

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.	2024-406
Name of Petitioner	March of Dimes
Description of Petition	Petition of March of Dimes (#2024-406), request to hold "Metro Detroit March for Babies" at Roosevelt Park and MI Central on June 14, 2025, from 7:00 AM to 2:00 PM. Set-up to begin June 13 <sup>th</sup> , at 12:00 PM and completed by 6:00 PM with tear down to begin June 14 <sup>th</sup> , at 2:00 PM and completed by 4:00 PM.
Type of Petition	<b>Special Event</b>
Submission Date	12/11/24
Concerned Departments	Buildings, Safety Engineering, and Environmental Department (BSEED), Detroit Department of Transportation (DDOT), Detroit Fire Department (DFD), Detroit Health Department (DHD), General Services Department (GSD), Media Services Department, Municipal Parking Department, Police Department (DPD)
Petitioner Contact	Stephnie Worth March of Dimes Office (313) 895-7339 Cell (248) 464-2505 <a href="mailto:sworth@marchofdimes.org">sworth@marchofdimes.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:** 8/19/2024  
Chris Garrett JAssociate Vice President

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**

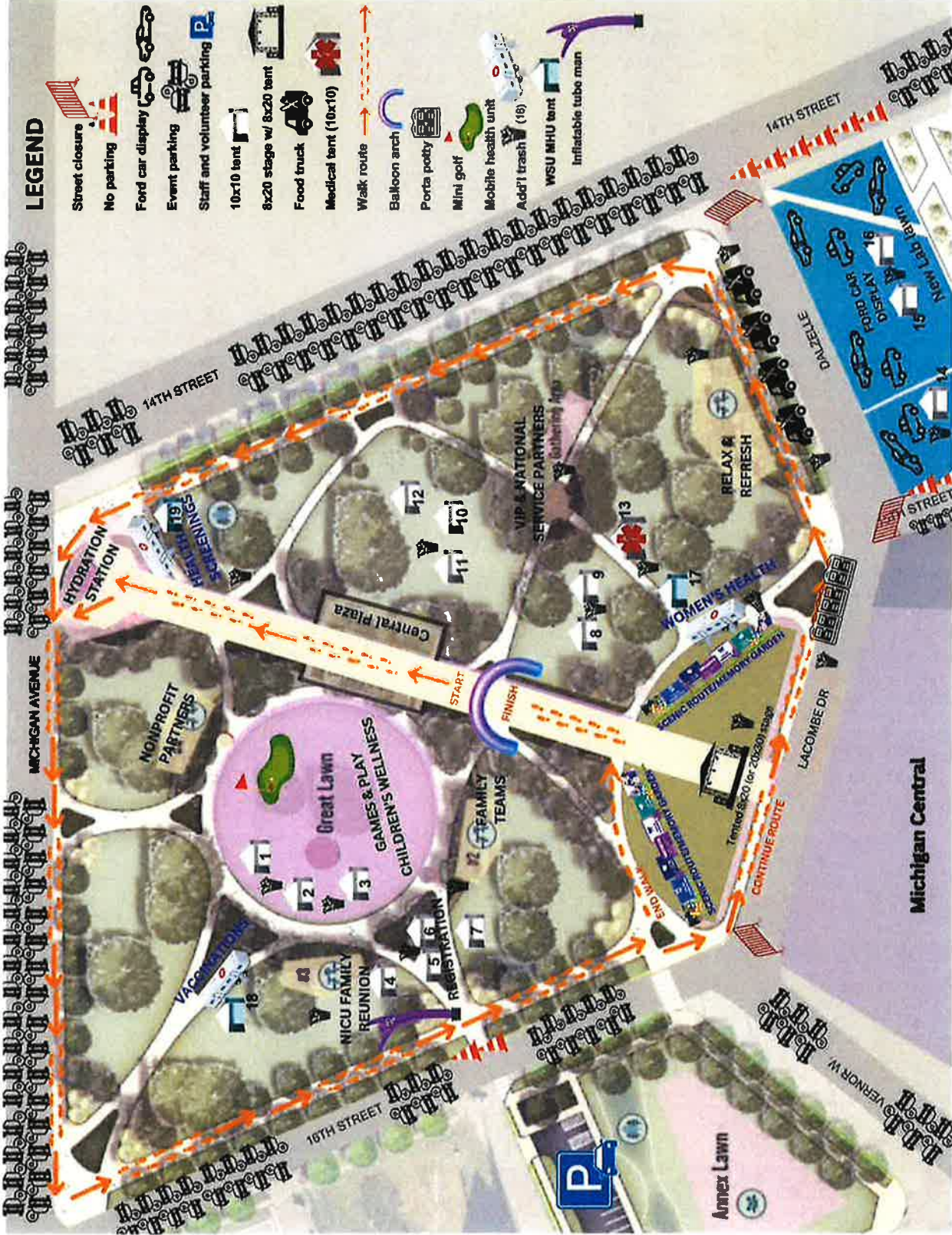
The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and 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:** Metro Detroit March for Babies **Event Date:** 6/7/2025  
**Event Organizer:** Sheri Sullivan, Signer Chris Garrett

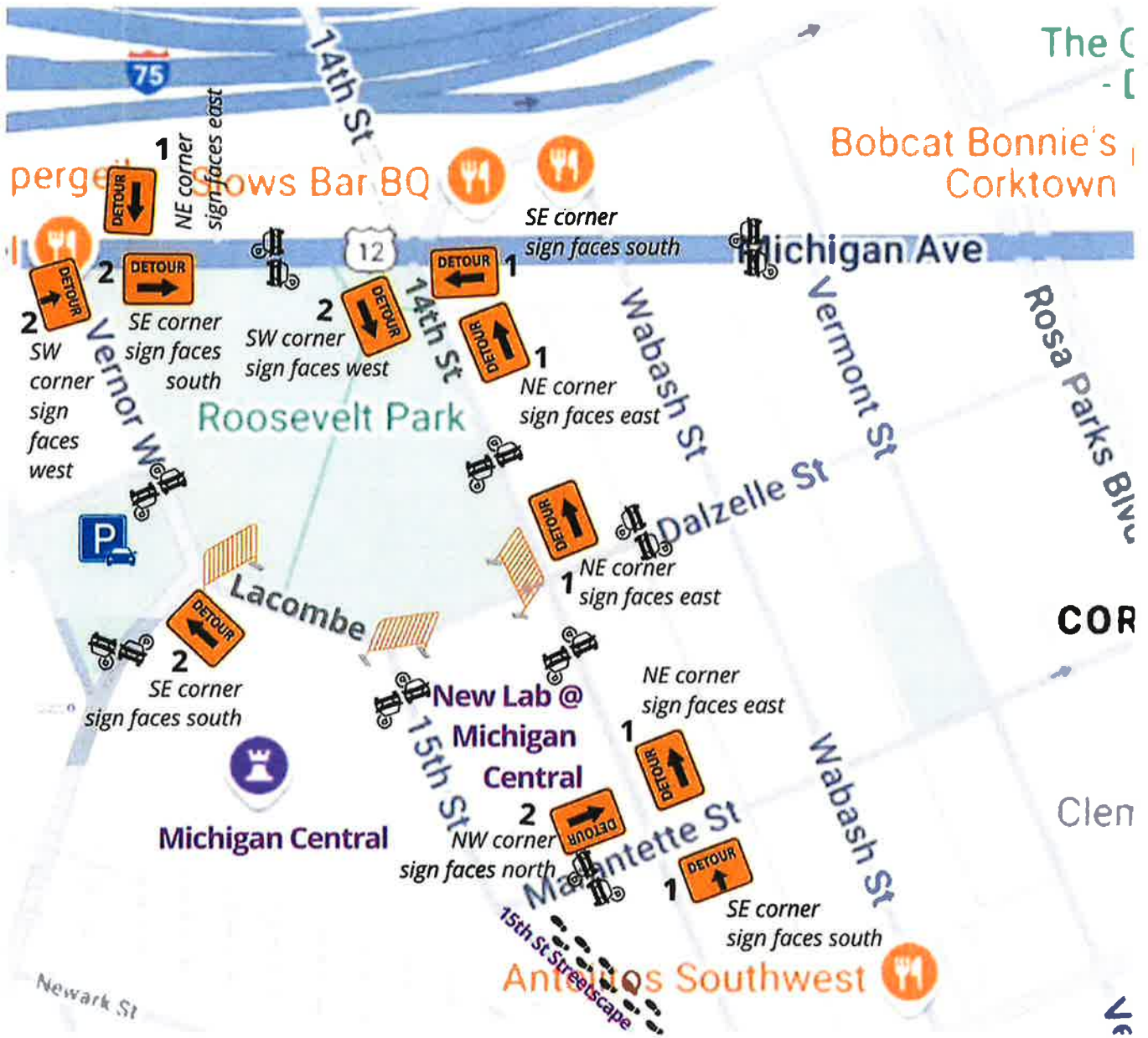
**Applicant Signature:**  **Date:** 8/19/2024  
Chris Garrett JAssociate Vice President

**MARCH OF DIMES PROPOSED MARCH FOR BABIES LAYOUT**





(Tent designations subject to change) 1 – Children's wellness 2 – Sponsor 3 – Sponsor 4 – Care 5, 6 – Registration /Incentives 7 – Honor 8, 9 – Sponsors 10-12 Parent Hood 13 – Medical/First Aid 14 – Ford 15, 16 – Sponsors 17-19 – WSU mobile health tents

# MARCH OF DIMES MARCH FOR BABIES - MAINTENANCE OF TRAFFIC DIAGRAM



## LANGUAGE FOR DETOUR SIGNS:

- 1  15TH ST DETOUR TO VERNOR & MICHIGAN AVE
- 2  15TH ST / LACOMBE DETOUR TO MARANTETTE ST

## LEGEND

- Street closure 
- Detour signage 
- Staff and volunteer parking 
- Event street parking 
- 15th St. Streetscape - pedestrian only 



# Mamapalooza!

MOMS BABIES FAMILIES

## Build and Breakdown Schedule

We will begin setting up for the event on Friday, June 13 at noon. In addition to 10x10 tents that will be used for the event, our vendor Pegasus Entertainment will erect an 8' x 20' stage covered by a tent at the foot of the Roosevelt Park promenade (at Lacombe St.). NOTE: The size of this tent may increase to 20' x 30' if we secure Detroit Youth Choir for event entertainment.

Friday set-up is expected to conclude between 5 and 6 p.m. Overnight security will then be in place.

Saturday morning set up will begin at 7 a.m. for other areas of the event. We will place our inflatable balloon arch at this time for the walk's start finish line. Audio/visual set up will also take place at this time.

Stage breakdown will begin at 1:30 when the event concludes. We have requested pickup at 2 p.m. We expect that the stage and materials will be cleared no later than 4 p.m. on event day, the same timeframe for the overall event to be cleared.



**MARCH  
FOR BABIES**

Mamapalooza!

MOMS BABIES FAMILIES

## **Event Security Plan**

March of Dimes is contracting a security vendor (City Shield Security Services) to provide overnight security on Friday, June 13. On event day, we will utilize staff and volunteers to maintain order at the event and follow the procedures outlined in the March of Dimes Emergency Action Plan provided with this application.



# Mamapalooza!

MOMS BABIES FAMILIES

## Maintaining of Traffic Plan

We are requesting the closure of three streets for this event: Lacombe Dr. at 16<sup>th</sup> St./W. Vernor, 15<sup>th</sup> St. at the intersection of Lacombe Dr. and Dalzelle, and Dalzelle at 14<sup>th</sup> St. (west side of 14<sup>th</sup> St. only).

To accommodate these closures and assist drivers, we will place temporary street closure notifications and detour signs to re-route drivers to Michigan Ave., Vernor W. and Marantette St. The street closure and detour signs will be in place by 7 a.m. Saturday, June 14. We will begin removing the signs as the event ends beginning at 1:30 p.m. on event day. To ensure vendor safety, final signs will remain in place until all event materials near street closures have been picked up and clean up in those areas has concluded.

Please see the attached Maintenance of Traffic diagram for a visual of street closures and re-routing, and the Turn by Turn Instructions document for driving directions.



**MARCH  
FOR BABIES**

Mamapalooza!

MOMS · BABIES · FAMILIES

## **Event Community Impact**

March for Babies celebrates healthy babies, helps generate awareness around our fight for the health of all moms and babies, and urges action around maternal and infant deaths and the impact of the health equity gap. Moms of color, especially Black moms, are greatly impacted by our work. Metro Detroit is predominately African American and the community surrounding Michigan Central is particularly impacted by factors leading to preterm birth.

March of Dimes will reach out to local media to promote the event and encourage residents to engage as volunteers, program recipients, and fundraisers. In addition to the festival-like activities, this event will also include a Wayne State University's Women's Mobile Health Unit which will be providing free on-site care by appointment and to walk-ins. Wayne State University also expects to be able to provide a similar mobile vaccination clinic for children that day. Other possible mobile care is also under discussion. Realizing that access to care is a critical factor for good health, we'll encourage neighboring residents to sign up for appointments through pre-event publicity and day-of signage.



**MARCH FOR BABIES  
EMERGENCY ACTION PLAN & RESOURCE GUIDE**

This document outlines protocol for responding and managing emergencies at March for Babies sites. This **confidential** document is designed to prepare staff for managing day-of occurrences.

**Managing these situations is the responsibility of the site lead** for each March for Babies site.

**EVENT NAME:** March for Babies

**DATE:** June 14, 2025

**LOCATION ADDRESS:** Roosevelt Park, 2405 W. Vernor Hwy, Detroit, MI 48216; and Michigan Central's New Lab lawn, 2001 15th St., Detroit, MI 48216

CONTACTS	ROLE	NAME	CELL NUMBER
CL Manager (A& B Events)	Event producer	Kristin Introvigne	413-627-7553
MOD PRIMARY	MOD Event Lead	Stefanie Worth	248-464-2505
VENUE PRIMARY	Executive Director	Stefanie Worth	248-464-2505
MEDIA INQUIRIES	MOD Marketing Communications	Lorri Malone	502-648-1018
MARCH OF DIMES EMERGENCIES			<b>800-597-7116</b>

**ANY EMERGENCY THAT REQUIRES CONTACTING 911 OR AUTHORITIES ON SITE NEEDS TO BE COMMUNICATED TO 800-597-7116 AS SOON AS IT IS SAFE TO DO SO.**

**REPORTING AN INCIDENT:**

1. Report the incident immediately via two-way radio or cell phone. 502-648-1018
2. Communicate the following clearly:
  - o Your Name
  - o The location of the incident (Distinguishable Landmark)
  - o The nature of incident (never use emotive words like FIRE, BOMB, DEATH)
  - o Wait for instructions
3. Take Ownership of the Situation by:
  - o Remaining Calm - **DON'T PANIC**
  - o Be clear & concise and give as much information as you can. Listen to instructions.
  - o Deal with injuries if appropriate – Do NOT move or lift an injured person. Wait for trained medical personnel to assist the injured person.
4. Record all Information for an Incident Report.

- Write down the time you were made aware of the incident
- Detail information about those involved (Full names/ Race/ Age/ Contact information)
- Nature of the incident
- Witness Information

## **COMMUNICATION PLAN**

### **IMPORTANT NOTES (For all team members):**

- **If there is an emergency, call 911 FIRST. If police are on site, notify.**
- Do not comment on the incident to the public or media
- Do not post anything on social media
- Never put yourself or others in a violent or dangerous situation
- Familiarize yourself with your specific area and advise your supervisor if you notice anything out of the ordinary

Note: Secure the stage and microphones, and direct musical groups, radio station staff, or *anyone* else using a microphone to supervise the equipment at all times and to allow no unauthorized use. Clearly identify those personnel authorized to have access to microphones. *This is to be followed for March for Babies news conferences, as well as for special events.*

- Contact **800-597-7116** immediately after calling 911 (or as soon as safe to do so) if there is an emergency
- Do NOT talk to the media. Do NOT give out cell phone numbers to the media.
- Make sure the MOD EDD/ADD/Event Lead are in the loop and present during any crisis meeting. They'll gather information and share it with March of Dimes Emergencies.
- Follow up with injured party post-event to ensure well-being

**DECISION MAKERS** In the event a decision needs to be made regarding the status of the event, the following parties will work together to develop next steps forward: MOD ED/ADD or MOD Event Lead and CL Manager (A and B Events).

## **CRISIS SPECIFIC RESPONSES**

### **MEDICAL EMERGENCY:**

- **Call 911**
- Contact CL Manager (A and B Events) and ED to provide a description of the incident via radio or cell phone.
- If personnel trained in First Aid are not readily available, at a minimum, attempt to provide the following assistance:
  - Stop the bleeding with firm pressure on the wounds (note: avoid contact with blood or other bodily fluids)
  - Clear the air passages using the Heimlich maneuver in case of choking

- Perform CPR if trained and if necessary

**FIRE EMERGENCY:**

- Notify the local Fire Department by calling 911
- When a fire is discovered locate the nearest extinguisher
- Fight the fire ONLY if:
  - The Fire Department has been notified
  - The fire extinguisher is in working condition and personnel are trained to use it
  - The fire is small and is not spreading to other areas
  - Escaping the area is possible by backing up to the nearest exit
- Occupants must:
  - Leave the building/ area using the designated escape route
  - Assemble in the designated evacuation area
  - Remain outside until the authorities announces that it is safe to reenter
- Event Team must:
  - Coordinate an orderly evacuation of occupants
  - Perform an accurate headcount of occupants reported to the designated area.
  - Determine a rescue method to locate missing occupants
  - Provide the Fire Department personnel with the necessary information

**STRUCTURAL INCIDENT:**

- If something falls on a guest or worker (sign, light, equipment, etc.) follow the General Incident Procedures / Protocol and ensure the area is blocked or secured if needed.
- If structure itself becomes unsound in any way:
  - Calmly evacuate area of staff and consumers (at least 200 feet away from structure)
  - Assess the situation with the Event team to fix the problem if possible (more ballasts, weight, etc.)
  - Alert CL Manager contact once situation is under control for further instructions

**DEATH:**

- Clear area completely and call 911
- Alert CL Manager/ED /ADD immediately
- Ensure staff does not take photos nor speak with any media outlet, consumers, vendors, etc.
- Wait for further instruction from CL Manager, who will contact MOD staff as appropriate
- **Contact 800-597-7116**

**UNATTENDED PACKAGE:**

- Alert on-site security or police
- Alert CL Manager/ED/ADD immediately
- DO NOT TOUCH or move the object in question
- Without causing alarm, attempt to locate the owner of the item

**TERRORIST THREAT:**

- A terrorist threat is an act which is intended to force or intimidate someone to do something based on a threat of violence. The threat may be against an individual or group. Terrorist threats often involve bomb threats, threats to burn down buildings or threats to take action against a person or group of people.
- Write down on a piece of paper what the extortionist/terrorist said. Try to use the exact words of the caller.
- If an explosion is threatened, ask when the explosion is expected to occur (see Bomb Threat).
- If some type of ransom or demand for money is stated, determine the dollar amount.
- Immediately advise the ED/ADD/CL Manager. They will contact the police and other appropriate members of staff.
- When safe to do so, call **800-597-7116**

#### **BOMB THREAT:**

- Don't Panic. Panic is one of the objectives of the caller.
- Make a note of the exact time of the threat
- Ask the caller the following questions. Keep in mind; however, you probably will not get any straight answers. Document everything they say – any information obtained is helpful to the police.
  - When is the bomb set to explode?
  - What type of bomb is it?
  - What does it look like?
  - What is the bomb made of?
  - Where is the bomb?
  - Why was it placed there?
  - What is your name?
  - Why are you doing this?
- Call 911.
- Immediately alert the ED/CL Manager who will contact onsite police or security.
- When safe to do so, call **800-597-7116**

#### **LOST CHILD:**

Lost children should not be moved from their location. Lost parents should be guided back to the last location they remember seeing their child. CL Manager should notify event staff of a lost child via radio on a private channel or via group text. Whoever is with the child or parent should stay with them until another MOD representative arrives.

- If we have the parent, Event Lead/ED/ADD/CL Manager will alert on-site security. A cell phone number will be taken. Event Lead/ED/ADD/CL Manager & MOD determine when it needs to be taken to the next level (i.e. Main Event announcement).
- If we have the child, Event lead/CL Manager will alert security.
- If child cannot be located quickly, call 911.

- If authorities are contacted, call **800-597-7116**.

## **ACTIVE SHOOTER:**

### **HOW TO RESPOND WHEN AN ACTIVE SHOOTER IS IN YOUR VICINITY**

Quickly determine the most reasonable way to protect your own life. Remember that customers and clients are likely to follow the lead of employees and managers during an active shooter situation.

#### **1. Evacuate**

If there is an accessible escape path, attempt to evacuate the premises. Be sure to:

- Have an escape route and plan in mind
- Evacuate regardless of whether others agree to follow
- Leave your belongings behind
- Help others escape, if possible
- Prevent individuals from entering an area where the active shooter may be
- Keep your hands visible
- Follow the instructions of any police officers
- Do not attempt to move wounded people
- Call 911 when you are safe

#### **2. Hide out**

If evacuation is not possible, find a place to hide where the active shooter is less likely to find you.

Your hiding place should:

- Be out of the active shooter's view
- Provide protection if shots are fired in your direction (i.e., an office with a closed and locked door)
- Not trap you or restrict your options for movement

To prevent an active shooter from entering your hiding place:

- Lock the door
- Blockade the door with heavy furniture

If the active shooter is nearby:

- Lock the door
- Silence your cell phone and/or pager
- Turn off any source of noise (i.e., radios, televisions)

- Hide behind large items (i.e., cabinets, desks)
- Remain quiet

If evacuation and hiding out are not possible:

1. Remain calm
2. Dial 911, if possible, to alert police to the active shooter's location
3. If you cannot speak, leave the line open and allow the dispatcher to listen

### 3. Take action against the active shooter

As a last resort, and only when your life is in imminent danger, attempt to disrupt and/or incapacitate the active shooter by:

- Acting as aggressively as possible against him/her
- Throwing items and improvising weapons
- Yelling
- Committing to your actions

### 4. When safe to do so and after calling 911, call 800-597-7116

#### **DEMONSTRATION/PROTEST MANAGEMENT:**

Law enforcement officers are there to protect *everyone's* rights—including those of the protestors. The right to peaceful demonstration is a First Amendment issue and one of our most important rights. Law enforcement officers are willing to give peaceful demonstrators a lot of latitude. ***The use of physical force is a crime punishable by law. Avoid physical contact with protestors and let the police handle any situations.***

Protestors want attention, response and reaction. Avoid giving them this. Steer clear of any sort of interpersonal confrontation with them.

In preparing for March for Babies, site leads must:

- Know what the site permit allows in respect to peaceful demonstrations/protests.
- Speak to the head of the appropriate law enforcement agency (police or sheriff) about concerns well *before* the day of your event. They will then know what to keep an eye out for and what support they may need to provide. Have a complete contact list, including law enforcement numbers.

#### **As event planners, recognize the difference between public & private property:**

**Public:** Protestors can be on public property, as long as they don't cause a disturbance or public safety hazard. (This includes streets and sidewalks.)

*The use of some public property by groups requires the issuance of permits. Site leads must know in advance what agency issues permits for use of the property you're occupying. Check with them regularly in the time leading up to your event to see who else has requested a permit for the same day and time.*

**Private:** Protestors cannot be on private property, unless they have the permission of the property owner.

**Know what defines a "disturbance" or "public safety hazard":**

- Interference with the operation of March for Babies (for instance, blocking the route or disrupting the Festival Zone).
- Disruptive volume (disturbing the peace).
- Instances of criminal behavior (actions or threats of violence or injury).

If none of these apply, the demonstration is peaceful.

**EVENT DAY PROTESTOR RESPONSE**

**Step 1:** Assess the situation – use Incident Report to record observations. Before you act, get answers to the following as best as you can:

- What group do the protestors represent?
- Why are they speaking out against us?
- How many are there?
- Where are they? Are they in more than one location at the site?
- What exactly are they doing?
- Are they handing anything out? What?
- Are they shouting anything? What?
- How are the participants responding to them?
- Are the protestors on public or private property?
- Is there any media on site? If so, are they aware of the protestors' presence? (If media isn't aware of the situation, don't be proactive in pointing it out. Wait for the media to come to you with questions, and have the trained volunteer or MOD staff respond.)
- Are the protestors peaceful, moderately aggressive, or fully aggressive? Is their behavior unsafe or simply annoying?
- Are there any police already on site?

When alerting others to these occurrences, the term **TOPIC A** is used ("Topic A at start line"). This ensures we do not broadcast the incident over walkie-talkie devices or otherwise unnecessarily raise awareness of the disturbance.

**Step 2:** Use information from Step 1 to help determine how to handle the situation.

**Managing protestors with signs/displays**

Direct protestors holding signs or displays to the designated protest area.

*Arrange for security to keep protestors away from March registration, finish line and other key locations. BEFORE MARCH FOR BABIES DAY, BE CLEAR OF SITE-SPECIFIC PROTESTOR POLICIES. Many sites will have a designated area for protestors*

If the March for Babies walk route is along public streets/pathways, protestors may position themselves along the path of our walkers. Volunteers can be mobilized to stand at least 30 feet away from protestors and cheer on our March for Babies participants.

### **Managing protestors' literature distribution**

#### Handing out literature

If protestors are handing out literature to participants, it is effective to have volunteers positioned farther along the route with trash bags offering to take all the participants' trash. Allow approximately 30 feet of distance between the protestors and the volunteers to avoid creating a confrontation.

March of Dimes representatives should say the following;

"Good morning, welcome to March for Babies! Do you have anything that you would like to throw that away?"

Or "Would you like me to take that?"

Or if this happens later in the walk, they can say "Thank you for supporting March for Babies! Would you like to throw that away?" Or "Do you have anything that you would like to throw away?"

It is very important to find the right people to do this job. Volunteers must be assertive, enthusiastic in welcoming/thanking walkers, and comfortable looking walkers in the eye and offering to take the material.

#### Depositing literature in festival zone

Immediately dispose of any literature found on tables and booths in festival zone. Staff must be alert to any additional items placed. If the person(s) depositing the literature is found, ask him or her to leave our permitted area. Direct them to the pre-determined protest area.

#### Depositing literature on cars

If protestors have put literature on the windshields of cars in the participants' parking lot, be sure to wait until the protestors have completely vacated the parking lot before removing the literature to avoid creating an accidental confrontation. Sometimes when the literature is picked up too soon, the protestors will come back and put more literature on the windshields.

#### **If local media covers the protest and asks for an interview:**

Have ONLY the designated, trained volunteer for that site talk with the reporter away from the protest. Inform the reporter that you will contact March of Dimes official spokesperson to get the reporter an official response.

***If media is involved, please immediately call Lorri Malone at 502-648-1018 and provide details – News station/reporter name, what the protest is about, how many people are protesting.***



**MARCH OF DIMES  
MARCH FOR BABIES**

**WEATHER ACTION PLAN**

The event is rain or shine. As long as there is no lightning or other dangerous conditions, the event will continue as scheduled. CL Manager/Event Lead works closely with a meteorological service to provide weather forecasts leading up to the event and to monitor event day conditions to alert of any potential extreme weather concerns.

**PRIOR TO LOAD-IN:**

- CL Manager (A & B Events) and Event Lead will monitor the weather forecast and advise partners and vendors to prepare for any inclement weather.
- CL Manager (A & B Events) and Event Lead will discuss to determine if an event needs to be delayed, postponed or canceled. Event Lead will get approval from ED/ADD and AVP. ED/ADD/Event Lead calls 800-597-7116.
- CL Manager (A & B Events) or Event Lead will then notify the partners and vendors and have them prepare accordingly if there is a change from the original plan.
- MOD will notify all participants, sponsors and special guests of postponement or cancellation via phone, email, website and social media channels.

**EVENT MORNING IN PROGRESS:**

- CL Manager (A & B Events) and Event Lead will monitor the weather and will notify MOD of threat warning
- CL Manager (A & B Events) will gather the Emergency Response Team (MOD Event lead, ED/ADD) and meet at the venue. This core team will make the decision to delay the start or cancel the event. Call **800-597-7116** and report delay, postponement or cancellation.
- If the event is in progress and the decision is made to evacuate, a communication will be sent via radio and/or cell phone from the team above to all team leaders.
- An announcement will be made via the sound system by the emcee concerning the need to evacuate and directing patrons to follow instructions of the event/security personnel. The following statement will be read:
  - *"Due to inclement weather, we are asking all persons to vacate the premises and proceed to TBD. Severe weather is approaching the area. Event staff will assist you."*
- CL Manager will assist in communication and evacuation.
- When evacuation is complete, all emergency response team members will meet at the Venue Entrance.

- When safe to do so, call **800-597-7116** and report situation.
- MOD will notify all participants, sponsors and special guests of postponement or cancellation via phone, email, website and social media channels.
- CL Manager will notify all vendors.

**EVENT EVACUATION:** In a situation where extreme weather requires an evacuation of the event site, participants will be instructed to return to their vehicles until it is deemed safe to return to the event footprint.

- All staff should go to **XYZ** location and wait until it is safe to return
- Any notifications re: event delay and cancellation will be communicated to participants via email and via MOD social media channels

**SEVERE WEATHER**

**HEAT THRESHOLDS:** The best measurement to take all weather factors into account is the Wet Bulb Global Temperature, which combines consideration of temperature and relative humidity:

WET BULB READING	RISK OF HEAT ILLNESS
< 60° F	Low Risk
65 - 73° F	Moderate Risk: Warn participants of potential risk of heat illness. Recommend un-acclimated and non-resident participants slow pace
73 - 82° F	High Risk: Recommend slow pace and increased water intake for all participants. Recommend voluntary withdrawal for un-acclimated and non-resident participants
> 82° F	Very High Risk: Recommend voluntary withdrawal from walk for participants and communicated need for increased water intake.
> 90° F	Shorten / Cancel Event

Decision to be made by MOD ED/ADD/Event Lead and CL Manager with communication with AVP. May vary depending on location of event. Call **800-597-7116** and report.

**HIGH WIND ACTION PLAN:**

WIND GUSTS	ACTION
<b>Sustained 20 MPH Gusts up to 30 MPH</b>	<ul style="list-style-type: none"> <li>- Drop and secure all pop-up tents, if applicable</li> <li>- Remove or open tent walls for blow through</li> <li>- Lower speakers / sound towers to safe level</li> <li>- Lower signage hardware / truss</li> </ul>
<b>Sustained 30 MPH Gusts up to 40 MPH</b>	<ul style="list-style-type: none"> <li>- Drop all speakers on tripods and secure sound systems</li> <li>- Barricades stay up, but all fence scrim is taken down</li> </ul>

	<ul style="list-style-type: none"> <li>- Close and lock portable toilets in wind-prone areas</li> <li>- Lower all light towers to avoid tipping over</li> </ul>
<b>Sustained 40 MPH</b> <b>Gusts up to 50 MPH</b>	<ul style="list-style-type: none"> <li>- Barricades are removed and consolidated if possible</li> <li>- Close and lock portable toilets</li> <li>- Secure all carts / vehicles</li> <li>- All signage removed</li> </ul>
<b>Sustained 50 MPH</b> <b>Gusts up to 60 MPH</b>	<ul style="list-style-type: none"> <li>- Event is canceled. Evacuate all personnel from the immediate vicinity. All personnel should maintain safe clear distance from structures</li> </ul>

Decision to be made by MOD EDD/ADD/Event Lead with communication with AVP. Call **800-597-7116** and report.

**RAIN & LIGHTNING:**

- In the event of rain, the event will continue as planned.
- Lightning and other severe weather will be constantly monitored during the event
  - 20 Miles away - CL Manager (A & B Events) + MOD Primary to meet to discuss
  - 10 Miles away - Prepare for evacuation
  - 6-8 Miles away - Evacuate to personal vehicles or other indoor space

**EARTHQUAKE:**

- Stay calm and await instructions from the CL Manager ( A & B Events)/MOD EDD/ADD/Event Lead or the designated official
- Keep away from overhead fixtures, windows and electrical power
- Assist people with disabilities in finding a safe place
- Evacuate as instructed by the CL Manager ( A & B Events)/MOD EDD/ADD/Event Lead and/or the designated official

**TORNADO:**

- When a warning is issued by sirens or other means, seek inside shelter
- Consider the following:
  - Small interior rooms on the lowest floor and without windows
  - Hallways on the lowest floor away from doors and windows
  - Rooms constructed with reinforced concrete, brick, or block with no windows
  - Stay away from outside walls and windows
  - Use arms to protect head and neck
  - Remain sheltered until the tornado threat is announced to be over



**MARCH  
FOR BABIES**

Mamapalooza!

MOMS BABIES FAMILIES

## Event Clean Up Plan

March of Dimes is requesting (up to) 18 additional trash bins for the event to accommodate trash disposal. We will utilize staff and volunteers in post-event clean up as well as hiring a vendor to help ensure that the park is returned to its pre-event condition. We are in the process of identifying that vendor.



# **A MOTHER OF A MOVEMENT**

March of Dimes March for Babies will be utilizing trash bins at Michigan Central. We do pass out bottled water and prewrapped energy bars to our walkers. These will be placed in MI Central's trash bins.



# **A MOTHER OF A MOVEMENT**

March for Babies celebrates healthy babies, helps generate awareness around our fight for the health of all moms and babies, and urges action around maternal and infant deaths and the impact of the health equity gap. Moms of color, especially Black moms, are greatly impacted by our work. Metro Detroit is predominately African American and the community surrounding Michigan Central is particularly impacted by factors leading to preterm birth.

March of Dimes will reach out to local media to promote the event and encourage residents to engage as volunteers, program recipients and fundraisers. All pedestrian traffic will be in the park and the program will be on Michigan Centrals property and will last for an hour.

# SPECIAL EVENTS PETITION

**Petition No:** 2024-406

**Event Name:** Metro Detroit March for Babies

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

**Petitioner Name / Organization:** March of Dimes

**Event Location:** Roosevelt Park and MI Central

**Event Date(s) and Time(s):** 06/14/25 7:00 AM to 06/14/25 2:00 PM

**Type of Event:** Walkthon

<b>Applicant Contact:</b>
Sheri Sullivan
ssullivan@marchofdimes.org
+1 (317) 560-0392

<b>Submission Date:</b>	08/19/24 1
<b>Date of Clerk's Office Referral:</b>	12/13/24
<b>Date of City Departments Sign Off:</b>	12/11/24
<b>Date Referred to Council:</b>	12/19/24

## 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 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:** December 19, 2024

## General Event Information

Has this event been hosted before? No

Has the applicant (individual or organization) ever applied for a Special Event with the City of Detroit before? No

Is this an annual event? Yes

Event Website: <https://marchforbabies.org/EventInfo/?PersonId=&E>

Which spaces will be used? Park

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

## Event Description

### Brief Event Purpose & Description:

March of Dimes March for Babies is more than just a walk, it's your entry into making a visible difference in your community now and for generations to come. In our March for Babies neighborhoods, you'll honor those born preterm or with birth defects, remember and pay tribute to those lost with others who share your commitment to helping every family be healthy and strong.

By participating in March for Babies, you're lifting up communities for health equity, opening the door for all moms to have access to care, and protecting the health of families by pushing for their rights. It's no small feat—it's a mother of a movement!

Estimated Peak Attendance: 1000

Estimated Total Attendance: 550

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: March of Dimes

Mailing Address: 19785 W. 12 Mile Road, #545

Southfield MI 48076

Primary Contact:	Secondary Contact:
Sheri Sullivan	Stefanie Worth
ssullivan@marchofdimes.org	sworth@marchofdimes.org
+1 (317) 285-0193	+1 (317) 464-2505

Organization Type: Nonprofit

Organization Website: https://www.marchofdimes.org/

## Event Setup & Breakdown

Begin Setup: 06/13/25 12:00 PM

Complete Setup: 06/13/25 6:00 PM

Setup Location(s): Roosevelt Park

Event Start: 06/14/25 7:00 AM

Event End: 06/14/25 2:00 PM

Begin Tear Down: 06/14/25 2:00 PM

Complete Tear Down: 06/14/25 4:00 PM

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

Cleaning Service Vendor: \_\_\_\_\_

Other Waste Elements: \_\_\_\_\_

## Street Closures & Parking

How many streets will be closed: 3

Will you be closing any part of Woodward Avenue? \_\_\_\_\_

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

1. Lacombe Dr. at 16th St. / Vernor W. 06/14/25

Vernor & 14th 7:00 AM 4:00 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:

Staff and volunteers will park in the lot off 16th St. adjacent to the Annex Lawn. Attendees will be able to park along Michigan Ave., 16th St., 14th St., 15th St., Vernor, Marantette, and other neighboring streets. The Bagley Mobility Hub parking garage at 1501 Wabash (\$10 per vehicle) will also be an option.

## Food & Beverage

Will food be served? Yes

Will food be prepared on site? No

Number of food trucks: 4 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: 19

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

Tent Contractor: \_\_\_\_\_

What other structures will your event include? Inflatable arch as walk start/finish line, and tented stage

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? \_\_\_\_\_

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? 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 checked="" 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 checked="" 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 **March of Dimes** to host “**Metro Detroit March for Babies**” (2024-406) on **June 14, 2025**, from **7:00 AM – 2:00 PM** at **Roosevelt Park and MI Central, Detroit, MI.**

**PROVIDED**, that there will be DPD Assisted Event; and partner with private contractor 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 DPW Barricades & Road Closure Signage Required; and be it further.

**PROVIDED**, that there will be BSEED Permits Required for Tents and Generators; and be it further.

**PROVIDED**, that there will be DHD 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 event.