



CITY OF
EAST GRAND RAPIDS

750 LAKESIDE DRIVE SE • EAST GRAND RAPIDS, MICHIGAN 49506

(616) 940-4817

www.eastgr.org

**City of East Grand Rapids-Food Scraps Composting Drop-Off Site Pilot Program
Rules and Regulations**

General Information: The East Grand Rapids City Commission authorized a multi-year service contract for food scrap composting services with Organicycle, LLC of Grand Rapids, Michigan for servicing a food scrap drop-off facility as a pilot program from June 2022-December 31, 2025.

Program capacity will begin with 100 residential households and three businesses in the City. If interest exceeds capacity, the City will maintain a waitlist in the order of contact.

Residents who are interested composting food scraps can participate in the pilot program or can register for home pick-up composting services with a private, licensed composting vendor that operates within the city at any time. There is no cost for residents or businesses who participate in the drop-off facility pilot program, however home pick-up service with private vendors will have an associated cost for service.

How do residents and businesses register for the EGR Food Scraps Composting Drop-Off Site Pilot Program?

By phone, online or in-person.

- **Phone:** Call the Department of Public Works operations office at 616-940-4870 or the Department of Public Works administration office at 616-940-4817.
- **Online:** Visit www.eastgr.org and click on the “submit a request” button on the homepage. Then select “food scraps composting” and request registration for service and complete the registration form.
- **In-person:** Visit the Department of Public Works operations office at 2310 Reeds Lake Blvd (regular hours: Monday-Friday, 7am-3:30pm) or the Department of Public Works administration office in the lower level of the Community Center at 750 Lakeside Drive (regular hours Monday-Friday, 8am-5pm).

Please note: Registration may require proof of residency if residency is unclear from property tax or utility billing records.

Drop-off site location, access, and information:

The food scraps composting drop-off site is located at the Department of Public Works at 2310 Reeds Lake Blvd. Signage will be present to direct participants to the drop-off site.

Once registered for the program, the city will provide participants 24/7 access to the drop-off site via the third-party smart phone app Teleporte (available for free in mobile app stores). Once the City

obtains a participant's completed registration form, the participant will receive an email from Teleporte with instructions. The lock for the drop-off site will open via proximity of your phone.

- The drop-off site is monitored with security cameras as well as your mobile phone (via the Teleporte app).
- If residents or business do not have access to a smart phone device, the city will accommodate access requests by issuing an access code for manual entry to the site during regular business hours, Monday-Friday from 7 a.m.-3 p.m.

Rules and Regulations

- 1) Participation is restricted to residents/property owners or business operators. Verification may be required.
- 2) Participants are required to provide their own containers for collecting and transporting food scraps to the drop-off site. Common containers are five-gallon buckets.
- 3) Participants are required to line containers with compostable bags so loose materials do not soil carts at the drop-off site. Bags must have the compostable logo from the Biodegradable Products Institute (BPI) on the bag/box. Compostable bags can be found at local retailers or online. Do not use regular plastic bags as they do not compost and can cause damage to composting equipment and disrupt the composting process.
- 4) Acceptable materials: To learn more about acceptable food scraps and composting materials, participants may download the smart phone app "BetterBin" for free in your mobile app store or contact the vendor, Organicycle, at 616-855-3377, recycle@organicycle.org or organicycle.org/composting-guide
- 5) Unacceptable materials:
 - Non-organic materials like diapers and personal hygiene products, glass, metal, styrofoam, paper products without the BPI logo, plastic, plastic bags, shredded paper, ceramics, wood with nails, boxes with tape or packaging filler, and trash. These types of materials must be addressed through private trash and recycling service.
 - Organic material that should be placed out with your yard waste/composting like grass, weeds, leaves, branches, limbs, general organic gardening material.
- 6) Participants may only deposit materials from their respective household.
- 7) Participants must stay active in the program. Participants who are not active for 30 days will be deactivated from the program. This will allow for residents/businesses who are on the waitlist to participate.
- 8) If a participant violates any of the drop off-site rules/regulations their access may be deactivated.