

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.	2024-213 (Amended)
Name of Petitioner	Uncle & Me LLC
Description of Petition	Please find attached request to host "Motor City Festival" at Hart Plaza from August 03 rd at 12:00 PM to 11:30 PM on August 4 th . Set-up will begin on August 2 nd at 8:00 AM and be completed by 8:00 PM the same day. Tear down is scheduled to begin on August 4 th at 8:00 PM and be completed by 12:00 AM on August 5 th .
Type of Petition	Special Events
Submission Date	07/08/24
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	Chelsea Beard Uncle & Me LLC 18430 Woodingham Dr. Detroit, MI 48221 P: (734) 383-6054 hello@uncleandme.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:



Date: 04/19/2024

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: Motor City Summer Festival

Event Date: 08/3-08/4/24

Event Organizer: Uncle & Me LLC

Applicant Signature:



Date: 04/19/2024

MOTOR CITY SUMMER FESTIVAL MAP

ADDITIONAL EVENT DETAILS AVAILABLE AT: UNCLENME.COM

- 1. RIDE SHARE PICK UP
- 2. ATM
- 3. INFORMATION BOOTH
- 4. VOLUNTEER, VENDOR, AND ENTERTAINMENT CHECK IN
- 5. VENDOR LOADING AND UNLOADING

- 6. FAMILY AREA
- 7. MAIN MOTOR CITY STAGE
- 8. PICNIC AREA
- 9. FIRST AID



Chelsea Beard
phone: 734-383-6054
cell:

1 Hart Plaza
Detroit, MI 48226
Order Rental Time:
08/02/2024

Service	Description	Qty	Unit Price	Price
1	Premium Units A	50	\$99.00	\$4,950.00
2	ADA Compliant Unit	10	\$199.00	\$1,990.00
3	Single Pumping	60	\$25.00	\$1,500.00
4	Monthly Large double Sided Sink	4	\$145.00	\$580.00
5	Sink Service	4	\$20.00	\$80.00
SubTotal				
	(\$9,100.00)		Total	\$9,175.00
Travel Fee	\$75.00 (\$9,175.00)		Min Payment Req'd	\$9,175.00
Tax: 0.00% of \$7,595.00	\$0.00 (\$9,175.00)		Due	\$9,175.00

Details

Rental Date: 08/02/2024
Order End Date: 08/05/2024
Setup Surface:

Notes

Customer Comments: Pumping on Sunday Morning to be completed before 10am

THANK YOU FOR YOUR BUSINESS!

TERMS OF LEASE

Tee Pee Inc

Lease Agreement and Delivery Receipt: Tee pee Inc hereby leases to the above name/customer portable toilet facilities and service at the rate and terms shown in this agreement which is made part hereof Tee Pee Inc has delivered to the Lessee's control at the specified location, and will furnish said unit(s) with all necessary supplies and services. Lessee agrees to pay or reimburse the lessor for all breakage or damage to said unit(s) (other than ordinary wear) and any other damage or loss while in Lessee's control. Lessee agrees not to remove the leased property from above location and shall not sublease the same to the other person's not working at the above location. Lessee agrees to order sufficient service so as not to overtax the toilet units(s) designed capacity. If additional services are required, Tee Pee Inc reserves the right to charge additional fees within reason to accommodate lessee. Rental service charges continue until Lessee properly notified Tee pee inc to stop service. Lessee's responsibility for equipment continues for a reasonable time until pick up is made. It is acknowledged that the above described leased property is in good order and repair. There will be an environmental/fuel charge added to the charge. If extra insurance is required (Certificate of Liability) there would be an additional charge. This agreement is for current location and any future locations with said above company.

Terms: Lessee will be billed every 28 days in perpetuity while unit is on-site. Delinquent accounts will be charged \$ 30.00 per month on the overdue balance after 56 days. Payment is due upon receipt of invoice. Lessee agrees to pay any reasonable fees incurred from collecting. Any NSF (non-sufficient funds) checks will be charged an additional \$45.00 plus the check amount.

Billing: Unit/units will be charged on a 28-day billing cycle starting with day of delivery.

Lease Agreement and Delivery Receipt:

1. Tee Pee Inc. hereby leases to the above name/customer, equipment and its service, at the rate and terms shown above on this agreement which is made part hereof.
2. Tee Pee Inc. shall deliver said equipment to the Lessee's control at the above location and will furnish said equipment with all necessary supplies and services.
3. Lessee agrees to pay in full by or at time of delivery.
4. Lessee agrees to pay or reimburse the lessor for all breakage or damage to said equipment (other than ordinary wear) and any other damage or loss while in Lessee's control.
5. Lessee agrees not to remove the leased property from above location and shall not sublease the same to the other person's not working at the above location.
6. Lessee agrees to order sufficient service so as not to overtax the equipment designed capacity.

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.

Submit #

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 precautions 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.

Submit #

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.

Event Name Projected Attendance (5,000 or more requires EMT service) **Motor City Summer Festival Projected attendance 3,00-5,000**

Preferred dates and times: (Event Must close by or before 12:00 Midnight)

1st Choice 2nd Choice
Start End Start End

Event Date August 3rd 2024-August 4th 2024

Event Hours Open to Public 12pm-11pm August 3rd and August 4th 12pm-8pm

Move In Date August 2nd

Move In Hours 8am-6pm or 8pm on August 2nd

Move Out Date August 4th

Move Out Hours 8pm-12am

Daily Staff Hours of Operation All Days- All hours from setup through breakdown days

Event Type (note access to Hart Plaza must be free to the public unless approved by City Council with 6-8 foot fencing full venue closure): Select all that apply

Concert Festival Multi-Purpose Press Conference Rally Run Walk Other

Please provide a description of the event: A networking event for small businesses, an event to bring the community together.

What area on Hart Plaza will be required to hold the event? Select all area that apply

Lower Level Only Promenade (Fountain & Main Level) Pyramid Stage Only All Areas Will Be Used Other

MainStage (Pylon Sq. Mariners) Phase I Promenade) Pylon Square

Event production entertainment includes

Dance Games Lecture/Speech Live music Recorded Music Theater act Other N/A

Submit #

13 of 9

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

Where will the food be prepared? **In contracted vendors' food units this could be a station, truck or tent.**

The Motor City Summer Festival EAP August 3rd-August 4th 2024

Overview: The Hart Plaza Emergency Action Plan is to utilize trained volunteer support teams and effective responses to emergency situations in conjunction with state and local guidance to emergency situations.

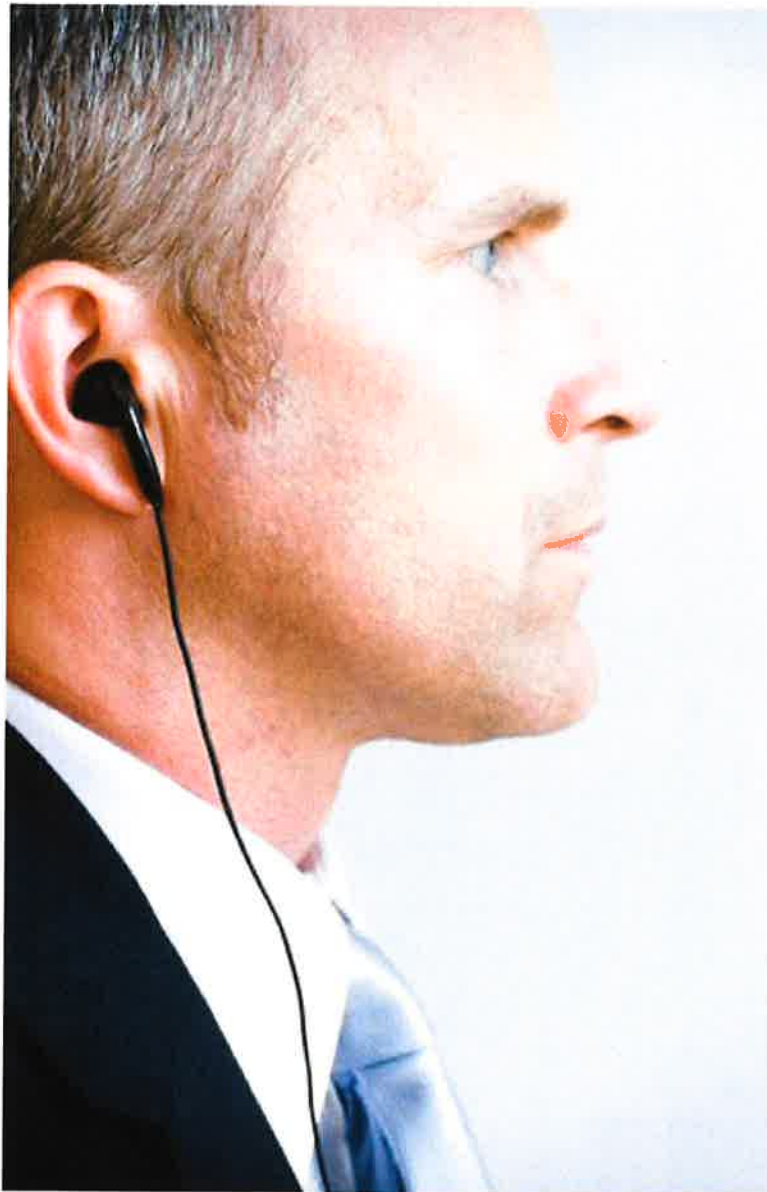
Primary Contact: Chelsea Beard 734-383-6054 or Jeremy Scott 313-704-4111

Safety Response Team: This event will utilize trained safety and medical volunteers along with dedicated event marshals/de-escalators, and dedicated automobile support and assistance to implement emergency plans as applicable.

Water Emergency/Down Power Lines/Water Main Break/ Man-Made Disasters: The affected area will be safety avoided or evacuated, relevant authorities will be notified, and a distanced parameter will be established to inform attendees and section the area off to await an official response.

Severe Accident Or Injuries: Emergency Services to be notified, trained volunteer medical personnel will treat the injuries as applicable, safety team marshals and mobile support will assist in clearing paths and relocation of attendees to exits and evacuation as applicable. A assist as relevant (EMS, Fire, DTE, etc)

Crisis Management: The facilitation of crisis Management and response will be conducted by joint safety team lead in communication with organizers, marshalls, de-escalators, medical volunteers and safety volunteers as well as emergency services as available and applicable. Emergency services will be contacted immediately. Evacuation/Relocation will be facilitated by the safety team through labeled routes for coordinated safety and timely departure. If necessary, looking-down in applicable secure nearby facilities will be assisted by marshalls and volunteers until emergency responders arrive.



CAMOUFLAGE EVENT CONTRACT FOR SECURITY SERVICES

Camouflage Security & Investigation

Address - 615 Griswold, Ste.925 Detroit, Michigan 48226

Phone No. - (313) 338-8005

Company's email – Kj@camouflagesecurity.com

Company's website – www.camouflagesecurity.com

Effective Date: 7/10/2024

Expiration Date: 7/18/2024



This contract is between Camouflage Security & Investigation, LLC (referred to as "Camouflage"), located at 615 Griswold Suite 925, Detroit MI 48226 Ph.: (313)338-8005 Fax: (313) 566-4824 and Uncle & Me LLC (referred to as "Client / Organization")

whose billing information is Address: 43313 Woodward Ave #1340

City: Detroit State: Mi Zip Code: Billing Contact Person: Chelsea Beard

Phone # (734)383-6054 Other Phone # Email: Hello@uncleandme.com

The following service agreement has been drafted by Camouflage Security & Investigations LLC, a licensed security guard agency in response to a request by Chelsea Beard for Security Guard Services for Motor City Summer Festival sponsored by Uncle & Me LLC starting on August 2rd @6p - End on: August 5h @ 2:00

1. SERVICES

Date, Times and of Services:

August 2rd @6p - End on: August 5h @ 2:00 Total of 8hours
Crowd Control at the event held at Hart Plaza, Detroit MI 48226

Table with 3 columns: Role (Supervisor, Unarmed, Armed Guard), Total hours, and Client Initial.

Scope of Service:

Camouflage will be in full control of the safety of the event. Client gives Camouflage full authority to refuse any guest or shut down the event for any safety issues. Camouflage officers will monitor, patrol, and deter any acts of crime or violence during the special event as described in the security requested. Each officer, while on duty during the special event, whether in uniform or plain clothes, is authorized to conduct himself/herself and to exercise his/her powers in accordance with the state of Michigan security laws. Guards are to deter theft, and vandalism reducing any opportunity of the thought of any of these Incidents to occur at Hart Plaza, Detroit MI 48226

Any and all incidents will be reported to their immediate supervisor for incident reporting and assistance.

Incidents requiring law enforcement intervention will be directed to the DPD immediately

Client Initial

2. COMPENSATION AND PAYMENT METHOD

Client / Organization agrees to pay an hourly rate for all Security Supervisor and Security officer assigned to monitor the Special Event at an

Hourly rate of \$ 65.00 Supervisor. Hourly rate of \$ 0 Armed Security.

Hourly rate of \$ 25.00 Unarmed Security. Total Supervisor hours 63

Total Armed Security hours Total Unarmed Security hours 568.5

Total of \$ 15,787.5 Contractor charge Client a Total sum of \$ 15,787. for crowd control monitoring. Client /Organization authorizes Camouflage is to furnish officers for this Special Event, and Client / Organization agrees to pay the flat rate for all officers furnished as invoiced. There is a four (4) hour minimum commitment per Special Event. A payment of 50% will be due 30 days before the event, following receipt of an invoice for services rendered, the second payment of 25% due within 15 days of the event, and the balance will be due day of the event. For purposes of this agreement, receipt of the invoice means either the date on which the invoice is deposited, postage prepaid in the United States Mail to Client / Organization at the address listed above, or the date on which the invoice is hand delivered to Client / Organization. Client / Organization agrees to make payment in cash, or by check or money order made payable to Camouflage Security. Client / Organization Account, and whose account number is:

UM2023

Client Initial

Payment or deposit for services must be made by one of the following agreements upon signature

Full payment 30 days prior to event of \$ 15,787.5 Client Initial

50/% deposit before the event and the balance due within 15 days of the start of event. Client Initial

Deposit Amount \$ 7893.75 Client Initial Camouflage Initial

If payment becomes delinquent, Contractor reserves the right to suspend event services until all payments due have been made.

Client / Organization understands, acknowledges and hereby agrees that the failure to pay all sums due, as invoiced and in accordance with the terms of this contract, may result in the denial of approval for future special events sponsored by Client / Organization, or in which Client / Organization intends to participate.

In the event that it becomes necessary to employ an attorney to collect any sums due under this Contract, Client / Organization agrees to pay all costs of collection including reasonable attorney's fees,

Client Initial

3. DETAILS OF THE SPECIAL EVENT

Name of the special event: Motor City Summer Pop Up Shop

Location: Hart Plaza, Detroit MI 48226

Number of Guests Attending: 5000 Will alcoholic beverages be served at this Event? No

Beginning Date: August 2nd at 6p hours and ending on August 5th at 2p hours, totaling 631 hours at 25 per hour Located at Hart Plaza, Detroit MI 48226,

Special Event Coordinator: Chelsea Beard Phone #: 7343836054

4. ORGANIZATION HEREBY MAKES THE FOLLOWING REPRESENTATIONS:

- a. No activity in connection with this special event conflicts with any federal, state, local law.
- b. All required approvals and permits from the city of Detroit have been obtained.
- c. The following representative of Client / Organization is authorized to answer questions regarding this Special Event or this contract (if different from Billing Contact Person or Special Event Coordinator):

Name: Chelsea Beard Phone #: 7343836054

5. SECURING PROPERTY / EVENT

It is with complete understanding by Client / Organization that once security presence is on location security takes full president of any decision making that may affect the safety of any gust or the event

_____ **Client Initial**

6. TERMINATION

Client / Organization may terminate this contract upon written notice to Camouflage Security. Written notice of termination must be received by Camouflage Security, at its address specified above, at least 16 Business Days AHEAD of the Special Event, as specified above.

_____ **Client Initial**

EARLY TERMINATION

a. **Early Termination** by Client. If Client cancels the Event more than 15 Business Days from the Event Date, Camouflage shall return the full amount of any deposits and pre-payments of Compensation Client made according to the fee schedule.

_____ **Client Initial**

b. **Late Termination** by Client. If Client cancels the Event less than NON-CANCELLATION PERIOD 14 Business Days from the Event Date, Client will be deemed to forfeit the full amount of any deposits and pre-payments of Compensation it made according to the fee schedule.

_____ **Client Initial**

3 Day Clean Up Plan

Motor City Summer Festival

Hart Plaza



DAY 1- AUGUST 2

Clean up all trash throughout the day and at the end of set up.



AUGUST 3RD -DAY 2

Clean up team through the day empty any trash cans in the respective areas.



DAY 3- AUGUST 4TH

Final Day of event break down all equipment and clear up all trash.

Thank you!

Motor City Summer Festival

COMMUNITY IMPACT



ECONOMY STIMULATION

The festival focuses on developing small businesses through real sales opportunities through community engagement through the exchange of goods and services for revenue.

1



2

COMMUNITY NETWORK BUILDING

Empowering small business owners with a networking platform to enhance their business knowledge through purposeful mutually beneficial exchanges.

CULTURE

Strengthening our Communities by learning and honoring our diversity through cultural exposure and exchanges.

3



4

NO TRAFFIC OR WALK PATH IMPACT

Optimizing engagement traffic, by utilizing existing walkways and spaces, through safe and efficient design that does not restrict flow.

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: 2024-213

Event Name: Motor City Summer Festival

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

Petitioner Name / Organization: Uncle & Me LLC

Event Location: Hart Plaza

Event Date(s) and Time(s): 08/03/24 12:00 PM to 08/04/24 11:30 PM

Type of Event: Festival

Applicant Contact:
Chelsea Beard
hello@uncleme.com
+1 (734) 383-6054

Submission Date:	04/26/24 2
Date of Clerk's Office Referral:	06/28/24
Date of City Departments Sign Off:	7/11/2024
Date Referred to Council:	7/11/2024

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 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: July 11, 2024

General Event Information

Has this event been hosted before? No

Has the applicant (individual or organization) ever applied for a Special Event with the City of Detroit before? No

Is this an annual event? No

Event Website: unclelme.com

Which spaces will be used? Street, Sidewalk, Park

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

Event Description

Brief Event Purpose & Description:

Vendor expo event fro small business in the city of Detroit. An amazing event to bring our community together as one.

Estimated Peak Attendance: 3000

Estimated Total Attendance: 5000

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? 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: Uncle & Me LLC

Mailing Address: 18430 Woodingham Drive

Detroit MI 48221

Primary Contact:	Secondary Contact:
Chelsea Beard	
hello@uncleandme.com	

Organization Type: Other

Organization Website: _____

Event Setup & Breakdown

Begin Setup: 08/02/24 8:00 AM

Complete Setup: 08/02/24 8:00 PM

Setup Location(s): Hart Plaza

Event Start: 08/03/24 12:00 PM

Event End: 08/04/24 11:30 PM

Begin Tear Down: 08/04/24 8:00 PM

Complete Tear Down: 08/05/24 12:00 AM

Number of Trash Containers: 12 Number of Recycling Containers: 2

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? No

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? Blocking metered parking spaces

Describe the parking plan to accommodate anticipated attendance:

There is a parking Garage by Hart plaza we will utilize the garage

Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

Number of food trucks: 20 Number of non-truck food vendors: 200

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: Saturday, August 3rd only after 12pm

Will ice be used in any served beverages? Yes

Stages, Tents, & Structures

Is a stage being built? Yes

How many stages will be used? _____

Do any of the stages have a canopy? _____

Number of tents 10' x 10' and smaller: 200

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: Generators

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? 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: Camouflage Security

Number of private personnel per shift: _____

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? 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 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 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 Uncle & Me LLC to host "Motor City Summer Festival" (#2024-213) Amended on August 3rd through August 4th from 12:00 PM to 11:30 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; 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.