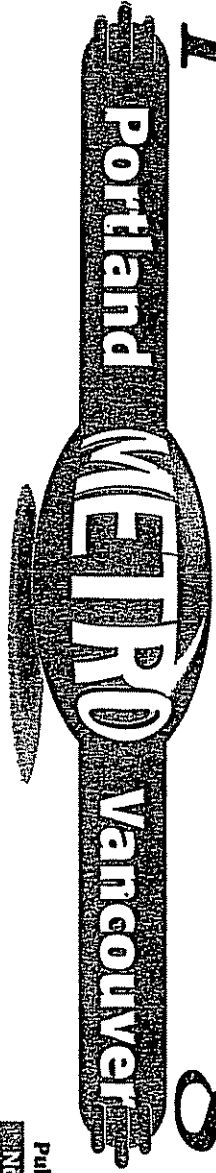


Over 50% of All Metro Apartment Manager Newspapers are Mailed to Apartment Owners

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Recycling is Not a Bunch of Garbage

Recycling just got easier in Portland, resulting in more efficient, cleaner garbage and recycling areas at multifamily properties throughout the City

Last July the City of Portland created a new 'two-sort' recycling system that simplifies and standardizes the recycling process for property owners of five or more units. The new system is tenant friendly, and requires only two separate recycling containers on site — one for glass and another for everything else. There is less litter around the property since implementing the two-sort recycling.

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How to Make Your Rental Properties Smokefree

In the Portland-Vancouver metro area, there is a strong market for smokefree multi-unit housing. A recent survey found that three-quarters of renters would prefer to live in a smokefree building (See the survey at www.jungoregon.org.) In fact, smokefree living is such a sought-after amenity that more than half of renters would even pay a little extra rent! As if the market demand wasn't reason



enough, you can protect your property from damage and fires by adopting a smokefree policy and you can also

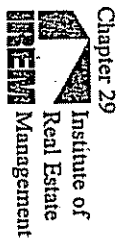
save money when turning over apartments. Going smokefree will create a safe and healthy environment for your tenants and for on-site staff and help you avoid any legal liabilities due to health problems caused by secondhand smoke.

Here are some things to think about:

Continued on page 7

ing. I am honored to be asked to serve again as the President of the Rental Housing Association of

Continued on page 10



Vendor

Appreciation Night

October 10th was the 4th annual Vendor Appreciation Night. There was a wonderful turn out with great food, drinks and the opportunity to thank all of our vendors for sponsoring us this year. Facilities Service

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Clark County Rental Association

Here is a Great

about while you're making the transition to a smokefree building.

1. Get input from tenants

Find out how many smoke in their units, and how many are bothered by secondhand smoke. Find out how many tenants would prefer a smoke-free policy. Provide your tenants with information about the health hazards of secondhand smoke. Find out if there are tenants who want to break their lease or move to another unit. If you have a large number of tenants, consider doing a survey.

2. Decide on the details of your policy

The best thing to do is make your entire property smokefree, inside and out (make sure to include balconies, doorways, playgrounds and other outdoor areas in your policy). If you are going to have a designated smoking area outside, make sure it is located at least 25 feet away from doors, windows, and major walkways. If you have multiple buildings, and many smokers, you might want to designate one building for smoking until you can phase-in a 100% smokefree policy. Consult with your attorney. Model lease language can be found at <http://www.ansrmn.org/modellease.htm>.

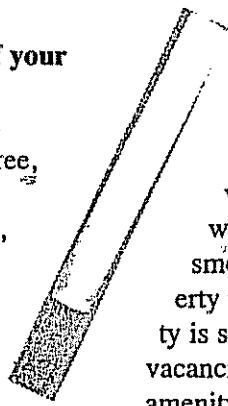
3. Set a date

You can make your entire facility smokefree effective a certain date as long as you give tenants a 30 day notice or wait until the end of the lease term. You can phase-in the policy as leases renew or when smokers move out and new tenants move in. Make sure to point out the policy to all tenants—new and current.

4. Announce the policy

Hold a meeting. Send letters or memos to tenants. Explain to tenants that this will reduce the risk of fire

and property damage and provide them with clean air. Secondhand smoke has over 4000 chemicals including carbon monoxide, formaldehyde, lead, and arsenic. At least 50 of them cause cancer and many more are toxic. Make sure your management staff understands the policy and feels comfortable enforcing it. Make sure your tenants sign the lease addendum- tenants must agree to the rule change in writing for it to be legally valid.



5. Advertise

Put signs on the front door, hallways, common areas, and outdoor areas.

List your properties on www.housingconnections.org, which includes a section on smoking restrictions in the property profile. State that your property is smokefree wherever you list vacancies, and point it out as an amenity to prospective tenants.

6. Enforce it

Your policy is only as good as the enforcement. Enforce it just like you would other rules. If tenants fail to comply with the provision, the tenant is in breach of the lease agreement, which could be grounds to end the tenancy.

Your property is an important investment. Going smokefree will protect your investment while providing tenants with a healthy living environment. If you have any questions or need more information, please contact the Multnomah County Health Department if you are in Multnomah County at 503-988-3674 X29356. For other areas in Oregon, call the American Lung Association of Oregon at 503-924-4094 X23. In Clark County, WA, call Clark County Public Health at 360-397-8000 ext. 7378.