



City of Sacramento Multifamily Property Services Kit

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Property managers' actions impact the success of trash, recycle and organics programs.

To ensure a clean city of Sacramento, every multifamily property owner or manager must provide enough trash, recycle and organics collection service to match residents' generation levels. To comply with State Senate Bill 1383 (SB 1383), multifamily properties must provide residents equal access to organics, recycle and trash service with enough capacity to capture all recyclables and organics material generated by residents. SB 1383's intent is to reduce greenhouse gas emissions resulting when food scraps, plant debris and paper are buried in a landfill. Climate change is slowed by diverting those materials for compost or mulch.

Property managers are required to ensure their recycling and organics collection services are adequate by subscribing to a sufficient level of service (container size, number of containers, and frequency of pick up) for their property, making sure the containers are clearly labeled, and ensuring containers are reasonably accessible to tenants.

Visit <https://www.cityofsacramento.org/Public-Works/RSW/Collection-Services/Commercial-Services/Multi-Family> for city guidance regarding state requirements.

COLLECTION SERVICES

Trash Collection: Every building must have no less than the equivalent of 20-gallons of service per unit. The trash level needs to provide enough space to prevent trash from overflowing from the collection container(s).

Recycle Collection: All multifamily properties, regardless of the number of units, (apartments, condos, duplex, triplex, quadplex and mobile home parks) must meet state mandates to divert recyclables (glass, metal, paper, cardboard and plastics) from landfill disposal. Multifamily properties must separate recyclables from the garbage and subscribe to recycling collection services. For more information visit <https://www.cityofsacramento.org/Public-Works/RSW/Collection-Services/Commercial-Services/Multi-Family>

Organics Collection (SB 1383): All multifamily properties must meet state mandates to divert

organics - food scraps, food-soiled paper, and yard trimmings - from landfill disposal to reduce greenhouse gas emissions. Multifamily properties must separate organics from the garbage and subscribe to organics collection services.

Organic waste includes food scraps, yard trimming and wood waste. Call WM at (866) 844-1508 to add an organic recycling service to meet this requirement.

CONTAMINATION & OVERAGES

Materials must be properly sorted and fit inside carts and bins with enough room to allow the lid to close. Containers with excess materials and contamination will result in additional fees for the account holder. Excess and incorrect materials in containers present environmental, service and safety hazards.

SERVICE RELATED QUESTIONS

WM Customer Service (866) 844-1508
cssacramento@wm.com | sacramentovalley.wm.com

HELP IS AVAILABLE

On-Site Service Evaluation and Right Sizing: Let us help you evaluate your current trash, organics and recycle service to determine container size and frequency or move container locations to maximize resident participation and meet your building's needs.

**Trash / Recycling/ Organics Services:
866-844-1508**

Visit wm.com/recyclerright for resources including signage and posters to help your residents recycle right. Visit <https://www.cityofsacramento.org/Public-Works/RSW/Collection-Services/Commercial-Services/Multi-Family> for additional information and support from the city.





Steps for a Successful Recycle Program

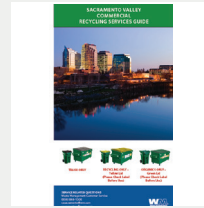
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By implementing the actions below, you can support your residents in fully participating in the organics, recycle, and trash services.



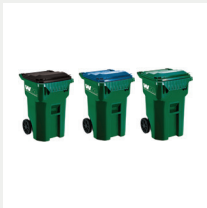
Schedule a visit with a WM representative to evaluate your property's trash, organics or recycling volume.

Adjust service level as needed. Call 866-844-1508 for trash, organics and recycling.



Give all new residents a Residential Recycling Program Guide.

Download a printable sorting guide from wmncn.com/sacmfd (also included in this kit).



Place outdoor trash, organics and recycle containers together.

This makes it easy for residents to sort materials into the proper container. Post required sorting guideline signage where your containers are placed.



Distribute Move In/Move Out Resources letter to all residents.

Let them know about ways to reduce and recycle more, where to recycle and place organics. Visit wmncn.com/sacmfd for resources to download (also included in this kit).



Hang "What Goes Where" Posters in common areas or wherever indoor or outdoor containers are located.

You may order them at wmncn.com/sacmfd or call customer service at 866-844-1508



Send newsletter announcements to share information and resources about the property's recycling program to residents.

Download fliers and newsletters to share with residents at wmncn.com/sacmfd



Provide residents with a free kitchen pail to store and carry their organics to the central containers.

Email sacrecycle@cityofsacramento.org for information on ordering pails from the city.



Plan a community event for your residents to learn more about recycling.

Invite a WM representative to give a presentation and answer questions. Email csssacramento@wm.com to schedule a presentation.



Container Size & Type Options

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Organics: 35-gal cart, 1yd, 2yd bin

Recycle: 64-gal, 96-gal (Available to properties with space constraints)
1yd, 2yd, 3yd, 4yd, 5yd, 6yd, 8yd bin

Trash: 64-gal, 96-gal (Available to properties with space constraints)
2yd, 3yd, 4yd, 5yd, 6yd, 8yd bin

1 cubic yard equals 200 gallons.



*Note: Wheels standard on 1 yard – 4 yard containers.

Letter to Residents – Template for Recycling & Organics Collection

For use as printed or emailed letter to fulfill obligation for move-in, move-out, and annual notification.

Dear Resident:

It is our goal to make it easy for you to recycle and sort organics. Please contribute to making our recycling and organics collection program a success by properly sorting your recyclable materials from your trash.

Recycling and sorting organics is good for the economy and the environment. It creates jobs and keeps valuable resources out of landfills. Making new products out of recycled materials also saves energy and reduces pollution. Keeping organic materials out of the landfill prevents the formation of landfill gases like methane, a powerful greenhouse gas.

Where and What to Recycle

Bins for recyclables, organics, and trash are located at :

Here's a short list of some of the materials that should be recycled. For additional information, visit sacramentovalley.wm.com.

What to recycle

RECYCLE

- Clean, dry paper and flattened cardboard
- Empty glass jars and bottles
- Empty metal food and beverage cans (aluminum and steel)
- Empty plastic bottles, jars and containers

ORGANICS

- Food scraps
- Food-soiled paper
- Yard debris

Moving In and Moving Out Tips

When people move into or out of a home, a lot gets thrown out – unwanted furniture and household items, packing material, cardboard and even clothes. This is a perfect time to remember the 3Rs—Reduce, Reuse and Recycle. There are resources available to help you determine what to do with many different items including:

- Unwanted furniture and other reusable items
- Household hazardous waste including paint, cleaners, fluorescent light bulbs and batteries
- Electronic waste such as computers and TVs

Questions?

If you have any questions, please contact:

Thanks again for your interest and cooperation.

Sincerely,

Building Manager/Condo Board/Building Owner

TRASH

RECYCLE

ORGANICS



Please keep recyclables and organic material out of the trash.



Snack & Chip Bags, Candy Wrappers & Condiment Packages

Beverage Pouches & Aspic & Gable-Top Cartons

Plastic Wrap, Bags & Other Plastic Film



Broken Glass & Dishes (Please Wrap)

Cup Lids, Plastic Utensils, Plastic Straws (Including Compostable)

Disposable Gloves



Hoses, Cords & Wire



Polystyrene Foam & Packaging (Including Foam Egg Cartons)



Please do not bag recyclables, keep loose. Please empty all containers prior to recycling.



Clean Paper, Magazines, Newspaper, Junk Mail, Cardboard, Cardboard Egg Cartons, Cereal Boxes



All Metal Beverage & Food Cans, Empty Aerosol Cans, Clean Aluminum Pans & Foil, Small Scrap Metal (Up To 20 Pounds)



Glass Bottles & Jars (Even broken)



Empty Plastic Bottles, Rigid Plastic Containers, Plastic To-Go Containers (#6 not accepted)



Please use paper or ASTM D6400 rated compostable bags **only** to collect organics.



Food Scraps, Including Egg Shells, Meat & Bones, Pizza Boxes, Cardboard Egg Cartons & Food-Soiled Paper, Coffee Grounds

Used oil is accepted at all local HHW drop-off facilities: <https://wmr.sacounty.gov/Pages/HHW-Dropoff-Centers.aspx>



Grass, Weeds, Green Plants, Tree Limbs, Wood Chips, Dead Plants, Brush, Garden Trimmings, Leaves, Cut Flowers

(Please place palm fronds, yucca and cacti in the Trash)

Reminder: Treated wood not accepted in any curbside cart or bin.

Local disposal facilities accept treated wood:

<https://wmr.sacounty.gov/Pages/Local-Disposal-and-Recycling-Facilities-.aspx>



No Fats, Oil, or Grease

No Recycling

No Hazardous Waste
Local HHW drop-off facilities:
<https://wmr.sacounty.gov/Pages/HHW-Dropoff-Centers.aspx>

No Electronics



No Plastic Bags

No Polystyrene Foam

No Hazardous Waste
Local HHW drop-off facilities:
<https://wmr.sacounty.gov/Pages/HHW-Dropoff-Centers.aspx>

No Electronics



No Dirt, Rock, or Sod

No Plastic Bags, Plastic Coated Bags or Plastic of Any Kind

No Recycling

No Hazardous Waste
Local HHW drop-off facilities:
<https://wmr.sacounty.gov/Pages/HHW-Dropoff-Centers.aspx>