



# Resource Recovery & Recycling Authority of Southwest Oakland County

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

Office: 248.208.2270  
[www.RRRASOC.org](http://www.RRRASOC.org)

**THE RECYCLING AUTHORITY**  
*Since 1989*

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**Agenda**  
**February 27, 2025**  
**RRRASOC Board of Directors**  
**Regular Meeting**  
**9:30 am**  
**Village of Milford**  
**Police Department Training Room**  
**1100 Atlantic Street, Milford, MI 48381**

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 January 23, 2025 Regular Meeting
6. Matters for Discussion/Action
  - A. 2024 Annual Report**
  - B. Draft FY 2025 - 2026 RRRASOC Budget**
7. Manager's Report
8. Other
9. Adjournment

RRRASOC Member Communities

Farmington ♦ Farmington Hills ♦ Milford ♦ Milford Township

Novi ♦ South Lyon ♦ Southfield ♦ Walled Lake ♦ Wixom



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To: RRRASOC Board of Directors  
From: Mike Csapo, General Manager  
Date: February 19, 2025

Re: **2024 Annual Report**

## Action Requested

Review and accept the 2024 Annual Report.

## Overview

Attached for your review and acceptance is the 2024 Annual Report. The report shows the RRRASOC communities continue to collectively outperformed state and national averages while community expenditures were less than the regional median and average.

Among the 2024 highlights are the following:

- RRRASOC completed the installation of two grant-funded robotic sorters and AI scanners at the MRF.
- RRRASOC completed an EGLE grant-funded project with IRIS Waste Diversion Specialists and The Recycling Partnership to increase multi-family recycling, as well as to improve material quality and processing safety by reducing recycling contamination.
- RRRASOC assisted the City of Wixom initiate a curbside food waste collection pilot.
- RRRASOC participated in a multi-stakeholder planning study in Southfield designed to identify opportunities to eliminate food waste.
- RRRASOC, in partnership with SOCRRA, completed Phase I of the development of a Storm and Disaster Debris Management Plan that will cover their 21 communities, both collectively and individually.
- HHW program set a new participation record.
- The completion of the *FY 2024 – 2025 Solid Waste Expenditure Benchmark Study* demonstrated the continued cost-effectiveness of the programs in the RRRASOC communities, with municipal expenditures continuing to be well below the regional median and regional average.

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

2024 Annual Report

### **Member Communities**

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

### **Board of Directors**

#### **Chairman**

Gary Mekjian, City Manager, Farmington Hills

#### **Vice Chairman**

Steve Brown, City Manager, Wixom

#### **Treasurer**

Chelsea Pesta, Assistant City Manager, Walled Lake

#### **Secretary**

Fred Zorn, City Administrator, Southfield

David Murphy, City Manager, Farmington  
Christian Wuerth, Village Manager, Milford  
Victor Cardenas, City Manager, Novi  
Paul Zelenak, City Manager, South Lyon  
L. Dennis Whitt, City Manager, Walled Lake

#### **Designated Board Alternates**

Chuck Eudy, Director, Farmington Department of Public Services  
Karen Mondora, Assistant City Manager, Farmington Hills  
Jacob Rushlow, Director, Farmington Hills Department of Public Services  
Derrick Schueller, Superintendent, Farmington Hills Department of Public Works  
Mike Karll, Director, Village of Milford Department of Public Services  
Jeff Herczeg, Director, Novi Department of Public Works  
John Michrina, Deputy City Administrator, Southfield  
Abdul Siddiqui, Director, Southfield Department of Public Works  
Tim Sikma, Director, Wixom Department of Public Works

#### **RRRASOC Staff**

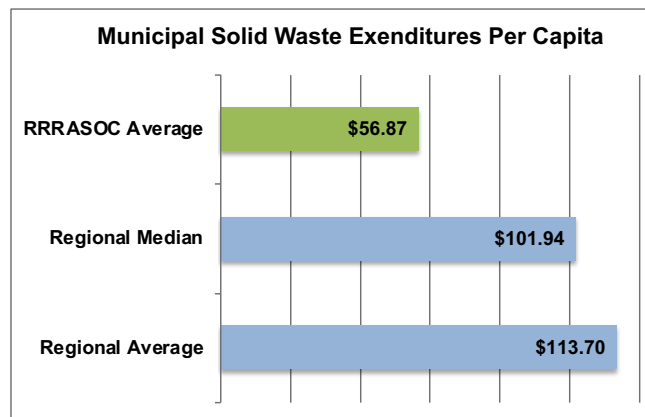
Michael Csapo, General Manager  
Laura Shaw, Administrative Secretary  
IRIS Waste Diversion Specialists, Education and Outreach Coordinators

**Resource Recovery and Recycling Authority of Southwest Oakland County  
2024 Annual Report**

During 2024, RRRASOC and its Member Communities continued providing cost-effective, environmentally responsible materials management programs through stakeholder collaboration, intergovernmental cooperation, and public-private partnerships. RRRASOC worked with State officials, industry stakeholders, and our communities to improve upon programs and facilities.

Notable activities and accomplishments last year included:

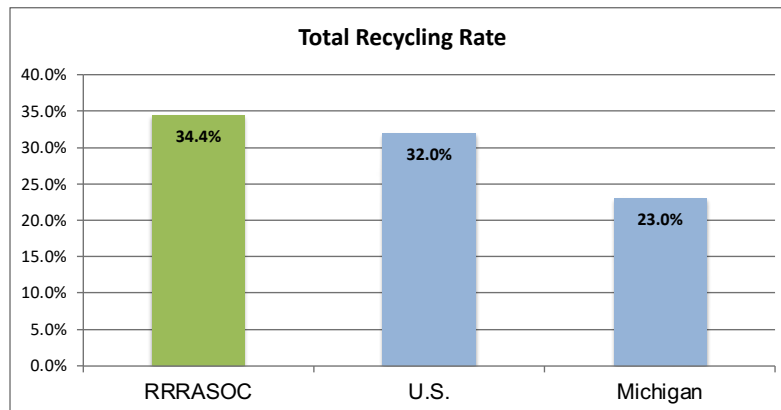
- RRRASOC completed the installation of two robotic sorters and AI scanners at the MRF, with funding from the Michigan Department of Environment, Great Lakes, and Energy (EGLE), The Recycling Partnership, the Carton Council, and the Foodservice Packaging Institute.
- RRRASOC completed an EGLE grant-funded project with IRIS Waste Diversion Specialists and The Recycling Partnership to increase multi-family recycling, as well as to improve material quality and processing safety by reducing recycling contamination.
- RRRASOC assisted the City of Wixom initiate a curbside food waste collection pilot.
- RRRASOC participated in a multi-stakeholder planning study in Southfield designed to identify opportunities to eliminate food waste.
- RRRASOC, in partnership with SOCRRA, completed Phase 1 of the development of a Storm and Disaster Debris Management Plan that will cover their 21 communities, both collectively and individually.
- RRRASOC staff was appointed to State-mandated Materials Management Planning Committees in Oakland County and Genesee County, as well as elected to the Board of Directors of the Michigan Sustainable Business Forum.
- RRRASOC continued to work with State officials and other stakeholders on the roll out of new State regulations and other legislative interests.
- The annual audit by Plante Moran of the *RRRASOC Financial Report for FY 2023 – 2024* showed that RRRASOC conducted its financial affairs in accordance with generally accepted accounting principles and that the Authority improved its financial position.
- The completion of the *FY 2024 – 2025 Solid Waste Expenditure Benchmark Study* demonstrated the continued cost-effectiveness of the programs in the RRRASOC communities.



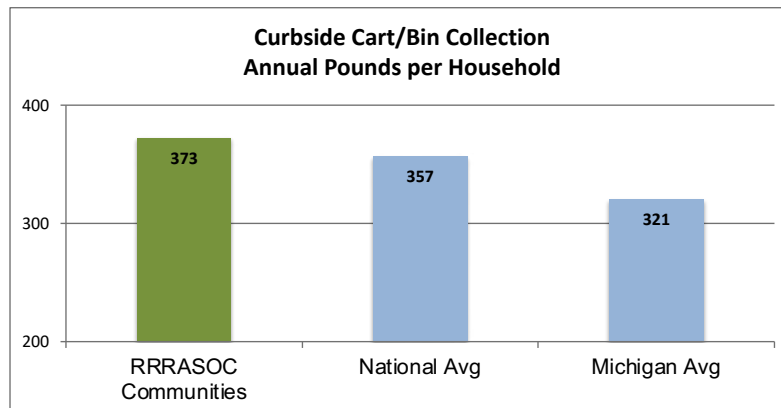
Through the RRRASOC community programs, 15,353 tons of paper, plastic, glass, and metal were recycled; 18,676 tons of yard waste were composted; 11 tons of clothing were collected for reuse; 260 tons of hazardous material were collected for recycling or disposal; and 65,439 tons were landfilled.

In total, more than 34,300 tons of recyclable and reusable material, yard waste, and household hazardous waste items were collected and diverted from local landfills through the communities' curbside collection, drop-off, and event-based programs.

The combined recycling rate of the RRRASOC communities was 34.4%, which is higher than both the U.S. and Michigan rates.



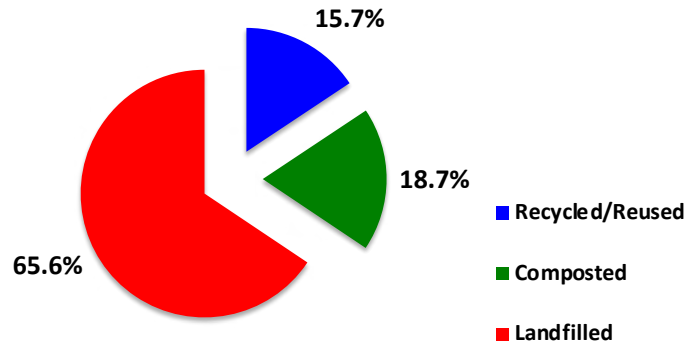
In aggregate, the RRRASOC communities collected 373 pounds per household with their curbside cart/bin collection programs, exceeding the national and Michigan averages.



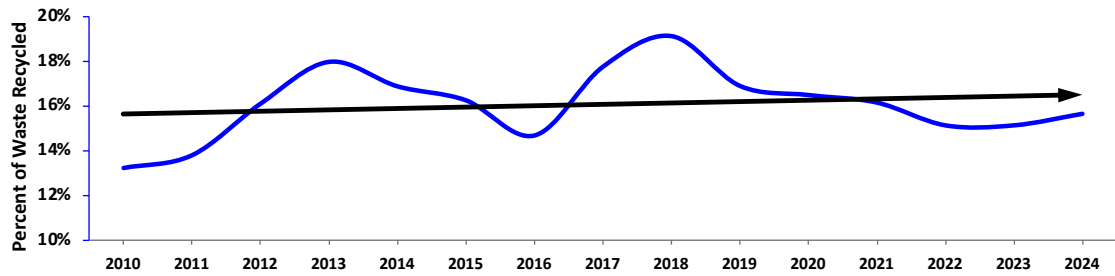
Lifecycle analysis shows that recapturing those resources for value-added economic activity also yielded significant environmental benefits, including the following:

- Conserved more than 154 billion Btu, which is the equivalent of the annual energy consumption of 1,526 households;
- Reduced CO<sub>2</sub>e emissions by 36,156 metric tons;
- Preserved 115,411 trees;
- Reduced airborne pollution emissions by 17,287 tons;
- Reduced waterborne pollution emissions by 65 tons.

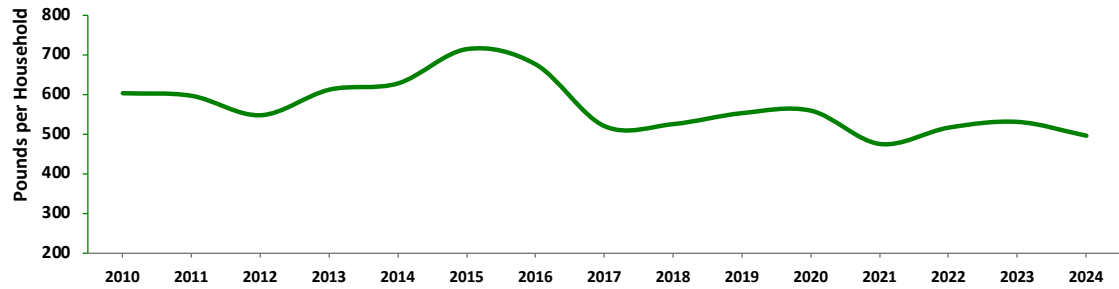
## Solid Waste Disposition: 2024



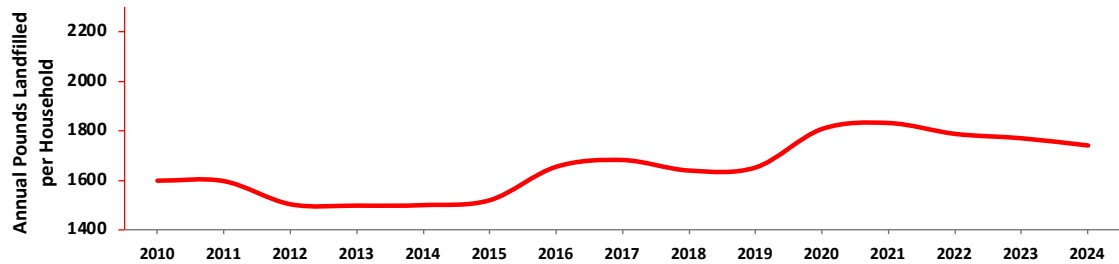
## Recycling History



## Composting History



## Waste Generation History

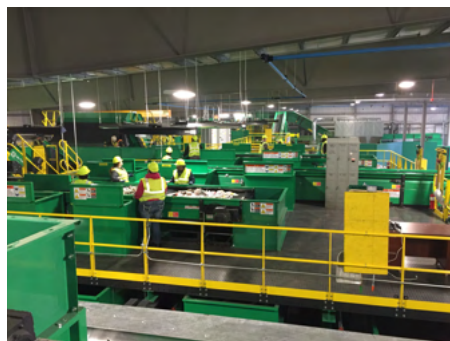
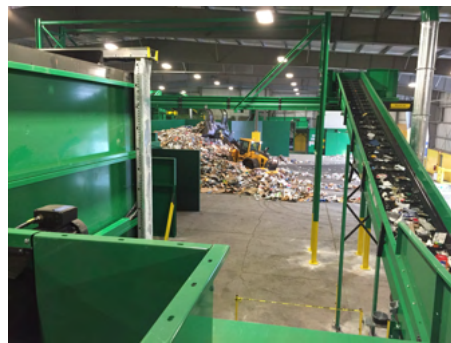




RRRASOC extended its operating agreement with its contracted MRF operating partner, Republic Services, through December 31, 2025. The MRF operated two daily shifts throughout the year and continued to serve as an important part of community and commercial recycling programs throughout southeast Michigan.

Overall, the facility processed more than 56,308 tons of material during the year. The 75,100 RRRASOC area homes and the two RRRASOC drop-off centers contributed nearly 25% of the total throughput. The paper, glass, plastic, and metal that was processed at the MRF was shipped throughout the U.S., providing critical feedstock for manufacturers and the sustainable supply chain.

Capital expenditure projects included the installation of two grant-funded AI scanners and robotic sorters at the MRF, which will address chronic labor shortages, improve operational efficiency, and improve product quality.





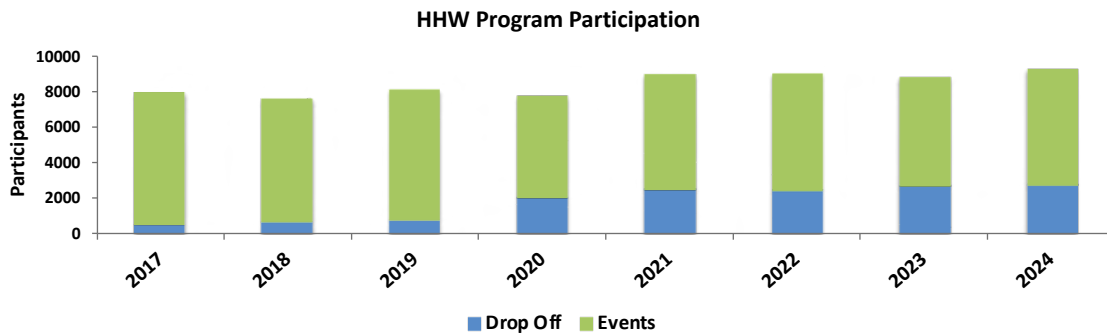
RRRASOC's Household Hazardous Waste (HHW) collection program had a record-breaking performance in 2024. Nearly 9,300 residents participated in the program, which made it the highest annual participation in program history and 5% higher than last year.

The use of the contractor's site for drop off activity set a new record, exceeding the old record set last year by nearly 2%.

Nearly 520,000 pounds of material were collected in 2024, which is 10.3% more than last year and nearly 23% more than the historic program average.

RRRASOC worked with the Michigan Department of Agriculture to increase RRRASOC's *Clean Sweep* grant to \$54,000, which facilitates the collection of pesticides throughout the region.

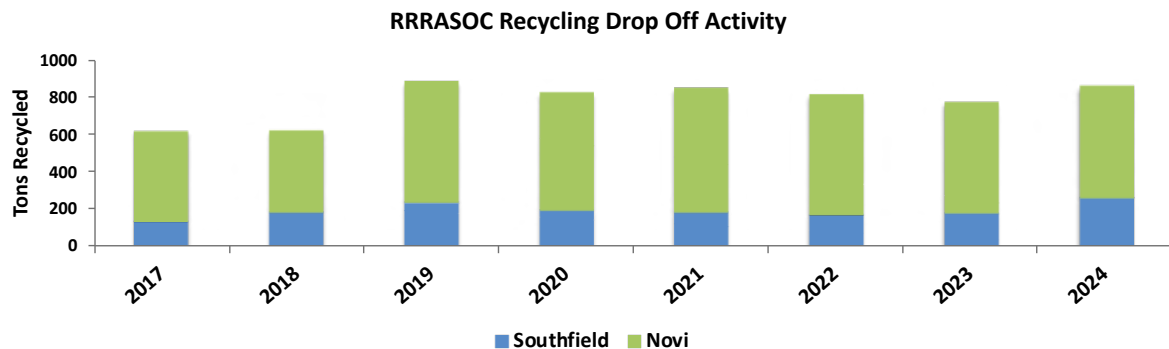
ERG Environmental Services, a local hazardous waste company, handled the material. Disposal and recycling costs through ERG continued to be among the lowest in southeast Michigan. All material was handled in accordance with state and federal laws.



RRRASOC's recycling drop-off centers continued to be a popular recycling option for residents and businesses throughout the region. Last year, nearly 860 tons were brought to the sites, which is 11.5% higher than last year and 12% higher than the average for the previous seven years.

The drop-off center in Novi accounted for nearly 600 tons of recycling, while the Southfield location contributed another 260 tons.

RRRASOC continued to work with IRIS Waste Diversion Specialists and The Recycling Partnership to promote the use of the drop off sites, reduce contamination, and improve material preparation compliance.



RRRASOC maintained a collaborative, multi-media approach to community outreach and education, leveraging partnerships with stakeholder organizations. Efforts in 2024 complemented the communication programs of our individual communities with the following:

- 75,000 direct mail educational postcards;
- 22,923 first time users of the online Recycling Directory;
- 42,525 material searches by residents using our online Recycling Directory;
- More than 5,200 User Sessions with Recycling Directory mobile application;
- Subscribers to our monthly electronic newsletter increased by nearly 7%;
- 536 new resident packets were distributed;
- 60 presentations at schools and community events throughout the area;
- Quarterly reviews and recommendations for each community's website;
- Video production with Southfield Cable 15 for cable and streaming broadcast.

# RRRASOC COMMUNITIES

## SOLID WASTE & RECYCLING

### 2024 METRICS

#### HOW WELL ARE WE RECYCLING?



Paper, Plastic, Glass,  
& Metal Recycled



Clothing Reused



Hazardous Materials  
Properly Managed

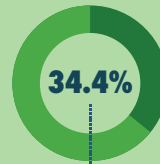


Yard Waste Composted

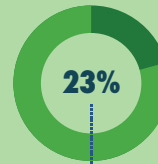
34,300  
TOTAL TONS UTILIZED

65,439  
TOTAL TONS LANDFILLED

99,739  
TOTAL SOLID WASTE



TOTAL RECYCLING RATE IN  
RRRASOC COMMUNITIES, 2024



TOTAL RECYCLING RATE  
IN MICHIGAN

RRRASOC  
COMMUNITIES  
HAD A HIGHER  
RESIDENTIAL  
RECYCLING RATE  
THAN THE  
MICHIGAN  
AVERAGE.

#### HOW MUCH DID IT COST?

(per capita)

\$113.70  
SOUTHEAST MICHIGAN  
(regional average)

RRRASOC  
COMMUNITIES ONLY  
SPENT ABOUT HALF  
AS MUCH AS THE  
REGIONAL AVERAGE!

\$56.87  
RRRASOC COMMUNITIES



#### ENVIRONMENTAL IMPACTS



Energy Saved



Reduced CO<sub>2</sub>e



Trees Saved



Reduced Air/Waterborne Emissions



RRRASOC

THE RECYCLING  
AUTHORITY



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THE RECYCLING AUTHORITY  
Since 1989

To: RRRASOC Board of Directors  
From: Mike Csapo, General Manager  
Date: February 18, 2025

Re: **Draft FY 2025 - 2026 RRRASOC Budget**

## Action Requested

Set the Public Hearing on the FY 2025 - 2026 RRRASOC Budget for April 24, 2025.

## 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 is the draft FY 2025 - 2026 budget, as well as the amended FY 2024 - 2025 budget.

The draft FY 2025 - 2026 RRRASOC budget continues a full range of services, incorporates grant-funded programs, and maintains the Authority's fund balance in a healthy position.

The draft budget also integrates potential new costs and revenues associated anticipated following the expiration of the financial arrangements in the current MRF operating agreement. The attached graphs show the impact of those potential new costs in the context of the *2024 Solid Waste Expenditure Study* and will be explained in more detail at the Board meeting.

The draft budget for FY 2025 - 2026 maintains a total ending fund balance of \$414,087, which represents an operating fund balance of 25% of operating expenditures not related to capital outlay or anticipate curbside recycling fees, and an assigned capital fund balance of \$163,384.

The attached document also includes amendments to the FY 2024 - 2025 budget. Material amendments for the current fiscal year are as follows:

- A. The beginning fund balance is adjusted to reflect the actual FY 2023 - 2024 ending fund balance.
- B. Interest income has been adjusted to reflect YTD and projected interest.
- C. Revenue sharing items are adjusted to reflect actual commodity pricing.
- D. Host fee revenue is adjusted to reflect an increase in MRF throughput.
- E. Miscellaneous income has been adjusted to reflect the receipt timing of grant funds.
- F. Contractual services costs are adjusted to reflect carry-over grant-funded programming.
- G. Contractual services: Drop-off is adjusted to reflect higher than expected hauling costs, due to increased rates, loads, and total volume.
- H. Capital outlay is adjusted to reflect unplanned equipment repairs and carry-over activity from last year.

## Recommendation

Set the Public Hearing on the FY 2025 - 2026 for April 24, 2025.

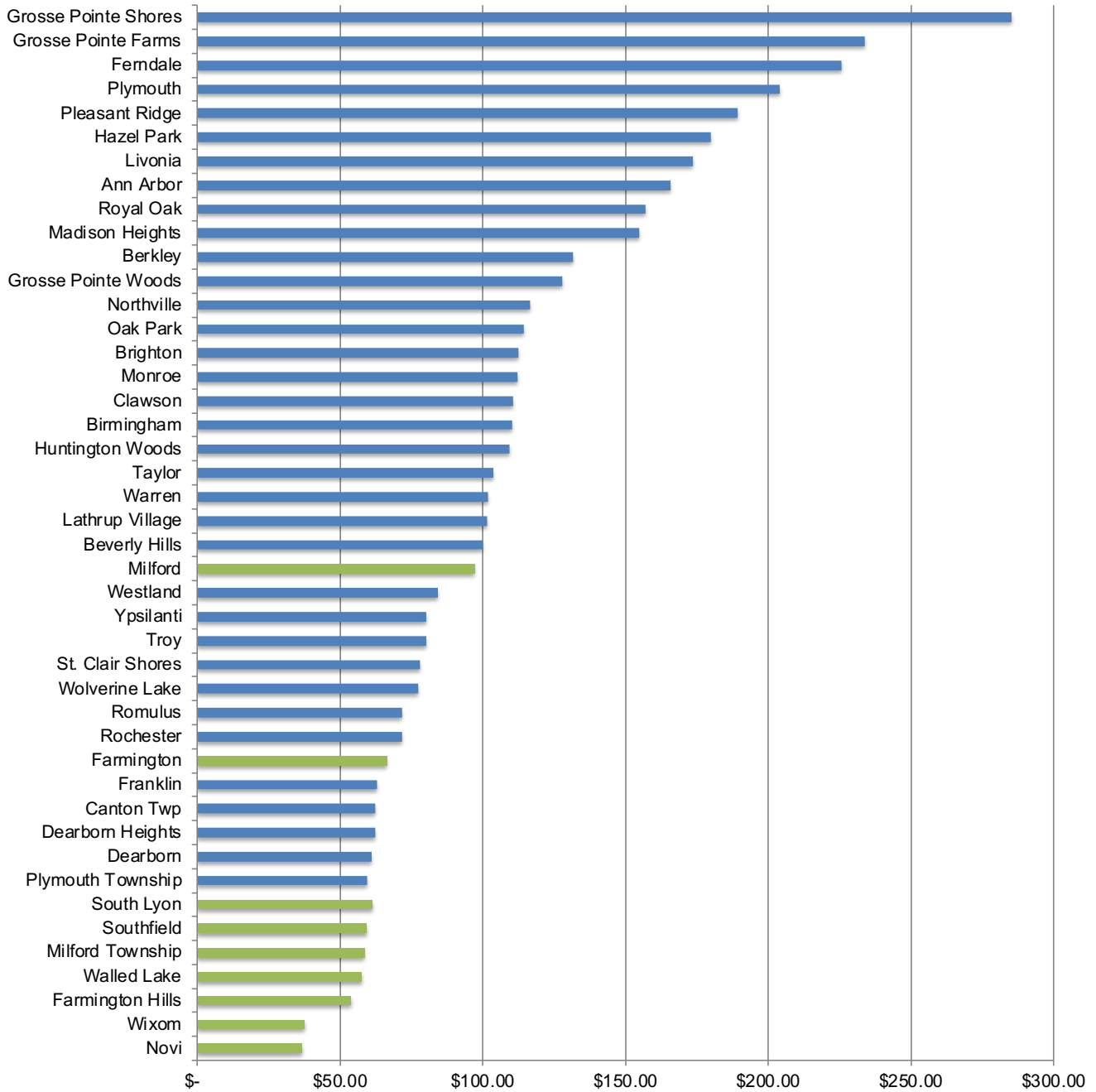
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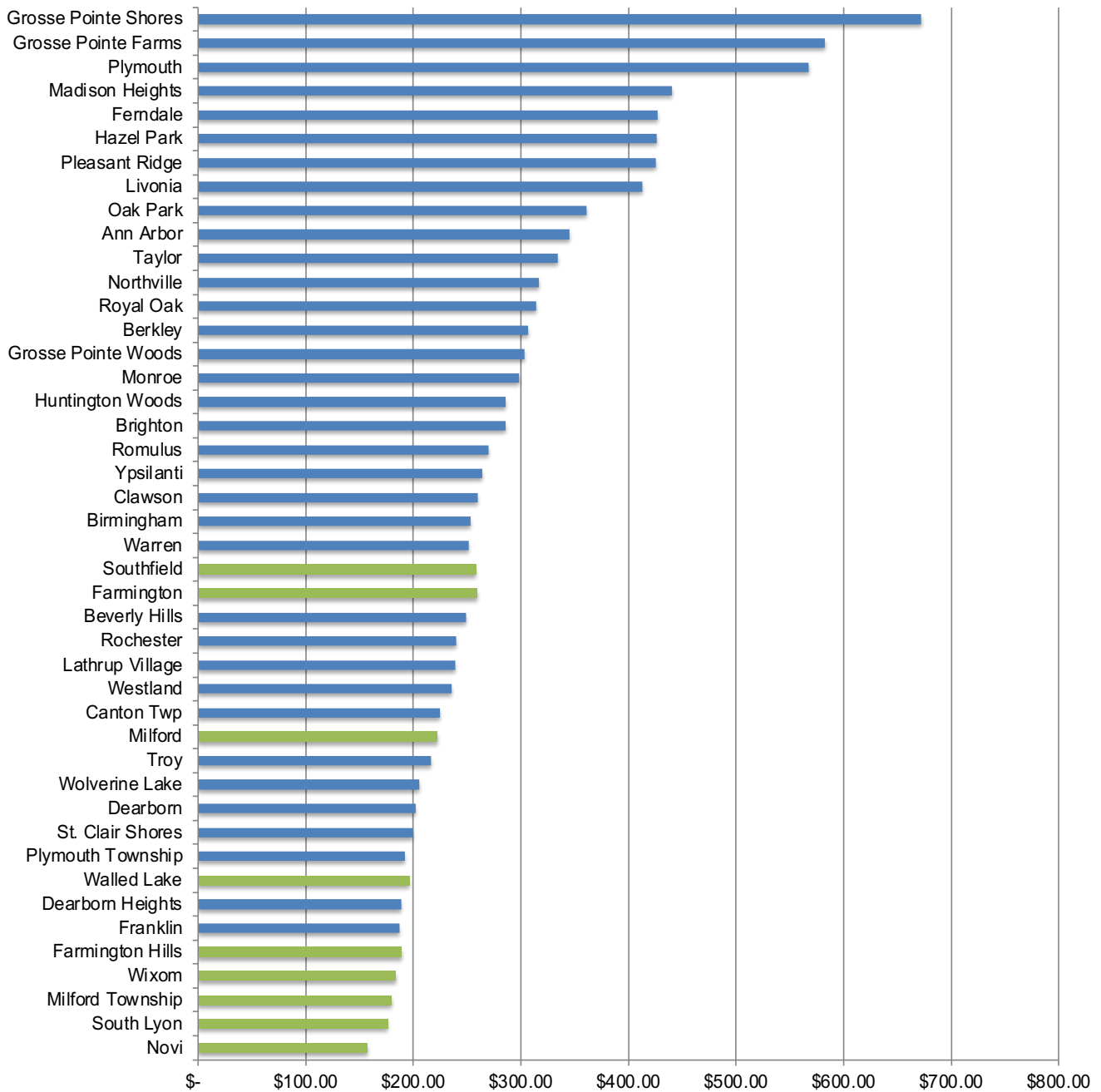
	<b>Value per ton</b>	<b>80%</b>
Modeled number	\$ 62.50	\$ 50.00
Average since 2008	\$ 82.22	\$ 65.77
December actual	\$ 90.52	\$ 72.42
Last 6 month average	\$ 103.44	\$ 82.75
Last Yr Avg	\$ 102.66	\$ 82.13
Last 3 Yr Avg	\$ 92.54	\$ 74.03
Last 5 Yr Avg	\$ 92.46	\$ 73.97
Last 10 Yr Avg	\$ 79.77	\$ 63.81
FY 2021 - 2022 average	\$ 155.18	\$ 124.14
Lowest last 4 years	\$ 46.99	\$ 37.59
Highest last 4 years	\$ 179.97	\$ 143.98

# **Budgeted Municipal Solid Waste Expenditures Per Capita FY 2024 - 2025 plus new costs for RRRASOC communities**





# **Budgeted Municipal Solid Waste Expenditures Per Household** **FY 2024 - 2025 plus new costs for RRRASOC communities**





## **Member Communities**

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Farmington Hills  
Milford  
Milford Township  
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Wixom**

## **Board of Directors**

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### **Vice Chairman**

Don Green, Township Supervisor, Milford Township

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Jeff Herczeg, Director, Novi Department of Public Works  
John Michrina, Deputy City Administrator, Southfield  
Patrick Ryan, Director, Southfield Department of Public Works  
Tim Sikma, Director, Wixom Department of Public Works

### **RRRASOC Staff**

Michael Csapo, General Manager  
Laura Shaw, Administrative Secretary  
IRIS Waste Diversion Specialists, Education and Outreach Coordinators

**Executive Summary**

The draft FY 2025-2026 RRRASOC budget continues a full range of services, incorporates grant-funded programs, and maintains the Authority's fund balance in a healthy position. It also integrates potential new costs and revenues anticipated following the expiration of the financial arrangements in the current MRF operating agreement.

**Fund Balance**

The budget for FY 2025-2026 maintains a total ending fund balance of \$414,087, which represents an operating fund balance of 25% of operating expenditures not related to capital outlay or anticipate curbside recycling fees, and an assigned capital fund balance of \$163,384.

**Revenue**

The budget shows total revenue of \$1,530,734, of which \$576,086 or 37.6% is from member contributions. Per capita rates are set at \$2.00. Contributions are based on the 2020 Census.

Other sources of revenue combine for \$954,648. Revenue projected from curbside recycling is \$350,300 and \$21,500 from drop off recycling. \$150,000 in host fees are projected. Community reimbursement for recycling costs is estimated at \$350,300. Revenue from these sources is highly dependent upon market prices and recyclable volumes. Projections are based historical and anticipated prices and volumes and will be adjusted as necessary to accommodate movements in the market.

Grant revenue of \$72,548 is included in the budget.

**Expenditures**

Expenditures for FY 2025-2026 total \$1,748,412. RRRASOC's efforts include activities such as anticipated recycling processing costs, inspections, 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. Expenditures more than \$9,000, and thereby deemed material, are included.

## Revenue

580.00 - Member Contributions                      Total: \$576,086  
 Membership contributions are set at \$2.00 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
\$22,992	\$165,502	\$12,832	\$21,140	\$131,822	\$23,858	\$149,722	\$14,500	\$34,218

582.00 - Member Tip Fee Reimbursement Total: \$350,300  
Membership net tip fee reimbursement for recycling processing is based on projected volume.  
Individual community costs are as follows:

Farmington	Farmington Hills	Milford	Milford Twp	Novi	South Lyon	Southfield	Walled Lake	Wixom
\$18,500	\$120,100	\$10,025	\$11,525	\$86,700	\$18,625	\$60,975	\$6,900	\$16,950

645.00 - Revenue Sharing (curbside)                      Total: \$350,300  
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: \$21,500  
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: \$150,000  
Revenue is calculated based on the incoming volume of material collected outside of the RRRASOC programs.

671.00 – Miscellaneous Income Total: \$72,548  
This includes grants and revenue from state and third-party sources.

## **Expenditures**

702.00 - 715.00 - Human Resources                      Total: \$338,327

These items account for the costs associated with RRRASOC's 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: \$18,816

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: \$18,500

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

822.00 - Contractual Services                              Total: \$171,324

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 robotics data services, and the Fire Rover fire protection system.

822.02 – Contractual Services: Drop-Off              Total: \$267,000

Costs associated with recycling processing costs, vendor services, and host fees at the Novi recycling drop-off center are charged to this account.

822.03 – Contractual Services: HHW                      Total: \$32,000

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

822.04 – Contractual Services: Tip Fees              Total: \$700,600

This includes projected gross processing costs associated the processing of curbside volume.

836.00 - Printing/Publishing                              Total: \$54,053

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: \$25,000

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

850.00 – Equipment Maintenance                      Total: \$30,500

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.

REVENUE						
Account	Description	Actual 2022-2023	Actual 2023-2024	Adopted 2024-2025	Amended 2024-2025	Draft 2025-2026
580.000	Member Contributions	\$ 360,054	\$ 388,858	\$ 403,260	\$ 403,260	\$ 576,086
582.000	Member Tip Fee Reimbursement	0	0	0	0	350,300
664.000	Interest Income	9,071	13,173	10,000	23,000	10,000
645.000	Revenue Sharing (curbside)	56,337	32,920	10,000	26,905	350,300
646.000	Revenue Sharing (drop-off)	3,195	1,847	550	1,835	21,500
647.000	Host Fees	177,805	191,607	180,000	233,000	150,000
671.000	Misc. Income	108,300	423,166	226,013	175,425	72,548
	Total Revenue	\$ 714,762	\$ 1,051,571	\$ 829,823	\$ 863,425	\$ 1,530,734
	Beginning Fund Balance (7/1)	\$ 1,236,346	\$ 1,136,612	\$ 706,246	\$ 893,898	\$ 631,766
	Total Funds Available	1,951,108	2,188,183	1,536,069	1,757,323	2,162,499
	Total Expenditures	814,496	1,294,285	1,018,098	1,125,557	1,748,412
	Total Ending Fund Balance (6/30)	\$ 1,136,612	\$ 893,898	\$ 517,971	\$ 631,766	\$ 414,087
	Assigned Capital Fund Balance	942,411	678,216	301,346	401,276	163,384
	Operating Fund Balance	194,201	215,682	216,625	230,489	250,703
	Operating FB %	25.0%	25.0%	25.0%	25.0%	25.0%
EXPENDITURES						
Account	Description	Actual 2022-2023	Actual 2023-2024	Adopted 2024-2025	Amended 2024-2025	Draft 2025-2026
702.000	Supervisory Salaries	\$ 121,386	\$ 132,311	\$ 138,926	\$ 138,926	\$ 138,926
703.000	Permanent Salaries	60,072	65,480	68,754	68,754	68,754
705.000	Overtime/Bonus/Longevity	7,334	7,544	7,673	7,672	7,673
710.000	FICA	16,355	17,805	18,075	18,629	18,591
711.000	Medical/Dental Insurance	67,708	66,900	67,760	71,519	75,094
712.000	Unemployment Insurance	1,498	532	532	505	532
713.000	Workers Compensation	785	1,039	1,100	952	1,100
715.000	ICMA RC	25,005	27,411	27,658	27,658	27,658
727.000	Operating Supplies	0	0	250	250	250
728.000	Office Supplies	870	1,482	1,500	1,500	1,500
729.000	Postage & Mailing	16,447	18,659	18,816	18,816	18,816
730.000	Magazines/Periodicals	76	24	80	155	80
810.000	Audit	14,720	14,650	15,000	18,180	18,500
811.000	Consulting Services:Engr.	10,000	0	0	0	0
812.000	Consulting Services:Legal	3,091	0	4,000	4,000	4,000
821.000	Membership Dues	850	1,129	1,100	1,148	1,148
822.000	Contractual Services	133,652	203,732	160,800	170,829	171,324
822.002	Contractual Services: Drop-Off	157,066	147,661	154,800	201,500	267,000
822.003	Contractual Services: HHW	24,547	32,162	32,000	32,000	32,000
822.004	Curbside Recycling Tip Fees	0	0	0	0	700,600
830.000	Utilities	6,523	5,410	5,880	4,980	4,980
831.000	Vehicle Allowance	4,800	4,800	4,800	4,800	4,800
835.000	Community Relations	7,663	8,052	9,300	9,300	9,300
836.000	Printing/Publishing	48,498	55,913	53,114	54,053	54,053
840.000	Building/Liability Insurance	23,557	23,909	23,909	21,599	25,000
850.000	Equipment Maintenance	20,850	20,382	30,500	30,500	30,500
851.000	Building/Grounds Maintenance	0	0	500	500	500
852.000	Office Equipment Rental	478	0	0	0	0
860.000	Conferences & Workshops	0	0	500	500	500
890.000	Expenses & Mileage	849	1,961	1,500	2,500	2,500
970.000	Capital Outlay	37,693	431,558	151,600	203,600	45,000
975.000	Computer Software	818	2,159	2,172	2,234	2,234
978.000	Office Equipment	1,305	1,620	500	500	500
979.000	Contingency	0	0	15,000	7,500	15,000
	Total	\$ 814,496	\$ 1,294,285	\$ 1,018,098	\$ 1,125,557	\$ 1,748,412





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 20, 2025

Re: **Manager's Report**

1. The 2024 Annual Report was completed. See agenda.
2. The draft FY 2025 – 2026 RRRASOC budget was prepared. See agenda.
3. Work on Food Waste Reduction and Organics composting continued.
4. Work on various legislative matters (landfill surcharge and EPR) continued.
5. The results from the MRF quarterly engineering inspection were reviewed and discussed with Republic Services.
6. One tour of the MRF was provided.
7. Staff attended or presented at the following:
  - A. Southfield City Council meeting;
  - B. Farmington City Council meeting;
  - C. Genesee County Board Materials Management Planning Committee meeting;
  - D. Monthly meeting with the EGLE Recycling Specialists.

### RRRASOC Member Communities

Farmington ♦ Farmington Hills ♦ Milford ♦ Milford Township

Novi ♦ South Lyon ♦ Southfield ♦ Walled Lake ♦ Wixom

## Check Register Report

Date: 02/17/2025

Time: 10:21 am

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>							
14261	01/21/2025	Printed		124	BLUE CROSS BLUE SHIELD OF MICH	February 2025	5,578.19
14262	01/21/2025	Printed		429	CHASE	Visa	803.89
14263	01/21/2025	Printed		137	GFL ENVIRONMENTAL	Novi Drop-Off-December 2024	13,050.00
14264	01/21/2025	Printed		25	RESOURCE RECYCLING SYSTEMS, IN	Holly Halliwill monthly labor	2,899.93
14265	01/21/2025	Printed		33	SQS, INC.	Farmington batteries	544.95
14266	01/21/2025	Printed		33	SQS, INC.	December 2024 appointments	12,980.00
14267	01/21/2025	Printed		33	SQS, INC.	South Lyon batteries	617.24
14268	01/21/2025	Printed		130	THE HARTFORD	February 2025	527.09
14269		Void					0.00
14270		Void					0.00
14271		Void					0.00
14272		Void					0.00
14273		Void					0.00
14274		Void					0.00
14275		Void					0.00
14276		Void					0.00
14277		Void					0.00
14278		Void					0.00
14279	02/06/2025	Printed		90	CITY OF FARMINGTON HILLS	Earth Day Exhibitor	25.00
14280	02/06/2025	Printed		140	FIRE ROVER	February 2025	161.00
14281	02/06/2025	Printed		160	KASTLE SYSTEMS LLC	March 2025	1,162.72
14282	02/06/2025	Printed		184	MISSION SQUARE	2/27/25 Payroll-Plan #303663	1,261.90
14283	02/06/2025	Printed		184	MISSION SQUARE	2/13/25 Payroll-Plan #303663	1,261.90
14284	02/06/2025	Printed		148	PHOENIX INNOVATE	Flyers-Battery & New resident	630.00
14285	02/06/2025	Printed		33	SQS, INC.	January 2025 appointments	11,656.00
14286	02/06/2025	Printed		33	SQS, INC.	Farmington batteries	529.10
14287	02/06/2025	Printed		33	SQS, INC.	South Lyon batteries	695.19
14288	02/14/2025	Printed		123	IRIS WASTE DIVERSION SPECIAL	January 2025	5,750.00
14289	02/14/2025	Printed		173	TETRA TECH, INC.	MI DDMP	730.00
				<b>Total Checks: 29</b>		<b>Checks Total (excluding void checks):</b>	<b>60,864.10</b>
				<b>Total Payments: 29</b>		<b>Bank Total (excluding void checks):</b>	<b>60,864.10</b>
				<b>Total Payments: 29</b>		<b>Grand Total (excluding void checks):</b>	<b>60,864.10</b>



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 January 1, 2025 to January 31, 2025

Account number

RESOURCE RECOVERY AND RECYCLING AUTHORITY OF SOUTHWEST OAKLAND COUNTY

### Account summary

Beginning balance on January 1, 2025	\$184,844.69
Deposits and other credits	64.51
Withdrawals and other debits	-50,000.00
Checks	-0.00
Service fees	-290.23
<b>Ending balance on January 31, 2025</b>	<b>\$134,618.97</b>

# of deposits/credits: 1

# of withdrawals/debits: 2

# of days in cycle: 31

Average ledger balance: \$166,945.67

Annual Percentage Yield Earned this statement period: 0.46%.

Interest Paid Year To Date: \$64.51.



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

Oakland County Treasury

**As Of February 6, 2025**

**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** 10/01/2024  
**Beginning Balance** 639,326.09  
**Current Balance** 649,576.63  
  
**Deactivate Date**

**Accrued Interest from Previous**  
**Fiscal Year** 1,940.75

**Managed Pool Accounts**

(PA4)

**Begin Rate** 3.6427420 **Current** 3.8019032  
**Rates as of** 01/01/2025 **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** 02/01/2025  
**Last Deposit Date**

**Comment**

**Current Fiscal Year**  
**Interest Received to** 10,349.55

**Passbook Transactions**

Trans. Dat	Deposit	Withdrawal	Int. Rcvd.	Balance	Rate	Cd Receipt	Comments
01/01/2025	0.00	20.12	2,166.54	647,477.07		FI	Interest Earnings
01/01/2025	0.00	0.00	0.00	647,477.07	3.802	R	Interest Earnings
02/01/2025	0.00	20.19	2,119.75	649,576.63		FI	Interest Earnings

## REVENUE/EXPENDITURE REPORT

Page: 1

2/17/2025

10:22 am

RRRASOC

For the Period: 7/1/2024 to 1/31/2025

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 596 - GENERAL FUND - ADMINISTRATION</b>							
Revenues							
580.000 MEMBER CONTRIBUTIONS	403,260.00	403,260.00	403,260.20	14,798.00	0.00	-0.20	100.0
645.000 REVENUE SHARING-RRRASOC	10,000.00	10,000.00	26,905.12	0.00	0.00	-16,905.12	269.1
646.000 REVENUE SHARING-NON RRRASOC	550.00	550.00	1,834.71	0.00	0.00	-1,284.71	333.6
647.000 HOST FEES	180,000.00	180,000.00	105,693.13	22,456.78	0.00	74,306.87	58.7
664.000 INTEREST INCOME	10,000.00	10,000.00	14,070.83	2,184.26	0.00	-4,070.83	140.7
671.000 MISCELLANEOUS INCOME	226,013.00	226,013.00	39,134.30	19.40	0.00	186,878.70	17.3
Revenues	829,823.00	829,823.00	590,898.29	39,458.44	0.00	238,924.71	71.2
Expenditures							
702.000 SUPERVISORY SALARIES	138,926.00	138,926.00	85,492.96	10,686.62	0.00	53,433.04	61.5
703.000 PERMANENT SALARIES	68,754.00	68,754.00	42,309.24	5,486.90	0.00	26,444.76	61.5
705.000 OVERTIME	7,673.00	7,673.00	2,671.65	0.00	0.00	5,001.35	34.8
710.000 FICA	18,075.00	18,075.00	11,283.41	1,384.88	0.00	6,791.59	62.4
711.000 MEDICAL/DENTAL INSURANCE	67,760.00	67,760.00	47,436.31	6,105.28	0.00	20,323.69	70.0
712.000 UNEMPLOYMENT INSURANCE	532.00	532.00	490.80	237.36	0.00	41.20	92.3
713.000 WORKERS COMP.	1,100.00	1,100.00	872.00	0.00	0.00	228.00	79.3
715.000 ICMA	27,658.00	27,658.00	17,018.36	3,190.92	0.00	10,639.64	61.5
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	299.34	0.00	0.00	1,200.66	20.0
729.000 POSTAGE & MAILING	18,816.00	18,816.00	202.00	0.00	0.00	18,614.00	1.1
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	18,180.00	0.00	0.00	-3,180.00	121.2
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	898.00	0.00	0.00	202.00	81.6
822.000 CONTRACTUAL SERVICES-OTHER	160,800.00	160,800.00	60,020.12	4,177.37	0.00	100,779.88	37.3
822.002 DROP-PFF	154,800.00	154,800.00	83,701.76	14,212.72	0.00	71,098.24	54.1
822.003 HHW Wash	32,000.00	32,000.00	14,859.62	-4,501.81	0.00	17,140.38	46.4
830.000 TELEPHONE	5,880.00	5,880.00	2,551.21	399.31	0.00	3,328.79	43.4
831.000 VEHICLE EXPENSE	4,800.00	4,800.00	2,800.00	0.00	0.00	2,000.00	58.3
835.000 COMMUNITY RELATIONS	9,300.00	9,300.00	3,300.00	0.00	0.00	6,000.00	35.5
836.000 PRINTING & PUBLISHING	53,114.00	53,114.00	28,725.36	2,362.75	0.00	24,388.64	54.1
840.000 BUILDING/LIAB. INS.	23,909.00	23,909.00	21,599.00	0.00	0.00	2,310.00	90.3
850.000 EQUIPMENT MAINTENANCE	30,500.00	30,500.00	12,056.62	2,899.93	0.00	18,443.38	39.5
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	1,262.78	243.79	0.00	237.22	84.2
970.000 CAPITAL OUTLAY	151,600.00	151,600.00	187,902.38	6,691.53	0.00	-36,302.38	123.9
975.000 COMPUTER SOFTWARE	2,172.00	2,172.00	1,287.14	285.58	0.00	884.86	59.3
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
Expenditures	1,018,099.00	1,018,099.00	647,220.06	53,863.13	0.00	370,878.94	63.6
Net Effect for GENERAL FUND - ADMINISTRATION							
Change in Fund Balance:	-188,276.00	-188,276.00	-56,321.77	-14,404.69	0.00	-131,954.23	29.9
Grand Total Net Effect:	-188,276.00	-188,276.00	-56,321.77	-14,404.69	0.00	-131,954.23	



# 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 January 23, 2025 RRRASOC Board of Directors Regular Meeting 9:30 a.m.

City of Southfield Parks and Recreation  
Southfield Municipal Complex - North End Entrance, 1<sup>st</sup> Floor, Room 115  
26000 Evergreen Road, Southfield, MI 48075

### 1. Call to Order

Mr. Zorn called the meeting to order at 9:40 a.m.

### 2. Roll Call

Fred Zorn	Chairperson, Southfield
Chelsea Pesta	Treasurer, Walled Lake
Gary Mekjian	Secretary, Farmington Hills
Christian Wuerth	Milford Village
Steve Brown	Wixom
Derrick Schueller	Farmington Hills
Jeff Herczeg	Novi
John Michrina	Southfield
Abdul Siddiqui	Southfield
Tim Sikma	Wixom
Michael Csapo	RRRASOC
Laura Shaw	RRRASOC

### 3. Approval of Agenda

Mr. Herczeg moved to approve the agenda. Mr. Brown supported, and the motion passed unanimously by the Board.

### 4. Audience Participation

None.

### 5. Consent Agenda

- A. Payment of Bills Report
- B. Investment Report
- C. Revenue and Expenditure Report
- D. MRF Operations Data
- E. Minutes of October 24, 2024, Regular Meeting



Mr. Brown moved to approve the Consent Agenda, Mr. Herczeg supported, and the motion passed unanimously by the Board.

## **6. Matters for Discussion/Action**

### **A. Election of Officers**

Mr. Herczeg made a motion to elect the following slate of officers:

Gary Mekjian	Chairperson	Farmington Hills
Steve Brown	Vice Chairperson	Wixom
Chelsea Pesta	Treasurer	Walled Lake
Fred Zorn	Secretary	Southfield

Mr. Brown supported, and the motion passed unanimously by the Board.

### **B. ERG Environmental Services HHW Contract Extension**

Mr. Csapo explained the extension proposal for calendar years 2026 and 2027.

Mr. Wuerth made a motion to approve the HHW contract extension request from ERG Environmental Services. Mr. Zorn supported, and the motion passed unanimously by the Board.

### **C. Disaster Debris Management Plan Request for Proposals**

Mr. Csapo explained the RFPs for the Disaster Debris Management Plan which will be place in case of a FEMA Disaster. Mr. Csapo further explained that each RRRASOC member community would have their own individual contract as opposed to SOCRRA communities which will have a single contract under SOCRRA. Mr. Csapo informed the board that Oakland County will issue the RFP for all communities.

Mr. Zorn made a motion to endorse the RFP's. Mr. Brown supported, and the motion passed unanimously by the Board.

### **D. Food Waste Programming**

Mr. Csapo explained to the Board, in detail, the process in which a food waste programming is being developed.

### **E. MRF Operating Agreement**

Mr. Csapo discussed the implications of the expiration of the MRF operating agreement.

**7. Manager's Report**

Mr. Csapo informed the Board that the agenda for the February 27, 2025 Board Meeting's agenda will include the amended budget for FY 24-25 and the draft budget for FY 25-26.

**8. Other**

None.

**9. Adjournment**

Mr. Mekjian moved to adjourn at 11:20 a.m., Mr. Brown supported, and the motion passed unanimously by the Board.