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CITY OF SANTA ANA PUBLIC WORKS AGENCY

20 Civic Center Plaza • P.O. Box 1988
Santa Ana, California 92702
www.santa-ana.org

October 29, 2020

RE: Compliance with California's Mandatory Commercial Recycling Law (AB 341) **This letter is for your property site in Santa Ana.**

Dear Owner or Manager:

This letter is regarding the above property that you own or manage in Santa Ana, California. The City is conscious of the effect COVID-19 is having on individuals and businesses in our community and recognizes an urgent need to support one another during this pandemic. At the same time, the City is required by the State of California to collect information from businesses within its jurisdiction about recycling practices per Assembly Bill 341 (AB 341).

AB 341 requires all multifamily properties and apartment complexes in California with five units or more to arrange for recycling services. According to the City's records, this service address does not have an existing recycling program and may not be in compliance with AB 341. The City's intent is to bring your property into compliance and/or to verify any internal recycling programs. Your prompt attention to this matter is requested.

Compliance Reporting Form: You are required to complete the *AB 341 Recycling Reporting Form* (on the reverse side of this letter) to verify your compliance status. This form must be completed and returned to the City prior to **November 30, 2020**. The *AB 341 Recycling Reporting Form* can also be completed online at: www.santa-ana.org/green/recycling-reporting-forms under *AB 341 - Commercial Business Recycling Reporting Online Form*.

Compliance Options:

- Sign-up for recycling services with Waste Management, the City's trash and recycling hauler.
- Identify and document any internal recycling programs occurring on your property.

Free Technical Assistance: At no cost to your business, the City provides recycling program implementation services through EcoNomics, Inc., an environmental consulting company. EcoNomics can assist your business in setting up a recycling program, training your staff/tenants, and coordinating bin deliveries with Waste Management. To schedule a free recycling waste assessment, please contact Santa Ana Recycles at (714) 780-2700 or SantaAnaRecycles@santa-ana.org. Please note, due to the COVID-19 pandemic, technical assistance will be provided in virtual format whenever possible. Recycling is offered at up to 40% less than the cost of trash service. By implementing a recycling program, you will achieve compliance with state law and possibly save money on your Waste Management bill. For educational recycling materials, please visit: <https://www.santa-ana.org/green/recycling-reporting-forms>. For more information on AB 341, please visit CalRecycle's website at: www.calrecycle.ca.gov/recycle/commercial/.

Compliance with this state law is mandatory. If you have further questions, contact Santa Ana Recycles via email at SantaAnaRecycles@santa-ana.org or via telephone at (714) 780-2700.

Sincerely,

Christy Kindig
Projects Manager
Public Works Agency



You make the difference!



**CITY OF SANTA ANA
 ASSEMBLY BILL 341 (AB 341)
 MANDATORY MULTI-FAMILY/APARTMENT COMPLEX RECYCLING REPORTING FORM**
This form must be completed and returned to the City prior to November 30, 2020.

Complex Name: _____ WM ID #: 114 - _____

Complex Address: _____

Property Management Name: _____

Property Management Address (if different from Complex Address): _____

Contact Person/Title: _____

Contact Phone #: _____ Email: _____

Number of units on your property: _____

Does your property have an onsite management office? Yes No

If yes, provide management office unit number and contact information:

Unit: _____ Phone: _____ Contact: _____

Check all that apply and provide details where indicated:

1. I would like to set up a recycling program through Waste Management.
2. Residents collect and transport recyclable material, such as bottles and cans, to a recycling center.
3. There are ***no*** recycling bins or carts at my complex.
4. Other (explain): _____

If you marked # 2 above, check all materials being recycled:

- Paper Cardboard Bottles and cans (CRV) Plastic Metals Glass

Other materials (describe): _____

If you marked # 3 above (do not currently have a recycling program), explain reason: _____

I verify that the information reported in this form is accurate to the best of my knowledge:

Signature of person filling out this form

Date

This form must be completed and returned to the City prior to November 30, 2020 by any of the following methods:

For assistance with completing this form, contact Santa Ana Recycles at 714-780-2700.

- Mail: City of Santa Ana, P.O. Box 1988, M-21, Santa Ana, CA 92701, ATTN: Christy Kindig
- Email: SantaAnaRecycles@santa-ana.org
- Online: www.santa-ana.org/green/Recycling-Reporting-Forms (under AB 341 - Multifamily Apartment/Condo).

If your property conducts recycling activities independently of Waste Management, the City is required to document and verify these programs per state regulations. The City will be contacting your property to confirm compliance status.