



CRESTVIEW TERRACE – YOUR GREEN & HEALTHY HOME

Our resident guide to
a healthy home, a
healthy community
and a healthy **YOU**.



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This document serves mainly to introduce certain features of this property to our residents. Some the items and policies stated herein may change over time. Policies & procedures by National CORE shall supersede anything stated in this document. If in doubt, please contact your Community Manager for clarification.

This document was initially developed by Group14 Engineering and Red Thread Creative Group on behalf of Enterprise Green Communities.

SERVICE / SUPPORT / EMERGENCY PHONE NUMBERS

If you are experiencing a health or safety emergency, **DIAL 911**

Crestview Terrace Mgmt. & Maintenance 909.763.3240 (subject to change)

Nearest Urgent Care Center

Premier Urgent Care

909.883.1098

M-F: 9am-10pm, Sat-Sun: 9am-9pm

284 E Highland Ave, 92404

Nearest Hospital & ER

St. Bernardine Medical Center

909.883.8711

ER opens 24/7; call for other services

2101 N Waterman Ave, 92404

San Bern. Police Non-Emergency Line

909.384.5742

Omnitrans Bus Information

800.966.6428

Omnitrans TDD

909.384.9351

Omnitrans Access / Paratransit

909.990.2404

Omnitrans Special Transportation Service

909.379.7341 (need to sign up first)

City of San Bernardino

909.384.7272

City Hall Location

290 N D St, San Bernardino, 92401

Default Assigned Schools

E Neal Roberts Elementary School

909.388.6409

Curtis Middle School

909.388.6332

Indian Springs High School

909.383.1360



WELCOME TO OUR COMMUNITY!

The purpose of this resident manual is to provide you with the tools, information and resources to help you create and maintain a green and healthy home, community, and lifestyle.

THIS MANUAL

- Provides guidance on maintaining and operating your home
- Offers tips and suggestions for creating and maintaining a healthy and green lifestyle
- Outlines building policies and procedures
- Provides maps of the building and nearby amenities, including public transportation access and bike trails
- And much more!

Please refer to your lease agreement for specifics on building policies and regulations. If you have any questions, please do not hesitate to ask your Community Manager.

If you have questions about the project's ADA and Fair Housing features, please contact the on-site property manager or National CORE's Section 504 Coordinator.

Thank you and welcome home!

Regional Manager
National Community Renaissance

WHAT TO EXPECT FROM YOUR HOME

Crestview Terrace is an LEED for Homes-certified project.

LEED for Homes is an international green building standard that helps to guide design and construction teams to build sustainable and enduring buildings. The program was developed by the U.S. Green Building Council (USGBC) to provide a clear, effective framework for all kinds of buildings: multi-family buildings as well as single-family buildings.

National Community Renaissance is one of 20 developers nationally and the only affordable housing developer recognized by USGBC as a “Power Builder”. We are committed to LEED for Homes and building more projects that minimize the impact on the environment while providing high-quality housing for our residents.

Because there are many ways to build green, LEED for Homes provides developers with guidelines to ensure the homes built are healthy and sustainable for their tenants. To achieve LEED for Homes Certification, a project needs to earn points in eight categories:

1. Integrative Design
2. Location and Linkages
3. Sustainable sites
4. Water Efficiency
5. Operating Energy
6. Materials and Resources
7. Indoor Environmental Quality
8. Operations, Maintenance, and Resident Engagement



To learn more about the LEED for Homes rating system, please visit <https://www.usgbc.org/leed/rating-systems/residential>

The LEED for Homes scoring sheets are at the end of this document.



WHAT A “GREEN” HOME MEANS TO YOU

While your new home may look just like what you have seen in other places you've lived, it is designed with high standards and the intent to reduce environmental impact and improve human health.

You are living in a home that is comfortable, energy-efficient, affordable to maintain, and long-lasting. Your home:

Social Equality



- Improves your health and wellbeing
- Improves air quality and reduce toxins
- Increases access to basic amenities and alternate transportation
- Enhances comfort and control in the home

Economic



- Reduces the cost to operate the building
- Lowers utility bills
- Increases occupancy of the homes
- Improves performance and durability of the equipment

Environmental



- Protects nature, wildlife and its diversity
- Provides better air and water quality
- Conserves natural resources

This guide will help to explain the special features in your home that will protect your health and well-being while also giving you actionable tips and information to live a green, healthy, and thriving lifestyle.

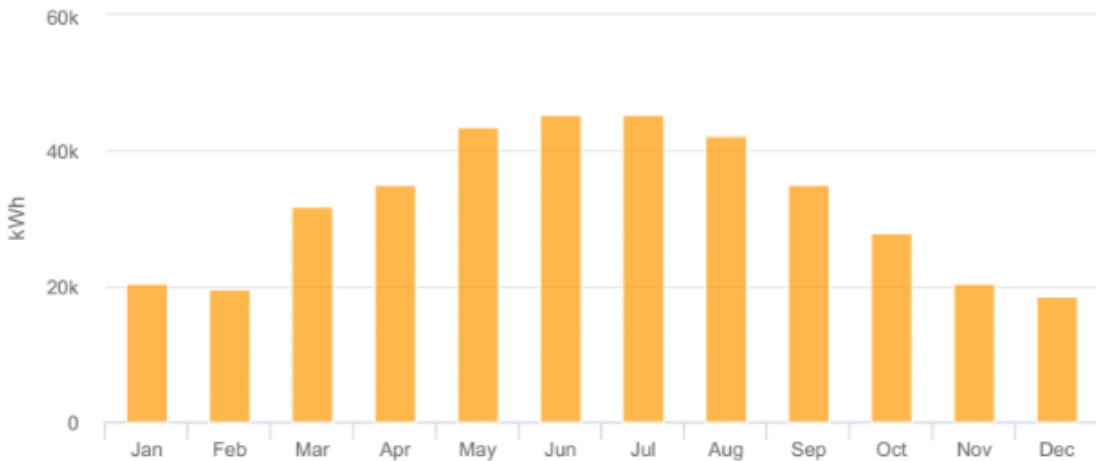




SOLAR POWERED

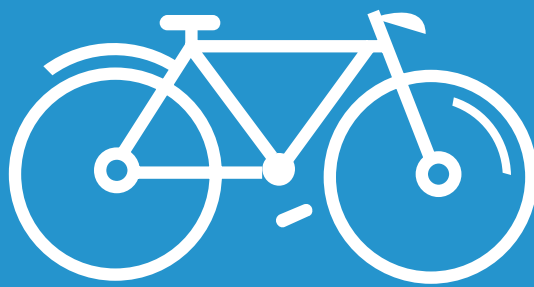
Crestview Terrace is equipped with a 216kW DC distributed photovoltaic energy system, which uses the power of the sun to generate electricity. This means over 33% of the project's electricity will be provided from this renewable energy system. This is achieved by building a very energy-efficient building, using energy-efficient appliances, and generating solar power economically. Less utility-provided electricity means greater operational savings, which allows the property to use operational savings to enhance operations and provide additional resident services.

Monthly Production





HEALTHY



LIVING



LIFESTYLE LIVE GREENER

There is a strong connection between your personal lifestyle choices and the health of the environment. In taking care of your health, you are also taking care of the earth (and vice versa).

LIVE GREENER

1. Buy Local

Buying local reduces the emissions required to get goods to consumers while supporting the local economy and providing you with fresher, healthier foods and products.

2. Use Green Cleaning Products

Choose non-toxic, zero VOC, biodegradable products in recycled packaging or use homemade substitutes when possible. This is better for your family's health, your wallet, and the environment.

3. Stay Active

Use the stairs, ride your bike, or go for a walk. Staying active greatly decreases the risk for chronic disease, obesity, and health disparities. It also keeps you living longer and decreases your cost of healthcare.

4. Use Public Transportation

Public Transportation cuts down on your environmental footprint, and so does carpooling! Find out more information on the public transportation in your area in this guide.

DID YOU KNOW?

The **more connections** we have to the people and places around our home, the healthier and happier we are and the longer we live. – Robert Putman, Harvard University Professor





LIFESTYLE STAYING ACTIVE

This building has been designed with your fitness and health in mind. Several amenities are provided to ensure you can be active.

- **Bike Storage** Indoor bike racks are located at several locations, including. There are a few outdoor racks as well. For assistance, please contact the Management.
- **Swimming Pool** Our community pool is open with rules to ensure safety, comfort, and proper behavior. Please follow all proper safety precautions and do not allow children to use the pool unattended.
- **Activity Space** The community center is located in building 21 next to the pool. Please consult with your manager regarding the activity schedule and hours of operations.





COMMUNITY SERVICES



Nearest Urgent Care

Premier Urgent Care Center
284 E Highland Ave, San Bernardino, CA 92404
909.883.1098
M-F: 9am-10pm, S/S: 9am-9pm

Nearest 7-Day Pharmacy

Walgreens Pharmacy
1236 N Waterman, San Bernardino, 92404
909.885.7146
M-F: 8am-9pm, Sat: 9am-6pm, Sun: 10am-6pm

Nearest Hospital with Emergency Room

St. Bernardine Medical Center
2101 N Waterman, San Bernardino, 92404
909.883.8711 Open 24/7
<https://www.dignityhealth.org/socal/locations/stbernardinemedical>

Nearest Library

Norman F. Feldheym Public Library
555 W 6th St, San Bernardino, 92410
909.381.8201 <http://www.sbpl.org/>

On-Site Activities

Please contact the Management or consult public postings for more information.





COMMUNITY CONNECTION TRANSPORTATION

Ridesharing/ Carpooling

- <https://www.ie511.org/rideshare>
- <https://www.commutewithenterprise.com/>

Bicycles

- <https://cms.sbcounty.gov/hr/Benefits/CommuterServices/Bicycling.aspx>
- There are bikeways being constructed, including the Grove Avenue Trail Connector which has paved bikeway and walkway surrounded by greenery and other features that makes biking and walking both safe and enjoyable.

Walking

- <https://cms.sbcounty.gov/hr/Benefits/CommuterServices/Bicycling.aspx>

Bus

- <https://omnitrans.org/>
- <https://omnitrans.org/getting-around/plan-a-trip/>

Access / Paratransit

- <https://omnitrans.org/getting-around/transit-services/access-ada-services/>
- Please complete your application on the above website early so you can utilize Omnitrans Access when needed

Special Transportation Services

- Omnitrans currently has a special program to serve seniors' and handicapped person's transportation needs through its Special Transportation Services (STS) program. Please visit <https://omnitrans.org/getting-around/transit-services/special-transportation-services/> or call 909.379.7341 for more information.

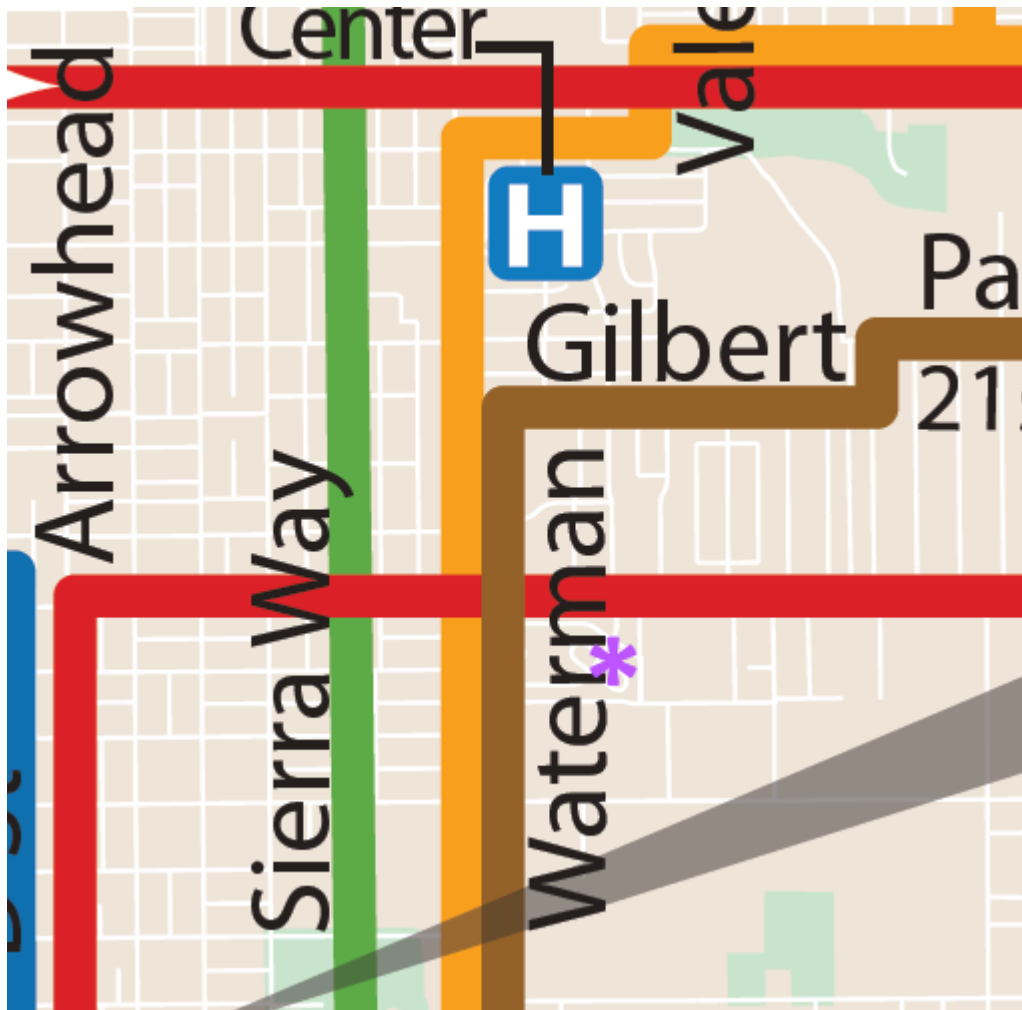




COMMUNITY CONNECTION

LOCAL TRANSPORTATION – LOCAL BUSES

Local bus service is provided by Omnitrans. Crestview Terrace, indicated by the purple asterisk, is served by Omnibus 1 (orange line), 3/4 (red lines – a circular/loop service), 5 (brown line), and 7 (green line, 0.5 mile away).



Bus schedules and maps are available at <https://omnitrans.org/> under “View bus schedules”.

You can use Omnitrans’s Trip Planner to find connections and options:

<https://omnitrans.org/getting-around/plan-a-trip/> or use the mapping function on your Internet-enabled smartphone.





COMMUNITY CONNECTION

LOCAL TRANSPORTATION – BUS RAPID TRANSIT

sbX Green Line is Omnitrans's first high-frequency bus rapid transit system (BRT) in San Bernardino County. The sbX Green Line travels a 15.7-mile route along the E Street Corridor, from Cal State University San Bernardino at the north to Loma Linda University & Medical Center at the south. This premier express route features dedicated bus-only lanes, traffic signal prioritization, convenient onboard Wi-Fi, power outlets, and bike racks. Ride sbX for quick, affordable service to major destinations in San Bernardino and Loma Linda.

sbX Green Line website: <https://omnitrans.org/routes/sbx-green-line/>

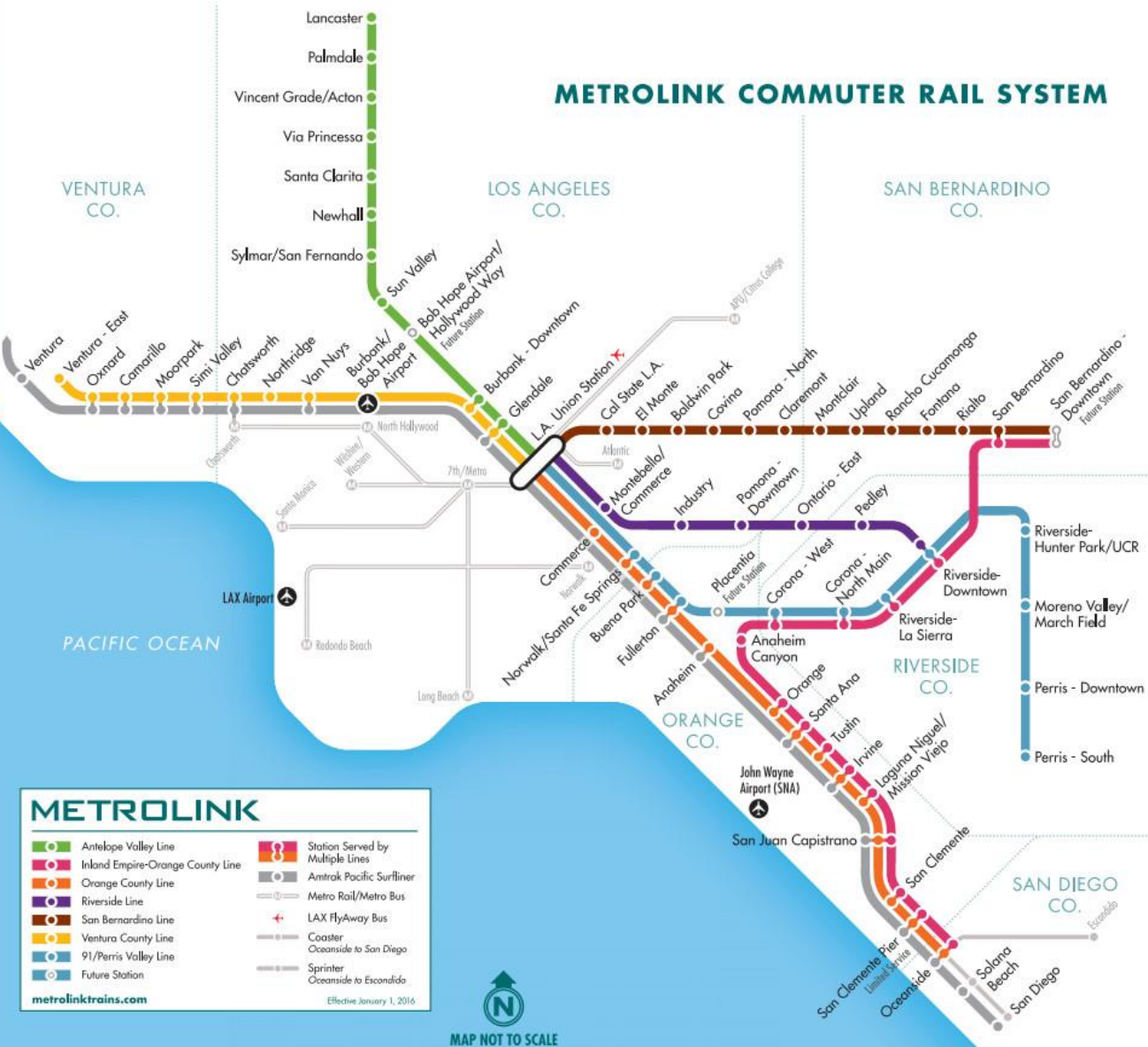




COMMUNITY CONNECTION

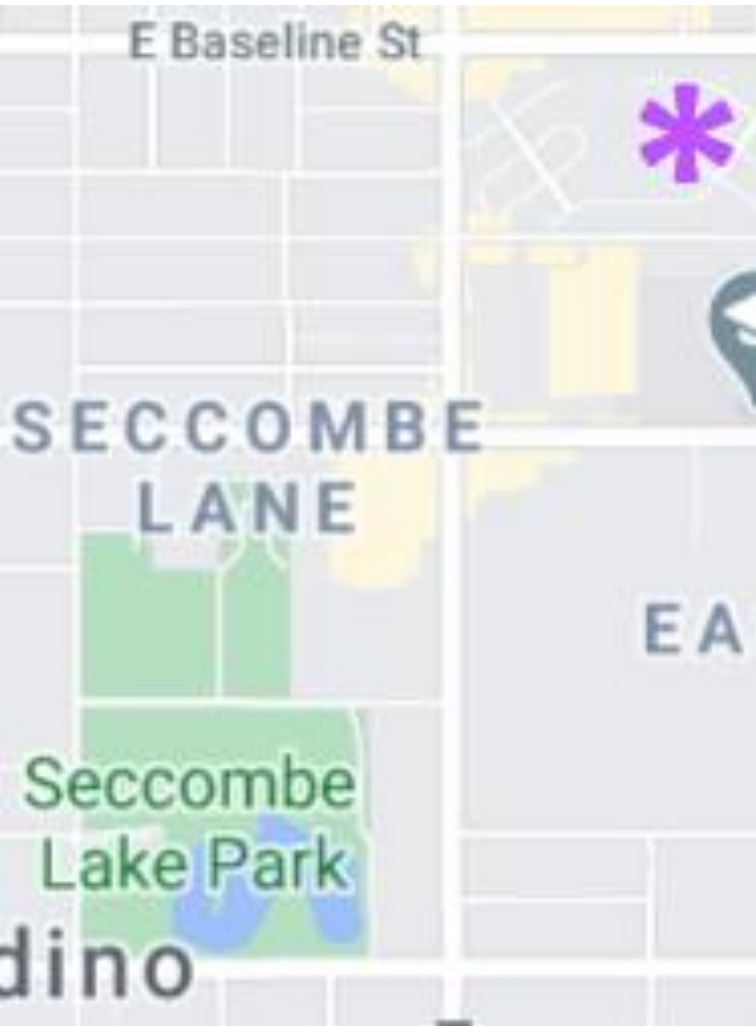
COMMUTER RAIL SYSTEM - METROLINK

Metrolink San Bernardino Downtown Station, serving San Bernardino and Riverside Lines, is just 2.5 miles southeast of the project at the southwest corner of Rialto Ave. and S E St. Metrolink information: <https://metrolinktrains.com/>





COMMUNITY CONNECTION PARKS AND PLAYGROUNDS



Crestview Terrace, indicated by the purple asterisk, is less than a mile away from the Seccombe Lake Park, a 44-acre park in the heart of the City. The address is 160 E 5th St, San Bernardino, 92415. This park has:

- 2 Baseball diamonds
- 2 Volleyball courts - sand surfacing
- Assembly area - Gazebo with shade shelters
- Walking track - 0.5 mile around park site
- 3 playground areas
- 3 barbecue Grills
- 17 picnic tables
- 2 bridges
- Lake w/ fishing

Please check out the City's website for more information: http://www.ci.san-bernardino.ca.us/cityhall/parks/parks/seccombe_lake_park.asp

For skating, there's the Jon Cole Skate Park at 900 N E St, San Bernardino, 92410.

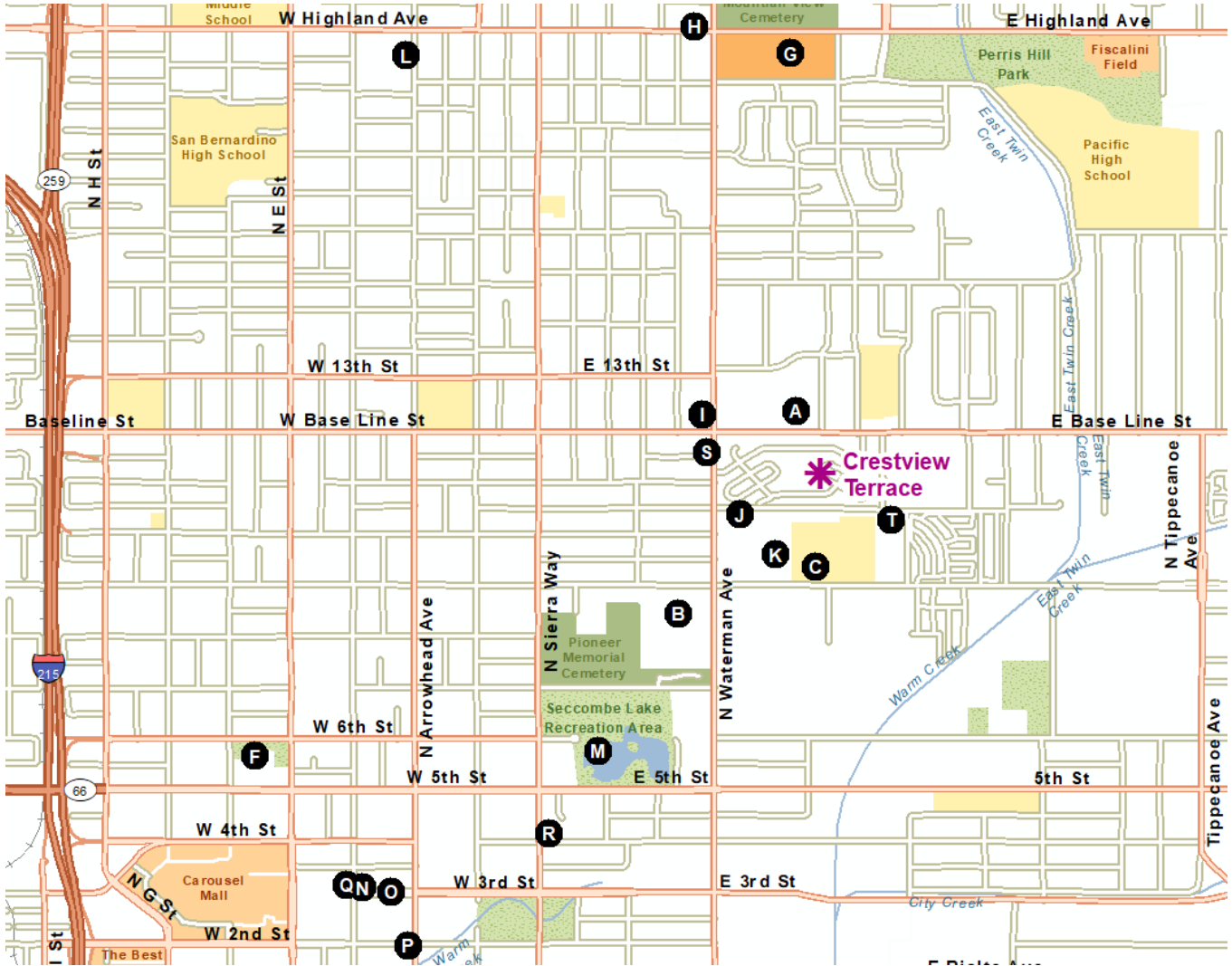


COMMUNITY CONNECTION

NEARBY AMENITIES



Crestview Terrace is just blocks away from Downtown San Bernardino. Note: This is not an exhaustive list and we are not endorsing nor promoting any entities listed here. This page serves to show readers what amenities are near this property.



Amenity	Address	Amenity	Address
A Stater Bros Supermarket	444 E Baseline St, 92410	K Waterman Discount Mall	999 N Waterman Ave, 92410
B El Super (supermarket)	263 9th St, 92410	L US Postal Service	2160 N Arrowhead Ave, 92405
C E Neal Roberts Elementary School	494 E 9th St, 92410	M Seccombe Lake Park	160 E 5th St, 92415
D Curtis Middle School	1050 N Del Rosa Ave, 92410	N Bank of America	303 N D St, 92401
E Indian Springs High School	650 N Del Rosa Dr, 92410	O Wells Fargo Bank	334 W 3rd St, 92401
F Norman F. Feldheim Library	555 W 6th St, 92410	P Pacific Premier Bank	306 W 2nd St, #100, 92401
G St Bernardine Medical Center	2101 N Waterman Ave, 92404	Q Chase Bank	330 N D St, 92401
H Premier Urgent Care	284 E Highland Ave, 92404	R Arrowhead Credit Union	421 N Sierra Way, 92410
I Walgreens Pharmacy	1236 N Waterman Ave, 92404	S Promises of God Christian Church	1168 N Waterman Ave, 92410
J Family Pharmacy	1033 N Waterman Ave, 92410	T Our Lady of Fatima Catholic Church	1000 N Valencia Ave, 92410



BREATHE EASY

AVOID ASTHMA AND ALLERGY TRIGGERS

Help keep your home clear of these common asthma and allergy triggers.

1 PESTS

3 MOLD & MOISTURE

2 TOBACCO SMOKE

4 DUST MITES

Report Issues Report problems to management as soon as possible. Please call 909.999.9999

Good Housekeeping Be sure to clean up food waste daily, avoid collecting boxes/papers/magazines, check cupboards and corners for pests and mold, and maintain a regular cleaning routine.

Treat Pets Have pets treated for fleas and other pests yearly.

No Pesticide Foggers Avoid using foggers as they are often ineffective and contain products that are harmful to your health.

Report Leaks Report plumbing/roof/toilet leaks to management as soon as possible. A small leak can turn into a big problem quickly.

Exhaust Fans Use the exhaust fans in your kitchen and bathroom to avoid mold and moisture damage. Clean regularly to avoid buildup of dust.

Smoking No smoking within the building or on site. Smoke at least 25 feet away from the building.

If you or a family member is experiencing persistent **hives, rash, or breathing issues**, contact your health care provider.





SMOKE-FREE SMOKING POLICY & SUPPORT

Crestview Terrace is a smoke-free property

Why is Smoke-Free Housing Good?

- Smoking is the #1 cause of lung cancer and shortening of lives
- Smoking is the #1 cause of severe earaches and asthma in children
- Secondhand smoke is the third leading cause of preventable death
- Secondhand smoke can cause Sudden Infant Death Syndrome (SIDS) in babies
- Limiting exposure to smoke improves your chances of avoiding heart disease and other problems
- Smoking poses a fire hazard and damages interior finishes

Resident Role

- To be respectful to others and ensure the health and wellbeing of all residents, please do not smoke within the property or in front of the building (maintain at least 25' from site entrances if you choose to smoke)
- To keep our neighborhood clean and safe, please use an ashtray and throw away butts properly

If you want to quit smoking, California Smokers' Helpline offers help. Please contact 800-NO-BUTTS for more information.



ABOUT



YOUR HOME



ENERGY COMFORT & EFFICIENCY

Reducing your energy consumption provides the greatest opportunity to positively affect the environment. This is because the energy produced by power plants to fuel the building results in major greenhouse gas emissions – impacting air quality, wildlife, and climate. Also, **saving energy saves money!**

LIGHTING, DAYLIGHT AND VIEWS

- Efficient light fixtures have been installed throughout the building
- Access to daylight and views to enhance personal wellbeing and cut down on the need for electric lighting.

ADDED COMFORT

- The walls, floors and roof all have increased insulation and improved air sealing to prevent drafts, leaks, and cold surfaces.
- The windows are double-paned in order to help moderate the inside temperature.

ENERGY STAR APPLIANCES

- We provided appliances that are Energy Star-rated to minimize energy and water use. See the next page for usage tips.

DID YOU KNOW?


Buildings consume approx. **39% of the energy** and **74% of the electricity** produced in the U.S. – USGBC LEED Reference Guide v4

Better building energy performance means less greenhouse gas emissions. That means **cleaner air** and **healthier people**.





ENERGY STAR TIPS WASHING MACHINE

- **Always use HE (high efficiency detergent).** Regular detergent makes too many suds which affects performance of the machine. Look for the blue  when purchasing.
- **Fill it up.** It takes the same amount of energy to wash regardless of the size so run full loads when possible.
- **Wash with cold water.** Heating water uses 90% of the energy it takes to run a load. Cold water will do just as good a job cleaning clothes. Clothes will last longer too!
- **Avoid the sanitary cycle.** This super-hot cycle uses lots more energy and wears out the clothing.
- **Leave the door open after use.** Leave the washer's and dryer's doors open after use to allow the moisture to evaporate and help avoid mold.

DID YOU KNOW?

Washing in cold water cleans just as well as warm or hot water and prolongs the life of your clothes. - The Smithsonian, "The Case for Washing in Cold"





ENERGY STAR TIPS CLOTHES DRYER

- **Hang dry.** Air drying saves energy and prolongs the life of your garments. Please check with the Community Manager to see what is allowed at this property.
- **Use the moisture sensor option.** Many new clothes dryers come designed with a moisture sensor that will automatically shut off the machine when clothes are dry. This saves energy and lengthens the life of your clothes.
- **Clean the lint filter.** Cleaning the lint filter before and after every load will improve air circulation and increase efficiency. It is also an important safety measure in reducing fire hazards.





ENERGY STAR TIPS



REFRIGERATOR

- **Set at the appropriate temperature.** Keep your refrigerator at 35 – 38 degrees Fahrenheit.
- **Allow air to circulate behind the fridge.** Leave a few inches between the wall and the refrigerator.
- **Check the door seals.** Make sure the refrigerator seals around the door are airtight. If not sealing tightly, contact management.

DISHWASHER

- **Scrape, don't rinse.** Rinsing dishes can use up to 20 gallons of water before dishes are even loaded. Your Energy Star dishwasher and HE detergent are designed to do the cleaning so you don't have to.
- **Load it up.** Dishwashers use about the same amount of energy regardless of load size, so run full loads whenever possible.
- **Skip the heat.** Select the no-heat drying option. It provides good drying results with less energy.



ENERGY

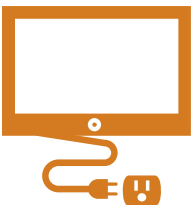
ENERGY CONSERVATION TIPS

Lights contribute a significant percentage of electricity use in your home. Replacing incandescent bulbs with high-efficiency CFLs or LEDs reduces electricity use and saves up to \$45/month. If done in every household in the U.S. it would reduce greenhouse emissions equivalent to taking 10 million cars off the road.



USE CFL OR LED LIGHT BULBS

Use high-efficiency bulbs and reduce energy use by up to 80%



TURN OFF/UNPLUG APPLIANCES

Unplug when not in use. For example, TV, DVR, fans and coffee maker.



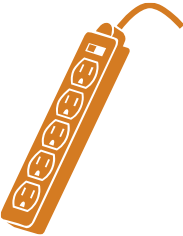
TURN LIGHTS OFF

Turn the lights out when you leave a room and use natural light over electric lights when possible.



KEEP REFRIGERATOR CLOSED

Think about what you need prior to opening the fridge to minimize time spent with the door open.



USE POWER STRIPS

It's easier to turn off/unplug all appliances at the same time and remove "phantom/vampire" energy loads.



UNPLUG CELLPHONE/LAPTOP CHARGERS

These use energy even when the electronic is not being charged. This is called a "vampire" or "phantom" load.





ENERGY HEATING SYSTEM GUIDELINES

Your unit's heating system has been designed to reduce the impact on the environment, save energy, and be comfortable. Your heating unit will provide both heating and cooling when you need it. Keep your windows closed when you are using your heater or your air conditioner.

One of the best ways to stay comfortable in your home and use less energy is to use your thermostat's programmable settings. In the winter, you can program it to automatically **turn up the heat while you get ready in the morning, turn it down while you're away, turn it back up in the evening, and turn it down when you go to sleep.** This is a great energy-saving feature. If your thermostat needs resetting or readjusting, please contact management. Rather than disabling the programming feature, ask for help.

Do not try to use the thermostat as an accelerator to ramp up heat quickly as this causes unnecessary demand on the equipment and wastes a lot of energy.

NEVER use your oven to heat your home and try to eliminate the use of space heaters. These can release carbon monoxide (a deadly toxin), pose a fire hazard, and are expensive to run. If you are uncomfortable in your home, please contact management.

The heating and cooling system in your apartment is very high efficiency, which will help keep your utility bills low, but it also has a lower velocity fan. You may not feel a lot of air coming through your wall registers, but the system is working. It is actually more energy efficient to leave your system running all the time. Don't turn it off when you leave your apartment. If you do, when you return home it may take a couple of hours for your heating and cooling system to condition your home to the temperature you like. Remember, your home is benefitting from a large renewable energy system which will help to lower your electricity bills.

DID YOU KNOW?

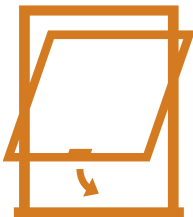
Heating and cooling our homes accounts for almost **HALF** of the energy use in the average American home. – US Department of Energy (DOE) 2014



ENERGY

HEATING SYSTEM TIPS

Please **DO NOT** use portable heaters as they are a fire hazard and are very energy intensive. Instead, dress warmly and let sunlight into your home. Close doors to rooms that are not being used to help contain the heat. **Keep all heating vents clear of obstruction to ensure heat can enter the room.**



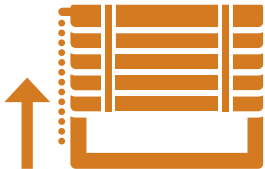
KEEP WINDOWS CLOSED

Heating your home while allowing cool air in and hot air out wastes energy.



SEAL LEAKS

If you think you have an air leak, contact management to get it fixed. This improves energy and keeps you comfortable.



OPEN CURTAINS

Allowing the sun to warm your home reduces the demand on your heating (and lighting) system.



USE BLANKETS AND DRESS WARMLY

Using blankets and wearing layers cuts down on the need to turn up the thermostat.

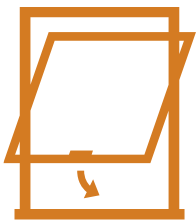




ENERGY COOLING SYSTEM GUIDELINES & TIPS

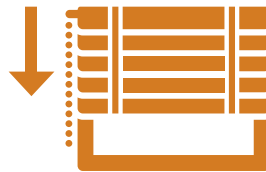
Your home is served by a packaged terminal air conditioner (PTAC). They provide energy-efficient heating and cooling. Both the heating and cooling of your home is maintained by the same thermostat.

Cooling your home uses a lot of energy in the summer months. Ensure your comfort and efficiency by following these tips:



CLOSE WINDOWS WHEN THE AC IS ON

Letting cold air out and hot air in wastes energy.



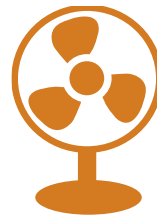
CLOSE CURTAINS

In the summer months, stay cooler during the day by keeping the sun from heating your home.



SET THE AC TEMP AT 78 DEGREES OR MEDIUM

During cool nights, open windows and turn the AC off or turn the thermostat up a few degrees.



USE A FAN

Instead of (or in addition to) turning on the AC, use a ceiling, window, or portable fan to keep air cool.

DID YOU KNOW?

The amount of energy consumed in the U.S. every year to power our air conditioners is about the same as the amount of energy consumed by the entire continent of Africa.

– Stan Cox, Yale University 2012





WATER SMART SAVING WATER IN YOUR HOME

Water is one of the Earth's **most valuable resources**, yet many of us don't take the time to think about where our water comes from. In fact, every year the number of states in drought grows and fresh water is becoming scarce. **Less than 1% of the water on Earth can be used for drinking and only much less is readily available.**

For these reasons, your home has been designed with high-efficiency water fixtures to help conserve this precious resource.

	AVERAGE FIXTURE	YOUR FIXTURE	YOU SAVE
Showerhead	2.5 gallons/min	1.75 gallons/min	
Bathroom Faucet	2.2 gallons/min	0.5 gallons/min	
Kitchen Sink	2.2 gallons/min	1.5 gallons/min	
Toilet	1.6 gallons/flush	1.0 gallons/flush	
Dishwasher	10 gallons/cycle	5.8 gallons or less	
Washing Machine	23 gallons/wash	15 gallons or less	

You may notice that your kitchen and bathroom sinks have a lower flow. This helps to greatly reduce excess water being wasted and to save on utility bills.

The average person uses **80-100 gallons** of water each day! That's over **31,000 gallons** per year! – US Geological Survey, 2015



WATER SMART

WATER CONSERVATION TIPS

It takes lots of energy to pump, treat, and heat water so saving water reduces greenhouse gas emissions and can protect this necessary resource. Saving water around the home can be simple by following these steps:



TURN OFF WATER WHEN NOT IN USE

Turn off water while you brush your teeth, shave your face, and applying soap to your hands.



WASH FULL LOADS

A full load of laundry uses much less water than two half loads and save electricity.



DO NOT FLUSH GARBAGE

Never use the toilet as a wastebasket. Save water and prevent blockages by disposing of waste properly.



REFRIGERATE DRINKING WATER

Don't run water to wait for it to get cold. Fill up a labeled bottle and put it in the fridge.



RECYCLE WATER AROUND THE HOUSE

For example, you can collect water used to wash fruits and veggies for watering house plants.



TAKE SHORTER SHOWERS AND FEWER BATHS

Showers typically use less water. Shortening your shower even by 1 minute can save over 500 gallons per year.



FIX DRIPPING FAUCETS AND RUNNING TOILETS

If you notice an issue with your plumbing, notify management right away.





CLEANING



RESOURCES



WASTE

RECYCLING AND WASTE MANAGEMENT

Waste that we throw away, chemicals that we pour down drains, and items that we do not recycle all harm our planet. Waste is a major factor in the pollution of our soils, air, bodies of water, and our forests.

Crestview Terrace works with local waste haulers to provide you with an easy means of reducing the amount of waste you put in the landfill. All trash should be disposed of in the dumpster/trash room/trash next to the parking area. There are separate bins for recycling and trash available. Please dispose of your waste in the proper location.



RECYCLE THESE ITEMS

- Paper
- Plastics (marked with #1 - #7)
- Aluminum and tin
- Cardboard and paperboard
- Glass
- Phone books
- Steel and empty aerosol cans

**Be sure to
rinse out
bottles and
containers to
avoid odors
and pests.**

DID YOU KNOW?

The average American discards **4.4 pounds of garbage** every day. Most of this garbage goes into landfills, where it's compacted and buried. - EPA, 2014

Recycling just one glass jar **saves enough energy to power a CFL for 20 hours.** Recycling a stack of paper just three feet high **saves one tree.**

- Recycle Across America, 2014





WASTE

ADDITIONAL WAYS TO REDUCE WASTE

Think of other ways to reduce waste such as:

- Donating lightly used items to charities that re-use or re-sell used items
- Giving books to libraries or items that can be used in the classroom to schools
- Sell used items on Internet to both recover money and find new homes for them

The City of San Bernardino has means of recycling electronics to reduce e-waste (TVs, microwaves, chargers, etc.) from going to landfills. For more information, go to [www.ci.sanbernardino.ca.us](#)



USE A REUSABLE BOTTLE

Each year, billions of plastic water bottles are thrown away.



AVOID USING DISPOSABLES

Avoid using Styrofoam cups, paper plates, plastic utensils, and single-use cups.



USE REUSABLE SHOPPING BAGS

Take your own bag for groceries to help cut down on single-use plastic bags.



END JUNK MAIL

Remove yourself from mailing lists. For more information, visit:

www.catalogchoice.org



REUSE/RECYCLE

Think twice before putting something in the trash. Decide if there is a better way to dispose of or reuse the item.



WASTE

RECOGNIZE HAZARDOUS WASTE



Be smart about hazardous waste. It can threaten human health and contaminate the air, water, and soil. It is important to dispose of these items properly. Contact management for assistance with disposal of these products.

For collection / drop-off information, please visit:

<https://www.cityofrc.us/healthy-rc/environmental-programs/household-hazardous-waste>



BATTERIES



TVs, CELL PHONES & ELECTRONICS



FLOURESCENT LAMPS & LIGHT BULBS



PAINT & PAINT PRODUCTS



AEROSOL CANS, POOL CHEMICALS & HOUSEHOLD CLEANERS



MEDICATIONS, MERCURY THERMOMETERS & THERMOSTATS



PESTICIDES, HERBICIDES, & CHEMICAL FERTILIZERS



COMPUTERS, PRINTERS & PRINTER CARTRIDGES



FUELS & AUTOMOTIVE FLUIDS



GREEN SPACE CONTRIBUTUE TO GREEN SPACE



Green space is essential to the health of our planet. Plants help clean the air we breathe, absorb greenhouse gases, provide habitat for wildlife, maintain diversity, and reduce the hot temperatures in the summer.

You can help maintain our community's green space by adhering to the following guidelines:

- 1. PICK UP LITTER** Litter attracts pests, is harmful to wildlife, and may lead to more crime. Help keep our community space beautiful and clean.
- 2. LEAVE THE PLANTS IN PLACE** Do not pick or trample plants and flowers. The landscaping is intended for all to enjoy and leaving them alone keeps them healthy and thriving.
- 3. PICK UP DOG WASTE** Keep green space enjoyable for everyone and dispose of pet waste properly.
- 4. KEEP THE COMMUNITY SPACES FREE OF PERSONAL ITEMS** The non-personal community spaces both inside and outside are for use by all residents. Contribute to their maintenance and upkeep by keeping personal items in your own homes.
- 5. GET INVOLVED** Help with local cleanup projects, urban gardening, spreading the word, and simply spending time outside.

DID YOU KNOW?

Researchers found that residents whose apartments were near green spaces **reported fewer aggressive conflicts**, including domestic violence, than those who had no views of green space. They also **procrastinated less** on major goals, like finding a job or new home and were less likely to think their problems were unsolvable. — Kuo, Journal of Environment and Behavior, 2011



GREEN CLEANING

THE RIGHT PRODUCTS FOR YOU



How can you tell if a product is sustainable and healthy?

“Green” cleaning products have specific ingredients that help to create a healthier indoor environment and reduce outdoor smog by avoiding volatile organic compounds (VOCs).

SELECT PRODUCTS LABELED

- Unscented
- Concentrated
- Biodegradable
- Non-toxic
- Low or no-VOC
- Phosphate Free
- GreenSeal Certified
- Design for the Environment

AVOID PRODUCTS LABELED

- Anti-bacterial
- Anti-microbial
- Highly flammable or combustible
- Danger
- Poison
- Corrosive
- Caution
- Never use chlorine bleach or ammonia

The way you clean also matters. Follow these best practices:

- Sweep and mop the floors of your apartment at least once a week
- Vacuum the carpet regularly
- Wash dirty dishes and kitchen surfaces daily
- Wipe up spills immediately
- Clean discolored surfaces or cracked grout with baking soda or borax. If discoloration persists or gets worse, contact Management
- Open windows to let fresh air in when the heat and A/C are off
- Clean your stove's range hood and grease filter
- Avoid using bristly cleaning brushes and abrasive products
- Regularly replace sponges and cleaning rags
- Don't mix cleaning products – you may cause unexpected reactions
- Dispose of chemical products properly



DO IT YOURSELF

EASY RECIPES FOR HOUSEHOLD CLEANERS



BASIC WINDOW CLEANER

¼ Cup white vinegar
Water

Pour white vinegar in a spray bottle and fill to top with water. Spray on surface and wipe with clean sheets of newspaper.

ALL-PURPOSE SPRAY

2 Tbsp. white vinegar
½ Tsp. liquid dish soap
1 Tbsp. baking soda
2 Cups warm water

Combine vinegar and soap in spray bottle. Add baking soda and wait until foaming stops. Add water and shake to mix. Spray and let sit before wiping with a clean rag.

PEPPERMINT FLOOR CLEANER

¼ Cup Murphy's Oil Soap
1 Cup white vinegar or lemon juice
1 Cup very strong peppermint tea

Combine ingredients in a bucket of warm water and mix until sudsy.

Scrub floor with mop or rag. Follow with a clean water rinse.

TOILET BOWL CLEANER

Sprinkle baking soda inside bowl
Squeeze in a few drops of
Murphy's Oil Soap or Castile Soap

Scrub toilet with a bowl brush and finish outside surfaces with a rag sprinkled with baking soda.

Rinse well with clean water.

Cut out the above green cleaning recipes and post on your refrigerator!





PEST MANAGEMENT PREVENTION TIPS

Pests can carry disease. If you find bugs, ants, rodents, or other pests in your apartment, report it to on-site property manager immediately. Pests are often not a sign of “dirtiness” and are something that can happen to any of us.

If you do find pests, please **use non-toxic pesticide products** and avoid those products that are dangerous to your health, such as sprays or moth balls. Most pesticides are poisons, and they are often **poisonous to humans**, as well as to pests. Studies have linked some pesticides to cancer, birth defects, neurological disorders, and immune system disorders, as well as allergies.

Non-toxic solutions (such as sprinkling borax), baits and traps should be used prior to more aggressive means.

The best strategy is **to keep pests from coming into your apartment in the first place.**

- **Clean** up food and spills right away
- **Clean** the kitchen regularly
- **Sweep** the floors regularly
- **Rise** bottles before recycling
- **Take out** garbage and recycling regularly
- **Minimize** clutter and paper piles

Carefully inspect all used furniture before you buy. **Most bed bugs are carried into the home on used furniture.** If you have bed bugs contact Management **ASAP.**





HEALTH HAZARDS MITIGATION AND PREVENTION

Radon This property is in Radon Zone 2. If required, this building has been tested for radon and there is a mitigation system in place if and when the gas is at a harmful level. Radon is a natural gas in the ground that rises up and can be deadly.

Lead Lead is sometimes present in older buildings. Crestview Terrace is a brand-new building, so there is no lead in any paints, pipes, or any other material.

Asbestos This is a brand-new building and asbestos is not present in any building material. In fact, asbestos was outlawed as a building material in 1978.

Mold During the construction of the building, special care was taken to install anti-microbial surfaces and ensure proper water drainage to limit mold and moisture issues. Be sure to check for and report mold, musty smells, or leaks as soon as possible and use your bathroom and kitchen exhaust fans as designed. Moisture damage can quickly lead to asthma and air quality issues as well as damage to the property.

Fire Smoke detectors have been installed to provide early warning against deadly smoke. Do not dismantle your alarm. If it starts beeping, the batteries need to be replaced. Do so as soon as possible.

Carbon Monoxide Monitors have been installed to prevent carbon monoxide (CO) poisoning. CO is a silent killer. It has no smell, taste, or color. Do not dismantle or unplug your alarm.

At least two times per year **test your smoke detector**. This is done by pushing the button in the center. Notify management immediately if the alarm isn't functioning.






HEALTH HAZARDS NON-TOXIC FINISHES

All the paints, coatings, adhesives and sealants used in the building have low/no volatile organic compounds (VOC). In addition, all composite wood products (cabinets, cupboards, countertops, etc.) have no added urea formaldehyde. VOC and formaldehyde are carcinogens that are often found in building finishes.

If needing to use one of these products (sealing furniture, painting, etc.), please select no/low-VOCs and urea-/formaldehyde-free products. The following are good guidelines:

	PAINT TYPE	MAXIMUM VOC LIMIT
	Primers and sealers	100 g/L
	Coatings, flats and non-flats	50 g/L
	Rust preventative coatings	100g/L
	Clear wood finishes	275 g/L



MAINTENANCE



& SAFETY





EMERGENCY PLAN

- Earthquake** Stay calm and keep away from overhead fixtures, windows, filing cabinets, and electrical power.
- Assist people with disabilities in finding a safe place.
 - Evacuate as instructed by a designated official or management.

Local Health Emergencies Government authorities may issue a variety of warnings and recommendations in the event of a wider health threat. Please follow all recommendations such as staying indoors, social distancing, wearing of face coverings, and avoidance of certain locations or practices. Detailed information will be provided by management. If you have questions about any warnings, or if you have individual needs during such an event, please contact your community manager.

Evacuations Should there be a government-issued evacuation order due to events such as wildfire or flooding, management will provide additional information on compliance of the government evacuation order. If you need help with evacuations, please contact your community manager.





SITE MAINTENANCE

Personal Items In order to keep pests away and maintain the beauty of the neighborhood, please keep the sidewalks and public common areas clear of any bicycles, motorcycles, grills, toys, trash, cigarettes, or other personal items.

Patios/ Decks Your apartment home may or may not have patios. When cleaning your patio, please sweep it off with a broom rather than using a hose or water. This decreases cracking of the cement and helps to conserve water. Please do not use your patios/decks as storage area.

Beautifying To maintain a nice exterior appearance throughout the community, all window coverings must be approved or furnished by management. No signs, signals, unusual illumination, or advertisements are allowed to be displayed on windows, doors, or any other part of the building. If you wish to hang personal items near your entrance, please contact management for approval first.

Landscape The plants on this property are either local plants native to the climate and region or plants that survive well in our climate with little need for maintenance. This helps conserve water, provides needed habitat for local wildlife, and limits weed growth. If you walk your dogs, please pick up their feces and dispose properly.

Irrigation The irrigation or lawn watering system was designed to limit water use while ensuring we maintain healthy plants. The plants receive just the amount of water they need through drip irrigation in conjunction with a rain sensor. If you notice an issue with the irrigation system, please let management know.

Management 909.???





EMERGENCY MAINTENANCE

If you encounter any of these situations, contact management immediately:

- Inoperative smoke alarm or CO detector (fail the test even after changing the batteries)
- Kitchen sink clogged up (after plunging failed; do not use chemicals)
- Clogged up toilet (after plunging failed; do not use chemicals)
- Power outage not by utilities (check with a few neighbors first, then check with So Cal Edison)
- Overflowing or broken toilet causing leaks
- Water leak
- No A/C or Heat
- No hot water
- Gas leak or pilot light out
- Wall-mounted sink loose
- Inoperative stove
- Inoperative refrigerator/freezer
- Broken windows
- Broken door locks
- Banister or railings loose or broken

**MANAGEMENT
CONTACT NUMBER:
909.763.3240**

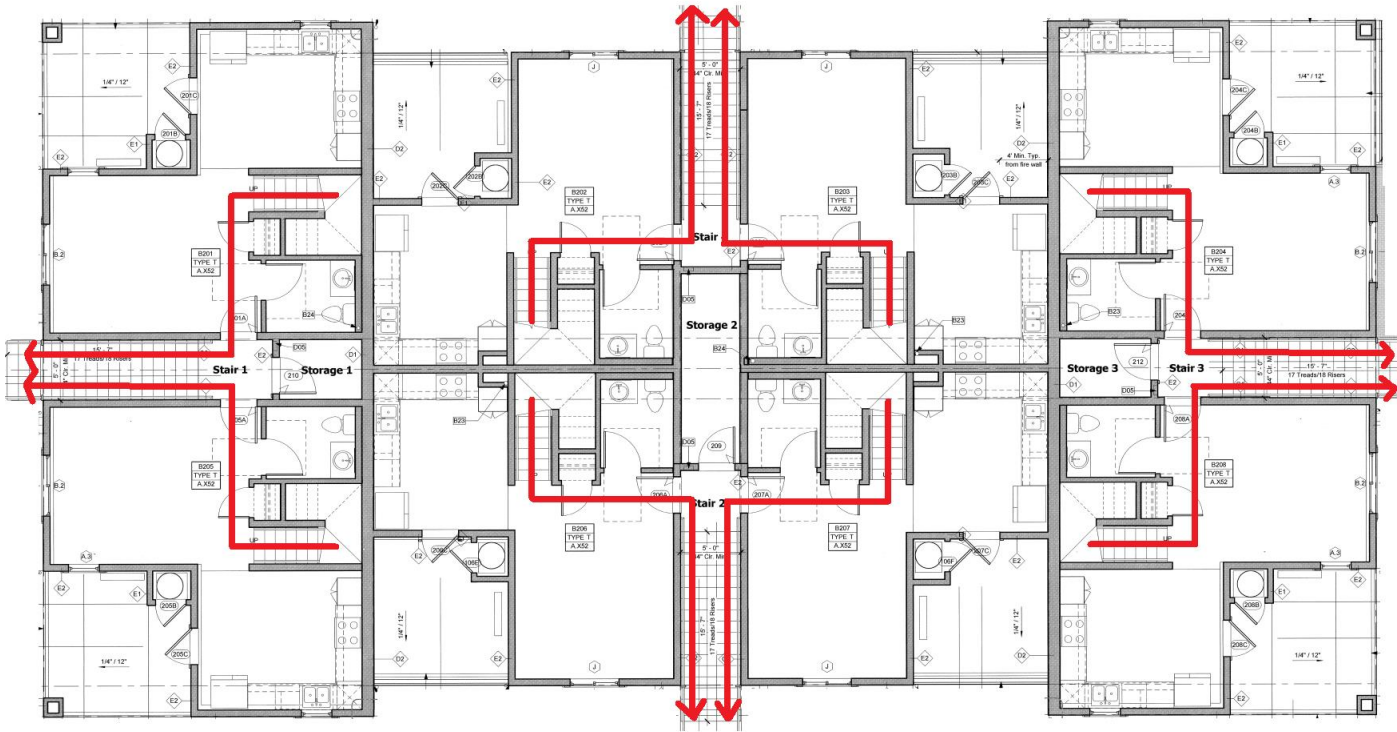
Thank you for helping to make
Crestview Terrace a healthy
and happy community!



EMERGENCY EXIT MAP



Crestview Terrace does not have elevators. In case of emergency, please take the stairs and exit as you normally do. Below is a sample building floor plan but all buildings are similar in terms of stairs and exits.





610 E OLIVE STREET BUILDING 9
CRESTVIEW TERRACE
San Bernardino, California

HAS FULFILLED THE REQUIREMENTS OF THE LEED GREEN BUILDING RATING SYSTEM CERTIFICATION ESTABLISHED
BY THE U.S. GREEN BUILDING COUNCIL AND VERIFIED BY GREEN BUSINESS CERTIFICATION INC.

LEED v4
HOMES

GOLD

December 2021

Mahesh Ramanujam

MAHESH RAMANUJAM, PRESIDENT & CEO, U.S. GREEN BUILDING COUNCIL,
PRESIDENT & CEO, GREEN BUSINESS CERTIFICATION INC.

Garden Style Walk-Up Buildings

LEED BD+C: Homes and Multifamily Lowrise v4 - LEED v4

Arrowhead Grove Scorecard (ID: 1000109598)

Project Address USA

Note: The information on this tab is READ-ONLY. To edit this information, see the Credit Category tabs.



Integrative Process		Preliminary	Y	1 of 2	M	0	Verified	1
IPc	Integrative Process			1 of 2		0		1



Location and Transportation		Preliminary	Y	12 of 15	M	0	Verified	12
LTP	Floodplain Avoidance			Required			Verified	
<i>Performance Path</i>								
LTC	LEED for Neighborhood Development			0 of 15		0		
<i>Prescriptive Path</i>								
LTC	Site Selection			7 of 8		0		7
LTC	Compact Development			3 of 3		0		3
LTC	Community Resources			2 of 2		0		2
LTC	Access to Transit			0 of 2		0		



Sustainable Sites		Preliminary	Y	1 of 7	M	0	Verified	1
SSp	Construction Activity Pollution Prevention			Required			Verified	
SSp	No Invasive Plants			Required			Verified	
SSc	Heat Island Reduction			0 of 2		0		
SSc	Rainwater Management			0 of 3		0		
SSc	Nontoxic Pest Control			1 of 2		0		1



Water Efficiency		Preliminary	Y	9 of 12	M	0	Verified	9
WEP	Water Metering			Required			Verified	
<i>Performance Path</i>								
WEC	Total Water Use			9 of 12		0		9
<i>Prescriptive Path</i>								
WEC	Indoor Water Use			0 of 6		0		
WEC	Outdoor Water Use			0 of 4		0		



Energy and Atmosphere		Preliminary	Y	28.5 of 38	M	0	Verified	28.5
EAp	Minimum Energy Performance			Required			Verified	
EAp	Energy Metering			Required			Verified	
EAp	Education of the Homeowner, Tenant or Building Manager			Required			Verified	
EAc	Annual Energy Use			27 of 25		0		27
EAc	Efficient Hot Water Distribution System			0 of 5		0		
EAc	Advanced Utility Tracking			0 of 2		0		
EAc	Active Solar-Ready Design			0 of 1		0		
EAc	HVAC Start-Up Credentialing			0 of 1		0		
EAc	Lighting			0 of 2		0		
EAc	High-Efficiency Appliances			1.5 of 2		0		1.5



Materials and Resources		Preliminary	Y	2 of 10	M	0	Verified	2
MRp	Certified Tropical Wood			Required			Verified	
MRp	Durability Management			Required			Verified	
MRc	Durability Management Verification			1 of 1		0		1
MRc	Environmentally Preferable Products			1 of 4		0		1
MRc	Construction Waste Management			0 of 3		0		
MRc	Material-Efficient Framing			0 of 2		0		



Indoor Environmental Quality		Preliminary	Y	9.5 of 16	M	1	Verified	9.5
EQp	Ventilation			Required			Verified	
EQp	Combustion Venting			Required			Verified	
EQp	Garage Pollutant Protection			Required			Verified	
EQp	Radon-Resistant Construction			Required			Verified	
EQp	Air Filtering			Required			Verified	
EQp	Environmental Tobacco Smoke			Required			Verified	
EQp	Compartmentalization			Required			Verified	
EQc	Enhanced Ventilation			3 of 3		0		3
EQc	Contaminant Control			0 of 2		0		
EQc	Balancing of Heating and Cooling Distribution Systems			1 of 3		0		1
EQc	Enhanced Compartmentalization			0 of 1		1		
EQc	Combustion Venting			2 of 2		0		2
EQc	Enhanced Garage Pollutant Protection			2 of 2		0		2
EQc	Low-Emitting Products			1.5 of 3		0		1.5



Innovation		Preliminary	Y	2 of 6	M	0	Verified	2
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INp	Preliminary Rating	Required	Verified
INc	Innovation	1 of 5	0
INc	LEED Accredited Professional	1 of 1	0



Regional Priority		Preliminary	Y	4 of 4	M	0	Verified	4
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RPC	Regional Priority	4 of 4	0	4
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Point Floors

The project earned at least 8 points total in Location and Transportation and Energy and Atmosphere

The project earned at least 3 points in Water Efficiency

The project earned at least 3 points in Indoor Environmental Quality

Total	Preliminary	Y	69 of 110	M	1	Verified	69
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Certification Thresholds Certified: 40-49, Silver: 50-59, Gold: 60-79, Platinum: 80-110

Townhome Units (buildings 33 and 34)

LEED BD+C: Homes and Multifamily Lowrise v4 - LEED v4

Arrowhead Grove Scorecard (ID: 1000110463)

Project Address USA

Note: The information on this tab is READ-ONLY. To edit this information, see the Credit Category tabs.



Integrative Process		Preliminary	Y	1 of 2	M	0	Verified	1
IPc	Integrative Process			1 of 2		0		1



Location and Transportation		Preliminary	Y	12 of 15	M	0	Verified	12
LTP	Floodplain Avoidance			Required			Verified	
<i>Performance Path</i>								
LTC	LEED for Neighborhood Development			0 of 15		0		
<i>Prescriptive Path</i>								
LTC	Site Selection			7 of 8		0		7
LTC	Compact Development			3 of 3		0		3
LTC	Community Resources			2 of 2		0		2
LTC	Access to Transit			0 of 2		0		



Sustainable Sites		Preliminary	Y	1 of 7	M	0	Verified	1
SSp	Construction Activity Pollution Prevention			Required			Verified	
SSp	No Invasive Plants			Required			Verified	
SSc	Heat Island Reduction			0 of 2		0		
SSc	Rainwater Management			0 of 3		0		
SSc	Nontoxic Pest Control			1 of 2		0		1



Water Efficiency		Preliminary	Y	11 of 12	M	0	Verified	11
WEP	Water Metering			Required			Verified	
<i>Performance Path</i>								
WEC	Total Water Use			11 of 12		0		11
<i>Prescriptive Path</i>								
WEC	Indoor Water Use			0 of 6		0		
WEC	Outdoor Water Use			0 of 4		0		



Energy and Atmosphere		Preliminary	Y	28.5 of 38	M	0	Verified	28.5
EAp	Minimum Energy Performance	Required					Verified	
EAp	Energy Metering	Required					Verified	
EAp	Education of the Homeowner, Tenant or Building Manager	Required					Verified	
EAc	Annual Energy Use	27 of 25			0		27	
EAc	Efficient Hot Water Distribution System	0 of 5			0			
EAc	Advanced Utility Tracking	0 of 2			0			
EAc	Active Solar-Ready Design	0 of 1			0			
EAc	HVAC Start-Up Credentialing	0 of 1			0			
EAc	Lighting	0 of 2			0			
EAc	High-Efficiency Appliances	1.5 of 2			0		1.5	



Materials and Resources		Preliminary	Y	2 of 10	M	0	Verified	2
MRp	Certified Tropical Wood	Required					Verified	
MRp	Durability Management	Required					Verified	
MRc	Durability Management Verification	1 of 1			0		1	
MRc	Environmentally Preferable Products	1 of 4			0		1	
MRc	Construction Waste Management	0 of 3			0			
MRc	Material-Efficient Framing	0 of 2			0			



Indoor Environmental Quality		Preliminary	Y	9.5 of 16	M	0	Verified	9.5
EQp	Ventilation	Required					Verified	
EQp	Combustion Venting	Required					Verified	
EQp	Garage Pollutant Protection	Required					Verified	
EQp	Radon-Resistant Construction	Required					Verified	
EQp	Air Filtering	Required					Verified	
EQp	Environmental Tobacco Smoke	Required					Verified	
EQp	Compartmentalization	Required					Verified	
EQc	Enhanced Ventilation	3 of 3			0		3	
EQc	Contaminant Control	0 of 2			0			
EQc	Balancing of Heating and Cooling Distribution Systems	0 of 3			0			
EQc	Enhanced Compartmentalization	1 of 1			0		1	
EQc	Combustion Venting	2 of 2			0		2	
EQc	Enhanced Garage Pollutant Protection	2 of 2			0		2	
EQc	Low-Emitting Products	1.5 of 3			0		1.5	



Innovation		Preliminary	Y	2 of 6	M	0	Verified	2
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INp	Preliminary Rating	Required	Verified
INc	Innovation	1 of 5	0
INc	LEED Accredited Professional	1 of 1	0



Regional Priority		Preliminary	Y	4 of 4	M	0	Verified	4
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RPc	Regional Priority	4 of 4	0	4
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Point Floors

- The project earned at least 8 points total in Location and Transportation and Energy and Atmosphere
- The project earned at least 3 points in Water Efficiency
- The project earned at least 3 points in Indoor Environmental Quality

Total		Preliminary	Y	71 of 110	M	0	Verified	71
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Certification Thresholds Certified: 40-49, Silver: 50-59, Gold: 60-79, Platinum: 80-110