

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.	2026-055
Name of Petitioner	Detroit-Wayne Joint Building Authority
Description of Petition	Petition request to hold "Detroit Grand Prix Viewing Party" from May 29, 2026 at 11:00 AM to May 31, 2026 at 5:00 PM at the Coleman A. Young Municipal Center. Set-up will begin on May 28, 2026 at 8:00 AM and be completed by 4:00 PM the same day. Tear down will begin on June 01, 2026 at 8:00 AM and be completed by 4:00 PM the same day.
Type of Petition	Special Events
Submission Date	03/26/26
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	Mike Kennedy 2 Woodward Avenue, Suite 1316 Detroit, MI 48226 P: (313) 510-5212 Mike.kennedy@hines.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: 

Date: 3/3/2026

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.

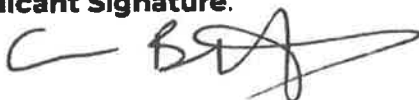
Event Name: Grand Prix Viewing Party

Event Date: 5/29/26 - 5/31/26

Event Organizer:

Detroit-Wayne Joint Building Authority

Applicant Signature:

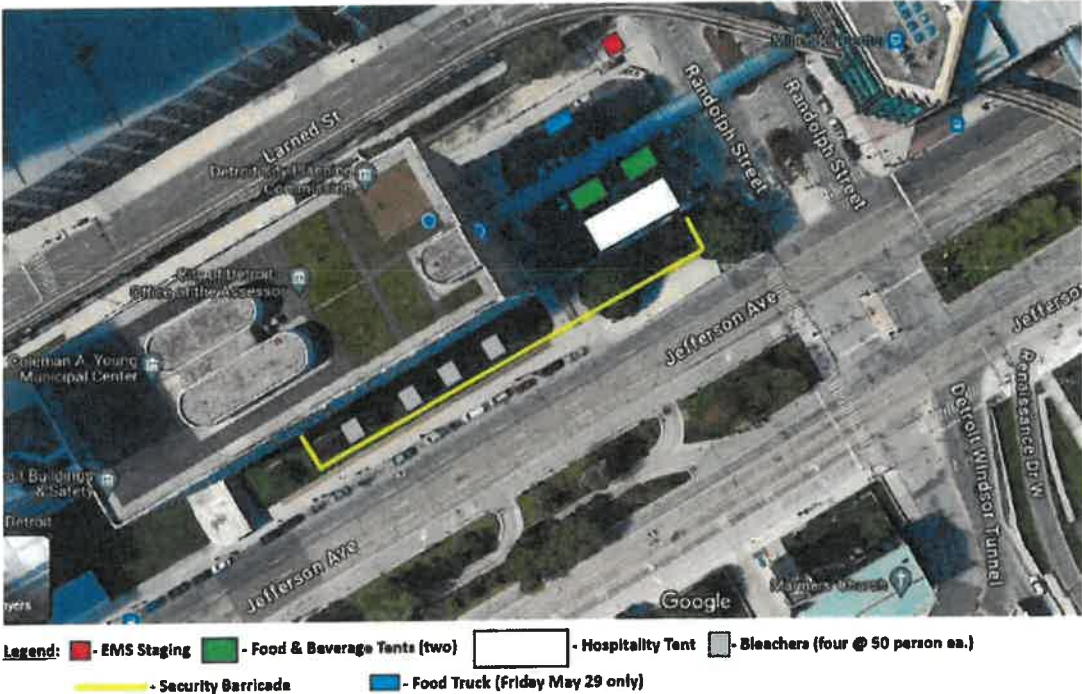


Date: 3/3/26

Event Details

For this event, the DWJBA will host approximately 150 guests on the Jefferson lawn. There will be a food / drink area and four seating areas. The areas will be sectioned off from the public. Securitas security officers shall provide perimeter security, crowd control, and guest validation.

2026 Detroit Grand Prix CAYMC Site Plan



Service Agreement

Hart EMS Medical Services PLLC (HMEMS)
5201 Rosa Parks Blvd

Detroit MI 48208
 Phone 313-366-4278
 Fax 313-216-1771
 Email: adam@hartems.com

Job #:10193
Quote #:2

Event:CAYMC Detroit Grand Prix
Start:Friday, May 31, 2024
End:Sunday, June 2, 2024

Customer
 Detroit-Wayne Joint Building
 Authority
 2 Woodward Ave, Ste 1316
 Detroit MI 48226
 ATTN:Michael Kennedy

Description
 V2

This is to confirm that Hart EMS Medical Services PLLC (HMEMS) will provide on-site medical services for the above indicated Event and Venue. The following itemized services and items will be provided.

Coleman A. Young Municipal Center 2 Woodward Ave Detroit MI 48226

Service	Position	Date	Start	End	Dur.	Rate	Qty	Total
Life Support Ambulance		5/31/24	11:00 AM	5:00 PM	6.00	\$250.00	1	\$1500.00
Life Support Ambulance		6/1/24	11:00 AM	5:00 PM	6.00	\$250.00	1	\$1500.00
Life Support Ambulance		6/2/24	11:00 AM	5:00 PM	6.00	\$250.00	1	\$1500.00
Total Services								\$4,500.00

Services	\$4,500.00
Items	\$0.00
Total	\$4,500.00
Discount	\$0.00
Sub Total	\$4,500.00
Tax 0.00%	\$0.00
Grand Total	\$4,500.00
Deposit	\$0.00

Deposit Terms:

Payment Terms:Payment due in full upon completion of event

Subsequent year(s) dates and times are to be determined and services provided will be at a minimum the same coverage as previous years. If the event is cancelled, this contract is void for that year only.

This is an all-inclusive agreement.

Subsequent year(s) pricing is as follows:

- 2025 - Life Support Ambulance @ \$250/ea/hr
- 2026 - Life Support Ambulance @ \$250/ea/hr
- 2027 - Life Support Ambulance @ \$275/ea/hr

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Detroit-Wayne Joint Building
Authority

2 Woodward Ave, Ste 1316

Detroit MI 48226

ATTN:Michael Kennedy

Description

V2

It is understood that all on-site medical facilities and ambulances have a limited capacity and should other emergency resources be called in by mutual agreement of both HMEMS and Detroit-Wayne Joint Building Authority that HMEMS will be held harmless for any overtaxing of its resources and will not be held responsible for other costs incurred. It is further understood that the request for services is as outlined above and designed by Detroit-Wayne Joint Building Authority. HMEMS assumes no responsibility for the planning and accuracy of it. Should the request for transport result in overtaxing of resources contracted for, HMEMS will at its' discretion, call for transport via city or private provider. HMEMS assumes no responsibility for availability or response capabilities of outside ambulance services. It is understood by the parties that HMEMS is held accountable for medical treatments by the governing county agencies and must adhere to all policies and procedures pertaining to medical provision. HMEMS its staff, and agents shall be held harmless for any incidents arising from this event. Furthermore, any treatment provided by other contracted, volunteer agencies or employees will not be the responsibility of HMEMS and will be held harmless for any liability resulting in treatment by other agencies, either contracted or volunteered. Premature termination of the event shall not result in discount or refund of any kind from Event Medical Services.

Detroit-Wayne Joint Building Authority will provide the following:

- Location for ambulance parking with appropriate egress
- Parking area and/or parking passes for HMEMS staff vehicles (If no parking area or passes are provided, a \$25 reimbursement will be required for each HMEMS staff vehicle
- Any necessary credentials
- Contact person name and information
- Ice & water for patient use

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Detroit MI 48226

ATTN:Michael Kennedy

Description

V2

By signing below, Client agrees to all terms of this contract. Client also agrees to not release the information enclosed to any entities outside their organization. Once signed, HMEMS will provide Client with a Proof of Service agreement that they may present to any external entities.

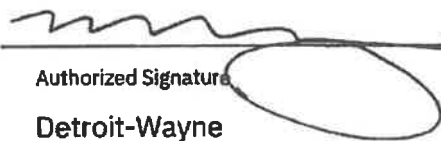


Authorized Signature

Hart EMS Medical Services
PLLC (HMEMS)

2/27/2024

Date



Authorized Signature

Detroit-Wayne
Joint Building Authority

2/27/24

Date

Detroit-Wayne Joint Building Authority 2026 Detroit Grand Prix Cleanup Plan

The DWJBA annually hosts a viewing party for the Detroit Grand Prix. The event is held within the confines of the property line of the Coleman A. Young Municipal Center (CAYMC).

During and after each race-day, our contracted cleaning company (Sanders Building Services) will be policing the grounds for litter and debris. They will be equipped with rolling garbage cans and will work continuously to maintain the property.

The morning crew for Monday, June 1, 2026, will revisit the area to collect any additional refuse.

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: Detroit Grand Prix viewing party

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

Petitioner Name / Organization: Detroit-Wayne Joint Building Authority

Event Location: Coleman A. Young Municipal Center

Event Date(s) and Time(s): 05/29/26 11:00 AM to 05/31/26 5:00 PM

Type of Event: Sports/Recreation

Applicant Contact:
Mike Kennedy
mike.kennedy@hines.com
+1 (313) 309-2314

Submission Date:	03/04/26 4
Date of Clerk's Office Referral:	3/25/26
Date of City Departments Sign Off:	3/25/26
Date Referred to Council:	3/25/26

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: 3/26/26

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? Private Facility _____

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

Event Description

Brief Event Purpose & Description:

The Detroit-Wayne Joint Building Authority hosts a viewing party for the Detroit Grand Prix annually. The event is attended by tenants of the Coleman A. Young Municipal Center, stakeholders, contractors and employees.

Estimated Peak Attendance: 125 _____

Estimated Total Attendance: 450 people over 3 days _____

Is this a public event? _____

Will there be ticket sales or admission charged? No _____

Does this event use Hart Plaza? _____

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? _____

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

Contact Information

Organization / Petitioner Name: Detroit-Wayne Joint Building Authority

Mailing Address: 2 Woodward Avenue, Suite 1316

Detroit MI 48226

Primary Contact:	Secondary Contact:
Mike Kennedy	Naomi Hill
mike.kennedy@hines.com	naomi_hill@dwjba.com
+1 (313) 510-5212	+1 (313) 309-2310

Organization Type: Government

Organization Website: www.caymc.com

Event Setup & Breakdown

Begin Setup: 05/28/26 8:00 AM

Complete Setup: 05/28/26 4:00 PM

Setup Location(s): Parking lot and south lawn

Event Start: 05/29/26 11:00 AM

Event End: 05/31/26 5:00 PM

Begin Tear Down: 06/01/26 8:00 AM

Complete Tear Down: 06/01/26 4:00 PM

Number of Trash Containers: 4 Number of Recycling Containers: 4

Cleaning Service Vendor: Sanders Building Services

Other Waste Elements: _____

Street Closures & Parking

How many streets will be closed: ⁰ _____

Will you be closing any part of Woodward Avenue? _____

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

1. _____

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:

Parking will be the responsibility of the attendees

Food & Beverage

Will food be served? ^{Yes} _____

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

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

Food & Beverage (cont.)

Will any type of alcohol be served (including beer)? Yes

Will there be sales, service and/or consumption of alcohol in public at the event? No

What type(s) of alcohol will be served? Wine, Liquor, Beer

Day(s) and time(s) alcohol will be served: 5/29/26, 5/30/26 and 5/31/26 from 11am to 5pm

Will ice be used in any served beverages? Yes

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': 3

Tent Contractor: Event Theory

What other structures will your event include? Bleachers

Will your event use any grills? Yes

What kind of grills? Propane

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? No

Will a sound system be used? _____

Will you be providing Port-a-johns? No

Security & Emergency Plans

Will the event have a security contractor? Yes

Security Contractor: Securitas

Number of private personnel per shift: 15

Which of these apply to the private security personnel? Licensed

Will you contract emergency medical services? Yes

Name of emergency medical services contractor: Hart EMS

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 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 checked="" 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 Detroit-Wayne Joint Building Authority to host "Detroit Grand Prix Viewing Party" (#2026-055) on May 29, to May 31, 2026 from 11:00 AM – 5:00 PM at Coleman A. Young Municipal Center.

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

PROVIDED, that there will be DFD Pending Inspections; and be it further

PROVIDED, that there will be BSEED permits for bleachers and tents; and be it further

PROVIDED, that there will be DHD permits and inspections; and be it further

PROVIDED, all necessary permits must be obtained prior to the event. If permits are not obtained, departments can enforce closure of event.