

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.	2024-194
Name of Petitioner	Rubo's Music Solution
Description of Petition	Petition of Robos's Music Solution (#2024-194), request to hold "Rubofest" at Ste. Anne and Bagley on July 13 <sup>th</sup> , from 11:00 AM to 11:00 PM. Set-up to begin July 13 <sup>th</sup> at 10:00 AM and completed by July 13 <sup>th</sup> 12:00 PM with tear down to July 13 <sup>th</sup> at 11:00 PM and completed by 1:00 AM.
Type of Petition	<b>Special Event</b>
Submission Date	6/18/2024
Concerned Departments	Buildings, Safety Engineering, and Environmental Department (BRSEED), 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	Reuben Romero Rubo's Music Solution (616) 202- 2729 <a href="mailto:rcarmen14@yahoo.com">rcarmen14@yahoo.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:** *Reuben R. Romero*

**Date:** 5/10/2024

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.

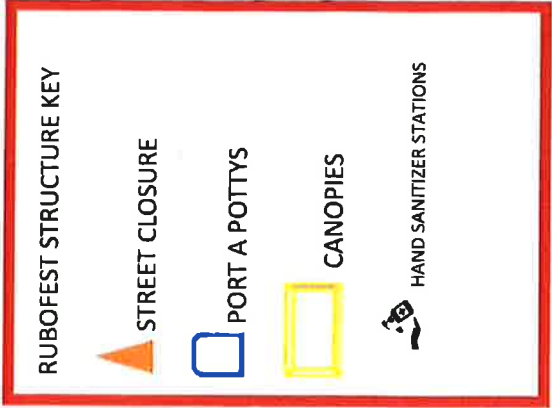
**Event Name:** RuboFest

**Event Date:** 7/13/2024

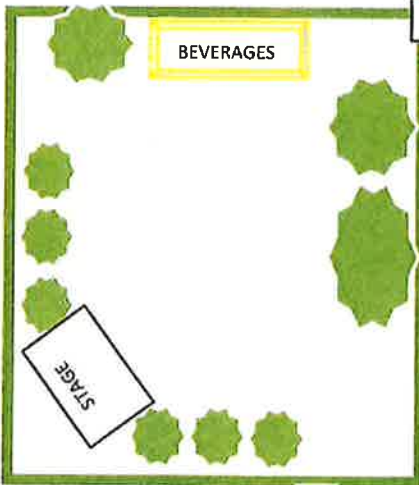
**Event Organizer:** Reuben R. Romero

**Applicant Signature:** *Reuben R. Romero*

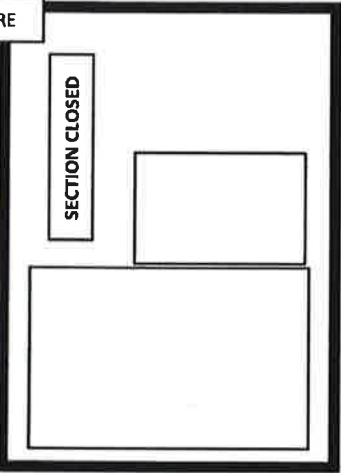
**Date:** 5/10/2024



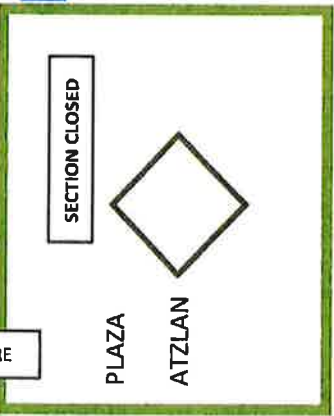
**ST. ANNE**



STREET CLOSURE



**BAGLEY AVE**



STREET CLOSURE

**20<sup>TH</sup> ST.**



# RuboFest Music Festival

**Date: Saturday July 13, 2024**

**Time: 12:00pm-10:00pm**

**Place: Ste. Anne and Bagley**

## **Event Clean-up Plan:**

**Event planners will clean and dispose of trash throughout the day of event.**

- **Monitor Trash bins for overflow.**
- **Clean as the day goes.**
- **Dispose Trash using Trailer.**
- **Dispose Trash/Bulk Center.**

**Reuben R. Romero**

**Rubo's Music Solutions- President**

**Event Primary Contact Person**

# SPECIAL EVENTS PETITION

**Petition No:** \_\_\_\_\_

**Event Name:** Rubofest

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

**Petitioner Name / Organization:** Rubo's Music Solution

**Event Location:** Ste. Anne and Bagley

**Event Date(s) and Time(s):** 07/13/24 11:00 AM **to** 07/13/24 11:00 PM

**Type of Event:** Concert/Performance, Festival

<b>Applicant Contact:</b>
Reuben Romero
rcarmen14@yahoo.com
+1 (615) 202-2729

<b>Submission Date:</b>	05/28/24 8
<b>Date of Clerk's Office Referral:</b>	6/18/24
<b>Date of City Departments Sign Off:</b>	6/18/24
<b>Date Referred to Council:</b>	6/20/24

### Department Approvals

DPD	DFD	EMS	GSD	DDOT	MPD	DPW	DHD
DPD Reviewed- Ready for Council	DFD Reviewed- Ready for Council	EMS Approval Not Required	GSD Approval Not Required	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:** *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? Street, Sidewalk, Private Facility

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

## Event Description

Brief Event Purpose & Description:

A community based Music Festival that showcases and celebrates Local Bands that promotes music as an alternative for children to get involved and get and learn an Instrument.

Estimated Peak Attendance: 125

Estimated Total Attendance: 175

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: Rubo's Music Solution

Mailing Address: 1535 Ste. Anne

Detroit Michigan 48216

Primary Contact:	Secondary Contact:
Reuben Romero	Carmen R Romero
rcarmen14@yahoo.com	rubofest2000@yahoo.com
+1 (615) 202-2729	+1 (313) 287-1981

Organization Type: Nonprofit

Organization Website: none

### Event Setup & Breakdown

Begin Setup: 07/13/24 10:00 AM

Complete Setup: 07/13/24 12:00 PM

Setup Location(s): Bagley and Ste. Anne

Event Start: 07/13/24 11:00 AM

Event End: 07/13/24 11:00 PM

Begin Tear Down: 07/13/24 11:00 PM

Complete Tear Down: 07/13/24 1:00 AM

Number of Trash Containers: 8 Number of Recycling Containers: 3

Cleaning Service Vendor: N/A

Other Waste Elements: N/A

**Street Closures & Parking**

How many streets will be closed: 1

Will you be closing any part of Woodward Avenue? No

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

1. Bagley 07/13/24

Ste. Anne and 20th st. 10:00 AM 1:00 AM

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:  
Will have access to Matrix Theatre Parking Lot and the Welcoming Center. Street Parking.

**Food & Beverage**

Will food be served? Yes

Will food be prepared on site? Yes

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



**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? Beer

Day(s) and time(s) alcohol will be served: Saturday July 13, 2024 served at 1:00pm

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: 8

Number of tents larger than 10' x 10': 1

Tent Contractor: Individual Vendors will bring their own.

What other structures will your event include? none

Will your event use any grills? Yes

What kind of grills? Charcoal

**Utilities & Portable Restrooms**

Event Utilities that will be used: Generators

How will generators be fueled? gas

Generator contractor: Personal

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 Rubo's Music Solution to host "Rubofest" (#2024-194) on July 13<sup>th</sup> from 11:00 AM to 11:00 PM at Ste. Anne and Bagley

**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 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 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.