

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.	2024-160
Name of Petitioner	City of Detroit Office of Mobility Innovation
Description of Petition	Petition of City of Detroit Office of Mobility Innovation (#2024-160), request to hold "North End Community Bike Ride" at 444 Smith St. on June 1 st , from 12:00 PM to 3:00 PM. Set-up to begin June 1 st , 11:00 AM and completed by 12:00 PM with tear down complete by 4:00 PM.
Type of Petition	Special Event
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	Sherelle Streeter City of Detroit Office of Mobility Innovation 313-978-8976 sherellestreeter@detroitmi.gov

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: Sherelle Streater

Date: 5/13/2024

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: North End Community Bike I

Event Date: 6/1/2024

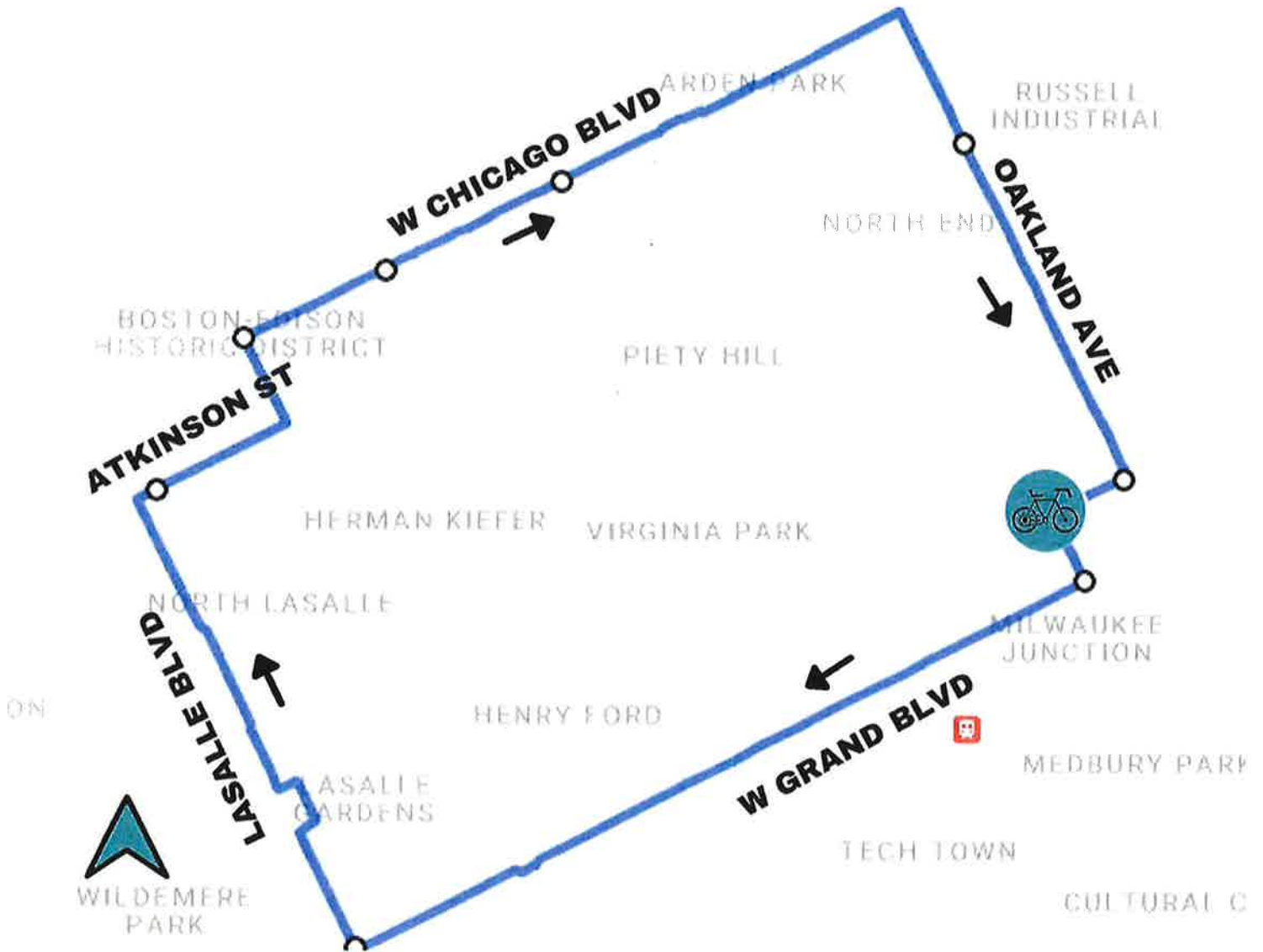
Event Organizer: City of Detroit Office of Mobi

Applicant Signature: Sherelle Streater

Date: 5/13/2024

ROUTE MAP

North End Community Ride



Key



Start/Finish Location



Bike Route

City of Detroit Office of Mobility Innovation

Shared Mobility Program

North End Community Bike Ride (Event Clean-Up Strategy)

Overview

The North End Community Bike Ride should not accumulate a lot of waste. Clean-up will take place before and after the event.

During the event, participants will be directed to dispose of any waste produced from water bottles or snacks in the provided park receptacles and recycle bins.

An additional sweep for leftover waste will be done following the event. Remaining waste will be disposed of in receptacles and recycle bins at the park.

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: 2024-160

Event Name: North End Community Bike Ride

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

Petitioner Name / Organization: City of Detroit Office of Mobility Innovation

Event Location: 444 Smith ST, Detroit, MI, 48202

Event Date(s) and Time(s): 06/01/24 12:00 PM to 06/01/24 3:00 PM

Type of Event: Bike Ride/Race

Applicant Contact:
Sherelle Streeter
sherellestreeter@detroitmi.gov
+1 (313) 978-8976

Submission Date:	05/13/24 1
Date of Clerk's Office Referral:	05/21/24
Date of City Departments Sign Off:	05/22/24
Date Referred to Council:	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 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
Approval Not
Required

Mayor's Office Special Events Signature: *Jakeima 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? No

Event Website: N/A

Which spaces will be used? Street, Park

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

Event Description

Brief Event Purpose & Description:

The City of Detroit Office of Mobility Innovation (OMI) is hosting a community bike ride in the North End. The event will kick off at 12 PM and will start and end at Bennett Playground. We have received a permit for the park/ playground from the General Services Department.

Estimated Peak Attendance: 50

Estimated Total Attendance: 50

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? 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: City of Detroit Office of Mobility Innovation

Mailing Address: 2 Woodward

Detroit MI 48226

Primary Contact:	Secondary Contact:
Sherelle Streeter	
sherellestreeter@detroitmi.gov	

Organization Type: Government

Organization Website: _____

Event Setup & Breakdown

Begin Setup: 06/01/24 11:00 AM

Complete Setup: 06/01/24 12:00 PM

Setup Location(s): 444 Smith ST, Detroit, MI

Event Start: 06/01/24 12:00 PM

Event End: 06/01/24 3:00 PM

Begin Tear Down: 05/01/24 3:00 PM

Complete Tear Down: 06/01/24 4:00 PM

Number of Trash Containers: 1 Number of Recycling Containers: 1

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:

Participants will be directed to park at on-street parking adjacent to the park. We've historically hosted bike rides at this location, and the on-street parking accommodations have been suitable.

Food & Beverage

Will food be served? Yes

Will food be prepared on site? No

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

Food & Beverage (cont.)

Will any type of alcohol be served (including beer)? No

Will there be sales, service and/or consumption of alcohol in public at the event? _____

What type(s) of alcohol will be served? _____

Day(s) and time(s) alcohol will be served: _____

Will ice be used in any served beverages? 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': 0

Tent Contractor: _____

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: Neither

How will generators be fueled? _____

Generator contractor: _____

Will additional wiring be installed? No

Does the event require access to a hydrant? No

Will there be amplified sound? No

Will a sound system be used? _____

Will you be providing Port-a-johns? No

Security & Emergency Plans

Will the event have a security contractor? No

Security Contractor: _____

Number of private personnel per shift: _____

Which of these apply to the private security personnel? _____

Will you contract emergency medical services? Yes

Name of emergency medical services contractor: In conversation with Hart EMS

Does this event include fireworks? No

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

Fireworks vendor: _____

Attachments

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

City Council Member: _____

Resolved, The Mayor's Office is hereby authorized and directed to issue permits to City of Detroit Office of Mobility Innovation to host "North End Community Bike Ride" (#2024-160) on June 1st, 2024 from 12:00 PM – 3:00 PM at 444 Smith St.

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

PROVIDED, that there will be DFD Pending Inspections; Contracted with Private EMS to Provide Services; and be it further

PROVIDED, that there will be DHD pending inspections; 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.