

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

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.	2024-144
Name of Petitioner	Interdimensional Transmissions, Inc
Description of Petition	Petition of Interdimensional Transmissions, Inc (#2024-144) request to hold "Return to the Source" at Tangent Gallery/ Hastings Street Ballroom 715 Milwaukee on May 24 th through May 28 th , from 9:00 PM to 6:00 AM. Set-up to begin May 23 rd 12:00 PM and completed by May 24 th 7:00 PM with tear down to begin May 28 th , at 5:00 AM and completed by 7:00 AM.
Type of Petition	Special Event
Submission Date	5/8/2024
Concerned Departments	Media Services, Buildings & Safety Engineering, Police Department, Fire Department, Municipal Parking Department, Transportation Department, Health Department; General Services Department,
Petitioner Contact	Erika Sherman Interdimensional Transmissions, Inc 313-310-1002 e@ithq.cc

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: 12/6/23

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: Return to the Source

Event Date:

Event Organizer: Interdimensional Transmissions, Inc.

May 24-28, 2024

Applicant Signature: 





Date: 12/6/23

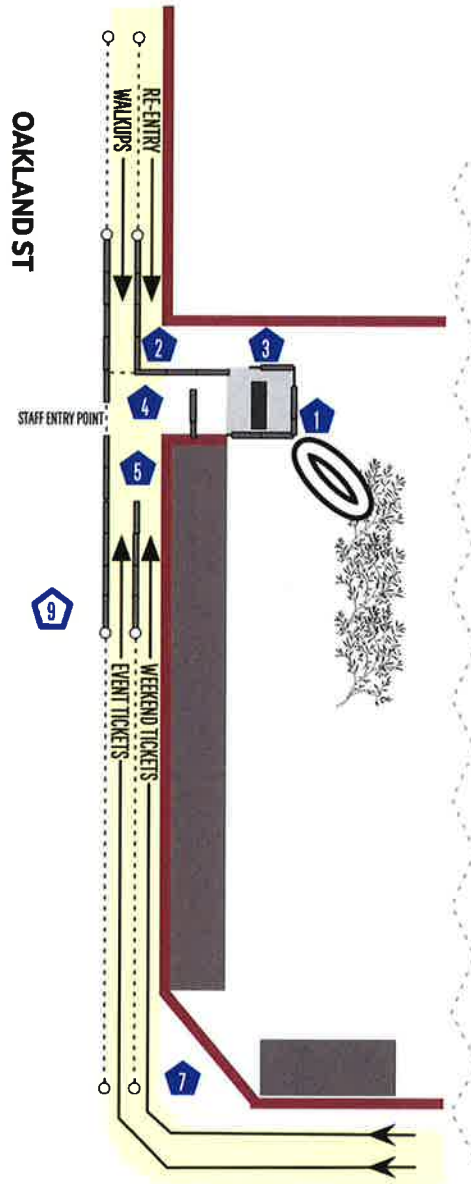
RETURN TO THE SOURCE 2024 DOOR AND LINES DETAIL

SECURITY POSITIONS

1. TENT REAR
2. RE-ENTRY
3. WANDING & BAG CHECK
4. ID CHECK
5. LINE MANAGEMENT
7. MILWAUKEE & OAKLAND
9. OUTSIDE ROAMER

NECESSARY MATERIALS

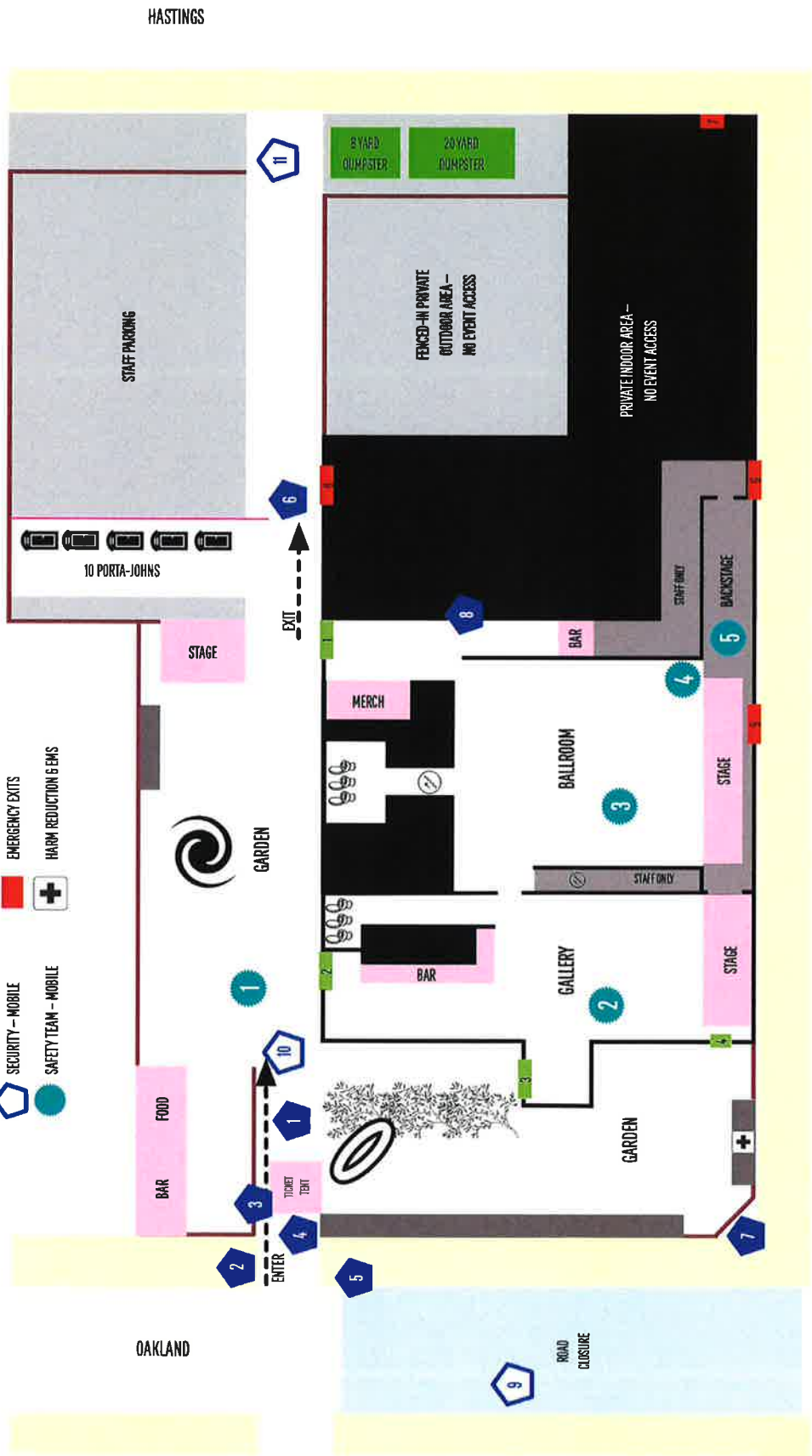
-  12x12 POPUP TENT WITH WALLS ON 2.5 SIDES
-  30 x BIKE BARRIERS (6' ea, 180' total)
-  30 x RETRACTABLE STANCHIONS (6' ea, 180' total)
-  8 x STANCHION TOPPERS TO HOLD SIGNAGE



MILWAUKEE AVE

SAFETY & SECURITY

-  SECURITY - FIXED
-  SECURITY - MOBILE
-  SAFETY TEAM - MOBILE
-  OPEN DOOR
-  EMERGENCY EXITS
-  HARM REDUCTION & EMS



MILWAUKEE

Security – Fixed Positions

1. Tent Rear --
Behind the ticket tent. Prevent people from exiting through the front. Keep area behind tent clear of a crowd. As people enter, keep them moving. Only authorized staff can enter the tent.
2. Re-Entry –
Allow entry for staff, weekend wristbands, and wristbands for the current party. Staff bands come to the front and do not wait in line, skip them in by opening the gate. Ensure that bands are properly secured to arms (not taped on etc).
3. Wanding (2 people during peak times) –
Wand or pat down guests. Do not allow large bags (suitcases, large backpacks, etc) to come in to the party, unless brought in by staff. Check bags for drinks and weapons. Refillable bottles are allowed but they must be empty. Staff skip this process, simply let them proceed. 2 people work during peak times.
4. ID check –
Ensure everyone is 21+ and has their ID out for the ticketing table. The ticketing table will match names on tickets against names on IDs. Do not allow more than 1 group of people to wait at each ticketing station, help (5) Line Management to not send too many people through to crowd the table.
5. Line Management –
Allow people to go through ID check at a pace that does not crowd the area ahead. There should not be more than 1 person waiting for each ticketing station. If someone arrives to the front of the lines and says they are an artist or DJ, skip them in to ID check by opening the gate. The ticketing table will process them, and return them to you if there is an issue.
 - a. Weekend Wristband line: This is the first priority for who to let in.
 - b. Event presales: Second priority
 - c. Guest list: Third priority
 - d. Walk-up: Only as capacity allows, as determined by management staff
6. Exit –
Keep people moving when they choose to leave. There is no entry through the back, everyone must enter through the front.
7. Milwaukee & Oakland –
Prevent sneaking through the corner gate and climbing the wall on Milwaukee. Help

steer people to the correct line.

8. Venue Protection –
Stand at the entrance to venue private area, prevent anyone from entering.

Security – Mobile Positions

9. Outside –
Help with crowd and line management outside of the event. Only necessary during peak times.
10. Inside –
Available as needed to support other positions, could be 2 people during peak times.
11. Back gate –
Support fixed position (6) to prevent sneaking in and enforce one-way foot traffic through the end of the driveway. Keep an eye on people leaving. Only necessary during peak times.

Safety

All safety positions are mobile, except for the backstage wristband checker.

1. Garden Monitor –
Crowd/dancefloor monitor, with extra eyes from harm reduction volunteers.
2. Gallery Monitor –
Crowd/dancefloor monitor, with extra eyes from harm reduction volunteers.
3. Ballroom Monitor –
Crowd/dancefloor monitor, with extra eyes from harm reduction volunteers.
4. Backstage Access –
Only allow proper credentials to enter the backstage. When the backstage is not in use (during Monday afternoon, for example) this person becomes mobile support for other safety staff.
5. Backstage Monitor –
Sweep the backstage areas, green room, and staff-only routes for people who should not be there. De-band and eject anyone that our staff (house manager, stage manager,

artist care, hospitality) says needs to go. Ensure that the stage door to the street is secured.

In case of emergency requiring evacuation

Security positions 1, 2 and 3 –

Ensure that the temporary barrier and tent are cleared so guests can leave the property as quickly as possible. Guide the evacuation through the driveway in a calm and orderly manner. Help anyone physically challenged who requires assistance.

Security positions 4 and 5 –

Organize people who have evacuated, and help to keep them calm. Ensure that people remain outdoors and off the property.

Security position 7 and 9 –

Open the front gate at Oakland & Milwaukee and guide the evacuation through the gate in a calm and orderly manner. Help anyone physically challenged who requires assistance.

Security positions 6, 10, and 11 –

Open the back gate and guide the evacuation through the back driveway in a calm and orderly manner. Help anyone physically challenged who requires assistance.

Security position 8, and Safety position 3 –

Guide the evacuation from the Ballroom to the outside in a calm and orderly manner. Help anyone physically challenged who requires assistance.

Safety positions 1 and 2 –

Guide the evacuation from the Gallery to the outside in a calm and orderly manner. Help anyone physically challenged who requires assistance.

Safety positions 4 and 5 –

Guide the evacuation from the stages and backstage area to the outside in a calm and orderly manner. Help anyone physically challenged who requires assistance.

CONFIRMATION OF SERVICES

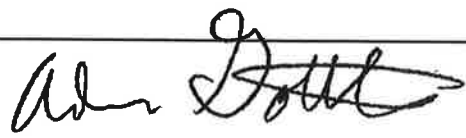
HART EMS MEDICAL SERVICES, PLLC
5201 ROSA PARKS BLVD
DETROIT, MI 48208
313.366.4278 OR 313.216.1771 FAX

Event: Memorial Day Weekend	Location: Tangent Gallery – 715 E. Milwaukee Ave. Detroit, MI
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Date of Service:	Start to End Time:
5/24/2024	9 PM – 5 AM
5/25/2024	10 PM – 10 AM
5/26/2024	10 PM – 12 AM
5/27/2024	12 AM – 12AM
5/28/2024	12 AM – 6 AM

Services Requested By Client:	Quantity:	Location:
<input type="checkbox"/> Supervisor on Site		
<input type="checkbox"/> On-Site Ambulance (with 2 Medical Providers)		
<input type="checkbox"/> First Aid Station		
<input type="checkbox"/> Physician On-Site		
<input checked="" type="checkbox"/> Medical Personal On-Site	1 or 2 / day	Tangent Gallery
<input type="checkbox"/> Dispatch On-Site		
<input type="checkbox"/> Command Center		
<input type="checkbox"/>		

Additional Procedures:



Adam Gottlieb
Hart EMS Medical Services, PLLC

3/12/24

Date



Authorized Signature
Interdimensional Transmissions

March 11 2024

Date

PRIME PROTECTION AUTHORITY LLC

SERVICE AGREEMENT

This Agreement is between Prime Protection Authority, LLC (wherein titled Agency) and

Interdimensional Transmissions Inc 1403 Longfellow Detroit MI 48202
(wherein titled Client). Terms of the Agreement are as follows:

1. Agency is a fully licensed and insured security agency in the State of Michigan. Agency will provide security services as requested by the Client. All employees of the Agency are employed under license and are covered by Agency's general liability. Agency will provide the Client a certificate of insurance naming the Client as an additional insured on said policy.
2. Agency will provide trained and well groomed Unarmed Security Associates dressed in professional attire or Client may request specific attire (additional charges may apply) in compliance with state licensing requirements.
3. The Client and Agency together shall determine the number of Security Associates and hours of assignment with a four (4) hour minimum per Associate. The Agency has informed the Client that additional Security Associates and services are available from the Agency at an additional cost. Requests for additional services and/or Security Associates will be made by the Client and relayed to Agency management. Only the Client and/or a designated agent of the Client can request or change the type of services, hours of assignment and/or the number of Security Associates provided.
4. When possible the Client will give Agency (24) hour notice as to requests for additional Security Associates and/or services. The Client understands that any request made with less than (24) hour notice will result in a \$4 per hour/per associate additional charge and may be difficult to fill but the Agency will make every attempt possible to accommodate the Client. Cancellation of requested Security Associates with less than a (24) hour notice will result in a billing for the (4) hour minimum for each cancelled associate.

5. Billing rates are as follows:

A. \$30.00 per hour/per Unarmed Security Associate
Security Specialist On-site times TBD

B. Hourly rates will be billed in 15 minute increments. Times that are not exact will be rounded up or down to the nearest 15 minute time mark. One and one half times the billing rate will be charged for services on the following holidays: New Year's Day, Easter Sunday, Memorial Day, The 4th of July, Labor Day, Thanksgiving, Christmas Eve, Christmas Day, and New Year's Eve.

6. Other than as outlined above in section 5 or if the Client requests that a specific Agency employee work the Client's location exclusively for more than 40 hours a week, the Agency will be responsible for any and all other overtime expenses as a result of staffing the Client's location.

7. For Special events a 25% deposit on the projected cost of services is due no later than (3) days prior to the day of event and the remaining balance is due within 48 hours of event. Credit card payments are subject to a 3.5% handling fee.

8. The Agency shall act in good faith and in a manner to limit the Client's exposure to alcohol or ordinance violations. However in doing so the Client acknowledges that the Client alone will make the final decision as to who gains entry to their establishment and capacity counts. In doing so the Client agrees to hold harmless and release the Agency from any and all liability and claims that may arise from any and all liquor license violations, ordinance violations or penalties resulting from any inspection or enforcement check including but not limited to capacity, age, identification requirements, over service, etc.

9. Both parties agree that this contract shall be in force and in effect for a period of one year from the date this Agreement is signed and executed. Further, this Agreement may be reopened upon the request of either party one time in each consecutive (12) month period. It is also agreed by and between the Agency and Client that this Agreement is to be continued in full force and effect from term to term after the expiration herein set forth unless a termination of service notice is given.

10. This Agreement may be terminated at any time by Client with cause after a (7) day written notice to discontinue service or without cause after a (30) day written notice is given.

11. It is expressly agreed and understood by and between the parties hereto that this Agreement shall be governed by the laws of the State of Michigan. It is further agreed that if any of the terms or provisions of this Agreement shall be determined to be invalid or inoperative, all the remaining terms and provisions shall remain in full force and effect.

IN WITNESS WHEREOF, parties hereto have executed this Agreement as of the day this document is signed as noted below.

AGENCY: Prime Protection Authority, LLC

Print: Anthony A Pierce

Sign: Anthony A Pierce

Dated: _____

Client Company: I.T.I

Print: Erika Sherman

Sign: E Sherman

Dated: 10/27/23



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/24/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Meadowbrook Insurance Agency 26255 American Drive Southfield MI 48034	CONTACT NAME: Lori Wilson	FAX (A/C, No):
	PHONE (A/C, No, Ext):	E-MAIL ADDRESS: Lori.Wilson@meadowbrook.com
INSURER(S) AFFORDING COVERAGE	NAIC #	
License#: PC779010 PRIMPRO-02	INSURER A: Kinsale Insurance Company	38920
INSURED Prime Protection Authority LLC 4980 Maybee Rd Clarkston MI 48348	INSURER B: Liberty Mutual Insurance Company	23043
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 1919756507

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> 1,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		0100242060-0	5/30/2023	5/30/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 0 PERSONAL & ADV INJURY \$ 0 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		0100242067	5/30/2023	5/30/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A	WC533SB23269	11/2/2023	11/2/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Interdimensional Transmissions Inc.
 1403 Longfellow St.
 Detroit MI 48202

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Return to the Source 2024

May 24-28, 2024

Tangent Gallery, 715 E Milwaukee, Detroit

1. Maintaining of Traffic Plan

The proposed road closure on Oakland Avenue leaves the driveway of the public parking lot accessible, allowing vehicles that drive down Oakland from Grand Blvd access to parking, and also space to turn around safely. Milwaukee Ave and Grand Blvd remain unimpeded.

2. Event Cleanup Plan

There is a 5 person internal team who pick up debris, empty trash and recycling containers, perform ongoing site cleanup while stages are open, and do full cleanings after stages are closed.

Tangent Gallery owns an 8-yard dumpster, and rents an additional 20-yard dumpster from [Empire Disposal](#) for this weekend.

3. Communication and Community Impact Plan

The largest impact on the community will be the road closure, as the event itself will be entirely contained on the grounds of the Tangent Gallery. The road closure will provide improved pedestrian safety, without compromising the ability of people to walk through this section of road. The road and sidewalks will be partially in use to form lines to enter the event, and otherwise will be publicly accessible to pedestrians.

This event is produced in partnership with the Tangent Gallery, who are an active member of the Grand Boulevard Business Association and work closely with Vanguard on neighborhood and community relations. Through these relationships, the local community will be informed about this event, and the proposed road closure.

Yakeima Fife

From: erika <erika@interdimensionaltransmissions.com>
Sent: Monday, May 6, 2024 3:48 PM
To: Yakeima Fife
Subject: [EXTERNAL] Return to the Source - hours of outdoor sound operation

Hi Yakeima,

Here's the info we just discussed on the phone.

We will have music outside during the following times:

- Sunday May 26, from 4-10am, with a performer on stage.
- Sunday May 26 10pm - Monday May 27 noon, with no performer – simply relaying the inside sound at a lower volume.
- Monday May 27 noon - Tuesday May 28 4am, with performers on stage.

best,
erika

--

Erika
Interdimensional Transmissions - Detroit
<http://interdimensionaltransmissions.com/>

EMERGENCY ACTION PLAN

This Emergency Action Plan (EAP) has been developed jointly by Tangent Gallery ("Venue") and Interdimensional Transmissions ("Promoter"), to provide a framework for responding to emergencies that may occur during Special Events hosted at Venue by Promoter.

VENUE

Tangent Gallery / Hastings Street Ballroom
715 E Milwaukee Ave
Detroit, MI 48202

PROMOTER

Interdimensional Transmissions
1403 Longfellow St
Detroit, MI 48206

SPECIAL EVENTS

This EAP is for special events occurring over Memorial Day Weekend 2024, with open hours of:

1. Fri May 24, 2024 9pm - Sat May 25, 2024 5am
2. Sat May 25, 2024 10pm - Sun May 26, 2024 10am
3. Sun May 26, 2024 10pm - Tue May 30, 2024 6am

PREPARED

December 12, 2023

LAST UPDATED

March 6, 2024

EMERGENCY PERSONNEL

DESIGNATED RESPONSIBLE OFFICIAL

Joseph Van Bael, Venue Owner 313-282-4147

VENUE COORDINATORS

Joseph Van Bael 313-282-4147
David Messerschmidt 586-202-0074

EVENT COORDINATORS

Erika Sherman 313-310-1002

Return to the Source 2024 — Emergency Action Plan

Brendan Gillen 313-617-0163

EMERGENCY COORDINATORS

David Messerschmidt 586-202-0074
Robin Van Denbussche 586-206-7104
Damon Morris 610-606-8181
Erika Sherman 313-310-1002

AREA/FLOOR MONITORS and ASSISTANTS TO THE PHYSICALLY CHALLENGED

These roles are provided by the Safety and Security Team. During open hours, there are team members on duty to monitor for potential safety issues and emergencies, posted in the Ballroom, Gallery, Garden, Backstage, Entrance, and Exit.

ON-SITE CONTRACT EMERGENCY MEDICAL SERVICES

Hart EMS Medical Services PLLC 313-366-4278

ON-SITE CONTRACT SECURITY

Prime Protection Authority LLC 248-675-7676

TRAINING

- All personnel receive an electronic copy of this document
- Printed copies of this document are available on-site for personnel to review
- All personnel are shown, in-person, where emergency exits are located in relation to their workplace, and familiarized with emergency exit routes.

EVACUATION ROUTES

Evacuation route maps are posted in each public area (Ballroom, Gallery, and Garden) and work area (Backstage). Public evacuation route maps will be distributed to ticket holders and attendees in the week ahead of the event series via social media and email.

The following information is marked on evacuation maps:

1. Emergency exits
2. Evacuation routes
3. Locations of fire extinguishers
4. Assembly points

Site personnel are aware of at least two evacuation routes.

Return to the Source 2024 — Emergency Action Plan

For normal operations, attendees enter the property through the driveway on Oakland street, and exit through the driveway on Hastings street. In case of emergency, both driveways are available as evacuation routes.

Four doors between the outside (Garden) and indoor (Ballroom, Gallery, and Main Bar) are open during normal operations (doors 1-4). These also serve as evacuation routes. Doors 5 and 6 are for emergency evacuation of people located on stages, backstage, or if these doors provide a faster, safer exit route than other doors.

EMERGENCY PHONE NUMBERS

MEDICAL EMERGENCIES		911
FIRE DEPARTMENT	Detroit Fire Dept	(313) 596-2900
POLICE DEPARTMENT	Third Precinct	(313) 596-1909
ELECTRIC COMPANY	DTE	(800) 477-4747
GAS COMPANY	DTE	(800) 477-4747

EMERGENCY REPORTING AND EVACUATION PROCEDURES

Types of emergencies to be reported by site personnel are:

1. MEDICAL
2. FIRE
3. EXTENDED POWER LOSS
4. SEVERE WEATHER
5. BOMB THREAT

MEDICAL EMERGENCIES

PREVENTION

Site personnel monitor event attendees for anyone who might need help due to dehydration, intoxication, overheating, etc., and bring these issues to the attention of on-site medical services.

IN CASE OF EMERGENCY

Site personnel are trained to bring any medical issues to the attention of on-site Emergency Medical Services, who are present during all public open hours. They will triage any medical issue, determine its severity, and take the next steps. On-site Emergency Medical Services are provided by **Hart EMS Medical Services**.

If the EMS is unavailable, an EMERGENCY COORDINATOR will follow this procedure:

Step 1: Call for help

1. Call AMBULANCE: **911**
2. Provide the following information:
 - a. Nature of medical emergency
 - b. Location of the emergency (address, building, location)
 - c. Your name, and phone number from which you are calling.
3. Do not move victim unless absolutely necessary.
4. Stay with the victim, and have security or harm reduction staff contact on-site EMT to provide the required assistance prior to the arrival of the professional medical help.

Step 2: Attempt first aid on the victim **ONLY if trained and qualified.**

If personnel trained in First Aid are not available, as a minimum, attempt to provide the following assistance, **ONLY if trained and qualified.**

1. Stop the bleeding with firm pressure on the wounds (note: avoid contact with blood or other bodily fluids).
2. Clear the air passages using the Heimlich Maneuver in case of choking.

FIRE EMERGENCY

When fire is discovered:

1. Notify the Fire Department by calling **(313) 596-2900**
2. Notify site personnel about the fire emergency by via text message, phone call, and/or physical voice communication.
3. Notify the sound technician to stop the sound system, so evacuation procedures can be conducted quickly and safely.

Fight the fire **ONLY if:**

- The Fire Department has been notified.
- The fire is small and is not spreading to other areas.
- Escaping the area is possible by backing up to the nearest exit.
- The fire extinguisher is in working condition and personnel are trained to use it.

Upon being notified about the fire emergency, occupants must:

- Leave the building using the designated escape routes.
- Staff must assemble in the designated area: **Corner of Oakland & Milwaukee**
- Remain outside until the competent authority (Designated Responsible Official or a Building Coordinator) announces that it is safe to reenter.

Building Coordinator must:

- Disconnect utilities and equipment unless doing so jeopardizes his/her safety

Return to the Source 2024 — Emergency Action Plan

- Determine if there are any missing personnel.
- Provide the Fire Department personnel with the necessary information about the facility.

Event Coordinator must:

- Determine if there are any missing personnel.

Emergency Coordinator must:

- Coordinate an orderly evacuation of personnel and attendees.

Area/Floor Monitors must:

- Ensure that all occupants have evacuated the area/floor.
- Report any problems to the Emergency Coordinator at the assembly area.

Assistants to Physically Challenged must:

- Assist all physically challenged employees and attendees in emergency evacuation.

EXTENDED POWER LOSS

In the event of extended power loss, certain precautionary measures should be taken:

- Personnel and attendees will be evacuated in an orderly manner
- Unnecessary electrical equipment and appliances should be turned off in the event that power restoration would surge causing damage to electronics and effecting sensitive equipment.

Upon restoration of power:

- Electronic equipment should be brought up to ambient temperatures before energizing to prevent condensate from forming on circuitry.
- Fire and potable water piping should be checked for leaks from freeze damage after the heat has been restored to the facility and water turned back on.
- Personnel and attendees will be readmitted once it is safe on the premises

SEVERE WEATHER AND NATURAL DISASTERS

TORNADO

- When a warning is issued by sirens or other means, seek inside shelter, in the Ballroom, Gallery, and Backstage areas, away from doors and windows.
- Stay away from outside walls and windows.
- Use arms to protect head and neck.
- Remain sheltered until the tornado threat is announced to be over.

Area/Floor Monitors must:

Return to the Source 2024 — Emergency Action Plan

- Guide occupants to shelter indoors, and remain calm

Assistants to Physically Challenged must:

- Assist all physically challenged employees and attendees with seeking shelter

EARTHQUAKE

- Stay calm and await instructions from the Emergency Coordinator or the designated official.
- Keep away from overhead fixtures, windows, filing cabinets, and electrical power.
- Evacuate as instructed by the Emergency Coordinator and/or the designated official.

Area/Floor Monitors must:

- Assist the Emergency Coordinator by guiding attendees in execution of instructions (evacuation, sheltering, etc).

Assistants to Physically Challenged must:

- Assist people with disabilities in finding a safe place.

FLOOD

If indoors:

- Be ready to evacuate as directed by the Emergency Coordinator and/or the designated official.
- Follow the recommended primary or secondary evacuation routes

If outdoors:

- Climb to high ground and stay there.
- Avoid walking or driving through flood water.

Area/Floor Monitors must:

- Assist the Emergency Coordinator by guiding attendees in evacuating

Assistants to Physically Challenged must:

- Assist people with disabilities in finding a safe place.

SEVERE THUNDERSTORMS

The nature of a thunderstorm provides for more warning than other natural and weather disasters. A thunderstorm watch issued when a weather system becomes a threat to a designated area. A thunderstorm warning is issued when winds of 58 mph or higher, and/or hail of 1 inch in diameter or larger, are expected in the area within 24 hours.

Once a thunderstorm WATCH has been issued:

- Stay calm and await instructions from the Emergency Coordinator or the designated official.
- Continue to monitor local TV and radio stations for instructions.

Once a thunderstorm WARNING has been issued:

- Be ready to evacuate as directed by the Emergency Coordinator and/or the designated official.

During a thunderstorm:

- Seek inside shelter, in the Ballroom, Gallery, and Backstage areas, away from doors and windows.
- Area/Floor Monitors must assist the Emergency Coordinator by guiding attendees in evacuating
- Assistants to Physically Challenged must assist people with disabilities in finding a safe place.

TELEPHONE BOMB THREAT CHECKLIST

Be calm, be courteous. Listen. Do not interrupt the caller.

Your name: _____ Date: _____ Time: _____

Origin of call: Local ___ Long Distance ___ Telephone Booth ___

CALLER'S IDENTITY

Sex: Male ___ Female ___ Other ___

Age: Adult ___ Juvenile ___ Approximate Age ___

PRETEND DIFFICULTY HEARING - KEEP CALLER TALKING

IF CALLER SEEMS AGREEABLE TO FURTHER CONVERSATION, ASK QUESTIONS LIKE:

- When will it go off? Certain Hour? Time Remaining?
- Where is it located? Building? Area?
- What kind of bomb?
- What kind of package?
- How do you know so much about the bomb?
- What is your name and address?
- Inform caller that detonation could cause injury or death.
- Activate malicious call trace: Hang up phone and do not answer another line. Choose same line and dial *57 (if your phone system has this capability). Listen for the confirmation announcement and hang up.
- Did the caller appear familiar with plant or building (by his/her description of the bomb location)? Write out the message in its entirety and any other comments on a separate sheet of paper and attach to this checklist.

WHAT DID YOU HEAR?

VOICE

- ___ Loud
- ___ High Pitch
- ___ Raspy
- ___ Intoxicated
- ___ Soft
- ___ Deep
- ___ Pleasant

Other

ACCENT

- ___ Local
- ___ Foreign
- ___ Race
- ___ Not Local
- ___ Region

Other

SPEECH

- ___ Fast
- ___ Distinct
- ___ Stutter
- ___ Slurred
- ___ Slow
- ___ Distorted
- ___ Nasal

Other

LANGUAGE

- ___ Excellent
- ___ Fair
- ___ Foul
- ___ Good
- ___ Poor

Other

MANNER

- ___ Calm
- ___ Rational
- ___ Coherent
- ___ Deliberate
- ___ Righteous
- ___ Angry
- ___ Irrational
- ___ Incoherent
- ___ Emotional
- ___ Laughing

Other

BACKGROUND NOISES

- ___ Factory
- ___ Machines
- ___ Music
- ___ Office
- ___ Machines
- ___ Street
- ___ Traffic
- ___ Trains
- ___ Animals
- ___ Quiet
- ___ Voices
- ___ Airplanes

Return to the Source 2024 — Emergency Action Plan

___ Party
___ Atmosphere

Other

Notify the Emergency Coordinators immediately. Emergency Coordinator will contact the local police department, and provide this call report.

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: 2024-144

Event Name: Return to the Source

Event Status: In Review- City Council (Step 4 of 6)

Petitioner Name / Organization: Interdimensional Transmissions, Inc.

Event Location: Tangent Gallery / Hastings Street Ballroom, 715 E Milwaukee, Detroit, MI 48202

Event Date(s) and Time(s): 05/24/24 9:00 PM to 05/28/24 6:00 AM

Type of Event: Concert/Performance

Applicant Contact:
Erika Sherman
e@ithq.cc
+1 (313) 310-1002

Submission Date:	12/08/23 1
Date of Clerk's Office Referral:	05/08/24
Date of City Departments Sign Off:	05/06/24
Date Referred to Council:	5/2/2024

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 Approval Not Required	DDOT Approval Not Required	MPD Approval Not Required	DPW Approval Not Required	DHD Reviewed-Ready for Council

BSEED

BSEED Reviewed-Ready for Council

Mayor's Office Special Events Signature: *Gabeima Fife*

Date: May 9, 2023

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? Street, Sidewalk, Private Facility

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

Event Description

Brief Event Purpose & Description:

Return to the Source is a ticketed music event that celebrates the global electronic dance music culture that originated in Detroit. In collaboration with the Tangent Gallery, we create a safer space for a diverse crowd of many ages, races, genders, and orientations to dance together all night. Open hours: Fri 5/24/24 9pm to Sat 5/25/24 5am ; Sat 5/25/24 10pm to Sun 5/26/24 10am ; Sun 5/26/24 10pm to Tues 5/28/24 6am. Tangent Gallery operate under a Class C liquor license with extended hours (Dance-Entertainment), allowing them to be open and serve non-alcoholic beverages between 2am and 7am.

Estimated Peak Attendance: 1000

Estimated Total Attendance: 4500

Is this a public event? Yes

Will there be ticket sales or admission charged? Yes

Does this event use Hart Plaza? No

Will there be merchandise sold? Yes

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: Interdimensional Transmissions, Inc.

Mailing Address: 1403 Longfellow St

Detroit MI 48206

Primary Contact:	Secondary Contact:
Erika Sherman	Brendan Gillen
e@ithq.cc	b@ithq.cc
	+1 (313) 617-0163

Organization Type: Corporation

Organization Website: https://ithq.cc

Event Setup & Breakdown

Begin Setup: 05/23/24 12:00 PM

Complete Setup: 05/24/24 7:00 PM

Setup Location(s): Road closure on Oakland between Milwaukee and Tangent's driveway

Event Start: 05/24/24 9:00 PM

Event End: 05/28/24 6:00 AM

Begin Tear Down: 05/28/24 5:00 AM

Complete Tear Down: 05/28/24 7:00 AM

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

Cleaning Service Vendor: n/a, cleaning is provided by venue and internal team.

Other Waste Elements: n/a

Street Closures & Parking

How many streets will be closed: 0

Will you be closing any part of Woodward Avenue? No

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:

The majority of our attendees will be visiting Detroit for the weekend from out of town, and will be taking taxis, Uber or Lyft to come to the event, so will not have cars. For those with cars, there is a paid public lot on Oakland Street. Additional parking is available on the streets around the venue (Grand Boulevard, Milwaukee, etc).

Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

Number of food trucks: 0 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: Fri 5/24/24 9pm - Sat 5/25/24 2am ; Sat 5/25/24 10pm - :

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: 0

Number of tents larger than 10' x 10': 1

Tent Contractor: n/a - internal team will erect a 12' x 12' tent.

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: Generators, Utility Power

How will generators be fueled? _____

Generator contractor: M.A.D. Power, Inc.

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? Yes

Security Contractor: Prime Protection Authority LLC

Number of private personnel per shift: 13

Which of these apply to the private security personnel? Licensed

Will you contract emergency medical services? Yes

Name of emergency medical services contractor: Hart EMS Medical Services PLLC (HMEM)

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 checked="" type="checkbox"/>	Security Plan (500 or less attendees)
<input checked="" type="checkbox"/>	Emergency Response Plan & Medical Procedures (500+ attendees)
<input checked="" type="checkbox"/>	Communication and Community Impact Plan (500+ attendees)
<input checked="" 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 checked="" type="checkbox"/>	Emergency Medical Contractor Agreement (if applicable)
<input type="checkbox"/>	Barricades Provider Agreement (if applicable)
<input checked="" 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 Interdimensional Transmissions, Inc to host "Return to the Source" (#2024-144) on May 24th, 2024 through May 28th, 2024 from 9:00 PM – 6:00 AM at Tangent Gallery/ Hastings Street Ballroom 715 Milwaukee

PROVIDED, that there will be DPD Assisted Event; Contracted with private security 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 DHD pending inspections; and be it further

PROVIDED, that there will be BSEED Permits Required for Tents, Generators, and Stages 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.