

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*

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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.	2024-147
Name of Petitioner	American Heart Association
Description of Petition	Please find attached request to host "2024 Metro Detroit Heart and Stroke Walk & 5K" at Wayne State University on 06/08/24 from 8:00 A.M. to 12:00 P.M. Set-up will begin on 06/07/24 at 11:00 A.M. and will be completed by the event start time on 06/08/24 at 8:00 A.M. Tear down will be completed on 06/08/24 at 12:00 P.M.
Type of Petition	<b>Special Events</b>
Submission Date	05/08/24
Concerned Departments	"Buildings, Safety Engineering, and Environmental Department (BSEED), Department of Public Works (DPW), Detroit Department of Transportation (DDOT), Detroit Fire Department (DFD), General Services Department (GSD), Media Services Department, Municipal Parking Department, Police Department (DPD)"
Petitioner Contact	Charlotte Sypula P1: (313) 549-4969 <a href="mailto:charlotte.sypula@heart.org">charlotte.sypula@heart.org</a>

## 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:**

Renee Rubenstein

**Date:**

5/3/24

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:**

Detroit Heart Walk

**Event Date:**

6/8/24

**Event Organizer:**

American Heart Association

**Applicant Signature:**

Renee Rubenstein

**Date:**

5/3/24

Turn by Turn Directions

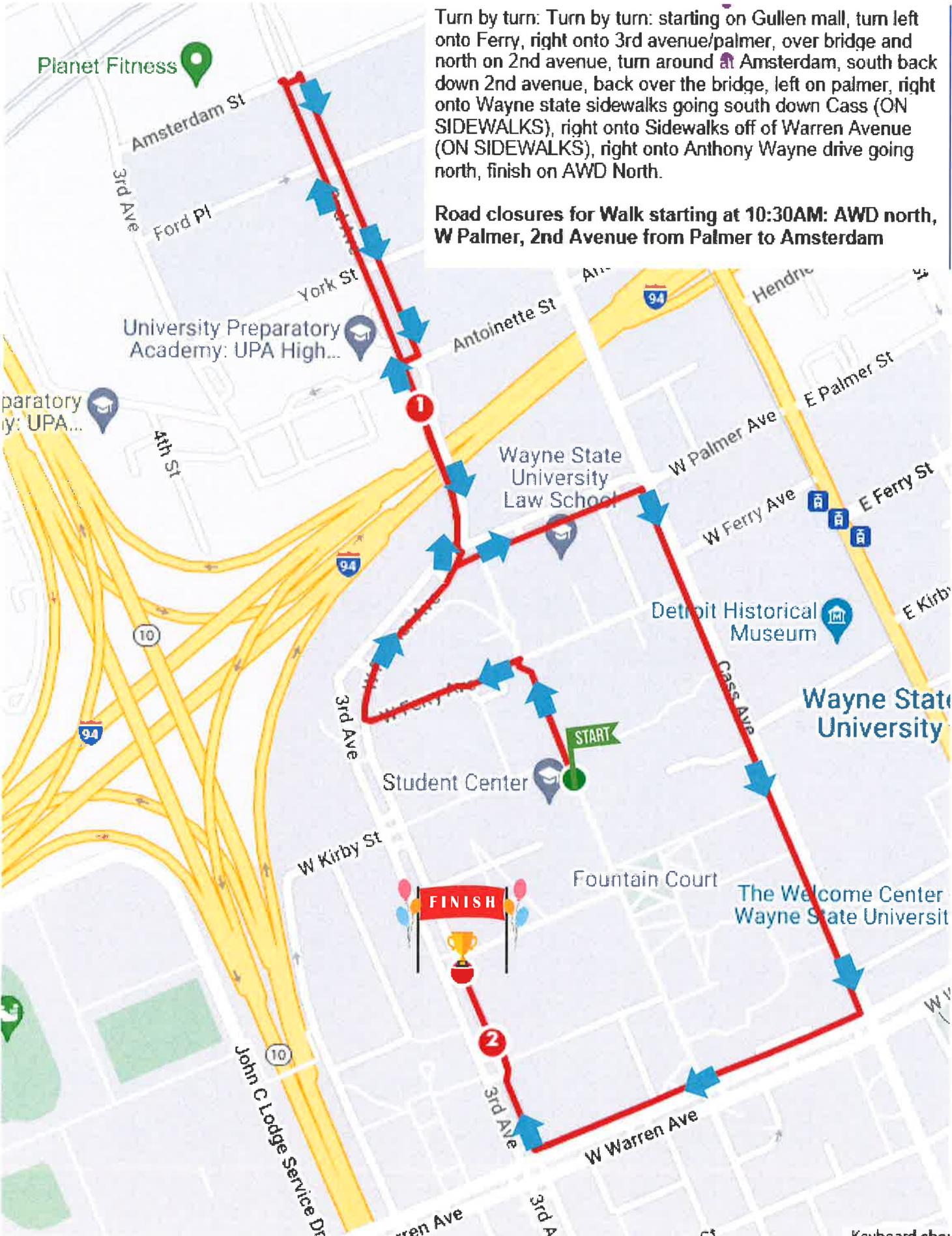
Detroit Heart Walk 2024

9AM 5K

Start: Walkers/Runners will start in the center of Wayne State's Campus on Gullen Mall.  
They will turn left on W. Ferry Avenue  
Turn Right onto W. Palmer Ave  
Turn Right onto Wayne State sidewalk along Cass Avenue  
Turn Right onto Wayne State sidewalk along Warren Avenue  
Turn Right onto West 3<sup>rd</sup> Avenue  
Head straight to West Palmer Avenue  
Over the Bridge on 2<sup>nd</sup> Avenue  
Left on Antoinette Street  
Right onto 3<sup>rd</sup> Avenue  
Right onto York Street  
Right onto 2<sup>nd</sup> Avenue  
Left onto W Palmer Avenue  
Turn Right onto Wayne State sidewalk along Cass Avenue  
Turn Right onto Wayne State sidewalk along Warren Avenue  
Turn Right onto West 3<sup>rd</sup> Avenue  
Finish In front of Keast-Commons/Festival Grounds

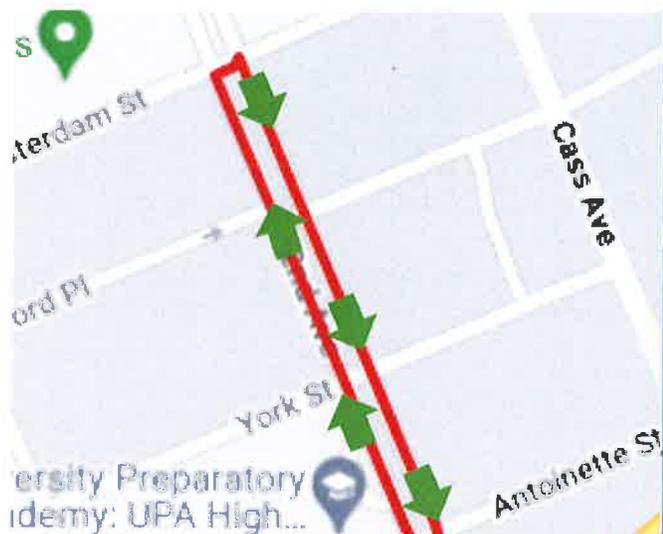
10:30 1.8 Mile Walk

Start: Walkers/Runners will start in the center of Wayne State's Campus on Gullen Mall.  
They will turn left on W. Ferry Avenue  
Head straight to West Palmer Avenue  
Over the Bridge on 2<sup>nd</sup> Avenue  
Left on Antoinette Street  
Right onto 3<sup>rd</sup> Avenue  
Right onto York Street  
Right onto 2<sup>nd</sup> Avenue  
Left onto W Palmer Avenue  
Turn Right onto Wayne State sidewalk along Cass Avenue  
Turn Right onto Wayne State sidewalk along Warren Avenue  
Turn Right onto West 3<sup>rd</sup> Avenue  
Finish In front of Keast-Commons/Festival Grounds



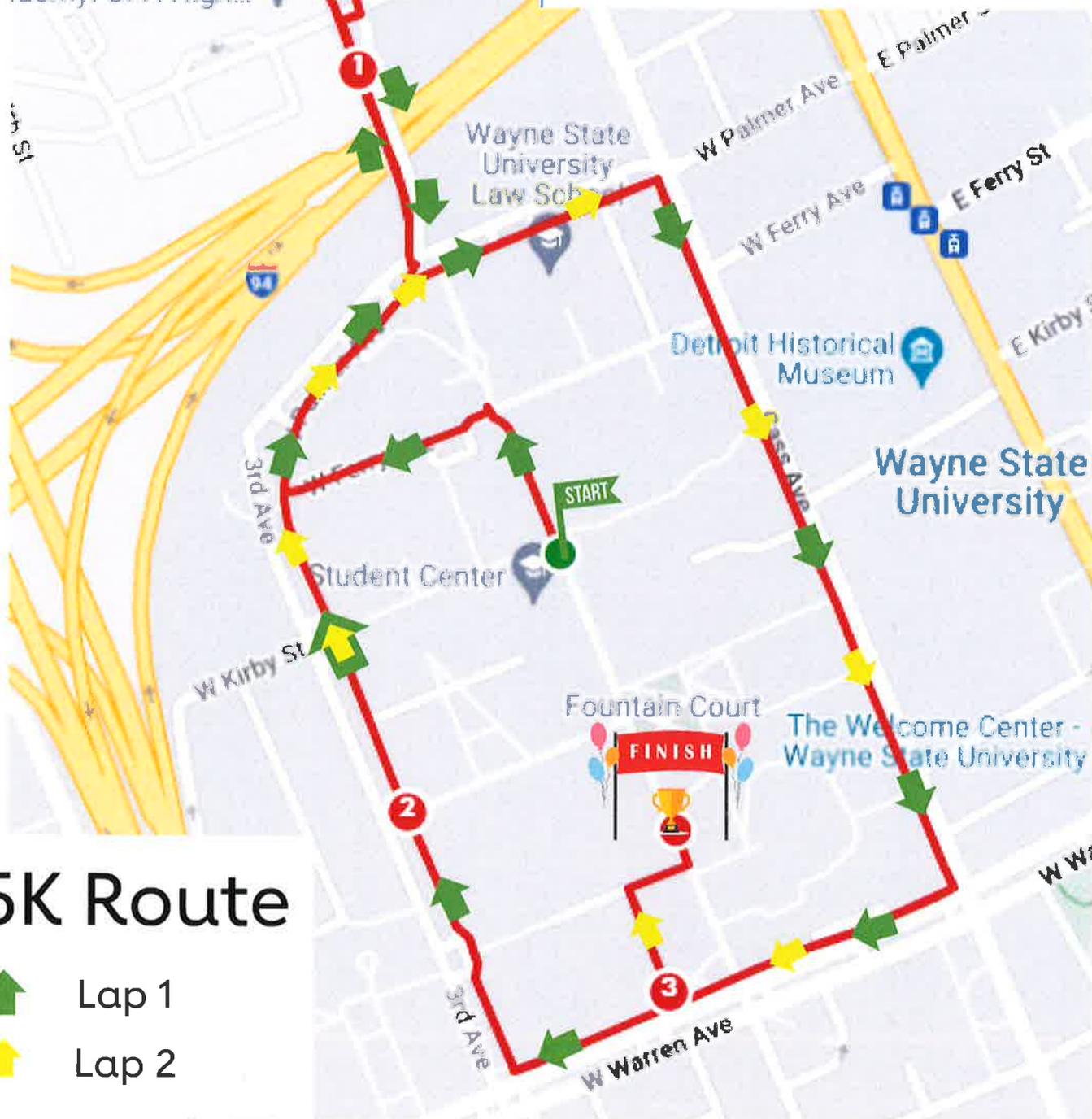
Turn by turn: Turn by turn: starting on Gullen mall, turn left onto Ferry, right onto 3rd avenue/palmer, over bridge and north on 2nd avenue, turn around Amsterdam, south back down 2nd avenue, back over the bridge, left on palmer, right onto Wayne state sidewalks going south down Cass (ON SIDEWALKS), right onto Sidewalks off of Warren Avenue (ON SIDEWALKS), right onto Anthony Wayne drive going north, finish on AWD North.

Road closures for Walk starting at 10:30AM: AWD north, W Palmer, 2nd Avenue from Palmer to Amsterdam



Turn by turn: starting on Gullen mall, turn left onto Ferry, right onto 3rd avenue/palmer, over bridge and north on 2nd avenue, turn around at Amsterdam, south back down 2nd avenue, back over the bridge, left on palmer, right onto Wayne state sidewalks going south down Cass (ON SIDEWALKS), right onto Sidewalks off of Warren Avenue (ON SIDEWALKS), right onto Anthony Wayne drive going north, right onto palmer, right onto Wayne state sidewalks going south down Cass (ON SIDEWALKS), right onto Sidewalks off of Warren Avenue (ON SIDEWALKS), right onto Gullen mall for finish.

Road closures for 5K starting at 9AM: AWD north, W Palmer, 2nd Avenue from Palmer to Amsterdam



# 5K Route

-  Lap 1
-  Lap 2



- 10X20 Tent
- 20x40 Tent
- 10x10 Tent
- Food station within 20x40
- Kids Zone
- Trash Cans
- Bleachers
- Stage
- Parking
- Food Truck
- EMS/First Aid
- Start/Finish
- Enter/Exit
- Restrooms

Parking Lot 5

Kirby

Lodge Service Drive

Anthony Wayne Drive

Finish

William Mall

Gullen Mall

Reuther Hall

Art  
Communi  
Arts  
Auditor

Education

The Towers

Student Center

Chatsworth Apts.

Keast Commons

Recreation and Fitness Center

Kresge  
Library  
Purdy

Fountain Court

De  
Auditi

Linsell

Wari Hall

Undergraduate Library

Anthony Wayne Drive Apartments

Parking 2

St. Andrew's

**Road closures for Walk starting at 10:30AM: AWD north, W Palmer, 2nd Avenue from Palmer to Amsterdam**

**Build and Breakdown Schedule**

**Build Schedule**

Friday June 7<sup>th</sup> (all happening on Wayne State's Campus no Detroit public areas affected)

12PM Tents will be going up on Wayne State's Campus: Keast Commons

\*tables and chairs will be delivered and placed in tents

\*Sponsor banners will be zip tied to the tents

Saturday June 8<sup>th</sup>

5AM (all happening on Wayne State's Campus)

- Set up through vendor: Production Management 1
  - AV Set Up
  - Bleachers Set Up
  - Mobile Stage Set Up

See attached map for outline of site map

8AM (Wayne State's Campus and along route)

- Start and Finish Line set Up
  - Start Line is on Wayne State's Campus
  - Finish Line will be on the road (Anthony Wayne Drive across from Keast Commons)
- Route Entertainment Set Up
  - All on sidewalks (see below for route entertainment map)

Entertainment Stop #1: Corner of W Ferry and Anthony Wayne Drive

(in Wayne State's parking lot which we have reserved)



Entertainment Stop #2: Pistons Performance Center Corner of Amsterdam and 2<sup>nd</sup>



### Breakdown Schedule

Saturday June 8<sup>th</sup>

11:30AM: American Heart Association Volunteers will be collecting any and all trash or entertainment items from along the route.

- o Breakdown of Finish Line on Anthony Wayne Drive

12:00PM: All route clean up complete

1:00PM: Breakdown will begin on Wayne State's Campus

- o Breakdown of all tents and staging



May 3, 2024

American Heart Association  
26555 Evergreen Road, Suite 570  
Southfield, MI, 48076  
Att: Renee Rubenstein

Dear Renee,

This letter will serve as an agreement between The American Heart Association and Medstar Inc. Medstar will provided a dedicated ALS ambulance for standby service on Saturday, June 8, 2024, from the hours of 0800-1230. This service is being donated to The American Heart Association.

Medstar agrees to provide a dedicated ALS ambulance to standby, and respond to, any emergency on the premises during the hours stated above. Should the dedicated unit need to transport a patient to an emergency department, Medstar will make every attempt to back fill a unit for standby until such time that the dedicated unit returns; however, the unit used to back fill will not be dedicated.

A handwritten signature in cursive script that reads "SBurkhardt".

Susan Burkhardt  
Vice President Healthcare Integration  
Medstar Ince.

A handwritten date "5/3/24" written in a simple, blocky font.

Date

**STANDBY REQUEST INFORMATION**

Medstar will use the following event sheet for scheduling and billing for standby services. Any changes to the schedule shall require 48 hours notification.

Name/Title of Event: Detroit Heart Walk

Date of Event: 6/8/24

Arrival Time: 8 @/pm Departure Time: 12:30 am/pm

Location of Event: Wayne State University - Keast Commons

Event requires the following selected level of service:

Dedicated EMS Advanced Life Support Ambulance Standby

Dedicated Basic Life Support Ambulance Standby

Paramedic

Emergency Medical Technician-EMT

*If multi-day event please list specific times and dates below.*

Any specific details for the event: Please provide two ambulances.  
One will be stationed along the route. One will be  
stationed at Wayne State University

Organization Name/Service User: American Heart Association

Corporation  Not-For-Profit  Governmental  Other

Are you charging admission to the event? :  YES  NO

Primary Contact Person's Name: Renee Rubenstein

Mailing Address (for billing): 26555 Evergreen Rd Suite 570

City: Southfield State: MI Zip Code: 48076

Phone #: 313-549-4969 Phone # 2 (if different): 248-808-8239

Email Address: renee.rubenstein@heart.org

On-site contact at event: Sara Hegarty Cell Phone: 419-277-4737

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the date first noted above.

"SERVICE USER" Representative

"Medstar" Representative

Renee Rubenstein

SUSAN BURKHARDT

Printed Name

Printed Name

Renee Rubenstein

SBurkhardt

Signature

Signature

5-3-24

5-3-24

Date

Date

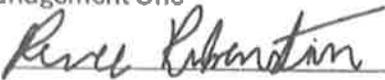
2/28/23

## Barricade Provider Agreement

Project Management One has agreed to provide the American Heart Association with barricades for the Detroit Heart Walk on June 8<sup>th</sup> at Wayne State University.

Once the 5k Run and 2-mile walk has been approved PM1 will provide the expected number of barricades needed for road closers along the route.

Project Management One

Signature: 

Date: 5/6/2024

American Heart Association

Signature: 

Date: 5/6/2024

## Emergency Response Plan

Detroit Heart Walk benefitting the American Heart Association

Saturday, June 8<sup>th</sup> 2024: Wayne State University (Keast Commons)

In the event of an emergency including accidents, medical needs, natural disaster, dangerous life-threatening situations, or extreme inclement weather we will follow these guidelines:

See below for the order of operations that will take place if an emergency should arise

### **Primary Emergency Coordinator:**

Sara Hegarty American Heart Association Executive Director (419-277-4737) and Captain David ZariEFF of Wayne State Police Department (313-577-6077)

### **Backup Emergency Coordinator**

*Renee Rubenstein: Associate VP, Development for American Heart Association (248-808-8239)*

It is recommended that the Primary Emergency Coordinator create a group text the day prior to the event as an expeditious means of communicating with key staff during the event, so that those staff can be quickly informed of an incident or need.

- Upon receiving information about an incident, decide who will go directly to the incident site.
- Assess the situation and, if 911 has not been called, immediately dial 911 if it appears to be a medical emergency.
- Gather information needed to complete an incident report.
- Consult with Legal or SVP of Operations prior to going to hospital and/or staying with injured party.
- Discuss the incident with the Crisis Communications Lead and senior-most AHA staff person to determine who should be notified of the incident.
- Within 24 hours, consult with SVP of Ops prior to conducting phone calls with the injured participant.
- Submit incident report to Christina Kubilus (Legal) and your regional SVP of Operations the first business day after the event. Include your SVP of Human Resources if an AHA staff member is involved.

### **Crisis Communication Lead:**

**Sarah Rood: Communications Director, American Heart Association**

AHA Communications Lead is the only person cleared to be interviewed by media and make official statements on behalf of the AHA. She/He works with the media to ensure factual reporting. In the event of an injury, medical emergency, protest, violence, disruption, or other incident, the Crisis Communication Lead:

- Develops an initial statement to share with media in case of inquiries (within 30 minutes).
- Identifies which media would likely inquire about the crisis or arrive at the event to cover it.
- Secure one location as a media staging area to centralize all inquiries and answer all questions (within 30 minutes). This location will be identified to all appropriate staff so media can be directed accordingly.
- Provide statements without names or specifics.

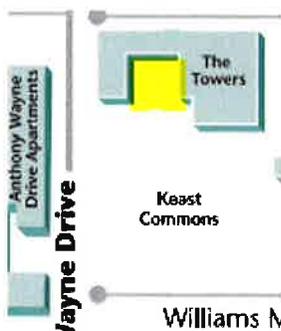
**Inclement Weather:** In the event of extreme inclement weather we would advise all attendees to seek shelter inside of the Wayne State University buildings and shelters

**Evacuation Plan:** The attendees will be parked in the Wayne State University parking garages west of Anthony Wayne Drive. Anthony Wayne Drive going north will be open for attendees to be able to evacuate.

## **Emergency Medical Procedures**

The Detroit Heart Walk will be bringing approx. 3,000-4,000 metro Detroiters together to honor those who have been affected by Heart Disease or Stroke. There will be festival grounds, an opening ceremony, a 5K run, and a 2 mile walk. The grounds will be on Wayne State's campus and open at 8AM and the event will conclude at 12PM.

We will have an ambulance on-site and an area designated for first aid. Below is an image of where the first aid and ambulance will be (highlighted yellow). Keast Commons will be where the main stage and festival grounds will be. All sidewalks will be cleared for Ambulance to drive through if needed.



**Primary Emergency Coordinator:**

- Sara Hegarty American Heart Association Executive Director (419-277-4737)
- Captain David ZariEFF of Wayne State Police Department (313-577-6077)

**Medical Provider:**

We will have 1 stationary ALS Ambulance and EMT at Wayne State and 1-2 ALS Ambulances and EMTs on the route

Medstar contact Susan Burkhardt at [sburkhardt@medstarambulance.org](mailto:sburkhardt@medstarambulance.org) or call (586) 783-0562.

**Maintaining of Traffic Plan**

For the Detroit Heart Walk we will be utilizing mostly Wayne State's sidewalks however we do have a few lane closures. Wayne State Police will be able to cover the road closure policing needs and we have hired 10 additional security guards through Titan Security Group to help with route and festival security needs.

Run will be from 9AM-9:45AM

\*we could open up roads between 9:45AM and 10:30AM

Walk will be from 10:30AM-11:30AM

Here are the two routes with keeping Anthony Wayne Drive south open:

5K <https://www.mapmyrun.com/routes/view/6009514459/>

Turn by turn: starting on gullen mall, turn left onto Ferry, right onto 3rd avenue/palmer, over bridge and north on 2nd avenue, turn around at Amsterdam, south back down 2nd avenue, back over the bridge, left on palmer, right onto wayne state sidewalks going south down cass (ON SIDEWALKS), right onto Sidewalks off of Warren Avenue (ON SIDEWALKS), right onto anthony wayne drive going north, right onto palmer, right onto wayne state sidewalks going south down cass (ON SIDEWALKS), right onto Sidewalks off of Warren Avenue (ON SIDEWALKS), right onto gullen mall for finish.

**Road closures for 5K starting at 9AM: AWD north, W Palmer, 2nd Avenue from Palmer to Amsterdam**

WALK <https://www.mapmyrun.com/routes/view/6009527164/>

Turn by turn: Turn by turn: starting on gullen mall, turn left onto Ferry, right onto 3rd avenue/palmer, over bridge and north on 2nd avenue, turn around at Amsterdam, south back down 2nd avenue, back over the bridge, left on palmer, right onto wayne state sidewalks going south down cass (ON SIDEWALKS), right onto Sidewalks off of Warren Avenue (ON SIDEWALKS), right onto anthony wayne drive going north, finish on AWD North.

# OPERATIONAL PLAN

## OPERATIONAL PLAN SPECIAL EVENTS- HEART WALK

Detail OIC: Sergeant M. Newton, S-79

Date: Saturday June 8<sup>th</sup>, 2024

Location: Wayne State University Keast Commons

Radio Channel: WSP02

Roll Call: Multipurpose room at 7:00 a.m.

Weather Forecast: TBA

EMS: Med Star 2 Trucks in staging area

### **1. Event Planning:**

On Saturday, May 12, 2024, the American Heart Association (AHA) will sponsor the Annual American Heart Walk/Run to benefit heart disease. The event will be held on the campus of Wayne State University. The event will begin on Keast Commons at 0900 hrs. and conclude at approximately noon.

### **Schedule:**

- Roll Call 0700 hrs. at WSUPD Multipurpose room @ 6050 Cass
- All Officers on Post by 0730 hrs.
- The grounds open at 0800 hrs. At Keast Commons and the Fountain Courts.
- Registration and vendors will be located at Keast Commons.
- 9am will be the start of the 5K run from the Gullen Mall (Center campus).
- 10a.m. - Opening Ceremonies at Keast Commons
- 10:30a.m.- Walk begins (1.8 miles)
- 12:00p.m.- Clean –Up

### **5k Route 0900 hrs.**

- 9AM 5K
- Start: Walkers/Runners will start in the center of Wayne State's Campus on Gullen Mall.
- They will turn left on W. Ferry Avenue
- Turn Right onto Anthony Wayne Dr. Avenue

April 29, 2024

# OPERATIONAL PLAN

- Head straight to West Palmer Avenue
- Over the Bridge on 2nd Avenue
- Turn around at Amsterdam
- Return back over the bridge
- Left on W. Palmer
- Right onto southbound Cass Ave (on sidewalk!)
- Right onto Warren Avenue westward (on sidewalk!)
- Turn Right onto Anthony Wayne Dr. northbound
- Turn Right onto W. Palmer to Cass
- Turn Right onto Cass southbound
- Turn right onto W. Warren
- Turn right onto Gulen Mall northbound.
- Finish In front of Keast-Commons/Festival Grounds

- **10:30 1.8 Mile Walk**

- Start: Walkers/Runners will start in the center of Wayne State's Campus on Gullen Mall.
- They will turn left on W. Ferry Avenue
- Head straight to West Palmer Avenue
- Over the Bridge on 2nd Avenue
- Turn around at Amsterdam
- South back over the bridge
- Left on W. Palmer towards Cass
- Right on Cass southbound (on sidewalk!)
- Right on to Warren Ave. westbound (on sidewalk!)
- Turn Right onto Anthony Wayne Dr.
- Finish In front of Keast-Commons/Festival Grounds

## **Resources:**

- MedStar Emergency Medical Services will supply (2) wagons.
- PM1- Product Management One will provide barricades.
- Titan Security Services will supply additional officers to assist at intersections.
- Mutual Aid requested for the Wayne County Sheriff Reserves
- WSUPD will supply 2 Supervisors and 6 Officers for traffic control and Intersection posts.
- 8 WSUPD Scout cars.

# OPERATIONAL PLAN

## **Operations:**

Incident Commander: Sgt. Mark Newton (6879)

Safety Officer: TBD

Liaison Officer: Capt. David Zarrieff (6852)

PIO: Chief A. Holt (6850)

## Personnel Commitment (WSUPD):

- (2) Supervisors
- (6) Officers
- 3-4 Wayne County Sheriff reserves

**Street closures shall be one hour prior to the start of the event 0800 hrs.**

## **Logistics:**

Event Channel will be **WSP02**

- This channel should be used for all event-related communications.
- Barricades provided and staged by PM-1 one day prior to the event.

## **Finance/ Admin Section**

- This function will be financed fully by the AHA.

## **Personnel:**

### **Heart Walk Post Assignments**

OIC: Sergeant Newton, S-79	Assignment 7:00 am – 12 pm
Supervisor: TBD	Roving/ Break relief
Officer #1:	Cass Ave
Officer #2:	Palmer/ Second
Officer #3:	Palmer/ Second
Officer #4:	Bridge
Officer #5:	Bridge
Officer #6	Warren & Anthony Wayne Dr.

OIC: Sergeant Newton, S-79	Assignment 7:00 am – 12:00 pm
Supervisor: Titan Security	
Security Officer #1 & 2:	2 <sup>nd</sup> /Antoinette
Security Officer #3&4:	2 <sup>nd</sup> /York
Security Officer #: 5	AWD/Ferry
Security Officer #6:	AWD/ Warren
Security Officer #7:	Palmer/2nd
Security Officer #8:	Bridge
Security Officer # 9	2 <sup>nd</sup> Amsterdam
Security Officer #10	2 <sup>nd</sup> / Burroughs

### **Safety Plan:**

- All participants are to remain on the sidewalk and should only enter the street where barricaded.
- The roving supervisor and the Cass Ave scout car should ensure that all participants adhere to this rule.
- Participants shall be briefed on the protocol by event staff prior to each event.
- Any medical emergencies should be reported to WSUPD communications center, who will then dispatch MedStar to assist.
- Once the barricades are in place, there shall be no vehicular traffic in any prohibited areas.
- Officers shall hold their posts until given the order to remove any barriers.

**Heart Walk Event Clean Up Plan:**

**6/8/2024:11:30AM-12:00PM** clean up of all trash along the route, clean up of all signage and removal of all entertainers along the route

- The American Heart Association will have volunteers in a golf cart to collect any and all trash and all entertainers will be able to use their cars to re-load and pack up.

## Community Impact Plan: Detroit Heart Walk

The Detroit Heart Walk has been hosted by Wayne State University many years in the past and we are looking forward to bringing it back again this year.

The event will bring together thousands of metro-detroit residents together to walk and rally behind a cause: heart disease and stroke.

The event will be taking place on a weekend not to impact any work commutes and it will be held during the summer session of Wayne State's school year and will not effect the pedestrian traffic.

The run will be from 9AM-10AM and the walk from 10AM-11:30AM and so the road closures will only take place for 2.5 hours on a Saturday morning.

Any sound will be during that time frame as well. Wayne State will provide any communication needed to surrounding businesses.

Thank you!

**\*\*This is a public event so no barricades will be used to prevent entrance into the event. Barricades will only be used for safety purposes along the route and will be provided by our vendor: Production Management 1. We can provide a barricades list once we have approval.**

# SPECIAL EVENTS PETITION

**Petition No:** 2024-147

**Event Name:** 2024 Metro Detroit Heart and Stroke Walk & 5K

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

**Petitioner Name / Organization:** American Heart Association

**Event Location:** Wayne State University

**Event Date(s) and Time(s):** 06/08/24 8:00 AM to 06/08/24 12:00 PM

**Type of Event:** Walkthon, Run/Marathon, Festival

<b>Applicant Contact:</b>
Charlotte Sypula
charlotte.sypula@heart.org
+1 (313) 549-4969

<b>Submission Date:</b>	04/08/24 3
<b>Date of Clerk's Office Referral:</b>	05/08/24
<b>Date of City Departments Sign Off:</b>	05/08/24
<b>Date Referred to Council:</b>	5/16/2024

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

### BSEED

BSEED Reviewed-Ready for Council

**Mayor's Office Special Events Signature:** Yakeima Fife Digitally signed by Yakeima Fife

**Date:** 5/16/2024

## 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: [https://www2.heart.org/site/TR/?fr\\_id=9947&pg=entr](https://www2.heart.org/site/TR/?fr_id=9947&pg=entr)

Which spaces will be used? Street, Sidewalk

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

## Event Description

### Brief Event Purpose & Description:

Heart and Stroke Walk & 5K is about coming together, getting hearts pumping, honoring survivors, raising lifesaving funds - and having fun along the way. 8am festival grounds open, 9am 5k run starts, 10am opening ceremony takes place and we finish out our event with our mile walk at 10:30am. Once the walk concludes the event will be done. All streets can be made open for emergency vehicles immediately.

Estimated Peak Attendance: 3000

Estimated Total Attendance: 4,000.00

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: American Heart Association

Mailing Address: 26555 Evergreen Road, Ste 570

Southfield MI 48076

Primary Contact:	Secondary Contact:
Charlotte Sypula	Renee Rubenstein
charlotte.sypula@heart.org	renee.rubenstein@heart.org
	+1 (248) 808-8239

Organization Type: Nonprofit

Organization Website: https://www.heart.org/en/get-involved/ways-to-give?s\_src=2451'

## Event Setup & Breakdown

Begin Setup: 06/07/24 11:00 AM

Complete Setup: 06/08/24 8:00 AM

Setup Location(s): Wayne State University-Keast Commons

Event Start: 06/08/24 8:00 AM

Event End: 06/08/24 12:00 PM

Begin Tear Down: 06/08/24 12:00 PM

Complete Tear Down: 06/08/24 12:00 PM

Number of Trash Containers: 20 Number of Recycling Containers: 10

Cleaning Service Vendor: Wayne State University

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

## Street Closures & Parking

How many streets will be closed: 3

Will you be closing any part of Woodward Avenue? No

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

1. Anthony Wayne Drive (on map says 3rd Ave) 06/08/24

Corner of Warren and Anthony Wayne Dr. and connect into W Palmer Ave

8:00 AM

12:00 PM

2. W Palmer Ave 06/08/24

Connect from Anthony Wayne Dr (3rd Ave) down to the corner of Cass Ave

8:00 AM

12:00 PM

3. 2nd Avenue 06/08/24

8:00 AM

12:00 PM

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

Will you charge attendees for parking? No

Valet parking or blocking metered parking spaces? Blocking metered parking spaces

Describe the parking plan to accommodate anticipated attendance:

We will be using Wayne State Parking Structure 2 and Parking Structure 5 will be used if overflow

## Food & Beverage

Will food be served? Yes

Will food be prepared on site? No

Number of food trucks: 2 Number of non-truck food vendors: 1

## 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? Yes

Number of tents 10' x 10' and smaller: 4

Number of tents larger than 10' x 10': 8

Tent Contractor: Wahl Tents

What other structures will your event include? Bleachers

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: PM1

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? No

## Security & Emergency Plans

Will the event have a security contractor? Yes

Security Contractor: Wayne State & Titan Security Group

Number of private personnel per shift: 10

Which of these apply to the private security personnel? Licensed, Armed Bonded

Will you contract emergency medical services? Yes

Name of emergency medical services contractor: Medstar

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 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 checked="" 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 American Heart Association to host "2024 Metro Detroit Heart and Stroke Walk & 5K" (#2024-147) on June 8<sup>th</sup>, 2024 from 8:00 AM – 12:00 PM at Wayne State University

**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 Municipal Parking No Parking Signs Required; and be it further

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

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