

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.	2025-103
Name of Petitioner	SHAR/ECHO Detroit
Description of Petition	Petition request to hold "SHAR, Inc./ECHO Detroit 4 th Annual Juneteenth Celebration" on June 14, 2025 from 2:00 PM to 6:00 PM the same day at 1851 W. Grand Blvd., Detroit MI 48208. Set-up will begin on June 14, 2025 at 8:00 AM and be completed by 1:00 PM the same day. Tear down will begin on June 14, 2025 at 6:00 PM and be completed by 7:00 PM the same day.
Type of Petition	Special Events
Submission Date	05/09/25
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	Self Help Addiction Rehabilitation, Inc. (SHAR) 1852 W. Grand Blvd. Detroit, MI 48208 P1: (313) 894-1445 P2: (586) 484-6547 dvaughter@sharinc.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: 3/4/2025

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: SHAR/ECHO Detroit Junete

Event Date: 6/14/2025

Event Organizer: Dwight Vaughter, CEO

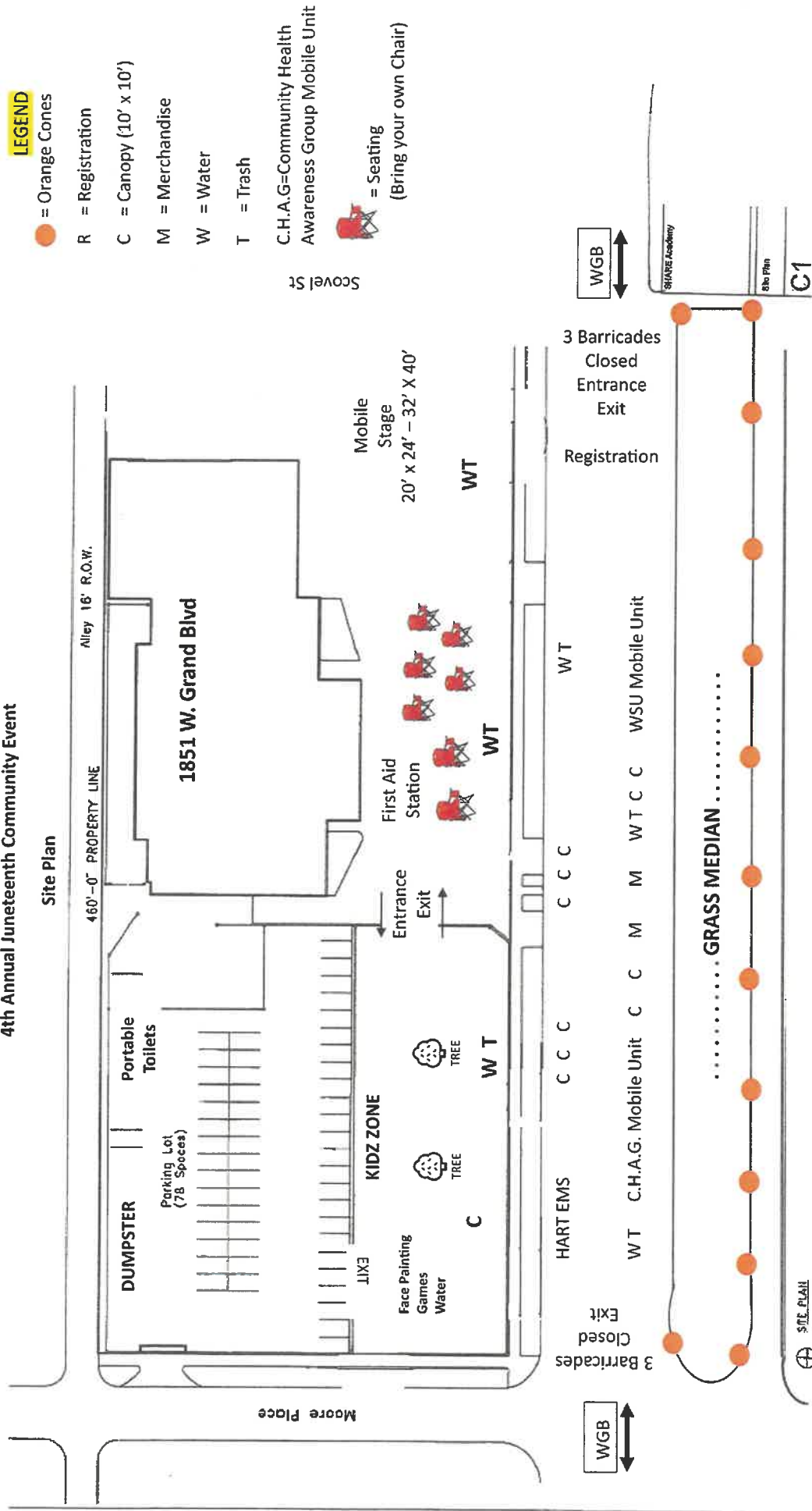
Applicant Signature:



Date: 6/14/2025

4th Annual Juneteenth Community Event

460'-0" PROPERTY LINE





March 13, 2025

RE: Emergency Action Plan

Attached is our Emergency Action Plan for our **4th Annual Juneteenth Celebration** that will be held on **Saturday, June 14, 2025**, from 2 pm to 6pm. This event will be held outdoors in front of **SHAR Academy**, 1851 W. Grand Blvd, Detroit 48208. The streets will be blocked off between Scovel and Moore Street. The facilities on both sides of the street are owned and operated by SHAR, with an onsite medical department, fire alarm systems, and related emergency action and evacuation plans, as appropriate.

SHAR is always concerned with the safety and wellbeing of all of our employees, clients, visitors and other who may come to our facilities, or attend our events. Relative to the Juneteenth event

- Dwight Vaughter, CEO/Event Coordinator (I will be there for the entire event)
Onsite Contact#: 586-484-6547
- Patricia Scott, Event (Emergency) Coordinator (I will be there for the entire event)
Onsite Contact#: 313-452-2426
- We have a Security detail coordinated by Regina Parks - Public Safety
Wayne County Sheriff's Office, 313-224-0614
- For medical needs and other issues, we have contracted Hart EMS and their onsite contact person: Katie Athanson- can be reached though HART EMS at 313-664-0200.

In addition, we have primary and secondary evacuation routes at Moore and Scovel Streets. Prior to the event these routes will be posted with assembly points. In the case of this type of public safety issues - they will be handled by the Wayne County Sheriff detail. Medical issues will be addressed by Hart EMS who we have contracted. In addition, there will be a first aid station located on the event site manned by trained, licensed SHAR nursing staff. There will be a PA system available for announcement of any emergencies and the like. Reporting of emergencies/fires/occurrences will be followed by SHAR's standard operating procedures. Documentation of SHAR personnel information is kept in Human Resources, and policies and procedures are updated annually as a requirement of SHAR's licensing and accreditation. Board approval is also required.

Attached is a site plan specifying the specific details, placement and location of particulars. If other information is needed, feel free to reach out to me or Ms. Scott as Event Coordinators.

Respectfully,



CEO, SHAR Inc.



Phone.

313-894-1445

Email.

dvaughter@sharinc.org

Address.

1852 W. Grand Blvd. Detroit, MI 48208

Website

www.sharinc.org



5/9/25, 10:40 AM

Mail - Pat Scott - Outlook



Outlook

Re: SHAR \$th Annual Juneteenth Community Event

From Rashaun Whitehead <rwhitehead@waynecountymi.gov>

Date Fri 5/9/2025 10:09 AM

To Pat Scott <pscott@sharinc.org>

Cc Dwight Vaughter <dvaughter@sharinc.org>

Good morning,

Thank you for letting me know. I did some checking yesterday, this event is on our schedule and our Reserve Unit will be there. Please let me know if you have any planning meetings our Reserve leadership should be in.

Get [Outlook for iOS](#)

A-Parkway Services, Inc.
2876 Tyler Road
Portable Toilets & Septic Service
Ypsilanti, MI 48198
(734) 482-7633
parkwayservicesinc@yahoo.com

**We're There
When You Gotta Go**



Invoice To:

Shar Detroit
1852 W Grand Blvd
Attn: Dwight C. Vaughter
Detroit, MI 48208

Invoice # I167730
Invoice Date Mar 5, 2025
Billing Period --
Due Date Jun 9, 2025

Invoice Amount **\$460.00**

Customer ID	PO #	Rental #	Pay Online ID	Clerk	Terms
SHARINC	---	R30849	iUDaXbSY	MM	N

Site: Community Event, 1852 W Grand Blvd Shar, Detroit, MI 48208

Line #	Service	Rate	Qty.	Amount	Tax	Amount with tax
1	Unit with Sink (6/13/2025 - 6/16/2025) PTS - Pt. W/sink - Portable toilet unit(s) with sink inside for 4th Annual Juneteenth Community Celebration on Saturday June 14, 2025. Includes water, hand soap, paper towel, toilet paper, delivery & pick up. Deliver Friday/Pick up Monday. Ordered on 3-4-25		2			

Invoice Subtotal

Invoice Total

Thank you!

To pay securely online, go to app.servicecore.com/payment. Enter your Customer ID: SHARINC and your Pay Online ID: iUDaXbSY then click Submit. Enter your payment info and click Pay. That's it!

We have a new software program! This means that previously stored payment information did not transfer over.
Please use our new "Pay Online" option or contact our office with payment information. Thank you!

Detach and return (#9 envelope)

Shar Detroit
1852 W Grand Blvd
Attn: Dwight C. Vaughter
Detroit, MI 48208

Customer ID # SHARINC
Invoice # I167730
Invoice Date Mar 5, 2025
Billing Period --
Due Date Jun 9, 2025
Invoice Total
Payments **(\$0.00)**

Remit To:

A-Parkway Services, Inc.
2876 Tyler Road
Portable Toilets & Septic Service
Ypsilanti, MI 48198

Invoice Due

DETROIT DISPOSAL & RECYCLING, LLC

1475 E. Milwaukee Street, Detroit, MI 48211

Phone: 313-664-0200 / Fax: 313-874-2264

www.detroit-disposal.com

SERVICE AGREEMENT

Customer Billing Contact Information		Customer Service Location Information	
Customer Name:		Customer Name: ECHO Detroit/SHAR Inc	
Address:		Address: 1851 West Grand Blvd	
City:		City: Detroit	
State:	Zip	State: MI	Zip: 48208
Contact Name:		Contact Name: Pat Scott	
Phone:		Phone: 313-452- 2426	
Fax:		Fax: () -	
Email:		Email: pscott@sharinc.org	

Type of Electronic Payment:	VISA <input type="checkbox"/>	MC <input type="checkbox"/>	Discover <input type="checkbox"/>	AmEx <input type="checkbox"/>	Check <input type="checkbox"/>
Credit Card / Check Acct. #			Exp. Date or Check Routing #		
Name on Account:		Sec. Code:	Bank:		

For Office Use Only

Account #			Agreement Date:		Sales Rep:					
	Container		Frequency per Week	Monthly Charge	Service Charge per Load	Extra Pickup Fee	Delivery Charge	Overweight Charge per Ton	Overweight Tons Max	Rent After 7 Days
	Qty	Size								
Service	1	30 yd	On Call	N.A.	\$475	N.A.	Waived	\$49	5 ton	N.A.
Service										
Service										

Special Instructions:

Deliver the dumpster on June 13, 2024 and remove the dumpster on June 17, 2024. Call Pat for placement instructions at 313-452-2426.

Service Date and Beginning Date of Monthly Charges: June 13 Delivery, Removal June 17 2025

Equipment Delivery Date: June 13 Delivery, Removal June 17 2025

CUSTOMER

Customer Name (Print): Patricia Scott
Authorized Signature: *Patricia Scott*
Title: ex. assistant
Date: 3/6/25

CONTRACTOR

Representative's Name (Print): _____
Representative's Signature: _____
Representative's Title: _____
Date: _____

**STATE BARRICADES, INC.**

24806 Industrial Hwy
Warren, MI 48089
Phone: (586) 756-8282

INVOICE

INV. NO 112832
DATE 03/07/2025

SHAR, INC.
1852 W. GRAND BLVD.
DETROIT, MI 48208

Customer # 51646
Job # 29376
Job Title JUNETEENTH

June 14, 2025

Terms Due On Receipt

Item	Description	From	To	Hrs/Days	Qty	Price	Amount
Services:							
601	LUMP SUM BID	03/07/25		1	1		
9300	TYPE III FURNISHED	03/07/25		1	2	0.00	0.00
Services:						Subtotal	
						Tax	0.00

Services Bill

Total Amount
Total Taxes 0.00
Invoice Total

CONFIRMATION OF SERVICES

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

Event: Juneteenth Celebration		Location: SHAR Detroit – 1851 W. Grand Blvd, Detroit, MI 48208	
Date of Service:		Start to End Time:	
6/14/2025		2PM – 6PM	
Services Requested by Client:		Quantity:	Location:
<input type="checkbox"/> Supervisor on Site			
<input checked="" type="checkbox"/> On-Site Ambulance (with 2 Medical Providers)		1	SHAR Detroit
<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 type="checkbox"/>			


Additional Procedures:



Adam Gottlieb
Hart EMS Medical Services, PLLC

2/26/2025

Date



Authorized Signature
SHAR Detroit

2/25/25

Date



Event Clean Up Plan

SHAR/ECHO Detroit Juneteenth Community Event anticipates 500 – 800 in attendance. The following will be provided for attendees and staff:

- All trash will be collected in lined trash container; paper, empty water bottles, etc. and are placed throughout the area
- All trash collected will be collected in commercial trash bags and placed in the dumpster
- Vendors are Resource/Information, and will be handing out materials to the community, nothing that requires recycling or compost
- Signs will be posted for location of trash containers
- Any food that may be left over will be given to SHAR, Inc. residential treatment facility, which is located across the street at 1852 W. Grand Blvd.
- Volunteers will assist in making sure grounds are kept free of trash, and that attendees place trash in containers
- Detroit Disposal and Recycling, Inc. will provide a rolling dumpster and will haul trash upon pick up of dumpster (see attached)



Self Help Addiction Rehabilitation, Inc.

Changing Lives

2025 Community Impact Plan

Flyers and in-person contact will be done (going door-to-door)

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: SHAR, Inc./ECHO Detroit 4th Annual Juneteenth Celebration

Event Status: In Review- Special Events Management Team (Step 1 of 6)

Petitioner Name / Organization: SHAR/ECHO Detroit

Event Location: 1851 W. Grand Blvd., Detroit 48208

Event Date(s) and Time(s): 06/14/25 2:00 PM to 06/14/25 6:00 PM

Type of Event: Concert/Performance, Other

Applicant Contact:
Self Help Addiction Rehabilitation, Inc. (SHAR)
dvaughter@sharinc.org
+1 (586) 484-6547

Submission Date:	03/10/25 2
Date of Clerk's Office Referral:	5/9/25
Date of City Departments Sign Off:	5/9/25
Date Referred to Council:	5/9/25

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: Gakeima Fife

Date: May 9, 2025

General Event Information

Has this event been hosted before? _____

Has the applicant (individual or organization) ever applied for a Special Event with the City of Detroit before? _____

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:

This FREE Block Club-style extravaganza will provide opportunities for people to come together, fellowship, and to gain valuable information and resources.

Estimated Peak Attendance: 800 _____

Estimated Total Attendance: 1000 _____

Is this a public event? Yes _____

Will there be ticket sales or admission charged? No _____

Does this event use Hart Plaza? _____

Will there be merchandise sold? Yes _____

Will you be taking donations? No _____

Is this a charity event? No _____

Does this event involve campers, tents and/or RVs? _____

Will this event involve a petting zoo or tattoo art (not including temporary tattoos)? _____

Contact Information

Organization / Petitioner Name: SHAR/ECHO Detroit

Mailing Address: 1852 W. Grand Blvd.

Detroit Michigan 48208

Primary Contact:	Secondary Contact:
Self Help Addiction Rehabilitation, Inc. (SHAR)	Patricia Scott
dvaughter@sharinc.org	pscott@sharinc.org
+1 (313) 894-1445	+1 (313) 452-2426

Organization Type: Nonprofit

Organization Website: www.sharinc.org

Event Setup & Breakdown

Begin Setup: 06/14/25 8:00 AM

Complete Setup: 06/14/25 1:00 PM

Setup Location(s): 1851 W. Grand Blvd., Detroit 48208

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

Event End: 06/14/25 6:00 PM

Begin Tear Down: 06/14/25 6:00 PM

Complete Tear Down: 06/14/25 7:00 PM

Number of Trash Containers: 6 Number of Recycling Containers: 1

Cleaning Service Vendor: N/A

Other Waste Elements: N/A

Street Closures & Parking

How many streets will be closed: 2

Will you be closing any part of Woodward Avenue? No

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

1. w grand blvd north side west bound 06/14/25

moore & scovel 8:00 AM 7:00 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:

SHAR parking lots, neighborhood parking and regular parking on W. Grand Blvd., both north and south

Food & Beverage

Will food be served? Yes

Will food be prepared on site? No

Number of food trucks: 1 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? mobile stage - to be determines

Will your event use any grills? No

What kind of grills? _____

Utilities & Portable Restrooms

Event Utilities that will be used: Utility Power

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: Security provided by Wayne County Sherriff's Department

Number of private personnel per shift: 0

Which of these apply to the private security personnel? Neither

Will you contract emergency medical services? Yes

Name of emergency medical services contractor: Hart EMS Medical Services

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 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 Shar/Echo Detroit to host "SHAR, Inc./ECHO Detroit 4th Annual Juneteenth Celebration" (#2025-103) on June 14, 2025 from 2:00 PM - 6:00 PM at 1851 W. Grand Blvd. Detroit, MI 48208.

PROVIDED, that there will be DPD Assisted Event w/ Contracted Private Security; be it further

PROVIDED, that there will be DFD Pending Inspections w/ Contracted Private Medical to provide services; be it further

PROVIDED, that there will be DPW Road Closure Type III Barricades; be it further

PROVIDED, that there will be BSEED Permits Required for Tents and Stages; be it further

PROVIDED, that there will be Health Department Inspections 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.