

# RECYCLING TOOLKIT For Managers

## YOUR GUIDE TO SUCCESSFUL:

**Food Scrap Recycling**  
**Mixed Material Recycling**  
**Bulky Items Management**



# Thank you for recycling!

You've taken the first step to creating a successful recycling program. Let this document serve as your Recycling Toolkit for Success, loaded with up-to-date information on how to recycle right. The newest law mandated by the State of California is known as SB 1383, which establishes statewide targets to reduce the amount of organic waste disposed of in landfills. Here, you'll find how we can reach this ambitious goal together, and what resources are available to help.

Included in your toolkit are tips for the property manager and property owner, along with information for you to pass on to your tenants. Thank you for doing your part!

# ORGANICS & RECYCLING PROGRAM CHECKLIST

Use this checklist to ensure your organics & recycling programs are set up for success.

**TIP**



Avoid contamination fees and missed collections by reviewing your programs **every** year.

## Is my disposal area set up for success?

**YES NO**

- There is a food scraps & recycle cart next to every trash cart or dumpster. . . . .
- The waste area is well-maintained, and carts or dumpsters are not damaged or vandalized . . . . .
- Residents have received a resource list for bulky items, hazardous waste, etc. . . . .
- Property Manager has coordinated a yearly or more frequent bulky items pick-up for residents . . .

If you answered “**NO**” to any statement above, contact your waste hauler or Salinas Valley Recycles to discuss ways to improve your disposal area.

## Is it easy for the residents to recycle?

**YES NO**

- All recycle carts are clearly labeled. . . . .
- There is signage on what to recycle near/behind the carts or dumpsters. . . . .
- All residents have received recycling information in the past 12 months. . . . .
- There are reminders on how to recycle correctly in community newsletters/spaces . . . . .

If you answered “**NO**” on any statement above, contact your waste hauler or Salinas Valley Recycles to discuss ways to improve your disposal area.

## Do I need to make any adjustments to my service?

**YES NO**

- There are recyclables (ie: metal, clean paper) or food scraps in the trash. . . . .
- There is trash (ie: plastic bags, dog/cat poop) in the recycle and/or food scraps . . . . .
- The recycle and/or food scrap cart(s) are full before collection . . . . .
- The trash is less than 75% full before it is picked up. . . . .

If you answered “**YES**” on any statement above, contact your waste hauler to change your service levels.

For more information, contact:

**Salinas Valley Recycles**

(831) 775-3000

[media@svswa.org](mailto:media@svswa.org)

[svswa.org/residential/multifamily-recycling/](http://svswa.org/residential/multifamily-recycling/)

# HOW TO SET UP YOUR DISPOSAL AREA

Avoid additional fees from contamination and missed collections by following these steps:

- 1** Carts or dumpsters are labeled  
Ensure all carts have their appropriate labels.

- 2** Equal access to all three streams  
Make sure all three carts or dumpsters (recycling, food scraps, and trash) are next to each other and equally easily accessible for residents use.



- 3** Check that signage is posted near/behind the carts or dumpsters.
- 4** Issues with carts or dumpsters  
If there are any broken or vandalized containers, please contact your waste hauler for replacements.
- 5** Continuing to have contamination issues?  
Contact us for help:  
**Salinas Valley Recycles**  
(831) 775-3000  
[media@svswa.org](mailto:media@svswa.org)  
[svswa.org/residential/multifamily-recycling](http://svswa.org/residential/multifamily-recycling)

**TIP**

Always keep your carts “married” so that recycling, trash, and food scraps are next to each other and not separated.

# SOLID WASTE RESOURCES FOR PROPERTY MANAGERS

## Salinas Valley Recycles

139 Sun Street, Salinas

(831) 757-3000

[svswa.org](http://svswa.org) or

[SalinasValleyRecycles.org](http://SalinasValleyRecycles.org)

SVR is a joint powers agency made up of the cities of Gonzales, Greenfield, King City, Soledad and Salinas and County of Monterey, and is responsible for providing secure long-term solid waste disposal and resource recovery service. SVR can provide free internal bins, labels, brochures, waste assessments, and trainings/presentations.

## Republic Services

(831) 775-3840

[www.republicservices.com/municipality/salinas-ca](http://www.republicservices.com/municipality/salinas-ca)

Republic Services is the franchised waste hauler that services Salinas that provides the weekly trash, recycling and food scrap collection services. They offer one free bulky item pick-up per year.

## Waste Management

(831) 385-5694

[www.wm.com](http://www.wm.com)

Waste Management is the franchised hauler that services King City and unincorporated Monterey County that provides the weekly trash, recycling and food scrap collection services. They offer free household battery recycling and bulky item pick-up by appointment.

## Tri-Cities Disposal

1-888-678-6798

[www.tri-citiesdisposal.com](http://www.tri-citiesdisposal.com)

Tri-Cities Disposal is the waste hauler for Soledad, Greenfield, and Gonzales that provides the weekly trash, recycling and food scrap collection services. They offer curbside used motor oil and oil filter pick-up, as well as free bulky-item pick up by appointment.

## Household Hazardous Waste

1104 Madison Lane, Salinas

(831) 424-5520

[svswa.org/facilities/household-hazardous-waste-hhw-collection-facility](http://svswa.org/facilities/household-hazardous-waste-hhw-collection-facility)

Residents can dispose of household hazardous waste (batteries, light bulbs, household cleaners, etc.) for free at the Household Hazardous Waste Facility. Visit the website for a list of accepted items and hauling limits.

**TIP**

**You can request a free waste assessment for your location.** Contact us at **(831) 775-3000** to schedule a walk through to determine what your location needs to be more successful.