

Janice M. Winfrey
City Clerk

City of Detroit
OFFICE OF THE CITY CLERK

Andre P. Gilbert II
Deputy City Clerk

DEPARTMENT PETITION REFERENCE COMMUNICATION

To: The Department or Commission Listed Below

From: Janice M Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

Petition No.	2023-249
Name of Petitioner	Washington Entertainment
Description of Petition	Request to hold “ Ribs , RnB Music Festival Weekend” at Hart Plaza on August 11, 2023 from 11:30 AM to 11:30 PM
Type of Petition	Special Event
Submission Date	7/6/2023
Concerned Departments	Media Services, Buildings & Safety Engineering, Police Department, Fire Department, Municipal Parking Department, Transportation Department, Health Department; General Services Department,
Petitioner Contact	Johnnie Washington PO Box 2335 248-797-0609 Washington Entertainment <u>JWASH906@SBCGLOBAL.NET</u>

City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least **60 days** prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

Section 1- GENERAL EVENT INFORMATION

Event Name: RIBS RNB MUSIC FESTIVAL WEEKEND
 Event Location: HART PLAZA

Is this going to be an annual event? Yes No

Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: WASHINGTON ENTERTAINMENT
 Organization Mailing Address: PO BOX 2335
 Business Phone: 248-797-0609 Business Website: RIBS RNB MUSIC FESTIVAL.COM

Applicant Name: Johnnie Washington
 Business Phone: 248-797-0609 Cell Phone: 248-797-0609 Email: JWASH906@SBCGLOBAL.NET

Event On-Site Contact Person:
 Name: Johnnie Washington
 Business Phone: 800-751-7503 Cell Phone: 248-797-0609 Email: JWASH906@SBCGLOBAL.NET

Event Elements (check all that apply)

- | | | |
|--|--|--|
| <input type="checkbox"/> Walkathon | <input type="checkbox"/> Carnival/Circus | <input type="checkbox"/> Concert/Performance |
| <input type="checkbox"/> Run/Marathon | <input type="checkbox"/> Bike Race | <input type="checkbox"/> Religious Ceremony |
| <input type="checkbox"/> Political Event | <input checked="" type="checkbox"/> Festival | <input type="checkbox"/> Filming |
| <input type="checkbox"/> Parade | <input type="checkbox"/> Sports/Recreation | <input type="checkbox"/> Rally/Demonstration |
| <input type="checkbox"/> Convention/Conference | <input type="checkbox"/> Fireworks | <input type="checkbox"/> Other: _____ |

Projected Number of Attendees: 5000 Plus PER DAY

Please provide a brief description of your event:

A FAMILY EVENT: WITH FOOD FROM BBA TO GILDED HANDS AND WORLD CLASS ENTERTAINMENT, LOCAL AND NATIONAL VENDORS. SELLING GOODS. FROM SWADDLES, SUN GLASSES, CLOW TOYS ETC

What are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date: 8-9-23 Time: 9:30 Complete Set-up Date: 8-11-23 Time: 11:30 AM

Event Start Date: 8-11-23 Time: 11:30am Event End Date: 8-13-23 Time: 11:3 PM

Begin Tearing Down Date: 8-13- MIDNIGHT Complete Tear Down Date: 8-14-23

Event Times (If more than one day, give times for each day):

11:30 AM TO 11:30 PM ALL 3 Days

Section 3- LOCATION/SITE INFORMATION

Location of Event:

HART PLAZA

Facilities to be used (circle):
Facility

Street

Sidewalk

Park

City

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
- Location of merchandising booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms

- Location of First Aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

Section 4- ENTERTAINMENT

Describe the entertainment for this year's event:

GRAMMY AWARD WINNING ARTIST ON OUR MAIN STAGE.
GOSPEL AND JAZZ ON OUR SECOND STAGE -

Will a sound system be used?

Yes No

If yes, what type of sound system?

TOP TIERE SOUND'S ON BOTH STAGES -

Section 5- SALES INFORMATION

Will there be advanced ticket sales?

Yes No

If yes, please describe:

\$ 15.00 AFTER

RESERVED SEATING ONLY - FESTIVAL FREE 11:30 TO

Will there be on-site ticket sales?

Yes No

If yes, list price(s):

\$ 15.00 AFTER

FREE FRIDAY 11:30-4:00 PM FREE SAT, SUN 11:30 TO

Will there be vending or sales?

Yes No

If yes, check all that apply:

Indicate type of items to be sold: FOOD VENDORS: BBQ, FISH, SHRIMP, DRY VENDORS: Selling Sun Glasses

Will there be food trucks? Yes No TBA.
If yes, please list how many:

Will there be a charge for parking? Yes No
If yes, please describe the amount:

How will you advise attendees of parking options? WEB-SITE.

Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: TBA

Contact Person:

Address: _____ Phone: _____

City/State/Zip: _____

Number of Private Security Personnel Hired Per Shift: 22

Are the private security personnel (check all that apply):

Licensed Armed Bonded

Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?
NOT MUCH FESTIVAL LOCATION HART PLAZA. ON THE RIVER FRONT

Have local neighborhood groups/businesses approved your event? Yes No

Indicate what steps you have or will take to notify them of your event: FESTIVAL TAKES PLACE AT HART PLAZA

Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event Structure

Describe specific power needs for entertainment and/or music. If generators will be used, described how many and how they will be fueled:

MAIN STAGE - TIES IN AT POWER OUTLET AT HART PLAZA
SMALL GENERATORS - FOR TRAIT LIGHTS. (7)

Name of vendor providing generators: Contact Person:

Address: TEAM RENTAL

Phone: 586-552-4000

City/State/Zip: 32707 SAHONEN HORN RD WALKER, MI 48089

	How Many?	Size/Height
Booth		
Tents (enclosed on 3 sides)	22	10x16 20x20
Canopy (open on all sides)	3	4x8
Staging/Scaffolding	24	
Bleachers	NONE	

Section 9- COMPLETE ALL THAT APPLY

Emergency medical services?

Contact Person: ADAM - HAIST MEDICAL EMS

Address: 2799 W GRAND BLVD, SVE. E-112

City/State/Zip: DETROIT MI. 48202.

Name of company providing port-a-johns.

Contact Person: STEVE: PARK WAY SERVICE

Address: 2876 Tyke RD

Phone:

City/State/Zip: YPSILANTI MI. 48198

Name of private catering company?

T.B.A

Contact Person:

Phone:

Address:

City/State/Zip:

SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. **Barricades are not available from the City of Detroit.**

Will there be street closures? Yes No
If yes, please complete the street closure information below and attach a map or sketch of the proposed area for closure.

STREET NAME: _____
FROM: _____ **TO:** _____
CLOSURE DATES: _____ **BEG TIME:** _____ **END TIME:** _____
REOPEN DATE: _____ **TIME:** _____

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STREET NAME: _____
FROM: _____ **TO:** _____
CLOSURE DATES: _____ **BEG TIME:** _____ **END TIME:** _____
REOPEN DATE: _____ **TIME:** _____

PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

- 1) **CERTIFICATE OF INSURANCE**
- 2) **EMERGENCY MEDICAL AGREEMENT**
- 3) **SANITATION AGREEMENT**
- 4) **PORT-A-JOHN AGREEMENT**
- 5) **COMMUNITY COMMUNICATION**

AUTHORIZATION & AFFADAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

Signature of Applicant

Date

[Handwritten Signature] 3-12-2023

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney's fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

(Please Print)

Event Name: RIBS RUB MUSIC FESTIVAL Event
Date: 8 AUGUST 11, 12, 13, 2023

Event Organizer: Sandra Washington

Applicant Signature: *[Handwritten Signature]*
Date: 3-12-23

MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle): APPROVED DENIED N/A CANCELED

Petition #: _____ Event Name: _____

Event Date : _____

Street Closure: _____

Organization Name: _____

Street Address: _____

Receipt date of the COMPLETED Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

- Walkathon Carnival/Circus Concert/Performance Run/Marathon
- Bike Race Religious Ceremony Political Ceremony Festival
- Filming Parade Sports/Recreation Rally/Demonstration
- Fireworks Convention/Conference Other: _____
- 24-Hour Liquor License**

Petition Communications (include date/time)

**** ALL permits and license requirements must be fulfilled for an approval status ****

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD				
	DFD/ EMS				
	DPW				
	Health Dept.				

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED				
	Recreation				
	Bldg & Safety				
	Bus. License				
	Mayor's Office				
	Municipal Parking				

MAYOR'S OFFICE

Signature: _____

Date: _____

City Council Member: _____

Resolved, The Mayor's Office is hereby authorized and directed to issue permits Washington Entertainment to host the Ribs RnB Music Festival from August 11, 2023 to August 13, 2023 from 11:30 AM to 11:30 PM at Hart Plaza

PROVIDED, that there will be DPD Assisted Event; and be it further

PROVIDED, that there will be DFD Pending Inspections; Contracted with Private EMS to Provide Services; and be it further

PROVIDED, that there will be BSEED Permits Required for Tents, Generators and be it further

PROVIDED, that there will be DPW Type III Barricades & Road Closure Signage Required; and be it further

PROVIDED, that there will be Municipal Parking No Parking Signs Required; and be it further

PROVIDED, that there will be a Business License Required obtained following City Council approval; and be it further

PROVIDED, that all necessary permits must be obtained prior to the event. If permits are not obtained, departments can enforce closure of event.