



# Resource Recovery & Recycling Authority of Southwest Oakland County

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

Office: 248.208.2270  
www.RRRASOC.org

**THE RECYCLING AUTHORITY**  
*Since 1989*

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**Agenda**  
**August 14, 2024**  
**RRRASOC Board of Directors**  
**Regular Meeting**  
**and Joint Meeting with SOCRRA**  
**9:30 am**  
**Royal Oak Senior Center**  
**3500 Marais Avenue**  
**Room #3**  
**Royal Oak, MI 48073**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Audience Participation
5. Consent Agenda
  - A. Payment of Bills Report
  - B. Investment Report
  - C. Revenue and Expenditure Report
  - D. Minutes of the April 25, 2025 Regular Meeting
  - E. Minutes of June 13, 2024 Special Meeting
6. Matters for Discussion/Action
  - A. Disaster Debris Management Plan – presentation by Tetra Tech**
7. Other
8. Adjournment

RRRASOC Member Communities

Farmington ♦ Farmington Hills ♦ Milford ♦ Milford Township

Novi ♦ South Lyon ♦ Southfield ♦ Walled Lake ♦ Wixom



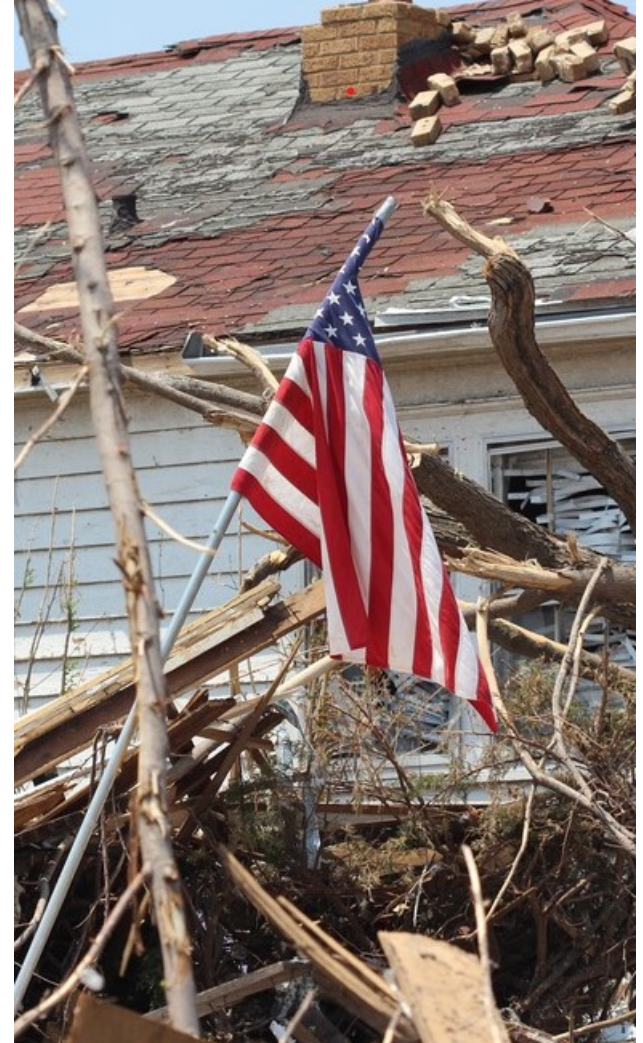
# RRRASOC and SOCRRA Disaster Debris Management Planning Project

Board Member Training

August 14, 2024

# Meeting Purpose

- Discuss key components of the Disaster Debris Management Plan (DDMP) so RRRASOC and SOCRRA Board Members have a fundamental understanding of the plan.
- Discuss next steps that can be taken to be better prepared for a debris generating disaster.







# Why Do We Need a DDMP?

# Purpose and Benefits of the DDMP

- Establishes clear roles and responsibilities in a debris-generating incident.
- Identifies resources that can be used in response:
  - Debris haulers and monitors
  - Debris management sites (DMS)
  - Equipment
  - Personnel
  - Recycling options, transfer stations, landfill sites

## Purpose and Benefits of the DDMP (continued)

- Provides debris estimates to aid in planning.
- Identifies priorities and strategies for debris clearing and collection.
- Identifies applicable regulations that must be adhered to in conducting debris operations.
- Provides public information strategies and templates for use in developing public information messages.
- Failure to follow federal guidance and regulations can result in not being reimbursed for expenses.



# Participants in the Project

# Resource Recovery and Recycling Authority of Southwest Oakland County (RRRASOC) Jurisdictions

- City of Farmington
- City of Farmington Hills
- Village of Milford
- Milford Township
- City of Novi
- City of South Lyon
- City of Southfield
- City of Walled Lake
- City of Wixom



# Southeastern Oakland County Resource Recovery Authority (SOCRRA) Jurisdictions

- City of Berkley
- Village of Beverly Hills
- City of Birmingham
- City of Clawson
- City of Ferndale
- City of Hazel Park
- City of Huntington Woods
- City of Lathrup Village
- City of Oak Park
- City of Pleasant Ridge
- City of Royal Oak
- City of Troy

# Debris Management Planning Process

- Kickoff meeting conducted on November 16, 2023.
- Conducted online meetings with jurisdictions from November through January.
  - Discussed roles of departments.
  - Identified resources that could be brought to bear in a debris generating incident.
- Developed and send the draft DDMP for review on March 6, 2024.
- Conducted a plan review meeting on April 16, 2024.
- Finalized the plan in May 2024.



# Plan Structure

# Structure of the Plan

1. Introduction
  2. Roles and Responsibilities
  3. Concept of Operations
  4. Public Information
  5. Environmental Considerations and Other Regulatory Requirements
  6. Donations Management
  7. Authorities and References
  8. Plan Development and Maintenance
- Appendices 1 – 33

# Appendices

1. Appendix 1: Berkley, City of
2. Appendix 2: Beverly Hills, Village of
3. Appendix 3: Birmingham, City of
4. Appendix 4: Clawson, City of
5. Appendix 5: Farmington, City of
6. Appendix 6: Farmington Hills, City of
7. Appendix 7: Ferndale, City of
8. Appendix 8: Hazel Park, City of
9. Appendix 9: Huntington Woods, City of
10. Appendix 10: Lathrup Village, City of



# Appendices

- Appendix 11: Milford Township
- Appendix 12: Milford, Village of
- Appendix 13: Novi, City of
- Appendix 14: Oak Park, City of
- Appendix 15: Pleasant Ridge, City of
- Appendix 16: Royal Oak, City of
- Appendix 17: South Lyon, City of
- Appendix 18: Southfield, City of
- Appendix 19: Troy, City of
- Appendix 20: Walled Lake, City of
- Appendix 21: Wixom, City of

# Appendices

- Appendix 22: Job Aid Checklists for Key Positions
- Appendix 23: Resource Contact List
- Appendix 24: Debris Contractor Checklist and Guidance
- Appendix 25: Health and Safety Strategy
- Appendix 26: Debris Management Checklist
- Appendix 27: Debris Hauler Scope of Work
- Appendix 28: Debris Management Site Guidance
- Appendix 29: Sample Press Releases
- Appendix 30: Field Documents
- Appendix 31: Sample Memorandums of Understanding
- Appendix 32: Hazardous Stump Extraction and Removal Eligibility
- Appendix 33: Sample Right-of-Entry Agreement



# Past Disasters and Potential Debris Estimates

## I.2.3 Past Disasters

**Table 1.2**  
**Presidentially Declared Disasters in Oakland County**

Disaster Response-Recovery (DR) Number	Incident Date	Incident Description
465	4/26/1975	Severe Storms, High Winds, and Flooding
495	3/19/1976	Severe Storms, Tornadoes, Icing, and Flooding
3057	1/27/1978	Blizzards and Snowstorms
1181	7/2/1997	Severe Storms, Tornadoes, Icing, and Flooding
3137	1/2/1999	Blizzards and Snowstorms
1346	9/10/2000	Severe Storms, Tornadoes, Icing, and Flooding
3160	12/11/2000	Blizzards and Snowstorms
3189	8/14/2003	Power Outage
1527	5/20/2004	Severe Storms, Tornadoes, Icing, and Flooding
3225	8/29/2005	Hurricane Katrina Evacuation
4195	8/11/2014	Severe Storms, High Winds, and Flooding
3455	1/20/2020	COVID-19
4494	1/20/2020	COVID-19 Pandemic
4607	6/25/2021	Severe Storms, Tornadoes, Icing, and Flooding
4757	2/8/2024	Flood

# 1.5 Debris Volume Estimate

**Table 1.3**  
**Potential Disaster Incidents and Debris Types**

Type of Event	County Hazard Ranking	Vulnerability	Risk Rating	Nature of Debris <sup>3</sup>	Debris Generation Potential <sup>4</sup>	Widespread Impact <sup>5</sup>
Winter Storms and Blizzards	52	Vulnerable	High	Vegetative HHW	High	High
Riverine/Urban Flooding	49/46	Somewhat Vulnerable	Medium	Vegetative C&D Personal Property Hazardous Waste HHW White Goods Soil, Mud, Sand Vehicles/Vessels Putrescent	High	Medium
Thunderstorm and High Winds	46	Somewhat Vulnerable	Medium	Vegetative C&D Personal Property Hazardous Waste HHW White Goods Soil, Mud, Sand Vehicles/Vessels Putrescent	Medium	High
Tornado	40	Somewhat Vulnerable	Medium	Vegetative C&D Personal Property Hazardous Waste HHW White Goods Vehicles/Vessels Putrescent	Medium	Medium



# Debris Estimates

- Debris estimates are calculated in cubic yards.
- One cubic yard is about the size of a standard washing machine or stove.



# Ice Storm Estimates

**Table 1.4: Ice Storm Vegetation Debris Estimates in CY**

Jurisdiction	Street Distance in Miles	Vegetation Debris Estimate
Berkley	59	14,400
Beverly Hills	60	14,600
Birmingham	92	22,400
Clawson	41	10,000
Farmington	43	10,500
Farmington Hills	444	108,300
Ferndale	88	21,500
Hazel Park	71	17,300
Huntington Woods	29	7,100
Lathrup Village	33	8,100
Milford Township	149	36,300
Milford, Village of	33	8,100
Novi	334	81,500
Oak Park	105	25,600
Pleasant Ridge	16	3,900
Royal Oak	251	61,200
South Lyon	46	11,200
Southfield	374	91,200
Troy	460	112,200
Walled Lake	30	7,300
Wixom	75	18,300

# Flooding Estimates

**Table 1.5: Debris Estimates from Flooding (In Cubic Yards)**

Jurisdiction	100 Year Flood	500 Year Flood
Berkley	NNFR	NNFR
Beverly Hills	2,900	4,900
Birmingham	7,500	9,900
Clawson	NNFR	NNFR
Farmington	2,100	4,000
Farmington Hills	7,400	8,800
Ferndale	NNFR	NNFR
Hazel Park	NNFR	NNFR
Huntington Woods	NNFR	NNFR
Lathrup Village	NNFR	NNFR
Milford Township	1,700	1,700
Milford, Village of	1,900	2,100
Novi	500	600
Oak Park	NNFR	NNFR
Pleasant Ridge	NNFR	NNFR
Royal Oak	NNFR	NNFR
South Lyon	300	300
Southfield	4,900	6,800
Troy	2,400	3,000
Walled Lake	70	80
Wixom	900	1,000

# Severe Storms

Jurisdiction	Total Number of Households	Storm Category Multiplier	Vegetative Cover Multiplier (VCM)	Commercial Property Multiplier	Wet or Dry Storm Multiplier	Debris Estimate (CY)
Berkley	7,067	2	1.3	1.2	1.2	26,500
Beverly Hills	4,213	2	1.3	1.2	1.2	15,800
Birmingham	9,383	2	1.3	1.2	1.2	35,100
Clawson	5,897	2	1.3	1.2	1.2	22,100
Farmington	5,218	2	1.3	1.2	1.2	19,500
Farmington Hills	35,628	2	1.3	1.2	1.2	133,400
Ferndale	10,214	2	1.3	1.2	1.2	38,200
Hazel Park	6,801	2	1.3	1.2	1.2	25,500
Huntington Woods	2,363	2	1.3	1.2	1.2	8,900
Lathrup Village	1,497	2	1.3	1.2	1.2	5,600
Milford Township	6,739	2	1.3	1.2	1.2	25,231
Milford, Village of	2,592	2	1.3	1.2	1.2	9,704
Novi	26,284	2	1.3	1.2	1.2	98,407
Oak Park	12,262	2	1.3	1.2	1.2	45,909
Pleasant Ridge	1,175	2	1.3	1.2	1.2	4,399
Royal Oak	28,971	2	1.3	1.2	1.2	108,467
South Lyon	5,074	2	1.3	1.2	1.2	18,997
Southfield	33,395	2	1.3	1.2	1.2	125,031
Troy	32,749	2	1.3	1.2	1.2	122,612
Walled Lake	3,473	2	1.3	1.2	1.2	13,003
Wixom	7,751	2	1.3	1.2	1.2	29,020
Total						931,380

# Debris Resource Requirements

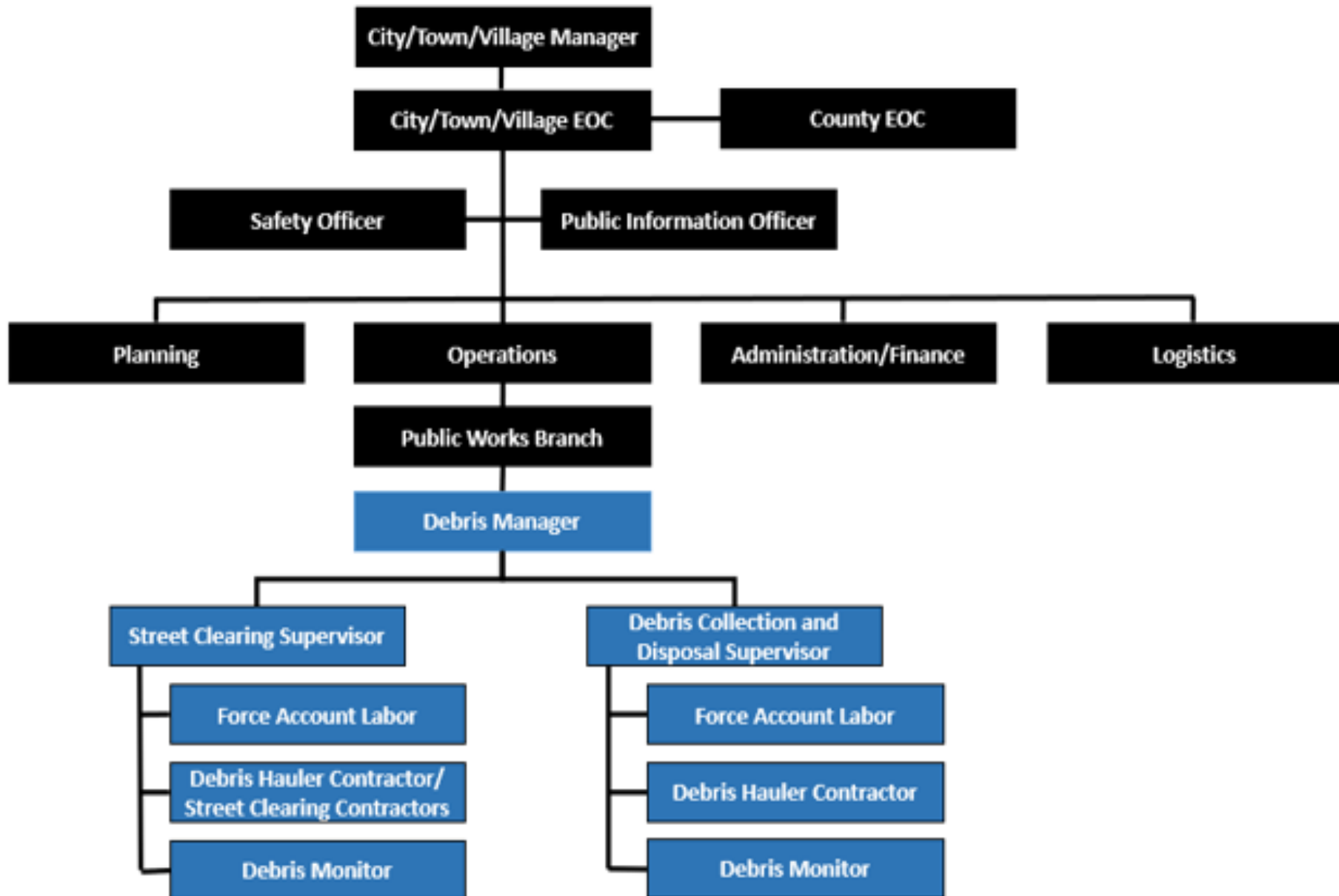
Jurisdiction	Type of Incident	Total Debris (CY)	Collection Days	DMS Acres Needed	70 CY Tandem Truck Containers Needed	Collection Monitors Needed
Southfield	Ice Storm	91,200	30	5	14	7
	100 Year Flood	4,900	5	5	5	3
	500 Year Flood	6,800	5	5	6	3
	Severe Weather	125,031	60	8	10	5
Troy	Ice Storm	112,200	60	7	9	5
	100 Year Flood	2,400	2	5	6	3
	500 Year Flood	3,000	2	5	7	4
	Severe Weather	122,612	60	8	10	5
Walled Lake	Ice Storm	7,300	7	5	5	3
	100 Year Flood	70	1	5	1	1
	500 Year Flood	80	1	5	1	1
	Severe Weather	13,003	10	5	6	3
Wixom	Ice Storm	18,300	15	5	6	3
	100 Year Flood	1000	2	5	2	1
	500 Year Flood	1,000	2	5	2	1
	Severe Weather	29,020	20	5	7	4





# Roles and Responsibilities

# Debris Management Org Chart



# City/Town/Village Departmental Roles

- Public Works/Public Services
- Administrator or Manager
- Building Official
- City/Town/Village Attorney
- City/Town/Village Council
- Code Enforcement
- Emergency Management
- Emergency Management
- Finance
- Fire
- Police
- Public Information



# County Departments

- Emergency Management
- GIS
- Health Division
- Medical Examiner's Office
- Legal Services
- PIO
- Parks and Recreation
- Purchasing
- Road Commission for Oakland County
- Sheriff's Office



# Mutual Aid Resources

- Southeastern Oakland County Public Works Association (SOCPWA) Public Works Mutual Aid Authority.
- Michigan Water/Wastewater Agency Response Network (MiWARN).
- Michigan Emergency Management Assistance Compact – (MEMAC)
- Emergency Management Assistance Compact (EMAC)



# State Agencies

- Michigan State Police / Emergency Management and Homeland Security Division(MSP/EMHSD)
- Michigan Department of Agriculture and Rural Development (MDARD)
- Michigan Department of Corrections (MDOC)
- Michigan Department of Environment, Great Lakes, and Energy (EGLE), Materials Management Division (MMD)

# State Agencies

- Michigan Department of Licensing and Regulatory Affairs (LARA)
- Michigan Department of Technology, Management and Budget (DTMB)
- Michigan Department of Military and Veterans Affairs
- Michigan Department of Natural Resources (MDNR)
- Michigan Department of Transportation (MDOT)
- Michigan Voluntary Organizations Active in Disaster (MIVOAD)

## 2.7 Federal Agencies

- Federal Emergency Management Agency



- Federal Highway Administration



- Natural Resources Conservation Service



- Office of Inspector General



- U.S. Army Corps of Engineers



# Private Sector Business Enterprise, Commercial Sector Responsibilities

- Debris Hauling Firm



- Debris Monitor Firm





# Nonprofit Organizations

- Assist residents unable to bring debris to the ROW.
- Assist the jurisdictions in communicating instructions to populations with communication barriers.

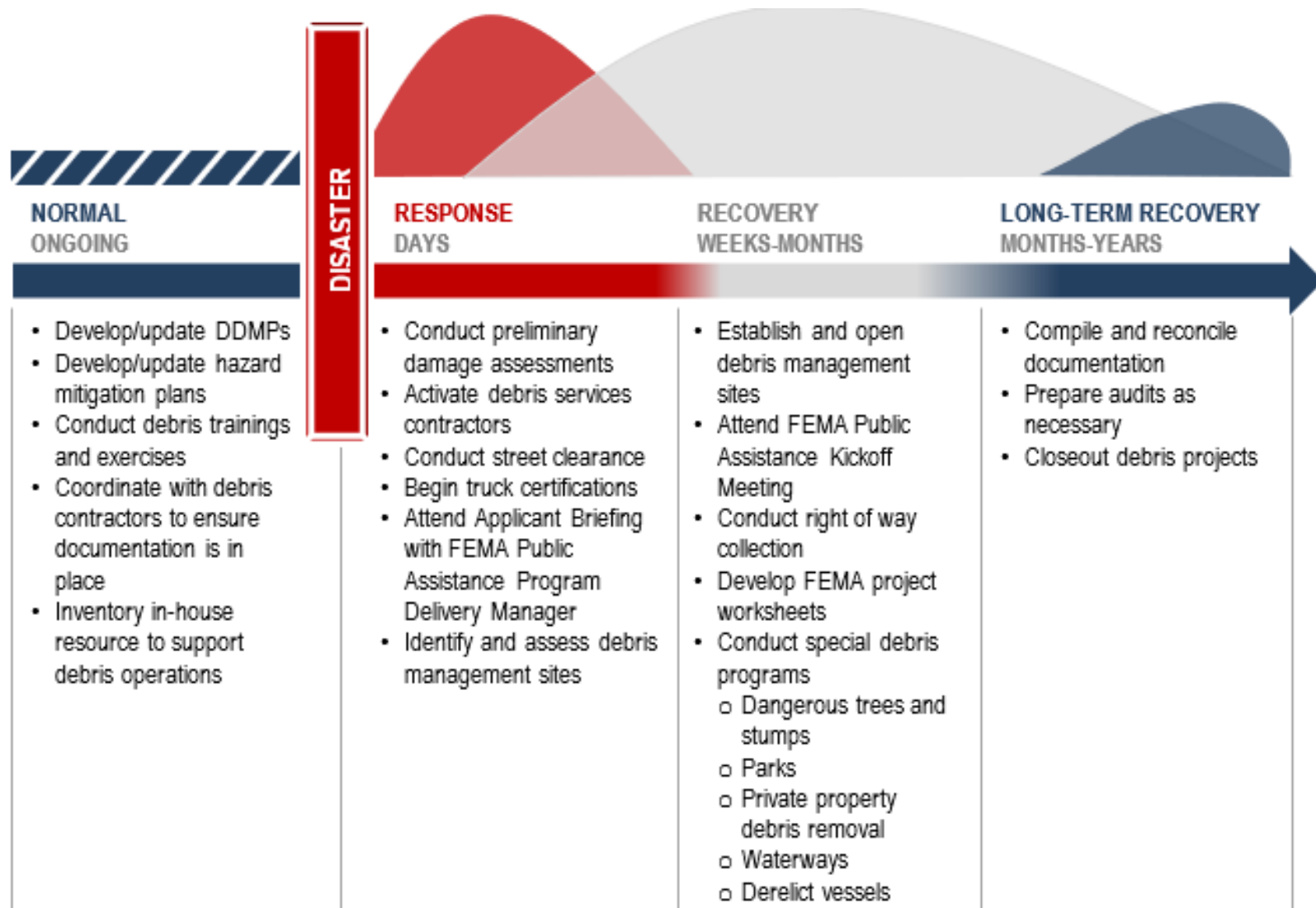




# Concept of Operations



# Concept of Operations





# Public Information

# Public Information

- Designation of a PIO
- Public Information Tasks and Responsibilities
- Tasks by Phases of an Event
- Public Information Messages
- Establishment of a Call Center





# Next Steps to be Better Prepared





# Prepositioned Contracts

# Pre-Negotiate Contracts

- Other communities may be competing with the same resources following a disaster.
- Can save time in an emergency.
- Provides an opportunity to negotiate better rates than at the time of an emergency.
- Contractors may be stretched thin and may not be willing to take on any new business.





## Avoid Contracting Minefields In Selecting Vendors

- Provide full and open competition.
- Conduct all necessary affirmative steps to ensure the use of minority businesses, women's business enterprises, and labor surplus area firms when possible.
- Exclude contractors that develop or draft specifications, requirements, statements of work, etc.
- Maintain written standards of conduct governing employees who engage in the selection, award, and administration of contracts.

# Avoiding Contracting Minefields

- Maintain records sufficient to detail the history of the procurement:
  - Rationale for the method of procurement
  - Selection of contract type
  - Contractor selection or rejection
  - Basis for the contract price





# Identify Debris Management Sites and Residential Drop Off Sites

# Identify DMSs in the Community

- Determine the types and quantities of debris the sites can handle.
- Determine the reduction methods to be used.
- Get any needed agreements to use the land.
- Consider the proximity of the community being served by the DMS as well as disposal or recycling sites for the processed debris.





# Consider the Use of Residential Drop Off (RDO) Sites

- RDO sites give residents the opportunity to self-haul their disaster debris to a managed staging area for future pick-up by jurisdiction crews or contractors.
- Hours of operation as well as guidance regarding the debris that is acceptable for disposal at the site would need to be clearly communicated to the public.
- Staff would need to be on-site to direct traffic and to ensure debris is managed properly and safely.





# Conduct Training and Exercises

# Conduct Regular Training and Exercises

- Ensure staff are trained in their roles and responsibilities under the plan. Consider training in:
  - Debris management
  - Public assistance program
- Free online training is available in these topics through FEMA's Independent Study Program at <https://training.fema.gov/is/crslist.aspx?lang=en>





# Regularly Update the Plan

# Plan Updates

- Regularly update the plan. Consider updating the plan to account for:
  - Changes in state and federal guidance and/or regulations.
  - Changes in policies, staffing, or organization.
  - Changes in resources.
  - Lessons learned from exercises or real incidents.



# Questions





## Check Register Report

Date: 08/05/2024

Time: 2:03 pm

Page: 1

RRRASOC

BANK: STANDARD FEDERAL BANK

Check Number	Check Date	Status	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
<b>STANDARD FEDERAL BANK Checks</b>							
14092	04/26/2024	Printed		124	BLUE CROSS BLUE SHIELD OF MICH	May 2024	5,082.70
14093	04/26/2024	Printed		429	CHASE	Visa	1,502.96
14094	04/26/2024	Printed		172	GLACIER TECHNOLOGY INC.	Robot project	28,975.00
14095	04/26/2024	Printed		184	MISSION SQUARE	4/25/24 Payroll-Plan #303663	1,243.14
14096	04/26/2024	Printed		33	SQS, INC.	Wixom HHW 4-13-24	65,258.00
14097	04/26/2024	Printed		130	THE HARTFORD	May 2024	527.09
14098	04/26/2024	Printed		174	WEST MI SUSTAINABLE BUS FORUM	Membership dues	250.00
14099	05/13/2024	Printed		140	FIRE ROVER	May 2024	161.00
14100	05/13/2024	Printed		137	GFL ENVIRONMENTAL	April 2024	9,150.00
14101	05/13/2024	Printed		160	KASTLE SYSTEMS LLC	June 2024	1,162.72
14102	05/13/2024	Printed		184	MISSION SQUARE	5/23/24 Payroll-Plan #303663	1,243.14
14103	05/13/2024	Printed		184	MISSION SQUARE	5/9/23 Payroll-Plan #303663	1,243.14
14104	05/13/2024	Printed		25	RESOURCE RECYCLING SYSTEMS, IN	Monthly billing-Chris King	384.00
14105	05/13/2024	Printed		126	SHREDCORP	Bread Burning 4/22/24	1,100.00
14106	05/13/2024	Printed		33	SQS, INC.	South Lyon batteries	743.08
14107	05/13/2024	Printed		33	SQS, INC.	Farmington batteries	524.09
14108	05/13/2024	Printed		33	SQS, INC.	Southfield HHW 4/20/2024	44,957.00
14109	05/13/2024	Printed		33	SQS, INC.	Bread Burning 4/22/24	3,294.74
14110	05/13/2024	Printed		33	SQS, INC.	FH HHW 5-4-2024	93,800.00
14111	05/13/2024	Printed		33	SQS, INC.	April 2024 appointments	12,921.00
14112	05/24/2024	Printed		124	BLUE CROSS BLUE SHIELD OF MICH	June 2024	5,082.70
14113	05/24/2024	Printed		429	CHASE	Visa	871.92
14114	05/24/2024	Printed		123	IRIS WASTE DIVERSION SPECIAL	April 2024	6,390.63
14115	05/24/2024	Printed		173	TETRA TECH, INC.	RRRASOC MI DDMP	4,490.76
14116	05/24/2024	Printed		130	THE HARTFORD	June 2024	527.09
14117	06/14/2024	Printed		124	BLUE CROSS BLUE SHIELD OF MICH	July 2024	5,082.70
14118	06/14/2024	Printed		6	CASH	Petty Cash	200.00
14119	06/14/2024	Printed		29	CITY OF NOVI	FY 23-24 Host Fees	16,000.00
14120	06/14/2024	Printed		140	FIRE ROVER	July 2024	161.00
14121	06/14/2024	Printed		137	GFL ENVIRONMENTAL	Novi Drop-Off-May 2024	10,800.00
14122	06/14/2024	Printed		123	IRIS WASTE DIVERSION SPECIAL	May 2024	5,405.34
14123	06/14/2024	Printed		160	KASTLE SYSTEMS LLC	July 2024	1,162.72
14124	06/14/2024	Printed		184	MISSION SQUARE	6/20/24 Payroll-Plan #303663	1,243.14
14125	06/14/2024	Printed		184	MISSION SQUARE	6/6/24 Payroll-Plan #303663	1,243.14
14126	06/14/2024	Printed		108	REVOLUTION FLAG GROUP	Flag	204.00
14127	06/14/2024	Printed		126	SHREDCORP	FH shred day 6/11/24	1,100.00
14128	06/14/2024	Printed		33	SQS, INC.	May 2024 appointments	14,455.00
14129	06/14/2024	Printed		33	SQS, INC.	Milford HHW 5/18/24	53,171.00
14130	06/14/2024	Printed		33	SQS, INC.	South Lyon batteries	762.11
14131	06/14/2024	Printed		173	TETRA TECH, INC.	RRRASOC MI DDMP	2,280.00
14132	06/14/2024	Printed		130	THE HARTFORD	July 2024	527.09
14133	06/28/2024	Printed		429	CHASE	Visa	335.57
14134	06/28/2024	Printed		164	LEE INDUSTRIAL CONTRACTING	Robot project #105515	17,450.00
14135	06/28/2024	Printed		184	MISSION SQUARE	7/4/24 Payroll-Plan #303663	1,262.14
14136	06/28/2024	Printed		184	MISSION SQUARE	7/18/24 Payroll-Plan #303663	1,261.90
14137	06/28/2024	Printed		126	SHREDCORP	Wixom shred day 6/18/24	550.00
14138	06/28/2024	Printed		33	SQS, INC.	FH HHW Demob Cost	6,890.00
14139	07/12/2024	Printed		140	FIRE ROVER	July 2024	161.00
14140	07/12/2024	Printed		137	GFL ENVIRONMENTAL	Novi drop-off-June 2024	9,000.00
14141	07/12/2024	Printed		160	KASTLE SYSTEMS LLC	August 2024	1,162.72
14142	07/12/2024	Printed		25	RESOURCE RECYCLING SYSTEMS, IN	June labor-Chris King	2,780.41
14143	07/12/2024	Printed		33	SQS, INC.	Farmington batteries	362.52

## Check Register Report

Date: 08/05/2024

Time: 2:03 pm

Page: 2

RRRASOC

BANK: STANDARD FEDERAL BANK

Check Number	Check Date	Status	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
<b>STANDARD FEDERAL BANK Checks</b>							
14144	07/12/2024	Printed		33	SQS, INC.	June 2024 appointments	14,337.00
14145	07/12/2024	Printed		33	SQS, INC.	South Lyon batteries	477.23
14146	07/12/2024	Printed		33	SQS, INC.	Farmington batteries	524.80
14147	07/12/2024	Printed		123	IRIS WASTE DIVERSION SPECIAL	June 2024	6,856.25
14148	07/12/2024	Printed		35	SWANA	Membership 9/1/24-8/31/25	245.00
14149	07/15/2024	Printed		429	CHASE	Visa	1,270.13
14150	07/15/2024	Printed		148	PHOENIX INNOVATE	New Resident flyers	488.00
14151	07/15/2024	Printed		173	TETRA TECH, INC.	June 2024	1,415.00
14152	08/05/2024	Printed		124	BLUE CROSS BLUE SHIELD OF MICH	August 2024	5,082.70
14153	08/05/2024	Printed		140	FIRE ROVER	August 2024	161.00
14154	08/05/2024	Printed		175	INTERSTATE BILLING SERVICES, I	Telehandler-RS Acct #57848	1,562.90
14155	08/05/2024	Printed		160	KASTLE SYSTEMS LLC	September 2024	1,162.72
14156	08/05/2024	Printed		184	MISSION SQUARE	8/15/24 Payroll-Plan #303663	1,261.90
14157	08/05/2024	Printed		184	MISSION SQUARE	8/29/24 Payroll-Plan #303663	1,261.90
14158	08/05/2024	Printed		184	MISSION SQUARE	8/1/24 Payroll-Plan #303663	1,261.90
14159	08/05/2024	Printed		4	PLANTE & MORAN PLLC	FY 23-24 Audit	15,700.00
14160	08/05/2024	Printed		33	SQS, INC.	Clean Sweep Drop-Off	3,445.50
14161	08/05/2024	Printed		130	THE HARTFORD	August 2024	527.09

Total Checks: 70

Checks Total (excluding void checks):

502,940.42

Total Payments: 70

Bank Total (excluding void checks):

502,940.42

Total Payments: 70

Grand Total (excluding void checks):

502,940.42



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 July 1, 2024 to July 31, 2024

Account number:

**RESOURCE RECOVERY AND RECYCLING    AUTHORITY OF SOUTHWEST OAKLAND COUNTY**

### Account summary

Beginning balance on July 1, 2024	\$171,021.26
Deposits and other credits	41.55
Withdrawals and other debits	-80,000.00
Checks	-0.00
Service fees	-573.61
<b>Ending balance on July 31, 2024</b>	<b>\$90,489.20</b>

# of deposits/credits: 1

# of withdrawals/debits: 3

# of days in cycle: 31

Average ledger balance: \$107,804.81

Annual Percentage Yield Earned this statement period: 0.46%.

Interest Paid Year To Date: \$416.02.



Oakland County Investment Pool  
Position Report - Portrait  
Investment

Oakland County Treasury

As Of August 5, 2024

Investment #  
Fund

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

Beginning Balance Date      10/01/2023  
Beginning Balance      625,191.43  
Current Balance      637,645.24

Deactivate Date

Accrued Interest from Previous  
Fiscal Year      1,295.35

Managed Pool Accounts

(PA4)

Begin Rate      2.4862513      Current      2.7162614  
Rates as of      07/01/2024      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      08/27/2024  
Last Deposit Date

Comment

Current Fiscal Year  
Interest Received to      8,378.98

Passbook Transactions

Trans. Dat	Deposit	Withdrawal	Int. Rcvd.	Balance	Rate	Cd Receipt	Comments
7/01/2024	0.00	19.16	1,400.13	636,177.06		FI	Interest Earnings
7/01/2024	0.00	0.00	0.00	636,177.06	2.716	R	Interest Earnings
8/01/2024	0.00	19.84	1,488.02	637,645.24		FI	Interest Earnings

Portfolio POOL  
CP

SP (PRF\_SPPL) 7.3.11  
Report Ver. 7.3.11



## REVENUE/EXPENDITURE REPORT

Page: 1

8/5/2024

11:18 am

RRRASOC

For the Period: 7/1/2023 to 6/30/2024

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 596 - GENERAL FUND - ADMINISTRATION</b>							
Revenues							
580.000 MEMBER CONTRIBUTIONS	388,858.00	388,858.00	388,858.05	0.00	0.00	-0.05	100.0
645.000 REVENUE SHARING-RRRASOC	25,000.00	7,654.00	32,920.40	18,337.78	0.00	-25,266.40	430.1
646.000 REVENUE SHARING-NON RRRASOC	1,200.00	447.00	1,847.48	1,039.67	0.00	-1,400.48	413.3
647.000 HOST FEES	126,000.00	180,000.00	191,607.45	39,143.73	0.00	-11,607.45	106.4
664.000 INTEREST INCOME	6,000.00	12,000.00	13,172.99	1,439.77	0.00	-1,172.99	109.8
671.000 MISCELLANEOUS INCOME	60,000.00	363,453.00	423,165.16	125,050.67	0.00	-59,712.16	116.4
Revenues	607,058.00	952,412.00	1,051,571.53	185,011.62	0.00	-99,159.53	110.4
Expenditures							
702.000 SUPERVISORY SALARIES	132,311.00	132,311.00	132,310.88	10,177.76	0.00	0.12	100.0
703.000 PERMANENT SALARIES	65,480.00	65,480.00	65,479.96	5,036.92	0.00	0.04	100.0
705.000 OVERTIME	7,544.00	7,545.00	7,544.44	2,500.00	0.00	0.56	100.0
710.000 FICA	17,805.00	17,806.00	17,805.27	1,516.49	0.00	0.73	100.0
711.000 MEDICAL/DENTAL INSURANCE	69,250.00	66,901.00	66,900.38	0.00	0.00	0.62	100.0
712.000 UNEMPLOYMENT INSURANCE	1,046.00	1,216.00	532.00	0.00	0.00	684.00	43.8
713.000 WORKERS COMP.	800.00	1,039.00	1,039.00	0.00	0.00	0.00	100.0
715.000 ICMA	27,412.00	27,412.00	27,410.76	2,108.52	0.00	1.24	100.0
727.000 OPERATING SUPPLIES	750.00	250.00	0.00	0.00	0.00	250.00	0.0
728.000 OFFICE SUPPLIES	2,000.00	1,500.00	1,480.93	136.56	0.00	19.07	98.7
729.000 POSTAGE & MAILING	17,400.00	18,660.00	18,659.32	620.00	0.00	0.68	100.0
730.000 MAGAZINES & PERIODICALS	80.00	80.00	24.00	0.00	0.00	56.00	30.0
810.000 AUDIT	15,000.00	14,650.00	14,650.00	0.00	0.00	0.00	100.0
812.000 LEGAL COUNSEL	5,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
821.000 MEMBERSHIP DUES	1,000.00	1,130.00	1,129.00	0.00	0.00	1.00	99.9
822.000 CONTRACTUAL SERVICES-OTHER	150,800.00	234,757.00	203,731.54	-15,006.10	0.00	31,025.46	86.8
822.002 DROP-PFF	165,000.00	151,416.00	147,660.72	35,800.00	0.00	3,755.28	97.5
822.003 HHW Wash	30,000.00	34,720.00	32,161.58	-89,376.34	0.00	2,558.42	92.6
830.000 TELEPHONE	6,480.00	5,880.00	5,410.29	968.12	0.00	469.71	92.0
831.000 VEHICLE EXPENSE	4,800.00	4,800.00	4,800.00	400.00	0.00	0.00	100.0
835.000 COMMUNITY RELATIONS	8,700.00	9,300.00	8,052.19	1,650.00	0.00	1,247.81	86.6
836.000 PRINTING & PUBLISHING	48,915.00	57,114.00	55,913.45	5,157.50	0.00	1,200.55	97.9
840.000 BUILDING/LIAB. INS.	26,593.00	23,909.00	23,909.00	0.00	0.00	0.00	100.0
850.000 EQUIPMENT MAINTENANCE	26,888.00	30,247.00	20,382.38	2,780.41	0.00	9,864.62	67.4
851.000 BUILDING MAINTENANCE	1,700.00	500.00	0.00	0.00	0.00	500.00	0.0
860.000 CONFERENCES & WORKSHOPS	2,000.00	500.00	0.00	0.00	0.00	500.00	0.0
890.000 MILEAGE EXPENSES	2,500.00	2,500.00	1,960.75	497.41	0.00	539.25	78.4
970.000 CAPITAL OUTLAY	45,000.00	459,419.00	431,557.47	75,570.86	0.00	27,861.53	93.9
975.000 COMPUTER SOFTWARE	685.00	2,172.00	2,158.76	332.95	0.00	13.24	99.4
978.000 OFFICE EQUIPMENT	2,500.00	4,600.00	1,619.85	-2,642.93	0.00	2,980.15	35.2
979.000 CONTINGENCY	6,757.00	964.00	0.00	0.00	0.00	964.00	0.0
Expenditures	892,196.00	1,382,778.00	1,294,283.92	38,228.13	0.00	88,494.08	93.6
Net Effect for GENERAL FUND - ADMINISTRATION	-285,138.00	-430,366.00	-242,712.39	146,783.49	0.00	-187,653.61	56.4
Change in Fund Balance:			-242,712.39				
Grand Total Net Effect:	-285,138.00	-430,366.00	-242,712.39	146,783.49	0.00	-187,653.61	

## REVENUE/EXPENDITURE REPORT

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8/5/2024

4:57 pm

RRRASOC

For the Period: 7/1/2024 to 7/31/2024

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 596 - GENERAL FUND - ADMINISTRATION</b>							
<b>Revenues</b>							
580.000 MEMBER CONTRIBUTIONS	403,260.00	403,260.00	26,244.40	26,244.40	0.00	377,015.60	6.5
645.000 REVENUE SHARING-RRRASOC	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
646.000 REVENUE SHARING-NON RRRASOC	550.00	550.00	0.00	0.00	0.00	550.00	0.0
647.000 HOST FEES	180,000.00	180,000.00	0.00	0.00	0.00	180,000.00	0.0
664.000 INTEREST INCOME	10,000.00	10,000.00	1,529.57	1,529.57	0.00	8,470.43	15.3
671.000 MISCELLANEOUS INCOME	226,013.00	226,013.00	0.00	0.00	0.00	226,013.00	0.0
<b>Revenues</b>	<b>829,823.00</b>	<b>829,823.00</b>	<b>27,773.97</b>	<b>27,773.97</b>	<b>0.00</b>	<b>802,049.03</b>	<b>3.3</b>
<b>Expenditures</b>							
702.000 SUPERVISORY SALARIES	132,311.00	132,311.00	16,029.93	16,029.93	0.00	116,281.07	12.1
703.000 PERMANENT SALARIES	65,480.00	65,480.00	7,734.82	7,734.82	0.00	57,745.18	11.8
705.000 OVERTIME	7,545.00	7,545.00	2,671.65	2,671.65	0.00	4,873.35	35.4
710.000 FICA	17,806.00	17,806.00	2,281.69	2,281.69	0.00	15,524.31	12.8
711.000 MEDICAL/DENTAL INSURANCE	67,760.00	67,760.00	5,609.79	5,609.79	0.00	62,150.21	8.3
712.000 UNEMPLOYMENT INSURANCE	532.00	532.00	0.00	0.00	0.00	532.00	0.0
713.000 WORKERS COMP.	1,100.00	1,100.00	0.00	0.00	0.00	1,100.00	0.0
715.000 ICMA	27,412.00	27,412.00	2,127.40	2,127.40	0.00	25,284.60	7.8
727.000 OPERATING SUPPLIES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
728.000 OFFICE SUPPLIES	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
729.000 POSTAGE & MAILING	18,816.00	18,816.00	0.00	0.00	0.00	18,816.00	0.0
730.000 MAGAZINES & PERIODICALS	80.00	80.00	0.00	0.00	0.00	80.00	0.0
810.000 AUDIT	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.0
812.000 LEGAL COUNSEL	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
821.000 MEMBERSHIP DUES	1,100.00	1,100.00	245.00	245.00	0.00	855.00	22.3
822.000 CONTRACTUAL SERVICES-OTHER	160,800.00	160,800.00	2,902.44	2,902.44	0.00	157,897.56	1.8
822.002 DROP-PFF	154,800.00	154,800.00	2,325.44	2,325.44	0.00	152,474.56	1.5
822.003 HHW Wash	32,000.00	32,000.00	-4,958.00	-4,958.00	0.00	36,958.00	-15.5
830.000 TELEPHONE	5,880.00	5,880.00	0.00	0.00	0.00	5,880.00	0.0
831.000 VEHICLE EXPENSE	4,800.00	4,800.00	800.00	800.00	0.00	4,000.00	16.7
835.000 COMMUNITY RELATIONS	9,300.00	9,300.00	0.00	0.00	0.00	9,300.00	0.0
836.000 PRINTING & PUBLISHING	53,114.00	53,114.00	488.00	488.00	0.00	52,626.00	0.9
840.000 BUILDING/LIAB. INS.	23,909.00	23,909.00	0.00	0.00	0.00	23,909.00	0.0
850.000 EQUIPMENT MAINTENANCE	30,500.00	30,500.00	0.00	0.00	0.00	30,500.00	0.0
851.000 BUILDING MAINTENANCE	500.00	500.00	0.00	0.00	0.00	500.00	0.0
860.000 CONFERENCES & WORKSHOPS	500.00	500.00	0.00	0.00	0.00	500.00	0.0
890.000 MILEAGE EXPENSES	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
970.000 CAPITAL OUTLAY	151,600.00	151,600.00	0.00	0.00	0.00	151,600.00	0.0
975.000 COMPUTER SOFTWARE	2,172.00	2,172.00	0.00	0.00	0.00	2,172.00	0.0
978.000 OFFICE EQUIPMENT	500.00	500.00	0.00	0.00	0.00	500.00	0.0
979.000 CONTINGENCY	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.0
<b>Expenditures</b>	<b>1,007,567.00</b>	<b>1,007,567.00</b>	<b>38,258.16</b>	<b>38,258.16</b>	<b>0.00</b>	<b>969,308.84</b>	<b>3.8</b>
<b>Net Effect for GENERAL FUND - ADMINISTRATION</b>							
Change in Fund Balance:	-177,744.00	-177,744.00	-10,484.19	-10,484.19	0.00	-167,259.81	5.9
<b>Grand Total Net Effect:</b>	<b>-177,744.00</b>	<b>-177,744.00</b>	<b>-10,484.19</b>	<b>-10,484.19</b>	<b>0.00</b>	<b>-167,259.81</b>	



# 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 April 25, 2024  
Public Hearing  
RRRASOC Board of Directors Meeting  
9:30 am  
Southfield Municipal Complex  
City of Southfield Parks and Recreation  
1st Floor, Room 111  
26000 Evergreen Road, Southfield, MI 48075**

**1. Call to Order**

Mr. Zorn called the meeting to order at 9:37 a.m.

**2. Roll Call**

Fred Zorn	Chairperson, Southfield
Don Green	Vice Chairperson, Charter Township of Milford
Gary Mekjian	Secretary, Farmington Hills
Jacob Rushlow	Farmington Hills
Rachel Witherspoon	Milford Village
Steve Brown	Wixom
Matt Wiktorowski	Novi
Patrick Ryan	Southfield
Michael Csapo	RRRASOC
Laura Shaw	RRRASOC

**3. Approval of Agenda**

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

**4. Audience Participation**

None.

**5. Public Hearing**

**FY 2022-2023 Budget**

Mr. Brown moved to open the Public Hearing. Mr. Mekjian supported, and the motion passed unanimously by the Board. No public was in attendance. Ms. Witherspoon moved to close the Public Hearing. Mr. Brown supported, and the motion passed unanimously by the Board.

**6. Matters for Discussion/Action**

**A. Proposed FY 2024-2025 Budget**

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

Mr. Csapo presented the proposed FY 2024-2025 budget.

Mr. Brown made a motion to adopt the proposed FY 2024-2025 RRRASOC budget and the amended FY 2023-2024 budget as presented. Mr. Mekjian supported, and the motion passed unanimously by the Board.

## **B. Project Updates**

### **B1. Disaster Debris Management Planning.**

Mr. Csapo updated the Board on the status of the Disaster Debris Management Plan (DDMP). Mr. Csapo informed the Board that each community will have their own appendix within the DDMP.

### **B2. Robotics Installations**

Mr. Csapo updated the Board on the status of the robotics installation.

### **B3. Food Waste Reduction projects**

Mr. Csapo updated the Board on the Wixom Food Waste Reduction program, which was launched the beginning of April 2024, and the Southfield Food Waste Reduction project.

### **B4. County Materials Management planning committee**

Mr. Csapo the Board on the Oakland County Materials Management Planning process.

## **C. General Manager's Evaluation**

Mr. Csapo withdrew his request to go into Executive Closed Session.

Mr. Brown made a motion to increase staff salaries by 5% for FY 2024-2025. Mr. Mekjian supported, and the motion passed unanimously by the Board.

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

Mr. Csapo reminded the Board that the contract with Republic Services to operate the MRF expires on September 30, 2025.

## **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 March 30, 2023, Regular Meeting**

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

## **9. Adjournment**

Mr. Brown made a motion to adjourn at 10:58 a.m. Mr. Mekjian supported, and the motion passed unanimously by the Board.



# Resource Recovery & Recycling Authority of Southwest Oakland County

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

Office: 248.208.2270  
www.RRRASOC.org

**THE RECYCLING AUTHORITY**  
*Since 1989*

**Minutes of June 13, 2024  
RRRASOC Board of Directors  
Special Meeting  
10:00 a.m.  
Priority Waste  
45000 River Ridge Drive, Suite 200  
Clinton Township, MI 48038**

## 1. Call to Order

Mr. Zorn called the meeting to order at 10:10 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
Steve Brown	Wixom
Jacob Rushlow	Farmington Hills
Derrick Schueller	Farmington Hills
Tim Sikma	Wixom
John Michrina	Southfield
Todd Stamper	CEO, Priority Waste
Vincent Hoyumpa	Executive Vice President and Chief of Staff
Andrea Kruse	Chief Sales Director, Priority Waste
Braxton Mashburn	COO, Priority Waste
Sam Caramagno	Priority Waste
Joellen Shortley	Rosati/Schultz/Joppich/Amtsbuechler Law
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. Priority Waste**

Mr. Csapo updated the Board on the transition of current GFL residential contracts to Priority Waste effective July 1, 2024.

Mr. Csapo turned the floor over to Todd Stamper, CEO of Priority Waste. Mr. Stamper introduced himself and gave a history of his career. In addition, he gave the Board an overview of Priority Waste's development and goals. Mr. Stamper informed the Board that Priority Waste is acquiring 73 municipal residential contracts, eight of which are RRRASOC communities. Mr. Stamper informed the Board that Priority Waste is six years old and will be honoring all current contracts held by GFL. Current refuse collected will continue to be taken to Arbor Hills in Northville and Woodland Meadows in Wayne. Yard waste will be taken to Spurt Industries in Wixom and recyclables will continue to be taken the RRRASOC MRF in Southfield.

Mr. Stamper explained that current refuse carts and cans, as well as recycling carts and bins will continue to be used by residents. Currently, no rebranding of carts is planned. Mr. Stamper informed the Board that municipalities can expect the current pickup days to stay the same, but time of day pickup may change.

The Board and Mr. Stamper discussed the timeline for getting information out to residents so that all information is consistent from all sources.

The Board was invited to tour the "Pit" or Priority Waste's control center and then to have lunch.

**6. Adjournment**

Mr. Wuerth moved to adjourn at 11:18 a.m. Mr. Sikma supported, and the motion passed unanimously by the Board.