

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.	2024-253
Name of Petitioner	Akikul Shamim
Description of Petition	Petition request to hold "North American Bangedeshe Festival" at Jayne Field on August 30 th at 10:00 AM to 10:00 PM on September 01 st . Set-up to begin August 29 th at 10:00 AM and completed by 9:00 PM same day. Tear down to begin on September 02 nd at 2:00 AM and completed by 10:00 AM.
Type of Petition	Special Events
Submission Date	07/18/24
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	Akikul Shamim 12833 Klinger Street Detroit, MI 48212 P: (313) 657-9422 ahshamim1@hotmail.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: *Akikul @ sha*

Date: *7/15/24*

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

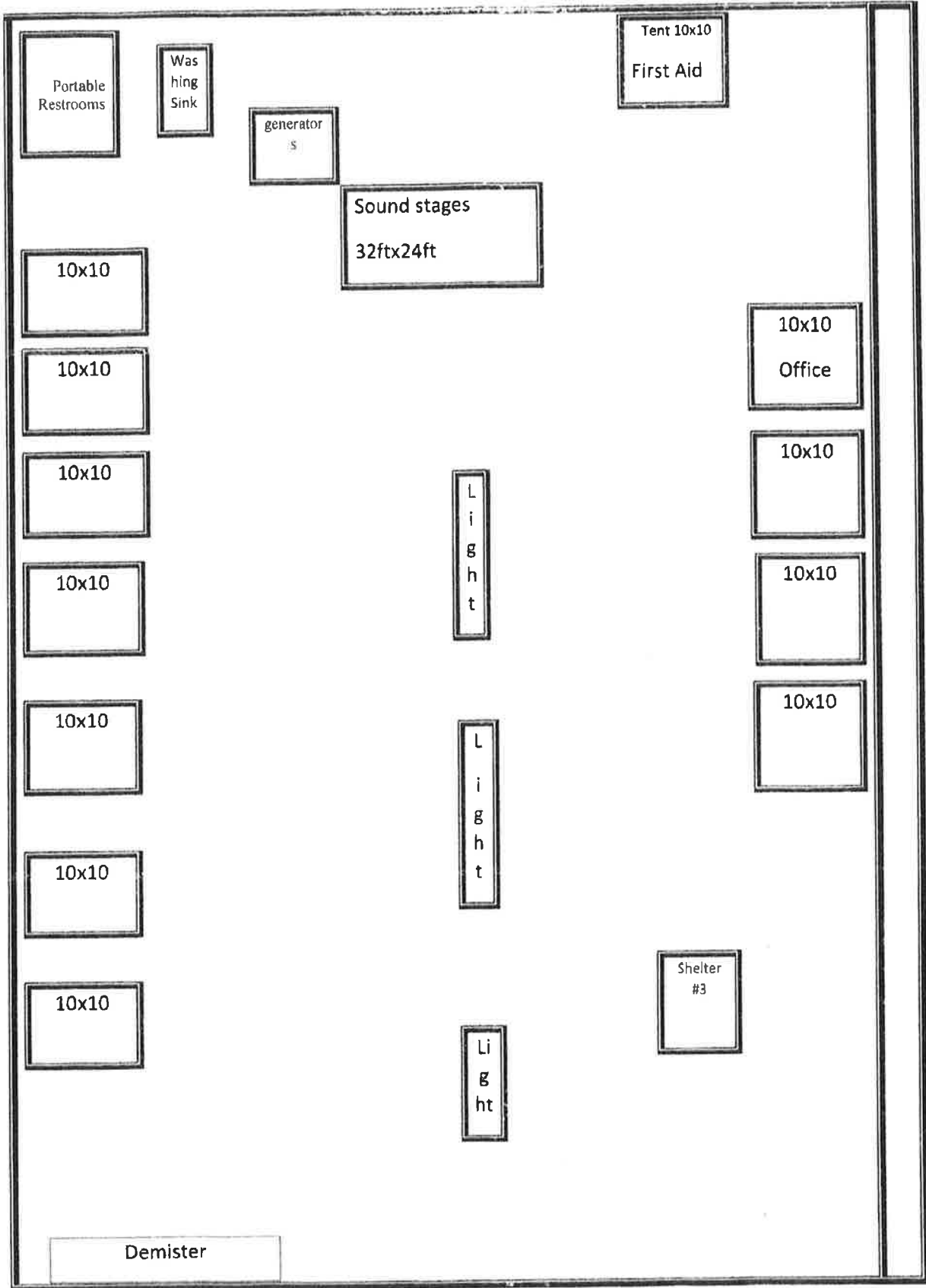
The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and 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: *North American Bangladeshi Festival of Michigan*
Event Organizer: *AKIKUL SHAMIM*
Event Date: *8/30/24 TO 9/1/24*

Applicant Signature: *Akikul @ Sha*

Date: *7/15/24*



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বাংলাদেশ ফেস্টিভ্যাল

Bangladesh Festival

For the 22 Time Jayne Field



সঙ্গীত পরিবেশন করবে

বাংলাদেশ ও লন্ডন থেকে

মোঃ শফিক, শম্পা জামান, সুম্মিভা, মন, সাফি
নদী, আল আমিন ও জালালী শিল্পি গোষ্ঠী।



3 Days

July 28, 29, 30 2023

Friday, Saturday, Sunday

For Stall Booking
Khaled Hussain : (313) 641 6377
Nasir Shobuj : (313) 603 7221



North American Bangladeshi Festival

On the Conant Ave (Bangladesh Ave) Hamtramck, MI 48212

From:

North American Bangladeshi Festival

To: Blake Martinez

Re: North American Bangladeshi Festival Requested Documents Inquiry

Hello Blake,

Thank you for considering our application, please see our responses below. Please let me know if you need additional information.

- Event Clean Up Plan – we'll have onsite large trash cans and dumpsters; also, we'll hire cleaning services to clean during the event and after the event. Also, our volunteers will help with the cleanup.
- Emergency Response & Medical Procedures Plan – we'll have an onsite First Aid booth with registered nurses practicing in the Detroit metro area. The registered nurses (2-4 nurses) within our community are volunteering for the event. We are also in the process of signing up for ambulance services with Medstar.
- Communication & Community Investment Plan – we are promoting our event by word of mouth, online, on social media and on TV advertising. We are also raising funds from local businesses (through ad collection) and from our community members (as sponsors).
- Build & Breakdown Schedule – Applicable, we'll install all necessary equipment (e.g., stage, lighting, booth/tent) on 8/29/2024 and uninstall all equipment on 9/02/2024.
- Sitemap (w/ Dimensions) – Applicable, please see attached drawings.
- Emergency Medical Contractor Agreement – Applicable, we are in the process of signing up for ambulance services with Medstar.
- Tent Contractor Agreement – Applicable, we require all contractors/vendors to obtain permits related to their product/services.

· **Security Contractor Agreement - Applicable, we are in the process of signing up for private Security Contractor and also requested state or city police service.**

· **Port-a-john Contractor Agreement – Jayne field park has public restroom at the event site; however, if need we will arrange a Port-a-john provide by Port-a-john Contractor.**

· **Sanitation Contractor Agreement - Jayne field park has public restroom at the event site; however, if need we will arrange a Sanitation area provided by Sanitation Contractor.**

Thank you.

Abdul M. Sheikh

North American Bangladeshi Festival Committee

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: North American Bangladeshe Festival

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

Petitioner Name / Organization: Akikul Shamim

Event Location: Jayne Field

Event Date(s) and Time(s): 08/30/24 10:00 AM to 09/01/24 10:00 PM

Type of Event: Festival

Applicant Contact:
Akikul Shamim
ahshamim1@hotmail.com
+1 (331) 657-9422

Submission Date:	03/15/24 4
Date of Clerk's Office Referral:	7/17/24
Date of City Departments Sign Off:	7/17/24
Date Referred to Council:	7/18/24

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: *Gakeima Fife*

Date: July 18, 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? Park

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

Event Description

Brief Event Purpose & Description:

Speakers, singers, and comedian

Estimated Peak Attendance: 500

Estimated Total Attendance: 1000

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: Akikul Shamim

Mailing Address: 12833 Klinger Street

Detroit.48212 MI 12833 klingerst.Detroit.M

Primary Contact:	Secondary Contact:
Akikul Shamim	Klaed Hussain
ahshamim1@hotmail.com	akikulshamim@gmail.com
+1 (313) 657-9422	+1 (313) 641-6377

Organization Type: Nonprofit

Organization Website: N/A

Event Setup & Breakdown

Begin Setup: 08/29/24 10:00 AM

Complete Setup: 08/29/24 9:00 PM

Setup Location(s): Jayne Field

Event Start: 08/30/24 10:00 AM

Event End: 09/01/24 10:00 PM

Begin Tear Down: 09/02/24 2:00 AM

Complete Tear Down: 09/02/24 10:00 AM

Number of Trash Containers: 20 Number of Recycling Containers: 7

Cleaning Service Vendor: Vendor

Other Waste Elements: Poter Jon

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:

There will be parking in the Jayne Field parking lot.NO PARKING ON THE GRASS

Food & Beverage

Will food be served? No

Will food be prepared on site? _____

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

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? No

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: 20

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

Tent Contractor: Jime

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? Yes Gas

Generator contractor: Nine Mile Rent-All 3475 Nine Mile Road 5867555454 Warren Michigan

Will additional wiring be installed? Yes

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: Aplicabel Still in the process of finding

Number of private personnel per shift: 4

Which of these apply to the private security personnel? Licensed

Will you contract emergency medical services? Yes

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 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 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 Akikul Shamim to host "North American Bangladeshe Festival" (#2024-253) on August 30, 2024, from 10:00 AM- 10:00 PM at Jayne Field 4485 Luce Detroit Mi 48212.

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 GSD Parks & Recreation Permits 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 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.