

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.	2024-088
Name of Petitioner	Faith Xperience Church
Description of Petition	Please see request to hold "Faith Xperience Church Egg Drop" Submitted by Faith Xperience Church, located at Vernor Park on March 30 th , from 11AM to 1:00PM. Set-up to begin March 30 th at 9:00AM complete by 11:00AM with tear-down to begin March 30 th at 1:00PM complete by 2:00PM.
Type of Petition	Special Event
Submission Date	3/7/2024
Concerned Departments	Media Services, Buildings & Safety Engineering, Police Department, Fire Department, Municipal Parking Department, Transportation Department, Health Department; General Services Department,
Petitioner Contact	Lauren Carroll Faith Xperience Church 313-623-9976 lcarroll@myfaithx.com

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:



Date: 2/12/24

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: Faith Xperience Church Eas

Event Date: 3/30/24

Event Organizer: Faith Xperience Church

Applicant Signature:

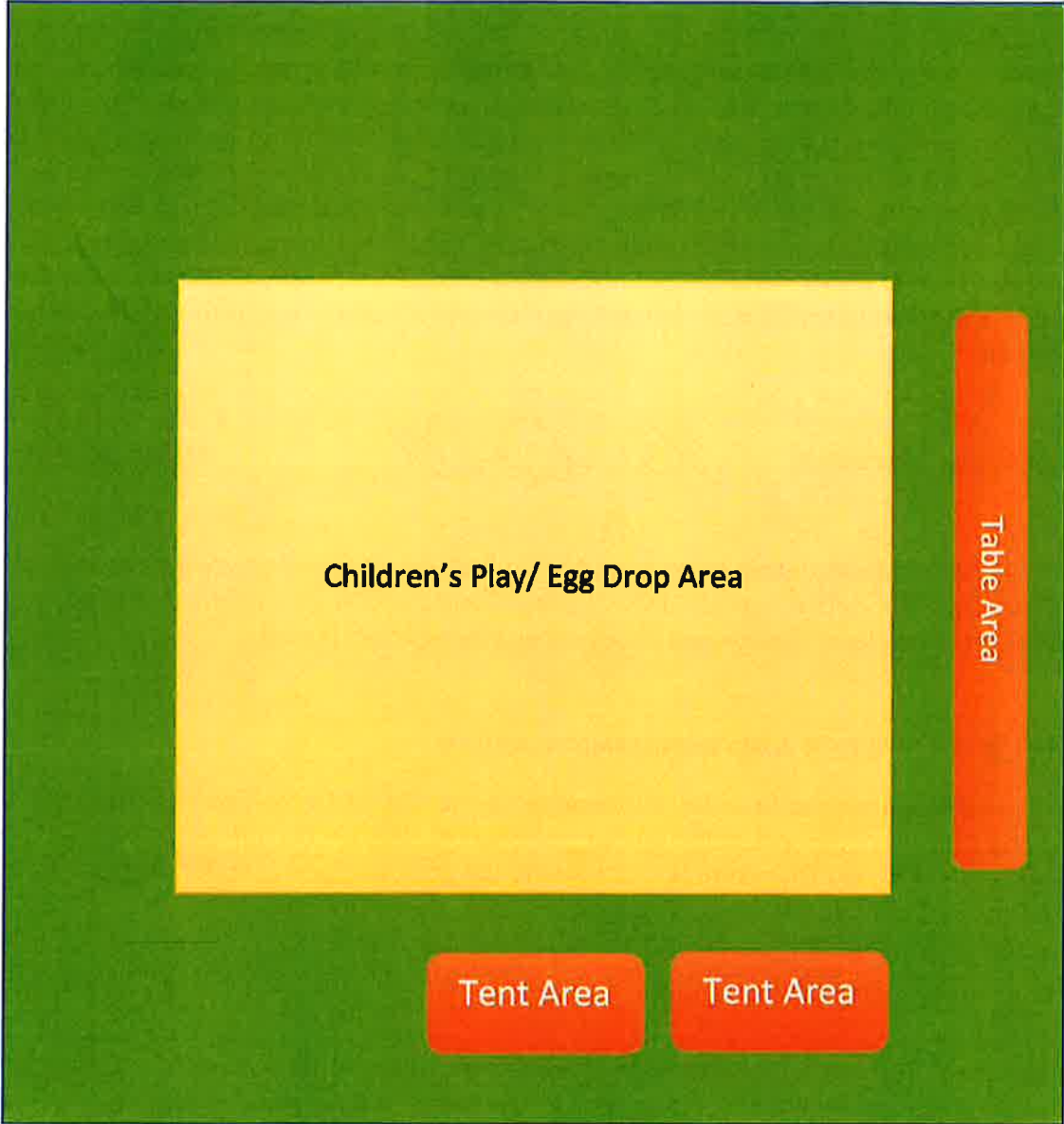


Date: 2/12/24

FX Church Event Layout – Vernor Playground, 3/30/2024

Grandy St

E Edsel Ford Service Dr



Medbury St

Marathon Gas Station

Chene

Faith Xperience Church Egg Drop Clean-Up Plan

Equipment	
4 Thirty-two Gallon Trash receptacles	
1 Recycling receptacle	
30 Gallon Trash Bags	
Event Schedule Time	Activity
9:30am -10:30am	-Volunteers arrive. Designated clean-up team (20 members) walk through field with assignment of areas. -Trash receptacles placed in designated areas of field.
11am- 1:00 pm	-Throughout the event, volunteers to clean respective areas of any loose debris seen in attendees areas.
12:00- 12:30 pm	-Clean-up of area designated for Egg Hunt (Ages 2-6);
1:00- 2:00 pm	-Breakdown and pack-up of tents, tables -Walk through of field picking up debris by hand.

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: Faith Xperience Church Easter Egg Drop

Event Status: In Review- Special Events Management Team (Step 1 of 6)

Petitioner Name / Organization: Faith Xperience Church

Event Location: Vernor Park

Event Date(s) and Time(s): 03/30/24 11:00 AM to 03/30/24 1:00 PM

Type of Event: Other

Applicant Contact:
Lauren Carroll
lcarroll@myfaithx.com
+1 (313) 623-9976

Submission Date:	02/12/24 3
Date of Clerk's Office Referral:	
Date of City Departments Sign Off:	
Date Referred to Council:	

Department Approvals

DPD	DFD	EMS	GSD	DDOT	MPD	DPW	DHD
	DFD Approval Not Required			DDOT Approval Not Required	MPD Approval Not Required	DPW Approval Not Required	

BSEED

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: N/A

Which spaces will be used? Park

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

Event Description

Brief Event Purpose & Description:

Outreach event for neighbor and church families consisting of plastic egg hunt, drop of plastic eggs from helicopter and candy and clothing giveaway. Event has been held annually since 2022 at Vernor Field with the issuance of appropriate permits from the City of Detroit.

Estimated Peak Attendance: 250

Estimated Total Attendance: 250

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: Faith Xperience Church

Mailing Address: P.O. Box 43627

Detroit Michigan 48243

Primary Contact:	Secondary Contact:
Lauren Carroll	Kenya Bullock
lcarroll@myfaithx.com	kbulluck@myfaithx.com
	+1 (248) 508-7286

Organization Type: Nonprofit

Organization Website: www.myfaithx.com

Event Setup & Breakdown

Begin Setup: 03/30/24 9:00 AM

Complete Setup: 03/30/24 11:00 AM

Setup Location(s): Vernor Park

Event Start: 03/30/24 11:00 AM

Event End: 03/30/24 1:00 PM

Begin Tear Down: 03/30/24 1:00 PM

Complete Tear Down: 03/30/24 2:00 PM

Number of Trash Containers: 4 Number of Recycling Containers: 1

Cleaning Service Vendor: _____

Other Waste Elements: _____

Street Closures & Parking

How many streets will be closed: 0

Will you be closing any part of Woodward Avenue? _____

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

1. _____

2. _____

3. _____

4. _____

Will you charge attendees for parking? No

Valet parking or blocking metered parking spaces? Neither

Describe the parking plan to accommodate anticipated attendance:

Location of church across street from field/ park (2260 Medbury, Detroit, MI). Attendees will use church parking lots at no charge.

Food & Beverage

Will food be served? No

Will food be prepared on site? _____

Number of food trucks: _____ Number of non-truck food vendors: _____

Food & Beverage (cont.)

Will any type of alcohol be served (including beer)? No

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

What type(s) of alcohol will be served? _____

Day(s) and time(s) alcohol will be served: _____

Will ice be used in any served beverages? No

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: 2

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

Tent Contractor: N/A

What other structures will your event include? None

Will your event use any grills? No

What kind of grills? _____

Utilities & Portable Restrooms

Event Utilities that will be used: Neither

How will generators be fueled? _____

Generator contractor: _____

Will additional wiring be installed? No

Does the event require access to a hydrant? No

Will there be amplified sound? No

Will a sound system be used? _____

Will you be providing Port-a-johns? No

Security & Emergency Plans

Will the event have a security contractor? No

Security Contractor: _____

Number of private personnel per shift: _____

Which of these apply to the private security personnel? _____

Will you contract emergency medical services? No

Name of emergency medical services contractor: _____

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)

City Council Member: _____

Resolved, The Mayor's Office is hereby authorized and directed to issue permits to Faith Xperience Church to host "Faith Xperience Church Egg Drop" (2024-088) on March 30, 2024 at Vernor Park from 11:00 AM to 1:00PM.

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.