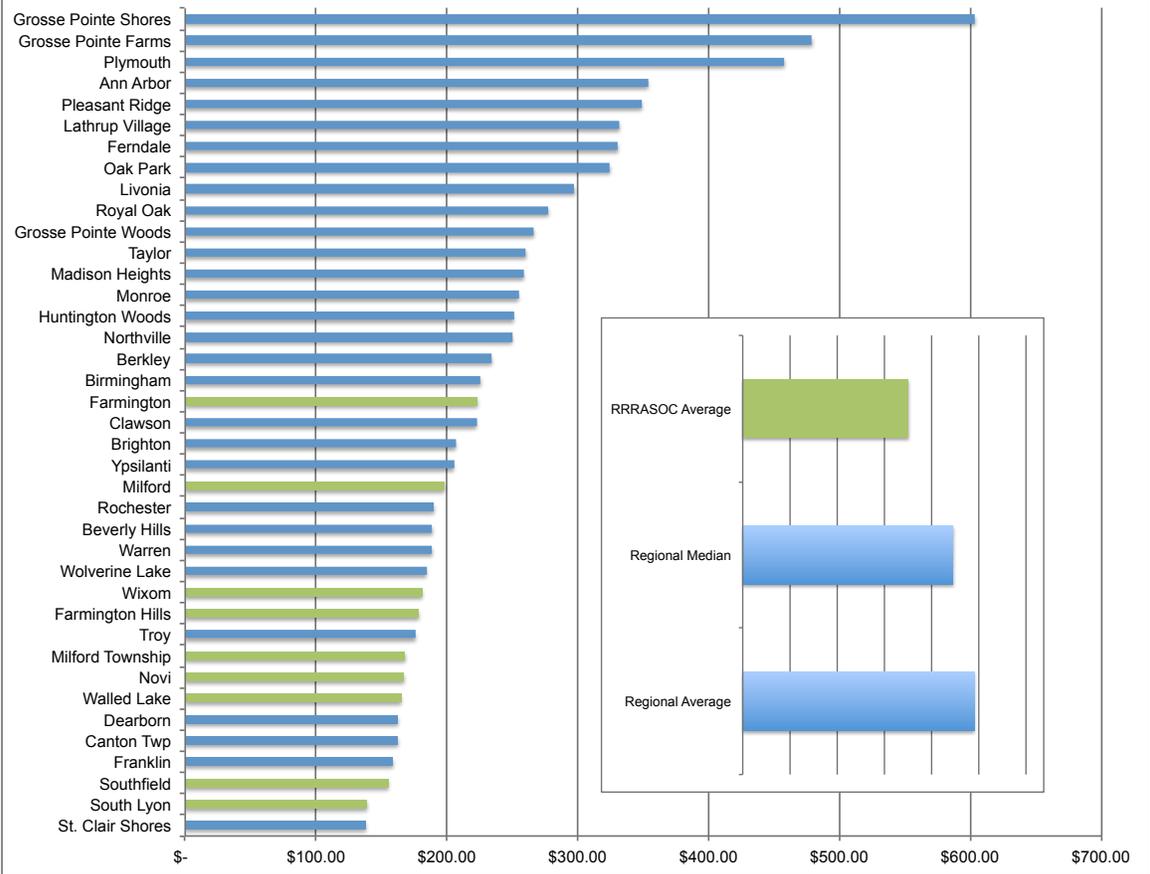
Depicted in Graph 3, the blended cost metric ranges from \$92.42 to \$428.05, with an average of \$169.76 and a median of \$143.32. RRRASOC communities range from \$92.42 to \$143.32, with an average of \$113.29.

The aggregate per blended cost in the RRRASOC communities is \$107.67, which is 36.6% below the regional average and 24.9% below the regional median.

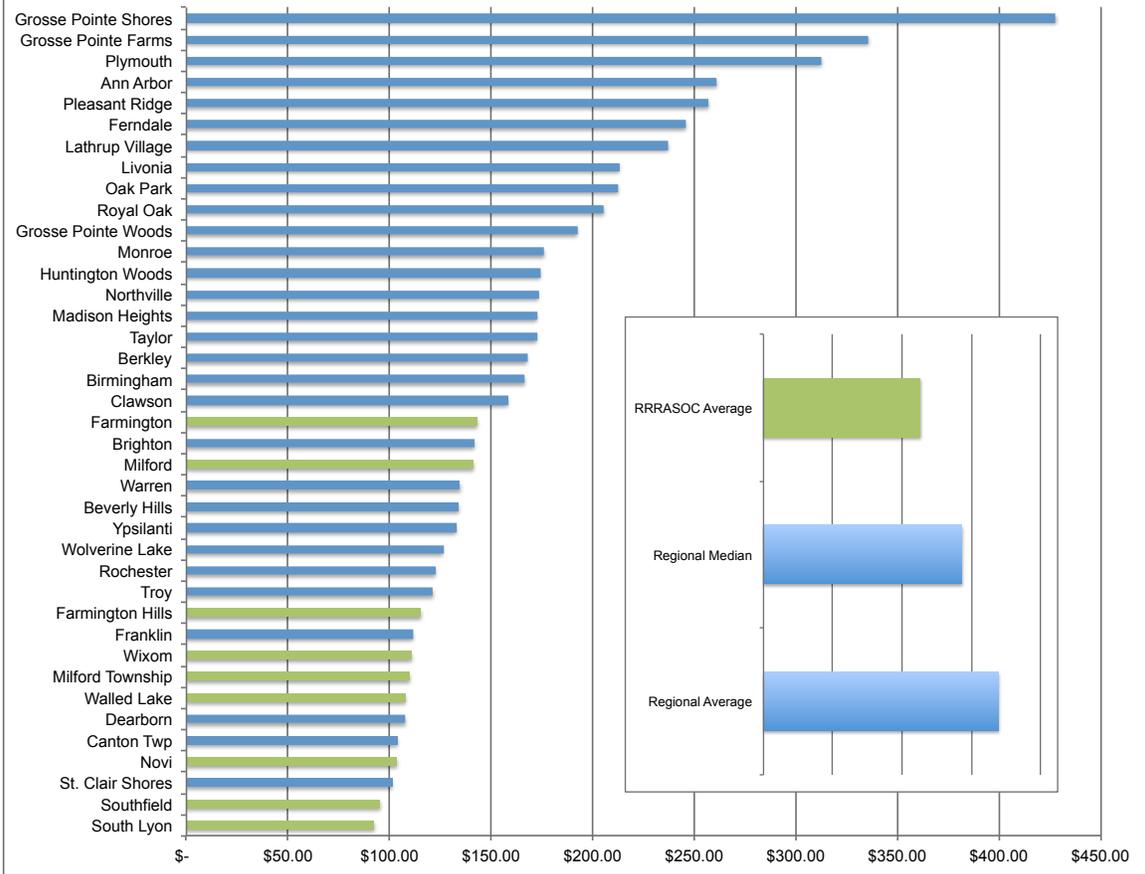
Graph 1
Budgeted Municipal Solid Waste Expenditures Per Capita
FY 2020 - 2021



Graph 2
Budgeted Municipal Solid Waste Expenditures Per Household
FY 2020 - 2021



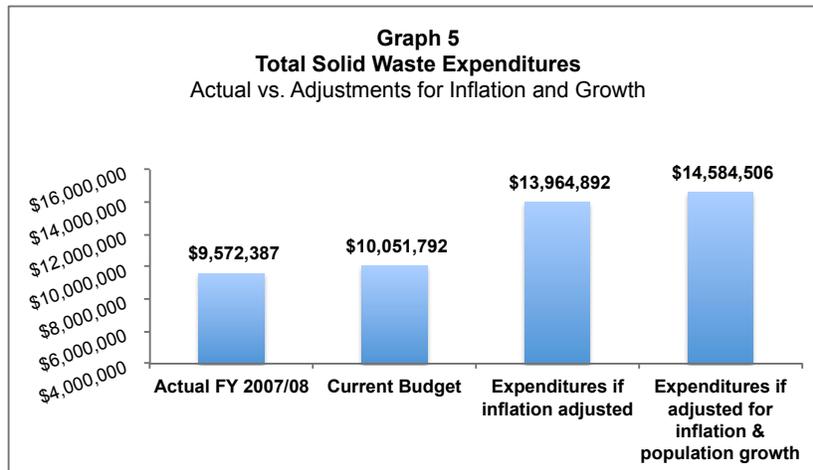
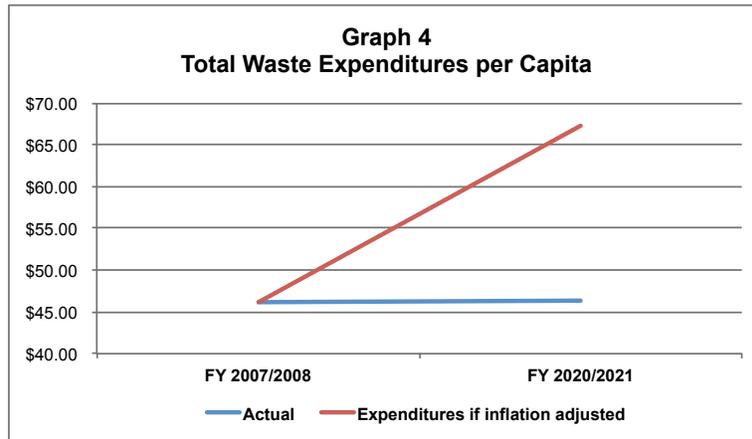
**Graph 3
Blended Cost Metric
FY 2020 - 2021**

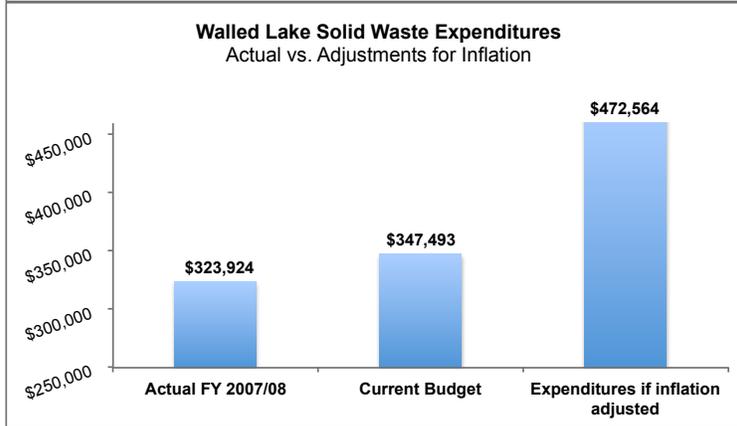
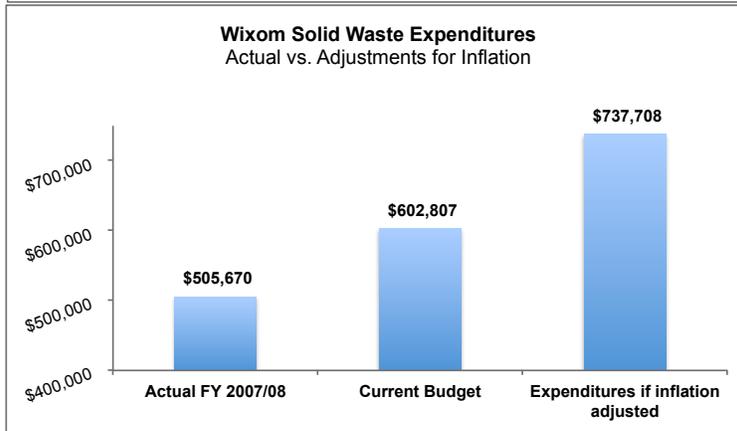
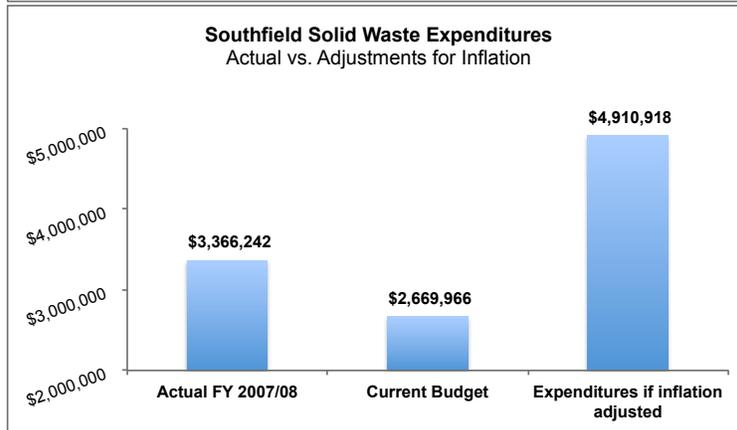
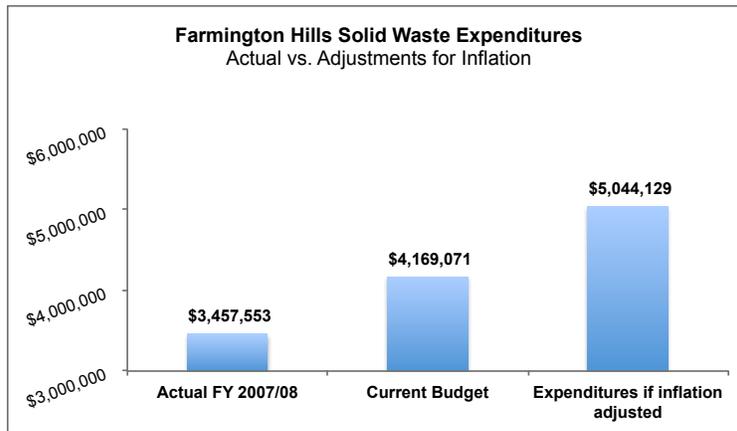


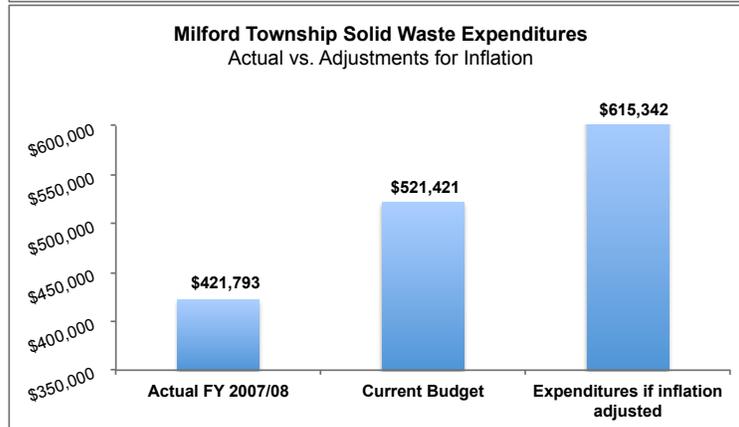
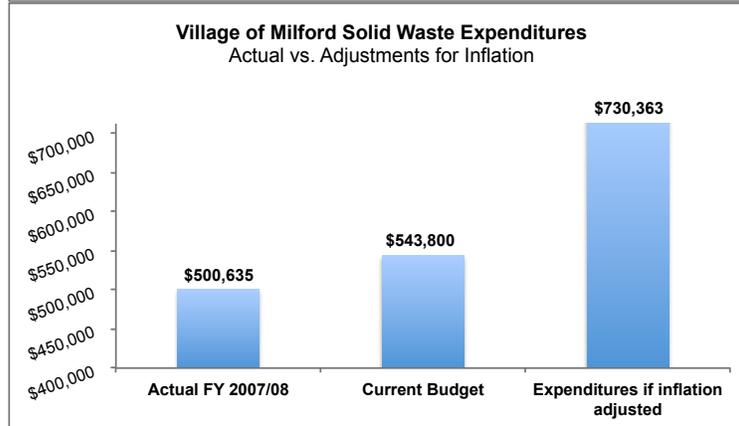
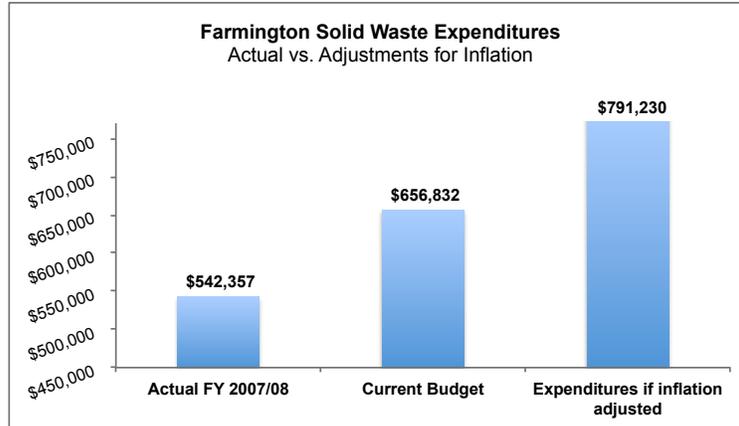
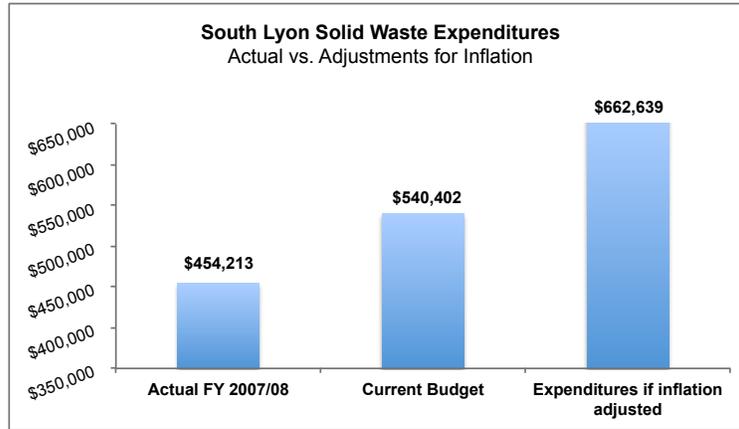
Historical Findings

Total solid waste expenditures in the RRRASOC communities increased from \$9,572,387 in FY 2007 - 2008 to \$10,051,792 budgeted for FY 2020 - 2021, for an increase of only 5.01%. When considering population growth, total per capita expenditures only 0.55% more than they were thirteen years ago. Note that the City of Novi is not included in this longitudinal analysis because their curbside program is relatively new.

All eight of the evaluated RRRASOC communities have budgeted expenditures below inflation-adjusted levels. Had the total FY 2007 - 2008 expenditure level been annually adjusted for inflation as reflected by the *Bureau of Labor Statistics Garbage and Trash Collection Index* and population change, total expenditures would have risen to \$14,584,506. As such, expenditures would have been more than \$4.53 million higher due to inflationary and growth adjustments. In other words, expenditures are 31.08% less than they would have been had they been annually adjusted for inflation and population change.







Conclusions

There is a wide variation in the expenditure metrics between communities. A number of factors contribute to that variation. Factors include service levels, service delivery type, program characteristics, community characteristics and demographics, contract terms, cost accounting procedures, and staffing levels.

Expenditures in the RRRASOC communities are among the lowest in the region, with all expenditures well below the regional average. RRRASOC communities spend nearly \$3.9 million less annually, when compared to the region's median, per household expenditures.

Total expenditures in the RRRASOC communities have remained well contained in the past thirteen years, with per capita expenditures being 31.1% below the inflation and growth adjusted level of FY 2007 - 2008. In other words, total expenditures are more than \$4.53 million less than they would have been had they kept pace with inflation and population growth over the past thirteen years.

Background and Methodology

Through intergovernmental cooperation, public private partnerships, and contracting, the nine member communities of RRRASOC provide a suite of solid waste and recycling services that are cost-effective, environmentally responsible, and sustainable, as well as consistent with best practices.

RRRASOC annually evaluates solid waste related expenditures in the RRRASOC communities and conducts a comparison to the solid waste related expenditures of other communities in southeast Michigan. We reviewed municipal sanitation/solid waste expenditures as expressed in the current municipal budgets of communities in southeast Michigan. The expenditures of thirty-nine communities, as well as historical expenditure data for the RRRASOC communities, are included in the analysis.

The accompanying figures and graphs are designed to benchmark expenditures pertaining to municipal solid waste activities. It is recognized that service levels and/or service delivery methods may vary from community to community. It is understood that differences in service levels and delivery types can lead to cost differentials. For example, a community that provides curbside brush chipping incurs costs not incurred by a community that does not provide such service. Curbside collection unit costs, as another example, can vary depending upon a variety of factors, including service delivery type, density, community size, and proximity to disposal or recycling facilities.

This study is designed to identify cost metrics for individual communities without attempting to qualify, differentiate, or otherwise normalize service levels. For purposes of this effort, it is assumed that the service level and type selected by each community is consistent with the parameters established by the elected and/or administrative officials in each community. This document should be viewed in a positive rather than a normative sense.

Thirty-nine communities are included in the report. The communities included are those

that provide a minimum level of service that includes weekly curbside refuse, yard waste, and recycling collection. Most also have access to recycling and household hazardous waste drop off programs. Communities in which curbside services are not included in the municipal budget are specifically excluded from this report.

Expenditure information comes from the current fiscal year budget published by each municipality. Expenditures included are those items contained within the municipality's sanitation or solid waste budget, or within the municipality's public works or services budget and identified as being specifically related to solid waste.

It is recognized that municipalities may utilize different cost-accounting methods and that some communities may charge costs to a sanitation or solid waste budget that are not included by another community. Identifying and differentiating among differing accounting and cost management techniques is beyond the scope of this effort. In that regard, the expenditures included in this report are those costs that the communities have chosen themselves to allocate to sanitation or solid waste line items.

Information for the longitudinal analysis of expenditures in the RRRASOC communities was gathered from each community's audited financial statements as reported to the State of Michigan for the fiscal year ending in 2008.

This study does not evaluate the various revenue approaches among the communities. Those approaches include, but are not limited to, user fees and fees for services, property taxes, general fund appropriations, and material sales revenue.

Due to the variety of factors that influence a community's cost metrics, this report is best used to compare a community's costs to the average and the median, rather than to compare an individual community directly to another community. A more in-depth, case study approach would be required to directly compare communities.

Cost Metrics

Three cost metrics are utilized in this report. The first is per capita cost. For purposes of this calculation, population means the household population as estimated by the *SEMCOG Population and Household Estimates for Southeast Michigan, July 2019*.

While the per capita approach is a standard and useful approach, it does have its drawbacks. For example, curbside service tends to be offered only to single-family households and offered to multi-family units only on a limited basis. Communities with a high proportion of their population in multi-family units with limited service will experience a downward influence on their per capita costs as compared to communities with a higher proportion of single-family homes. However, the per capita metric is a well-accepted measure that merits inclusion in this report.

The second metric is the cost per household. This measure divides total expenditures by the number of household units receiving curbside service. Serviced units are either those reported by the community, its solid waste hauler, or the single-family, duplex, and townhome units as reported in the *U.S. Census Bureau*. If the community provides

commercial or multi-family services appropriate for inclusion in this metric, they are included. This measure is most useful when assessing only curbside service costs. However, its accuracy can skew in the opposite direction of the per capita measure when a community has a high proportion of multi-family units that utilize services such as hazardous waste collection or recycling drop-offs.

Because the ratio of multi-family and single-family homes in a community can influence the first two metrics in opposite directions, a third measure has been included. The “blended cost” metric is the average of the first two figures and is designed to provide some mitigation to the influence of housing demographics, providing a more normalized measure of expenditures for purposes of comparisons.



Resource Recovery & Recycling Authority of Southwest Oakland County

20000 W. 8 Mile Rd
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www.RRRASOC.org

THE RECYCLING AUTHORITY
Since 1989

To: RRRASOC Board of Directors
From: Mike Csapo, General Manager
Date: October 16, 2020

Re: **Recycling Infrastructure Grant**

Action Requested

Endorse repurposing the Recycling Infrastructure Grant tentatively awarded by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) for security cameras for the Novi Recycling Drop Off Center to monitor usage, improve safety and security, and reduce illicit dumping. Also, endorse reapplying for the full grant amount for a document shredder during the next grant cycle.

Overview

As part of its adopted FY 2020-2021 budget, RRRASOC budgeted a capital expenditure of \$79,120 on the condition that EGLE fund 80% of the cost (\$63,294) through the Recycling Infrastructure Grant program. We were notified on October 15 that EGLE has tentatively awarded RRRASOC 50% of the requested amount, which would require the RRRASOC share of the project to be \$47,473 instead of the budgeted \$15,826.

The EGLE representative also indicated that the Department may be open to repurposing the grant to meet other identified needs that are consistent with the overall objectives of the grant program.

Through the EGLE Recycling Quality Improvement (RQI) Grant program in which RRRASOC is currently engaged with EGLE and The Recycling Partnership, we have identified a need for security cameras at the Novi Recycling Drop Off Center to monitor and improve usage, improve safety and security, and reduce illicit dumping and contamination. However, the capital costs of the camera solution are outside of the scope of the RQI grant budget. Preliminary discussions with EGLE representatives indicate that repurposing the Recycling Infrastructure Grant to acquire and deploy the camera solution and defer the shredder project until such time as the full requested amount could be sought would be a viable approach.

Recommendation

Accepting the tentative grant offer for the shredder project would require an unplanned expenditure of nearly \$32,000 but the offer would easily cover 80% of the projected costs of acquiring cameras for the Novi Recycling Drop Off Center, while reducing RRRASOC's local share of capital outlay by \$8,000 or more. Additionally, deferring the shredder project offers an opportunity to secure the full funding amount at a later date.

RRRASOC Member Communities

Farmington ♦ Farmington Hills ♦ Milford ♦ Milford Township
Novi ♦ South Lyon ♦ Southfield ♦ Walled Lake ♦ Wixom

As such, it is recommended that we seek repurposing the Recycling Infrastructure Grant tentatively awarded by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) for security cameras for the Novi Recycling Drop Off Center to monitor usage, improve safety and security, and reduce illicit dumping, and reapply for the full grant amount for a document shredder during the next grant cycle.

Please let me know if you have any questions or comments.



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THE RECYCLING AUTHORITY
Since 1989

To: RRRASOC Board of Directors
From: Mike Csapo, General Manager
Date: October 16, 2020

Re: **Household Hazardous Waste Rates**

Action Requested

Approve the attached rate proposal from ERG Environmental.

Background

At its January 23, 2020 meeting, the RRRASOC Board of Directors approved household hazardous waste (HHW) rates for CY 2020 but took no action on rates for 2021. The attached proposal from ERG Environmental sets rates for next year and provides for a continuation of the HHW program in accordance with long standing practices.

ERG Environmental proposes 2021 rates as follows:

January 1 - June 30

Drop off at the ERG site in Livonia: \$43.50 per vehicle

Event participation: \$52.00 per vehicle

July 1 - December 31

Drop off at the ERG site in Livonia: \$45.00 per vehicle

Event participation: \$53.50 per vehicle

While the proposed rates represent an increase, they are below the rates for comparable programs, below the rates the RRRASOC communities paid prior to RRRASOC taking over the HHW program in 1997, and below where rates would have been had they been adjusted for inflation since RRRASOC began managing the HHW program.

The table below shows the current event rate, the proposed event rates, and event rates for comparable programs.

Current RRRASOC rate:	\$44.50
Proposed RRRASOC rate through June:	\$52.00
Proposed RRRASOC rate through Dec.:	\$53.50
Livonia:	\$54.25
Oakland County NoHaz:	\$57.75
Genesee County:	\$60 - \$70
Highland Township:	\$74.92
Auburn Hills:	\$89.23

RRRASOC Member Communities

Farmington ♦ Farmington Hills ♦ Milford ♦ Milford Township
Novi ♦ South Lyon ♦ Southfield ♦ Walled Lake ♦ Wixom

Recommendation

Inasmuch as the proposed rates are very competitive relative to comparable programs and historical pricing and allows the continuation of HHW program through 2021, approval of the attached rate proposal is recommended.

Please let me know if you have any questions or comments.

attachment



13040 Merriman Road, Suite 200 • Livonia, Michigan 48150-1816

734.437.9650 • FAX 734.437.9651 • www.ERGenvironmental.com

September 9, 2020

Mr. Michael Csapo
General Manager
RRRASOC
20000 8 Mile Rd
Southfield, MI

RE: HHW DISPOSAL – 2021 EVENT AND LIVONIA DROP OFF PRICING

Dear Mr. Csapo,

SQS, Inc dba ERG Environmental Services (ERG) thanks **RRRASOC** for the opportunity to provide Household Hazardous Waste (HHW) services to member residents for the Calendar year 2021. Per your request, presented herein is updated pricing for HHW services, to include providing multiple Saturday event services as well as allowing RRRASOC residents to drop off year-round at the ERG facility located in Livonia, MI.

ERG provides one of the best organized, staffed, and equipped HHW collection programs in the industry. Over the past several years ERG has successfully performed on average over 100 HHW collections per year. We encourage you to reach out to our references to learn more about our capabilities.

We appreciate the opportunity to provide this information to you. If you have any questions, please do not hesitate to contact Edward Dawkins (734.437.9658), edawkins@ERGenvironmental.com).

Thank you for this opportunity.

Sincerely,

ERG ENVIRONMENTAL SERVICES

A handwritten signature in black ink, appearing to read "Kathy Mukavetz", written over a light grey horizontal line.

Kathy Mukavetz
Project Manager





**HOUSEHOLD HAZARDOUS WASTE
MANAGEMENT
METHODS & PRICING
CY 2021**

Service	Waste Mgt. Method*	Price
Per Vehicle Event Price - Jan 1, 2021 thru June 30, 2021	NA	\$ 52.00
Per Vehicle Event Price – July 1, 2021 thru Dec 31, 2021	NA	\$ 53.50
Per Vehicle Event Price - Jan 1, 2021 thru June 30, 2021 No Document Shred	NA	\$ 43.00
Per Vehicle Event Price – July 1, 2021 thru Dec 31, 2021 No Document Shred	NA	\$ 44.50
Per Vehicle Resident Drop Off Price (ERG Livonia) - Jan 1, 2021 thru June 30, 2021	NA	\$ 43.50
Per Vehicle Resident Drop Off Price (ERG Livonia) - July 1, 2021 thru Dec 31, 2021	NA	\$ 45.00
Unacceptable Wastes (Typical)		
Explosives, weapons, radioactive waste, trash, tires, yard waste, fireworks, compressed gas cylinders, industrial and/or commercially-generated waste, and large appliances (refrigerators, stoves, etc).		
*Waste Management Methods		
RC – Recycle / Reuse ♦ FI – Fuel Blending / Incineration ♦ NE – Neutralization ST – Stabilization ♦ DI – Destructive / Incineration ♦ LF – Landfill		

PROPOSAL ACCEPTANCE

If this Cost Proposal (and General Terms and Conditions thereof) are acceptable, please complete and sign this section and **return a copy of this completed page** (along with payment information for the retainer specified above) via fax to 734.437.9651 or via email to either of the parties referenced above.

Certification and Acceptance: By signing below I accept this Cost Proposal and certify that I am authorized to do so on behalf of the company named herein, that I have read and understand the proposal, pricing, and General Terms and Conditions thereof, and that I have had the opportunity to seek legal and technical advice in its regard.

Name: _____ Title: _____

Signature: _____ Date: _____

PO # (if required) _____

GENERAL TERMS AND CONDITIONS

- 1) **Acceptance:** By signing and returning a copy of this proposal, Client accepts these General Terms and Conditions and the Scope of Services / Scope of Work, subject to final credit approval by ERG Environmental Services (ERG) and incorporation of payment terms (see item #4, below). This Agreement is and shall always remain that of independent parties to a contractual relationship. Client shall reimburse ERG for all costs and expenses of collecting any amounts owed to ERG, including, without limitation, court costs and reasonable attorney fees.
- 2) **Scope of Services:** ERG's proposed Scope of Services/Scope of Work and associated fee estimates and schedules, are based on ERG's understanding of the waste which requires management / overall project and ERG's Client (and/or Waste Generator's [Generator], if different than Client) needs and objectives. If, as a result of knowledge gained during management of the project / waste and/or other information becomes known, ERG feels that a change in level of effort or direction is warranted, ERG will inform Client of the proposed changes in the Scope of Services so that negotiation can be accomplished. Client / Generator shall make available to ERG all information regarding the waste and any relevant site conditions that may affect the Scope of Services. Client/ Generator will provide ERG all information that is known or readily accessible to Client / Generator that may be reasonably necessary for completion of services to be performed by ERG. Prior to removal of the waste, during the project, or at any time thereafter when new information becomes available to Client / Generator, same shall provide prompt, full, and complete disclosure to ERG of new information that could affect ERG's performance of its services or could pose potential hazardous conditions or risk to the health or safety of ERG's employees, agents, and/or subcontractors.
- 3) **Quotations and Proposals:** Quotations or estimates of fees will be honored for a period of 30 days unless otherwise agreed. Unless expressly stated otherwise, quoted fees constitute our estimate based upon our understanding of the work to be performed and are subject to revision if the scope-of-services is modified / redefined. **If the quoted work is subject to Living Wage, Davis-Bacon Act, and/or another mandatory or prevailing wage structure, Client must notify ERG of said requirement in advance of quotation preparation. Any additional wage payment(s) ERG must make to ERG and/or subcontracted personnel to satisfy undisclosed wage requirements of the work will be invoiced to Client as an additional charge.** Verbal quotations are not binding until confirmed in writing and signed by Client. Pricing changes must be in writing and signed by ERG and Client to be considered binding
- 4) **Payment:** Client shall pay ERG in full within thirty (30) calendar days of the date of each ERG invoice. Any amount not paid within thirty (30) calendar days of the ERG invoice date shall be charged interest at the rate of one and one-half percent (1-1/2%) per month, which shall be applied effective as of the date such payment was originally due. These payment terms are contingent upon ERG's review of Client's credit history; pre-payment or a retainer may be required prior to services being rendered.
- 5) **Ownership of Samples:** Samples from the Client's / Generator's site, submitted to ERG by the Client / Generator or residue thereof after analysis, shall remain the property and responsibility of Client / Generator for purposes of special handling, hazardous waste transport and/or disposal. Unless otherwise agreed, sample residuals shall be disposed of or returned to Generator upon completion of the analyses at the discretion of ERG. Samples will be analyzed under normal processing time of 5-10 working days. All samples will be retained for 30 calendar days from date of collection unless an extension is requested in writing.
- 6) **Waste Shipping Requirements:** It is the responsibility of the Generator to properly package, mark, and label hazardous material or hazardous waste in compliance with Department of Transportation (DOT) requirements. All containers must be suitable for transportation pursuant to the DOT requirements or recovery drums will be provided and utilized by ERG, at a charge of \$155.00 per drum to Client. Client acknowledges that while ERG may identify or provide packaging, marking or labeling materials, it is the sole responsibility of Generator to maintain compliance with DOT regulations. Same applies to bulk waste shipments.
- 7) **Selection of Disposal Facility:** Client / Generator acknowledges that ERG has no responsibility for the final selection of a treatment technology nor Treatment, Storage, and Disposal Facility (TSDF) for each generated waste stream, as this is the responsibility of the Generator. Client / Generator further acknowledge that while ERG may identify potential TSDF's that are capable of managing the generated waste(s), ERG may not and will not select any specific TSDF for any waste stream on behalf of Client or Generator. Title and all other incidents of ownership to the waste material shall pass directly from Generator to the TSDF designated by the Generator (or Client on behalf of Generator). Moreover, any testing by ERG and/or transportation of any waste material by ERG shall not relieve Generator of any of its obligations or liabilities under the Comprehensive Environmental Response, Compensation and Liability, 42USC 9601 et seq.; the Resource Conservation and Recovery Act of 1976, 42 USC 9601 et seq.; or the Natural Resources and Environmental Protection Act, MCLA 324.181 et seq., and/or any other regulations which pertain to management of the site conditions / waste / etc. outlined herein, each as may be amended from time to time.

- 8) **Recycling:** Materials and/or wastes for which ERG has accepted title may be beneficially recycled through re-use, re-sale, secondary recycled feed stock, smelting, extrusion, and other acceptable methods, at the discretion of ERG. Recycling / recovery value to remain with ERG.
- 9) **PCB Materials:** Mineral oil for dechlorination must contain less than 1% water and solids or special pricing will apply. Analytical must be provided for all PCB material prior to removal from Client's / Generator's site. If the analytical is greater than one (1) year old, ERG will obtain a sample of each item and a charge of \$105.00 / sample will be invoiced to Client. Pricing assumes storage for disposal date of less than one (1) month, otherwise surcharges may apply. PCB wastes cannot contain RCRA constituents.
- 10) **Standard of Care:** Pursuant to the terms and conditions of this Agreement, ERG will perform services using the standard of care commonly used by environmental professionals and hazardous waste transporters practicing in the State of Michigan. This agreement shall be governed by the laws of the State of Michigan.
- 11) **Delay or Termination:** In the event of termination at the request or direction of Client prior to the completion of the agreed upon services, ERG shall be compensated for services performed up to the date of termination and ERG shall bear no legal or financial liability for the site, waste, or any other conditions which result from the decision by Client to delay or terminate the project. Compensation shall include labor and expenses for completion of specific analyses and activities underway at the time of notification, as well as all costs, expenses and damages resulting from the termination. ERG shall not be responsible for delays in performance or cancellation of contracts resulting from causes beyond the control of ERG, labor disputes, and/or acts of third parties.
- 12) **Reference to Clients:** ERG shall have the right to utilize Client's name and a general description of the services provided as reference to other potential clients, unless instructed otherwise by Client. ERG will not use any documents, photos or specific references to Client, Client's projects or facilities unless authorized to do so in any sales, advertising or company brochures.
- 13) **General Indemnification:** ERG will indemnify and hold Client harmless from and against demands, damages, and expenses caused solely by ERG's negligent acts and omissions, and breach of contract and those acts, omissions, and breaches of persons for whom ERG is legally responsible. Client will indemnify and hold ERG harmless from and against demands, damages, and expenses caused by Client's negligent acts and omissions, and breach of contract and those acts, omissions, and breaches of persons for whom Client is legally responsible (including persons for whom Generator is legally responsible, if Client is acting on behalf of Generator).
- 14) **Ownership of Documents:** ERG shall have rights of ownership of all data, project records, work products, reports, or instruments of service and such materials shall remain in the possession of ERG for a period of seven years. Client shall have reasonable access to original such materials during normal business hours.
- 15) **Confidentiality:** ERG agrees to maintain in confidence all information gathered and formulated as part of the authorized services except where disclosure is mandated by law. ERG further acknowledges that the information presented in proposals and reports is exclusively for the use of Client or Generator (as applicable). ERG will not distribute or publish reports without the consent of Client except as required by law or court order. Client acknowledges that all reports filed with State and/or Federal regulatory agencies on behalf of Client or Generator, by authorization to ERG, become public records subject to dissemination through the Freedom of Information Act.
- 16) **Conclusions:** Conclusions made by ERG are statements of professional opinion based in part on the interpretation of data from discrete samples and reasonable interpolation of conditions between sample points. Data and conclusions are not transferable to third parties, different sites, or different regulatory circumstances.
- 17) **Delays and Pricing:** Waste loading/transportation delays experienced at Client's / Generator's facility or at the Generator-designated TSDf that are not the fault of ERG will be billed at a demurrage rate of \$95.00 per hour for each waste transport vehicle; additional ERG personnel affected by said delays will be invoiced at the applicable unit hourly rates for that project. Unless otherwise specified herein, price quotations prior to completion of services are estimates only and final invoicing may vary accordingly. Disposal and/or recycling prices may vary without notice to ERG.



Resource Recovery & Recycling Authority of Southwest Oakland County

20000 W. 8 Mile Rd
Southfield, MI 48075-5708

Office: 248.208.2270

Fax: 248.208.2273

www.RRRASOC.org

THE RECYCLING AUTHORITY
Since 1989

To: RRRASOC Board of Directors
From: Michael Csapo, General Manager
Date: October 16, 2020

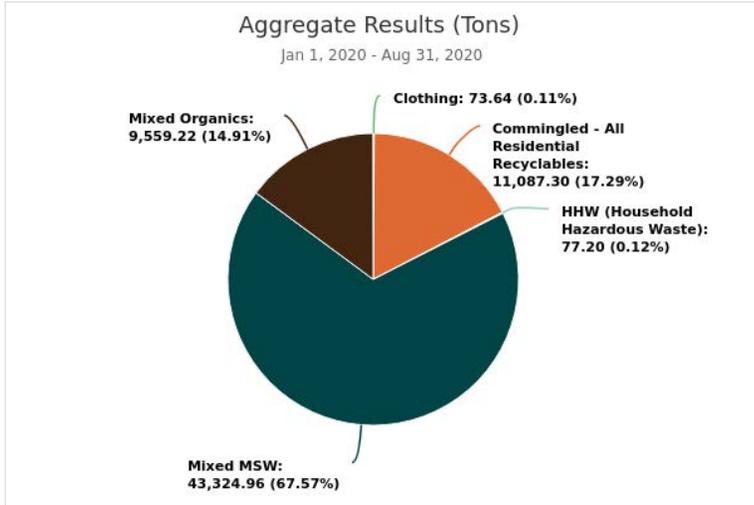
Re: **Manager's Report**

1. The audit by Plante Moran of the FY 2019 - 2020 financial statements was completed. See agenda.
2. The 2020 Solid Waste Expenditure Benchmark Report was completed. See agenda.
3. Proposed HHW rates for 2021 were reviewed. See agenda.
4. Work on legislative and policy issues continued.
5. Six shredding and HHW events were conducted.
6. The State-funded Recycling Quality Improvement grant project continued. A report will be given following the completion of the project.
7. Informational postcards were mailed to all residents.
8. The MRF scale was replaced.
9. HHW cost offset funding was received from the Michigan Department of Agriculture Clean Sweep Program.
10. Staff attended or presented at the following:
 - A. The NCJW Michigan Chapter Green Team meeting;
 - B. Michigan Department of Treasury COVID-19 update;
 - C. Recycling Opportunity Analysis: Building a Circular Economy in Michigan;
 - D. Novi Consultant Review Committee;
 - E. Solid Waste Association of North American Michigan Chapter meeting;
 - F. Product Stewardship Institute webinar on EPR;
 - G. Michigan NextCycle webinar;
 - H. Colorado NextCycle webinar;
 - I. MRF Mechanical Screening webinar;
 - J. Farmington City Council MRF tour.

RRRASOC Member Communities

Farmington ♦ Farmington Hills ♦ Milford ♦ Milford Township
Novi ♦ South Lyon ♦ Southfield ♦ Walled Lake ♦ Wixom

Best Practice Reports Material Management Report



Aggregate Results (Tons)

Displaying data collected for: Jan 1, 2020 - Aug 31, 2020

Displaying 5 results

MATERIALS	TONS
Clothing	73.64
Commercial - All Residential Recyclables	11,087.30
HHW (Household Hazardous Waste)	77.20
Mixed MSW	43,324.96
Mixed Organics	9,559.22
Total:	64,122.32

Detailed Results (Tons)

Displaying data collected for: Jan 1, 2020 - Aug 31, 2020

Displaying 9 results

ORGANIZATIONS	CLOTHING	COMMINGLED - ALL RESIDENTIAL RECYCLABLES	HHW (HOUSEHOLD HAZARDOUS WASTE)	MIXED MSW	MIXED ORGANICS
Farmington	2.90	474.54	4.39	1,505.86	289.81
Farmington Hills	18.86	3,795.77	37.04	11,943.94	2,299.14
Milford	2.30	297.05	1.97	1,631.72	617.31
Milford Township	4.72	412.55	3.34	2,442.93	159.27
Novi	25.82	3,300.45	12.79	8,006.60	1,380.60
South Lyon	3.38	452.06	2.23	2,575.36	512.07
Southfield	12.20	1,687.75	1.81	12,289.57	3,715.04
Walled Lake	0.20	151.81	1.44	1,279.39	223.73
Wixom	3.26	515.32	12.19	1,649.59	362.25
Total	73.64	11,087.30	77.20	43,324.96	9,559.22



Resource Recovery & Recycling Authority of Southwest Oakland County

20000 W. 8 Mile Rd
Southfield, MI 48075-5708

Office: 248.208.2270

Fax: 248.208.2273

www.RRRASOC.org

THE RECYCLING AUTHORITY
Since 1989

To: RRRASOC Board of Directors
From: Mike Csapo, General Manager
Date: October 16, 2020

Re: **MRF Operations Report**

Attached are the MRF throughput figures for January through September. During the period, the MRF accepted more than 55,443 gross tons of material, which is 6.7% above the same period last year.

More than 12,406 tons of material, or 22.4%, came from RRRASOC Member Communities' programs in accordance with MRF Service Agreements or RRRASOC drop-off sites and is 3.8% above the same period last year.

The facility accepted more than 43,037 tons of material from outside the RRRASOC programs, which represents a 7.6% increase over the same period last year.

Please let me know if you have any questions or comments.

attachment

RRRASOC Member Communities
Farmington ♦ Farmington Hills ♦ Milford ♦ Milford Township
Novi ♦ South Lyon ♦ Southfield ♦ Walled Lake ♦ Wixom

MRF Throughput Data

Source:	Farmington	Farmington Hills	Village of Milford	Milford Twp	Novi	Novi DO	South Lyon	Southfield	Southfield DO	Walled Lake	Wixom	RRRASOC Total	Third Party	Total
Jan-20	61.06	484.10	34.27	57.77	361.08	49.33	53.10	140.74	16.70	24.40	71.81	1,354.36	5,055.16	6,409.52
Feb-20	44.26	350.89	27.98	34.33	263.92	40.88	39.14	139.18	11.85	12.70	47.73	1,012.86	4,481.40	5,494.26
Mar-20	60.68	481.09	30.41	58.42	389.82	49.89	71.76	204.50	13.28	19.80	13.28	1,392.93	4,726.83	6,119.76
Apr-20	64.63	512.43	47.18	64.82	392.65	45.79	57.20	206.16	14.89	24.54	78.31	1,509.20	5,055.16	6,564.36
May-20	59.71	473.42	43.21	61.08	370.90	55.36	55.80	220.23	18.99	17.17	69.56	1,425.43	4,894.47	6,319.90
Jun-20	64.93	514.84	37.40	44.81	381.05	56.26	69.43	227.36	19.46	18.26	60.46	1,494.26	4,724.09	6,218.35
Jul-20	61.47	487.34	44.04	61.39	387.28	56.17	50.42	221.04	16.16	19.65	67.54	1,472.50	4,644.55	6,117.05
Aug-20	57.85	458.67	32.56	49.93	331.73	56.34	49.21	201.66	14.95	15.29	51.26	1,319.45	4,590.90	5,910.35
Sep-20	60.48	479.46	40.25	49.50	377.64	50.43	55.13	213.10	16.22	21.63	61.45	1,425.99	4,864.55	6,289.84
Oct-20														
Nov-20														
Dec-20														
Total	535.07	4,242.24	337.30	462.05	3,256.07	460.45	501.19	1,774.57	142.50	173.44	521.40	12,406.28	43,037.11	55,443.39
Average	59.45	471.36	37.48	51.34	361.79	51.16	55.69	197.17	15.83	19.27	57.93	1,033.86	4,781.90	4,620.28

Check Register Report

Date: 10/12/2020

Time: 2:42 pm

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RRRASOC

BANK: STANDARD FEDERAL BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
STANDARD FEDERAL BANK Checks								
13138	07/17/2020	Printed			124	BLUE CROSS BLUE SHIELD OF MICH	August premium	3,026.13
13139	07/17/2020	Printed			429	CHASE	Visa	285.75
13140	07/17/2020	Printed			429	CHASE	Visa	239.96
13141	07/17/2020	Printed			9	KONICA MINOLTA BUS. SOLUTIONS	Copier 6/10-7/9/2020	60.16
13142	07/17/2020	Printed			4	PLANTE & MORAN PLLC	FY 19-20 Audit	9,600.00
13143	07/17/2020	Printed			130	THE HARTFORD	August premium	461.03
13144	07/17/2020	Printed			184	VANTAGEPOINT TRANS AGENTS-457	7/9/2020 Payroll	944.73
13145	07/17/2020	Printed			184	VANTAGEPOINT TRANS AGENTS-457	7/23/2020 Payroll	944.73
13146	08/03/2020	Printed			534	AMERICAN PUBLIC WORKS ASSOC.	Membership Dues	233.00
13147	08/03/2020	Printed			94	COMCAST	Phone & internet	348.98
13148	08/03/2020	Printed			87	EMERGE KNOWLEDGE DESIGN, INC.	Re-TRAC	1,750.00
13149	08/03/2020	Printed			125	MI MUNICIPAL RISK MANAGEMENT	General Fund	17,435.00
13150	08/03/2020	Printed			125	MI MUNICIPAL RISK MANAGEMENT	Retention Fund	8,000.00
13151	08/03/2020	Printed			126	SHREDCORP	FH Shred Day 7/14/2020	800.00
13152	08/03/2020	Printed			33	SQS, INC.	South Lyon batteries	646.40
13153	08/03/2020	Printed			33	SQS, INC.	Farmington batteries	470.21
13154	08/03/2020	Printed			33	SQS, INC.	Wixom HHW 7/18/2020	47,748.50
13155	08/03/2020	Printed			184	VANTAGEPOINT TRANS AGENTS-457	8/6/2020 Payroll	944.73
13156	08/11/2020	Printed			140	FIRE ROVER	August 2020	150.00
13157	08/11/2020	Printed			137	GFL	Novi Drop-Off-July 2020	9,150.00
13158	08/11/2020	Printed			123	IRIS WASTE DIVERSION SPECIAL	July 2020	2,506.25
13159	08/11/2020	Printed			123	IRIS WASTE DIVERSION SPECIAL	EGLE-TRP Grant	8,843.75
13160	08/11/2020	Printed			25	RESOURCE RECYCLING SYSTEMS, IN	Equipment Inspection	6,746.13
13161	08/11/2020	Printed			33	SQS, INC.	July 2020 appts.	9,334.00
13162	08/19/2020	Printed			124	BLUE CROSS BLUE SHIELD OF MICH	September premium	4,569.35
13163	08/19/2020	Printed			429	CHASE	Visa	423.32
13164	08/19/2020	Printed			9	KONICA MINOLTA BUS. SOLUTIONS	Copier 7/10-8/9/2020	64.12
13165	08/19/2020	Printed			508	OFFICE DEPOT, INC.	Office supplies	17.64
13166	08/19/2020	Printed			153	ROBERT KANERVA	Reimbursement for HHW appt.	20.00
13167	08/19/2020	Printed			126	SHREDCORP	Novi 8/11/2020	800.00
13168	08/19/2020	Printed			154	STANDARD SCALE & SUPPLY CO. IN	30% payment of scale	20,918.67
13169	08/19/2020	Printed			130	THE HARTFORD	September premium	461.03
13170	08/19/2020	Printed			184	VANTAGEPOINT TRANS AGENTS-457	8/20/2020 Payroll	944.73
13171	09/03/2020	Printed			94	COMCAST	Phone & internet	349.04
13172	09/03/2020	Printed			148	PHOENIX INNOVATE	Fall 2020 Postcard	20,892.88
13173	09/03/2020	Printed			184	VANTAGEPOINT TRANS AGENTS-457	9/3/2020 Payroll	944.73
13174	09/03/2020	Printed			155	PHILIP KURIAKOSE	ERG appointment	86.25
13175	09/16/2020	Printed			429	CHASE	Visa	751.71
13176	09/16/2020	Printed			140	FIRE ROVER	September 2020	150.00
13177	09/16/2020	Printed			137	GFL	Novi Drop-Off-August 2020	8,700.00
13178	09/16/2020	Printed			123	IRIS WASTE DIVERSION SPECIAL	August 2020	1,550.00
13179	09/16/2020	Printed			123	IRIS WASTE DIVERSION SPECIAL	EGLE-TRP Grant	2,306.25
13180	09/16/2020	Printed			9	KONICA MINOLTA BUS. SOLUTIONS	Copier 8/10-9/9/2020	61.27
13181	09/16/2020	Printed			126	SHREDCORP	FH Shred Day 9/8/2020	600.00
13182	09/16/2020	Printed			33	SQS, INC.	FH HHW-8/19/2020	4,122.00

Check Register Report

Date: 10/12/2020

Time: 2:42 pm

Page: 2

RRRASOC

BANK: STANDARD FEDERAL BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
STANDARD FEDERAL BANK Checks								
13183	09/16/2020	Printed			33	SQS, INC.	Wixom HHW-9/2/2020	7,083.10
13184	09/16/2020	Printed			33	SQS, INC.	South Lyon batteries	770.00
13185	09/16/2020	Printed			33	SQS, INC.	Farmington batteries	448.99
13186	09/16/2020	Printed			33	SQS, INC.	FH HHW-9/19/2020	40,186.50
13187	09/16/2020	Printed			33	SQS, INC.	August appointments	7,215.90
13188	09/16/2020	Printed			33	SQS, INC.	Mobilization Fee 9/2/2020	3,744.00
13189	09/16/2020	Printed			184	VANTAGEPOINT TRANS AGENTS-457	9/17/2020 Payroll	944.73
13190	09/22/2020	Printed			508	OFFICE DEPOT, INC.	Office supplies	12.99
13191	09/22/2020	Printed			126	SHREDCORP	Wixom Shred Day 9/15/2020	400.00
13192	09/22/2020	Printed			154	STANDARD SCALE & SUPPLY CO. IN	60% payment of scale	43,981.58
13193	10/02/2020	Printed			124	BLUE CROSS BLUE SHIELD OF MICH	October premium	4,569.35
13194	10/02/2020	Printed			94	COMCAST	Phone & internet	349.04
13195	10/02/2020	Printed			4	PLANTE & MORAN PLLC	FY 19-20 Audit	2,540.00
13196	10/02/2020	Printed			33	SQS, INC.	September appointments	8,149.30
13197	10/02/2020	Printed			130	THE HARTFORD	October premium	461.03
13198	10/02/2020	Printed			184	VANTAGEPOINT TRANS AGENTS-457	10/1/2020 Payroll	944.73
13199		Void	10/05/2020					0.00
13200	10/05/2020	Printed			123	IRIS WASTE DIVERSION SPECIAL	September invoice	1,381.25
13201	10/05/2020	Printed			123	IRIS WASTE DIVERSION SPECIAL	EGLE-TRP Grant	14,216.45
13202	10/05/2020	Printed			154	STANDARD SCALE & SUPPLY CO. IN	Final payment on scale	7,111.14
13203	10/12/2020	Printed			140	FIRE ROVER	October 2020	150.00
13204	10/12/2020	Printed			508	OFFICE DEPOT, INC.	Office supplies	23.69
13205	10/12/2020	Printed			148	PHOENIX INNOVATE	Postage for Fall postcard	14,101.53
13206	10/12/2020	Printed			33	SQS, INC.	Novi HHW	88,555.00
13207	10/12/2020	Printed			184	VANTAGEPOINT TRANS AGENTS-457	10/15/2020 Payroll	944.73

Total Checks: 70	Checks Total (excluding void checks):	447,687.46
Total Payments: 70	Bank Total (excluding void checks):	447,687.46
Total Payments: 70	Grand Total (excluding void checks):	447,687.46



**Oakland County Investment Pool
Position Report - Portrait
Investment :**

Oakland County Treasury

As Of October 12, 2020

Investment #		Managed Pool Accounts		(PA4)
Fund		Begin Rate	3.6622636	Current
CUSIP	SYSTEM <input type="checkbox"/> SYS <input checked="" type="checkbox"/>	Rates as of	09/01/2020	Basis
Issuer	99999 Pooled Investments	Interest Period	ME	1.7170407
Cert./Acct#		First Interest Due	06/01/2012	365
Dealer		<input checked="" type="checkbox"/> Add Interest to Account Balance		
Custodian	GASB 3	<input type="checkbox"/> Include in Yield Calculation		
Asset Class	Cash and Equivalents	<input checked="" type="checkbox"/> Clearing Account		
Investment Class	Book Value	Market Price		0
		Market Price Date		
Beginning Balance Date	10/01/2019	Last Withdrawal Date		10/01/2020
Beginning Balance	82,756.67	Last Deposit Date		03/05/2020
Current Balance	84,549.57			
Deactivate Date				
Accrued Interest from Previous Fiscal Year		Comment		
	249.09	Current Fiscal Year Interest Received to		
		1,825.86		

Passbook Transactions

Trans. Dat	Deposit	Withdrawal	Int. Rcvd.	Balance	Rate	Cd Receipt	Comments
09/01/2020	0.00	2.60	56.45	84,431.31		FI	Interest Earnings
09/01/2020	0.00	0.00	0.00	84,431.31	1.717	R	Interest Earnings
10/01/2020	0.00	2.55	120.81	84,549.57		FI	Interest Earnings



Resource Recovery & Recycling Authority of Southwest Oakland County

20000 W. 8 Mile Rd
Southfield, MI 48075-5708

Office: 248.208.2270

Fax: 248.208.2273

www.RRRASOC.org

THE RECYCLING AUTHORITY
Since 1989

Minutes of July 23, 2020 RRRASOC Board of Directors Meeting 9:30 am via Zoom

1. Call to Order

Mr. Zorn called the meeting to order at 9:35 a.m.

2. Roll Call

Fred Zorn	Chairperson, Southfield
David Boyer	Vice Chairperson, Farmington Hills
David Murphy	Farmington
Don Green	Charter Township of Milford
Christian Wuerth	Village of Milford
Paul Zelenak	South Lyon
Jeff Herzceg	Novi
L. Dennis Whitt	Walled Lake
Hana Jaquays	Walled Lake
Sandra Barlass	Walled Lake
Tim Sikma	Wixom
Michael Csapo	RRRASOC
Laura Shaw	RRRASOC

3. Approval of Agenda

Mr. Zelenak moved to approve the agenda. Mr. Sikma supported and the motion passed unanimously by the Board.

4. Audience Participation

None.

5. Matters for Discussion/Action

A. Election of Officers

Mr. Green made a motion to re-elect the Board Officers as indicated below:

Chairman:	Fred Zorn
Vice Chairman:	David Boyer
Treasurer:	Chelsea Pesta
Secretary:	Gary Mekjian

Mr. Murphy supported the motion and the motion passed with the following vote: 9 Yays, 0 Nays.

B. Shut Down Impact on Waste Generation

Mr. Csapo presented graphs and charts of generation numbers for April and May of 2018-2020 to show the impact of the Stay at Home Order on residential waste and recycling generation by community. Mr. Csapo explained in detail the material quantity changes in waste and recycling due to the Stay at Home Order.

C. Part 115 Amendments (solid waste regulations)

Mr. Csapo explained to the Board the Part 115 Amendments.

Mr. Csapo recommended that the Board support House Bills 5812-5817 with the recommendation that disaster debris management plans be a required component of material management plans.

Mr. Sikma made a motion to support House Bills 5812-5817 with the recommendation that disaster debris management plans be a required component of material management plans. Mr. Wuerth supported and the motion passed with the following vote: 9 Yays, 0 Nays.

D. 2020 Event Schedule

Mr. Csapo presented the revised 2020 Household Hazardous Waste schedule.

7. Manager's Report

Mr. Csapo updated the Board on the grant-funded waste audit at the Novi drop off center.

Mr. Csapo informed the Board that Plante Moran, LLC conducted the FY 2019-2020 audit for RRRASOC virtually the week of July 13, 2020.

Mr. Csapo informed the Board that there will be no RRRASOC Board Meeting in August or September 2020. The October RRRASOC Board Meeting will include the RRRASOC FY 2019-2020 audit presented by Plante & Moran, LLC, the Solid Waste Expenditure Study, ERG 2021 rates and updates on the Capital Outlay account.

8. Other

No action required.

9. Consent Agenda

- A. Recycling Report**
- B. MRF Operations Report**
- C. Payment of Bills**
- D. Investment Report**
- E. Minutes of April 23, 2020 Regular Meeting**

Mr. Wuerth moved to approve the Consent Agenda. Mr. Green supported and the motion passed unanimously by the Board.

10. Adjournment

Mr. Zorn made a motion to adjourn at 10:25 a.m. Mr. Murphy supported and the motion passed unanimously by the Board.