

City of Detroit

Janice M. Winfrey
City Clerk

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.	2025-059
Name of Petitioner	Detroit Riverfront Conservancy
Description of Petition	Petition request to hold "Riverfront Run 2025" on June 7, 2025 from 8:00 AM to 11:00 AM the same day at the Detroit Riverfront and surrounding areas. Set-up will begin on June 7, 2025 at 6:00 AM and be completed by 8:00 AM the same day. Tear down will begin on June 7, 2025 at 11:00 AM and be completed by 12:00 PM the same day.
Type of Petition	Special Events
Submission Date	03/27/25
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	Renee Rodriquez 600 Renaissance Center #1720 Detroit, MI 48224 P: (313) 556-8207 Renne.rodriquez@detroitfront.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:

3/4/25

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:

RIVERFRONT RUN 2025

Event Date:

6/7/25

Event Organizer:

DETROIT RIVERFRONT CONSORCIUM

Applicant Signature:



Date:

3/4/25



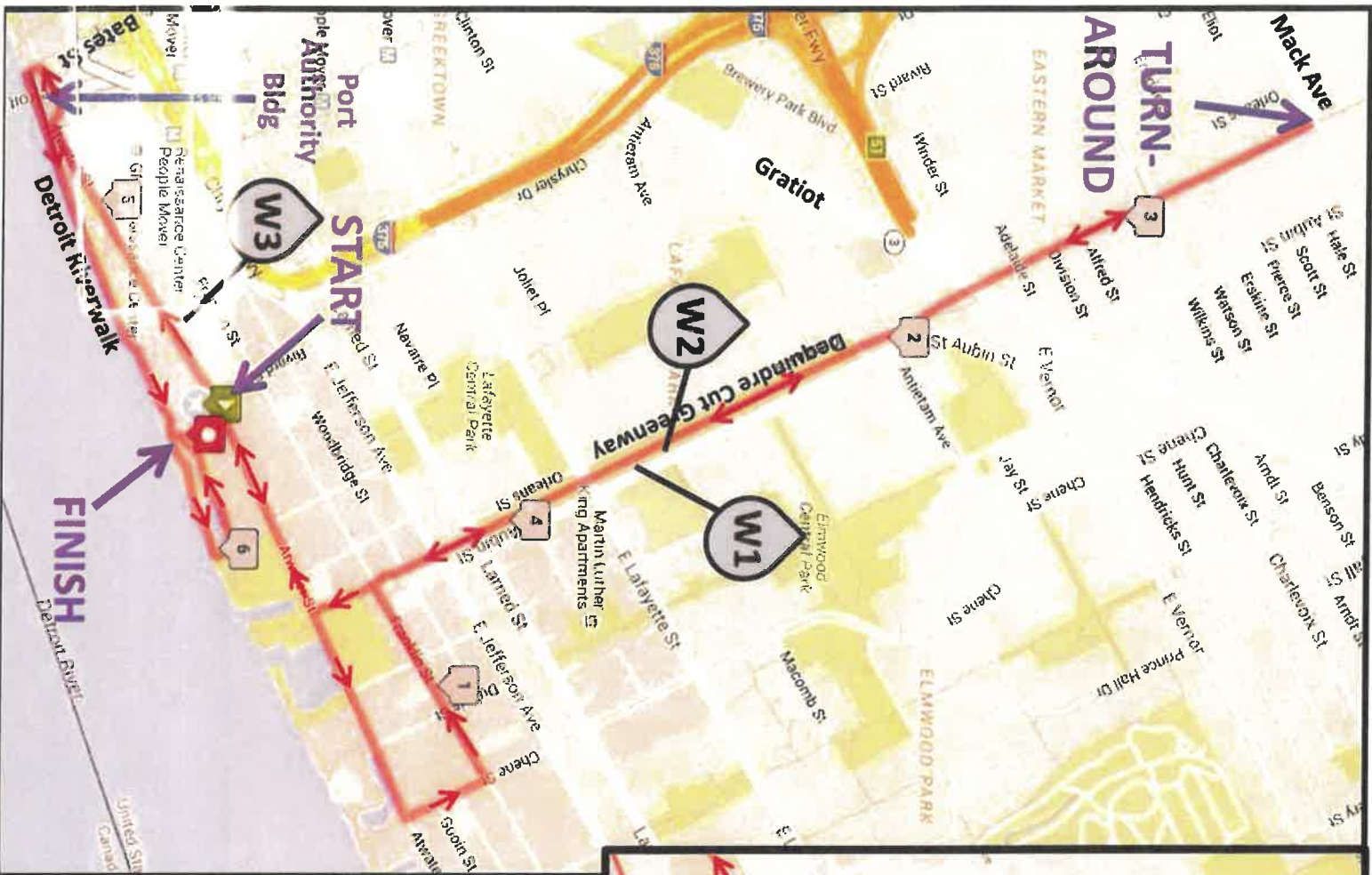
RIVERFRONT RUN

June 7, 2025

8:40am 10k | 9am 5k



RIVERFRONT RUN 5K COURSE




RIVERFRONT RUN
 June 7, 2025
 8:40am 10K | 9am 5K


RIVERFRONT RUN 10K COURSE

RIVERFRONT RUN 5K COURSE

JUNE 7, 2025

8:40AM – 10K Start

9:00AM – 5K Start

10K Turn by Turn:

- Start on Rivard, south of Atwater, going north
- Right at Atwater
- Left at Chene
- Left at Franklin
- Right onto Dequindre Cut Greenway (keep right)
- Turnaround at Mack Ave.
- Right at Atwater
- Left at Bates (around Port Authority Bldg)
- Left onto Riverwalk
- Riverwalk to Cullen Plaza
- Keep right between oval sculpture & carousel
- Left at the "T"
- Left at next intersection.
- Straight to Finish at Cullen Plaza.

5K Turn by Turn:

- Start on Rivard, south of Atwater, going north
- Right at Atwater
- Left at Chene
- Left at Franklin
- Left onto Dequindre Cut Greenway (keep left to Atwater)
- Right at Atwater
- Left at Bates (around Port Authority Bldg)
- Left onto Riverwalk
- Riverwalk to Cullen Plaza
- Keep right between oval sculpture & carousel
- Left at the "T"
- Left at next intersection.
- Straight to Finish at Cullen Plaza.

2025 RIVERFRONT RUNS COURSE OPERATIONS SCHEDULE:

6:00AM - Course Team on site

8:25AM – **Police & Course Team to close all course roads**

8:40AM – 10K Start

9:00AM – 5K Start

10:15AM – Estimated last finisher

2025 DRFC Riverfront Run

Event Dates/Times: Saturday, June 7, 2025 8 AM – 12 PM

Event Producer: Detroit Riverfront Conservancy
600 Renaissance Center #1720
Detroit, MI 48243
313-566-8200

Rachel Frierson 517-285-3378
Detroit Riverfront Conservancy
Rachel.frierson@detroitriverfront.org

Run Management: Renee Rodriguez 248-778-8206
Detroit Riverfront Conservancy
Renee.rodriquez@detroitriverfront.org

Amber Avig 313-923-7402
Parade Company
aavig@theparade.org

Joe Baldwin 586-850-2938
Run / Course Operations

Riverfront Security 313-566-8200

Event Contractors / Suppliers:

Security: Riverfront Security 313-566-8200

Medical: Hart Medical Adam Gotlieb 248-789-3648

Clean Up: Clean Detroit KaTaya Beverly 248-514-1248

Porta Johns: Bob's Sanitation 734-421-1400

Type 3 Barricade: Poco John Clarke 734-397-1677

2025 Riverfront Run Security Plan, Medical Plan

Security Plan

The 2025 Riverfront Run will utilize the services of Riverfront Security with support from Detroit Police Department (Road Closures) to adequately secure the 2025 event. This security plan will secure all Type 3 barricades needed for the Road Closures.

Private Medical Plan

The 2025 Riverfront Run will utilize a private medical company -Hart Medical- as its Ambulance and EMS provider for the event. The Medical Provider will provide one (1) Golf Cart Ambulance and one (1) Life Support Ambulance have an on-site for the duration of the 2025 Riverfront Run. The Medical Provider will work directly with the Run Management, Riverfront Security, the Detroit Fire Department and the Detroit Police Department, and will provide a list of commanding supervisors, along with contact information to the DFD and the DPD supervisor.

Medical Response Plan

Medical Provider will provide the On-Site Emergency Medical Services for the 2025 Riverfront Run.

Medical Provider will be in operation on Saturday June 7, 2025 from 8:00AM until 12:00PM on the Riverfront Run Course and Cullen Plaza. Medical Provider will have a Life Support Ambulance stationed at the event, as well as, a Golf Cart Ambulance.

Medical Provider will position its Command Center in the operations area of the event "Cullen Palza" and will invite the City of Detroit to station an EMS officer in command center for coordinated deployment. The Command Center will be up and running at the scheduled times of the event. Medical Provider will utilize one operator to staff the Command Center and communicate with all services involved in the execution of the event. Medical Provider will have direct communication with the Run Management, Riverfront Security, Detroit Police and all Medical Ambulance and Sector Teams. In the case that a large incident occurs during the 2025 Riverfront Run, it is requested that Detroit EMS Supervisor coordinate with Medical Provider.

Evacuation Plan


The Riverfront Run event will provide the above mentioned security and medical plans for the 2025 event. In the case that an evacuation is necessary for the patrons at the event site the Run Management team will work in conjunction with the RiverFront Security's protocol for a proper and safe evacuation of the event area and will defer any and all procedures to that of the supervising RiverFront Security staff. The Run Management will assist the evacuation with announcements the standard public announcement systems at Cullen Plaza and along the Run Course. The evacuation location is River East Garage, located at Rivard and Atwater Street.

CONFIRMATION OF SERVICES

HART EMS MEDICAL SERVICES, PLLC
5201 ROSA PARKS BLVD
DETROIT, MI 48208
313.366.4278 OR 313.216.1771 FAX

Event: Detroit Riverfront Run 5k/10k		Location: Cullen Plaza, 1340 Atwater St., Detroit, MI 48207	
Date of Service:		Start to End Time:	
6/7/2025`		8AM – 12PM	
Services Requested by Client:		Quantity:	Location:
<input type="checkbox"/> Supervisor on Site			
<input checked="" type="checkbox"/> On-Site Ambulance (with 2 Medical Providers)		1	Race Route
<input type="checkbox"/> First Aid Station			
<input type="checkbox"/> Physician On-Site			
<input type="checkbox"/> Medical Personal On-Site			
<input type="checkbox"/> Dispatch On-Site			
<input type="checkbox"/> Command Center			
<input checked="" type="checkbox"/> Golf Cart Ambulance		1	Race Route

Additional Procedures:


Adam Gottlieb
Hart EMS Medical Services, PLLC
2/25/2025
Date


Authorized Signature
The Parade Company
2/25/2025
Date

Poco, Inc.

4850 S. Sheldon Rd
Canton, MI 48188-2743
Phone: (734) 397-1677
Fax: (734) 397-5903

"Equal Opportunity Employer"



Traffic Control Specialists

ATTN: _____
PAGE(S) _____ of _____

QUOTE

* Please direct any inquiries to John Clarke*

Letting prepared for:		contact	Amber Avig
Name	PARADE CO.	Item No.	
Address		Letting Date	
City	state ZIP	Time Period	
Phone	Fax		

DETROIT RIVERFRONT RUN 2024

TERMS & CONDITIONS OF QUOTE:

- * Any extra equipment needed will be charged to the contractor.
- * Prices are based upon the completion date given above, if the time exceeds the given completion date, the contractor will be charged daily rental rates for any time after the given completion date.
- * A five (5) day notice is required to Poco, Inc. prior to the start of the project, in which the traffic control is needed. If a five (5) day notice is not given, Poco, Inc. does not guarantee delivery of the equipment for the start date.

- * Any missing equipment will be charged to the contractor accordingly.
- * Overhead and covering of all signs is the Contractor's responsibility.
- * Daily alignment and repositioning of the equipment is the Contractor's responsibility.
- * All staking is to be completed by the Contractor.
- * No Winter Coverage.
- * Reviewing and adjustments of traffic control are to be completed by the Contractor.

Line No	Items of Work	Unit	Qty	Unit Price	Amount
189	GRABBER CONES AND 19 TYPE III BARRICADES	LUMP SUM	1.00	\$1,900.00	\$1,900.00
	INCLUDES DELIVERY AND PICK UP				

Total \$1,900.00

BOBS SANITATION SERVICE, INC

27940 WICK RD.
SCOTTY'S POTTIES
ROMULUS, MI, 48174

Ph: (734) 421-1400

Email: emailus@scottypotties.net

INVOICE

Billing Address	Customer # PARADECOMP
PARADE COMPANY, THE 9500 MOUNT ELLIOTT DETROIT , MICHIGAN, 48211	

Phone: 3134327831

Contact: CAROLANN NA

Service Address	Site #12121
PARADE COMPANY, THE 1340 ATWATER ST RIVERFRONT 5-K RUN DETROIT, MICHIGAN, 48207	

Phone: 313-432-7831

Contact: CAROLANN NA

Cust #	Date	Terms	Invoice P.O.#	Invoice #
PARADECOMP	03/03/2025	DOR		312999

#	Description	WO #	Rate	Qty	Amt	Sur.	Tax	Tax%	Total
1.	SN# WS 38 Charge Date: 06/06/2025 WASH STATION THIS IS A SINK STATION WITH TWO FOOT PUMP STYLE WATER SPOUTS, PAPER TOWEL, AND SOAP DISPENSERS RENTM Start Date: 06/06/2025 End Date: 06/12/2025 Surcharges: 0.00%	-	145.0000	4.0000	580.00	0.00	0.00	0.000	580.00
2.	SN# SPE504 Charge Date: 06/06/2025 SPECIAL EVENT UNIT Event Unit Rental Start Date: 06/06/2025 End Date: 06/12/2025 Surcharges: 0.00%	-	75.0000	15.0000	1125.00	0.00	0.00	0.000	1125.00
Total:					1,705.00	0.00	0.00		1,705.00

Invoices more than 30 days old are charged a late fee of 1.5% per month or 18% per year. We accept VISA _ M/C _DISCOVER_AMEX

Payment History

No payment history.

Statement as of 03/03/2025	Current: 1,705.00	30 Day: 0.00	60 Day: 0.00	90 Day: 0.00	Total Due: 1,705.00
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Please detach here and return the bottom portion with your payment.

Do we have your correct email? cbarbb@theparade.org
If not, please write your correct email here:

From PARADE COMPANY, THE
9500 MOUNT ELLIOTT
DETROIT , MICHIGAN, 48211

VISA MC DISC AMEX (fee)		<input type="checkbox"/> Check Enclosed
If paying by Credit Card, please fill out below		Balance 1705.00
Card Number		Previous Balance WIP
Exp. Date	CVC Code	Total Due 1,705.00
Choose One: <input type="checkbox"/> 1 Time Charge <input type="checkbox"/> Charge Monthly		
Signature		Amount Paid

To BOBS SANITATION SERVICE, INC
27940 WICK RD.
SCOTTY'S POTTIES
ROMULUS, MI, 48174

If credit card address different from billing address above, please write in below.

All invoices more than 30 days old are charged a late fee of 1.5% per month or 18% per year

ADDTIOANL MATERIALS

SANITATION:

The Detroit Riverfront Conservancy uses private trash, recycling and cleaning through Clean Detroit. Any additional debris from this event will be managed and properly disposed of by Clean Detroit.

COMMUNITY COMMUNICATION:

The Detroit Riverfront conservancy has a very strong relationship with the various stakeholders and neighbors along the Detroit riverwalk and Dequindre Cut. Stewardship is of utmost importance to us. Using our website, social media, as well as direct outreach to block clubs and residential complexes, street closures will be announced starting the week of May 27th in preparation of a June 7th race. In addition, our race route has been discussed with the DNR Outdoor Adventure Center – since the building lies directly within the race route, arrangements will be made to ensure their employees are able to get into the space prior to the start of the race.

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: Riverfront Run 2025

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

Petitioner Name / Organization: Detroit Riverfront Conservancy

Event Location: Detroit Riverfront and Surrounding areas

Event Date(s) and Time(s): 06/07/25 8:00 AM to 06/07/25 11:00 AM

Type of Event: Run/Marathon

Applicant Contact:
Renee Rodriguez
renne.rodriguez@deroitriverfront.org
+1 (248) 778-8206

Submission Date:	03/04/25 1
Date of Clerk's Office Referral:	3/26/25
Date of City Departments Sign Off:	3/26/25
Date Referred to Council:	3/28/25

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 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: *Jakeima Fife*

Date: March 28, 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: detroitriverfront.com

Which spaces will be used? Street, Park

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

Event Description

Brief Event Purpose & Description:
5K & 10K along riverwalk; Atwater Street and the Dequindre Cut

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? 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: Detroit Riverfront Conservancy

Mailing Address: 600 Renaissance Center # 1720

Detroit Michigan 48224

Primary Contact:	Secondary Contact:
Renee Rodriguez	Amber Avig
renne.rodriguez@detroitriverfront.org	aavig@theparade.org
+1 (313) 556-8207	+1 (313) 450-3799

Organization Type: Nonprofit

Organization Website: detroitriverfront.org

Event Setup & Breakdown

Begin Setup: 06/07/25 6:00 AM

Complete Setup: 06/07/25 8:00 AM

Setup Location(s): Cullen Plaza, Atwater Street and surrounding streets

Event Start: 06/07/25 8:00 AM

Event End: 06/07/25 11:00 AM

Begin Tear Down: 06/07/25 11:00 AM

Complete Tear Down: 06/07/25 12:00 PM

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

Cleaning Service Vendor: Clean Detroit

Other Waste Elements: None at this time

Street Closures & Parking

How many streets will be closed: 3

Will you be closing any part of Woodward Avenue? No

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

1. Atwater Street 06/07/25

Bates to Chene 8:00 AM 11:00 AM

2. Chene Street 06/07/25

Atwater to Franklin Street 8:00 AM 11:00 AM

3. Franklin Street 06/07/25

Chene to Dequindre Cut 8:00 AM 11:00 AM

4. _____

Will you charge attendees for parking? No

Valet parking or blocking metered parking spaces? Neither

Describe the parking plan to accommodate anticipated attendance:

Participant will park at the River East Garage

Food & Beverage

Will food be served? Yes

Will food be prepared on site? No

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': 0

Tent Contractor: N/A

What other structures will your event include? None

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? Yes

Security Contractor: Riverfront Security

Number of private personnel per shift: 5

Which of these apply to the private security personnel? Licensed

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 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 checked="" type="checkbox"/>	Emergency Medical Contractor Agreement (if applicable)
<input checked="" type="checkbox"/>	Barricades Provider Agreement (if applicable)
<input type="checkbox"/>	Security Contractor Agreement (if applicable)
<input checked="" type="checkbox"/>	Port-a-john Contractor Agreement (if applicable)
<input checked="" type="checkbox"/>	Sanitation Contractor Agreement (if applicable)

City Council Member: _____

Resolved, The Mayor's Office is hereby authorized and directed to issue permits to Detroit Riverfront Conservancy to host "Riverfront Run 2025" (2025-059) on June 7, 2025, at the Detroit Riverfront from 8:00 AM to 11:00 AM.

PROVIDED, that there will be DPD Assisted Event; and 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 Type III Barricades & Road Closure Signage Required; and be it further

PROVIDED, that there will be Municipal Parking No Parking Signs Required; 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.