



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

Agenda
April 27, 2023
RRRASOC Board of Directors
Regular Meeting
9:30 am
Southfield Municipal Complex
City of Southfield Parks and Recreation
2nd Floor, Room 223
26000 Evergreen Road, Southfield MI 48075

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Audience Participation
5. Public Hearing
 - A. Proposed FY 2023 - 2024 Budget**
6. Matters for Discussion/Action
 - A. Proposed FY 2023 - 2024 Budget**
 - B. MRF Services Agreement Extensions**
 - C. General Manager's Evaluation**
7. Manager's Report
8. Other
9. Consent Agenda
 - A. Payment of Bills Report
 - B. Investment Report
 - C. Revenue and Expenditure Report
 - D. Material Management Report
 - E. MRF Operations Report
 - F. Minutes of March 30, 2023 Regular Meeting
10. Adjournment



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To: RRRASOC Board of Directors
From: Mike Csapo, General Manager
Date: April 20, 2023

Re: **Proposed FY 2023 - 2024 RRRASOC Budget**

Action Requested

Approve the proposed FY 2023 - 2024 RRRASOC Budget.

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 approval is the proposed FY 2023 - 2024 budget, as well as the amended FY 2022 - 2023 budget.

The proposed FY 2023 - 2024 RRRASOC budget includes a full range of services, near-term MRF improvements, such as robotics, incorporates grant-funded programs, 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 \$60,000.

The draft budget for next year provides for a total ending fund balance of \$644,484, which is 25% of operational expenditures plus an assigned capital fund balance of \$432,685.

In addition to depicting the proposed FY 2023 - 2024 RRRASOC budget, the attached document includes amendments to the FY 2022 - 2023 budget. Material amendments for the current fiscal year are as follows:

- The beginning fund balance is adjusted to reflect the actual FY 2021 - 2022 ending fund balance;
- Revenue sharing items is adjusted to reflect declined commodity pricing;
- Host fee revenue is adjusted to reflect a reduction in MRF throughput;
- Miscellaneous income is adjusted to reflect carry-over grant and new third-party revenue;
- Contractual services is adjusted to reflect carry-over grant-funded programming;
- Contractual services: drop-off is adjusted to reflect lower than expected hauling costs;
- Printing/publishing is adjusted to reflect increased publication activity;
- Capital outlay is adjusted to reflect carry-over activity from last year.

Recommendation

Approve the proposed FY 2023 - 2024 RRRASOC Budget.

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

RRRASOC Member Communities

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



R·R·R·A·S·O·C

FY 2023 – 2024 Budget
Proposed

**Resource Recovery and Recycling Authority of Southwest Oakland County
Proposed FY 2023 – 2024 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
Victor Cardenas, Interim 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
Jeff Herczeg, Director, Novi Department of Public Works
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
Sarah Archer, Education Coordinator

Executive Summary

The proposed FY 2023-2024 RRRASOC budget provides a full range of services, incorporates grant-funded programs, and maintains the Authority's fund balance in a healthy position. It also includes near-term MRF improvements, such as robotics, and long-range planning to ensure the MRF continues to cost-effectively serve the RRRASOC communities.

Fund Balance

The budget proposed for FY 2023-2024 maintains a total ending fund balance of \$644,484, which represents an operating fund balance of 25% of FY 2023-2024 operating expenditures not related to capital outlay and an assigned capital fund balance of \$432,685.

Long-term projections show the Authority's fund balance remaining healthy. However, the projections assume contractual arrangements similar to those currently in place, MRF throughput levels consistent with current projections, and commodity markets returning to near historical norms.

Revenue

The budget shows total revenue of \$607,058, of which \$388,858 or 64% is from member contributions. Per capita rates are set at \$1.35. Contributions are based on the 2020 Census.

Other sources of revenue combine for \$218,200. Projected from the MRF in Southfield are \$126,000 in host fees and \$26,200 in 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 \$60,000 is included in the budget.

Expenditures

Expenditures for FY 2023-2024 total \$892,195. RRRASOC's efforts include activities such as anticipated MRF capital repairs, maintenance and improvements, solid waste program management and analysis, legislative and policy analysis, outreach and education, contract management, facility oversight, recycling drop-off center costs, and special collections.

Line Item Narrative

The following is a description of various revenue and expenditure items, which warrant a more detailed treatment. Items in excess of \$9,000, and thereby deemed material, are included.

Revenue

580.00 - Member Contributions Total: \$388,858

Membership contributions are set at \$1.35 per capita and are based on the 2020 Census. Individual community costs are as follows:

Farmington	Farmington Hills	Milford	Milford Twp	Novi	South Lyon	Southfield	Walled Lake	Wixom
\$15,520	\$111,714	\$8,662	\$14,270	\$88,980	\$15,767	\$101,062	\$9,788	\$23,097

645.00 - Revenue Sharing (curbside) Total: \$25,000

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: \$1,200

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: \$126,000

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: \$60,000

This includes State grant income of \$25,000 from the Michigan Department of Agriculture's Clean Sweep program, designed to provide funding assistance for the collection of pesticides. Also included is \$35,000 in State grant income from EGLE's Renew Michigan fund.

Expenditures

702.00 - 715.00 - Human Resources Total: \$303,404

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: \$15,000
This item consists of the cost of the annual third-party audit of RRRASOC's annual financial statements.

822.00 - Contractual Services Total: \$150,800
This item consists of charges and fees associated with various contracted services, including payroll services, banking fees, data management systems, the contracted Education Coordinator, grant-funded multi-family recycling promotion, and the Fire Rover fire protection system. It also includes contracted Disaster Debris Management Planning. Additionally, it includes service plan costs associated with anticipated grant-funded robotics.

822.02 – Contractual Services: Drop-Off Total: \$165,000
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 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: \$48,915
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: \$26,593
This item includes building, property and liability insurance associated with the MRF.

850.00 – Equipment Maintenance Total: \$26,888
This item includes office equipment and preventative maintenance activities, as well as engineering review of Republic Services' MRF maintenance and repair activity.

970.00 – Capital Outlay Total: \$45,000
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.

REVENUE					
Account	Description	Actual 2021-2022	Adopted 2022-2023	Amended 2022-2023	Proposed 2023-2024
580.00	Member Contributions	\$ 344,026	\$ 360,054	\$ 360,054	\$ 388,858
664.00	Interest Income	1,888	2,500	6,000	6,000
645.00	Revenue Sharing (curbside)	610,765	125,000	56,337	25,000
646.00	Revenue Sharing (drop-off)	34,281	7,000	3,195	1,200
647.00	Host Fees	270,544	250,000	168,000	126,000
671.00	Misc. Income	145,349	15,000	66,500	60,000
	Total Revenue	\$ 1,406,853	\$ 759,554	\$ 660,086	\$ 607,058
	Beginning Fund Balance (7/1)	\$ 654,508	\$ 966,463	\$ 1,236,346	\$ 929,621
	Total Funds Available	2,061,361	1,726,017	1,896,432	1,536,679
	Total Expenditures	825,015	874,468	966,811	892,195
	Total Ending Fund Balance (6/30)	\$ 1,236,346	\$ 851,549	\$ 929,621	\$ 644,484
	Assigned Capital Fund Balance	1,058,327	644,182	716,278	432,685
	Operating Fund Balance	178,019	207,367	213,342	211,799
	Operating FB %	25.0%	25.0%	25.0%	25.0%
EXPENDITURES					
Account	Description	Actual 2021-2022	Adopted 2022-2023	Amended 2022-2023	Proposed 2023-2024
702.00	Supervisory Salaries	\$ 116,717	\$ 121,386	\$ 121,386	\$ 121,386
703.00	Permanent Salaries	57,761	60,072	60,072	60,073
705.00	Overtime/Bonus/Longevity	7,245	7,334	7,335	7,334
710.00	FICA	15,613	16,356	16,356	16,509
711.00	Medical/Dental Insurance	65,584	68,000	67,265	69,250
712.00	Unemployment Insurance	1,045	884	1,046	1,046
713.00	Workers Compensation	586	800	800	800
715.00	ICMA RC	22,389	25,006	25,006	27,006
727.00	Operating Supplies	37	750	750	750
728.00	Office Supplies	1,406	2,000	2,000	2,000
729.00	Postage & Mailing	15,707	17,400	17,400	17,400
730.00	Magazines/Periodicals	76	80	80	80
810.00	Audit	12,690	13,000	14,720	15,000
811.00	Consulting Services:Engr.	0	10,000	10,000	0
812.00	Consulting Services:Legal	0	2,700	3,600	5,000
821.00	Membership Dues	783	800	1,000	1,000
822.00	Contractual Services	99,471	140,600	163,220	150,800
822.02	Contractual Services: Drop-Off	164,866	174,216	164,900	165,000
822.03	Contractual Services: HHW	25,958	30,000	30,000	30,000
830.00	Utilities	6,987	6,480	6,480	6,480
831.00	Vehicle Allowance	4,800	4,800	4,800	4,800
835.00	Community Relations	6,610	8,700	8,700	8,700
836.00	Printing/Publishing	49,049	39,915	48,915	48,915
840.00	Building/Liability Insurance	23,478	25,685	23,560	26,593
850.00	Equipment Maintenance	10,987	24,914	26,888	26,888
851.00	Building/Grounds Maintenance	0	1,700	1,700	1,700
852.00	Office Equipment Rental	720	1,000	500	0
860.00	Conferences & Workshops	0	2,000	2,000	2,000
890.00	Expenses & Mileage	845	2,500	2,500	2,500
970.00	Capital Outlay	112,939	45,000	113,443	45,000
975.00	Computer Software	645	685	685	685
978.00	Office Equipment	21	2,500	2,500	2,500
979.00	Contingency	0	17,205	17,205	25,000
	Total	\$ 825,015	\$ 874,468	\$ 966,811	\$ 892,195

**Resource Recovery and Recycling Authority of Southwest Oakland County
Proposed FY 2023 – 2024 Budget**



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THE RECYCLING AUTHORITY
Since 1989

To: RRRASOC Board of Directors
From: Mike Csapo, General Manager
Date: April 17, 2023

Re: **MRF Services Agreement Extensions**

Action Requested

Authorize RRRASOC to enter into MRF Services Agreement extensions as necessary.

Background

The Agreement for Operation of the RRRASOC MRF between RRRASOC and Republic Services (Agreement for Operation) defines "RRRASOC Recyclables" as those recyclables collected from Member Municipalities and delivered to the MRF. Member Municipalities are defined as any city, township, village, or other political jurisdiction which executes a MRF Services Agreement (MSA) with RRRASOC for the processing of recyclables.

Consequently, the recyclables from any municipality that has entered into an MSA with RRRASOC are subject to the financial arrangements stipulated in the Agreement for Operation between RRRASOC and Republic Services and, therefore, not subject to processing costs or tip fees. As we have discussed, zero tip fee processing arrangements are increasingly rare.

Accordingly, each of the existing RRRASOC municipalities has entered into an MSA with RRRASOC that corresponds to the term of the Agreement for Operation and integrated reference to the MSA in the agreement they have with their contracted curbside service provider. As such, those service providers are not required to pay tip fees to Republic Services for RRRASOC recyclables as they otherwise do with recyclables from their other customers.

As you know, Article 2 of the Agreement for Operation provides for a two-year renewal at the discretion of Republic Services. The attached letter from Rick Rolf, Republic Services, General Manager - Detroit North, documents that Republic Services has exercised the option to extend the agreement through September 30, 2025.

Article 2 also stipulates that the Initial Term and Renewal Terms are collectively referred to as "the Term".

In order for the RRRASOC municipalities to continue to enjoy zero cost processing of recyclables, an MSA corresponding to the term of the Agreement for Operation must be in effect.

Section 803 of each MSA stipulates that the term of the MSA shall be in accordance with Article 2 of the Agreement for Operation. A couple of the MSAs include some additional language in Section 803 that was added at the request of the individual municipalities.

Section 804 of each MSA also stipulates that the "Term of the Agreement may be extended by the agreement of the parties". Attached is the germane language contained in each MSA.

RRRASOC Member Communities

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

Inasmuch as Republic Services has opted to extend the Agreement for Operation, the new Term of the Agreement for Operation runs through September 30, 2025. Since Section 803 of the MSAs stipulates that the “term of this Agreement shall be in accordance with Article 2 of the Agreement for Operation”, it may be argued that the MSAs automatically extend accordingly.

I’ve discussed this line of thinking with RRRASOC legal counsel and they believe it is a reasonable and valid interpretation of the documents. However, they noted that individual municipalities and their respective legal counsel may interpret the circumstances differently. As such, they recommend that each municipality determine whether or not they view the MSA as extending automatically and convey that in writing to RRRASOC.

In the case of those municipalities that determine that the MSA does not extend automatically but nevertheless wish to continue to receive zero cost processing services in accordance with the Agreement for Operation, the MSAs should be extended under Section 804 of the MSA by whatever action required by the municipality.

In the event that the adoption of a resolution by the governing body of the municipality is required, RRRASOC can prepare or assist in the preparation of a resolution.

As of this writing, the individual municipal determinations described above have not been requested or made. Please review the matter administratively and with legal counsel if necessary. Please let me know what, if any, action is necessary, so that we can schedule those actions as necessary between now and when the Agreement for Operations extension period begins on October 1, 2023.

Recommendation

In anticipation that one or more municipalities may determine that they wish to extend the MSA but that it does not extend automatically, it is recommended that the RRRASOC Board of Directors provide a blanket approval of such extensions in order to facilitate completing the process in a timely manner. Accordingly, it is recommended that the Board authorize RRRASOC to enter into MRF Services Agreement extensions as necessary.

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



Sustainability in Action

Michael Csapo
General Manager
Resource Recovery and Recycling Authority of Southwest Oakland County
20000 W. 8 Mile Rd.
Southfield, MI 48075

Mike,

I'm writing on behalf of Resource Recovery Systems, LLC regarding the Amended and Restated Agreement for Operation of the RRRASOC MRF and Processing and Marketing of Residential Recyclables, dated February 20, 2015, between RRRASOC and Resource Recovery Systems, LLC (the "Agreement"). Resource Recovery Systems, LLC is hereby exercising its option under Article 2 of the Agreement to extend the Agreement for two years, commencing on October 1, 2023 and ending on September 30, 2025. We look forward to continuing our partnership with RRRASOC.

Thank you,

A handwritten signature in black ink, appearing to read "Rick Rolf", written over a horizontal line.

Rick Rolf
General Manager – Detroit North

MSA and Agreement for Operations excerpts

Farmington Hills, Farmington, Village of Milford, Novi, South Lyon, Walled Lake, Wixom:

Section 803. Term of Agreement.

The term of this Agreement shall be in accordance with Article 2 of the AGREEMENT FOR OPERATION, except as provided by Article VII hereof. [defaults]

Section 804. Extensions.

The Term of the Agreement may be extended by the agreement of the parties.

Southfield:

Section 803. Term of Agreement.

The term of this Agreement shall be in accordance with Article 2 of the AGREEMENT FOR OPERATION, except as provided by Article VII hereof.

The initial term of this Agreement shall be for fifteen (15) years from the Commencement Date ("the Initial Term"). Thereafter the term of the Agreement shall be renewable for two (2) successive periods of five (5) years each (each a "Renewal Term"), upon six (6) months notice, subject to the mutual agreement of RRRASOC and the Participating Municipality. The Initial Term and the Renewal Terms hereof shall be referred to herein collectively as "the Term". Notwithstanding the foregoing, in the event RRS retrofits the MRF pursuant to Section 3.13(c), of the AGREEMENT FOR OPERATION herein ("the Retrofit"), the remaining Term of this Agreement after completion of the Retrofit shall be adjusted as follows: If the length of the Term otherwise remaining at that time is more than ten (10) years, then the Term shall remain as previously provided in this Section; if the length of the Term otherwise remaining at that time is less than ten (10) years, then the length of the otherwise-remaining Term shall be extended to a minimum of ten (10) years.

Section 804. Extensions.

The Term of the Agreement may be extended by the agreement of the parties.

Milford Township:

Section 803. Term of Agreement.

The term of this Agreement shall be in accordance with Article 2 of the AGREEMENT FOR OPERATION, which specifies a term that expires on September 30, 2023.

Section 804. Extensions.

The Term of the Agreement may be extended by the agreement of the parties.

MSA and Agreement for Operations excerpts

Excerpts from AGREEMENT FOR OPERATION:

"Member Municipality" means any city, village, or township, or other political subdivision of and within the State of Michigan, having legal jurisdiction over solid waste management within its corporate limits, and which executes a MRF Services Agreement with RRRASOC for the processing of Recyclables.

"MRF Services Agreement" means a contract between RRRASOC and a Member Municipality that requires the municipality to deliver its Recyclables to the MRF.

ARTICLE 2: TERM OF AGREEMENT

The initial term of this Agreement shall be for fifteen (15) years from the Commencement Date ("the Initial Term"). Thereafter the term of the Agreement shall be renewable for one (1) period of two (2) years at the sole discretion of Contractor, and three (3) successive periods of five (5) years each (each a "Renewal Term") subject to the mutual written agreement of RRRASOC and the Contractor. In the event Contractor does not exercise its initial two-year extension, the parties may nonetheless mutually agree to transition into the initial five-year extension period. All renewals shall be subject to six (6) months prior notice and subject to termination pursuant to the other provisions of this Agreement. The Initial Term and the Renewal Terms hereof shall be referred to herein collectively as "the Term". [underline added]

3.5.1 MRF Services Agreements and Hauler Agreements

As of the Commencement Date, RRRASOC has MRF Services Agreements with Member Municipalities. RRRASOC covenants that it shall diligently enforce all provisions of the MRF Services Agreements against the Member Municipalities and shall likewise diligently enforce all provisions of its contracts with the haulers ("Haulers") of Recyclables from the Member Municipalities ("the Hauler Agreements") against those Haulers, at RRRASOC's sole cost and expense.

3.14 RRRASOC Guaranteed Minimum Commitment of Recyclables;

(a) RRRASOC guarantees to the Contractor that for each Operating Year during the Initial Term RRRASOC will deliver or cause to be delivered to the Contractor at the MRF RRRASOC Recyclables from a minimum of fifty one thousand six hundred (51,600) household units.

(b) The Minimum Commitment of Recyclables shall be delivered to the Contractor by RRRASOC, the Member Municipalities, or the agents of RRRASOC and/or the Member Municipalities. If RRRASOC shall not have delivered in any Operating Year during the Initial Term under this Agreement its Minimum Commitment to the Contractor, then RRRASOC shall pay to Contractor, within thirty (30) days after the end of the such Operating Year, a dollar amount determined by the following formula:

Amount owed by RRRASOC = Shortfall Household Units x \$9.75

where:

"Shortfall Household Units" equals the Minimum Commitment (51,600 household units) minus the number of household units from which RRRASOC Recyclables were actually delivered by or on behalf of RRRASOC in such Operating Year during the Initial Term. The Minimum Commitment herein shall not apply to any renewal periods under Article 2. [underline added]



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To: RRRASOC Board of Directors
From: Mike Csapo, General Manager
Date: April 20, 2023

Re: **Performance Evaluation**

Consistent with previous practice, I request that my annual performance evaluation take place in an Executive Session, in conjunction with the regularly scheduled RRRASOC Board of Directors meeting on April 27, 2023.

Please contact me with any questions or comments.

c. file

RRRASOC Member Communities

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Novi ✦ South Lyon ✦ Southfield ✦ Walled Lake ✦ Wixom



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To: RRRASOC Board of Directors
From: Michael Csapo, General Manager
Date: April 20, 2023

Re: **Manager's Report**

1. The proposed FY 2023 - 2024 RRRASOC budget was finalized. See agenda.
2. The extension of the MRF operating agreement by Republic Services was received. See agenda.
3. Discussions regarding the Tetra Tech DDMP contract were held.
4. Work on a Michigan EGLE recycling infrastructure grant began.
5. Work on the Glacier robotics project continued. The project remains delayed while Michigan EGLE completes the grant agreement.
6. The spring HHW events began.
7. Plans were made to provide recycling and composting education at the Farmington Hill's Earth Day event (4/22) and the Southfield Earth Day event at the Southfield Public Library (4/24).
8. Solid waste rate comps were prepared for the City of Southfield.
9. Two tours of the MRF were conducted.
10. Staff attended or presented at the following:
 - A. City of Southfield Bread Burning and HHW event;
 - B. NextCycle I2P3 CTIP meeting;
 - C. Wixom HHW event.

RRRASOC Member Communities

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

Check Register Report

Date: 04/17/2023
Time: 2:08 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
STANDARD FEDERAL BANK Checks								
13830	04/10/2023	Printed			94	COMCAST	Phone & internet	400.27
13831	04/10/2023	Printed			140	FIRE ROVER	April 2023	150.00
13832	04/10/2023	Printed			137	GFL ENVIRONMENTAL	March 2023	11,250.00
13833	04/10/2023	Printed			160	KASTLE SYSTEMS LLC	May 2023	1,073.28
13834	04/10/2023	Printed			10	MILLER, CANFIELD,PADDOCK & STO	Legal fees	881.00
13835	04/10/2023	Printed			184	MISSION SQUARE	3/30/23 Payroll-#303663	1,135.02
13836	04/10/2023	Printed			184	MISSION SQUARE	4/13/23 Payroll-#303663	1,135.02
13837	04/10/2023	Printed			126	SHREDCORP	FH shred day-3/14/23	1,100.00
13838	04/10/2023	Printed			126	SHREDCORP	Wixom shred day-3/21/23	550.00
13839	04/10/2023	Printed			126	SHREDCORP	Southfield event-4/5/23	1,237.50
13840	04/10/2023	Printed			33	SQS, INC.	March 2023 appts.	8,433.50
13841	04/10/2023	Printed			33	SQS, INC.	South Lyon batteries	686.53
13842	04/10/2023	Printed			33	SQS, INC.	Farmington batteries	550.16

Total Checks: 13	Checks Total (excluding void checks):	28,582.28
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Total Payments: 13	Bank Total (excluding void checks):	28,582.28
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Total Payments: 13	Grand Total (excluding void checks):	28,582.28
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P.O. Box 15284
Wilmington, DE 19850

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

Customer service information

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

Your Public Funds Interest Checking

for March 1, 2023 to March 31, 2023

Account number: 1

RESOURCE RECOVERY AND RECYCLING AUTHORITY OF SOUTHWEST OAKLAND COUNTY

Account summary

Beginning balance on March 1, 2023	\$622,441.87
Deposits and other credits	158.07
Withdrawals and other debits	-50,000.00
Checks	-0.00
Service fees	-202.32
Ending balance on March 31, 2023	\$572,397.62

of deposits/credits: 1
 # of withdrawals/debits: 3
 # of days in cycle: 31
 Average ledger balance: \$610,239.24

Annual Percentage Yield Earned this statement period: 0.31%.
 Interest Paid Year To Date: \$443.28.



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

Oakland County Treasury

As Of April 7, 2023

<p>Investment # Fund</p> <p>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</p> <p>Beginning Balance Date 10/01/2022 Beginning Balance 617,564.25 Current Balance 622,335.20</p> <p>Deactivate Date</p> <p>Accrued Interest from Previous Fiscal Year 695.10</p>	<p align="right">Managed Pool Accounts (PA4)</p> <p>Begin Rate 1.3522312 Current 3.0009441 Rates as of 03/01/2023 Basis 365 Interest Period ME First Interest Due 06/01/2012 <input checked="" type="checkbox"/> Add Interest to Account Balance</p> <p><input type="checkbox"/> Include in Yield Calculation <input checked="" type="checkbox"/> Clearing Account</p> <p>Market Price 0 Market Price Date</p> <p>Last Withdrawal Date 04/01/2023 Last Deposit Date</p> <p>Comment Current Fiscal Year Interest Received to 4,902.99</p>
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Passbook Transactions

Trans. Dat	Deposit	Withdrawal	Int. Rcvd.	Balance	Rate	Cd Receipt	Comments
03/01/2023	0.00	17.47	368.27	620,750.45		FI	Interest Earnings
03/01/2023	0.00	0.00	0.00	620,750.45	3.001	R	Interest Earnings
04/01/2023	0.00	19.36	1,604.11	622,335.20		FI	Interest Earnings

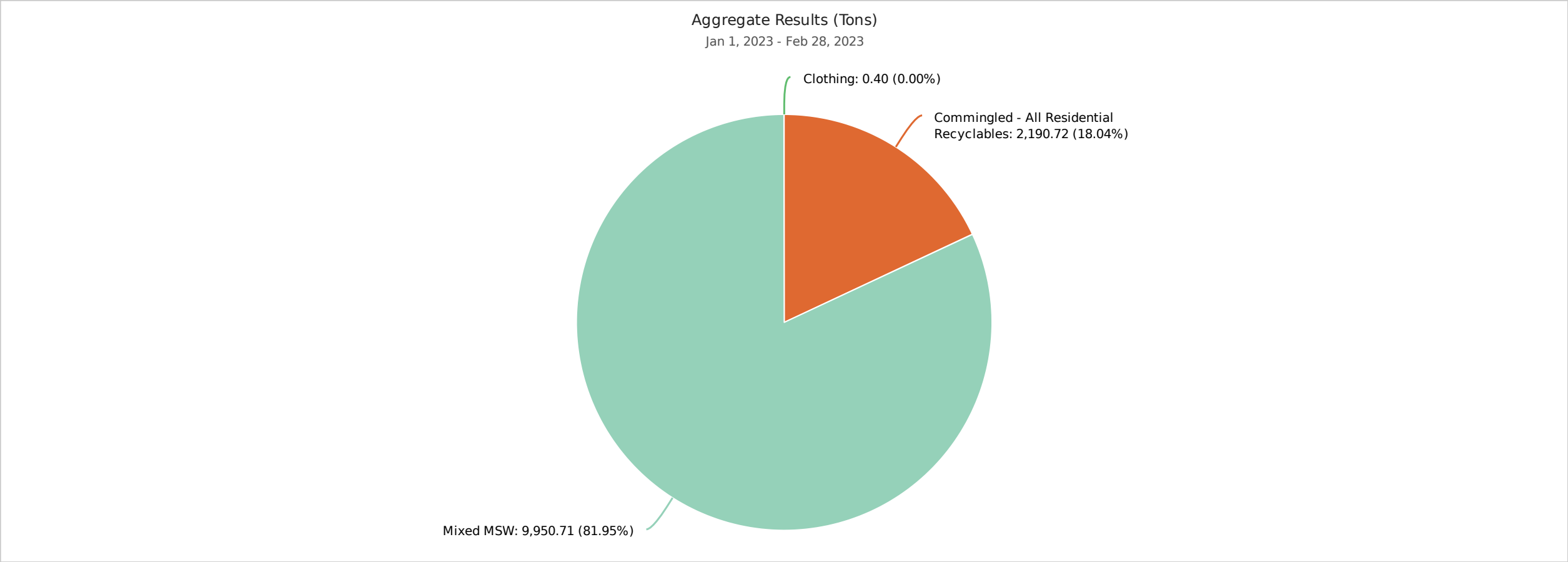
REVENUE/EXPENDITURE REPORT

RRRASOC

For the Period: 7/1/2022 to 3/31/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 596 - GENERAL FUND - ADMINISTRATION							
Revenues							
Dept: 521.000 ADMINISTRATION							
580.000 MEMBER CONTRIBUTIONS	360,054.00	360,054.00	360,053.75	0.00	0.00	0.25	100.0
645.000 REVENUE SHARING-RRRASOC	125,000.00	125,000.00	56,336.72	0.00	0.00	68,663.28	45.1
646.000 REVENUE SHARING-NON RRRASOC	7,000.00	7,000.00	3,194.74	0.00	0.00	3,805.26	45.6
647.000 HOST FEES	250,000.00	250,000.00	118,158.84	11,118.14	0.00	131,841.16	47.3
664.000 INTEREST INCOME	2,500.00	2,500.00	6,376.50	1,762.18	0.00	-3,876.50	255.1
671.000 MISCELLANEOUS INCOME	19,432.00	19,432.00	60,301.51	20,702.84	0.00	-40,869.51	310.3
ADMINISTRATION	763,986.00	763,986.00	604,422.06	33,583.16	0.00	159,563.94	79.1
Revenues	763,986.00	763,986.00	604,422.06	33,583.16	0.00	159,563.94	79.1
Expenditures							
Dept: 521.000 ADMINISTRATION							
702.000 SUPERVISORY SALARIES	121,386.00	121,386.00	93,373.80	14,006.07	0.00	28,012.20	76.9
703.000 PERMANENT SALARIES	60,072.00	60,072.00	46,035.92	6,584.82	0.00	14,036.08	76.6
705.000 OVERTIME	7,334.00	7,334.00	2,334.35	0.00	0.00	4,999.65	31.8
710.000 FICA	16,356.00	16,356.00	12,327.98	1,822.41	0.00	4,028.02	75.4
711.000 MEDICAL/DENTAL INSURANCE	68,000.00	68,000.00	56,654.91	5,089.50	0.00	11,345.09	83.3
712.000 UNEMPLOYMENT INSURANCE	884.00	884.00	1,045.01	0.00	0.00	-161.01	118.2
713.000 WORKERS COMP.	800.00	800.00	785.00	0.00	0.00	15.00	98.1
715.000 ICMA	25,006.00	25,006.00	18,273.06	961.74	0.00	6,732.94	73.1
727.000 OPERATING SUPPLIES	750.00	750.00	0.00	0.00	0.00	750.00	0.0
728.000 OFFICE SUPPLIES	2,000.00	2,000.00	530.31	49.50	0.00	1,469.69	26.5
729.000 POSTAGE & MAILING	17,400.00	17,400.00	16,001.94	15,146.90	0.00	1,398.06	92.0
730.000 MAGAZINES & PERIODICALS	80.00	80.00	76.00	0.00	0.00	4.00	95.0
810.000 AUDIT	13,000.00	13,000.00	14,720.00	0.00	0.00	-1,720.00	113.2
811.000 CONSULTING SERV. - ENGRS.	10,000.00	10,000.00	10,000.00	0.00	0.00	0.00	100.0
812.000 LEGAL COUNSEL	2,700.00	2,700.00	2,210.00	0.00	0.00	490.00	81.9
821.000 MEMBERSHIP DUES	800.00	800.00	850.00	0.00	0.00	-50.00	106.3
822.000 CONTRACTUAL SERVICES-OTHER	140,600.00	140,600.00	104,297.55	3,363.06	0.00	36,302.45	74.2
822.002 DROP-PFF	174,216.00	174,216.00	96,874.72	11,062.72	0.00	77,341.28	55.6
822.003 HHW Wash	30,000.00	30,000.00	13,050.27	1,037.51	0.00	16,949.73	43.5
830.000 TELEPHONE	6,480.00	6,480.00	4,693.18	542.07	0.00	1,786.82	72.4
831.000 VEHICLE EXPENSE	4,800.00	4,800.00	3,600.00	400.00	0.00	1,200.00	75.0
835.000 COMMUNITY RELATIONS	8,700.00	8,700.00	3,125.00	0.00	0.00	5,575.00	35.9
836.000 PRINTING & PUBLISHING	39,915.00	39,915.00	42,947.37	11,383.50	0.00	-3,032.37	107.6
840.000 BUILDING/LIAB. INS.	25,685.00	25,685.00	23,557.00	0.00	0.00	2,128.00	91.7
850.000 EQUIPMENT MAINTENANCE	24,914.00	24,914.00	14,156.13	434.25	0.00	10,757.87	56.8
851.000 BUILDING MAINTENANCE	1,700.00	1,700.00	0.00	0.00	0.00	1,700.00	0.0
852.000 OFFICE EQUIPMENT RENTAL	1,000.00	1,000.00	478.37	0.00	0.00	521.63	47.8
860.000 CONFERENCES & WORKSHOPS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
890.000 MILEAGE EXPENSES	2,500.00	2,500.00	161.93	121.88	0.00	2,338.07	6.5
970.000 CAPITAL OUTLAY	45,000.00	45,000.00	24,467.77	0.00	0.00	20,532.23	54.4
975.000 COMPUTER SOFTWARE	685.00	685.00	582.06	45.70	0.00	102.94	85.0
978.000 OFFICE EQUIPMENT	2,500.00	2,500.00	1,305.48	0.00	0.00	1,194.52	52.2
979.000 CONTINGENCY	17,205.00	17,205.00	0.00	0.00	0.00	17,205.00	0.0
ADMINISTRATION	874,468.00	874,468.00	608,515.11	72,051.63	0.00	265,952.89	69.6
Expenditures	874,468.00	874,468.00	608,515.11	72,051.63	0.00	265,952.89	69.6
Net Effect for GENERAL FUND - ADMINISTRATION	-110,482.00	-110,482.00	-4,093.05	-38,468.47	0.00	-106,388.95	3.7
Change in Fund Balance:			-4,093.05				
Grand Total Net Effect:	-110,482.00	-110,482.00	-4,093.05	-38,468.47	0.00	-106,388.95	

MATERIAL MANAGEMENT REPORT



Aggregate Results (Tons)

Displaying data collected for: Jan 1, 2023 - Feb 28, 2023

MATERIALS	TONS
Clothing	0.40
Commingled - All Residential Recyclables	2,190.72
Mixed MSW	9,950.71
Total:	12,141.83





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: April 17, 2023

Re: **MRF Operations Report**

Attached are the MRF throughput figures for the first quarter of 2023. During the period, the MRF accepted nearly 10,225 gross tons of material, which is 37% less than the same period in 2022.

The large drop is primarily due to the lack of third party material secured by Republic Services. Third party material during the period was 46% lower than the same period the prior year. Notably, however, third party volume increased substantially in March.

Nearly 3,350 tons, or 34.5%, came from RRRASOC Member Communities' programs in accordance with MRF Service Agreements or RRRASOC drop-off sites, which is 4% less than the same period in 2022.

As shown on the attached graph, commodity prices remained below average but above the October 2022 low. Consistent with the projections of industry sources, prices and movement remains relatively low but modestly improved approaching the second quarter, with a 15% improvement from February to March.

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

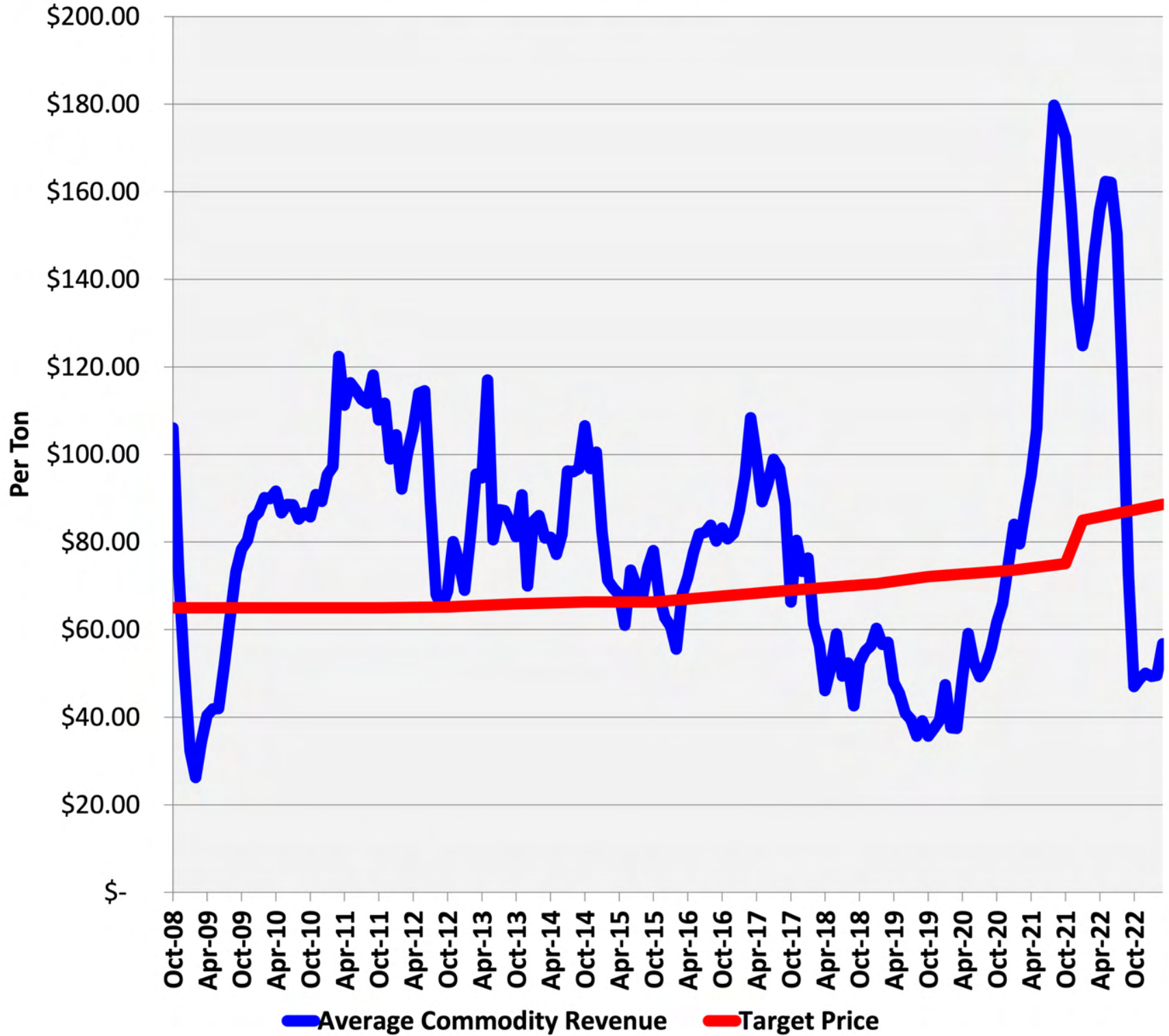
attachment

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	RRRASOC %
Jan-23	59.66	368.45	45.36	42.23	303.22	48.46	63.90	192.20	12.62	20.31	48.91	1,205.32	2,358.86	3,564.18	33.8%
Feb-23	57.40	280.88	25.44	33.23	232.65	38.73	96.54	136.49	14.32	20.68	49.04	985.40	1,800.28	2,785.68	35.4%
Mar-23	61.00	359.87	32.51	42.95	273.56	40.59	66.07	185.65	15.21	31.17	50.66	1,159.24	2,715.49	3,874.73	29.9%
Apr-23															
May-23															
Jun-23															
Jul-23															
Aug-23															
Sep-23															
Oct-23															
Nov-23															
Dec-23															
Total	178.06	1,009.20	103.31	118.41	809.43	127.78	226.51	514.34	42.15	72.16	148.61	3,349.96	6,874.63	10,224.59	32.8%
Average	59.35	336.40	34.44	39.47	269.81	42.59	75.50	171.45	14.05	24.05	49.54	1,116.65	2,291.54	3,408.20	32.8%

Commodity Value History





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 March 30, 2023
RRRASOC Board of Directors Meeting
9:30 am
Southfield Municipal Complex
City of Southfield Parks and Recreation
2nd Floor, Room 221
26000 Evergreen Road, Southfield, MI 48075

1. Call to Order

Mr. Zorn called the meeting to order at 9:34 a.m.

2. Roll Call

Fred Zorn	Chairperson, Southfield
Don Green	Vice Chairperson, Charter Township of Milford
Chelsea Pesta	Treasurer, Walled Lake
Christian Wuerth	Milford Village
Jeff Herczeg	Novi
Paul Zelenak	South Lyon
Chuck Eudy	Farmington
Derrick Schueller	Farmington Hills
John Michrina	Southfield
Tim Sikma	Wixom
Michael Csapo	RRRASOC
Laura Shaw	RRRASOC

3. Approval of Agenda

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

4. Audience Participation

None.

5. Matters for Discussion/Action

A. Disaster Debris Management Planning Project

Mr. Csapo updated the Board on the Disaster Debris Management Planning Project. Mr. Csapo explained that two proposals were received.

Mr. Wuerth made a motion to authorize RRRASOC to negotiate and enter into agreements as necessary to initiate the disaster debris management planning project using Tetra Tech as the contractor. Mr. Herczeg supported. Mr. Zelenak discussed an amendment to the motion to include that Tetra Tech was

RRRASOC Member Communities

Farmington ♦ Farmington Hills ♦ Milford ♦ Milford Township

Novi ♦ South Lyon ♦ Southfield ♦ Walled Lake ♦ Wixom

more qualified and less expensive than RRS. Mr. Wuerth amended his motion to include that Tetra Tech was more qualified and less expensive than RRS. Mr. Herczeg supported the amended motion and the amended motion passed unanimously by the Board.

B. Draft FY 2023-2024 RRRASOC Budget

Mr. Csapo explained the Draft FY 2023-2024 RRRASOC Budget. Included in his discussion were explanations of future revenue and host fees, as well as future commodity prices. Mr. Csapo informed the Board that Member Contributions are proposed to rise to \$1.35/capita due to lower commodity revenue and inflation.

Mr. Csapo informed the Board that Republic Services has informed him that they wish to extend the MRF Operating Agreement for two years with no changes. Mr. Csapo expressed that he does expect amendments to the contract in the future. Mr. Csapo informed the Board that the current RFP for the MRF Operating Agreement will be used as reference for any future changes that Republic Services may request.

Mr. Zelenak made a motion to set the Public Hearing for Thursday, April 27, 2023. The Public Hearing will be held at the Southfield Municipal Complex, City of Southfield Parks and Recreation, 2nd Floor, Room 221, 26000 Evergreen Road, Southfield, MI 48075. Ms. Pesta supported and the motion passed unanimously by the Board.

6. Manager's Report

Mr. Csapo informed the Board that an item on the April 27, 2023 agenda will be a discussion on extensions to the MRF Services Agreement.

7. Other

None.

8. Consent Agenda

- A. Payment of Bills Report**
- B. Investment Report**
- C. Revenue and Expenditure Report**
- D. Material Management Report**
- E. MRF Operations Report**
- F. Minutes of January 26, 2023 Regular Meeting**

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

9. Adjournment

Mr. Wuerth made a motion to adjourn at 10:02 a.m. Mr. Sikma supported and the motion passed unanimously by the Board.