

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. June

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

Petition No.	2024-194
Name of Petitioner	Rubo's Music Solution
Description of Petition	Petition of Robos's Music Solution (#2024-194), request to hold "Rubofest" at Ste. Anne and Bagley on July 13 th , from 11:00 AM to 11:00 PM. Set-up to begin July 13 th at 10:00 AM and completed by July 13 th 12:00 PM with tear down to July 13 th at 11:00 PM and completed by 1:00 AM.
Type of Petition	Special Event
Submission Date	6/18/2024
Concerned Departments	Buildings, Safety Engineering, and Environmental Department (BRSEED), 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	Reuben Romero Rubo's Music Solution (616) 202- 2729 rcarmen14@yahoo.com

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: Rubofest

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

Petitioner Name / Organization: Rubo's Music Solution

Event Location: Ste. Anne and Bagley

Event Date(s) and Time(s): 07/13/24 11:00 AM to 07/13/24 11:00 PM

Type of Event: Concert/Performance, Festival

Applicant Contact:
Reuben Romero
rcarmen14@yahoo.com
+1 (615) 202-2729

Submission Date:	05/28/24 8
Date of Clerk's Office Referral:	
Date of City Departments Sign Off:	
Date Referred to Council:	

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

BSEED
BSEED Reviewed-Ready for Council

Mayor's Office Special Events Signature: _____

Date: _____

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, Sidewalk, Private Facility

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

Event Description

Brief Event Purpose & Description:

A community based Music Festival that showcases and celebrates Local Bands that promotes music as an alternative for children to get involved and get and learn an Instrument.

Estimated Peak Attendance: 125

Estimated Total Attendance: 175

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? Yes

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: Rubo's Music Solution

Mailing Address: 1535 Ste. Anne

Detroit Michigan 48216

Primary Contact:	Secondary Contact:
Reuben Romero	Carmen R Romero
rcarmen14@yahoo.com	rubofest2000@yahoo.com
+1 (615) 202-2729	+1 (313) 287-1981

Organization Type: Nonprofit

Organization Website: none

Event Setup & Breakdown

Begin Setup: 07/13/24 10:00 AM

Complete Setup: 07/13/24 12:00 PM

Setup Location(s): Bagley and Ste. Anne

Event Start: 07/13/24 11:00 AM

Event End: 07/13/24 11:00 PM

Begin Tear Down: 07/13/24 11:00 PM

Complete Tear Down: 07/13/24 1:00 AM

Number of Trash Containers: 8 Number of Recycling Containers: 3

Cleaning Service Vendor: N/A

Other Waste Elements: N/A

Street Closures & Parking

How many streets will be closed: ¹ _____

Will you be closing any part of Woodward Avenue? ^{No} _____

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

1. Bagley 07/13/24

Ste. Anne and 20th st. 10:00 AM 1:00 AM

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:

Will have access to Matrix Theatre Parking Lot and the Welcoming Center. Street Parking.

Food & Beverage

Will food be served? ^{Yes} _____

Will food be prepared on site? ^{Yes} _____

Number of food trucks: ² _____ Number of non-truck food vendors: ¹ _____

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? Beer

Day(s) and time(s) alcohol will be served: Saturday July 13, 2024 served at 1:00pm

Will ice be used in any served beverages? Yes

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: 8

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

Tent Contractor: Individual Vendors will bring their own.

What other structures will your event include? none

Will your event use any grills? Yes

What kind of grills? Charcoal

Utilities & Portable Restrooms

Event Utilities that will be used: Generators

How will generators be fueled? gas

Generator contractor: Personal

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? 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)

RUBOFEST STRUCTURE KEY

- ▲ STREET CLOSURE
- PORT A POTTYS
- ▭ CANOPIES
- 🧼 HAND SANITIZER STATIONS

ST. ANNE

BEVERAGES

STAGE

STREET CLOSURE

BEER CANOPY

SECTION CLOSED

MATRIX THEATRE COMPANY

PARKING

BAGLEY AVE

STREET CLOSURE

SECTION CLOSED

PLAZA ATZLAN

20TH ST.

Additional PARKING

RuboFest Music Festival

Date: Saturday July 13, 2024

Time:12:00pm-10:00pm

Place: Ste. Anne and Bagley

Event Clean-up Plan:

Event planners will clean and dispose of trash throughout the day of event.

- **Monitor Trash bins for overflow.**
- **Clean as the day goes.**
- **Dispose Trash using Trailer.**
- **Dispose Trash/Bulk Center.**

Reuben R. Romero

Rubo's Music Solutions- President

Event Primary Contact Person

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: *Reuben R. Romero*

Date: 5/10/2024

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: RuboFest

Event Date: 7/13/2024

Event Organizer: Reuben R. Romero

Applicant Signature: *Reuben R. Romero*

Date: 5/10/2024

PERMIT

Honorable City Council:

To your Committee of the Whole was referred the Petition of Rubo's Music Solution (2024-194), request to hold "Rubofest". After consultation with all the concerned departments and careful consideration of the request, your Committee recommends that same be granted in accordance with the following resolution.

Respectfully submitted,

Young
Chairperson

By Council Member Young:

Resolved, that permission be and is hereby granted to Rubo's Music Solution (2024-194), request to hold "Rubofest" at Ste. Anne and Bagley on July 13th from 11:00 AM to 11:00 PM. Set-up to begin July 13th at 10:00 AM and be completed on July 13th at 12:00 PM with tear down to begin July 13th at 11:00 PM and completed by 1:00 AM.

Resolved, That Buildings and Safety Engineering Department is hereby authorized to waive the zoning restrictions on said property during the period of the event.

Provided, That the petitioner secures a temporary use of land permit which will include the erection of any mechanical devices and temporary structures. An inspection of electrical work is required prior to opening the facility to the public, and further

Provided, That the required permits be secured should any tents or temporary installations such as Liquefied Petroleum Gas Systems be used, and further

Provided, That if tents are to be used, the petitioner shall comply with all sections of Fire Marshal Division Memorandum #3.2 regarding "use of Tents for Public Assembly", and further

Provided, That said activity is conducted under the rules and regulations of concerned departments and the supervision of the Police Department, **(Grant subject to departmental conditions)**, and further

Provided, That such permission is granted with the distinct understanding that petitioners assume full responsibility for any and all claims, damages or expenses that may arise by reason of the granting of said petitions, and further

Provided that site be returned to its original condition at the termination of its use, and further

Provided, That this resolution is revocable at the will, whim or caprice of the City Council.