

# City of Detroit

Janice M. Winfrey  
City Clerk

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*

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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.

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Petition No.	2023-265
Name of Petitioner	Ford Field
Description of Petition	Request to Hold "Detroit Lions Pregame Tailgate" at Brush Street and Adams ST Outside of Ford Field on August 11, 2023 4:00PM to 7:00PM
Type of Petition	<b>Special Events</b>
Submission Date	7/14/2023
Concerned Departments	Media Services, Buildings & Safety Engineering, Police Department, Fire Department, Municipal Parking Department, Transportation Department, Health Department; General Services Department
Petitioner Contact	Ryan Marut Ryan.marut@lions.nfl.net 313-262-2166

# City of Detroit Special Events Application Authorizations

## **AUTHORIZATION & AFFIDAVIT 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 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.

**Applicant Signature:** *Ryan Marut*

**Date:** 7/13/23

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.

**Event Name:** Lions Pregame Tailgate

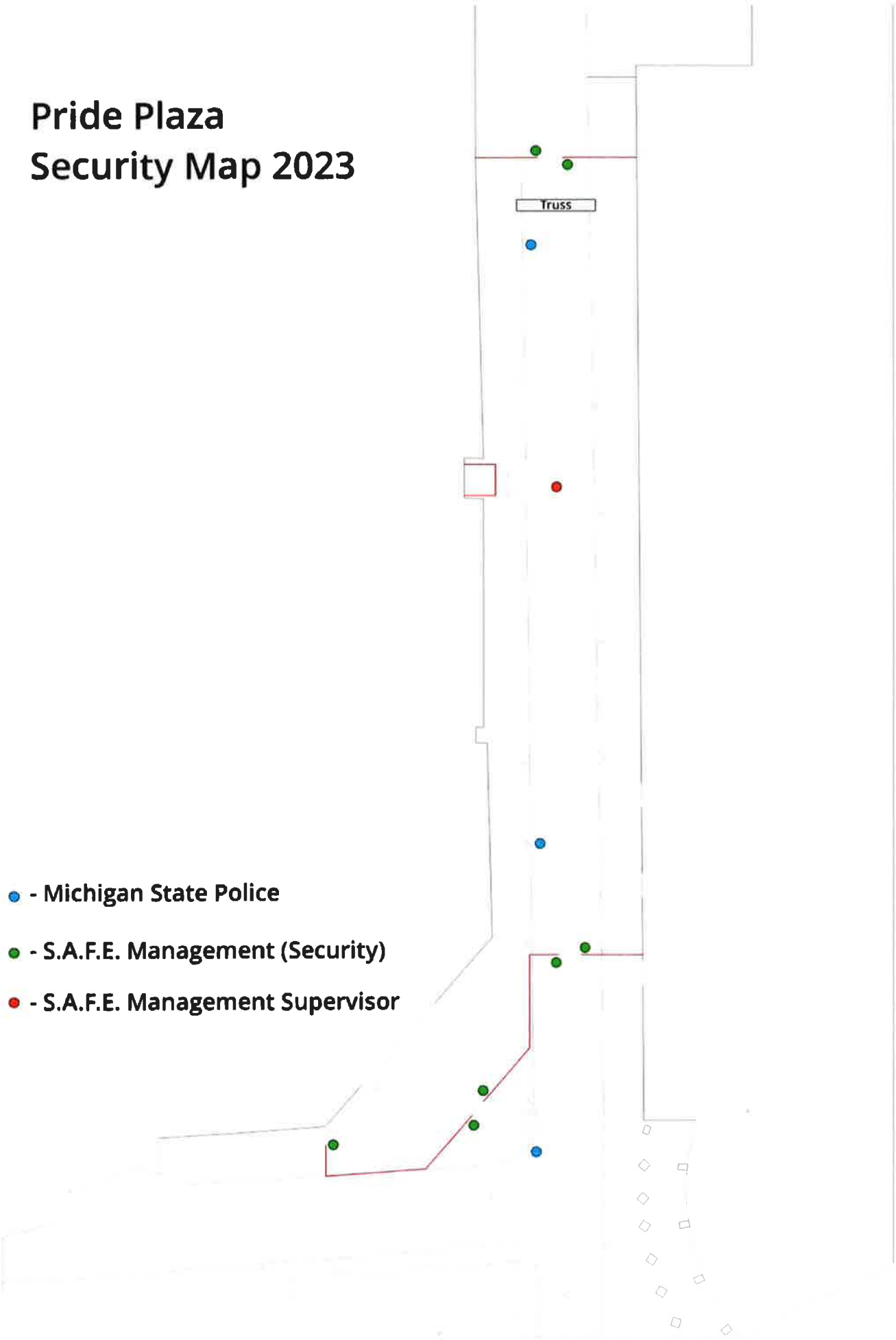
**Event Date:** 8/11/23

**Event Organizer:** Ford Field

**Applicant Signature:** *Ryan Marut*

**Date:** 7/13/23

# Pride Plaza Security Map 2023



- - Michigan State Police
- - S.A.F.E. Management (Security)
- - S.A.F.E. Management Supervisor

50 Feet

# COMMUNICATION AND COMMUNITY IMPACT PLAN

## DETROIT LIONS/FORD FIELD PREGAME TAILGATE

How will your event impact the surrounding community (I.e. pedestrian traffic, sound carryover, safety, etc.)?

- Brush St. closed between Montcalm and Beacon. Adams St. closed between John R and Brush in conjunction with pre-game tailgate event and pedestrian safety, including during ingress for Detroit Lions home games. All pedestrians are welcome to walk through the pregame tailgate area - tickets not required for this free, public space. Pregame Tailgate event will take place in the same manner as previous NFL Football seasons at Ford Field. This event will draw fans in the area, but will work in conjunction with the Detroit Lions NFL game and will not act as a standalone event/crowd gathering.

What local groups / businesses have approved your event?

- The Detroit Tigers/Comerica Park are aware of the pregame tailgate as this event takes place on the street & sidewalks directly between Ford Field and Comerica Park.

Indicate what steps you have or will take to notify surrounding communities of your event

- The Detroit Lions home schedule is released each year around the beginning of May. The full home schedule, including kickoff times, is typically available at the time of release. The pregame tailgate event has taken place in the same location and times for many years in conjunction with a Detroit Lions home game. The Ford Field event schedule is emailed to several local neighbors including the Gem, Elwood and Comerica Park so they are all aware of the events.



FORD FIELD

# FORD FIELD SURROUNDING AREA

## LEGEND



= ROAD CLOSURE

75

LIONS/TIGERS GARAGE

LOT 5

MONTCALM

LOT 4

COMERICA PARK

BRUSH



LOT 6

FORD FIELD PARKING DECK

ST. ANTOINE

ADAMS

ELWOOD BAR & GRILL

GEM THEATER PARKING GARAGE

DETROIT ATHLETIC CLUB

GEM THEATER

36TH DISTRICT COURT

LOADING DOCK

20 MINUTE LOT

BEACON

SOUTH CONTRACTOR LOT

MADISON

BEAUBIEN

SATELLITE TRUCK PARKING

1900 ST. ANTOINE ST.

## **FORD FIELD EXTERIOR EVENT EMERGENCY PLAN**

There are generally three types of stadium exterior curtilage emergencies:

1. Those that require event-space evacuation.
2. Those that require space occupants to seek protective shelter.
3. Those that require medical attention.

Examples of emergencies that may require evacuation or to seek shelter:

1. Active Shooter
2. Protest
3. Bomb Threat
4. Severe Weather
5. Radiation, Biological, or Chemical Spills.

Ford Field uses the following methods when notifying exterior crowds/stadium occupants of an emergency:

1. Notification in person, telephone, email, or two-way radio.
2. Public address system.
3. Fire alarm/Fire Panel Voice Communication System.

### **EVENT SPACE EVACUATION (Exterior)**

Space occupants/vendors/entertainment will stop all activities when the Emergency Alarm/messaging sounds or when instructed by Law Enforcement/Security to evacuate space and do the following:

1. Remain calm, do not panic, or run.
2. Promptly move to a safe predetermined assembly area far away from the emergency:
  - a. Law enforcement/stadium security/event staff will assist by providing directions to safe points of stadium entry closest to respective event space. Said points of entry will include security screening measures, e.g., metal detection and physical bag inspections.
  - b. Also, law enforcement/stadium security/event staff report any missing/separated person(s) immediately to onsite first responder personnel and remain with the reporting party until otherwise directed by supervision.
3. **DO NOT** return to exterior event space until an **"ALL CLEAR"** has been given via the communication methods listed above.

### **SEVERE WEATHER / SHELTER IN PLACE**

Ford Field will monitor the weather if severe weather is forecasted. Ford Field works directly with AccuWeather for severe weather notifications specific to Ford Field. In case of a Severe Weather Warning all event space occupants, including attendees, entertainment, and vendors, will stop all activities proceeding to the nearest designated protective shelter.

1. Remain calm and do not panic or run.
2. Move to the nearest designated shelter.
  - a. Guests will be directed to the seating bowl and instructed to lower their heads and cover them with hands and arms.
  - b. Guests in the concourse should take cover in the nearest restroom or remain in the concourse away from glass.
  - c. Guests should proceed to the nearest restroom or remain in the club away from glass.
3. **DO NOT** return to exterior event space until an **"ALL CLEAR"** is given.

## **MEDICAL (Exterior)**

Medical emergencies should be reported to 911 and the Ford Field Security Command Center at 313.262.2911, who will deploy onsite medical staff which includes private ambulance service scheduled for exterior events. Always remember to use universal precautions when there is a potential to bodily substance exposure.

When calling the Ford Field Command Center, the following information is needed:

1. Nature of the emergency.
2. Location, extent of the injuries, and any action taken.
3. Your name and telephone number calling from.

## **ACTIVE AGRESSOR / SHOOTER (Exterior)**

**Profile: Active Shooter** - is an individual actively engaged in killing or attempting to kill people in a confined and populated area, typically using firearms and there is no pattern or method to their selection of victims.

**Active Aggressor** - is an individual who is actively engaged in killing or attempting to kill people using hands or non-conventional weaponry (hard objects, ceramic knives etc.) in a confined or populated area or attempting to cause harm to as many people as possible.

### **Coping with an active aggressor / shooting situation:**

- Be aware of your environment and any possible dangers.
- Remember, RUN/HIDE/FIGHT!!!
- Take note of all safe avenues of escape.
- If you are in the immediate area and fleeing poses immediate life-threatening danger, stay there and seek cover and discreetly dial 911 and the Ford Field Command Center (313) 262-2911
- Attempt to take the active aggressor / shooter down as a last resort.

### **When Law Enforcement Engages/Arrives:**

- Remain calm and follow instructions.
- Put down any items in your hands.
- Raise hands and spread fingers.
- Always keep your hands visible.
- Avoid quick movements toward officers such as holding on to them for safety.
- Avoid pointing, screaming, or yelling.
- Do not stop asking officers for help or directions when evacuating.

## **CIVIL PROTEST / UNREST (Exterior)**

- Remain calm.
- Do not engage protestors.
- Do not attempt to cross the established line of protest.
- Follow the direction of on-site law enforcement.
- Exit event area when advised safe to do so by law enforcement.

## **UNATTENDED / SUSPICIOUS PACKAGE**

**If an unattended or suspicious item is found, please follow the procedures below:**

- Move as far away from the item as possible (150 feet minimum).
- Contact 911 and/or the Ford Field IOC, 313-262-2901
- Please advise others to stay away from the item while waiting for First Responders to arrive.
- Once First Responders arrive, they will take control of the scene.
- If it is determined that the item is a possible explosive device, stadium bomb protocol will be activated, and the Detroit Police Bomb Disposal unit will be notified and take charge of the scene.

## **SUSPECTED EXPLOSIVE DEVICE (BOMB THREAT)**

Please remain calm:

- DO NOT overreact/cause a panic situation
- Contact 911 and/or the Ford Field IOC, 313-262-2901.
- DO NOT attempt to move/inspect the item.
- DO NOT touch or move a suspicious package.
- DO NOT use a two-way radio or mobile phone within 150 feet of the item.
- Move at least 100' from the suspected device.
- If it is determined that the item is a possible explosive device, stadium bomb protocol will be activated, and the Detroit Police Bomb Disposal unit will be notified and take charge of the scene.



# SPECIAL EVENTS PETITION

Petition No: 2023-265

Event Name: Detroit Lions Pregame Tailgate

Event Status: Approved (Step 5 of 5)

Petitioner Name / Organization: Ford Field

Event Location: Brush St and Adams St outside of Ford Field

Event Date(s) and Time(s): 08/11/23 4:00 PM to 08/11/23 7:00 PM

Type of Event: Festival

<b>Applicant Contact:</b>
Ryan Marut
ryan.marut@lions.nfl.net
+1 (313) 549-6604

<b>Submission Date:</b>	07/13/23
<b>Date of Clerk's Office Referral:</b>	07/14/23
<b>Date of City Departments Sign Off:</b>	
<b>Date Referred to Council:</b>	

## Department Approvals

DPD	DFD	EMS	GSD	DDOT	MPD	DPW	DHD
					07/14/23		

Mayor's Office Special Events Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## General Event Information

Has this event been hosted before? Yes

Has the applicant (individual or organization) ever applied for a Special Event with the City of Detroit before? Yes

Is this an annual event? Yes

Event Website: www.detroitlions.com

Which of these spaces will be used? Street, Sidewalk

Will this event include the use or sale of marijuana? No

## Event Description

### Brief Event Purpose & Description:

Tailgate area prior to all Detroit Lions home games with music, activations, food trucks, etc. consistent with prior NFL seasons. Multiple dates for this event are listed below. Set up times will begin 4 hours prior to start of event each day. See below for specific event dates and open/closing times. Tear down will be complete within 2 hours after the end of the Lions game.

8.11.23 (4p-7p)  
8.19.23 (10a-1p)  
9.16.23 (time TBD)  
9.17.23 (10a-1p)  
9.24.23 (10a-1p)  
10.8.23 (10a-1p)  
10.30.23 (5p-8:15p)

Estimated Peak Attendance: 5000

Estimated Total Attendance: 3000-5000

Is this a public event? Yes

Will there be ticket sales or admission charged? No

Does this event use Hart Plaza? No

Will there be merchandise sold? No

Will you be taking donations? No

Is this a charity event? No

Does this event involve campers, tents and/or RVs? No

Will this event involve a petting zoo or tattoo art (not including temporary tattoos)? No

## Contact Information

Organization / Petitioner Name: Ford Field

Mailing Address: 2000 Brush St. Suite 200

Detroit MI 48226

Primary Contact:	Secondary Contact:
Ryan Marut	Stephen Rafferty
+1 (313) 549-6604 +1 (313) 262-2166	+1 (586) 212-3112
ryan.marut@lions.nfl.net	stephen.rafferty@lions.nfl.net

Organization Type: Corporation

Organization Website: \_\_\_\_\_

## Event Setup & Breakdown

Begin Setup: 08/11/23 12:00 PM

Complete Setup: 08/11/23 4:00 PM

Setup Location(s): Brush St. between Beacon and Montcalm; Adams St. between John R and Brush

Event Start: 08/11/23 4:00 PM

Event End: 08/11/23 7:00 PM

Begin Tear Down: 08/11/23 8:00 PM

Complete Tear Down: 08/11/23 10:00 PM

Number of Trash Containers: 10 Number of Recycling Containers: 10

Cleaning Service Vendor: The Professional Group

Other Waste Elements: \_\_\_\_\_

## Street Closures & Parking

How many streets will be closed: 2

Will you be closing any part of Woodward Avenue? No

Street Closures (if there are 1-4 closed streets):

Brush St  
1. \_\_\_\_\_  
08/11/23

Beacon and Montcalm  
\_\_\_\_\_

John R and Brush  
2. \_\_\_\_\_  
08/11/23

3. \_\_\_\_\_  
\_\_\_\_\_

4. \_\_\_\_\_  
\_\_\_\_\_

Will you charge attendees for parking? No

Will you have valet parking, or will you be blocking metered parking spaces? Neither

Describe the parking plan to accommodate anticipated attendance:

No separate parking fee applies to tailgate events. Parking is charged for NFL games in general.

## Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

Number of food trucks: 3 Number of non-truck food vendors: 1

## Food & Beverage (cont.)

Will any type of alcohol be served (including beer)? Yes

Will there be sales, service and/or consumption of alcohol in public at the event? Yes

What type(s) of alcohol will be served? Wine, Liquor, Beer

Day(s) and time(s) alcohol will be served: During the event open times listed in description

Will ice be used in any served beverages? Yes

## Stages, Tents, & Structures

Is a stage being built? No

How many stages will be used? \_\_\_\_\_

Do any of the stages have a canopy? \_\_\_\_\_

Number of tents 10' x 10' and smaller: 13

Number of tents larger than 10' x 10': 0

Tent Contractor: \_\_\_\_\_

What other structures will your event include? \_\_\_\_\_

Will your event use any grills? No

What kind of grills? \_\_\_\_\_

## Utilities & Portable Restrooms

Event Utilities that will be used: Generators, Utility Power

How will generators be fueled? Gas

Generator contractor: Ford Field Owned

Will additional wiring be installed? Yes

Does the event require access to a hydrant? No

Will there be amplified sound? Yes

Will a sound system be used? Yes

Will you be providing Port-a-johns? Yes

## Security & Emergency Plans

Will the event have a security contractor? Yes

Security Contractor: S.A.F.E. Management

Number of private personnel per shift: \_\_\_\_\_

Which of these apply to the private security personnel? Licensed

Will you contract emergency medical services? Yes

Name of emergency medical services contractor: Superior EMS

Does this event include fireworks? No

Day(s) and time(s) of fireworks: \_\_\_\_\_

Fireworks vendor: \_\_\_\_\_

## Attachments

<input type="checkbox"/>	Applicant Signature Page (required)
<input type="checkbox"/>	Event Clean Up Plan (required)
<input type="checkbox"/>	Security Plan (500 or less attendees)
<input type="checkbox"/>	Emergency Response Plan & Medical Procedures (500+ attendees)
<input type="checkbox"/>	Communication and Community Impact Plan (500+ attendees)
<input type="checkbox"/>	Maintaining of Traffic Plan (1000+ attendees or if closing a street)
<input type="checkbox"/>	Build and Breakdown Schedule (if you are erecting any structures)
<input type="checkbox"/>	Site Map Plan (if event involves any temporary elements including tents)
<input type="checkbox"/>	Emergency Medical Contractor Agreement (if applicable)
<input type="checkbox"/>	Barricades Provider Agreement (if applicable)
<input type="checkbox"/>	Security Contractor Agreement (if applicable)
<input type="checkbox"/>	Port-a-john Contractor Agreement (if applicable)
<input type="checkbox"/>	Sanitation Contractor Agreement (if applicable)

## 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 <b>COMPLETED</b> 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 to Ford Field to host Detroit Lions Pregame Tailgate starting August 11, 2023 through the end of the season at Brush and Adams Streets.

**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.