



Department of Public Works

Streets Division

Charlie Romines, Superintendent

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cityofmadison.com/streets

Re: Electronic waste collected during August student move out period (RRSC payer)

Dear Property Owner

You are receiving this letter and the enclosed materials because you have been identified as owning «Parcel_Address», which may be a rental property, and in a region considered to be the “student apartment area” of Madison. A map of the student apartment area in question is enclosed. If you do not own, or are otherwise responsible for, property in the area indicated on the map, we apologize for the error in sending you this notice.

The annual move out period in the student apartment area in August presents numerous challenges for property owners, residents, and Streets Division employees who collect the trash, recyclables, and large items the annual August move out generates.

Due to the size and scope of the annual August move out, this letter serves as notice for owners of rental properties within the student move area as indicated on the enclosed map, pursuant to Wis. Stat. Sec. 66.0628(2m), that if any televisions, monitors, laptops, or computers are placed to the curb in front of your property contrary to Madison General Ordinance 10.18(13) during the yearly student move out period, that the Streets Division shall cause these items to be removed immediately and properly recycled.

If a television, monitor, or computer is collected from the curb at a property you own in the student apartment area of Madison as indicated on the enclosed map anytime between August 5, 2024, and 4:00pm on August 23, 2024, your property will thereafter be charged a \$30 administrative fee for each of these items collected during that window of time.

Under Madison General Ordinances Sec. 10.18(13), no televisions, computer monitors, laptop or desktop computers, or CPUs may be placed or kept on any terrace or curbside for collection by the City and must, instead, be recycled at an authorized recycling site or other lawful manner. Moreover, every property owner is responsible for maintaining their property in accordance with this requirement.

Please contact your tenants to be sure they are aware of their responsibilities during the move out process, including how they can safely recycle their electronics and other items.

How to Recycle Televisions and Other Electronics for Free with the City of Madison

The City of Madison operates three electronics recycling drop-off sites that are available for all Madison residents. Use the enclosed guide to learn the locations and hours of the drop-off sites this year.

In 2024, televisions, computers, laptops, monitors, are accepted for free at the drop-off sites from all Madison residents, including renters.

In fact, drop-off sites all accept electronics from residents for recycling at no cost. Get more information about the Streets Division's electronics recycling program at www.cityofmadison.com/eCycle.

Disposal of Appliances & Other Large Items (Microwaves, Air Conditioners, Etc.)

According to our records, your property at «Parcel_Address» pays the Resource Recovery Special Charge (RRSC). Since you pay the RRSC at this property, the tenants that live here will not be charged a fee for these items when they fill out the large item work order. This is true for all properties that pay the RRSC.

Work orders are required to collect appliances and other special large items during the annual move out. The work order system can be found at www.cityofmadison.com/LargeItemWorkOrder.

Tenants from this address can also take large items and appliances to a Streets Division drop-off site at no cost since this property pays the RRSC.

Enclosed with this form is a flyer explaining the large item collection process during the move out and information about which items require fees.

Disposal of Furniture, Mattresses, and Other Items that Are Free

From August 5, 2024, until the morning of August 23, 2024, you will not be required to submit a large item work order to have furniture, mattresses, or other free large items in the student move area as indicated on the enclosed map.

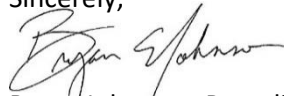
Additional Resources

Additional options for electronics recycling in the area can be found at the DNR E-Cycle Wisconsin website, dnr.wi.gov/topic/ecycle and click the "Find an Electronics Collection Site" image for additional options.

Information about the student move process, including details on the extra collections for the student apartment area and how to handle illegally dumped items, can be found on the Streets Division's Moving Days website, www.cityofmadison.com/movingdays.

For additional questions or requests, contact the Streets Division offices. Office hours are 7:30am to 4:00pm Monday to Friday. The west side office is located at 1501 W. Badger Rd and can be reached at 608-266-4681. The east side office is located at 4602 Sycamore Ave and can be reached at 608-246-4532. Questions can also be emailed to streets@cityofmadison.com.

Sincerely,



Bryan Johnson - Recycling Coordinator