

Dear Residents,

Welcome to the newest and most exciting community located at 10300 Metropolitan Drive. We are proud to be able to provide our residents with modern and efficient facilities and we hope you are as excited about living in them.

10300 Metropolitan was designed and built under the 2020 Austin Energy Green Building Multifamily Rating. Below are green features of the building as well as ways that you can utilize the building to enhance the sustainable nature of the facility.

Recycling:

Recycling is an easy way to contribute to minimizing the proliferation of waste and growth of landfills. The team at 10300 Metropolitan encourages residents to separate recyclables from other trash and deposit the recyclables in the labeled containers located adjacent to the dumpster in the parking garage. For convenience, chutes dedicated to recycling have been located on each floor of the building and receptacles have been provided within the "trash / recycling" rooms located at the east and west side of the parking garage. If you have any questions please contact a representative of Kairoi Residential, at 512-518-6917.. The current recycling program accepts the following items:

- Mixed Paper
 - o Newspaper/magazines
 - o Home office paper
 - o Junk mail/envelopes
 - o Catalogs
 - o Cardboard (break down and flatten)
- Plastic
 - o Plastic soda/water bottles
 - o Plastic milk jugs
 - o Plastic food containers (with food particles washed off)
 - o Rigid plastic items (#1 thru #7)
- Metals
 - o Aluminum cans
 - o Tin/Steel cans
- Glass
 - o Glass bottles

To reduce waste even further, use the following link to stop unwanted mail:

<http://www.consumer.ftc.gov/articles/0262-stopping-unsolicited-mail-phone-calls-and-email>

<http://stopjunkmail.org/sample/kit.pdf>

<https://www.catalogchoice.org/>

Transportation Options:

The following alternative transportation options are available.

- Covered bicycle racks / storage are provided on-site and residents are encouraged to make use of the wide array of bike lanes and trails provided by the City of Austin. A map of the bike routes is available at most local bike shops or route your trip online at [Austin Bicycle Route Map](#)
 - Additionally, four bus stops are available within walking distance for residents to use for longer trips around the city.
 - o Rutland Station SB (Stop I.D. 4756) Rutland @ Burnet Road
 - o 10099 Brunet / McHale (Stop I.D. 6427) – Burnet Road @ McHale Court
 - o 10000 Metric / Rutland (Stop I.D. 5822) – SWC of Metric Blvd. & Rutland Drive
 - o 10001 Metric / Rutland (Stop I.D. 5823) – SWE of Metric Blvd. & Rutland Drive
- Go to www.capmetro.org for current routes and schedules.
- Alternative Transportation:
[Get There ATX Mobility Options](#)

Green Building Features

Below are some of the components that contribute to the energy savings and additional ways that tenants can use the components to save even more energy.

HVAC (Air Conditioning/Heating)

- The HVAC system provides an energy efficient 15/16 SEER unit for each apartment meaning that every apartment has individual control over their environment. Additionally, every apartment has a programmable thermostat.
 - o Be sure to adjust the thermostat settings if your unit will be vacant during vacations, holidays, etc.
 - o In the winter, wear a sweater instead of turning up the heat. In the summer, use the ceiling fan before turning down the temperature.
 - o The thermostats are pre-programmed to follow the Energy Star recommended schedule:

Heating		Cooling	
Start time	Temperature	Start time	Temperature
6:00 am	70°F	6:00 am	78°F
8:00 am	62°F	8:00 am	85°F
5:00 pm	70°F	5:00 pm	78°F
10:00 pm	62°F	10:00 pm	85°F

Lighting

- The lighting system throughout most of apartment and common areas utilizes high efficiency LED lighting.
 - o Residents are encouraged to create additional energy savings by turning off lights in any room that is not immediately occupied. Turning off lights regularly can save 8%-20% on lighting energy consumption.
 - o Keep lights clean. Why? Dust can cut a bulb's light output by 25%.
 - o Disposing CFLs. Like paint, batteries, and other household chemicals, CFLs should be disposed of properly. **DO NOT THROW AWAY IN YOUR HOUSEHOLD TRASH.** Ask the property manager where the battery and bulb disposal station is located onsite or deposit at a hazardous waste facility in your community or at stores that sell bulbs, such as Home Depot, IKEA, etc.

Ceiling Fans

- Every apartment has Energy Star rated ceiling fans in the living room and bedrooms. During the summer, ceiling fans provide air movement that creates a feeling of as much as a 5-degree temperature drop and reducing the need for more cooling from the air conditioning system. During the winter, the ceiling fans can be switched to run in reverse pushing air up against the ceiling which pushes the hot air at the top of the room down to the occupied level and reducing the need for heating from the HVAC system.
 - o Residents are encouraged to manage energy consumption by running ceiling fans in immediately occupied rooms and to setting thermostats to the Energy Star recommended temperatures. Don't forget to turn the ceiling fans off when leaving any room.

Appliances

- The following appliances in each living unit are Energy Star rated for energy efficiency and/or low-water use, including the **ceiling fans, washing machines & dryers, refrigerators, and dishwashers**. Tenants can reduce energy and water usage with the following tips:
 - o Only run washing machines/dryers and dishwashers with full loads. Partial loads, even with adjusted settings, waste water and electricity.
 - o Wash laundry with cold water, instead of hot. Hot water is only necessary for very dirty laundry.
 - o Keep refrigerators set at the minimum setting necessary to maintain the proper temperature for food storage. Keep your fridge between 36 and 38-degrees F. Set your freezer between 0 and 5-degrees F.
 - o Limit opening of the doors and avoid leaving the doors open longer than a few seconds. It is better to open the door multiple times than to leave it opened for an extended period.
 - o Keep the freezer full. It works more efficiently full than empty.
 - o Use the air-dry option on dishwashers.
 - o Scrape dishes instead of pre-rinsing them. New dishwashers can clean even heavily soiled dishes without pre-rinsing them.
 - o Use microwaves and crock pots to cook small meals.
 - o Keep the inside of your microwave clean. It improves the efficiency of your microwave.
 - o Use lids when cooking. They keep steam in and help food cook more quickly, which saves energy.

The design of the overall building includes water savings that equates to using less water than the City of Austin code. Below are some of the components that contribute to the water-use savings and additional ways that tenants can use the components to save even more water.

- Low-Flow Plumbing Fixtures
 - o Low-flow fixtures are installed and are designed to use less water and be equally functional. Residents shall refrain from replacing these fixtures.
 - o Take short showers. Why? They use less water than baths. You pay twice for water. You pay one bill for the cost of the water itself. Then you pay a second bill for the cost of heating the water.
 - o Report Leaks. A dripping faucet can cost over \$10 a month and a leaky toilet flapper can also add up fast.

Each living unit is equipped with a ventilation hood over the range/cooktop as well as a ventilation fan in each bathroom and are ducted directly to the exterior of the building.

- Residents should utilize the ventilation hood any time the range/cooktop is used to exhaust heat directly to the exterior and reduce the load on the air conditioning system. Additionally, the hood will exhaust smoke directly to the exterior improving the indoor air quality of the apartment. Be sure to turn the hood off at the same time as the range/cooktop.
- Residents should utilize the ventilation fan in the bathroom anytime the shower is used to exhaust heat and humidity directly to the exterior and reduce the load on the air conditioning system as well as minimizing humidity damage within the apartment.

In addition to the above items, below are additional passive design/construction features that contribute to the sustainable nature of the building.

- At least 50% of the construction waste was recycled and diverted from a landfill.
- Highly reflective roofing – reflects the sunlight to reduce the heat transmitted into the building, thus reducing the load on the air conditioning system.
- Low VOC paints and coatings – paints and coatings used within the building were chosen specifically to ensure that the fumes are minimal to provide the highest level of indoor air quality.

Vapor Barriers: Please refrain from installing vapor barriers, such as wallpaper, on exterior walls to prevent mold growth.

Monitor Your Energy Usage: Did you know Austin Energy has a tiered rate structure? The more you consume, the higher (more expensive) the rate tiers are that are used to calculate your bill. This tiered rate structure is designed to encourage energy conservation. The less you use, the cheaper your power becomes! Austin Energy has a free app that allows you to monitor your usage and set up alerts to let you know when you may be entering a new rate tier online. Follow the link below to register and for more information.

<https://austinenergyapp.com/>

Austin Energy Green Building Program
10300 Metropolitan Drive Multifamily
Resident Guidebook

Petiquette: You must clean up after your pets. Bag/trash stations are provided for the dog run for your convenience. City ordinance requires you to clean up after your pet and to keep dogs on leashes. Pets are only allowed off-leash in the dog-run or designated areas of city parks. Please see and follow the pet rules posted on the entrance to the Bark Park located at the northwest corner of the property.

Integrated Pest Management (IPM) Plan: An Integrated Pest Management Plan has been implemented as a part of the green initiative at 10300 Metropolitan. If you would like to learn more about this program, follow the link below or inquire with one of our community staff members.

<https://www.austintexas.gov/department/integrated-pest-management>

Practice Good Housekeeping: Deter insects by practicing good housekeeping. Keep windows and doors closed, and keep food and water in tightly sealed containers. Report pests to property management.

We hope you find this information helpful and look forward to working together as we do our part to create a more environmentally conscious community.

Sincerely,
CREA