

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.	2024-309
Name of Petitioner	IBEW Local 58
Description of Petition	Petition of IBEW Local 58 (#2024-309), request to hold "Veterans Day Parade" at Corktown neighborhood on November 10 th , from 9:00 AM to 3:00 PM. Set-up to begin November 9 th , 12:00 PM and completed by 4:00 PM with tear-down to begin November 10 th 3:00 PM and completed by 5:00 PM.
Type of Petition	Special Event
Submission Date	9/6/24
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	IBEW Local 58 Byron Osbern 313-408-1285 byron.osbern@ibewlocal58.org

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: 1-18-24

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: VETERANS DAY PARADE

Event Date: 11-10-24

Event Organizer: BYRON OSBERN

Applicant Signature:



Date: 1-18-24

**Metropolitan Detroit Veterans Coalition
Armed Services Salute**

**19th Annual Detroit Veterans Day Parade Route
Sunday November 10, 2024 Corktown**



TURN BY TURN DIRECTIONS

- | | | | |
|---------------|----------|--|--------------|
| START | 1 | PORTER-TRUMBULL NORTH ON TRUMBULL TO MICHIGAN AVE | |
| | 2 | WEST ON MICHIGAN AVE TO 16TH STREET | LEFT |
| | 3 | SOUTH ON 16TH STREET TO LACOMBE STREET | LEFT |
| | 4 | ACROSS LACOMBE TO DALZELLE | LEFT |
| | 5 | NORTH ON 14TH STREET TO MICHIGAN AVE | LEFT |
| | 6 | EAST ON MICHIGAN AVE TO TRUMBULL | RIGHT |
| FINISH | 7 | SOUTH ON TRUMBULL TO ABBOTT | LEFT |



Detroit Veterans Day Emergency Plans

This year the MDVC will be hosting the Detroit Veterans Day Parade on Sunday November 10, 2024. Participants will arrive at 1358 Abbott St, Detroit, MI 48226 and be staged on Porter, Trumbull, Howard, and Abbott, Streets. The Parade participants will step off at 10:50am from Trumbull Avenue. Motorcycle Brigade and Parade Participants will then head North and turn east at Michigan. Each individual registered group will follow in succession per our “master timeline” and submitted Route.

Parade Volunteer Member = PVM

Parade Manger = PM

Fire Emergency Plan

1. Immediately upon discovery of any kind of fire in the event space, or upon hearing the fire alarm, the PVM will quickly gather all participants and provide instruction for how to safely exit the area/building.
2. PVM will assess the situation and use cell phone/radio correspondence with the Parade Manager to coordinate reporting the fire.
3. PVM will check the area for any participants that may have hidden or have been inadvertently left behind.
4. The designated meeting place is Savage Park. As participants are being removed, Parade Manager will call 911 to report the fire.
5. Once at the designated meeting place, PVM will instruct the participants to wait until ALL CLEAR is given.
6. If anyone person is unaccounted for, Parade Manager will notify fire department personnel immediately upon their arrival.
7. **Children will not be unattended for any reason.**

Tornado Emergency Plan

1. Upon learning of a tornado watch in the area, Parade Manager will immediately turn on the cellphone/radio to a local weather station and coordinate with PVM/s.
2. Parade Manager will monitor weather conditions until the weather watch is canceled.
3. As Veterans Day is an annual holiday, if the event is canceled due to inclement weather, we will not schedule a rain delay date.
4. **Children will not be unattended for any reason.**

Accident/ Injury Emergency Plan

1. PVM will immediately call Parade Manager and report the emergency.
2. PVM will remain with the sick or injured participant and administer emergency first aid as necessary (ensure and maintain an open airway, control any bleeding with direct pressure, ensure proper circulation as necessary, reassure the participant and keep them calm until EMS take over).
3. Parade Manager will contact emergency medical personnel with exact location of the injured/sick person.
4. **Children will not be unattended for any reason.**

Intruder/Active Shooter

1. In the event of an intruder or active shooter, PVM will call the Parade Manager and report the emergency.
2. Parade Manager will contact DPD and EMS onsite support.
3. PVM will reassure the participants and keep them calm until the emergency has passed.
4. PVM will make sure everyone is safe and unhurt, Parade Manager will notify authorities if someone is injured.
5. **Children will not be unattended for any reason.**

Evacuation/Relocation Plan

1. If it becomes necessary to move away from the event space for any reason, all participants will be moved to Savage Park/Staging areas.
2. PVM will instruct the participants on how to safely move to the new location and help guide them there.
3. PVM will reassure the participants and keep them calm/quiet until all clear is given.
4. PVM will make sure everyone is safe and unhurt, Parade Manager will notify authorities if there is a physical threat or if someone is injured.
5. **Children will not be unattended for any reason.**

Missing Child Plan

1. Immediately upon discovery of a missing child, PVM will alert the Parade Manager of the situation and assist the parent in a systematic search of the area.
2. Parade Manager will report missing child to DPD and EMS support staff with a physical description and exact location where the child was last seen.

**The Metropolitan Detroit Veterans Coalition is a 501c-3
Organization, contributions are deductible under section 170 of
the IRS Code.**

MDOT LANE CLOSURE REQUEST FORM

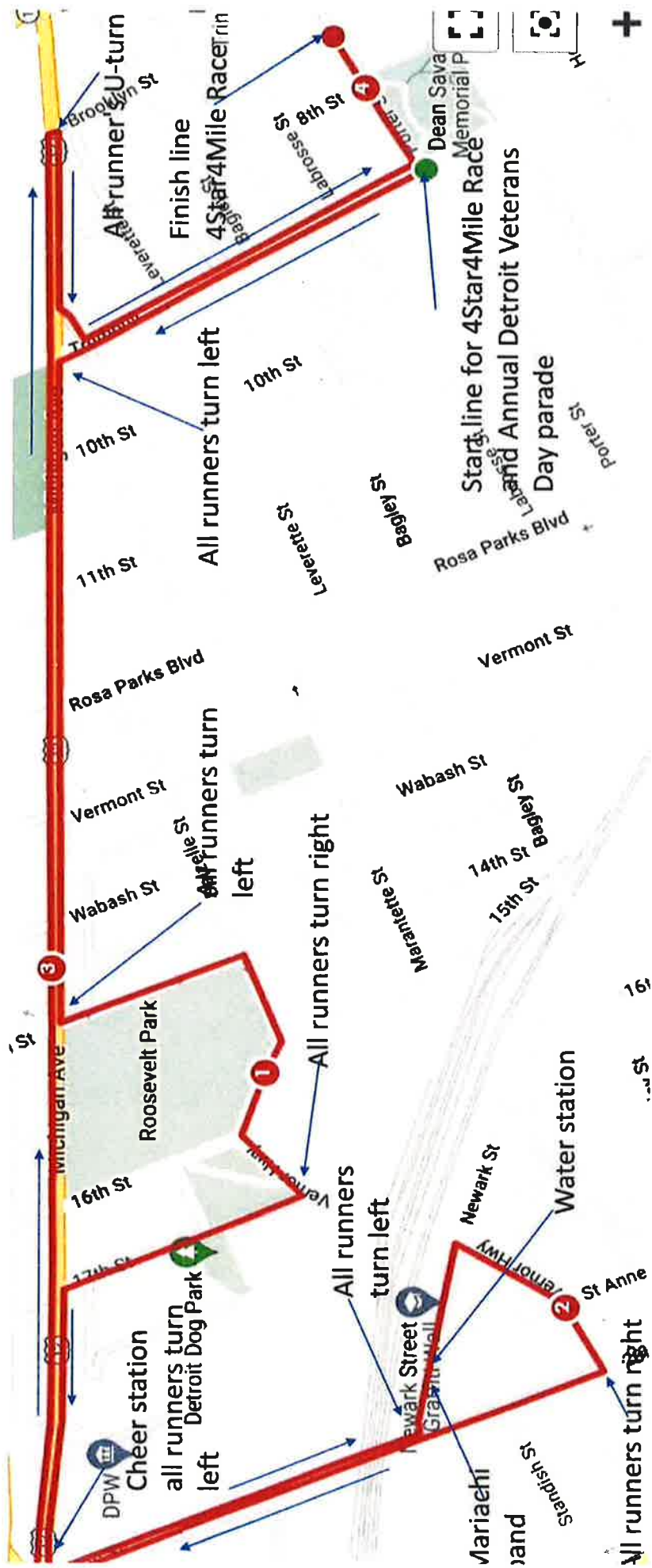
(FOR ANY SHOULDER, LANE, RAMP or ROADWAY CLOSURES or LANE SHIFTS)

Job Number/ID:		Office Submitted To:	DETROIT	24 Hour Project Contact Information:	
LCRF Request #:		Date Submitted:	6-17-2024	Name:	BYRON OSBEAN
Prime Contractor:		Submitted By:		Phone Number:	313-4081285

Direction	Ramp	Road	Location	Category/ Closure Type	Lane/ Shoulder(s) Affected	# of Lanes Open	Type	Start Date & Time	End Date & Time	Continuous, Daily or Nightly	Posted Detour	Detour Route (if applicable)
1	WEST	US-12	THIRD ST SEVENTEENTH ST			0		11-10-24 600A	11-10-24 400P		-	N/A
2	EAST	US-12	THIRD ST SEVENTEENTH ST			0		11-10-24 600A	11-10-24 400P		-	N/A
3												
4												
5												

Type of work being done: **VETERAN'S DAY PARADE**
 Notes: Please complete permit information. Application Ref. Number: Advance Notice Number:

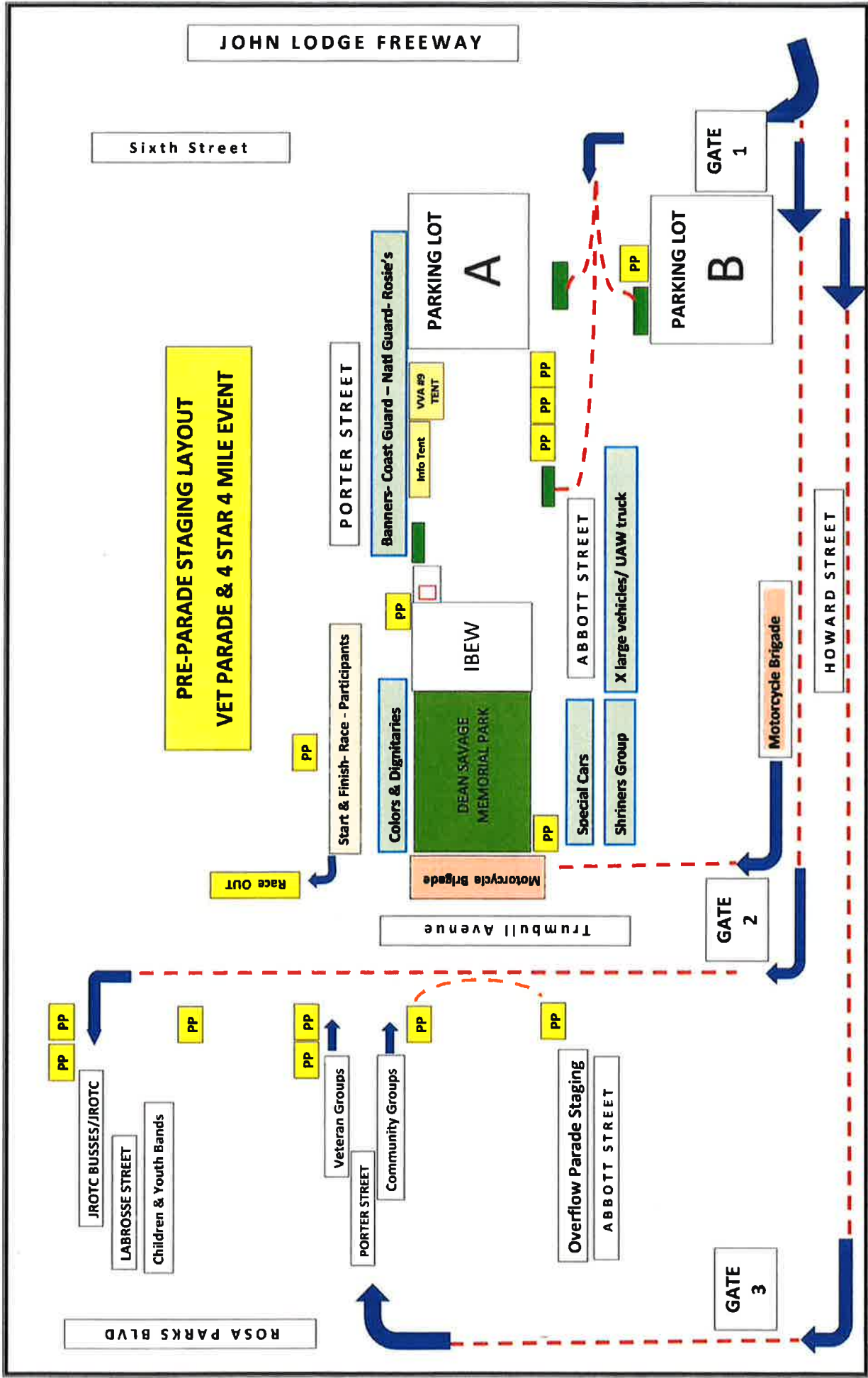
* Submit form a minimum of seven (7) calendar days prior to the start of requested closures to the Engineer for approval.
 * SEMTOC shall be called at (313) 965-0777 when lane closures are beginning and when lane closures are removed.



JOHN LODGE FREEWAY

Sixth Street

**PRE-PARADE STAGING LAYOUT
VET PARADE & 4 STAR 4 MILE EVENT**



PORTER STREET

Banners- Coast Guard - Natl Guard- Rosie's

PARKING LOT A

PARKING LOT B

GATE 1

Start & Finish- Race - Participants

Colors & Dignitaries

IBEW

DEAN SAVAGE MEMORIAL PARK

Special Cars

Shriners Group

X large vehicles/ UAW truck

ABBOTT STREET

Motorcycle Brigade

HOWARD STREET

Trumbull Avenue

GATE 2

JROTC BUSES/IROTC

LABROSSE STREET

Children & Youth Bands

Veteran Groups

Community Groups

PORTER STREET

Overflow Parade Staging

ABBOTT STREET

GATE 3

ROSA PARKS BLVD



INVOICE

Medstar, Inc.

380 North Gratiot
Clinton Township, MI 48036
Phone: 586-468-6510
Email: lkort@medstarambulance.org

INVOICE #: INV-001162
DATE: 06/25/2024
DUE DATE: 11/08/2024

TOTAL AMOUNT: \$1,200.00
TOTAL DUE: \$1,200.00

BILL BYRON OSBERN
TO: IBEW LOCAL 58
1358 Abbott St
Detroit, MI 48226

DESCRIPTION / MEMO	AMOUNT
2 ALS UNITS FOR VETERANS DAY PARADE STANDBY 11-10-24. \$100 PER HOUR PER UNIT X 6 HOURS = \$1200	\$1,200.00
TOTAL AMOUNT:	\$1,200.00

Medstar, Inc.
380 North Gratiot
Clinton Township, MI 48036

TOTAL DUE: \$1,200.00

AMOUNT ENCLOSED:

Customer ID - Name: C-000524 - BYRON OSBERN
Invoice #: INV-001162

BILL BYRON OSBERN
TO: IBEW LOCAL 58
1358 Abbott St
Detroit, MI 48226

REMIT Medstar, Inc.
TO: 380 North Gratiot
Clinton Township, MI 48036

SPECIAL EVENTS PETITION

Petition No: 2024-309

Event Name: Veterans Day Parade

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

Petitioner Name / Organization: IBEW Local 58

Event Location: Corktown neighborhood

Event Date(s) and Time(s): 11/10/24 9:00 AM to 11/10/24 3:00 PM

Type of Event: Parade

Applicant Contact:
Byron Osbern
byron.osbern@ibewlocal58.org
+1 (313) 408-1285

Submission Date:	02/07/24 4
Date of Clerk's Office Referral:	09/06/24
Date of City Departments Sign Off:	9/3/24
Date Referred to Council:	9/6/24

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 Reviewed- Ready for Council	DPW Reviewed- Ready for Council	DHD Reviewed- Ready for Council

BSEED
BSEED
Reviewed-
Ready for
Council

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

Date: September 6, 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

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

Event Description

Brief Event Purpose & Description:
Celebration of our armed forces and those who served this country.

Estimated Peak Attendance: 2500

Estimated Total Attendance: 3000

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: IBEW Local 58

Mailing Address: 1358 Abbott

Detroit MICHIGAN 48226

Primary Contact:	Secondary Contact:
Byron Osbern	Mike Richard
byron.osbern@ibewlocal58.org	Mike.richard@ibewlocal58.org
	+1 (313) 421-0308

Organization Type: Nonprofit

Organization Website: _____

Event Setup & Breakdown

Begin Setup: 11/09/24 12:00 PM

Complete Setup: 11/09/24 4:00 PM

Setup Location(s): IBEW Local 58 union hall, Dean Savage Park

Event Start: 11/10/24 9:00 AM

Event End: 11/10/24 3:00 PM

Begin Tear Down: 11/10/24 3:00 PM

Complete Tear Down: 11/10/24 5:00 PM

Number of Trash Containers: 20 Number of Recycling Containers: 10

Cleaning Service Vendor: Volunteers

Other Waste Elements: _____

Street Closures & Parking

How many streets will be closed: 5+ _____

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? Neither _____

Describe the parking plan to accommodate anticipated attendance:

Private parking and street level

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: 0

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: 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: MedStar

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 **IBEW Local 58** to host "**Veterans Day Parade**" (2024-309) on **November 10, 2024** from **9:00 AM – 3:00 PM** at the **Corktown Neighborhood, Detroit, MI.**

PROVIDED, that there will be DPD Assisted Event; be it further

PROVIDED, that there will be DFD Pending Inspections; be it further

PROVIDED, that there will be DPW Barricades; and be it further

PROVIDED, that there will be BSEED Permits Required for utility power; 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.