



# Recycling & Organics Collection Requirements for Events and Event Venues

In November 2019, the Dakota County Board of Commissioners adopted a revised [Ordinance 110: Solid Waste Management](#), ([www.dakotacounty.us](http://www.dakotacounty.us), search *Ordinance 110*) to reduce waste going to landfills, improve the quality of materials recycled, and make progress toward the state's goal to recycle 75 percent of waste by 2030.

The event property owner and event sponsor are responsible for complying with the following recycling and organics collection requirements. Examples of events that requirements apply to include, but are not limited to, are concerts, fairs, festivals, community events, athletic tournaments, parades and private events.

## Recycling requirements


The recycling requirements are in effect for all events and event venues and include:

### 1. Have recycling service

Contract with a trash hauler for recycling collection services, or self-haul recyclables to a recycling facility. Work with your hauler to increase service levels if carts or dumpsters are overflowing.

### 2. Recycle designated materials

Provide recycling containers in buildings and on grounds to collect and recycle the county's [Designated List of Recyclables](#) from event attendees, vendors and employees. These designated materials must be collected and recycled:

- Paper
- Cardboard
- Cartons, like milk and juice cartons
- Metal cans
- Glass bottles and jars
- Plastic bottles, containers and jugs numbered 1, 2, or 5 

Keep the [Designated List of Contaminants](#) out of recycling such as food and liquids, plastic bags and film, plastic utensils and straws, chip bags, candy wrappers and Styrofoam.

### 3. Co-locate recycling with trash containers

Wherever there is a trash container, there must be a recycling container within 10 feet. Recycling containers must be large enough to collect all recyclables inside event buildings and on grounds, and do not overflow and cause litter or contamination issues. Large events such as sporting tournaments may need to add additional containers to grounds to ensure all recyclables are able to be collected from attendees.

#### 4. Label containers

Label each indoor and outdoor recycling and trash container with standardized labels. All labels must meet [county labeling requirements](#) for colors, words and images, including:

- Use standardized terms: “Recycle” or “Recycling” and “Trash”
- Be color-coded: Blue for recycling, gray or black for trash, and green for organics (if collected).
- Have standardized images: Recycling and organics (if collected) labels must use county-standardized images that show designated materials to collect. Recycling labels must also include preparation instructions where applicable, such as “empty and dry items, flatten boxes”. Trash labels do not need images.

[Order or download free labels from Dakota County that meet these requirements.](#)

Replace labels if they are damaged, unreadable or if text or images conflict with county label requirements.

Waste and recycling haulers are responsible for labeling carts and dumpsters they provide to events and event venues.



#### 5. Provide recycling education

Provide standardized recycling education at least once a year to each event employee, volunteer, housekeeping, and custodial contractor, and any other contractor that is responsible for sorting, collecting or managing recycling. Also provide education within 30 days of a new hire or new event volunteer, and within 30 days of a substantial change to the waste and recycling program. Education must be in print or electronic format and cover what to recycle and how to recycle in accordance with [county recycling education requirements](#). If organics are collected, education must follow [organics education requirements](#).

[Get free educational resources from Dakota County that meet these requirements.](#)

#### 6. Submit annual report

Report recycling program effectiveness, including recycling activities, to Dakota County each year. The county will notify property owners and event sponsor when the reporting requirement goes into effect and provide a report form.

## Organics (Food Scraps) Collection Requirements for Large Events

Starting January 1, 2024, certain large events must properly sort and collect organics (food scraps) from back-of-house areas\*. The food scrap collection requirement applies to events that:

- Have at least 300 attendees, and
- Generate at least 1 ton (8 cubic yards) of trash per location (e.g., each sporting tournament location), and
- Generate food scraps in back-of-house areas

\* *Back-of-house means pre-consumer food waste from the kitchen, food preparation, dishwashing and storage areas that are not accessed by customers or the public. It does not include food waste generated from food that has been served to customers or the public.*



### Food Scrap Collection Requirements

Large events that meet all three criteria are subject to the organics collection requirements which includes:

#### 1. Have food scraps collection service

Contract with a trash hauler or permitted livestock animal feeder or food manufacturer for organics collection services. Work with your service provider to increase service levels if organics carts or dumpsters are overflowing.

#### 2. Collect food scraps from back-of-house areas

Provide containers in all back-of-house areas, including kitchen areas and at each food vendor, that are large enough to collect all food scraps without overflowing or result in food scraps being placed in recycling or trash containers. Only an incidental amount of food scraps may be disposed of in a garbage disposal.

Keep items on the [Designated List of Contaminants](#) out of organics containers such as recyclables (glass, paper, metal, cartons), plastic items, and serving products that are not Biodegradable Products Institute (BPI)-certified.

### 3. Label containers

Label each organics container with standardized labels. All labels must:

- Use the standardized term: “Organics”
- Be color-coded: Green for organics.
- Have standardized images: Use county standardized images show designated organics materials to collect.

***Order or download free labels from Dakota County that meet these requirements.***

Replace labels if they become damaged, unreadable or when images or text conflict with [county labeling requirements](#). Organics service providers are responsible for labeling carts and dumpsters they provide to events.

Waste haulers are responsible for labeling all carts and dumpsters they provide.

### 4. Provide organics education

Provide standardized organics collection education at least once a year to each event employee, volunteer, housekeeping, and custodial contractor, and any other contractor that is responsible for sorting, collecting or managing organics. Also provide education within 30 days of a new hire or new event volunteer, and within 30 days of a substantial change to the organics collection program. Education must be in print or electronic format and cover what and how to properly collect organics in accordance with [county organics education requirements](#).

***Get free educational resources from Dakota County that meet these requirements.***

### 5. Submit annual report

Report organics program effectiveness, including education activities, to Dakota County each year. The county will notify owners and managers when the reporting requirement goes into effect and provide a report form.

## Donated food

Edible food can be donated to organizations that help people in need must be used in combination with organics collection services (e.g., hauler services for composting or animal feed) to capture all food scraps.

## Learn more

More information about the requirements and how to comply is available at [www.dakotacounty.us](http://www.dakotacounty.us), search *event recycling* or contact 952-891-7557.