

Security Personnel Requirements for Events

As an event organizer, you are responsible for the safety and security of the people and physical area at your event. The City of Minneapolis requires event organizers to provide security personnel when an event is selling or serving intoxicating beverages or held in public spaces such as sidewalks, streets, parks or public buildings. The number and type of security personnel is based on the size, time, location, alcohol use, entertainment and activities of your event.

Security Personnel Defined

- **Licensed Private Security Company** is typically used for crowd control, parking enforcement, checking ID of guests, and overseeing the safety of your event. Private security officers are not armed and do not have any police powers.
- **Volunteers or Employees** can assist with many event related needs such as registration, escorting guests, selling merchandise, etc. In most cases they can support security staff but should not be responsible for security details.
- **Minneapolis Off-Duty Police Officers** are responsible for maintaining peace and security during the event. They remain mobile and are effective at securing valuables or currency, monitoring alcohol use and resolving conflicts.
- **Minneapolis Traffic Control Agents** (or Off-Duty Minneapolis Police Officers) must be assigned to all intersections that require traffic control as determined by [MCO 466.140](#). This includes major thoroughfares and intersections with traffic control devices such as stop signs, traffic lights or yield signs. Traffic rerouting plans may affect the number required.

The event organizer is required to pay the costs for all security personnel.

Security Personnel to Attendee Ratio

- 1:500 ratio when intoxicating beverages are served
- 1:1000 ratio when intoxicating beverages are not served
- Additional security personnel may be required based on the items listed in the Security Personnel Decision-Making Matrix.

Security Plan

Attached is a copy of the [Special Events Security Plan](#) required for all Large Block Events, Parades and Races.

Once your security plan and completed application have been submitted, the application materials will be reviewed by the Minneapolis Block Event and Special Event Committee (BESE) for its recommendation on whether the requested use will unnecessarily interfere with public travel or create health or safety risks that will need to be addressed. The BESE Committee may recommend terms and conditions necessary in its judgment to protect the public peace, health and safety, including, but not limited to, limiting the portion of the street or alley that may be used for the event, the hours of use, payment for the cost of rerouting bus and or other traffic, restricting the time allowed for cleanup after the event, manner and place restrictions on the

sale of alcoholic beverages, restrictions on the location, duration, sound levels and use of loudspeakers, and the type and number of blockades or warning devices that are to be provided for the safety of motorists and persons participating in the large block event. If changes are necessary, a member of the BESE Committee will contact you to discuss options. Once identified concerns and requirements have been satisfied, the BESE Committee submits the application to City Council for approval.

Hiring Security Personnel

1. Private Licensed Security Company
2. Employees or Volunteers
3. Minneapolis Police Officers may work off-duty, in an official capacity, as independent contractors for special events.
 - a. Officers may use marked squads when available. Officers work in full MPD uniform. Officers working off-duty may respond to police calls the same as when they are working on-duty.
 - b. The event organizer will be responsible for costs associated with hiring off-duty officers.
 - c. If contracting with Minneapolis Police to provide security for the event, a Lead Officer will determine the hourly rate of pay and hours for each of the officers. Generally, there is a four-hour minimum for each Officer.
 - d. Email [Sgt. Beth Mota](#) or call her at 612-673-3942 about scheduling.
 - e. See the Minneapolis Police Department's policies regarding hiring of off duty police in the [MPD Policy and Procedures Manual, Section 3-800: Off Duty Employment](#).
4. Traffic Control Agents: Email [Sgt. Beth Mota](#) or call her at 612-673-3942 about scheduling.

Questions:

For more information, send an email to [Sgt. Beth Mota](#) or call her at 612-673-3942.

For reasonable accommodations or alternative formats, call or email 311. People who are deaf or hard of hearing can use the relay service to call 311 at 612-673-3000. TTY users can call 612-673-2157 or 612-673-2626.

Para asistencia 612-673-2700. Yog xav tau kev pab hu 612-673-2800. Hadii aad Caavinaad u baahantahay 612-673-3500.