

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.	2025-042
Name of Petitioner	RF Events
Description of Petition	Petition request to hold the "Hightail to Ale 5K" on May 9, 2025 from 6:00 PM to 9:00 PM on 2375 Franklin St., Detroit. Set-up will begin at 10:00 AM on May 9, 2025 and be completed by 06:00 PM the same day. Tear down will begin at 08:00 PM on May 9, 2025 and be completed by 10:00 PM the same day.
Type of Petition	Special Events
Submission Date	03/06/25
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	Mandy Hetfield 5700 Jackson Rd. Ann Arbor, MI 48103 P: (989) 277-4753 mandy@rfevents.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: *Mandy Hatfield*

Date: 2/19/2025

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: Hightail to Ale 5K

Event Date: 5/9/2025

Event Organizer: RF Events

Applicant Signature: *Mandy Hatfield*

Date: 2/19/2025



HIGHTAIL TO ALE TURN BY TURN

- Start on Franklin between Chene and Dubois
- Head west and turn left/south on Dubois
- Turn right/west on Atwater (westbound lane)
- Before St. Antoine runners merge into eastbound lane
- Continue west on Atwater to Port Authority
- Sharp left just west of Port Authority
- Sharp left/east onto River Walk
- Continue on River Walk through Milliken State Park and back to Rivard Plaza
- Turn Right past concession building and take lane out to Atwater St.
- Turn right/east onto Atwater (eastbound lane)
- Turn left/north onto Chene
- Finish on Chene between Guoin and Wight

Hightail to Ale 5K

Event: Friday, May 10, 2024

Barricade/Cone Locations

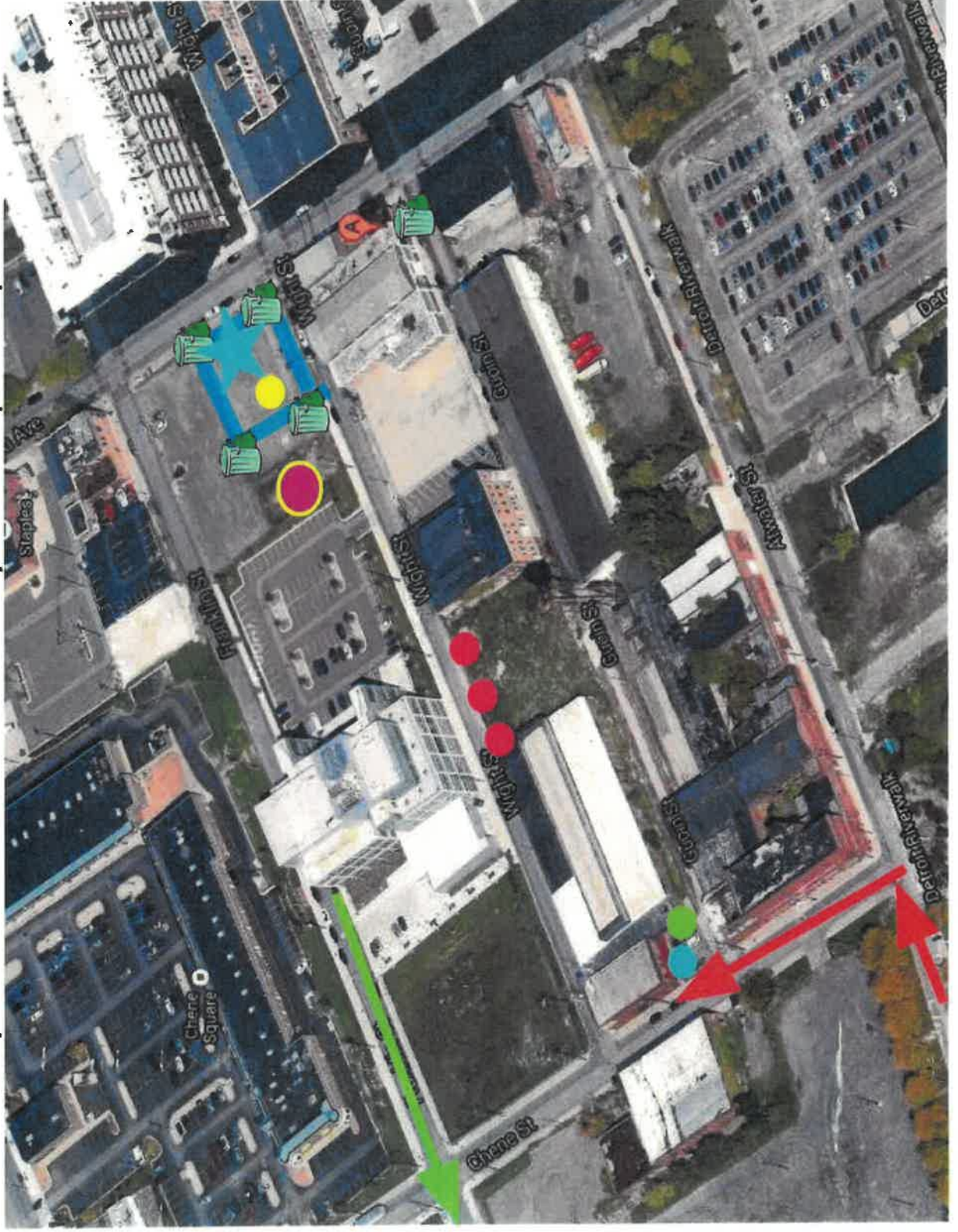
To facilitate this event, it is requested that barricades/cones be placed as described below:

<u>Location/ Corner</u>	<u>Amount/Type</u>
Jos. Campau & Franklin	(2) Barricades
Jos. Campau & Wight	(2) Barricades
Jos. Campau & Atwater	(2) Barricades
Jos. Campau & Chene	(2) Barricades
Chene & Guoin	(2) Barricades
Chene & Atwater	(2) Barricades
Franklin & Chene	(2) Barricades
Franklin & Dubois	(4) Barricades
Atwater & St. Aubin	(2) Barricades
Atwater & Rivard	(3) Barricades
Atwater & Schweizer Pl.	(1) Barricades
Atwater & St. Antoine	(1) Barricades
Atwater & Beaubien	(1) Barricades
Atwater & Ren. Cen. Dr. West	(2) Barricades
Atwater & Bates	(2) Barricades
Atwater & Riopelle	(2) Barricades
Atwater & Orleans	(2) Barricades

Location Information

Hightail to Ale 5K Run – May 9, 2025

Start/Finish Area: Atwater Brewery 237 Joseph Campau Ave



MAP LEGEND

Race Route Start



Race Route Finish



Finish Party Area



Garbage Receptacles



Reg & Food



Dumpster



Porto Potties



Race Awards



Race Timing Co.



First Aid Tent



Hightail to Ale – Safety Plan

The event will be supported by Detroit City Police. There will be police presence at every corner along the course. This includes police vehicles and barricades.

RF events will have volunteers along the race route to help and be there for anything issues that arise.

RF Events will contract out HART Medical for a dedicated paramedic unit to be onsite for the duration of the event. Ambulance will be parked mid-way along the race route.

There will be a first aid tent at the start/finish area. RF Events will hire a paramedic to staff the medical tent located in the finish line of the race. Anyone is free to drop into the medical tent for any needs. Or, paramedic can be sent to any nearby issues.

All volunteers/staff will be given a list of race day emergency numbers to call.

Communication and Community Impact Plan

All local businesses and residents will receive a notification in writing letting them know about the timeframe of the event. We will once again work with the Grand Prix for a safe, fun course. We will get permits from Milliken State Park and the Detroit Riverwalk.

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: Hightail to Ale 5K

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

Petitioner Name / Organization: RF Events

Event Location: 2375 Franklin St., Detroit

Event Date(s) and Time(s): 05/09/25 6:00 PM to 05/09/25 9:00 PM

Type of Event: Run/Marathon

Applicant Contact:
Mandy Hetfield
mandy@rfevents.com
+1 (989) 277-4753

Submission Date:	02/19/25 2
Date of Clerk's Office Referral:	3/5/25
Date of City Departments Sign Off:	3/5/25
Date Referred to Council:	3/7/25

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 Approval Not Required	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: *Gakeima Fife*

Date: March 6, 2025

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: <https://www.hightailtoale.com/>

Which spaces will be used? Street

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

Event Description

Brief Event Purpose & Description:

11th annual run/walk from Atwater Brewery. A fun social and competitive Friday evening event.

Estimated Peak Attendance: 1500

Estimated Total Attendance: _____

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? 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: RF Events

Mailing Address: 5700 Jackson Rd

Ann Arbor MI 48103

Primary Contact:	Secondary Contact:
Mandy Hetfield	
mandy@rfevents.com	

Organization Type: Corporation

Organization Website: www.rfevents.com

Event Setup & Breakdown

Begin Setup: 05/09/25 10:00 AM

Complete Setup: 05/09/25 6:00 PM

Setup Location(s): Franklin, Chene and Wight St. West of Atwater Brewery

Event Start: 05/09/25 6:00 PM

Event End: 05/09/25 9:00 PM

Begin Tear Down: 05/09/25 8:00 PM

Complete Tear Down: 05/09/25 10:00 PM

Number of Trash Containers: 1 Number of Recycling Containers: 1

Cleaning Service Vendor: Happy Planet - Zero Waste

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. Attached

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 work with Right Productions to rent Aretha Franklin Lot

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: 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: 4

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: Hart Medical

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 RF Events to host "Hightail to Ale 5K on May 9, 2025 at 2375 Franklin Detroit, MI 48207 from 6:00 PM to 9:00 PM

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

PROVIDED, that there will be DFD Pending Inspections w/ Private EMS Medical Service; and be it further

PROVIDED, that there will be BSEED Permits Required for Temporary Use and be it further

PROVIDED, that there will be Health Department Inspections Required; and be it further

PROVIDED, that there will be a Business License Required obtained following City Council approval; 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.