

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. June

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

Petition No.	2024-193
Name of Petitioner	Just Cody Promotions
Description of Petition	Petition of Just Cody Promotions (#2024-193), request to hold "CVA Festival" at Hart Plaza on June 29 th , from 3:00 PM to 11:59 PM. Set-up to begin June 28 th at 11:00 AM and completed by June 29 th 2:00 PM with tear down to June 30 th at 11:00 PM and completed by July 1 st 2:00 PM
Type of Petition	Special Event
Submission Date	6/18/2024
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	Donisha Burt Just Cody Promotions (313) 717-9879 dlburt96@gmail.com

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: Donisha Burt



Date: 6/18/2024

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.

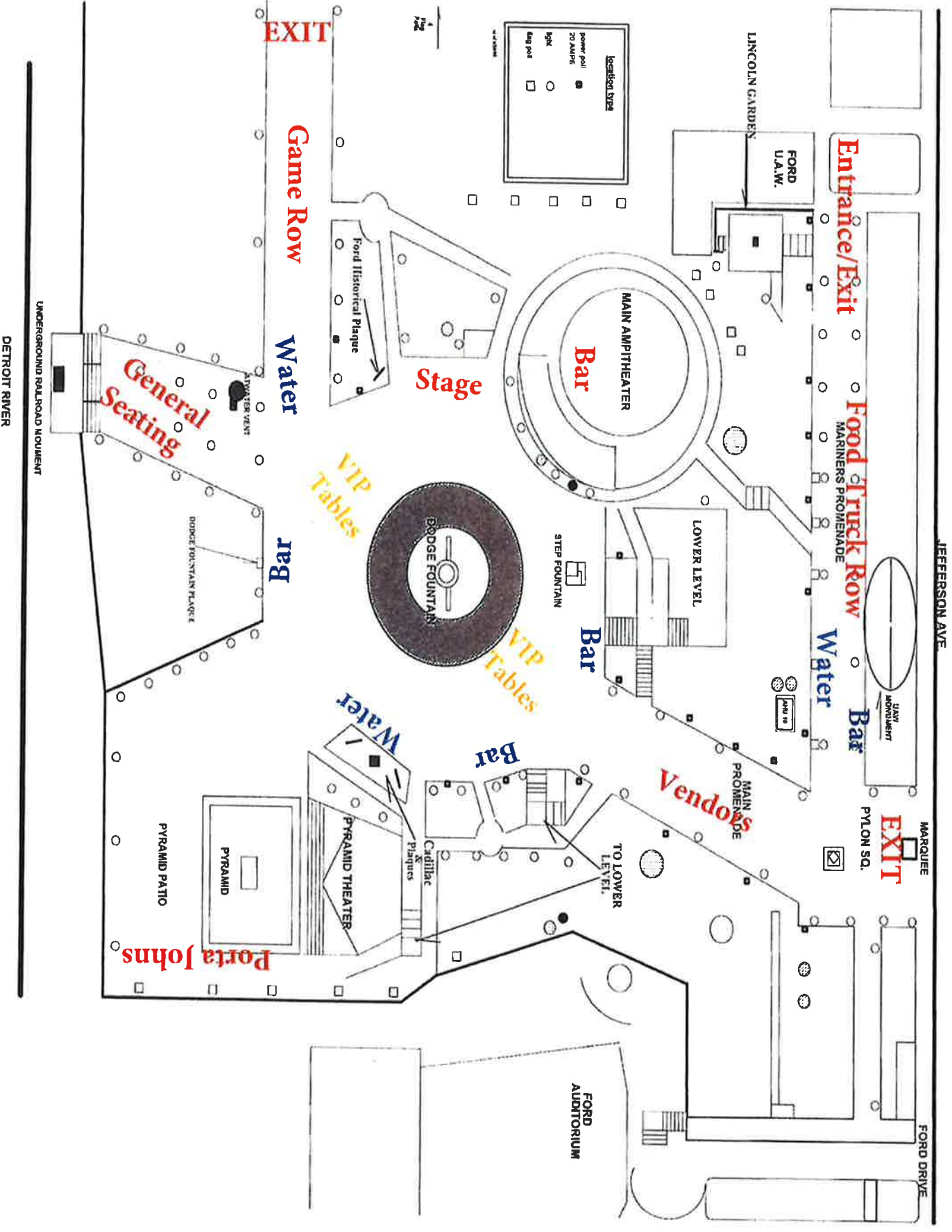
Event Name: CVA Festival

Event Date: 6/29-6/30

Event Organizer: Donisha Burt

Applicant Signature: Donisha Burt

Date: 6/18/2024



Jenkins Venture Group

422 W. Congress St
Suite 250
Detroit, MI 48226

Phone: (734) 419 - 1140
Email: holiday@defenddetroit.net

Chucks vs. Adidas 2024

June 13, 2024

Hello,

Thank you for considering Jenkins Venture Group to provide security services for the 2024 Chucks vs. Adidas Festival. We are excited about the opportunity to contribute to the safety and success of this prestigious event. Below, we present our comprehensive proposal detailing the scope of services, associated costs, our qualifications, and justification for our requested rate.

Overview

The 2024 Chucks vs. Adidas Festival is a high-profile event requiring top-notch security to ensure the safety and enjoyment of all attendees. Jenkins Venture Group is committed to providing unparalleled security services, leveraging our highly trained personnel, advanced technology, and extensive experience in managing large-scale events. Our goal is to create a secure environment where festival participants can focus on enjoying the event without concerns about safety.

Specifications

Guard Schedule

- ⦿ Friday, 6/28/2024
 - 6:00pm - 12:00am: 6 Guards
- ⦿ Saturday, 6/29/2024
 - 12:00am - 11:00am: 6 Overnight Guards
 - 3:00pm - 11:00pm: 50 Guards
 - 11:00pm-12:00am 6 Overnight Guards
- ⦿ Sunday, 6/30/2024
 - 12:00am - 10:00am: 6 Overnight Guards
 - 3:00pm - 11:00pm: 60 Guards
 - 11:00pm-12:00am 6 Overnight Guards
- ⦿ Monday, 7/01/2024
 - 12:00am - 10:00am: 6 Overnight Guards

Cost Breakdown

The total cost for our services is calculated as follows:

- **Friday:**
 - 6 guards x 6 hours x \$27/hour = \$972
 - **Saturday:**
 - 6 overnight guards x 11 hours x \$27/hour = \$1,782
 - 35 guards x 8 hours x \$27/hour = \$7,560
 - 15 guards x 8 hours x \$30/hour = \$3,600
 - 6 overnight guards x 1 hour x \$27/hour = \$162
 - **Sunday:**
 - 6 overnight guards x 10 hours x \$27/hour = \$1,620
 - 45 guards x 8 hours x \$27/hour = \$9,720
 - 15 guards x 8 hours x \$30/hour = \$3,600
 - 6 overnight guards x 1 hour x \$27/hour = \$162
 - **Monday:**
 - 6 guards x 10 hours x \$27/hour = \$1,620
- **Total Cost:** \$30,798

Payment Terms

Payment should be made within 24 hours after the last shift on Monday, 7/01/2024, by check, cash, or Zelle. A 50% deposit payment is required no later than 06/21/2024.

Justification for Hourly Rate

Our proposed hourly rate of \$30 per guard is a reflection of the exceptional value and comprehensive service we provide. This rate is justified by several key factors:

Highly Trained Professionals: Our guards are meticulously trained in areas such as crowd control, emergency response, and customer service. This training ensures they are well-prepared to manage any situation that may arise, maintaining the highest standards of safety and professionalism.

Extensive Experience: We have a proven track record of providing security for large-scale events. Our extensive experience allows us to anticipate potential security issues and implement effective measures to address them swiftly and efficiently.

Advanced Security Technology: Our investment in state-of-the-art security equipment enhances our ability to monitor and manage the event environment. This technology includes advanced surveillance systems, communication devices, and personal protective gear for our guards.

Customized Security Planning: We develop a comprehensive, customized security plan tailored to the specific needs of the Chucks vs. Adidas Festival. This includes conducting detailed risk assessments, strategically placing guards, and coordinating with local law enforcement and emergency services.

Insurance and Compliance: We carry comprehensive liability insurance and ensure all our operations comply with local, state, and federal regulations. This adherence to regulatory standards provides an additional layer of protection for the event organizers and attendees.

Goals

Ensure Safety and Security: Our primary goal is to ensure the safety and security of all festival attendees, staff, and participants. We aim to prevent and respond effectively to any security threats or incidents.

Efficient Crowd Management: We will manage crowd movement efficiently to prevent overcrowding and ensure a smooth flow of attendees, minimizing the risk of accidents or disturbances.

Provide Exceptional Customer Service: Our guards are trained to provide excellent customer service, assisting attendees with information and support while maintaining a secure environment.

Emergency Preparedness: We will be fully prepared to handle any emergencies, including medical situations, evacuations, and other unexpected incidents, ensuring quick and effective responses.

Collaboration with Event Organizers: We will work closely with the event organizers to understand their specific needs and expectations, ensuring our security measures align with the overall event plan.

Qualifications and Experience

Jenkins Venture Group is a leader in the security services industry, known for our commitment to excellence and client satisfaction. Our qualifications include:

Certified Professionals: Our guards are certified and undergo continuous training to stay updated with the latest security protocols and practices. This ensures they are equipped to handle any security challenge effectively.

Experience with High-Profile Events: We have successfully managed security for numerous high-profile events, ensuring the safety of thousands of attendees. Our

experience spans various types of events, including festivals, concerts, and large public gatherings.

Advanced Security Solutions: Our use of cutting-edge security technology and strategic planning sets us apart from other security providers. We leverage the latest advancements to deliver superior security services that meet the highest standards of safety and reliability.

Client Satisfaction: We pride ourselves on our high client satisfaction rate. Our clients consistently commend us for our professionalism, reliability, and the effectiveness of our security services. Many of our clients are repeat customers who trust us to handle their security needs year after year.

Conclusion

We are confident that our professional security services will provide the necessary safety and peace of mind for the 2024 Chucks vs. Adidas Festival. Our commitment to excellence, combined with our expertise and state-of-the-art equipment, ensures a secure environment for all participants.

We look forward to the opportunity to collaborate with you and contribute to the success of the festival. Please feel free to contact us at (734) 419-1140 or holiday@defenddetroit.net if you have any questions or require further information.

Thank you for considering Jenkins Venture Group for your security needs.

Sincerely,

Jenkins Venture Group



Emergency Evacuation Plan for CVA's 10th Anniversary Event

Overview:

In the event of an emergency, it is crucial to ensure the safety of all attendees by executing an orderly and efficient evacuation. Security personnel will manage the flow of people and direct them to the designated exits.

Emergency Exits:

1. Exit A: Located at the northwest end of Hart Plaza
2. Exit B: Located at the south end of Hart Plaza
3. Exit C: Located at the northeast end of Hart Plaza

Roles and Responsibilities:

- Event Security Team:

- Lead and coordinate the evacuation process.
- Control the flow of attendees to prevent bottlenecks.
- Direct people to the nearest exit in an orderly manner.

- Event Staff and Volunteers:

- Assist security in guiding attendees.
- Provide support to individuals with disabilities or those needing additional help.

- Medical Team:

- Remain on standby to assist with any medical emergencies.
- Ensure a clear path for emergency vehicles.

Evacuation Procedure:

1. Initiate Evacuation:

- Upon identifying an emergency, event security will initiate the evacuation plan.

- Announcements will be made over the sound system, instructing attendees to remain calm and follow the directions of security personnel.

2. Control the Flow:

- Security personnel will station themselves at key points to guide attendees towards the exits.

- Attendees nearest to an exit will be directed to leave first to ensure a smooth and swift evacuation.

- Security will monitor and manage crowd movement to avoid congestion and panic.

3. Direct to Exits:

- Exit A (North)**: Attendees in the northern section of the plaza.

- Exit C (East): Attendees in the southern section of the plaza and those in the bowl.

- Exit B (South): Attendees in the southern section of the plaza and those near the stage.

4. Assist Vulnerable Individuals:

- Event staff will prioritize the evacuation of individuals with disabilities, elderly attendees, and families with small children.

- Designated staff will be assigned to assist these individuals to the nearest exits.

5. Maintain Order:

- Security will ensure that all exits are kept clear and free from obstruction.

- Continuous communication will be maintained between security personnel to coordinate the evacuation process efficiently.

Post-Evacuation:

- Once attendees have safely exited the venue, they will be directed to designated assembly points away from the plaza.
- Security will conduct a final sweep of the venue to ensure no one is left behind.
- Medical personnel will be available at assembly points to provide necessary assistance.

Communication:

- Clear and calm instructions will be communicated via the public address system throughout the evacuation.
- Security personnel will use handheld radios to coordinate efforts and relay information.

Review and Training:

- A review of the evacuation plan will be conducted before the event.
- Security and staff will undergo training to familiarize themselves with their roles and responsibilities in an emergency.

Key Contacts:

- Head of Security: Danieal Hawkins – 313-661-0884
- Event Coordinator: Donisha Burt – 313-717-9879
- Medical Lead: [Name] - [Phone Number]

Important Reminders:

- Stay calm and follow the instructions of security personnel.
- Do not run or push; move quickly and orderly towards the exits.
- Assist those around you if they require help.
- Proceed to the designated assembly points once outside the venue.

This evacuation plan ensures a coordinated and safe response to emergencies, prioritizing the well-being of all attendees.

Will event offer food, beverage and or items to the public? No Yes. If Yes, Free Sold. If sold Directly Through Contracted Vendors

Where will the food be prepared? The food will be prepared on location

Where will the food be served from? Approved Food Service Trailers Tents Other

Will event, portion of event and/or food/beverage service benefit a non-profit? No Yes
 If yes, indicate non-profit My Brutha's Keeper

IV. Event Representative Information

<u>Donisha Burt</u>		_____	
Coordinator Name	<u>5730 Harvard Rd</u>	Company	<u>Detroit MI 48224</u>
Address (if different from organization address)	<u>313-717-9879</u>	City	<u>State Zip</u>
Telephone #	Alternate #	Fax #	<u>dlburt96@gmail.com</u> email

On-site Contact Person(s)	Name	<u>Donisha Burt</u>	Phone #	<u>313-717-9879</u>
	Name	<u>Cody Phillipotts</u>	Phone #	<u>313-415-004</u>
		<u>Andrew Beauford</u>		<u>313-574-4202</u>

V. Supplier & Related Items (Must submit by Month out meeting) *(Required, based on the projected attendance and areas of use):

Type	Supplier Name	Type	Supplier Name
Canopies/Tent	_____	Security Service Provider	<u>TBD</u>
Chair	_____	Stage Lighting Provider	<u>TBD</u>
EMT Provider	<u>TBD</u>	Stage Provider	<u>TBD</u>
*Insurance Provider	<u>TBD</u>	Stage Sound Provider	<u>TBD</u>
Portable Toilets	<u>TBD</u>	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

VI. City/State Related Licenses or Permits

Are the following required based on event's amenities and needs?
 Detroit Health Department, Food Sanitation Division Yes NO
 Business License Yes NO
 Liquor Yes NO
 Parking Yes NO

VII. Review Procedures

Requests for small events must be submitted a minimum of (sixty) 60 days in advance of the event date and (ninety) 90 days in advance for large events due to the City of Detroit Special Events and Petition process. If your request is approved, a meeting will be arranged with you or your event coordinator and the facility representatives to clarify the following:

- | | | | |
|---------------------|--------------------------|------------|--------------------------|
| Beverage sale items | <input type="checkbox"/> | Insurance | <input type="checkbox"/> |
| Clean up | <input type="checkbox"/> | Licensing | <input type="checkbox"/> |
| Finance | <input type="checkbox"/> | Operations | <input type="checkbox"/> |
| Food service | <input type="checkbox"/> | Program | <input type="checkbox"/> |

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

A City of Detroit

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.

Hart Plaza

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

- 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.

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: CVA Festival _____

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

Petitioner Name / Organization: Just Cody Promotions _____

Event Location: Hart Plaza

Event Date(s) and Time(s): 06/29/24 3:00 PM to 06/30/24 11:59 PM _____

Type of Event: Festival _____

Applicant Contact:
Donisha Burt
dlburt96@gmail.com
+1 (313) 717-9879

Submission Date:	06/17/24 3
Date of Clerk's Office Referral:	6/18/24
Date of City Departments Sign Off:	6/18/24
Date Referred to Council:	6/20/24

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 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: *Gaksima Fife*

Date: June 20, 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: N/A

Which spaces will be used? City Facility

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

Event Description

Brief Event Purpose & Description:

This festival is an event geared towards the 30 and up crowd. It's an event that attracts the mature party-goers that enjoys mingling, networking and dancing. The event has live performances as well as DJs spinning throughout the day.

Estimated Peak Attendance: 8000

Estimated Total Attendance: ~10000

Is this a public event? No

Will there be ticket sales or admission charged? Yes

Does this event use Hart Plaza? Yes

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: Just Cody Promotions

Mailing Address: 28624 San Marino Dr

Southfield MI 48034

Primary Contact:	Secondary Contact:
Donisha Burt	Cody Phillipotts
dlburt96@gmail.com	
	+1 (313) 415-0004

Organization Type: Other

Organization Website: _____

Event Setup & Breakdown

Begin Setup: 06/28/24 11:00 AM

Complete Setup: 06/29/24 2:00 PM

Setup Location(s): Hart Plaza

Event Start: 06/29/24 3:00 PM

Event End: 06/30/24 11:59 PM

Begin Tear Down: 06/30/24 11:00 PM

Complete Tear Down: 07/01/24 4:00 PM

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

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:

Patrons will park on street at metered locations or parking lots

Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

Number of food trucks: 12 Number of non-truck food vendors: 6

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: Sat & Sun 3-11 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? Yes

Number of tents 10' x 10' and smaller: 80

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

Tent Contractor: Hotz

What other structures will your event include? Tented tables included in number above

Will your event use any grills? Yes

What kind of grills? The vendors have charcoal

Utilities & Portable Restrooms

Event Utilities that will be used: Generators, Utility Power

How will generators be fueled? Most generators are gas fueled and part of the food trucks

Generator contractor: _____

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: Jenkins Venture Group

Number of private personnel per shift: 50

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 or Lifeline

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 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 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 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 Just Cody Promotions to host "CVA Festival" (#2024-193) on June 29th from 3:00 PM to 11:59 PM at 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 DHD pending inspections; and be it further

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