

Multi-Family Property Manager Guide

As a property owner or manager, you often see how much garbage your residents throw away. You also know that more garbage can mean a higher bill—and the environment pays a price too. We hope this guide provides you with everything you need to implement a successful recycle, compost, and garbage collection program at your property.



Tips for Setting Up a Successful Program

- ✓ **Set a supportive tone about recycling and composting!** Emphasize how recycling and waste reduction efforts are part of your property's good neighbor practice, especially with new residents.
- ✓ Provide residents with a map of the complex with the recycle, compost, and garbage location(s) clearly marked.
- ✓ Hand out "Move-In" or "Move-Out" flyers as appropriate.



State Organics Law

Senate Bill 1383 (SB 1383) is a law enacted by the State of California to reduce potent greenhouse gas emissions by achieving a 75% reduction in the statewide disposal of organic waste by **January 1, 2025**.

Expanding on the diversion programs of Assembly Bill 1826 (AB 1826), SB 1383 extends the types of organic materials required for separated collection to incorporate food waste and soiled paper products, in addition to yard waste. **Multi-family dwellings with 5 or more units will be required to separate all organic materials away from landfill programs.**

EFFECTIVE JANUARY 1, 2022

- Subscribe to organics collection for all food waste, soiled paper products and yard waste (Recology) OR
- Collect and transport organic waste to a verified composting facility or program

EFFECTIVE JANUARY 1, 2024

Regulations may require jurisdiction to impose penalties for customers not participating in an organics collection program.



Available Tools/Resources — Offered at No Additional Charge

Recycling Buddy Bags



Recyclable items must be loose in the recycle cart/bin. Buddy Bags make it convenient for your residents to store recyclables until they

are ready to empty them into the centralized blue Recycle cart/bin.

Internal Containers



Encourage recycling and composting throughout your property by placing internal containers in central locations, such as a mail room, laundry

room, and/or clubhouse. Internal containers are subject to availability and provided in limited quantities.

Kitchen Pails



Kitchen pails are a convenient way to collect food scraps, soiled paper products, and other compostable materials before tossing them into the green

Compost cart/bin.

Poster/Dock Signs

Utilize picture-heavy signage with minimal text to get the proper sorting message across more effectively. Place signage in strategic areas so residents are able to clearly see the message.



Battery & Cell Phone Bucket(s)



Battery and cell phone collection buckets provide an easy way to dispose of these items safely.

Collection buckets can be placed in a common area such as a lobby, multi-use room, mail room, or clubhouse.

When you're ready to schedule a collection, contact Recology who will collect the bucket from a mutually agreed upon location.

Holiday Tree Collection



Trees can be collected in piles or in a drop box for no additional charge between January 2—January 31. Please call Recology to arrange for collection of holiday trees.

Bulky Item Collection (BIC) — Must Be Coordinated by Property Manager



Two free BICs are allowed per calendar year per multi-family complex for large items such as electronics, appliances, mattresses, and furniture. If you anticipate a large amount of materials, you can schedule your two free BICs for the same day. Recology will schedule an on-site assessment to determine the location and size of container(s) needed.

Individual bulky item pick-up can be scheduled for a fee. Contact Recology at (650) 595-3900 for pricing and to schedule.

NON-ACCEPTABLE ITEMS: hazardous waste (paint, fluorescent lights, auto batteries, etc.), dirt, rock, and concrete.

Free Drop-off at the Shoreway Public Recycling Center

- Batteries (household, lithium ion and car)
- Electronics (computers, TVs, other consumer electronics)
- Latex & oil-based paint (up to 10 gallons)
- Used motor oil (up to 15 gallons) & oil filters
- Mattresses (up to 5 mattresses, drop off at the Shoreway Transfer Station)

Please share this information with your tenants.

For information on hours, location, and accepted items, visit RethinkWaste.org/PRC



RethinkWaste is your regional public agency that owns the 16-acre Shoreway Environmental Center in San Carlos and manages our two major contractors: Recology and South Bay Recycling.

(650) 802-3500

RethinkWaste.org



Recology is your collection company for recycle, compost and garbage. If you are interested in any of the services above:

(650)595-3900

Recology.com



For questions about the Shoreway Environmental Center (hours, rates, materials accepted, etc.):

(650) 802-8355

SBRecycling.net