



Department of Public Works
Streets Division
Charlie Romines, Superintendent

1501 West Badger Road
Madison, Wisconsin 53713
Phone: (608) 266-4681
Fax: (608) 267-1120
streets@cityofmadison.com
www.cityofmadison.com/streets

«ReportName1» «ReportName2»
«OwnerAddress»
«OwnerCityStZip»

Re: Electronic waste collected during student move out period

Dear «ReportName1» and «ReportName2»

You are receiving this letter because you have been identified as owning rental property in the 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 rental property in the area indicated on the map you may disregard this notice and we apologize for the error.

The annual move out period in the student apartment area in August presents numerous challenges for property owners, residents/renters, and City employees. These challenges are particularly daunting for the Streets Division, who is tasked with collecting substantial amounts of trash and recycling that accumulate in the right-of-way in a short period of time.

Due to the size and scope of the annual student move out, this letter serves as notice for owners of rental properties within the student move area 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 and disposed of properly.

The student move period for 2021 begins August 1 and will continue until close of business September 3.

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 during the student move period, your property will thereafter be charged the required recycling fee plus an additional \$30 administrative fee for each item collected.

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 disposed of at an authorized recycling site or other lawful manner. Moreover, every property owner is responsible for maintaining their property in accordance with this requirement.

How You Can Help

Please contact your tenants to be sure they are aware of their responsibilities during the move out process, and how they can safely recycle these electronics and other items. You can learn more about Streets Division services during the August moving days at www.cityofmadison.com/movingdays.

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

The City offers two drop-off sites for recycling of electronics. The sites are located at 1501 W. Badger Rd. and 4602 Sycamore Ave.

For Madison residents and taxpayers to recycle televisions, computers, monitors, and laptops at these sites, they must purchase a recycling fee sticker. Fee stickers can be purchased through the large item work order system found at www.cityofmadison.com/LargeItem.

Stickers will be mailed out following a successful purchase. Allow for at least one week for delivery. Stickers are not available for purchase from staff at the drop-off sites.

More information about the Streets Division's electronics recycling program visit www.cityofmadison.com/ecycle.

The New Work Order Form & the Move Out

Residents should use the form to pay for any recycling fees for the items that require a special fee and to obtain recycling fee stickers for televisions, computers, monitors, or other fee items that will be taken to a drop-off site.

A list of items that require a fee can be found on the Streets Division's website and also in the Recyclopedia booklet.

Residents in the move-out zone who are only setting out items that do not require a fee, like bedroom furniture or tables, will not be required to use the work order system to have these items picked up.

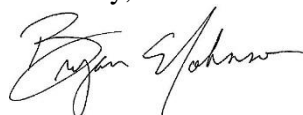
Additional Resources

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 a recycler" link.

Information specifically pertaining to the student move process, which includes details regarding the extra collections performed in the student apartment area during this period and information on handling 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, which services properties west of South Park Street, is located at 1501 W. Badger Rd and can be reached at 608-266-4681. The east side office, which services properties east of South Park Street, 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