

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.	2024-283
Name of Petitioner	Detroit City Sporting Coalition
Description of Petition	Petition of Detroit City Sporting Coalition (#2024-283), request to hold "Le Run for Le Rouge" at 3401 E. Lafayette St., on October 13 th , from 10:00 AM to 12:00 PM. Set-up to begin October 13 th , 8:00 AM and completed by 10:00 AM with tear-down to begin October 13 th , at 12:00 PM completed by 1:00 PM.
Type of Petition	Special Event
Submission Date	8/9/2024
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	Detroit City Sporting Coalition Todd Kropp (313) 671-3474 todd.kropp@detcityfc.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: Todd Kropp



Date: 08/06/2024

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: Le Run for Le Rouge 2024

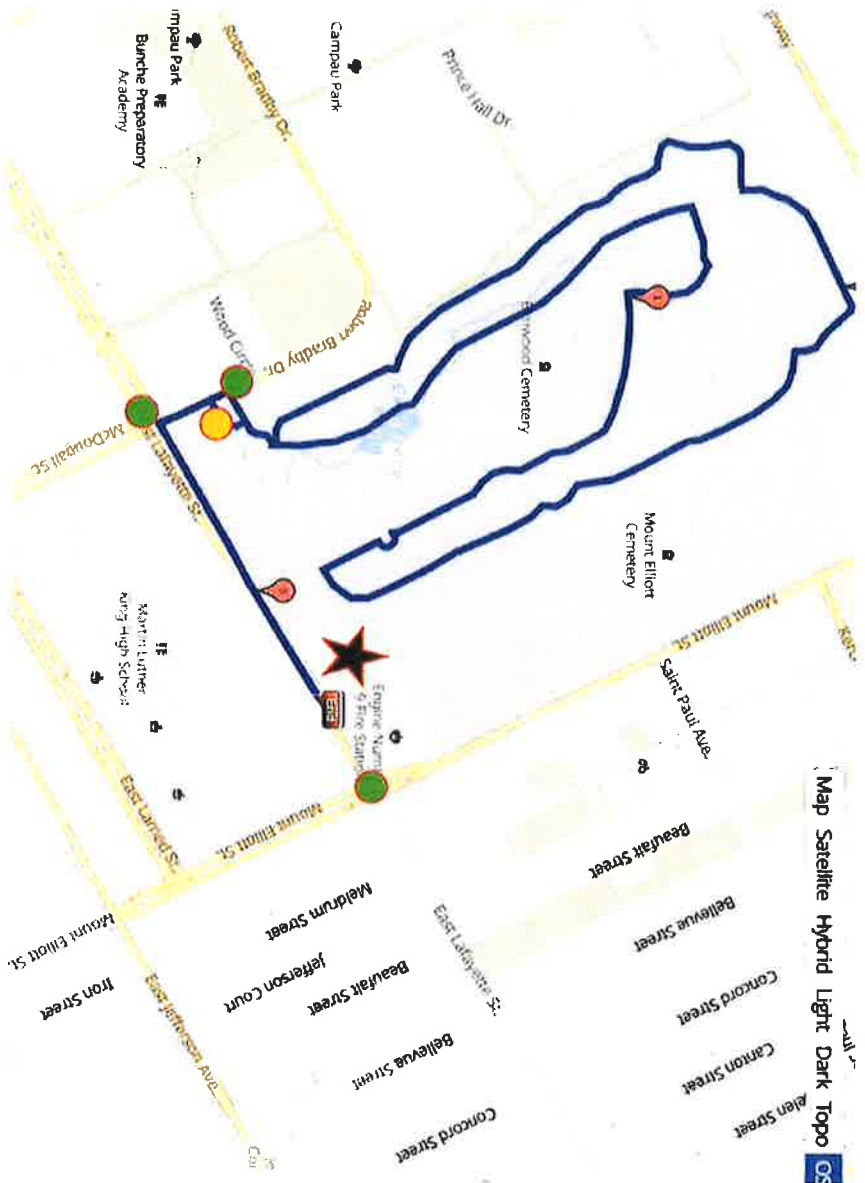
Event Date: 10/13/2024

Event Organizer: Detroit City Sporting Coalitio

Applicant Signature: Todd Kropp



Date: 08/06/2024



Map Satellite Hybrid Light Dark Topo

★ Detroit City Fieldhouse. The Detroit City Fieldhouse facility will be the landing spot for participants. Parking is available at the facility. Bathrooms are also available at the facility. DJ/Music will also be on the grounds of the facility. First aid and medical will also be available at the facility. Registration and food and beverage tables will also be on the grounds of the facility.

Proposed Route: From the Detroit City Fieldhouse (3401 E. Lafayette), participants will head west southwest on East Lafayette St., turn north northwest onto Robert Brady Dr. (right), before entering the cemetery on the right. They will run a route through the cemetery (as indicated in the map to the left) before heading back out of the cemetery and heading south southeast (right) on Robert Brady Dr., turning left (east northeast) on East Lafayette to the end of the race in front of the Detroit City Fieldhouse.

● Type III Barricade. Three Type III Barricades are planned for street closures at the event: (1) Mt Elliott and East Lafayette, (2) McDougall and East Lafayette, and (3) Robert Brady Dr. at Cemetery Entrance as indicated on the map to the left. This is to close E. Lafayette from Mount Elliott to McDougall and to close Robert Brady from Cemetery Entrance to E. Lafayette during the race.

● Port-o-John. One port-o-john will be made available near the Cemetery Entrance. Other bathroom facilities are available within the Detroit City Fieldhouse.



OPERATIONS & EMERGENCY RESPONSE PLAN

Le Run for Le Rouge Charity 5k

EVENT ORGANIZER:	Detroit City Sporting Coalition (DCSC)
EVENT LOCATION:	Detroit City Fieldhouse 3401 E. Lafayette St, Detroit MI 48207 (Route will also take participants through Elmwood Cemetery)
EVENT DATE:	Sunday, Oct 13, 2024
START TIME:	8am setup, 10:30am 5k run starts
END TIME:	Breakdown concludes by 12:00pm
EXPECTED CROWD SIZE:	350 participants, 20 staff/volunteers
SITE LEADS:	Todd Kropp (313-671-3474) Monse Navarro (313-207-6494) Cooper Baker (586-419-8445)

EVENT DESCRIPTION:

Le Run for Le Rouge is an annual 5k run/walk event that benefits the Detroit City Sporting Coalition's youth travel soccer program. Participants start in front of the Detroit City Fieldhouse and head east on Lafayette, turn north on Robert Bradby Drive and then into historic Elmwood Cemetery.

CLEAN-UP PLAN:

DCSC staff and volunteers will be deployed along the event route. At the conclusion of the race, volunteers will survey the route to ensure that all trash is removed. Most of the event takes place on private property at the Detroit City Fieldhouse or within the confines of Elmwood Cemetery.

EVACUATION PLAN:

If the site or facility needs to be evacuated, event participants, staff, and volunteers will be instructed to return to their vehicles. Communications will be made over the public address

system set up outside the venue. We will also send communications via email to event participants through the event registration system.

SEVERE WEATHER / TORNADO SHELTERING PLAN:

In the event of severe weather, event participants, staff and volunteers will be instructed to go inside the Detroit City Fieldhouse. The boarded field will be the primary muster location since it does not contain any windows at field level. Communications will be made over the public address system that will be set up outside the venue. We will also send communications via email to event participants through the event registration system.

LOST CHILD:

In the event of a child being lost on site, staff will be instructed to take the lost child to the Detroit City Clubhouse where they will wait until the parent or guardian can be located and reunited. Announcements will be made over the public address system that will be situated at the start/finish line and also in the Detroit City Clubhouse.

MEDICAL EMERGENCY PLAN:

In the event of a medical emergency, staff and volunteers will notify the ambulance service that will be on site for the duration of the event. For the 2023 match, Universal Macomb Ambulance will be providing EMS and can be reached at 586-939-4350.

ACTIVE SHOOTER:

In the event of an active shooter, event participants, staff and volunteers should alert emergency personnel on site or call 911. Participants will be advised to return to their vehicles if it is deemed safe to do so by the emergency personnel on site. Staff will also be trained in the following protocol that can be followed if such a situation arises.



SPECIAL EVENTS PETITION

Petition No: 2024-283

Event Name: 2024 Le Run for Le Rouge

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

Petitioner Name / Organization: Detroit City Sporting Coalition

Event Location: 3401 E. Lafayette Street

Event Date(s) and Time(s): 10/13/24 10:00 AM to 10/13/24 12:00 PM

Type of Event: Run/Marathon

Applicant Contact:
Todd Kropp
todd.kropp@detcityfc.com
+1 (313) 671-3474

Submission Date:	11/03/23 7
Date of Clerk's Office Referral:	08/09/24
Date of City Departments Sign Off:	8/7/24
Date Referred to Council:	8/13/24

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 Approval Not Required	DDOT Reviewed-Ready for Council	MPD Approval Not Required	DPW Reviewed-Ready for Council	DHD Approval Not Required

BSEED
BSEED Reviewed-Ready for Council

Mayor's Office Special Events Signature: *Gaksima Fife*

Date: August 13, 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: www.lerunforlerouge.com

Which spaces will be used? Street, Sidewalk

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

Event Description

Brief Event Purpose & Description:

The annual Le Run for Le Rouge is a 5k run/walk that benefits our youth travel soccer programs. Participants start at the Detroit City Fieldhouse, head west on Lafayette St and then into historic Elmwood Cemetery.

Estimated Peak Attendance: 350

Estimated Total Attendance: 350

Is this a public event? Yes

Will there be ticket sales or admission charged? Yes

Does this event use Hart Plaza? No

Will there be merchandise sold? No

Will you be taking donations? No

Is this a charity event? Yes

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: Detroit City Sporting Coalition

Mailing Address: PO Box 32929

Detroit MI 48232

Primary Contact:	Secondary Contact:
Todd Kropp	
todd.kropp@detcityfc.com	

Organization Type: Nonprofit

Organization Website: <https://www.detcityfc.com/club/youth/city-select/>

Event Setup & Breakdown

Begin Setup: 10/13/24 8:00 AM

Complete Setup: 10/13/24 10:00 AM

Setup Location(s): 3401 E. Layette Street, Detroit MI 48232

Event Start: 10/13/24 10:00 AM

Event End: 10/13/24 12:00 PM

Begin Tear Down: 10/13/24 12:00 PM

Complete Tear Down: 10/13/24 1:00 PM

Number of Trash Containers: 10 Number of Recycling Containers: 0

Cleaning Service Vendor: _____

Other Waste Elements: _____

Street Closures & Parking

How many streets will be closed: 2

Will you be closing any part of Woodward Avenue? No

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

1. E. Lafayette St 10/13/24

E. Lafayette to be closed between Mt. Elliott and MacDougal 8:00 AM 12:00 PM

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:

We have ~200 parking spots at the Fieldhouse. We also have overflow parking at King High School.

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? No

How many stages will be used? _____

Do any of the stages have a canopy? _____

Number of tents 10' x 10' and smaller: 1

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

Tent Contractor: _____

What other structures will your event include? Inflatable start/finish line.

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? 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? Yes

Name of emergency medical services contractor: Universal Macomb Ambulance Service

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 **Detroit City Sporting Coalition** to host "**Le Run for Le Rouge**" (2024-283) on **October 13, 2024**. From **10:00 AM to 12:00 PM** at **3401 E. Lafayette, Detroit, MI**.

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 BSEED Permits Required for tents and be it further

PROVIDED, that there will be Detroit Health Department Permits Required for food trucks and food vendors permits; and be it further

PROVIDED, that there will be DPW Permits Required for Right of Way permits; 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 events.