

# 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*

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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.	2024-161
Name of Petitioner	Tec-Troit 501c-3
Description of Petition	Petition of Tec- Troit 501c-3 ( <b>#2024-161</b> ), request to hold "Tec-Troit" at 1151 Taylor St on June 7 <sup>th</sup> through June 9 <sup>th</sup> , from 5:00 PM to 11:00 PM. Set-up to begin June 7 <sup>th</sup> , 9:00 AM and completed by 3:00 PM with tear down to begin June 9 <sup>th</sup> , at 10:00 PM and completed by June 10 <sup>th</sup> 2:00 AM.
Type of Petition	<b>Special Event</b>
Submission Date	5/21/2024
Concerned Departments	Media Services, Buildings & Safety Engineering, Police Department, Fire Department, Municipal Parking Department, Transportation Department, Health Department; General Services Department,
Petitioner Contact	Moses Malone Tec-Troit 501c-3 810-292-7312 <a href="mailto:mosesmalone209@gmail.com">mosesmalone209@gmail.com</a>

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:** Jason Malone

**Date:** 5/22/24

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.

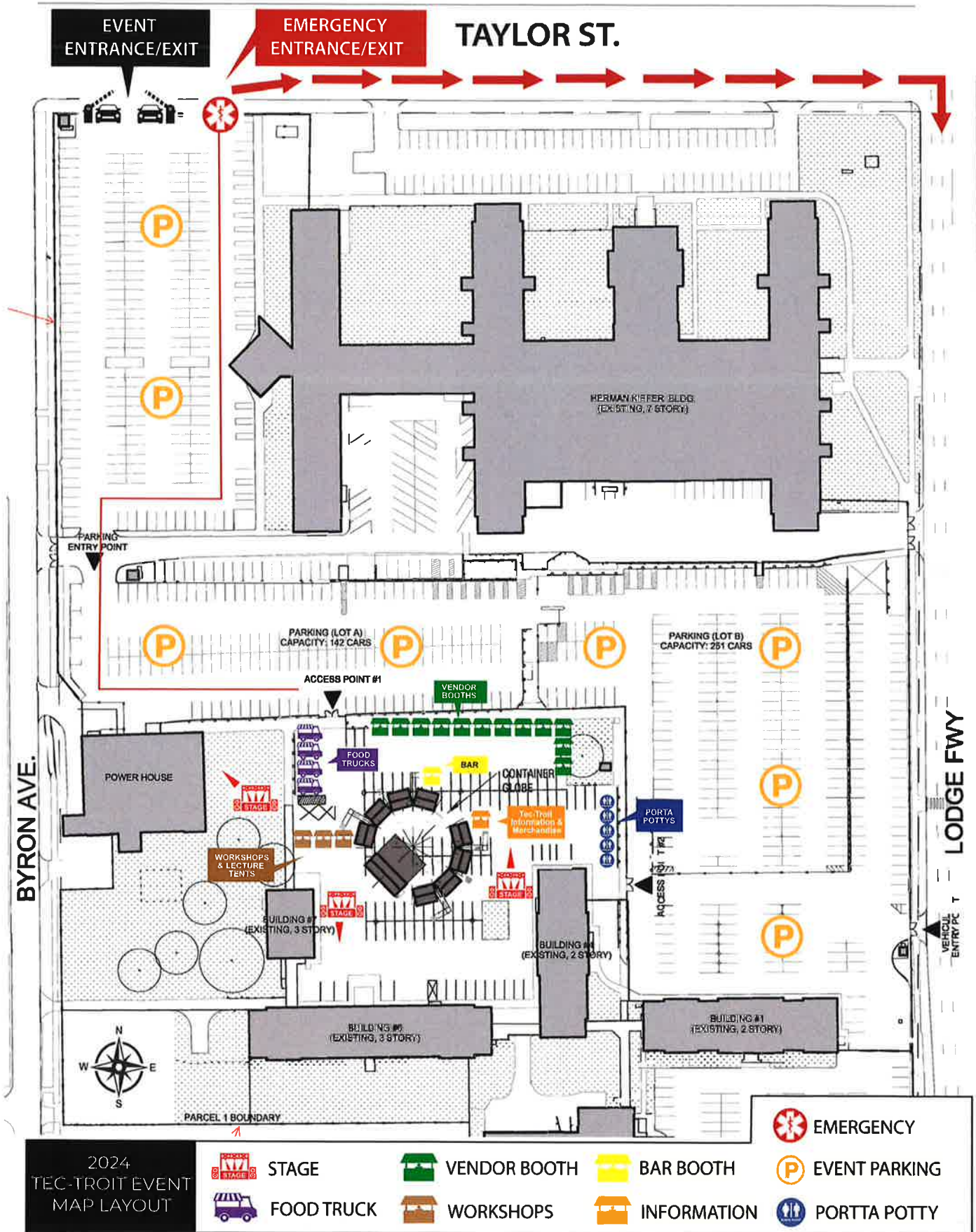
**Event Name:** Tec-Troit

**Event Date:** 6/7/24

**Event Organizer:** Tec-Troit

**Applicant Signature:** Jason Malone

**Date:** 5/22/2024



## Yakeima Fife

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**From:** Moses Malone <mosesmalone209@gmail.com>  
**Sent:** Wednesday, May 22, 2024 4:44 PM  
**To:** Yakeima Fife  
**Subject:** [EXTERNAL] Re: FW: Petition 2024-161 Tec-Troit 501c-3

The Name of the security company is Spartan 6 Security:  
During event hours there will be 6 unarmed security on site  
Over night there will be one security guard  
the property has one gate guard 24 hr every day as well.

On Wed, May 22, 2024 at 4:43 PM Moses Malone <mosesmalone209@gmail.com> wrote:

On Wed, May 22, 2024 at 4:37 PM Yakeima Fife <fifeya@detroitmi.gov> wrote:

Please sign this page and send over your security information expeditiously or the event will not make the agenda in time

**From:** Uraina Clark <clarku@detroitmi.gov>  
**Sent:** Tuesday, May 21, 2024 3:46 PM  
**To:** Yakeima Fife <fifeya@detroitmi.gov>; Jessica Parker <JParker@detroitmi.gov>  
**Cc:** mosesmalone209@gmail.com; AliReda Jeafar <AliReda.Jeafar@detroitmi.gov>; Cindy Golden <goldenc@detroitmi.gov>; Louise Jones <jonesl@detroitmi.gov>; Deonte Agee <ageed@detroitmi.gov>  
**Subject:** Petition 2024-161 Tec-Troit 501c-3

Petition of Tec- Troit 501c-3 (#2024-161), request to hold "Tec-Troit" at 1151 Taylor St on June 7th through June 9th, from 5:00 PM to 11:00 PM. Set-up to begin June 7th, 9:00 AM and completed by 3:00 PM with tear down to begin June 9th, at 10:00 PM and completed by June 10th 2:00 AM.

*Best regards,*

*Uraina Clark*

Junior Assistant City Council Committee Clerk  
City Clerk Office STE 200

Coleman A. Young Municipal Center  
2 Woodward Ave.  
Detroit, Michigan 48226

# Severe Weather Evacuation Plan for Tec-Troit 2024

Location: 1151 Taylor St, Detroit, MI

## **1. Introduction**

In the event of severe weather conditions posing a threat to the safety of attendees and staff, it is crucial to have a well-defined evacuation plan in place. This plan outlines the procedures to be followed to ensure a swift and organized evacuation from the festival grounds at 1151 Taylor St, Detroit, MI.

## **2. Monitoring Weather Conditions**

Festival organizers will continuously monitor weather forecasts and alerts leading up to and during the event.

A designated staff member will be responsible for keeping track of weather updates and issuing alerts to all staff members if severe weather is anticipated.

## **3. Alert System**

Upon receiving notification of severe weather conditions, festival staff will activate the alert system.

This system will include audible alarms and visual alerts to signal the need for evacuation.

Additionally, staff members will utilize a PA system to communicate evacuation instructions clearly and effectively.

## **4. Evacuation Routes**

Attendees and staff will be directed to evacuate using the two designated exit gates located at the entrance on Taylor st on the north side of the festival ground or the Lodge Freeway service drive exit located on the east side of the festival grounds. In case of a tornado all attendees will be directed to the basement of building 7 and overflow will be directed to the basement of building 6. Staff members stationed at each exit gate will guide attendees towards the nearest and safest evacuation route away from the affected area.

## **5. Staff Responsibilities**

All staff members are responsible for assisting attendees in a calm and orderly evacuation.

Security personnel will maintain crowd control and ensure that attendees do not panic or rush towards the exits.

Staff will provide assistance to individuals with mobility issues or medical conditions, ensuring they safely exit the premises.

Festival organizers will coordinate with emergency services and provide them with any necessary assistance or information.

## **6. Attendee Instructions**

Upon hearing the severe weather alert or receiving evacuation instructions, attendees must remain calm and proceed to the nearest exit gate.

Attendees should follow the instructions of festival staff and security personnel at all times.

If lightning is present, attendees should seek shelter indoors or in vehicles if evacuation is not immediately possible.

## **7. Reassessing the Situation**

Once evacuated, staff members will perform a headcount to ensure that all attendees have safely exited the festival grounds.

Festival organizers will continue to monitor weather conditions and provide updates to attendees regarding when it is safe to re-enter the premises.

## **8. Training and Drills**

Staff members will receive training on severe weather evacuation procedures prior to the event.

## **9. Conclusion**

By following this severe weather evacuation plan and working together, we can ensure the safety of all individuals attending the festival. In the event of severe weather conditions, remaining calm, following instructions, and assisting one another will be crucial for a successful evacuation.

Tec-Troit Organizers:

Raul Rocha (313)-910-9060

Jason Malone (810)292-7312

# Fire Evacuation Plan for Tec-Troit 2024

Location: 1151 Taylor St, Detroit, MI

## **1. Introduction**

In the event of a fire emergency, the safety and well-being of all staff and attendees are our utmost priority. This evacuation plan outlines the procedures to be followed to ensure a swift and organized evacuation from the festival grounds at 1151 Taylor St, Detroit, MI.

## **2. Emergency Alert System**

Upon the detection of a fire or receiving a fire alarm notification, festival staff will activate the emergency alert system.

This system will include both audible alarms and visual alerts (flashing lights) to signal the need for evacuation.

Additionally, staff members will use a PA system to communicate evacuation instructions clearly and effectively.

## **3. Evacuation Routes**

Attendees and staff will be directed to evacuate using the two designated exit gates located at the entrance on Taylor St on the north side of the festival ground or the Lodge Freeway service drive exit located on the east side of the festival grounds.

Staff members stationed at each exit gate will guide attendees towards the nearest and safest evacuation route.

## **4. Staff Responsibilities**

All staff members are responsible for assisting attendees in a calm and orderly evacuation.

Security personnel will maintain crowd control and ensure that attendees do not panic or rush towards the exits.

Staff will provide assistance to individuals with mobility issues or medical conditions, ensuring they safely exit the premises.

Festival organizers will coordinate with emergency services and provide them with any necessary assistance or information.

## **5. Attendee Instructions**

Upon hearing the fire alarm or receiving evacuation instructions, attendees must remain calm and proceed to the nearest exit gate.

Attendees should follow the instructions of festival staff and security personnel at all times.

If smoke is present, attendees should stay low to the ground where the air is clearer.

Attendees must not use elevators during an evacuation; they should use staircases instead.

Once outside, attendees should move to the designated assembly point [describe the assembly point location].

## **6. Reassessing the Situation**

Once evacuated, staff members will perform a headcount to ensure that all attendees have safely exited the festival grounds.

Festival organizers will liaise with emergency services to determine when it is safe to re-enter the premises.

## **7. Training and Drills**

Staff members will receive training on fire evacuation procedures prior to the event.

## **8. Conclusion**

By following this fire evacuation plan and working together, we can ensure the safety of all individuals attending the festival. In the event of a fire emergency, remaining calm, following instructions, and assisting one another will be crucial for a successful evacuation.

### **Tec-Troit Organizers:**

Raul Rocha (313)-910-9060

Jason Malone (810)292-7312

# SPECIAL EVENTS PETITION

**Petition No:** 2024-161

**Event Name:** Tec-Troit

**Event Status:** In Review- Clerk's Office (Step 2 of 6)

**Petitioner Name / Organization:** Tec-Troit 501c-3

**Event Location:** 1151 Taylor st detroit mi 48202

**Event Date(s) and Time(s):** 06/07/24 5:00 PM to 06/09/24 11:00 PM

**Type of Event:** Festival

<b>Applicant Contact:</b>
Moses Malone
mosesmalone209@gmail.com
+1 (810) 292-7312

<b>Submission Date:</b>	04/30/24
<b>Date of Clerk's Office Referral:</b>	05/22/24
<b>Date of City Departments Sign Off:</b>	05/22/24
<b>Date Referred to Council:</b>	5/22/24

## Department Approvals

DPD	DFD	EMS	GSD	DDOT	MPD	DPW	DHD
DPD Reviewed-Ready for Council	DFD Reviewed-Ready for Council	EMS Reviewed-Ready for Council	GSD 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:** *Gakeima Fife*

**Date:** May 22, 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.tetroit.com

Which spaces will be used? Private Facility

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

## Event Description

Brief Event Purpose & Description:

Tec-Troit electronic Music Festival  
3 day, free event featuring only Detroit based artist and vendors

Estimated Peak Attendance: 1000

Estimated Total Attendance: 1500

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? Yes

Will you be taking donations? Yes

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: Tec-Troit 501c-3

Mailing Address: 3000 E Grand Blvd

Detroit MI 48202

Primary Contact:	Secondary Contact:
Moses Malone	Raul Rocha
mosesmalone209@gmail.com	Djroach313@yahoo.com
	+1 (313) 910-9060

Organization Type: Nonprofit

Organization Website: www.tectroit.com

## Event Setup & Breakdown

Begin Setup: 06/07/24 9:00 AM

Complete Setup: 06/07/24 3:00 PM

Setup Location(s): 1151 Taylor st Detroit MI 48202

Event Start: 06/07/24 5:00 PM

Event End: 06/09/24 11:00 PM

Begin Tear Down: 06/09/24 10:00 PM

Complete Tear Down: 06/10/24 2:00 AM

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

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:  
large parking lot on site

## Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

Number of food trucks: 4 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? Yes

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

Day(s) and time(s) alcohol will be served: noon-10:30pm

Will ice be used in any served beverages? No

## Stages, Tents, & Structures

Is a stage being built? No

How many stages will be used? \_\_\_\_\_

Do any of the stages have a canopy? \_\_\_\_\_

Number of tents 10' x 10' and smaller: 30

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

Tent Contractor: N/A

What other structures will your event include? N/A

Will your event use any grills? No

What kind of grills? \_\_\_\_\_

## Utilities & Portable Restrooms

Event Utilities that will be used: Generators

How will generators be fueled? Gas

Generator contractor: N/A

Will additional wiring be installed? No

Does the event require access to a hydrant? No

Will there be amplified sound? Yes

Will a sound system be used? Yes

Will you be providing Port-a-johns? Yes

## Security & Emergency Plans

Will the event have a security contractor? No

Security Contractor: \_\_\_\_\_

Number of private personnel per shift: \_\_\_\_\_

Which of these apply to the private security personnel? \_\_\_\_\_

Will you contract emergency medical services? No

Name of emergency medical services contractor: \_\_\_\_\_

Does this event include fireworks? No

Day(s) and time(s) of fireworks: \_\_\_\_\_

Fireworks vendor: \_\_\_\_\_

## Attachments

<input checked="" type="checkbox"/>	Applicant Signature Page (required)
<input checked="" type="checkbox"/>	Event Clean Up Plan (required)
<input type="checkbox"/>	Security Plan (500 or less attendees)
<input type="checkbox"/>	Emergency Response Plan & Medical Procedures (500+ attendees)
<input checked="" type="checkbox"/>	Communication and Community Impact Plan (500+ attendees)
<input type="checkbox"/>	Maintaining of Traffic Plan (1000+ attendees or if closing a street)
<input checked="" type="checkbox"/>	Build and Breakdown Schedule (if you are erecting any structures)
<input checked="" type="checkbox"/>	Site Map Plan (if event involves any temporary elements including tents)
<input type="checkbox"/>	Emergency Medical Contractor Agreement (if applicable)
<input type="checkbox"/>	Barricades Provider Agreement (if applicable)
<input type="checkbox"/>	Security Contractor Agreement (if applicable)
<input type="checkbox"/>	Port-a-john Contractor Agreement (if applicable)
<input type="checkbox"/>	Sanitation Contractor Agreement (if applicable)

City Council Member: \_\_\_\_\_

**Resolved,** The Mayor's Office is hereby authorized and directed to issue permits to Tec-Troit 501c3 to host "Tec-Troit" (#2024-161) on June 7<sup>th</sup>, 2024 through June 9<sup>th</sup>, 2024 from 5:00 PM – 11:00 PM at 1151 Taylor St.

**PROVIDED,** that there will be DPD Assisted Event; and be it further

**PROVIDED,** that there will be DFD Pending Inspections; 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, Stages, 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.