

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*

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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.

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Petition No.	2024-273
Name of Petitioner	St. Patrick Senior Center, Inc.
Description of Petition	Petition of St. Patrick Senior Center, Inc. (#2024-273), request to hold "Strides For Seniors Aging Health Expo" at Palmer Park Splash Pad., on September 27 <sup>th</sup> , from 9:00 AM to 1:00 PM. Set-up to begin September 27 <sup>th</sup> 7:00 AM and completed by 9:00 AM with tear-down to begin September 27 <sup>th</sup> , at 2:00 PM completed by 3:00 PM.
Type of Petition	<b>Special Event</b>
Submission Date	8/1/2024
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	St. Patrick Senior Center, Inc SaTrice Coleman-Betts (313) 833 7080 <a href="mailto:src.betts@stpatsrctr.org">src.betts@stpatsrctr.org</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:**  **Date:** 7/12/24

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:** Strides for Seniors

**Event Date:** 9/27/24

**Event Organizer:** St. Patrick Senior Center

**Applicant Signature:**  **Date:** 7/12/24

# Strides For Seniors September 27, 2024 9AM - 1PM EST

## Site Plan 01



Measure distance

Click on the map to add to your path

Total area: 981,723.56 ft<sup>2</sup> (91,205.10 m<sup>2</sup>)

Total distance: 5,267.27 ft (1.61 km)

# Palmer Park - Strides For Seniors 2024 27 September Site Plan 02



Grill Minimum  
10' away from  
building  
**Charcoal  
Grill**  
TBD

**Food Serving  
Tables**

**Entertainment  
Area  
Less Than 12"  
Platform TBD**

**10' x 20'  
Tent**

**Chairs / Seating**

**10' x 10'  
Tent**

**Palmer Park  
Community  
Building**

1150

**Water / Snack  
Table**

**Registration  
3 - 6' Tables**

**Exhibitor  
Tables**

**Park Pavilion  
Shed #3**

**Exhibitor  
Tables**

**Health Screening  
Medical Emerg**

**Palmer Park  
Public Parking**

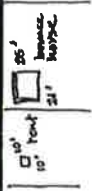
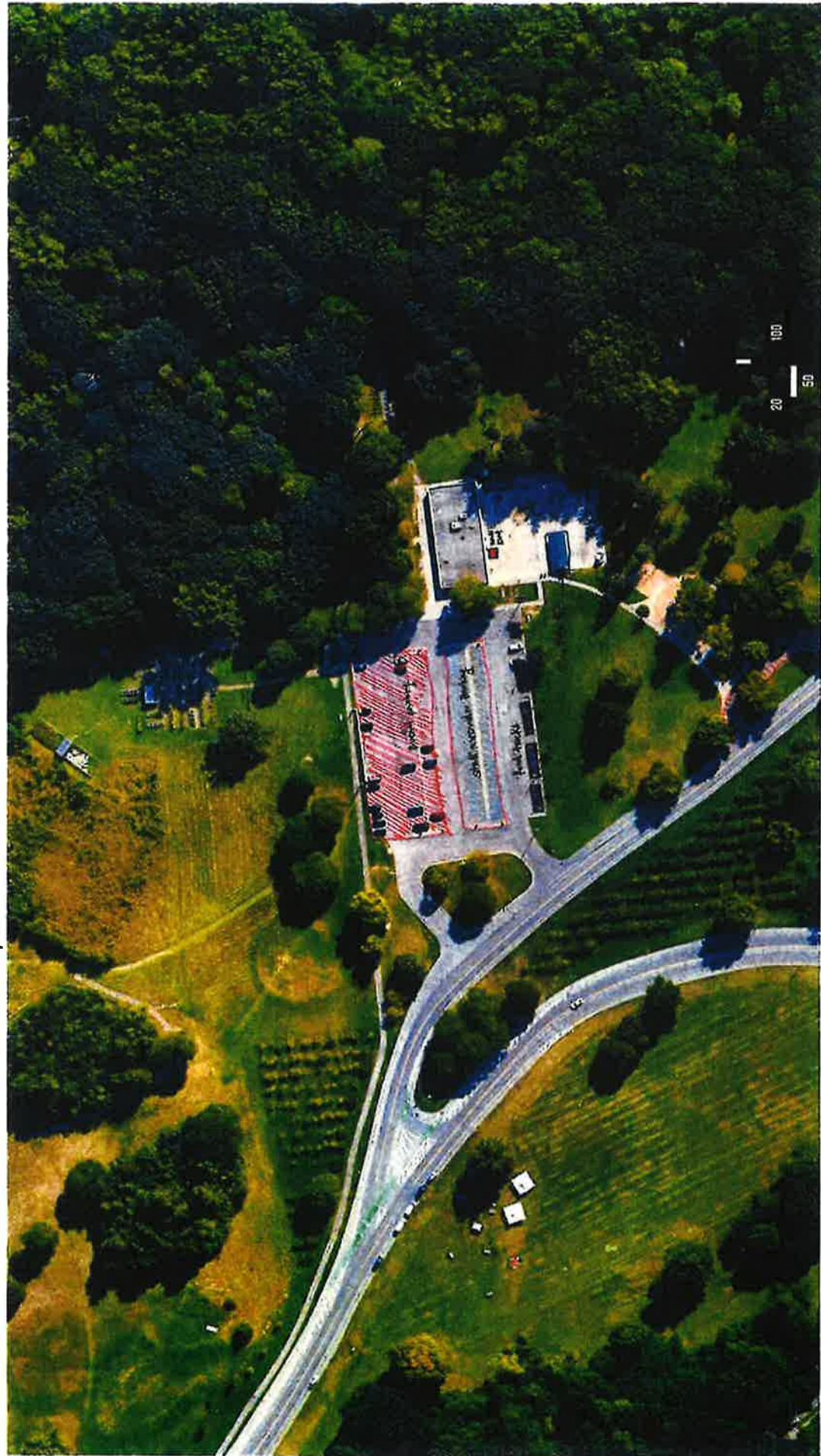
**EVENT Parking**

**Staff & Exhibitor Parking**

Palmer Park Splash Pad

STRIDES FOR SENIORS 2024  
27 September Site Plan 02

Palmer Park



drop off

**Strides for Seniors Aging Health Expo – St Patrick Senior Center**  
**Communication and Community Impact Plan**  
**September 27,2024**

The Strides For Seniors event will take place at the Palmer Park Splash Pad. The event location is surrounded by greenspace and not located adjacent to any residences. The expected attendance will likely be 350-375 attendees during the event. Pedestrian traffic within Palmer Park will be safely limited to interior areas without vehicle interaction. The majority of the participants will be aged 60 years and older with no alcohol served at the event.

Detroit Police Department and City Council District Office will be notified of the event. There will be no Food Trucks associated with the event. The Detroit Council District Office has been notified and will be participating in the event as well as the neighborhood organization People For Palmer Park.

We are working in partnership with Detroit Parks and Recreation and our event is compatible with the purpose of Palmer Park. These factors limit the possibility of any negative impact on the surrounding neighborhoods.

**Strides for Seniors Aging Health Expo  
Clean Up Plan and Breakdown Schedule  
September 27, 2024**

The event runs from 9:00 a.m. to 1:00 p.m. Breakdown and cleanup will start immediately after the event (approximately 1:30 pm – 2:00 pm). The cleanup will be completed by 3:00 pm.

The event is in partnership with Detroit Parks and Recreation and clean up including tent removal along with chairs and tables will be completed in coordination with the Parks and Recreation crew. The clean-up teams will consist of St. Patrick Senior Center and Detroit Parks and Recreation Department. The event team leaders are SaTrice Coleman-Betts, SPSC Executive Director and Lisa Cunningham, Detroit Parks and Recreation- Recreation Coordinator. Our staff will pick up and assist with general refuse issues. St. Patrick Senior Center will also provide cleaning supplies to assist with cleanup.

**St. Patrick Senior Center  
Strides For Seniors Aging Health Expo  
Emergency Response Plan and Security Plan**

**September 27, 2024**

St. Patrick Senior Center located at 58 Parsons in Detroit is the sponsor of the Strides For Seniors Aging Health Expo being held in Palmer Park. This is a community resource event for older adult residents of Detroit and surrounding communities. Health and wellness organizations will be available on site to provide information, health screening and resources for the attendees including music, dance and exercise. The event is free to the community.

The event has been held annually in Detroit parks since 2016. Our experience over the years is that we never have over 350 attendees at any one time. If we experience inclement weather the event may be paused until acceptable conditions return.

We have security provided by volunteers and staff who are clearly identified and help with directions and answer questions regarding the location of services. We have a medical team onsite consisting of a nurse and nursing students equipped with medical supplies and CPR/AED/9-1-1 access. Our security crew is advised of the location of medical and coached to assist in securing any event participant with medical or health issues and alerting the first aid station.

The adjacent Detroit Police Department Precinct will be notified of our activity as we have done for past events. In the event of an Active Shooter situation, the security staff will notify all to shelter in place and call 911 to notify appropriate authorities.



# SPECIAL EVENTS PETITION

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

**Event Name:** Strides For Seniors Aging Health Expo

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

**Petitioner Name / Organization:** St. Patrick Senior Center, Inc.

**Event Location:** Palmer Park Splash Pad

**Event Date(s) and Time(s):** 09/27/24 9:00 AM to 09/27/24 1:00 PM

**Type of Event:** Other

<b>Applicant Contact:</b>
SaTrice Coleman-Betts
src.betts@stpatsrctr.org
+1 (313) 833-7080

<b>Submission Date:</b>	07/17/24 1
<b>Date of Clerk's Office Referral:</b>	7/31/24
<b>Date of City Departments Sign Off:</b>	7/31/24
<b>Date Referred to Council:</b>	8/2/24

### 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 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:** August 2, 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.stridesforseniors.org

Which spaces will be used? Park

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

## Event Description

Brief Event Purpose & Description:

A community resource event for older adult residents of Detroit and surrounding communities. Health and wellness organizations will be available onsite to provide information, health screening, and resources for the attendees including music, dance, and exercise. A picnic lunch will be offered. The event is free to the community.

Estimated Peak Attendance: 400

Estimated Total Attendance: 350

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? Yes

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: St. Patrick Senior Center, Inc.

Mailing Address: 58 Parsons

Detroit

Michigan

48201

Primary Contact:	Secondary Contact:
SaTrice Coleman-Betts	John Bentley
src.betts@stpatsrctr.org	johnkevinbentley@yahoo.com
+1 (313) 690-7171	+1 (313) 218-5840

Organization Type: Nonprofit

Organization Website: www.stpatsrctr.org

## Event Setup & Breakdown

Begin Setup: 09/27/24 7:00 AM

Complete Setup: 09/27/24 9:00 AM

Setup Location(s): Palmer Park Splash Pad, 910 Merrill Plaisance St., Detroit 48203

Event Start: 09/27/24 9:00 AM

Event End: 09/27/24 1:00 PM

Begin Tear Down: 09/27/24 2:00 PM

Complete Tear Down: 09/27/24 3:00 PM

Number of Trash Containers: 12 Number of Recycling Containers: 3

Cleaning Service Vendor: N/A

Other Waste Elements: N/A

## 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:

Parking lot adjacent to the splash pad will be used and we will provide a shuttle for additional parking less than quarter mile away.

## Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

Number of food trucks: 0 Number of non-truck food vendors: 0

## 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: 0

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

Tent Contractor: Detroit Parks and Recreation

What other structures will your event include? N/A

Will your event use any grills? Yes

What kind of grills? Charcoal

## 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? No

## 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 **St. Patrick Senior Center** to host "**Strides for Seniors Aging Health Expo**" (2024-273) on **September 27, 2024**, from **9:00 AM – 1:00 PM** at **Palmer Park – Splash Pad, 910 Merrill Plaisance Detroit, MI**.

**PROVIDED**, that there will be DPD Assisted Event; Contracted with Private security 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 BSEED Permits Required for Tents, Stages, etc.; and be it further

**PROVIDED**, that there will be Health Department Inspections; 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.