

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.	2024-119
Name of Petitioner	National MS Society
Description of Petition	Please see request to hold "Walk MS: Detroit" Submitted by National MS Society, located at Milliken State Park and Detroit Riverfront Conservancy on May 5 th , from 8:00 AM to 12:00 PM. Set-up to begin May 5 th , 6:00 AM complete by 8:00 AM with tear-down to begin May 5 th , at 12:00 PM complete by 2:00 PM.
Type of Petition	Special Event
Submission Date	4/5/2024
Concerned Departments	Media Services, Buildings & Safety Engineering, Police Department, Fire Department, Municipal Parking Department, Transportation Department, Health Department; General Services Department,
Petitioner Contact	Kelly Sakorafos National MS Society 586-214-3944 Kelly.sakorafos@nmss.org Allison Zimmerman 248-936-0347 Allison.zimmerman@nmss.org

2 Woodward Ave. Coleman A. Young Municipal Center Rm. 200, Detroit, MI 48226

(313) 224 - 3260 | Fax: (313) 224 - 1466

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: 1/31/2024

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.

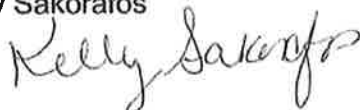
Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

Event Name: Walk MS: Detroit

Event Date: May 5, 2024

Event Organizer: National MS Society,
Kelly Sakorafos

Applicant Signature: Kelly Sakorafos



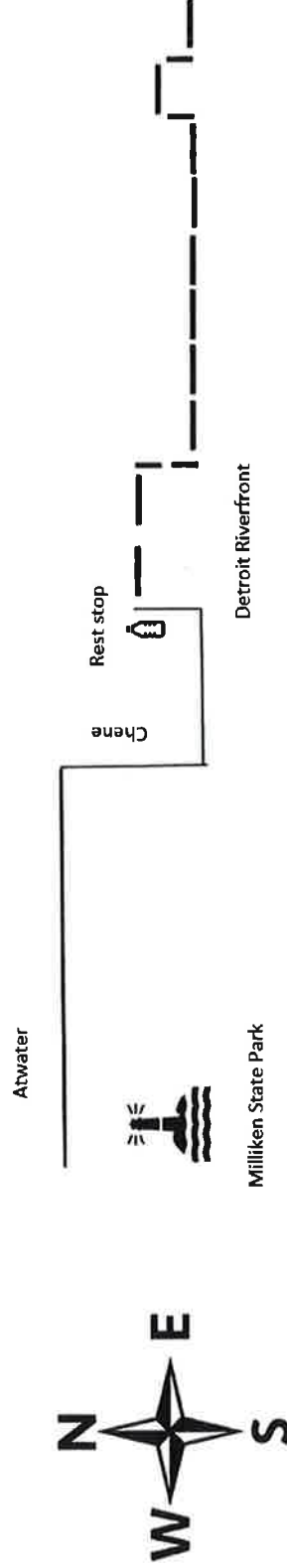
Date: 1/31/2024



Detroit Walk MS

3 Mile Route & 1 Mile Route

For Emergency Assistance Dial 911
For Other Assistance Call -
Kelly Sakorafas: 586-214-3944



1 Mile Route
(Follow Green Arrows)
3 Mile Route
(Follow Orange Arrows)

Premier National Sponsors:



National Sponsors:



Local Event Sponsors:





Detroit Walk MS 3 Mile and 1 Mile Route

1 Mile Route

- Start at Milliken State Park
- East on Atwater.
- Right on Chene St.
- Left on River Walk
- Hydration Station
- Continue back to Milliken State Park
- FINISH

3 Mile Route

- Start at Milliken State Park
- East on Atwater.
- Right on Chene St.
- Left on River Walk
- Hydration Station
- Continue along River Walk to Coast Guard Boat Yard
- Continue back to Milliken State Park
- FINISH

Note: Map Is Not To Scale. Please Follow Markings Through Route.



Walk MS: Detroit
Clean up Plan.
May 5, 2024

We will hire College Hunks Hauling Junk and Moving to pick up the trash either at the event or we will load all the trash into our supply trucks and bring it back to the warehouse to have them pick up another day.





January 29, 2024

Hello,

I wanted to reach out to you and let you know that the National Multiple Sclerosis Society will be hosting our annual Walk MS: Detroit event on May 5! The participants will start at Milliken State Park then head out on Atwater to Chene and down to the riverwalk and back. Please find the enclosed route map from 2023 for reference.

I'm reaching out to let you know that Atwater between Riopelle and Chene will be **CLOSED TO ALL TRAFFIC**, except for access to Outdoor Adventure Center parking lot, on May 5 from **6:00am-2:00pm**. I also wanted to let you know that will have a DJ with amplified sound for the duration of the event.

This event is open to the public and we would love for you to join us. Please feel reach out to me with any questions or visit www.walkms.org to learn more.

Thank you,

Kelly Sakorafos

Sr. Specialist, Event Production
Pronouns: She/Her

National Multiple Sclerosis Society
248-936-0352 | Kelly.Sakorafos@nmss.org
Onyx Building
29777 Telegraph Rd., Suite 1651
Southfield, MI 48034

nationalMSsociety.org





**Community Communication Plan
Walk MS: Detroit
May 5, 2024**

Email and Mailed notification went out to:

Orleans Landing
229 Orleans Street, Detroit, MI 48207
Orl@villagegreen.com

The Aretha
2600 Atwater St.
Detroit, MI 48207
Sulaiman Mausi: smausi@trpnow.com

Emailed and had virtual meeting with Outdoor Adventure Center. They agreed to allow us to use their staff parking lot as a handicap drop off zone.



CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: 2024-119

Event Name: Walk MS: Detroit

Event Status: In Review- Relevant Departments (Step 3 of 6)

Petitioner Name / Organization: National MS Society

Event Location: Milliken State Park and Detroit Riverfront Conservancy

Event Date(s) and Time(s): 05/05/24 8:00 AM to 05/05/24 12:00 PM

Type of Event: Walkthon

Applicant Contact:
Kelly Sakorafos
kelly.sakorafos@nmss.org
+1 (248) 936-0352

Submission Date:	02/06/24 3
Date of Clerk's Office Referral:	04/05/24
Date of City Departments Sign Off:	04/03/24
Date Referred to Council:	4/5/24

Department Approvals

DPD	DFD	EMS	GSD	DDOT	MPD	DPW	DHD
DPD Reviewed- Ready for Council	DFD Reviewed- Ready for Council	EMS Reviewed- Ready for Council	GSD Reviewed- Ready for Council	DDOT Reviewed- Ready for Council	MPD Reviewed- Ready for Council	DPW Reviewed- Ready for Council	DHD Reviewed- Ready for Council

BSEED
BSEED
Reviewed-
Ready for
Council

Mayor's Office Special Events Signature: Yakeima Fife

Digitally signed by Yakeima Fife
Date: 2024.04.09 11:50:01
-04'00'

Date: April 3, 2024

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.walkms.org

Which spaces will be used? Street, Sidewalk

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

Event Description

Brief Event Purpose & Description:

Walk MS: Detroit is a fundraising event to benefit the National MS Society. The start/finish line will be at Milliken State Park and then proceed East down Atwater and follow down the riverfront. At approximately a mile and a half they will turn around and return to Milliken State Park.

Estimated Peak Attendance: 2000

Estimated Total Attendance: 2000

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? Yes

Is this a charity event? Yes

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: National MS Society

Mailing Address: 29777 Telegraph, Suite 1651

Southfield Michigan 48304

Primary Contact:	Secondary Contact:
Kelly Sakorafos	Allison Zimmerman
kelly.sakorafos@nmss.org	allison.zimmerman@nmss.org
+1 (586) 214-3944	+1 (248) 936-0347

Organization Type: Nonprofit

Organization Website: www.nationalmssociety.org

Event Setup & Breakdown

Begin Setup: 05/05/24 6:00 AM

Complete Setup: 05/05/24 8:00 AM

Setup Location(s): Milliken State Park and Atwater St.

Event Start: 05/05/24 8:00 AM

Event End: 05/05/24 12:00 PM

Begin Tear Down: 05/05/24 12:00 PM

Complete Tear Down: 05/05/24 2:00 PM

Number of Trash Containers: 20 Number of Recycling Containers: 5

Cleaning Service Vendor: College Hunks Hauling Junk

Other Waste Elements: N/A

Street Closures & Parking

How many streets will be closed: 1

Will you be closing any part of Woodward Avenue? No

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

1. Atwater St. 05/05/24

Ripelle to Chene 6:00 AM 2:00 PM

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:

We have secured the use of the Riverfront East parking structure for the event. We will have a volunteer there to assist the participants.

Food & Beverage

Will food be served? Yes

Will food be prepared on site? No

Number of food trucks: 1 Number of non-truck food vendors: 0

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? Yes

How many stages will be used? 1

Do any of the stages have a canopy? No

Number of tents 10' x 10' and smaller: 20

Number of tents larger than 10' x 10': 5

Tent Contractor: C & N Party Rental

What other structures will your event include? N/A

Will your event use any grills? No

What kind of grills? _____

Utilities & Portable Restrooms

Event Utilities that will be used: Generators

How will generators be fueled? gas

Generator contractor: Mercury Sound

Will additional wiring be installed? No

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? No

Security Contractor: _____

Number of private personnel per shift: _____

Which of these apply to the private security personnel? _____

Will you contract emergency medical services? Yes

Name of emergency medical services contractor: Hart EMS

Does this event include fireworks? No

Day(s) and time(s) of fireworks: _____

Fireworks vendor: _____

Attachments

<input checked="" type="checkbox"/>	Applicant Signature Page (required)
<input checked="" 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 checked="" type="checkbox"/>	Communication and Community Impact Plan (500+ attendees)
<input type="checkbox"/>	Maintaining of Traffic Plan (1000+ attendees or if closing a street)
<input checked="" type="checkbox"/>	Build and Breakdown Schedule (if you are erecting any structures)
<input checked="" 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 National MS Society to host "Walk MS: Detroit " (2024-119) on May 5, 2024 at Milliken State Park and Detroit Riverfront Conservancy from 8:00 AM to 12:00 PM.

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.