



# 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](http://www.RRRASOC.org)

**THE RECYCLING AUTHORITY**  
*Since 1989*

---

## **Agenda February 25, 2021 RRRASOC Board of Directors Regular Meeting 9:30 am Via Zoom**

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

### **A. Draft FY 2021 - 2022 Budget**

### **B. City of Novi Solid Waste Contract RFP Results**

6. Manager's Report
7. Other
8. Consent Agenda
  - A. MRF Operations Report
  - B. Material Management Report
  - C. Payment of Bills
  - D. Investment Report
  - E. Minutes of January 28, 2021 Regular Meeting
9. Adjournment

RRRASOC Member Communities

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

## **Public Notice**

NOTICE IS HEREBY GIVEN that the Resource Recovery and Recycling Authority of Southwest Oakland County (RRRASOC) shall hold a regularly scheduled Board of Directors meeting on Thursday, February 25, 2021, at 9:30 am, via Zoom Virtual Meeting.

This meeting will be held electronically as authorized by the State of Michigan to mitigate the spread of COVID-19, protect the public health, and provide essential protections to vulnerable Michiganders.

Members of the public body and members of the public may participate electronically, as described below.

RRRASOC will be utilizing the video/audio conferencing platform ZOOM. Members of the public body will be able to hear and speak to each other for the entire meeting. Except for any closed session portions of the meeting, members of the public will be able to hear (and possibly see) members of the public body during the entire meeting but will only be permitted to speak during the Audience Participation and Public Hearing portions of the meeting and such comments will be limited to three minutes per person during each opportunity to speak.

In order to connect to the meeting through ZOOM and a laptop, Pc or smart phone, a member of the public may need to do one of the following:

- Install Zoom App on mobile device or phone;
- Download Zoom Client at <https://zoom.us/download> and install on a PC or Mac.

You would then access the meeting (Meeting ID 858 8529 5099) through this URL:  
<https://us02web.zoom.us/j/85885295099?pwd=ZE9GSDNobStOTk0xNG5JRUXuR3NYZz09>

Meeting ID: 858 8529 5099  
Passcode: 256731

Alternatively, a member of the public can dial into the meeting using one of the following telephone numbers:

(646-558-8656) (312-626-6799) (669-900-9128)  
(253-215-8782) (301-715-8592) (346-248-7799)

Members of the public wishing to make comments must do so only during the Audience Participation or Public Hearing portion of the meeting. When public comment is permitted, members of the public will be called one at a time, as would happen during an in-person meeting. The Board Chairman or his delegate will determine the order of public speakers.

Participants may also choose to submit comments that can be read into the record. Comments can be submitted via an email to [mcsapo@rrrasoc.org](mailto:mcsapo@rrrasoc.org). Comments shall be done prior to 9:00 am on the day of the meeting.

Anyone planning to view, listen to or participate in the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the RRRASOC Office at 248-208-2270 or via e-mail at [mcsapo@rrrasoc.org](mailto:mcsapo@rrrasoc.org) at least two (2) business days prior to the meeting, wherein necessary arrangements/accommodations will be made.



# 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: February 16, 2021

Re: **Draft FY 2021 - 2022 RRRASOC Budget**

## Action Requested

Set the Public Hearing for the FY 2021 - 2022 RRRASOC budget for April 22, 2021 at 9:30 am.

## Background

RRRASOC's Articles of Incorporation stipulate that the Board of Directors must review and adopt its budget and provide it to each constituent municipality prior to May 1 of each calendar year. Attached for your review and comment is the draft FY 2021 - 2022 budget, as well as the amended FY 2020 - 2021 budget.

The draft FY 2021 - 2022 RRRASOC budget maintains a full range of services and maintains the Authority's fund balance at a healthy position.

The proposed and amended budgets reflect the material processed at the MRF, market-based commodity prices, and includes the host fees and revenues stipulated in the operating agreement with Republic Services.

The budget also includes anticipated State grant revenue of \$78,294.

The draft budget for next year provides for a total ending fund balance of \$422,637, which is 25% of operational expenditures plus an assigned capital fund balance of \$252,082.

In addition to depicting the proposed FY 2021 - 2022 RRRASOC budget, the attached document includes amendments to the FY 2020 - 2021 budget. Material amendments for the current fiscal year are as follows:

- The beginning fund balance has been adjusted to reflect the actual FY 2019 - 2020 ending fund balance;
- Revenue sharing have been adjusted to reflect improve commodity pricing;
- Expenditures have been modified to reflect previously discussed programming and budget decisions made by the RRRASOC Board of Directors, continued volume increases at the Novi recycling drop-off center, and postage/printing savings made possible by folding normal costs into grant-funded activities.

## Recommendation

Set the Public Hearing for the FY 2021 - 2022 RRRASOC budget for April 22, 2021 at 9:30 am.

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



**R·R·R·A·S·O·C**

Draft FY 2021 – 2022 Budget

## **Member Communities**

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

## **Board of Directors**

### **Chairman**

Fred Zorn, City Administrator, Southfield

### **Vice Chairman**

Don Green, Township Supervisor, Milford Township

### **Treasurer**

Chelsea Pesta, Assistant City Manager, Walled Lake

### **Secretary**

Gary Mekjian, City Manager, Farmington Hills

David Murphy, City Manager, Farmington

Christian Wuerth, Village Manager, Milford

Pete Auger, City Manager, Novi

Paul Zelenak, City Manager, South Lyon

L. Dennis Whitt, City Manager, Walled Lake

Steve Brown, City Manager, Wixom

### **Designated Board Alternates**

Chuck Eudy, Director, Farmington Department of Public Services

Karen Mondora, Director, Farmington Hills Department of Public Services

Victor Cardenas, Assistant City Manager, Novi

John Michrina, Deputy City Administrator, Southfield

Tim Sikma, Director, Wixom Department of Public Works

Mike Karll, Director, Village of Milford Department of Public Services

### **RRRASOC Staff**

Michael Csapo, General Manager

Laura Shaw, Administrative Secretary

Sandra Porter, Recycling Coordinator

## **Executive Summary**

The draft FY 2021-2022 RRRASOC budget provides a full range of services, incorporates Board-approved grant-funded programs, and maintains the Authority's fund balance in a healthy position.

## **Fund Balance**

The amended FY 2020-2021 budget leaves an Authority fund balance of \$513,158, which represents an operating fund balance of 25% of FY 2020-2021 operating expenditures not related to capital outlay and an assigned capital fund balance of \$316,733.

The budget proposed for FY 2021-2022 maintains a total ending fund balance of \$422,637, which represents an operating fund balance of 25% of FY 2021-2022 operating expenditures not related to capital outlay and an assigned capital fund balance of \$252,082.

Long-term projections show the Authority's fund balance remaining healthy. However, the projections assume MRF throughput levels remain consistent with historical market conditions and commodity markets continue to show a return to historical norms.

## **Revenue**

The proposed budget shows total revenue of \$715,819, of which \$344,025 or 48% is from member contributions. Per capita rates are based on the 2010 Census and are set at \$1.30.

Other sources of revenue combine for \$371,794. Projected from the MRF in Southfield are \$275,000 in host fees and modest revenue from material sales. Revenue from these sources is highly dependent upon market prices and recyclable volumes. Projections are based on year-to-date and anticipated prices and volumes and will be adjusted as necessary to accommodate movements in the market.

State grant revenue of \$78,294 is included in the adopted budget.

## **Expenditures**

Expenditures approved for FY 2021-2022 total \$806,340. RRRASOC's efforts will continue to include activities such as anticipated MRF capital repairs and maintenance, solid waste program management and analysis, legislative and policy analysis, outreach and education, contract management, facility oversight, special collections, and environmental management.

### **Line Item Narrative**

The following is a description of various revenue and expenditure items, which warrant a more detailed treatment. Items in excess of \$8,000, and thereby deemed material, are included.

### **Revenue**

580.00 - Member Contributions Total: \$344,025

Membership contributions are set at \$1.30 per capita and are based on the 2010 Census. Individual community costs are as follows:

Farmington	Farmington Hills	Milford	Milford Twp	Novi	South Lyon	Southfield	Walled Lake	Wixom
\$13,484	\$103,662	\$8,028	\$12,429	\$71,791	\$14,725	\$93,261	\$9,099	\$17,547

645.00 - Revenue Sharing (curbside) Total: \$15,000

RRRASOC receives revenue in accordance with pricing arrangements stipulated in the MRF operations agreement with Republic Services. Revenue is calculated based on incoming volume and the average commodity revenue (ACR) of material collected curbside within the RRRASOC Member Communities. Projections are based on an estimate of commodity values and will be adjusted as necessary. Prices for individual commodities vary over time.

646.00 - Revenue Sharing (drop-off) Total: \$1,000

RRRASOC receives drop-off center revenue in accordance with pricing arrangements stipulated in the MRF operations agreement with Republic Services. Revenue is calculated based on incoming volume and the average commodity revenue (ACR) of material collected through the drop-off centers. Projections are based on an estimate of commodity values and will be adjusted as necessary. Prices for individual commodities vary over time.

647.00 - Host Fees Total: \$275,000

RRRASOC receives host fees in accordance with pricing arrangements stipulated in the MRF operations agreement with Republic Services. Revenue is calculated based on the incoming volume of material collected outside of the RRRASOC programs.

671.00 – Miscellaneous Income Total: \$78,294

This includes State grant income of \$63,294 to purchase a document shredder for the RRRASOC MRF and \$15,000 from the Michigan Department of Agriculture's Clean Sweep program, designed to provide funding assistance for the collection of pesticides.

### **Expenditures**

702.00 - 715.00 - Human Resources Total: \$276,984

These items account for the costs associated with RRRASOC's two FTEs. These items include salaries and wages, deferred compensation, employer FICA costs, medical benefits, unemployment and worker's compensation insurance.

729.00 - Postage & Mailing Total: \$17,400

This item includes costs associated general postage, as well as direct-mail postcards and "new resident" packets to inform residents about various programs.

810.00 – Audit Total: \$12,500

This item consists of the cost of the annual third party audit of RRRASOC's annual financial statements.

822.00 - Contractual Services Total: \$47,700

This item consists of charges and fees associated with various contracted services, including payroll services, banking fees, data management systems, the contracted Recycling Coordinator, and the Fire Rover fire protection system.

822.02 – Contractual Services: Drop-Off Total: \$159,216

Costs associated with vendor services and host fees at the Novi recycling drop-off center are charged to this account. Also included is the Board-approved monitoring cost for the grant-funded cameras to be installed in 2021.

822.03 – Contractual Services: HHW Total: \$30,000

This includes costs associated with vendor services for household hazardous waste and shredding services and special events.

836.00 - Printing/Publishing Total: \$37,456

This item includes costs associated with direct-mail postcards to inform residents about various programs, including RRRASOC's HHW collection and E-waste events. Also included in this item are costs associated with website maintenance, e-newsletter development, and the ReCollect search directory.

840.00 – Building/Property Insurance Total: \$25,685

This item includes building, property and liability insurance associated with the MRF.

850.00 – Equipment Maintenance Total: \$24,514

This item includes office equipment and preventative maintenance activities, as well as Board-approved engineering review of Republic Services' MRF maintenance and repair activity.

970.00 – Capital Outlay Total: \$124,120

This item includes costs for potential major capital equipment repairs and replacement to which RRRASOC is obligated under the MRF operating agreement with Republic Services.

Also included is \$79,120 for the installation of a document shredder at the MRF. It is anticipated that 80% of the cost will be funded by a State grant.



REVENUE					
Account	Description	Actual 2019-2020	Adopted 2020-2021	Amended 2020-2021	Proposed 2021-2022
580.00	Member Contributions	\$ 330,794	\$ 344,025	\$ 344,025	\$ 344,025
664.00	Interest Income	2,914	2,500	2,500	2,500
645.00	Revenue Sharing (curbside)	0	0	13,250	15,000
646.00	Revenue Sharing (drop-off)	0	0	750	1,000
647.00	Host Fees	288,489	280,000	280,000	275,000
671.00	Misc. Income	4,433	219,294	188,854	78,294
	Total Revenue	\$ 626,630	\$ 845,819	\$ 829,379	\$ 715,819
	Beginning Fund Balance (7/1)	\$ 567,189	\$ 475,651	\$ 600,707	\$ 513,158
	Total Funds Available	1,193,819	1,321,470	1,430,086	1,228,977
	Total Expenditures	593,112	928,393	916,928	806,340
	Total Ending Fund Balance (6/30)	\$ 600,707	\$ 393,077	\$ 513,158	\$ 422,637
	Assigned Capital Fund Balance	452,429	229,508	316,733	252,082
	Operating Fund Balance	148,278	163,568	196,424	170,555
	Operating FB as % of Non-grant Exp.	25.0%	25.0%	25.0%	25.0%
EXPENDITURES					
Account	Description	Actual 2019-2020	Adopted 2020-2021	Amended 2020-2021	Proposed 2021-2022
702.00	Supervisory Salaries	\$ 112,409	\$ 112,409	\$ 112,409	\$ 112,409
703.00	Permanent Salaries	55,630	55,630	55,630	55,630
705.00	Overtime/Bonus/Longevity	4,562	4,562	4,562	4,562
710.00	FICA	14,838	14,838	14,981	14,908
711.00	Medical/Dental Insurance	61,226	64,287	62,465	66,317
712.00	Unemployment Insurance	110	202	106	106
713.00	Workers Compensation	750	750	769	769
715.00	ICMA RC	21,782	21,783	21,783	22,283
727.00	Operating Supplies	518	1,000	750	750
728.00	Office Supplies	1,794	2,000	2,000	2,000
729.00	Postage & Mailing	4,416	18,270	4,492	17,400
730.00	Magazines/Periodicals	76	220	50	50
810.00	Audit	11,760	12,000	12,140	12,500
812.00	Consulting Services:Legal	14,771	2,700	2,700	2,700
814.00	Consulting Services:Acct.	7,000	0	0	0
821.00	Membership Dues	770	1,250	800	800
822.00	Contractual Services	52,294	197,055	193,600	47,700
822.02	Contractual Services: Drop-Off	121,300	116,000	140,700	159,216
822.03	Contractual Services: HHW	14,487	50,000	30,000	30,000
830.00	Utilities	5,930	5,930	6,780	6,780
831.00	Vehicle Allowance	4,800	4,800	4,800	4,800
835.00	Community Relations	4,351	5,500	9,100	7,500
836.00	Printing/Publishing	28,265	37,005	31,291	37,456
840.00	Building/Liability Insurance	25,685	25,685	25,500	25,685
850.00	Equipment Maintenance	11,790	24,347	24,514	24,514
851.00	Building/Grounds Maintenance	260	1,700	1,700	1,700
852.00	Office Equipment Rental	797	1,000	1,000	1,000
860.00	Conferences & Workshops	148	3,000	0	2,000
890.00	Expenses & Mileage	829	2,500	2,500	2,500
970.00	Capital Outlay	9,189	124,120	131,232	124,120
975.00	Computer Software	575	350	1,075	685
978.00	Office Equipment	0	2,500	2,500	2,500
979.00	Contingency	0	15,000	15,000	15,000
	Total	\$ 593,112	\$ 928,393	\$ 916,928	\$ 806,340



20000 W. 8 Mile Road  
Southfield, MI 48075  
248.208.2270  
248.208.2273 fax  
[www.RRRASOC.org](http://www.RRRASOC.org)



## 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](http://www.RRRASOC.org)

**THE RECYCLING AUTHORITY**  
*Since 1989*

To: RRRASOC Board of Directors  
From: Michael Csapo, General Manager  
Date: February 17, 2021

Re: **City of Novi Solid Waste Contract RFP Results**

The solid waste service contract between the City of Novi and Waste Management expires on June 30, 2021. Following the failure to reach a mutually agreeable contract extension, the City issued an RFP. Attached are the results.

On February 16, the City of Novi City Council Consultant Review Committee unanimously recommended to the City Council that the administration negotiate an 8-year service contract with GFL.

This is provided for information and discussion only. No action is required.

RRRASOC Member Communities

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

RFP Collection and Disposal of Solid Waste -  
Residential Services

2/4/21

	<b>GFL Environmental</b>	<b>Priority Waste</b>	<b>Republic Services</b>	<b>Waste Management</b>
<b>Residential Rate (per household per year)</b>				
Year 1	\$138.00	\$174.00	\$227.52	\$181.44
Year 2	\$138.00	\$170.52	\$234.36	\$188.64
Year 3	\$138.00	\$167.16	\$241.44	\$196.20
Year 4	\$141.45	\$163.80	\$248.64	\$204.00
Year 5	\$144.99	\$160.44	\$263.76	\$212.16
Year 6	\$144.99	\$165.36	\$263.76	To Be Negotiated
Year 7	\$148.61	\$170.28	\$271.68	To Be Negotiated
Year 8	\$148.61	\$170.28	\$279.84	To Be Negotiated
<b>Residential CONDO Rate (per household per year)</b>				
Year 1	\$111.00	\$144.00	\$180.12	\$158.61
Year 2	\$111.00	\$141.12	\$185.52	\$165.00
Year 3	\$111.00	\$138.24	\$191.04	\$171.60
Year 4	\$113.78	\$135.48	\$196.80	\$178.44
Year 5	\$116.62	\$132.72	\$202.68	\$185.52
Year 6	\$116.62	\$136.68	\$208.80	To Be Negotiated
Year 7	\$119.53	\$140.76	\$215.04	To Be Negotiated
Year 8	\$119.53	\$144.96	\$221.52	To Be Negotiated
<b>Built-In Cost of New Carts</b>	\$12.24	\$1.75	15,400 trash carts & 15,400 recycle bins	\$0.00

**BID TABULATION - COLLECTION AND DISPOSAL OF SOLID WASTE -MUNICIPAL SITE AND SPECIAL REFUSE RECYCLING**

2/4/21

Location	Qty	Equipment	Service	GFL Environmental	Priority Waste	Republic Services	Waste Management
				Cost per month	Cost per month	Cost per month	Cost per month
Civic Center	1	3 yd w/lid	4 x week (M,W, F,Sat)	No Charge	\$125.00	\$182.00/mo. - 4 yd container	\$103.92
Police	1	8 yd slant dumpster with lid	2 x week	No Charge	\$125.00	\$182.00	\$138.56
Power Park	1	8 yd slant dumpster with lid	1 x week May - October only, no service/billing in winter, container left on site. If used by Facility Operations during winter, there may be a charge.	No Charge	\$125.00	\$182.00	\$207.84
Lakeshore Park	1	8 yd slant dumpster with lid	1 x week (April, May, Sept, Oct). 2 x week (June - Aug). No service Nov - March. Leave container on site, billing suspended during no service period.	No Charge	\$62.50 \$125.00	\$91.00 \$182.00	\$138.56
Community Sports Park	2	8 yd slant dumpster with lid	1 x week (April, May, Sept, Oct). 2 x week (June - Aug). No service Nov - March. Leave container on site, billing suspended during no service period.	No Charge	\$62.50 \$125.00	\$182.00 \$364.00	\$277.12
Fire Department	4	St#1:4-96 gal carts, St#2: 2-96 gal carts, St#3: 2-96 gal carts, St#4: 2-96 gal carts, plus 2 carts for recycling each locale	1 x week	No Charge	\$145.00	\$270.00	\$0.00
Library	1	front load 6 yd	2 x week (Tues/Fri)	No Charge	94.00	137.00	\$103.92
Ice Arena	2	8 yard plus 4 yard recycling bin	3 x week - 8 yd; 1 x for recycling bind	No Charge	\$187.00 \$32.00	378.00	\$207.84
Meadowbrook Commons	1	2 yard compactor + 15 recycling bins	3x week, M, W, F (main building)	No Charge	\$40.00 \$90.00	\$282.00 - compactor not included	\$155.88
	60	customer supplied can or bags, plus contractor supplied recycle bin	1x week (curbside pickup at ranch units)	No Charge	870.00	720.00	\$0.00
	1	6 yard compactor	as needed, usually 1x qtr (main building)	No Charge	\$20.00/service	\$70.00/pull - compactor not included	\$155.88
				<b>Cost / pickup</b>	<b>Cost / pickup</b>	<b>Cost / pickup</b>	<b>Cost / pickup</b>
DPW	1	30 yd rolloff	On-call special roll off	\$285.00	325.00	\$285/pull + \$30 per ton	\$315.00 plus disposal over 4 tons
DPW	1	30 yd rolloff	pick up on-call basis.				
DPW	1	30 yd rolloff	2nd container as needed				
DPW		2,500 yards	Vendor provides equip to haul away debris	\$285 per 30yd Rolloff	\$200.00/haul+ \$7.00/yard	\$285/pull + \$30 per ton *City loads roll off containers	More details required on materials, location, necessary equip.
<b>Other Services-Storm Cleanup (Hourly rates)</b>							
Refuse				\$175.00/hour	\$125/hour/truck + crew	\$205.00/hour	\$225.00/hour plus disposal
Yard Waste				\$175.00/hour	\$125/hour/truck + crew	\$205.00/hour	\$225.00/hour plus disposal



# 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](http://www.RRRASOC.org)

**THE RECYCLING AUTHORITY**  
*Since 1989*

To: RRRASOC Board of Directors  
From: Michael Csapo, General Manager  
Date: February 18, 2021

Re: **Manager's Report**

1. The draft Fy 2021 - 2022 budget was prepared. See agenda.
2. Implementation of the MDEQ Infrastructure Grant for the Novi Drop Off cameras began.
3. Preparation of the direct mail notices for the 2021 HHW events began.
4. Work on legislative and policy issues continued, including Part 115 amendments, Part 173 (e-waste) revisions, and product stewardship proposals.
5. The State-funded Recycling Quality Improvement grant project continued. A report will be given following the completion of the project.
6. A review of responses to the Novi Solid Waste RFP was conducted. See agenda.
7. Minor repairs to the MRF's inclined conveyor were completed and major repairs were planned.
8. I was selected to serve on the NextCycle Michigan Technical Advisory Committee.
9. Staff attended or presented at the following:
  - A. Accelerating Recycling - Public Sector Advisory Group discussion;
  - B. Cable 15 video shoot at the MRF;
  - C. City of Novi Consultant Review Committee meeting.

**RRRASOC Member Communities**

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



NEXTCYCLE  
MICHIGAN

BUILDING A  
ROBUST CIRCULAR  
ECONOMY THROUGH  
PARTNERSHIP &  
INNOVATION

NEXTCYCLEMICHIGAN.COM

EGLE

RRS

 **Centropolis  
Accelerator**  
at Lawrence Technological University

 **mrc**

Dear Mike Csapo,

The NextCycle Michigan Team is pleased to welcome you as a member of the NextCycle Michigan (NCMI) Technical Advisory Committee (TAC).

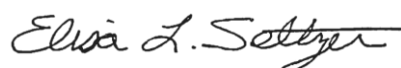
This collaborative effort - designed to build a robust circular economy in Michigan - is an initiative of the State of Michigan Department of Environment, Great Lakes, and Energy (EGLE) powered by Resource Recycling Systems (RRS), Michigan Recycling Coalition (MRC), and Centrepolis Accelerator at Lawrence Technological University.

As a TAC member, you will play an important role in the NextCycle Michigan Innovation Challenge Track experience not limited to reviewing teams accepted into Challenge Tracks, engaging with teams to improve their projects, providing your expertise, leveraging your network, and ultimately making team investment decisions. We hope you can use your network to help recruit teams into the track and find investors for the award pool and prizes as well. As you are onboarded as a TAC member, the NCMI project team encourages you to envision the variety of ways you and your organization can play a part in building new end markets for recycled materials in Michigan including consideration for how diversity, equity, and inclusion impacts this work. We do anticipate some TAC members may end up having connections to Challenge Track Teams. We will have a process in place with the understanding that you will be transparent and fully disclose any potential conflicts of interest.

Officially welcoming you as a TAC member is an important milestone in recognizing your participation as a NextCycle Michigan TAC member for this one-year appointment through January 2022. We anticipate automatic renewal of appointments. Thank you for your willingness to be a part of this effort and we look forward to your contributions as a valued member of the Technical Advisory Committee.

I will be serving as facilitator of the TAC and can be reached at [eseltzer@recycle.com](mailto:eseltzer@recycle.com). Matthew Naud (RRS) will serve as your main point of contact throughout the TAC process. He can be reached at [mnaud@recycle.com](mailto:mnaud@recycle.com). Please provide him with your bio and a headshot to share with your colleagues and use on the NCMI website.

Best,



Elisa Seltzer

RRS Senior Consultant | NCMI Project Lead  
on behalf of the NextCycle Michigan Project Team



# 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](http://www.RRRASOC.org)

**THE RECYCLING AUTHORITY**  
*Since 1989*

To: RRRASOC Board of Directors  
From: Mike Csapo, General Manager  
Date: February 15, 2021

Re: **MRF Operations Report**

Attached are the MRF throughput figures for January of 2021. During the period, the MRF accepted more than 5,574 gross tons of material, which is 13% below the same period last year. However, adjusted to a daily basis, total volume was down 8.7%

More than 1,335 tons of material, or 24%, came from RRRASOC Member Communities' programs in accordance with MRF Service Agreements or RRRASOC drop-off sites. RRRASOC volume was up 3.5% on a daily basis.

The facility accepted more than 4,239 tons of material from outside the RRRASOC programs, which represents 16.14% less than the same period last year but 11.9% when calculated on a daily basis.

Commodity prices continue to improve as shown on the accompanying graph.

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

attachment

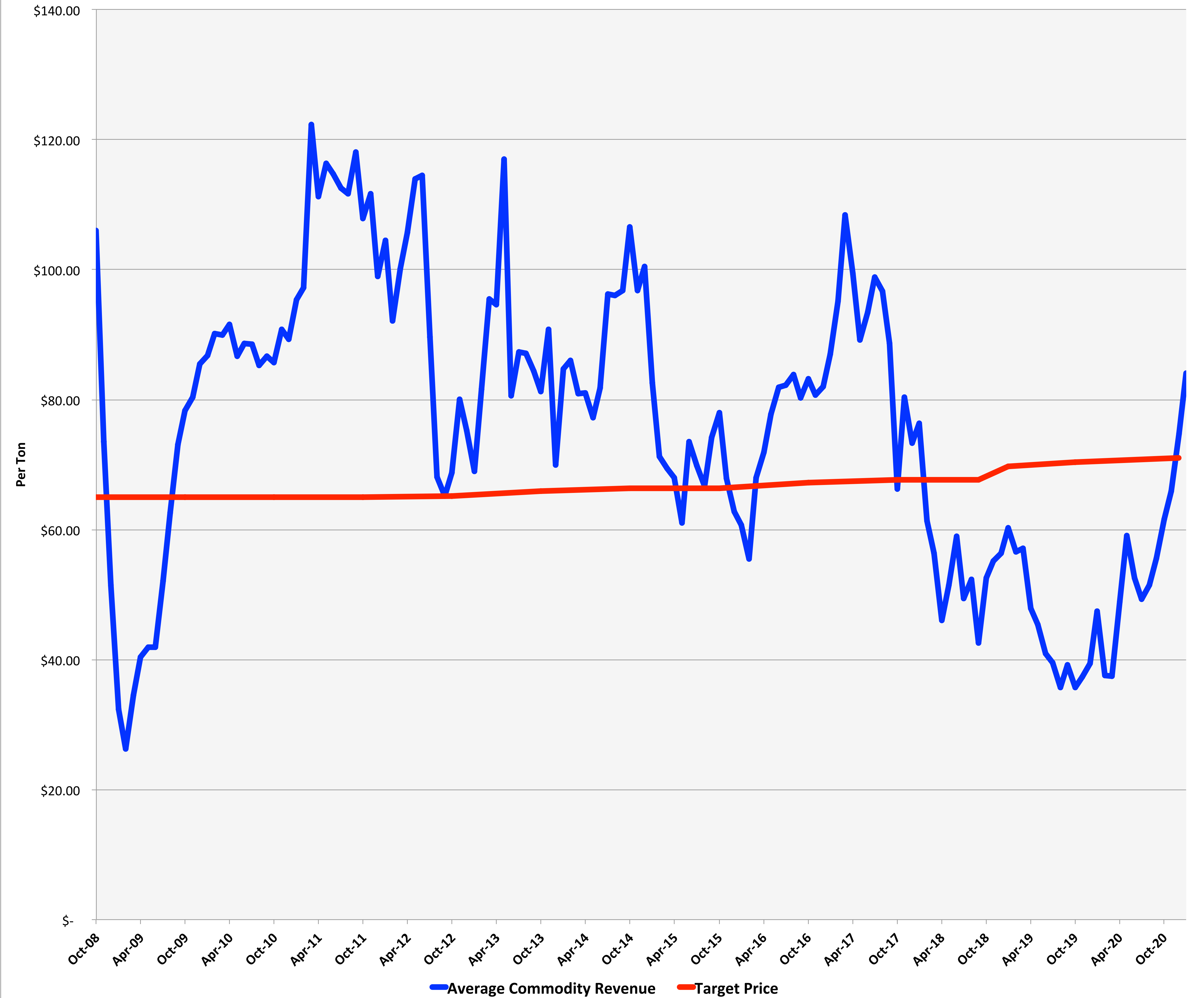
RRRASOC Member Communities  
Farmington ♦ Farmington Hills ♦ Milford ♦ Milford Township  
Novi ♦ South Lyon ♦ Southfield ♦ Walled Lake ♦ Wixom



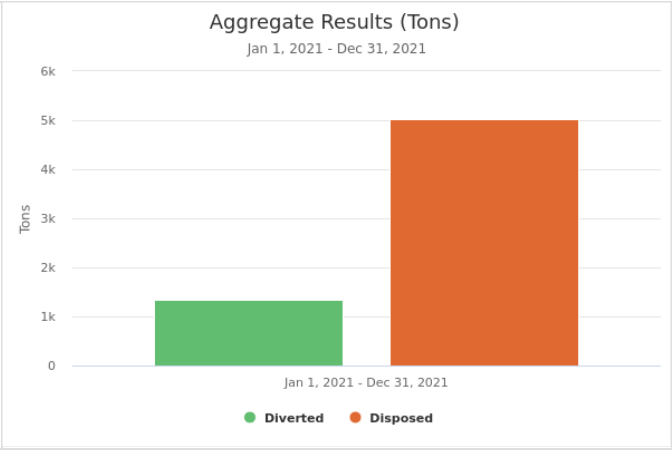
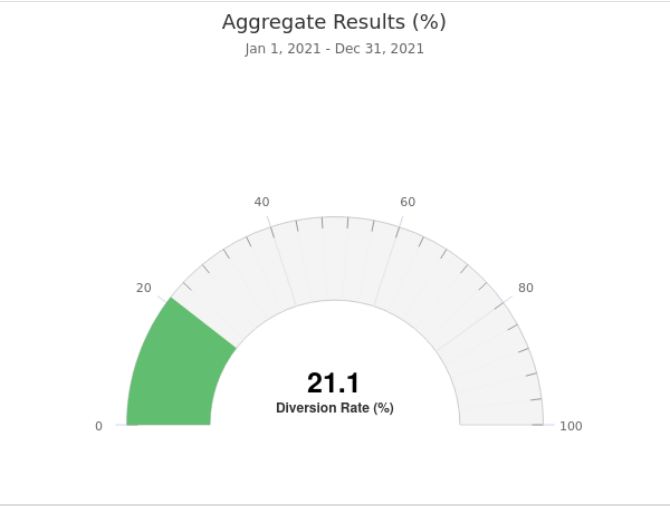
# MRF Throughput

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-21	59.11	468.68	34.00	41.49	344.41	56.80	51.35	190.27	11.52	18.39	59.16	1,335.18	4,239.12	5,574.30
Feb-21												-		-
Mar-21												-		-
Apr-21												-		-
May-21												-		-
Jun-21												-		-
Jul-21												-		-
Aug-21												-		-
Sep-21												-		-
Oct-21												-		-
Nov-21												-		-
Dec-21												-		-
Total	59.11	468.68	34.00	41.49	344.41	56.80	51.35	190.27	11.52	18.39	59.16	1,335.18	4,239.12	5,574.30
Average	59.11	468.68	34.00	41.49	344.41	56.80	51.35	190.27	11.52	18.39	59.16	111.27	4,239.12	464.53

# Commodity Value History



# Best Practice Reports Diversion Rate Report



## Aggregate Results (%)

Displaying data collected for: Jan 1, 2021 - Dec 31, 2021

Displaying 1 result

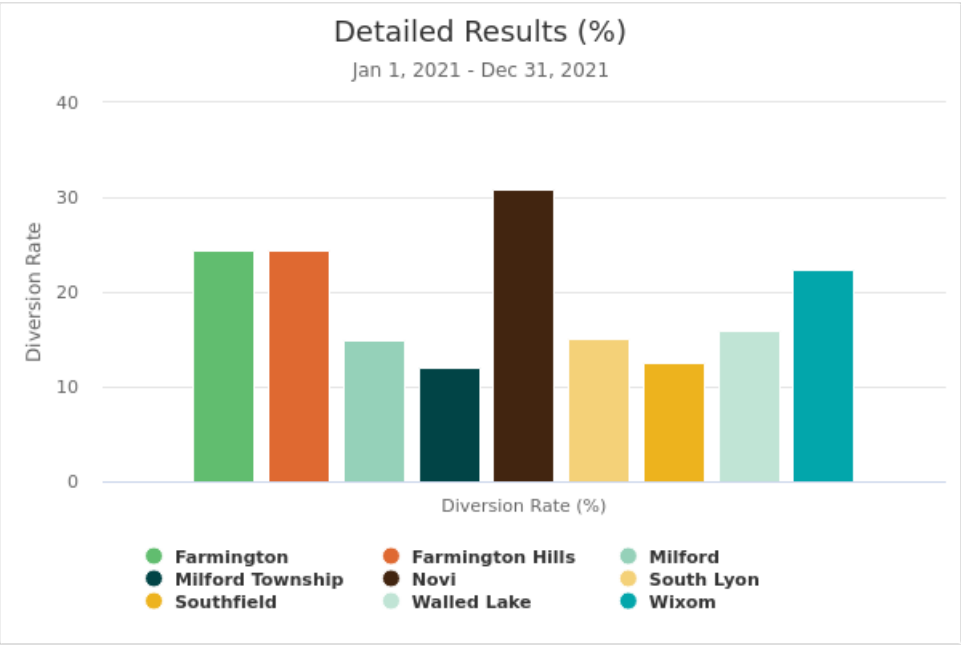
ALL TIME	JAN 1, 2021 - DEC 31, 2021
Diversion Rate (%)	21.06

## Aggregate Results (Tons)

Displaying data collected for: Jan 1, 2021 - Dec 31, 2021

Displaying 2 results

ALL TIME	JAN 1, 2021 - DEC 31, 2021
Diverted	1,342.18
Disposed	5,032.24
Total	6,374.42



Detailed Results (%)

Displaying data collected for: Jan 1, 2021 - Dec 31, 2021

Displaying 9 results

ORGANIZATIONS	DIVERSION RATE (%)
Farmington	24.45
Farmington Hills	24.45
Milford	14.90
Milford Township	11.95
Novi	30.91
South Lyon	15.04
Southfield	12.62
Walled Lake	15.97
Wixom	22.39

# Check Register Report

Date: 02/16/2021

Time: 12:07 pm

Page: 1

RRRASOC

BANK: STANDARD FEDERAL BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
<b>STANDARD FEDERAL BANK Checks</b>								
13284	01/29/2021	Printed			94	COMCAST	Phone & internet	484.53
13285	01/29/2021	Printed			9	KONICA MINOLTA BUS. SOLUTIONS	Copier 12/10/20-1/9/21	58.03
13286	01/29/2021	Printed			33	SQS, INC.	South Lyon batteries	476.82
13287	01/29/2021	Printed			33	SQS, INC.	Farmington batteries	375.32
13288	01/29/2021	Printed			33	SQS, INC.	January 2021 appointments	5,089.50
13289	01/29/2021	Printed			184	VANTAGEPOINT TRANS AGENTS-457	2/4/2021 Payroll	944.73
13290	02/09/2021	Printed			137	GFL	Novi Drop-Off-January 2021	11,700.00
13291	02/09/2021	Printed			123	IRIS WASTE DIVERSION SPECIAL	January 2021	1,568.75
13292	02/09/2021	Printed			123	IRIS WASTE DIVERSION SPECIAL	Grant-January 2021	131.25
13293	02/09/2021	Printed			10	MILLER, CANFIELD,PADDOCK & STO	Legal fees-January 2021	85.00
13294	02/09/2021	Printed			140	FIRE ROVER	February 2021	150.00

**Total Checks: 11**

**Checks Total (excluding void checks):**

**21,063.93**

**Total Payments: 11**

**Bank Total (excluding void checks):**

**21,063.93**

**Total Payments: 11**

**Grand Total (excluding void checks):**

**21,063.93**

# BANK OF AMERICA

P.O. Box 15284  
Wilmington, DE 19850

## Customer service information

- Customer service: 1.888.400.9009
- bankofamerica.com
- Bank of America, N.A.  
P.O. Box 25118  
Tampa, FL 33622-5118

AG 0 670 338 01149 #01 AV 0.398

RESOURCE RECOVERY AND RECYCLING  
AUTHORITY OF SOUTHWEST OAKLAND COUNTY  
20000 W 8 MILE RD  
SOUTHFIELD, MI 48075-5708

## Your Public Funds Interest Checking

for January 1, 2021 to January 31, 2021

Account number:

RESOURCE RECOVERY AND RECYCLING AUTHORITY OF SOUTHWEST OAKLAND COUNTY

### Account summary

Beginning balance on January 1, 2021	\$487,712.30
Deposits and other credits	63,218.62
Withdrawals and other debits	-25,000.00
Checks	-0.00
Service fees	-96.86
<b>Ending balance on January 31, 2021</b>	<b>\$525,834.06</b>

Interest Paid Year To Date: \$2.08.

# of deposits/credits: 4  
# of withdrawals/debits: 2  
# of days in cycle: 31  
Average ledger balance: \$489,550.67



Oakland County Investment Pool  
Position Report - Portrait  
Investment #

Oakland County Treasury

As Of February 9, 2021

Investment #  
Fund

CUSIP SYSTEM SYS  
Issuer 99999 Pooled Investments  
Cert./Acct#  
Dealer GASB 3  
Custodian  
Asset Class Cash and Equivalents S&P Moody's  
Investment Class Book Value

Beginning Balance Date 10/01/2020  
Beginning Balance 84,431.31  
Current Balance 114,824.04  
  
Deactivate Date

Accrued Interest from Previous  
Fiscal Year 120.81

Managed Pool Accounts (PA4)

Begin Rate 1.7170407 Current 0.5661454  
Rates as of 01/01/2021 Basis 365

Interest Period ME  
First Interest Due 06/01/2012  
☒ Add Interest to Account Balance

☐ Include in Yield Calculation  
☒ Clearing Account

Market Price 0  
Market Price Date

Last Withdrawal Date 02/01/2021  
Last Deposit Date 01/06/2021

Comment

Current Fiscal Year  
Interest Received to 408.21

Passbook Transactions

Trans. Dat	Deposit	Withdrawal	Int. Rcvd.	Balance	Rate	Cd Receipt	Comments
01/01/2021	0.00	3.52	92.80	114,771.67		FI	Interest Earnings
01/01/2021	0.00	0.00	0.00	114,771.67	0.566	R	Interest Earnings
01/04/2021	0.00	89.28	0.00	114,682.39		XC EXGL	Balance = 114,682.39
01/06/2021	89.28	0.00	0.00	114,771.67		XC EXGL	Balance = 114,771.67
02/01/2021	0.00	3.58	55.95	114,824.04		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 January 28, 2021 RRRASOC Board of Directors Meeting 9:30 am Via ZOOM

### 1. Call to Order

Mr. Zorn called the meeting to order at 9:32 a.m.

### 2. Roll Call

Fred Zorn	Chairperson, Southfield
Chelsea Pesta	Treasurer, Walled Lake
Gary Mekjian	Secretary, Farmington Hills
David Murphy	Farmington
Don Green	Charter Township of Milford
Mike Karll	Village of Milford
Paul Zelenak	South Lyon
Jeff Herczeg	Novi
Tim Sikma	Wixom

Michael Csapo	RRRASOC
Laura Shaw	RRRASOC

### 3. Approval of Agenda

Mr. Green 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. Board of Directors Vice Chairman Vacancy

Mr. Zorn informed the Board that David Boyer, Vice Chairman for RRRASOC has retired from the City of Farmington Hills.

Mr. Murphy made a motion to appoint Don Green, Township Supervisor from the Charter Township of Milford as Vice Chairman of RRRASOC. Mr. Zelenak supported and the motion passed unanimously by the Board.

#### B. Simple Recycling Contract

Mr. Csapo explained the Simple Recycling clothing and household goods curbside collection program.

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



Mr. Csapo informed the Board that the current contract with Simple Recycling expired December 31, 2020. Mr. Csapo explained to the Board that even though the Simple Recycling program is suspended due to COVID 19, plans to resume collection are anticipated in 2021.

Mr. Mekjian made a motion to approve the 3-year contract between RRRASOC and Simple Recycling. Mr. Sikma supported and the motion passed unanimously by the Board.

### **C. 2020 Annual Report**

Mr. Csapo explained the 2020 Annual Report to the Board.

Mr. Mekjian made a motion to review and file the 2020 Annual Report. Mr. Murphy supported and the motion passed unanimously by the Board.

## **6. Manager's Report**

Mr. Csapo informed the Board that due to social distancing, the RRRASOC conference room is being used as a break room for Republic Services. Therefore, future in person RRRASOC Board Meetings will need to be held at member community locations.

## **7. Other**

Mr. Mekjian inquired about the State of Michigan Recycling Raccoons advertising campaign. Mr. Csapo informed the Board that the Recycling Raccoons program is made available through the Renew Michigan Fund.

Mr. Zelenak inquired about the decrease in the rate of returnable cans and bottles. Mr. Csapo explained that there has been a statewide decrease but there has been an increase in charitable giving of returnable cans and bottles.

## **8. Consent Agenda**

- A. Payment of Bills**
- B. Investment Report**
- C. Minutes of October 22, 2020**

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

## **9. Adjournment**

Mr. Zelenak made a motion to adjourn at 9:54 a.m. Mr. Mekjian supported and the motion passed unanimously by the Board.