

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.	2024-158
Name of Petitioner	The Parade Company
Description of Petition	Petition of The Parade Company (#2024-158), request to hold "2024 Ford Fireworks" at the Detroit River on June 24 th (rain date June 25 th), from 6:00 PM to 11:00 PM. Set- up to begin June 22 nd 7:00 AM completed by June 25 th 11:00 PM with tear down June 25 th 8:00 AM.
Type of Petition	Special Event
Submission Date	5/20/2024
Concerned Departments	Media Services, Buildings & Safety Engineering, Police Department, Fire Department, Municipal Parking Department, Transportation Department, Health Department; General Services Department,
Petitioner Contact	Don Morris The Parade Company 248-200-8710 dmorris@theparade.org

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: 05/16/2024

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: 2024 Ford Fireworks

Event Date: 06/24/2024

Event Organizer: The Parade Comapny

Applicant Signature: 

Date: 05/16/2024

CITY OF DETROIT
HART PLAZA
ONE HART PLAZA
DETROIT, MI 48226



Hart Plaza Event Permit

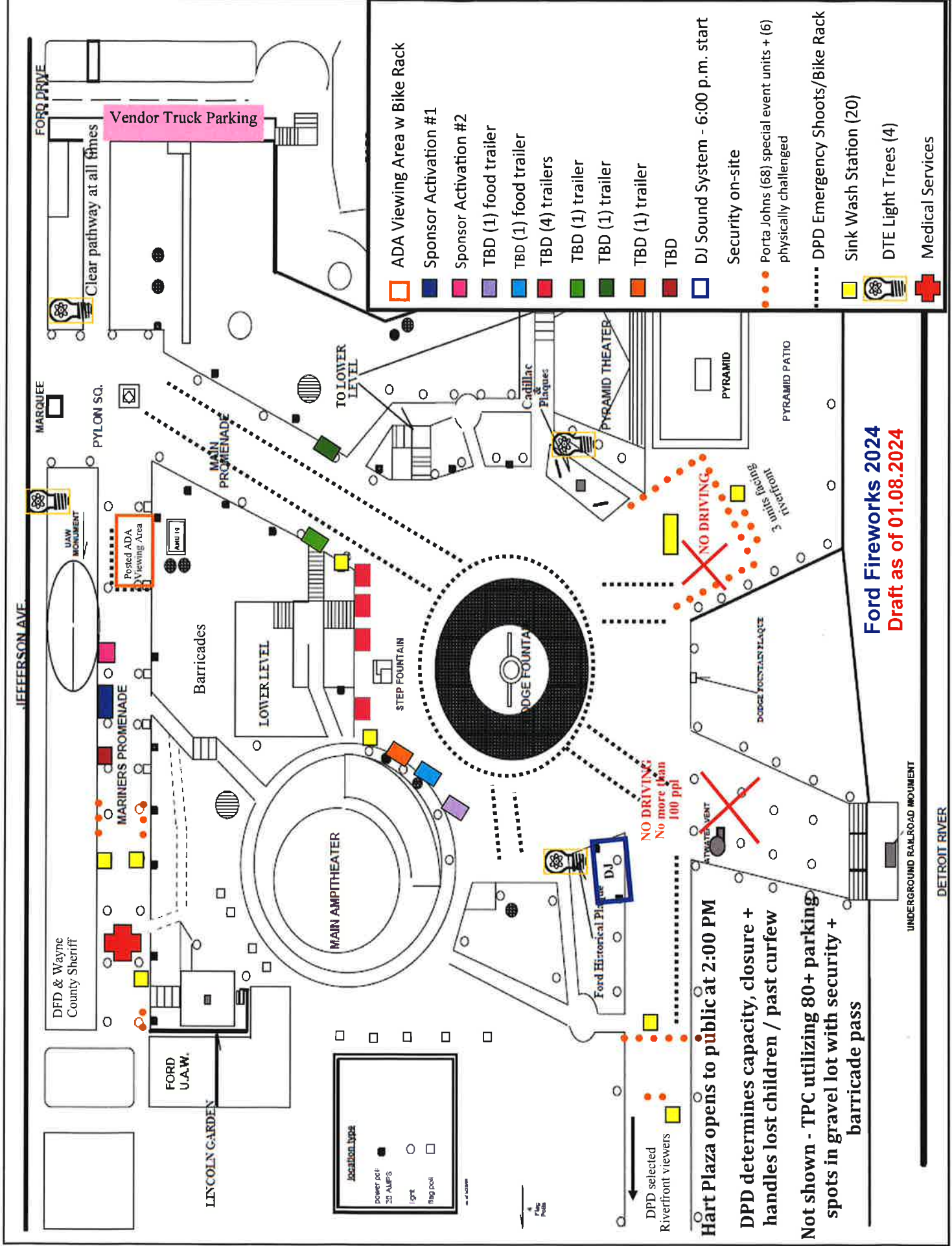
Permit Number: #6

Event Location: One Hart Plaza, Detroit, MI 48226

Event Name: Ford Fireworks

Event Organizer: The Parade Company

Event Dates: June 24, 2024; Rain Date June 25th

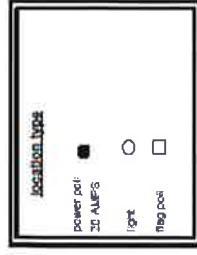


Ford Fireworks 2024
Draft as of 01.08.2024

Hart Plaza opens to public at 2:00 PM
 DPD determines capacity, closure + handles lost children / past curfew
 Not shown - TPC utilizing 80+ parking spots in gravel lot with security + barricade pass

NO DRIVING
 No more than 100 ppl

NO DRIVING



DETROIT RIVER

UNDERGROUND RAILROAD MONUMENT

DOUGLAS YOUNG PLAZA

3 JUNE RACING

PYRAMID THEATER

PYRAMID

PYRAMID PATIO

EDGE FOUNTAIN

STEP FOUNTAIN

TO LOWER LEVEL

MAIN AMPHITHEATER

LOWER LEVEL

LINCOLN GARDEN

FORD U.A.W.

MARINERS PROMENADE

Posted ADA Viewing Area

Vendor Truck Parking

Clear pathway at all times

FORQ PRIVE

MARQUEE

PYLON SQ.

JEFFERSON AVE

DFD & Wayne County Sheriff

MAIN MONUMENT

AMU 12

TO LOWER LEVEL

Cadillac & Plaques

ATWATER EVENT



The Ford Fireworks
June 24, 2024
Hart Plaza

Event Management Contact List

TBD On-Site / Event Day: Addison Mauck
Event Manager
The Parade Company
Mobile: 313.408.1808
Email: addisonmauck@gmail.com

Pre-Event Day: CarolAnn Barbb
Director of Events
The Parade Company
Mobile: 313.525.2065
Email: cbarbb@theparade.org

Vendors & Timeline

As of January 8, 2024

1. Sponsor Activation Booth #1

- Contact:
- Operating Space:
- Power Requirement:

2. Sponsor Activation Booth #2

- Contact:
- Operating Space:
- Power Requirements:

3. TBD Food Truck #1

- Contact:
- Operating Space:
- Power Requirement:

4. TBD Food Truck #2

- Contact:
- Operating Space:
- Power Requirement:

5. TBD Food Truck #3

- Contact:
- Operating Space:
- Power Requirement:

6. TBD Food Truck #4

- Contact:
- Operating Space:
- Power Requirement:

7. TBD Food Truck #5

- Contact:
- Operating Space:
- Power Requirement:

8. TBD Food Trucks #6 - #9

- Contact:
- Operating Space:
- Power Requirement:

9. Medical Services

- Contact: TBD
- (3) Life Support Ambulances & (10) Additional Medical Providers

10. Security Company – secondary to DPD who manages / coordinates crowd control, access to the Plaza and lost children
Contact: TBD

Monday, June 24

Uniformed/Unarmed

25 guards located throughout the plaza ranging from 6:00 a.m. – 12:30 a.m.

6:00 a.m. – 11:00 p.m.

2 guards at Ford Auditorium Drive

12:00 p.m. – 11:00 p.m.

4 guards at Entrance to Hart Plaza

3 guards River Entrance to Hart Plaza

4 guard at UAW Ford Drive Entrance to Hart Plaza

12:00 p.m. – 12:30 a.m.

2 guards roam Hart Plaza from Fountain to Promenade

11. Scotty's Potties

- Contact: TBD
- (55) special event units, (6) physically challenged units & (12) sink wash stations

12. DJ Services

- Contact:
- Power Needed:

LOAD IN SCHEDULE

Monday, June 24, 2024

6:00 AM – Security

8:00 AM – TPC representative on-site, HP electrician on-site (through 11:00 a.m.)

8:30 AM-11:00 AM – Ongoing vendor load-in

2:00 PM – Gates Open

3:00 PM – Photographers

4:00 PM – Medical Services

6:00 PM – DJ begins

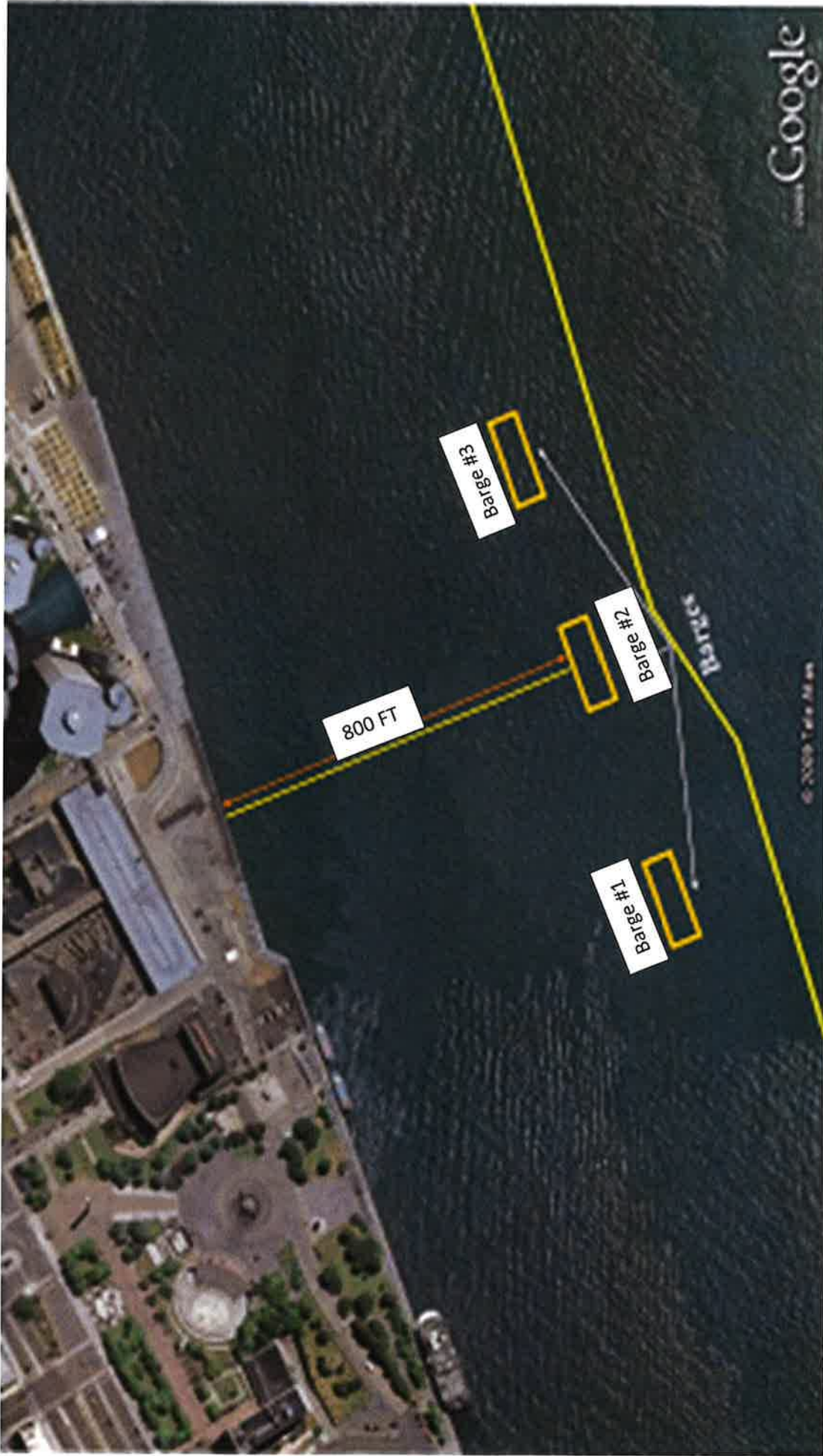
9:30 PM – All Vending MUST Closed

10:06 PM – TBD Ford Fireworks begin

10:30 PM – Electrician on-site; all vendors disconnect

Tuesday, June 25, 2024

12:30 AM – Security Complete



2024 Ford Fireworks Barge Location on the Detroit River



Hart Plaza

A City of Detroit
Parks and Recreation Department Facility
One Hart Plaza
Detroit, MI 48228-4344

General Information & Regulations

Hart Plaza management is providing the following information to help assist you in planning your event.

**All onsite services must be requested through the
Detroit Parks and Recreation Department Management Office Hart Plaza Facility.**

- A) **Organizational Management** - The Hart Plaza Coordinator is responsible for overseeing all tract operations, which includes but is not limited to: site plan, event point of contacts, security and medical plans, daily event schedule, and event expected attendance.
- I) The Hart Plaza Event Coordinator is responsible for keeping track of the following: - Invoices - Receipts – Bookings.
 - II) Hart Plaza Staffing During its peak season, Hart Plaza will remain open daily from 8:00am - 12:00am during events. There are two shifts that staff will be responsible for working:
 - 8:00am - 4:00pm
 - 4:00pm - 12:00am
- B) **Event - Security Deposit Policy:** If there are any damages done to the facility during your event, the difference will be taken from the security deposit obtained. If the charges should supersede the security deposit amount? You have 160 Days to pay the balance, or you will not be allowed to make any reservations until the balance is paid in full.
- I) Deposits are mandatory to reserve an event date at Hart Plaza.
 - II) **Final payments must be received at least sixty (60) days prior to set event date or event is subject to cancellation.**
- C) **Event Summary** - All event summaries must be completed, signed and returned with deposit.
- I) Event Summaries must include site plan that includes but is not limited to ADA accessibility, security, and medical plans. The head of Security detail (company) must be identified 48 hours prior to event start with contact information provided to The Hart Plaza Coordinator.
 - II) Submit ADA accessibility includes but is not limited to: ramps, wheelchair accessible porta-johns, cords and wires taped flat to the ground and safely secured under rubber speed bumps, line management for individuals with canes or prosthetic limbs, emergency signage in braille.

Hart Plaza

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Parks and Recreation Department Facility

One Hart Plaza

Detroit, MI 48228-4344

- III) The EMS and Medical Response companies must be identified 48 hours prior to event start date with day-of contact information provided to the Hart Plaza Coordinator.
 - IV) Event Organizers must provide a truthful account of fees associated with their events. This includes but is not limited to: Vendor Fee, Admission Fee and any other fees charged by promotor.
 - V) Promotor Outreach, Event Promoters and Organizers - Will be engaged via email and phone. The Hart Plaza Event Coordinator will always keep a written record of communications concerning finances and event summaries.
- D) **Waste** - All vendors onsite operating for an event, at the end of the night, are to “break down” all boxes for removal.
- I) Calvin Towns (313) 648-2951 - Is the contact person for all Cleaning Services. Please contact him for all request(s). Service(s) needed for your event, must be approved by the department.
 - II) All cleaning needs must be submitted to Calvin Towns 72 hours prior to the start of your event.
- E) **Facilities** - All available building utilities are provided at the expense of the Event Owner. No unusual connections may be made unto the facilities without permission from the building management and/or the General Services Department. In the event unauthorized connections are made, the difference will be taken from the security deposit obtained. (Please see B)
- I) **Electrical** - All connections into the building utilities must provide for the proper safety precessions to protect the building as well as the public. The building management maintains the right to remove any suspect connection that may cause harm to the building or the public.
 - i. 20-amp power outlets are available throughout the facility. Where sufficient electrical power is not available, Permittee must assume all cost of providing same. All areas are to be returned to their original condition upon completion of the event.
 - II) **Drainage | Floor Tarp** - Grease may not be dumped anywhere onsite. All grease waste should be removed by vendor at the end of the event. If a drain or sink becomes plugged due to improper disposal of grease (or any other misuse), your security deposit will be used for the damages. All areas are to be returned to the matter in which they were received.

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- F) **Loading Dock** - All Deliveries pertaining to the operation of the event are to be routed through the Hart Plaza Loading Dock. The Loading Dock height is 9'6" (nine feet, six inches). The owner reserves the right to limit the access of vehicular movement on the upper and lower level of Hart Plaza.
- I) **All vehicles must have written approval from Hart Plaza Facility Office to drive on Hart Plaza.**
- G) **Storage** - All items related to the event must be removed on the dates communicated during the deposit. There is no extended storage on Hart Plaza before or after an event.
- H) **Vendors** - Are encouraged to prioritize equity and opportunity to Detroit based businesses through the participation in the annual departmental outreach and submit a vendor plan with the event summary.

In the aftermath of COVID-19, flattening the curve is a priority of the General Services Department.

Events Must Provide:

1. One (1) sanitizing station per 100 guests.
2. Events must adhere to porta-john policy. (1x – per 100 guests).
3. If fencing is required for security, the Event Organizer must measure facility grounds to ensure that their security plan is accurate. **The Hart Plaza Event Coordinator must be present for this walk-through.**

Prior to the opening of the event, all vendors must have a Certificate of License issued from the City of Detroit Consumer Affairs Business License Center.

THIS LICENSE MUST BE VISIBLY DISPLAYED FOR THE DURATION OF THE EVENT.

SPECIAL EVENTS PETITION

Petition No: 2024-158

Event Name: 2024 Ford Fireworks

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

Petitioner Name / Organization: The Parade Company

Event Location: The Detroit River

Event Date(s) and Time(s): 06/24/24 6:00 PM to 06/24/24 11:00 PM

Type of Event: Fireworks/Pyrotechnics

Applicant Contact:
Don Morris
dmorris@theparade.org
+1 (248) 200-8710

Submission Date:	03/01/24 5
Date of Clerk's Office Referral:	5/15/24
Date of City Departments Sign Off:	05/15/24
Date Referred to Council:	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 Reviewed-Ready for Council	DDOT Reviewed-Ready for Council	MPD Approval Not Required	DPW Reviewed-Ready for Council	DHD Reviewed-Ready for Council

BSEED
BSEED Reviewed-Ready for Council

Mayor's Office Special Events Signature: *Gakeima 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: www.theparade.org

Which spaces will be used? Private Facility

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

Event Description

Brief Event Purpose & Description:

The annual fireworks display known as the Ford Fireworks to take place on June 24, 2024 (rain date June 25, 2024) at approximately 10:05 PM

In conjunction with the 2024 Ford Firework is an annual party known as the "VIP Roof Top Party presented by Ford" on the 6th & 7th floors of the SP+ Garage. Other family event(s) will be organized in Hart Plaza

Estimated Peak Attendance: 100000

Estimated Total Attendance: 100000

Is this a public event? Yes

Will there be ticket sales or admission charged? Yes

Does this event use Hart Plaza? Yes

Will there be merchandise sold? No

Will you be taking donations? No

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: The Parade Company

Mailing Address: 9500 Mt. Elliott, Studio "A"

Detroit Michigan 48211

Primary Contact:	Secondary Contact:
Don Morris	donfmorris@yahoo.com
dmorris@theparade.org	donfmorris@yahoo.com
+1 (313) 923-7400	+1 (248) 200-8710

Organization Type: Nonprofit

Organization Website: www.theparade.org

Event Setup & Breakdown

Begin Setup: 06/22/24 7:00 AM

Complete Setup: 06/25/24 11:00 PM

Setup Location(s): SP+ Garage and Hart Plaza

Event Start: 06/24/24 6:00 PM

Event End: 06/24/24 11:00 PM

Begin Tear Down: 06/24/24 11:00 PM

Complete Tear Down: 06/24/24 11:00 PM

Number of Trash Containers: 4 Number of Recycling Containers: 0

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:

SP+ Garage - First to fifth floor. Renaissance Center various garages

Food & Beverage

Will food be served? Yes

Will food be prepared on site? No

Number of food trucks: 3 Number of non-truck food vendors: 0

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? No

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

Day(s) and time(s) alcohol will be served: June 24, 2024, starting 6:00 PM - 10:30 PM

Will ice be used in any served beverages? Yes

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: 1

Number of tents larger than 10' x 10': 6

Tent Contractor: TBD

What other structures will your event include? _____

Will your event use any grills? No

What kind of grills? _____

Utilities & Portable Restrooms

Event Utilities that will be used: Generators

How will generators be fueled? 12

Generator contractor: DTE

Will additional wiring be installed? Yes

Does the event require access to a hydrant? No

Will there be amplified sound? Yes

Will a sound system be used? Yes

Will you be providing Port-a-johns? Yes

Security & Emergency Plans

Will the event have a security contractor? Yes

Security Contractor: NAIAS Security Services

Number of private personnel per shift: 40

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: Hart Medical

Does this event include fireworks? Yes

Day(s) and time(s) of fireworks: June 24, 2024 at approximately 10:05 PM

Fireworks vendor: Zambelli Pyrotechnics

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 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 checked="" 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 The Parade Company to host "2024 Ford Fireworks" (#2024-158) on June 24th, 2024 (rain date June 25th, 2024) from 6:00 PM – 11:00 PM at Detroit River and Hart Plaza.

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 DPW Barricades & Road Closure Signage Required; and be it further

PROVIDED, that there will be DHD pending inspections; and be it further

PROVIDED, that there will be BSEED Permits 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.