



Department of Public Works

Streets Division

Charlie Romines, Superintendent

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Re: Electronic waste collected during August student move out period

Dear Property Owner

You are receiving this letter and the enclosed materials because you have been identified as owning 427 W Wilson St, 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(12) 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 4, 2025, and 4:00pm on August 22, 2025, 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(12), no televisions, printers, monitors, computer accessories, video players, cell phones or other items of electronic waste 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 disposed of in any other lawful manner, consistent with State law. Moreover, every property owner is responsible for maintaining their property in accordance with this requirement.

More details about the move out process can be found later in the letter and on the enclosed documents.

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 & 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 2025, all electronics are accepted for free at the drop-off sites from all Madison residents. This includes renters. They just need to show proof of Madison residency to use a drop-off site.

Free electronics recycling includes televisions, computers, printers, cell phones, charging cables, modems, gaming systems, and so on.

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.)

Work orders are required to collect appliances and other special large items, such as tires, during the annual move out. Appliances include microwaves, air conditioners, dehumidifiers, refrigerators, and similar devices.

The work order system can be found at www.cityofmadison.com/LargeItemWorkOrder.

If your property receives recycling collection from the City of Madison, then the residents will not be charged when they schedule a curbside pickup for these special items. If they do not receive pickup, then a fee may be applied per item when they schedule the pickup.

All properties within the move out area will be allowed to use the work order system, just like in previous years before the large item limitations that started on January 1, 2025.

Access will begin on July 25, 2025. This is a temporary inclusion to facilitate proper recycling of appliances and special items during the move out period. Properties that were excluded from the work order system on January 1, 2025, will stop receiving work order access on August 15, 2025.

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 3, 2025 through the morning of August 22, 2025, Streets Division crews will be patrolling the move out area collecting furniture, mattresses, carpeting, desks, tables, bed frames, and other free items that will not be donated.

Crews will also be regularly emptying collection carts during the above window of time.

You will not be required to submit a work order to have these items in the student move area as indicated on the enclosed map.

Additional Resources

Even more options for electronics recycling can be found at the DNR E-Cycle Wisconsin website, dnr.wi.gov/topic/ecycle.

Information about the student move process, including details on the **extra cart 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 can be reached at 608-266-4681. The east side office is can be reached at 608-246-4532. Questions can also be emailed to streets@cityofmadison.com.

Thank you for your time and attention.

A handwritten signature in black ink, appearing to read "Bryan Johnson". The signature is fluid and cursive, with the first name "Bryan" being more prominent than the last name "Johnson".

Bryan Johnson
City of Madison Streets & Urban Forestry Division
Recycling Coordinator

