

City of Detroit

CITY COUNCIL



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City Clerk

Committee of the Whole Room • 1340 Coleman A. Young Municipal Center • (313) 224-3443 • Detroit, MI 48226

NEIGHBORHOOD AND COMMUNITY SERVICES STANDING COMMITTEE

COUNCIL MEMBER COLEMAN A. YOUNG II WILL PRESENT A SPIRIT OF DETROIT AWARD TO
JULIA ESAW CELEBRATING HER 103RD BIRTHDAY

To attend by phone only, call one of these numbers: +1 929 436 2866, +1 312 626 6799, +1 669 900 6833, +1
253 215 8782, +1 301 715 8592, +1 346 248 7799 - Enter Meeting ID: 85846903626

With advance notice of seven calendar days, the City of Detroit will provide interpreter services at public meetings, including American Sign Language, language translation and reasonable ADA accommodations. Please contact the Civil Rights, Inclusion and Opportunity Department at (313) 224-4950, through the TTY number 711, or email crio@detroitmi.gov to schedule these services.

COUNCIL MEMBER COLEMAN A. YOUNG, II CHAIRPERSON
COUNCIL MEMBER ANGELA WHITFIELD-CALLOWAY, VICE CHAIRPERSON
COUNCIL MEMBER SCOTT BENSON, MEMBER
COUNCIL PRESIDENT MARY SHEFFIELD, EX-OFFICIO

Thursday, November 2, 2023, 1:00 P.M.

Ms. Christian Hicks
Assistant City Council Committee Clerk

1. ROLL CALL
2. APPROVAL OF MINUTES
3. CHAIR REMARKS
4. PUBLIC COMMENT

5. **1:10 P.M. - PUBLIC HEARING - RE:**

Implementation of a residential parking permit area servicing portions of Woodward, Watson, Erskine, Alfred, Brush, and John R, in the City of Detroit. **(Central Brush Park Plan)**

6. **UNFINISHED BUSINESS**

7. **NEW BUSINESS**

MAYOR'S OFFICE

7.1 **Submitting Mayor's Office Coordinator's Report**

Petition of PAXAHAU, INC (#2023-282), request to hold "2024 Movement Electronic Music Festival" on May 25, 2024 through May 27, 2024 at Hart Plaza. Setup to begin May 15th at 6:00AM tear down complete by 10:00PM May 31st. **(The Mayor's Office and all other involved City Departments RECOMMEND APPROVAL of this petition.) (REFERRED TO THE NEIGHBORHOOD AND COMMUNITY SERVICES STANDING COMMITTEE ON 11/2/23)**

OFFICE OF CONTRACTS AND PROCUREMENT

7.2 **Submitting reso. autho.**

Contract No. 6005775 -100% Capital Funding – To Provide Gateway Signage with LED/Lighting throughout Detroit. – Contractor: Fairmont Sign Company – Location: 3750 E Outer Drive, Detroit, MI 48234 – Contract Period: Upon City Council Approval through December 31, 2026 – Total Contract Amount: \$425,433.75. GENERAL SERVICES (REFERRED TO THE NEIGHBORHOOD AND COMMUNITY SERVICES STANDING COMMITTEE ON 11/2/23)

7.3 **Submitting reso. autho.**

Contract No. 6005798 - 100% City Funding – To Provide Auto Wash Service. – Contractor: Downtown Auto Wash – Location: 1237 Michigan Avenue, Detroit, MI 48226 – Contract Period: Upon City Council Approval for a Period of Two (2) Years – Total Contract Amount: \$81,308.00. GENERAL SERVICES (REFERRED TO THE NEIGHBORHOOD AND COMMUNITY SERVICES STANDING COMMITTEE ON 11/2/23)

7.4 **Submitting reso. autho.**

Contract No. 6005799 - 100% City Funding – To Provide Auto Wash Service. – Contractor: Star Auto Wash, Inc. – Location: 18401 W Warren, Detroit, MI 48228 – Contract Period: Upon City Council Approval for a Period of Two (2) Years – Total Contract Amount: \$77,100.00. GENERAL SERVICES (REFERRED TO THE NEIGHBORHOOD AND COMMUNITY SERVICES STANDING COMMITTEE ON 11/2/23)

OFFICE OF THE CHIEF FINANCIAL OFFICER/OFFICE OF DEVELOPMENT AND GRANTS

7.5 Submitting report relative to

All donated assets Accepted to improve existing City of Detroit parks and facilities for Calendar Year 2023 Quarter 3. **(Attached herein is a report of all non-cash donated assets that were accepted to improve existing City of Detroit parks for the calendar year 2023 Quarter 3. This includes the period between July 1, 2023, through September 30, 2023.) (REFERRED TO THE NEIGHBORHOOD AND COMMUNITY SERVICES STANDING COMMITTEE ON 11/2/23)**

DEPARTMENT OF PUBLIC WORKS/CITY ENGINEERING DIVISION

7.6 Submitting reso. autho.

Wayne County Annual Special Events Permits for 2024. **(An Annual Permit granting permission to temporarily close a County road for a reasonable length of time for a parade, marathon, celebration, festival or similar activity, or to use a County road as a detour for traffic around such activity taking place on a non-County road may be issued by the Wayne County Permit Office to the City of Detroit.) (REFERRED TO THE NEIGHBORHOOD AND COMMUNITY SERVICES STANDING COMMITTEE ON 11/2/23)**

MISCELLANEOUS

7.7 Council President Pro Tem James Tate

Submitting memorandum relative to Rogell Park Construction Plan. **(REFERRED TO THE NEIGHBORHOOD AND COMMUNITY SERVICES STANDING COMMITTEE ON 11/2/23)**

8. MEMBER REPORTS



CITY OF DETROIT
MUNICIPAL PARKING DEPARTMENT

MEMORANDUM

TO: Honorable City Council
FROM: Keith Hutchings, Director, Municipal Parking Department
DATE: September 7, 2023
RE: City Council Southern Brush Park RPP Public Meeting

The Municipal Parking Department submitted a proposed resolution to schedule a Public Hearing for the establishment of Residential Parking Zones in Central Brush Park on Adelaide, Alfred, Edmund, Watson, Brush between Edmund and Adelaide, and John R between Erskine and Edmund as required pursuant to Chapter 46, *Traffic and Vehicles*, Article II, *Enforcement*, Division 2, *Residential Parking Permits*, of the 2019 Detroit City Code. The Municipal Parking Department respectfully requests that the statutorily required public hearing be scheduled at your earliest convenience.

Keith Hutchings, Director
Municipal Parking Department
cc. M. Washington, T. Long, R. Brundidge, B. Dick, J. Parker

NOTICE OF PUBLIC HEARING

IMPLEMENTATION OF A RESIDENTIAL PARKING PERMIT AREA SERVICING PORTIONS OF WOODWARD, WATSON, ERSKINE, ALFRED, BRUSH, AND JOHN R, IN THE CITY OF DETROIT

Notice is hereby given that the Detroit City Council Neighborhood and Community Services Standing Committee has scheduled a **PUBLIC HEARING** on **THURSDAY, NOVEMBER 2, 2023 AT 1:10 P.M.**

Pursuant to the Michigan Open Meetings Act as amended, which authorizes the continued use of hybrid electronic meetings to provide virtual public participation in accordance with the requirements of MCL 15.263a (2), and in consideration of the ongoing and continuing pandemic, the Detroit City Council will be meeting **in person** in the **City Council Committee of the Whole Room, 13th Floor, Coleman A. Young Municipal Center** for the Neighborhood and Community Services Standing Committee.

The Standing Committee may be viewed in the following manner.

1. Watch via television
 - Comcast: Channel 10
 - ATT: From Channel 99, click Detroit, then Channel 10
2. Watch online by using <https://detroitmi.gov/government/city-council> and clicking on Channel 10.
3. To attend by phone only, call one of these numbers:
+1-929-436-2866, +1-312-626-6799, +1-669-900-6833, +1-253-215-8782, +1-301-715-8592, or +1-346-248-7799 Enter Meeting ID: 330332554##
4. To attend online: <https://Detroitmi.gov/Online-CC-Meeting>

Public Comment:

To participate at the time of Public Comment, please raise your hand within the zoom application.

1. Telephone participants: Raise your hand by pressing *9
2. Web participants: Raise your hand by clicking **raise hand** in the application or pressing
 - a. Windows computer = [ALT] + [Y]
 - b. Apple computers = [OPTION] + [Y]

To be consistent with how Public Comment has been handled for in-person meetings:

- You will be called on in the order in which your hand is raised
- All time limits set by the meeting Chair will still be enforced
- Any hands raised after the Chair ends submission of public comments, will not be able to speak at the meeting

All interested persons are invited to be present and be heard as to their views. Persons making oral presentations are encouraged to submit written copies to the City Clerk's Office CityClerkHelpDesk@detroitmi.gov via e-mail, for the record.

Summary

- Proposed zone 415 would encompass the legal parking spaces on the south and north sides of Adelaide from John R to Woodward, the legal parking spaces on the north side of Winder from John R to Brush, and the legal parking spaces on the west side of John R from Alfred to Adelaide.
- Proposed zone 416 would encompass the south side of Alfred between Woodward and John R in the first three legal parking spaces closest to Woodward in the first cut in section of parking.
- Proposed zone 417 would encompass the north side of Alfred between Woodward and John R in the first three legal parking spaces closest to Woodward.
- Proposed zone 418 would encompass the south side of Alfred between John R and Brush in all legal parking spaces and the west side of Brush in all legal parking spaces between Alfred and Adelaide.
- Proposed zone 419 would encompass the north side of Alfred between John R and Brush in all legal parking spaces, the west side of John R in all legal parking spaces between Edmund and Alfred, and the west side of Brush in all legal parking spaces between Alfred and the alley separating the Brush Street segment between Edmund and Alfred.
- Proposed zone 420 would encompass the north and south side of Edmund between John R and Brush in all legal parking spaces, the west side of John R in all legal parking spaces between Edmund and Alfred, and the west side of Brush in all legal parking spaces between Edmund and the alley separating the Brush Street segment between Edmund and Alfred.
- Proposed zone 421 would encompass the north and south side of Watson between John R and Brush in all legal parking spaces.
- Proposed zone 422 would encompass the west side of John R between Watson and Edmund in all legal parking spaces.
- Proposed zone 423 would encompass the west side of John R between Erskine and Watson in all legal parking spaces.

Janice M. Winfrey
City Clerk

NOTICE TO THE HEARING IMPAIRED:

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A RESOLUTION BY COUNCIL MEMBER _____ :

**RESOLUTION TO SET PUBLIC HEARING
FOR RESIDENTIAL PARKING PERMIT AREA**

- Whereas** Pursuant to Subsection 46-2-12(c) of the 2019 Detroit City Code, the City may initiate the designation of a residential parking permit area based upon current or future development projects or the existence of a traffic generator impacting a residential district by forwarding a formal recommendation to the City Clerk and City Council; and
- Whereas** After doing its own analysis, the Municipal Parking Department seeks to initiate the parking designation of proposed zones 415 through 423 as detailed in this Resolution; and
- Whereas** The City’s proposal was submitted to the City Clerk for the implementation of a residential parking permit area servicing portions of Woodward, Watson, Erskine, Alfred, Brush, and John R, in the City of Detroit; and
- Whereas** Proposed zone 415 would encompass the legal parking spaces on the south and north sides of Adelaide from John R to Woodward, the legal parking spaces on the north side of Winder from John R to Brush, and the legal parking spaces on the west side of John R from Alfred to Adelaide; and
- Whereas** Proposed zone 416 would encompass the south side of Alfred between Woodward and John R in the first three legal parking spaces closest to Woodward in the first cut in section of parking; and
- Whereas** Proposed zone 417 would encompass the north side of Alfred between Woodward and John R in the first three legal parking spaces closest to Woodward; and
- Whereas** Proposed zone 418 would encompass the south side of Alfred between John R and Brush in all legal parking spaces and the west side of Brush in all legal parking spaces between Alfred and Adelaide; and
- Whereas** Proposed zone 419 would encompass the north side of Alfred between John R and Brush in all legal parking spaces, the west side of John R in all legal parking spaces between Edmund and Alfred, and the west side of Brush in all legal parking spaces between Alfred and the alley separating the Brush Street segment between Edmund and Alfred; and

Whereas Proposed zone 420 would encompass the north and south side of Edmund between John R and Brush in all legal parking spaces, the west side of John R in all legal parking spaces between Edmund and Alfred, and the west side of Brush in all legal parking spaces between Edmund and the alley separating the Brush Street segment between Edmund and Alfred; and

Whereas Proposed zone 421 would encompass the north and south side of Watson between John R and Brush in all legal parking spaces; and

Whereas Proposed zone 422 would encompass the west side of John R between Watson and Edmund in all legal parking spaces; and

Whereas Proposed zone 423 would encompass the west side of John R between Erskine and Watson in all legal parking spaces; and

Whereas The parking demand is greater than the available off-street parking within the immediate proximity of area businesses resulting in free or metered on-street parking in proposed zones 415 through 423 being occupied at peak periods, thereby making residential parking extremely difficult; and

Whereas Pursuant to Subsection 46-2-13(a) of the 2019 Detroit City Code, a residential area shall be deemed eligible for consideration as a residential parking permit area if, based upon an objective analysis of traffic and parking conditions by the Department of Public Works Traffic Engineering Division and analysis of Municipal Parking Department data as part of the formal recommendation, it is established that the residential parking area is impacted by nonresident or commuter vehicles for extended periods of time during the day or night, on weekends or during holidays; and

Whereas In accordance with Subsection 46-2-12(d) of the 2019 Detroit City Code, the Department of Public Works submitted its formal recommendation to designate residential parking zones 415 through 423 on **October 21, 2022**; and

Whereas In accordance with Subsection 46-2-14(a) of the 2019 Detroit City Code, the City held a public meeting to discuss the proposed residential parking permit area on **January 11, 2023**; and **NOW THEREFORE BE IT**

Resolved That in accordance with Subsection 46-2-21(a) of the Detroit City Code, City Council shall hold a public hearing on the proposed residential parking permit area on _____, 2023.



DEPARTMENTAL SUBMISSION

DEPARTMENT: [eSCRIBE Department]

FILE NUMBER: Mayor's Office - Legislative Liaison-0408

*** RE:**

Submitting reso. autho.

*** SUMMARY:**

Click or tap here to enter text.

*** RECOMMENDATION:**

Click or tap here to enter text.

*** DEPARTMENTAL CONTACT:**

Name: Click or tap here to enter text.

Position: Click or tap here to enter text.

***=REQUIRED**

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.	2023-282
Name of Petitioner	PAXAHAU INC
Description of Petition	Request to hold "2024 MOVEMENT ELECTRONIC MUSIC FESTIVAL" at HART PLAZA on May 25, 2024 thru May 27, 2024 from 2:00PM to 12:00 AM
Type of Petition	Special Events
Submission Date	07/28/2023
Concerned Departments	Media Services, Buildings & Safety Engineering, Police Department, Fire Department, Municipal Parking Department, Transportation Department, Health Department; General Services Department,
Petitioner Contact	SAM FOTIAS PAXAHAU INC 1551 ROSA PARKS BLVD SUITE A Detroit, MI 48216 sam@paxahau.com 586-596-9463

2 Woodward Ave. Coleman A. Young Municipal Center Rm. 200, Detroit, MI 48226

(313) 224 - 3260 | Fax: (313) 224 - 1466





2023 SAFETY PLAN

EVENT SUMMARY

Since 2006, Movement has celebrated Detroit as the birthplace of Techno and the international impact it has had on our collective culture. The event is produced by local promoter and event production company Paxahau.

VENUE + EVENT DETAILS

- Hart Plaza – 1 Hart Plaza Dr, Detroit, MI 48226
- Estimated Attendance ~ 30,000 each day
- Saturday, Sunday, & Monday of Memorial Day weekend, from 2pm until 11:59pm.
- Ticket Types:
 - GA Daily
 - GA Weekend
 - VIP Daily
 - VIP Weekend
- Load In begins roughly 14 days before show + load out begins immediately, lasting about a week.
- There are 6 Stages:
 - Movement Main Stage – capacity ~8,000
 - Red Bull Stage – capacity ~5,000
 - Pyramid Stage – capacity ~2,000
 - Stargate Stage – capacity ~2,500
 - Resident Advisor Underground Stage – capacity ~2,000
 - Detroit Stage - capacity ~1500

OPERATIONS

SECURITY

- On-site Security - ProStarCam Security
 - Contact - Mike Whittaker - mike@prostarcams.com - 734-323-1679
- Executive Protection - DEPS
 - Contact - Chuck Lauber - lauber.chuck@gmail.com - 734-777-7058

On-site Security Radio Channel - **SECURITY**

On-site Security has a command post located in a 40' Unified Command Trailer in the Operations Compound. Security Briefings happen daily at 10am in the Unified Command Trailer in the Operations Compound

****The liaison for all external communications is Sam Fotias, Operations Director.**

Sam Fotias - 586-596-9463 – sam@paxahau.com**

- Off-Site Security - DPS TACOPS

Off-site Security Radio Channel - **SECURITY**

Movement is extremely fortunate to enjoy a robust relationship with all municipal and federal agencies in the area. These include Detroit Police, State Police, Border Patrol, Coast Guard, Homeland Security, Detroit Fire Department

MEDICAL

- On-site Medical - Hart Medical
 - Contact – Adam Gotlieb – adam@hartems.com - 248-789-5646

On-site Security Radio Channel - **SECURITY**

If an incident necessitates off site transport, they will be transported to DETROIT RECEIVING HOSPITAL

FESTIVAL OPERATIONS

Festival Operations Paxahau – Sam Fotias – sam@paxahau.com - 586-596-9463

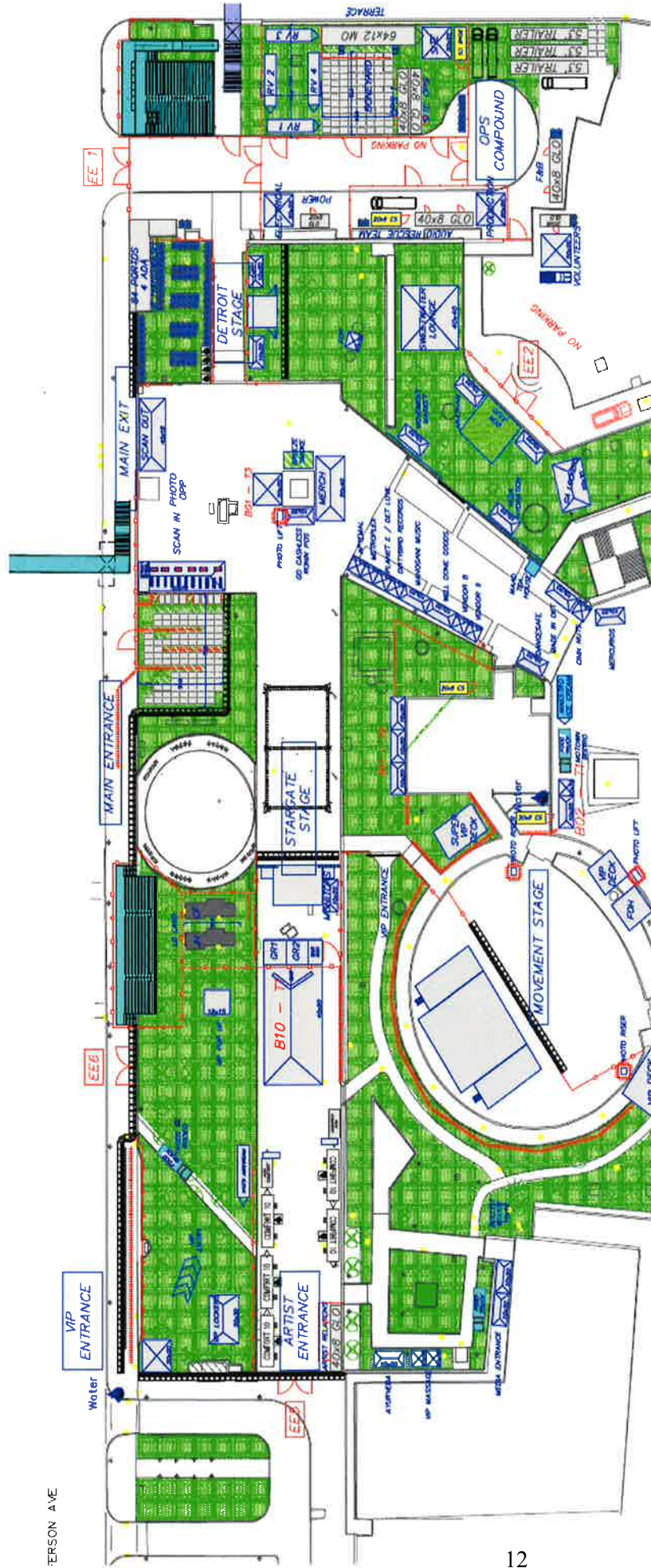
Radio Channel - **OPERATIONS**

Festival Operations Office is located in the Ford Auditorium Drive on the east side of Hart Plaza

FESTIVAL PRODUCTION

Festival Production Contact – Michael Fotias - foton@paxahau.com - 248-912-8989

Radio Channel – **PRODUCTION** Festival Production Office is located in the Ford Auditorium Drive on the east side of Hart Plaza



EVENT MANAGEMENT STAFF

<p>Festival Director Jason Huvaere j.huvaere@paxahau.com 313-408-1650</p>	<p>Operations Director Sam Fotias sam@paxahau.com 586-596-9463</p>
<p>Production Manager Michael Fotias foton@paxahau.com 248-912-8989</p>	<p>Site Manager Joe Choma joe@paxahau.com 313-402-7880</p>

<p>Talent Buyer Chuck Flask chuck@paxahau.com 248-752-8043</p>	<p>Finance Manager Geri Bushey om@paxahau.com 248-840-7019</p>
<p>Volunteer Manager Vinnie Vintevogle vinnie@paxahau.com 313-433-9373</p>	<p>Publicist Morin Yousif morin@paxahau.com 248-854-9881</p>

LIST OF PRIMARY CONTRACTORS

<p>STAGING Light Action Productions Andy Rougvie 302-328-7800</p>	<p>AUDIO Thunder Audio Greg Snyder 734-368-8406</p>
<p>LIGHTING 4Wall Joey Leahy 248-685-0102</p>	<p>POWER + GENERATORS Michigan CAT Aaron Suzore 800-833-1789</p>
<p>SANITATION United Rentals Zac Stone 313-597-4710</p>	<p>MEDICAL Hart Medical Adam Gotlieb 248-789-5646</p>
<p>SECURITY ProStar Cam Security Michael Whittaker 734-323-1679</p>	<p>EXECUTIVE PROTECTION DEPS Chuck Lauber 734-777-7058</p>

<p>FENCING National Rentals Martha Smith 614-456-3040</p>	<p>TENTS, TABLES & CHAIRS Knight Rentals Trevor Knight 248-238-2386</p>
<p>BARRICADE + PERIMETER FENCE MOJO Dan Gormley 817-915-8776</p>	

LOGISTICS

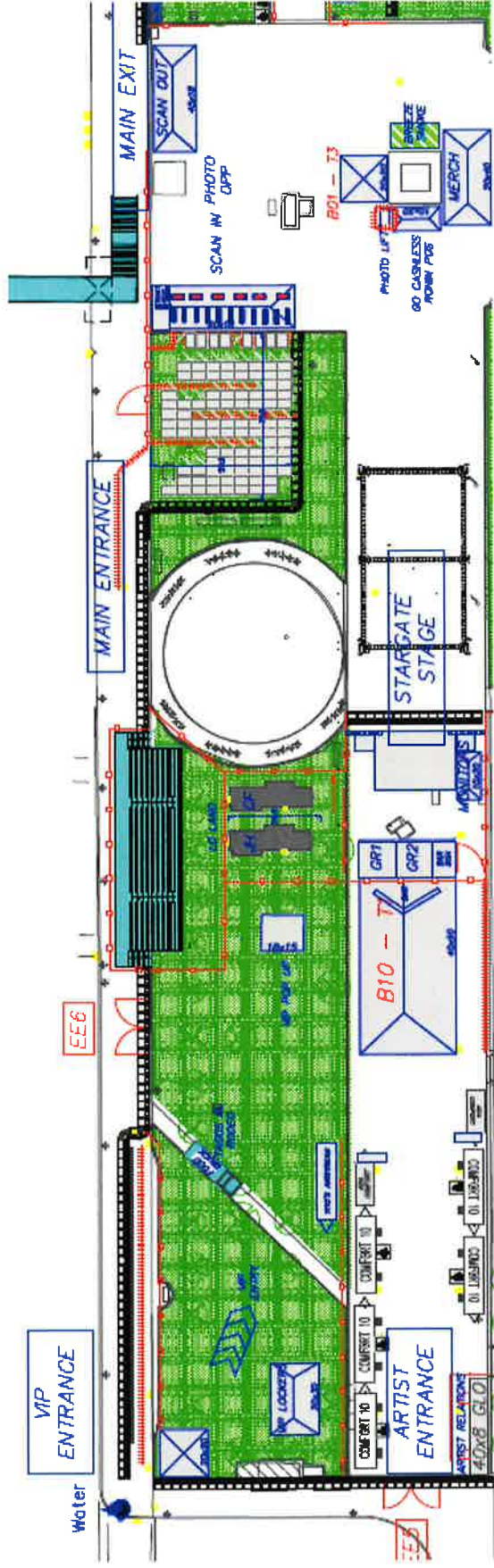
ENTRY

The Main Entrance of the festival is located at the front of Hart Plaza, East of the Intersection of Woodward and Jefferson Ave at Gate 1. Most pre-sale ticket holders are mailed their RFID band ahead of the event and are instructed to register it uniquely to them. This allows them to bypass Will Call and go directly to the Main Entrance.

Will Call and walk-up ticket purchasers can obtain their tickets at the Box Office located at the Cobo Plaza, located West of Hart Plaza, then proceed to the Main Entrance.

VIP Entry is located at the west end of Hart Plaza at the base of the Ford UAW Building Driveway.

Artist Entrance is located next to VIP Entrance at Gate 7.



PERIMETER FENCING

The venue perimeter fence will be established and secured on the west side of Hart Plaza (Jefferson side) with 8 foot tall Mojo High Fence. A non-scalable and smash proof solution to better secure the event perimeter from fence jumpers, gate storming, and vehicle penetration. High Fence will be supplemented by 8 foot tall chain link panels.

RESTRICTED AREAS AND BACK OF HOUSE

The event grounds consist of general admission and VIP areas. Barricades, bike rack, and fence are used to delineate between patron areas and back of house secured areas. Security staff is also utilized at checkpoint entrances to back of house. Staff members are instructed to display appropriate badges and/or wristbands to security for their inspection to gain access.

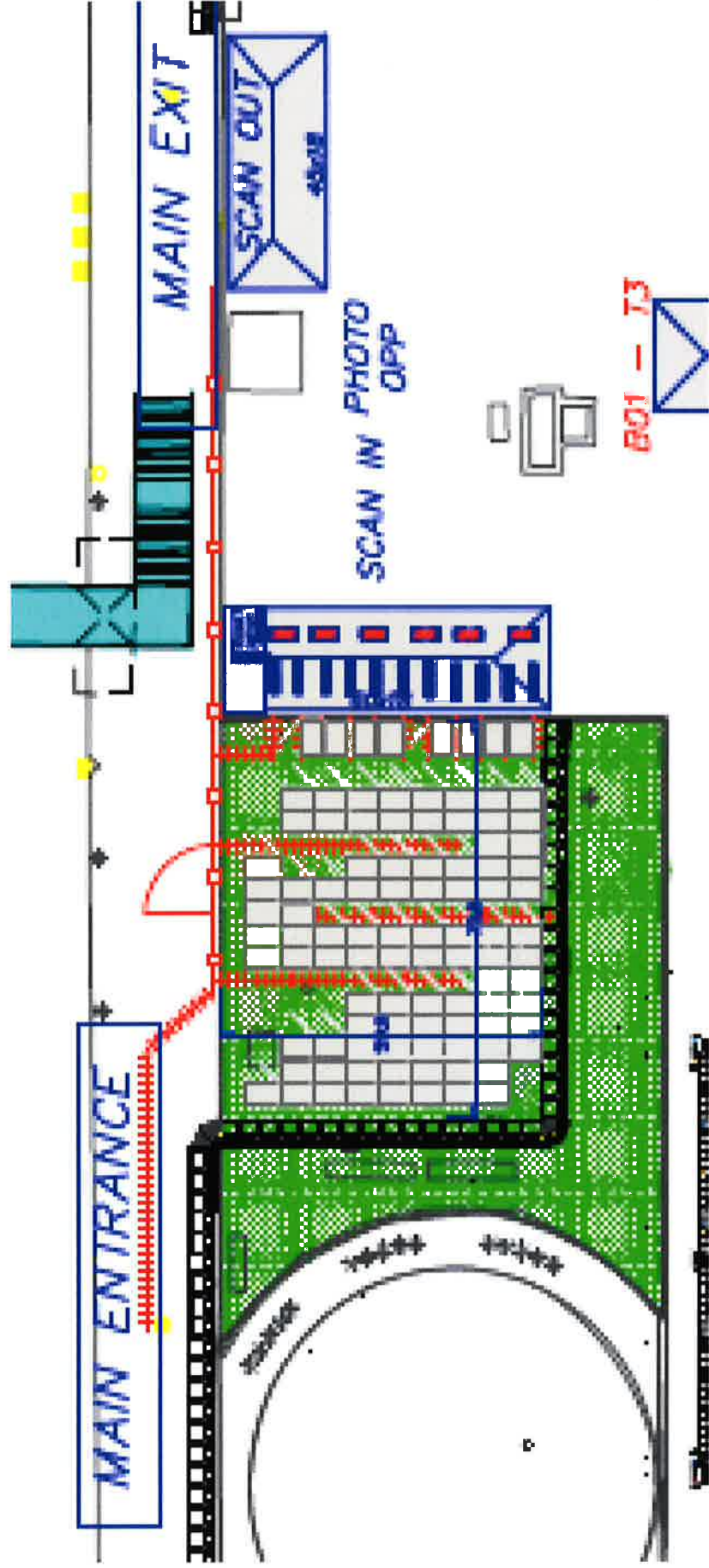
ADA ACCOMMODATION

- ADA Restrooms are available at all restroom locations
- ADA viewing platforms are available at Main Stage, Red Bull Stage, and Pyramid Stage
- Beverage stands all have a wheelchair level service station
- Family portable restrooms are provided in two locations
- VIP's may bring a necessary support person with them if arrangements are made in advance.
- Area parking decks all have reserved handicap spaces
- All festival staff checks before and during the event to assure that walkways are clear of obstacles

SECURITY

There are three levels of security at the Main Entrance:

- 1st Level - Private Security Company
- 2nd Level - Off Duty Wayne County Sheriff Deputies (Executive Protection Services - DEPS)
- 3rd Level - Detroit Police Department



All security positions report to supervisors who then report to Operations Director for check in every 30 minutes

Evacuation: All posts are to remain at their stations until all attendees are off the Plaza

Mass Egress: All roaming security will act as ushers showing people how and where to exit, while stationed security will stay at their posts. [See Event Closure Guidelines](#)

Off Site: Operations and security staff will remain in constant communication with the Downtown Services command center throughout the event. Festival Operations have the ability to track weather and are instructed to communicate directly with festival staff should they pick up any activity that could pose a threat to the event. [See Event Closure Guidelines](#)

Movement is incredibly fortunate to have at its disposal the Rock Ventures Command Center which is situated directly across the street. This facility is directly tied into MSP, CIA, FBI, DPD, Homeland Security, Coast Guard, Border Patrol and other public safety agencies. In addition to monitoring the internet via geolocation for any threat verbiage, they also have a deployment of almost one thousand HD cameras, some with infrared, positioned all through the core business district. This allows for vigilance for any potential threat, weather or otherwise, to be fully digested and integrated into our decision capabilities with rapid response.

MEDICAL

During peak hours there are up to 15 Medical personnel on site. There is a medical control station located in the Ethnic Gallery in the lower level of Hart Plaza..

In addition to the office located in the Ethnic Gallery. Medical maintains two facilities:

- Transport vehicles located in the Gravel Lot adjacent to the Underground
- Satellite location located on the Plaza at the Waterfront Stage & Pyramid Stage

Medical units are to keep vigilant for: drug related occurrences, dehydration, accidents, other minor occurrences

Medical staff will work in tandem with security and operations staff to safely eschew patrons from the site in case of emergency.

Nearest Hospital: DMC - Detroit Receiving Hospital | 4201 St. Antoine, Detroit, MI 48201

EVENT CLOSURE GUIDELINES

[All decisions regarding festival closure, postponement, or evacuation will be communicated with all external agencies listed herein.](#)

The event closure guidelines describe the responsibilities of key event staff and city officials in the event of an emergency. The event is subject to all types of emergency situations, including, but not limited to weather, fire and civil disturbance. City of Detroit officials are in overall command of any emergency. A command post will be set up inside the Main Production Office, behind Main Stage.

Threats that can initiate this plan include, but are not limited to:

- On-Site Notification from Staff/Patron
- Online/Social Media Threat
- Law Enforcement Notification
- Weather Service Notification (high wind, lightning, hail, rain)

Upon receiving an initial report, Festival Operations Director Sam Fotias will determine if the threat is imminent or In Progress
 In any emergency situation, the Tier 1 team will report to the command post and comprise of the following team members:

TIER 1 TEAM

- Jason Huvaere – Festival Director - (313) 408-1650
- Sam Fotias – Operation Director – (586) 596-9463
- Michael Fotias – Production Manager - (248) 912-8989
- Andy Rougvie – Staging Site Manager - (203) 558-3740
- Mike Whittiker - Prostar Cam Security - (734) 323-1679
- Aaron Rave – Electrical Site Manager - (313) 720-6220
- Lt. Starks – DPD/TACOPS
- Adam Gottlieb - Hart Medical - (248) 789-3648
- Huntington Place Representative - Evacuation Rallying Location

Imminent: Tier 1 team will assess evacuation and shelter-in-place options, considering impact, time, and feasibility.

- In the event that the threat will require outside Law Enforcement, Lt. Blackwell will be the point of contact.
- In the event that the threat will require additional Medical Personnel, Hart Medical will be the point of contact.

In the event the Tier 1 team is unable to meet, Operations Director Sam Fotias will serve as Incident Commander. Preferential communication will be provided to Production, TACOPS, Hart Medical, and Security.

TEAM RESPONSIBILITY DURING AN EMERGENCY

Security Manager

- Staff command post
- Liaise with producers and event director to determine existing thread level and necessary actions required
- Inform all city services of situation and determine next steps

Police Department Personnel

- Staff command post
- Direct vehicular and pedestrian traffic to facilitate evacuation to determined location(s)
- Shift/remove barricades as instructed
- Set up advance teams and communications at evacuation sites, if needed
- Provide support with evacuation procedures and maintain order
- Direct bomb threat operations

Medical Personnel

- Establish requirements for triage
- Patient treatment
- Transport injured persons as needed

Production Team

- Manage stage operations and vendors
- Inform stage managers of situation and discuss next steps
- Secure production equipment
- Shut down electricity as required, ensuring all announcements have been made prior to disconnect

Operations Team

- Manage site operations and vendors
- Inform crew and food/merchandise/bar management of situation and discuss next steps
- Secure site equipment
- Prepare and facilitate fence openings at Emergency exit points as needed

Security Provider Lead

- Manage security operations and vendors
- Inform security agents, guards, and gate staff of the situation and discuss next steps
- Maintain contact with volunteers and event staff during evacuation to:
- Assist and direct patrons to nearest exit
- Report any injuries of staff or patrons to supervisor



LEVELS OF EMERGENCY SITUATIONS AND COMMUNICATION PROTOCOLS

The Operations Director of the event will have the authority to authorize an information alert and/or an emergency alert. Security director and/or producers can receive direction from the police, fire department, or OEMC safety officials regarding the suspension of event operations and evacuation and/or resumption of event facilities.

Two levels of emergency situations will be utilized.

1. **Information Alert** - requires information distribution and serves as an advanced warning towards approaching inclement weather. The information alert doesn't typically require any action by event staff, vendors, or the public.

Approaching Weather

Situation - If rain or other weather is moving toward the area, which may or may not impact the event, an information alert is issued by the Command Post.

Action - If this situation occurs, the following will take place.

- Command Post will be established
- Tier 1 team will determine course of action and craft an information notice

- Command Post will notify the production manager to have the stage manager make a weather delay announcement in affected areas.
- Production and Site managers will secure electrical equipment as required
- If required, an ALL CALL transmission will go out to all radio users informing them of the alert in a clear and succinct manner. Updates will be messaged out every 15-30 minutes until the alert is canceled.

Emergency Alert requires action by most, if not all, people at the event.

Weather Delay

Situation - If moderate rain will likely occur at the event site and cause a delay in operations, an alert will be issued by the Command Post.

Action - If this situation occurs, the following will take place.

- Command Post will be established
- Tier 1 team will determine course of action and craft an information notice
- Command Post will notify the production manager to have the stage manager make a weather delay announcement in affected areas. The show will be delayed until the weather system passes.
- Production and site managers will secure electrical equipment as required
- If required, an ALL CALL transmission will go out to all radio users informing them of the alert in a clear and succinct manner. Updates will be messaged out every 15-30 min until the alert is canceled.

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2. **Emergency Alert** - requires action by most, if not all, people at the event.

Weather Evacuation

Situation - If a potentially severe storm (to include high winds, lightning and/or hail) or another potentially dangerous situation is predicted to affect the event site, an Emergency Alert will be issued by the Command Post.

Action – If this situation occurs the following will take place.

- Command Post will be established
- Tier 1 team will determine the need for site evacuation and craft an emergency alert.
- Course of action must provide designated evacuation corridors and destinations
- Proper communications to event staff for an organized evacuation
- Clear guidelines on process and execution of evacuation
- An ALL CALL transmission will go out to all radio users informing them of the alert in a clear and succinct manner. Updates will be messaged out every 15 minutes until the alert is waived off.

- Production manager will direct staging/structure vendors to implement wind action plans at each structure and have area managers make Weather Evacuation announcements on all PA systems.
- Food/Merchandise/Bar vendors should secure equipment, inventory, and cash immediately after receiving the Emergency Alert. All Front of House staff will be required to leave the site and assist by encouraging others to do so.
- Patrons will be directed to the nearest exit by event staff.
- Police will direct vehicular and pedestrian traffic according to their assigned stations.
- Event staff with radios will report to Command Post (by radio or cell phone) when evacuation is complete.

In case of Weather, Tier 1 Team is to follow the guidelines in High Wind – Clark Reder Engineering Project No. 19.537.05, reprinted here.

In case of Violence, Tier 1 Team is to additionally contact Rock Security Command Center

In case of emergency, festival operations will open emergency fence gates located along the exterior fence, denoted by EMERGENCY EXIT signage

Sample Announcements To Patrons

Weather Delay – “We have been informed that light to moderate rain is on its way to this area. We are not expecting a severe storm, but we may delay the event temporarily due to rain. Please hang tight.”

Weather Evacuation – “We have received warning from the National Weather Service that potentially dangerous storm is possibly on its way to this area. We have been asked by local authorities to evacuate the event site. Please clear away from trees and any structure and calmly head to the nearest exit and follow direction from event staff and police. The event will reopen as soon as the storm has passed and conditions are safe. Once again, calmly head to the nearest exit. Thank you for your cooperation.”

The Command Post will make staff announcements on all event radio channels at the direction of the Tier 1 team to declare an Information Alert or Emergency Alert. Because the general public may hear these announcements, care should be taken to communicate only the required information in a calm manner.

All Call Radio Transmission should be as follows:

“Attention all personnel, stand by for an announcement...”

“Attention all personnel, stand by for an announcement...”

“Attention all personnel, we are currently under an Information Alert / Emergency Alert...”

“Please report to your area of responsibility and provide the following information to vendors, entertainment, etc. in your assigned areas...”

General Instructions

All personnel must remain on their assigned radio channel unless directed by Command Post.

Command Post is to make status announcements on all radio channels in use as needed at least every 30 minutes during an Information Alert and every 15 minutes during an Emergency Alert.

Do not talk on the radio unless you have something to report or ask relating to the emergency. Do not ask for weather reports. The Command Post will keep you informed as information becomes available. Do not report weather conditions you can't personally see. Do not report information from outside sources.

Report to your assigned area.

Report to Command Post (by radio) or your supervisor once your assignment has been carried out.

Report to Command Post (by radio) when your area has been evacuated and secured for weather. This can be completed as you are going to a shelter.

Do not go to the Command Post unless instructed.

Report any damage to equipment, injuries or dangerous situations you encounter after the emergency is over.

Evacuation Shelter Sites

In the event of severe weather, patrons should seek shelter in the following locations:

- Huntington Place Convention Center & parking structure
- Personal vehicles
- Core business district buildings

Weather Monitoring

Festival staging provider and festival director of operations are in direct contact with a contracted meteorologist who shares weather reports in live time. Director of operations is also in direct communication with Rock Ventures Command Center for weather monitoring updates as well.

High Wind Action Plan

High Wind - Clark Reder Engineering Project No. 19.537.05

Implementation

- Check weather each morning and periodically throughout the day.
- Check Tower Bases daily to ensure all remain level and plumb.
- Check Guy Wires and Ballast assemblies daily to verify lines are tensioned and ballast has not moved.
- Provide a daily log of the above checks for installation.

Action Plan

The High Wind Action Plan shall be in effect for the entirety of the event, from initial structure installation until structure dismantles. Operations and Staging will work together for the implementation of the plan via contact with DTW and Rock Ventures Command Center to ascertain if any significant weather events are expected. In addition, an anemometer shall be placed on the structure to monitor wind speeds. Wind speeds are measured in 3 second gusts.

When wind speeds/gusts are expected to exceed:

ALERT: 20 mph: Tier 1 team is to be put on alert

PHASE 1: 20 to 25: All personnel to be removed from the Elevated Positions.

PHASE 2: 25 to 30: PA lowered, video wall lowered, soft goods lowered

PHASE 3: 35 to 40: Suspend show and evacuate attendees

PHASE 4: > 50 mph: All staging personnel shall evacuate stage area

Event staff use the EVENT CLOSURE GUIDELINES to assist them in stewarding patrons.

Lightning Action Plan

Implementation

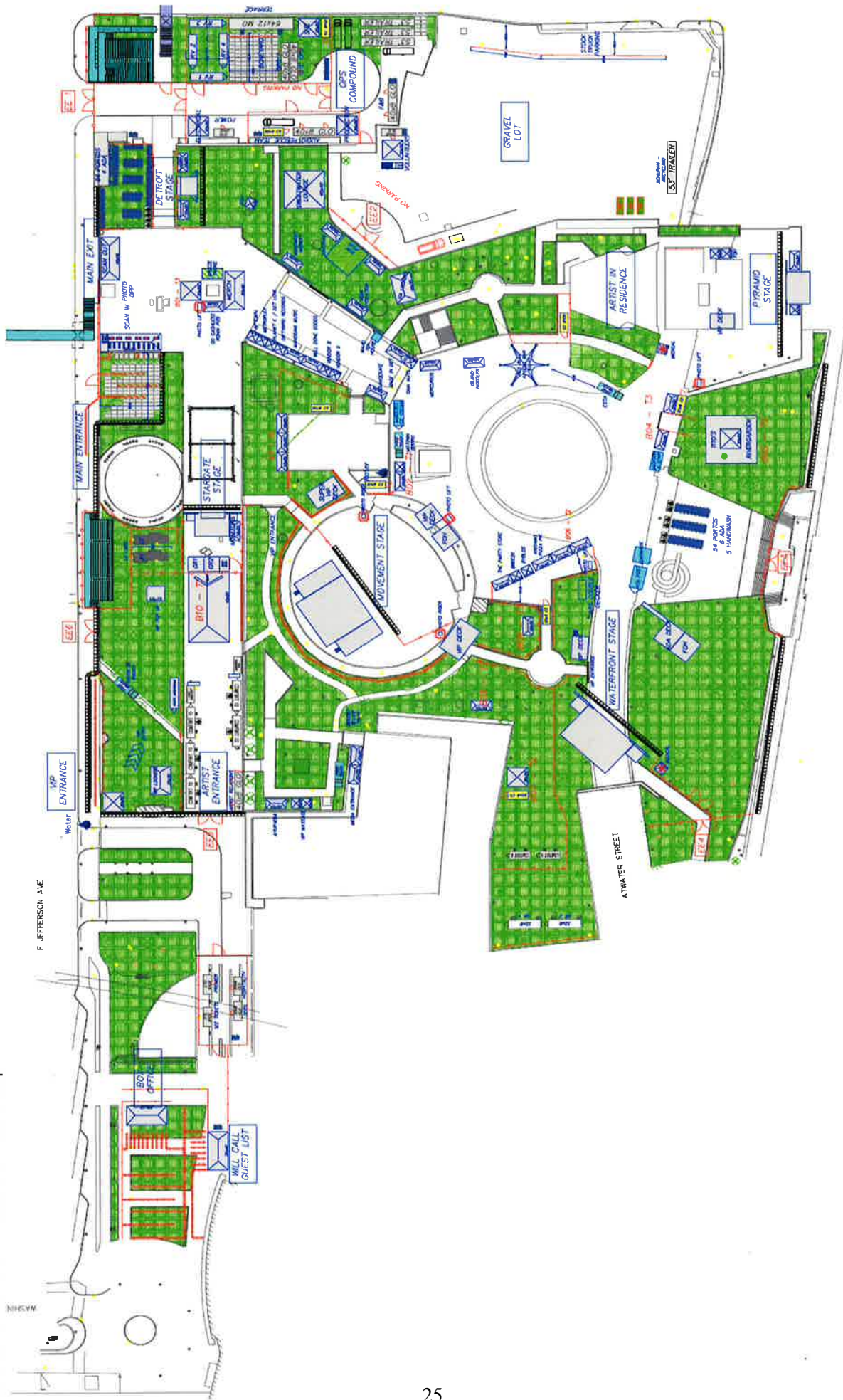
Active weather monitoring in addition to open communication with other agencies.

Action Plan

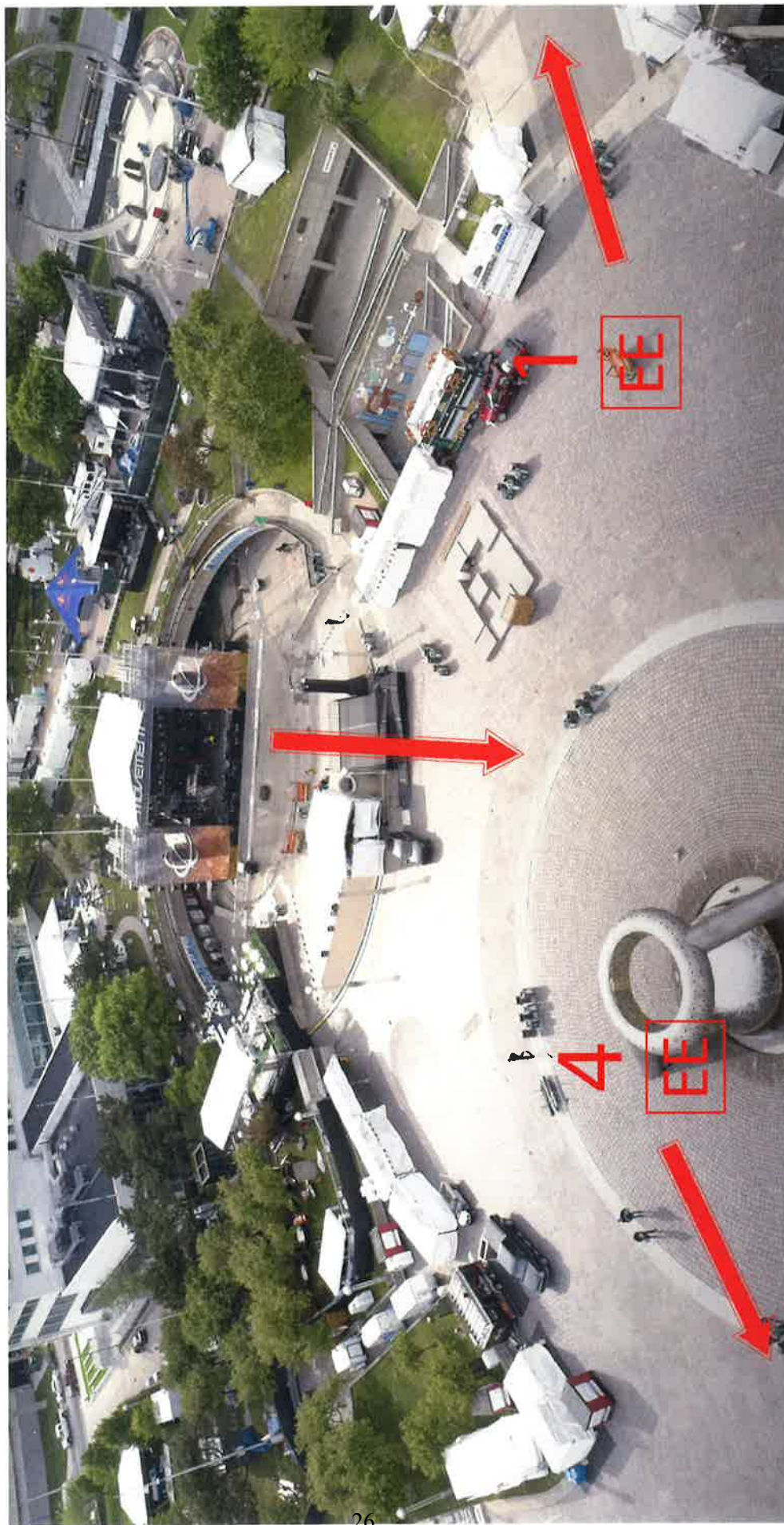
20 minutes cumulative shutdown for every surface to ground air strike within a 6-mile radius.

EXAMPLE: Lightning strikes in the radius at 3 PM, and then again at 3:10 PM, the shutdown would extend for another 20 minutes until 3:30PM

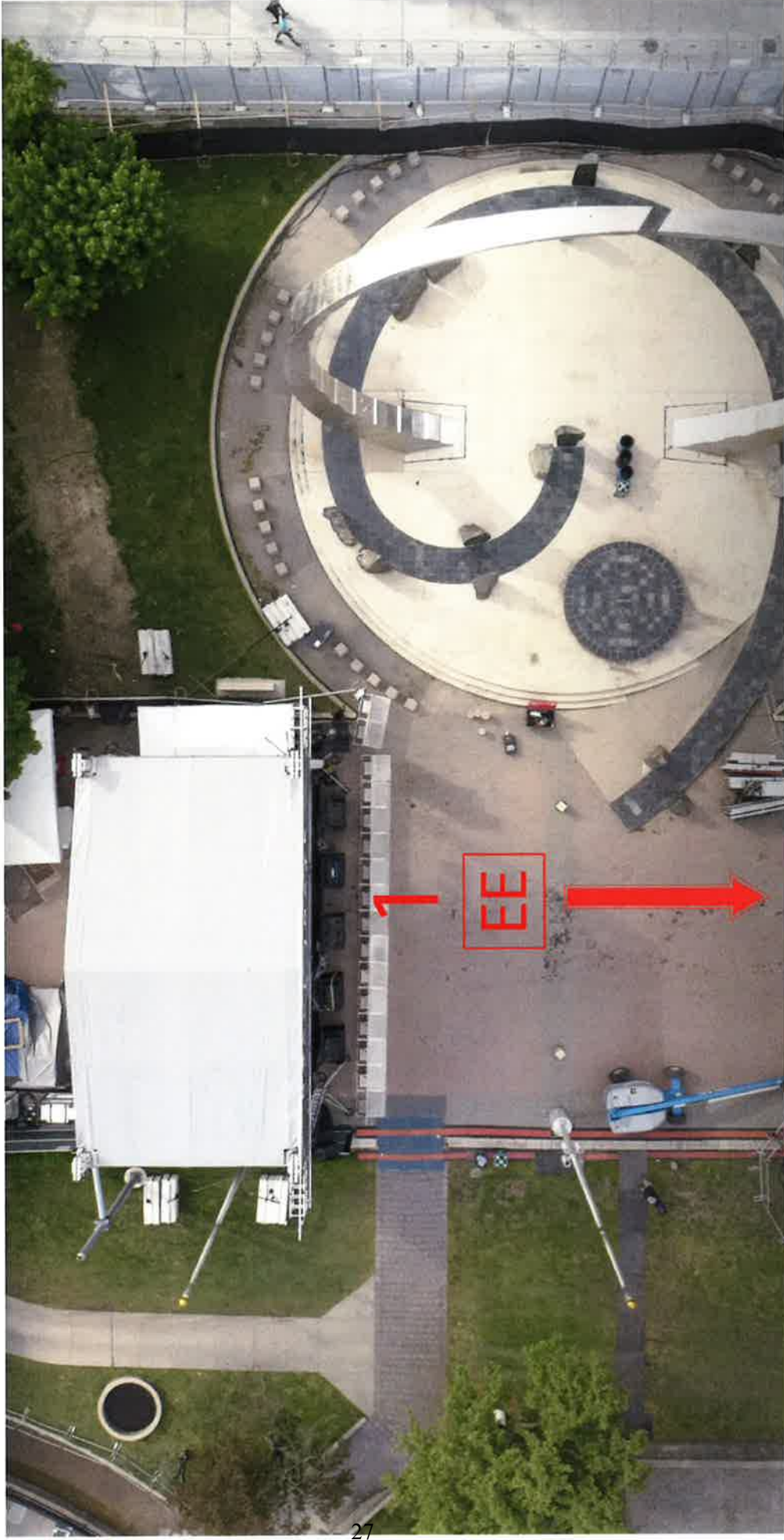
Addendum A - Festival Site Map



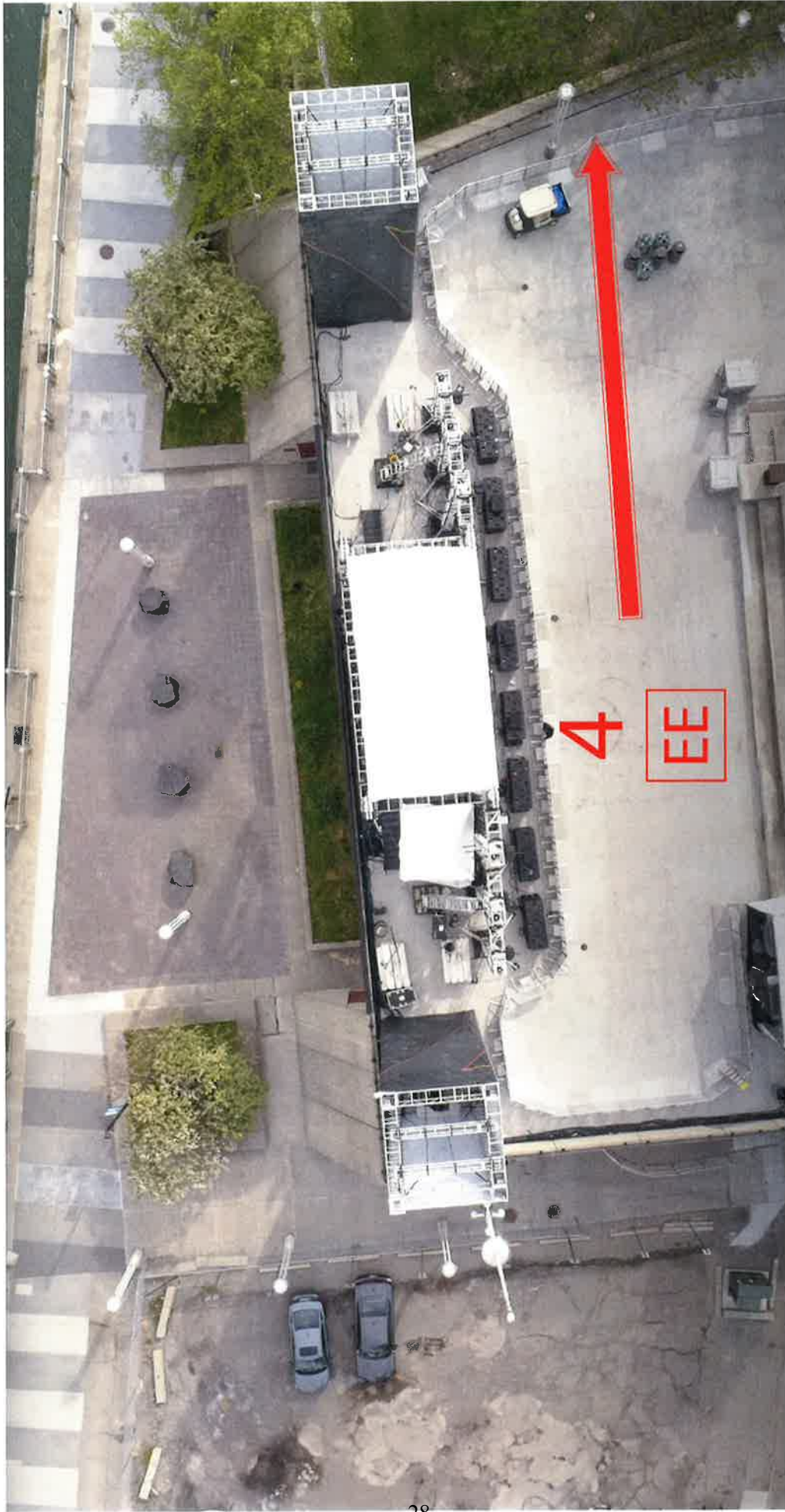
Addendum B - Main Stage + Plaza emergency egress route



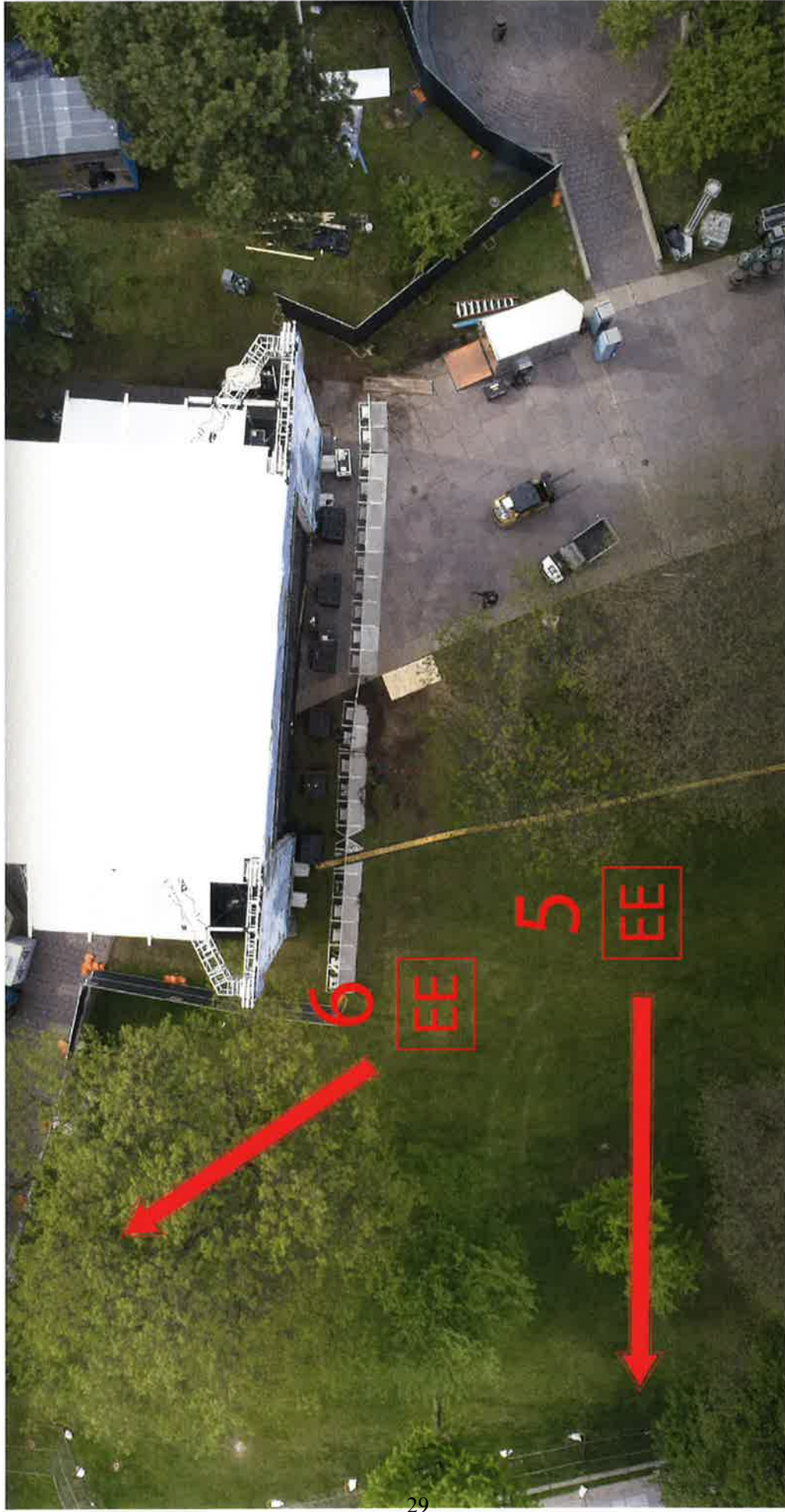
Addendum C - Stargate Stage emergency egress route



Addendum D - Pyramid Stage emergency egress route



Addendum E - Red Bull Stage emergency egress route



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:

sam fotias

Date: 0725/2023

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: 2024 MOVEMENT FESTIVA

Event Date: MAY 25TH, 26T

Event Organizer: PAXAHAU, INC

Applicant Signature:

sam fotias

Date: JULY/25/2023

SPECIAL EVENTS PETITION

Petition No: 2023-282

Event Name: 2024 MOVEMENT ELECTRONIC MUSIC FESTIVAL

Event Status: In Review

Petitioner Name / Organization: PAXAHAU INC

Event Location: HART PLAZA

Event Date(s) and Time(s): 05/25/24 2:00 PM to 05/27/24 12:00 AM

Type of Event: Concert/Performance, Festival, Filming

Applicant Contact:	Submission Date: 07/25/23 4:52 PM
SAM FOTIAS	Date of Clerk’s Office Referral: 09/07/23
sam@paxahau.com	Date of City Departments Sign Off: 10/19/23
+1 (586) 596-9463	Date Referred to Council: 10/19/23

Department Approvals

DPD	DFD	EMS	GSD	DDOT	MPD	DPW	DHD
DPD Approval	DFD Approval	EMS Approval	GSD Approval	DDOT Approval Not Required	MPD Approval not Required	DPW Approval Not Required	DHD Approval

Mayor’s Office Special Events Signature: Susan Reinke

Date: 10/19/23

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: WWW.MOVEMENT.US

Which of these spaces will be used? Park

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

Event Description

Brief Event Purpose & Description:

THE MOVEMENT FESTIVAL IS A YEARLY CELEBRATION OF A GENRE OF MUSIC C

Estimated Peak Attendance: 25000

Estimated Total Attendance: 75,000 (25,000 EACH DAY OVER THREE DAYS)

Is this a public event? Yes

Will there be ticket sales or admission charged? Yes

Does this event use Hart Plaza? Yes

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? No_____

Will this event involve a petting zoo or
tattoo art (not including temporary tattoos)? No

Contact Information

Organization / Petitioner Name: PAXAHAU INC

Mailing Address: 1551 ROSA PARKS BLVD SUITE A

DETROIT MI 48216

Primary Contact:	Secondary Contact:
SAM FOTIAS	JOE CHOMA
sam@paxahau.com +1 (586) 596-9463	JOE@PAXAHAU.COM
	+1 (313) 402-7880

Organization Type: Corporation

Organization Website: WWW.PAXAHAU.COM

Event Setup & Breakdown

Begin Setup: 05/15/24 6:00 AM

Complete Setup: 05/24/24 10:00 PM

Setup Location(s): HART PLAZA/HUNTINGTON PLACE PLAZA

Event Start: 05/25/24 2:00 PM

Event End: 05/27/24 12:00 AM

Begin Tear Down: 05/28/24 1:00 AM

Complete Tear Down: 05/31/24 10:00 PM

Number of Trash Containers: 100 Number of Recycling Containers: 100

Cleaning Service Vendor: GIANT CLEANING - IN HOUSE CONTRACTOR AT HART PLAZA

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

Will you have valet parking, or will you be blocking metered parking spaces? Neither

Describe the parking plan to accommodate anticipated attendance:

COMPLETE MEDIA PLAN TO INFORM ATTENDEES OF AVAILABLE PARKING IN TH

Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

Number of food trucks: 15 Number of non-truck food vendors: 10

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? Yes

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

Day(s) and time(s) alcohol will be served: ALL THREE DAYS FROM 2 PM UNTIL 1130 PM

Will ice be used in any served beverages? Yes

Stages, Tents, & Structures

Is a stage being built? Yes

How many stages will be used? 6

Do any of the stages have a canopy? Yes

Number of tents 10' x 10' and smaller: 20

Number of tents larger than 10' x 10': 40

Tent Contractor: KNIGHT TENTS

What other structures will your event include? _____

Will your event use any grills? Yes

What kind of grills? GAS

Utilities & Portable Restrooms

Event Utilities that will be used: Generators

How will generators be fueled? VIA OUR FUEL CONTRACTOR - CHAPP OIL

Generator contractor: MICHIGAN CAT

Will additional wiring be installed? Yes

Does the event require access to a hydrant? Yes

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: PRO STAR CAMS SECURITY

Number of private personnel per shift: 120

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 type="checkbox"/>	Applicant Signature Page (required)
<input 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 type="checkbox"/>	Communication and Community Impact Plan (500+ attendees)
<input type="checkbox"/>	Maintaining of Traffic Plan (1000+ attendees or if closing a street)
<input type="checkbox"/>	Build and Breakdown Schedule (if you are erecting any structures)
<input 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 Paxahau, Inc. to host “2024 Movement Electronic Music Festival” on May 25, 2024 thru May 27, 2024 at Hart Plaza.

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 BSEED Permits Required for Tents, Generators 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 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.



DEPARTMENTAL SUBMISSION

DEPARTMENT: OCFO-Office of Contracting & Procurement
FILE NUMBER: OCFO-Office of Contracting &
Procurement-2700

RE:

Submitting reso. autho. Contract No. 6005775

SUMMARY:

100% Capital Funding – To Provide Gateway Signage with LED/Lighting throughout Detroit. –
Contractor: Fairmont Sign Company – Location: 3750 E Outer Drive, Detroit, MI 48234 – Contract
Period: Upon City Council Approval through December 31, 2026 – Total Contract Amount: \$425,433.75.

General Services

Waiver of Reconsideration Requested

RECOMMENDATION:

100% Capital Funding – To Provide Gateway Signage with LED/Lighting throughout Detroit. –
Contractor: Fairmont Sign Company – Location: 3750 E Outer Drive, Detroit, MI 48234 – Contract
Period: Upon City Council Approval through December 31, 2026 – Total Contract Amount: \$425,433.75.

General Services

Waiver of Reconsideration Requested

BY Choose an item.

Sandra Stahl, Chief Procurement Officer
Office of Contracting and Procurement Office

RESOLVED: that **Contract No. 6005775** referred to in the foregoing communication dated October 25, 2023 be hereby and is approved.

DEPARTMENTAL CONTACT:

Name: Marcy Wilson
Position: Procurement Assistant



DEPARTMENTAL SUBMISSION

DEPARTMENT: OCFO-Office of Contracting & Procurement
FILE NUMBER: OCFO-Office of Contracting &
Procurement-2695

RE:

Submitting reso. autho. Contract No. 6005798

SUMMARY:

100% City Funding – To Provide Auto Wash Service. – Contractor: Downtown Auto Wash – Location: 1237 Michigan Avenue, Detroit, MI 48226 – Contract Period: Upon City Council Approval for a Period of Two (2) Years – Total Contract Amount: \$81,308.00. **General Services**

RECOMMENDATION:

100% City Funding – To Provide Auto Wash Service. – Contractor: Downtown Auto Wash – Location: 1237 Michigan Avenue, Detroit, MI 48226 – Contract Period: Upon City Council Approval for a Period of Two (2) Years – Total Contract Amount: \$81,308.00. **General Services**

BY Choose an item.

Sandra Stahl, Chief Procurement Officer
Office of Contracting and Procurement Office

RESOLVED: that **Contract No. 6005798** referred to in the foregoing communication dated October 25, 2023 be hereby and is approved.

DEPARTMENTAL CONTACT:

Name: Marcy Wilson
Position: Procurement Assistant



DEPARTMENTAL SUBMISSION

DEPARTMENT: OCFO-Office of Contracting & Procurement
FILE NUMBER: OCFO-Office of Contracting &
Procurement-2694

RE:

Submitting reso. autho. Contract No. 6005799

SUMMARY:

100% City Funding – To Provide Auto Wash Service. – Contractor: Star Auto Wash, Inc. – Location: 18401 W Warren, Detroit, MI 48228 – Contract Period: Upon City Council Approval for a Period of Two (2) Years – Total Contract Amount: \$77,100.00. **General Services**

RECOMMENDATION:

100% City Funding – To Provide Auto Wash Service. – Contractor: Star Auto Wash, Inc. – Location: 18401 W Warren, Detroit, MI 48228 – Contract Period: Upon City Council Approval for a Period of Two (2) Years – Total Contract Amount: \$77,100.00. **General Services**

BY Choose an item.

Sandra Stahl, Chief Procurement Officer
Office of Contracting and Procurement Office

RESOLVED: that **Contract No. 6005799** referred to in the foregoing communication dated October 25, 2023 be hereby and is approved.

DEPARTMENTAL CONTACT:

Name: Marcy Wilson
Position: Procurement Assistant



DEPARTMENTAL SUBMISSION

DEPARTMENT: OCFO - Development & Grants
FILE NUMBER: OCFO - Development & Grants-0421

*** RE:**
Submitting report related to:

*** SUMMARY:**
TO THE HONORABLE CITY COUNCIL: Attached herein is a report of all non-cash donated assets that were accepted to improve existing City of Detroit parks for the calendar year 2023 Quarter 3. This includes the period between July 1, 2023, through September 30, 2023

*** RECOMMENDATION:**
Report Submitted for all donated assets Accepted to improve existing City of Detroit parks and facilities for Calendar Year 2023 Quarter 3. TO THE HONORABLE CITY COUNCIL: Attached herein is a report of all non-cash donated assets that were accepted to improve existing City of Detroit parks for the calendar year 2023 Quarter 3. This includes the period between July 1, 2023, through September 30, 2023.

*** DEPARTMENTAL CONTACT:**
Name: Jalesa Beck
Position: Program Analyst

***=REQUIRED**



CITY OF DETROIT
OFFICE OF THE CHIEF FINANCIAL OFFICER
OFFICE OF DEVELOPMENT AND GRANTS

COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE, SUITE 1026
DETROIT, MICHIGAN 48226
PHONE: 313 • 628-2158
FAX: 313 • 224 • 0542
WWW.DETROITMI.GOV

MEMORANDUM

To: The Honorable Detroit City Council
ATTN: City Clerk Office
200 Coleman A. Young Municipal Center
Detroit MI 48226

Date: October 12, 2023

RE: Report Submitted for all donated assets Accepted to improve existing City of Detroit parks and facilities for Calendar Year 2023 Quarter 3

TO THE HONORABLE CITY COUNCIL:

Attached herein is a report of all non-cash donated assets that were accepted to improve existing City of Detroit parks for the calendar year 2023 Quarter 3. This includes the period between July 1, 2023, through September 30, 2023.

The Office of Development and Grants, in partnership with the General Services Department, received authorization from Detroit City Council to accept donated Assets to improve existing City of Detroit parks on a rolling basis. There are no match requirements for these non-cash donations. The resolution was approved on September 22, 2020. The approved resolution only applies to non-cash assets that were valued under \$25,000.00.

During this quarter, three such assets were donated. The attached report provides additional details. Also included in this report are the supporting documents for this asset improvement.

If you have any questions about this report, please contact our office at any time and we will work to promptly answer all questions.

Sincerely,

DocuSigned by:
Terri Daniels
4D2BEEE23C8D489...

Terri Daniels
Director of Grants, Office of Development and Grants

CC:
Sajjiah Parker, Assistant Director, Grants

DocuSigned by:
Crystal Perkins
619D1524D70D44B...

General Services
Department

DocuSigned by:
Donald R. Johnson
34F9071313554A4...

Office of Budget

General Services Department
Donation Asset Improvements Report
2023 Quarter 3

Park Name/Location	Funding Agency	Award Date	Award Amount	Project Summary
Palmer Park (behind the Community House of Palmer Park)	People for Palmer Park	07/31/2023	\$15,200.00	To install a Junior/Beginner Disc Golf 9 Basket Course behind the Community House of Palmer Park.
Delores Bennet Park	Michigan History Center	07/28/2023	\$4,170.00	To install a historic marker for the North End neighborhood at Delores Bennet Park.
Stoepel Park	Project Backboard	09/28/2023	\$24,000.00	To resurface the basketball courts at Stoepel Park, including crack repair, patch fill, acrylic resurfacing and color coating.



GENERAL SERVICES DEPARTMENT
**Parks & Recreation
Division**

Donation Authorization Form Applicant Section

AIM Code	DPRD Prop #	Request tracking #
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FORM PURPOSE

This form is for individuals or organizations who wish to donate labor, artwork, or funding to physically improve or enhance a City park or recreation center. The information provided on this form will be used to evaluate the proposed donation to determine if the donation can be accepted by the City. All fields not in *italics* are required.

REQUESTOR INFORMATION

<i>Organization Name:</i> Michigan History Center	Contact Name: Noah Levinson
Address: 5515 Caniff	Phone: 248-376-6669
Email: noahben.levinson@gmail.com	<i>Website:</i> n/a
Preferred contact method: e-mail	Organization type: Michigan History Center

DONATION INFORMATION

Park/Rec Facility Name: Delores Bennett Park	Address: 444 Smith St, Detroit, 48202
<i>Specific location at the property (if needed for clarity):</i> Several options with photographs attached, we eagerly await Parks and Rec opinion on best spot	
Estimated value (including all costs incurred): \$ 4,170	
How is this project funded? federal grant received by the state of MI for historical marker project	
Improvement Type: Please note all Improvements require supporting documentation, see below list with links to the materials.	
<input type="checkbox"/> Physical Improvement (Select all that apply.) <ul style="list-style-type: none"> <input type="checkbox"/> Structure (requires BSEED permit) <input checked="" type="checkbox"/> Signage (may require BSEED permit) <input type="checkbox"/> Artwork (requires Artwork Gift Letter) <input type="checkbox"/> All others (requires Gift Letter) <input type="checkbox"/> Maintenance Improvement	
Will this project host an event of more than 25 or more people in the proposed park?	
<input type="checkbox"/> Yes (requires Events Permit) <input type="checkbox"/> No	

PROJECT SUMMARY

Please include a brief narrative of the donation.

This is one of 15 markers as part of a grant funded project to increase and diversify the story telling in Michigan's historical marker program. We have been working for over year meeting with different individuals, community groups, and advisory teams as laid out in the grant to determine 15 stories of people who are routinely excluded or underserved by such projects.



PROJECT DOCUMENTS/SITE PLAN(S)

Please attach your gift letter (required; see links on previous page), site plan, pictures, scope, and/or specifications here:

This marker will commemorate the rich history of the North End neighborhood in Detroit with particularly focus on the Oakland Ave business and entertainment district and the neighborhood's history as an early homestead for Detroit's Black and Jewish communities. The second side will commemorate Delores Bennett, her civic contributions to Detroit and the North End neighborhood and acknowledge the unique creation of Bennett Playground.

RESPONSIBILITIES

Please specify what the proposed responsibilities would be of the applicant, the City or others that are associated with this project. Your application will be reviewed by City staff from each area, starting with a Landscape Architect to review or help you with design and ensure it meets City safety standards.

Who is responsible for the Planning and Design? CITY APPLICANT OTHER N/A

Explanation:

The state of MI has a standardized size and design for the state historical markers.

Who is responsible for Construction (labor/material/permits/insurance)? CITY APPLICANT OTHER N/A

Explanation:

The state contracts with a fabricator that specializes in historical marker signage

What is the timeline of construction/completion for this donation project? (Project must commence within 90 days of application approval, unless extension requested.)

Explanation:

The fabricator provides an estimate of 6-12 months after the application is completed and the text finalized for sign fabrication. This puts the installation eta at 2024 into early 2025

Who is responsible for Cleanup, and Restoration if required? CITY APPLICANT OTHER N/A

Explanation:

Upkeep and or beautification is up to the discretion of the landowner, though the state is happy to provide suggestions. If there is damage to the marker that requires restoration please contact the state.

What are the scheduled Maintenance Requirements for the improvement, and who would be responsible for doing them?

CITY APPLICANT OTHER N/A

Explanation:

Any upkeep or beautification is at the discretion of the landowner

***THANK YOU FOR COMPLETING THIS FORM. AFTER CITY REVIEW THE FORM WILL ROUTE BACK TO THE APPLICANT FOR A FINAL SIGNATURE AND APPROVAL. PLEASE CLICK THE FINISH BUTTON TO SUBMIT.**

Grounds Input

Donation Decision: Approved

Conditions of Approval:

Full

Grounds Name: Rosemary Edwards

Signature: 

Date: 7/28/2023 | 4:37:42 AM PDT

PDU Input

Donation Decision: Approved

Conditions of Approval:

Full Approval

PDU Name: Dave Sumner

Signature: 

Date: 7/15/2023 | 5:26:12 PM EDT

Facilities Input

Donation Decision:

Conditions of Approval:

Facilities Name:

Signature:

Date:

Recreation Input

Donation Decision:

Conditions of Approval:

Recreation Name:

Signature:

Date:

APPLICANT CERTIFICATION

By submitting this request, the undersigned certify(ies) as follows:

1. I/we have the authority to execute this Authorization Form on behalf of myself and the organization named herein;
2. I/we will abide by all rules and policies of the City of Detroit and the General Services Department’s Parks and Recreation Division.
3. I/we commit to completing the proposed donation/project within a year of Authorization Form approval. If the project is not complete within a year from approval I/we will reach out to the General Services Department for an approval extension. If an extension is not requested within 30 days of the one year lapse of Authorization Form approval, a new Donation Authorization Form must be submitted, and the process for approval will start over.
4. All of the information submitted in this Authorization Form is true and accurate to the best of my/our knowledge;
5. The purpose of this Authorization Form is to provide the Parks and Recreation Division with enough information about the donation(s) described herein needed for prior approval of the donation(s);
6. I/We will defend, indemnify, save and hold harmless the City of Detroit, its officers, employees, and agents against and from any and all liabilities, obligations, damages, penalties, claims, costs, charges, and expenses (including without limitation, fees and expenses of attorneys, expert witnesses and other consultants) which may be imposed upon, incurred by, or asserted against myself/us and/or the City of Detroit by reason of or resulting from my/our use of the property, project, or improvements described in this Authorization Form.
7. We acknowledge that all donations are subject to the prior approval by resolution of the Detroit City Council.
8. I/We acknowledge the approved or denied terms of the review donation project as listed below:

Project Conditions required for approval:
 conditions full
 approved

Project Requires City Council approval prior to implementation (submission will be done by GSD/the City).

Project Condition Terms Denied by Applicant Project Approved Conditions Accepted by Applicant

Signature:  _____ Print Name: Noah B Levinson

On behalf of Organization: Michigan History Center Date: 7/28/2023 | 5:55:26 PM EDT

DIRECTOR AUTHORIZATION

Completed by the City of Detroit.

Donation Decision: Approved

Director Name: Crystal Perkins

Signature:  610015210700148...


Date: 8/1/2023 | 7:20:13 PM EDT

DocuSign Envelope ID: 2F2FFD40-8F4A-4901-8BDE-C317D419B7D1

google.com/maps/@42.3748284,-83.0690964,3a,75y,244.71h,86.3t/data=!3m6!1e1!3m4!1s1zL_xTt2gTDAorrhCuxuoA!2e0!7i16384!8i8192?entry=ttu

Mandolin Tablature | Tablature | Blues M... Led Zeppelin Tablat... Jack Morris/Smoke... Hohner Melodica a... AmEx Imported From Safari Fraggelnoter - Frag... Historical Marker Pr...

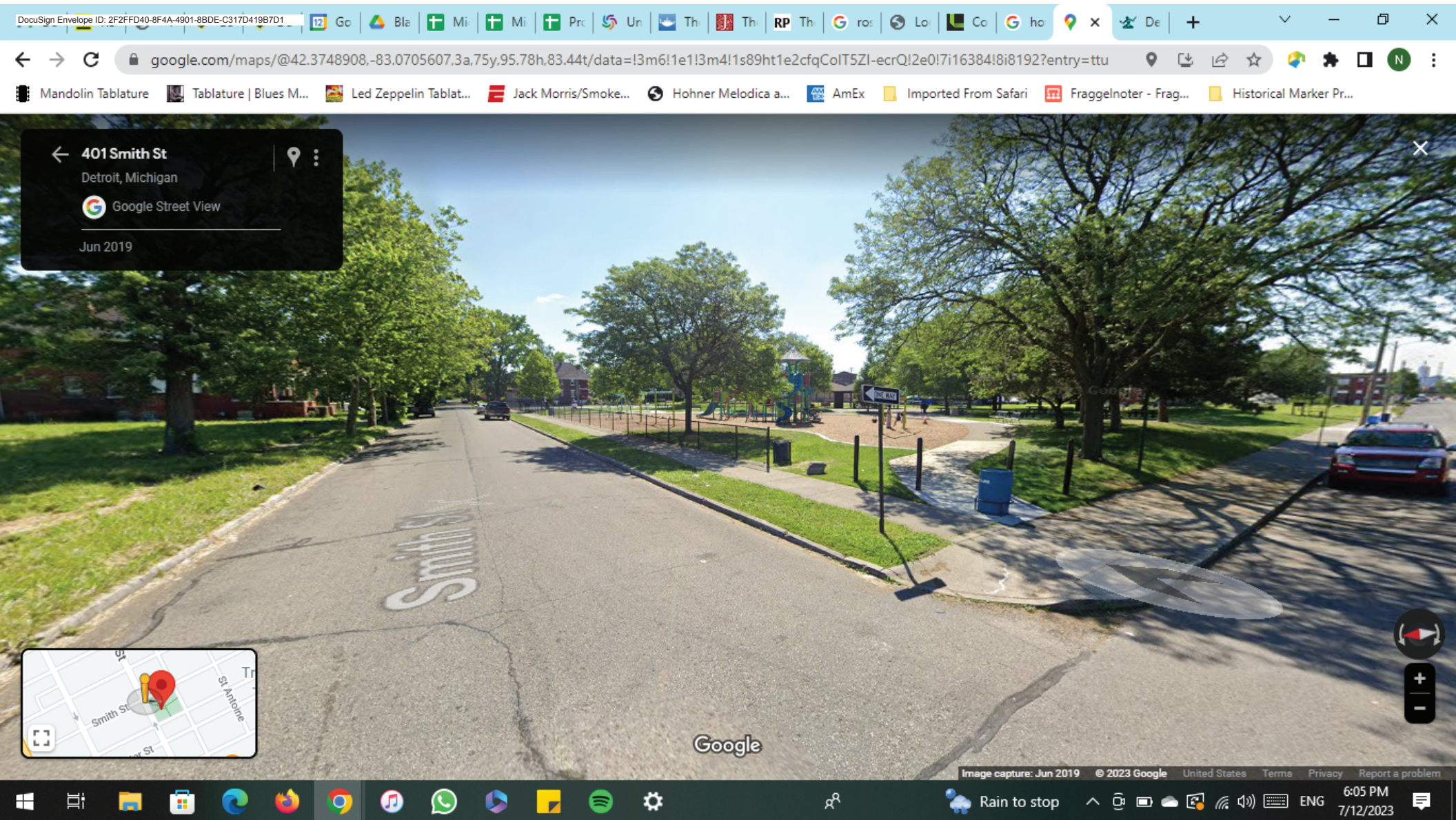
← 7653 Beaubien Blvd
Detroit, Michigan
Google Street View
Nov 2022 See more dates



Google

Image capture: Nov 2022 © 2023 Google United States Terms Privacy Report a problem

Windows taskbar: File Explorer, Microsoft Edge, Firefox, Google Chrome, Music, WhatsApp, OneDrive, PowerPoint, Spotify, Settings, Search, Stairs, Storms tonight, ENG, 6:07 PM 7/12/2023



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← 7600 Brush St
Detroit, Michigan
Google Street View
Nov 2022 See more dates

Google

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Rain to stop 6:05 PM 7/12/2023



GENERAL SERVICES DEPARTMENT
**Parks & Recreation
Division**

Donation Authorization Form Applicant Section

AIM Code	DPRD Prop #	Request tracking #
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FORM PURPOSE

This form is for individuals or organizations who wish to donate labor, artwork, or funding to physically improve or enhance a City park or recreation center. The information provided on this form will be used to evaluate the proposed donation to determine if the donation can be accepted by the City. All fields not in *italics* are required.

REQUESTOR INFORMATION

<i>Organization Name:</i> People for Palmer Park	Contact Name: Stacy Varner
Address: P.O. Box 43735	Phone: 313-590-4161
Email: shvarner5@gmail.com	<i>Website:</i> Peopleforpalmerpark.org
Preferred contact method: phone	Organization type: Nonprofit Organization

DONATION INFORMATION

Park/Rec Facility Name: Palmer Park	Address: 910 Merrill Plaisance
<i>Specific location at the property (if needed for clarity):</i> East of the Community House along wooded treelined extending south to Merrill Plaisance	
Estimated value (including all costs incurred): \$ \$15,200	
How is this project funded? Donation	
<p>Improvement Type:</p> <p>Please note all Improvements require supporting documentation, see below list with links to the materials.</p> <p><input checked="" type="checkbox"/> Physical Improvement (Select all that apply.)</p> <p style="padding-left: 20px;"><input type="checkbox"/> Structure (requires BSEED permit)</p> <p style="padding-left: 20px;"><input type="checkbox"/> Signage (may require BSEED permit)</p> <p style="padding-left: 20px;"><input type="checkbox"/> Artwork (requires Artwork Gift Letter)</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> All others (requires Gift Letter)</p> <p><input type="checkbox"/> Maintenance Improvement</p> <p>Will this project host an event of more than 25 or more people in the proposed park?</p> <p><input type="checkbox"/> Yes (requires Events Permit)</p> <p><input checked="" type="checkbox"/> No</p>	

PROJECT SUMMARY

Please include a brief narrative of the donation.

People for Palmer Park, along with the Paul McBeth Foundation would like to install a Junior/Beginner Disc Golf 9 Basket Course on the land located behind the Community House, along the wooded treelined. The plan is to install nine tee pads, baskets, sleeves and concrete pads with the donated funds.



PROJECT DOCUMENTS/SITE PLAN(S)

Please attach your gift letter (required; see links on previous page), site plan, pictures, scope, and/or specifications here:

See attachments

RESPONSIBILITIES

Please specify what the proposed responsibilities would be of the applicant, the City or others that are associated with this project. Your application will be reviewed by City staff from each area, starting with a Landscape Architect to review or help you with design and ensure it meets City safety standards.

Who is responsible for the Planning and Design? CITY APPLICANT OTHER N/A

Explanation:

People for Palmer Park will be working with Chris McTaggart and the Paul McBeth Foundation to do the planning and design. See course layout.

Who is responsible for Construction (labor/material/permits/insurance)? CITY APPLICANT OTHER N/A

Explanation:

People for Palmer Park will be responsible for any construction related costs. We already maintain a general liability insurance policy for all park activity.

What is the timeline of construction/completion for this donation project? (Project must commence within 90 days of application approval, unless extension requested.)

Explanation:

We plan to lay the foundation of the course as soon as approval. We expect to have this completed August 2023

Who is responsible for Cleanup, and Restoration if required? CITY APPLICANT OTHER N/A

Explanation:

People for Palmer Park will work with community volunteers to assure the course is properly maintained and mowed, if necessary.

What are the scheduled Maintenance Requirements for the improvement, and who would be responsible for doing them?

CITY APPLICANT OTHER N/A

Explanation:

Grass cutting, and potentially repairs to the disc golf tee pads and baskets.

***THANK YOU FOR COMPLETING THIS FORM. AFTER CITY REVIEW THE FORM WILL ROUTE BACK TO THE APPLICANT FOR A FINAL SIGNATURE AND APPROVAL. PLEASE CLICK THE FINISH BUTTON TO SUBMIT.**


Grounds Input

Donation Decision: Approved

Conditions of Approval:

full

Grounds Name: Rosemary Edwards

Signature:  Rosemary Edwards
DocuSigned by:
6320351DF8D411...

Date: 8/8/2023 | 5:22:31 AM PDT

PDU Input

Donation Decision: Approved

Conditions of Approval:

Full approval

PDU Name: David Sumner

Signature:  David Sumner
DocuSigned by:
379CF3C8B6DF1E8...

Date: 7/31/2023 | 2:39:30 PM EDT

Facilities Input

Donation Decision:

Conditions of Approval:

Facilities Name:

Signature:

Date:

Recreation Input

Donation Decision:

Conditions of Approval:

Recreation Name:

Signature:

Date:

APPLICANT CERTIFICATION

By submitting this request, the undersigned certify(ies) as follows:

1. I/we have the authority to execute this Authorization Form on behalf of myself and the organization named herein;
2. I/we will abide by all rules and policies of the City of Detroit and the General Services Department’s Parks and Recreation Division.
3. I/we commit to completing the proposed donation/project within a year of Authorization Form approval. If the project is not complete within a year from approval I/we will reach out to the General Services Department for an approval extension. If an extension is not requested within 30 days of the one year lapse of Authorization Form approval, a new Donation Authorization Form must be submitted, and the process for approval will start over.
4. All of the information submitted in this Authorization Form is true and accurate to the best of my/our knowledge;
5. The purpose of this Authorization Form is to provide the Parks and Recreation Division with enough information about the donation(s) described herein needed for prior approval of the donation(s);
6. I/We will defend, indemnify, save and hold harmless the City of Detroit, its officers, employees, and agents against and from any and all liabilities, obligations, damages, penalties, claims, costs, charges, and expenses (including without limitation, fees and expenses of attorneys, expert witnesses and other consultants) which may be imposed upon, incurred by, or asserted against myself/us and/or the City of Detroit by reason of or resulting from my/our use of the property, project, or improvements described in this Authorization Form.
7. We acknowledge that all donations are subject to the prior approval by resolution of the Detroit City Council.
8. I/We acknowledge the approved or denied terms of the review donation project as listed below:

Project Conditions required for approval:
 All conditions have been fully approved.

Project Requires City Council approval prior to implementation (submission will be done by GSD/the City).

Project Condition Terms Denied by Applicant Project Approved Conditions Accepted by Applicant

Signature:  _____ Print Name: People for Palmer Park

On behalf of Organization: People for Palmer Park Date: 8/8/2023 | 5:46:10 AM PDT

DIRECTOR AUTHORIZATION

Completed by the City of Detroit.

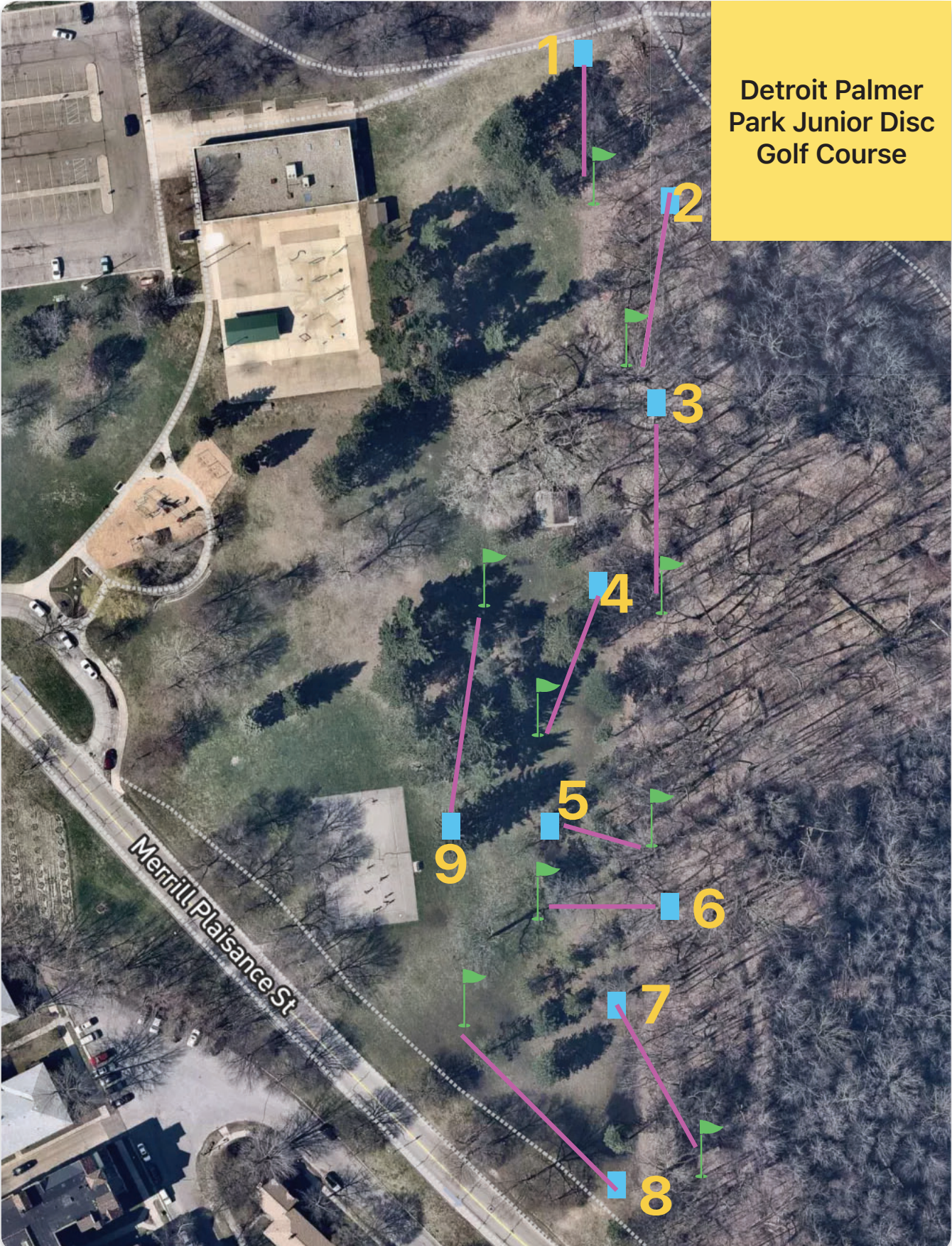
Donation Decision: Approved

Director Name: Crystal Perkins

Signature:  DocuSigned by:
Crystal Perkins
61001521079D14E...

Date: 8/8/2023 | 9:06:52 AM EDT

**Detroit Palmer
Park Junior Disc
Golf Course**



----- Forwarded message -----

From: **David Barfield** <dbbarfield@gmail.com>

Date: Thu, Oct 6, 2022 at 1:18 AM

Subject: Detroit - Palmer Park

To: Chris McTaggart <mctaggag9@gmail.com>, Dietrich Creative Designs <dietrichcreative@gmail.com>

Chris and Sean - Great news! You guys have been approved by the Board of Directors of the Paul McBeth Foundation as a 2023 project! Congratulations! We are excited to partner with you as you expand the footprint and impact of disc golf in Detroit.

We would ask that you not share the news with the general public just yet, we want to be able to make an announcement in the coming weeks to make it official. You are welcome to share with your key leaders and volunteers, but please encourage everyone not to post on social media at this time.

So what does approval mean? And what are the next steps? I am glad you asked. A few things will begin to happen soon. One - an announcement from PMF will occur and we hope to get a lot of traction and excitement built with you as we partner with you guys in Detroit. Two - we are preparing an assessment team or individual to come to you to design the putter course and evaluate current 18. Our hope is that this will occur this calendar year, which will start the clock on when to schedule the project for implementation in 2023. Three - final recommendation as to what will be included in the project grant. At this time PMF will provide through one of our corporate partners - 9 Chainstar pros to complete the 18 hole course, the design for a 9 hole putter/ beginner course and 27 tee signs. Our assessment team will work with you and then make a recommendation about the number of tees and installation possibilities as well as discuss media plans and the potential of course expansion in the future.

Not to give excuses, but rather explanations, I am part of the Design Team that will be in Nicaragua next week, so after that trip I should be able to set up a zoom with our team to get an assessment team in for you guys. If you have questions in the meantime, please feel free to reach out. My number is listed below.

Again, Congratulations!

David Barfield



Advance and Projects Team

Paul McBeth Foundation

864-314-0348

Paul McBeth Foundation and Discraft Team Up to Bring Disc Golf to Detroit's Palmer Park, Empowering Urban Communities with Accessible Recreation

The Paul McBeth Foundation, in partnership with Discraft, is excited to unveil Project 3.3 - Detroit, Michigan, an initiative aimed at introducing disc golf to an underserved urban community. Building on the success of previous projects, PMF and Discraft are now set to add disc golf to Detroit's recreational landscape.

Disc golf has the power to transform lives, promoting physical fitness, mental wellness, and social engagement. However, many major cities, including Detroit, have limited access to green spaces, leaving residents without opportunities to experience this vibrant sport. Recognizing this disparity, PMF and Discraft have come together to bridge the gap and bring disc golf directly to the heart of the Motor City.

Palmer Park Disc Golf Course was initiated in 2021 by a dedicated group of volunteers, but lacked crucial amenities such as teepads and tee signs. Seeking to elevate the course to new heights, the volunteers collaborated with PMF to complete the project.

The original goal behind the Detroit Palmer Palmer Disc Golf course was to introduce the sport of disc golf to the residents of Detroit with a permanent, high quality 18-hole disc golf course. A true grassroots, community-funded passion project has led to the establishment of one of Metro Detroit's top rated courses. However, many residents of the City of Detroit are still inexperienced with this new activity at the park.

As a result, PMF, Discraft, and People for Palmer Park (PFPP) have collaborated in establishing a 9-hole Junior course that can be enjoyed by players of all skill levels, but is perfect to serve as a beginner-level course for brand new players, children, seniors, and residents with disabilities, for whom playing the larger main course can pose a challenge physically and skill-wise.

"PMF's generous sponsorship to fund the design and installation of the Junior course, as well as the completion of the main course at Palmer Park is a true testament to the mission of both organizations." said PFPP Board Member, Chris McTaggart. "With this new recreational opportunity, coupled with skill-building demonstrations from UPlay, we can achieve our collective goal of introducing the sport to a whole new community of players for generations to come."

Thanks to the generous support from Discraft, the project will see the installation of 18 new Chainstar Pro baskets, providing consistent baskets across both courses, along with completed tee pads to enhance the player experience. Additionally, 27 tee signs will guide players through their rounds, ensuring an enjoyable and memorable disc golf experience for all.

The Paul McBeth Foundation, driven by its belief in the transformative power of disc golf, is committed to supporting the growth of this exciting sport in major cities, as evidenced by their projects in Chicago and Madrid. With Project 3.3, the foundation and its partners envision a vibrant future where disc golf becomes a staple recreational activity in major cities.

"We are truly excited for what Project 3.3 will bring to the City of Detroit," said Dustin Leatherman, PMF Executive Director, "By establishing two distinct disc golf courses in Palmer Park, there will now be equitable opportunities for nearly 700,000 residents within the city limits to engage in outdoor recreation, fostering community cohesion and well-being."

As with previous projects, PMF will collaborate with local organizations and community members to ensure the courses meet the specific needs and interests of Detroit's communities. The initiative aims to empower individuals and families to embrace an active lifestyle and strengthen the fabric of urban neighborhoods through shared experiences on the disc golf course.

For more information about Project 3.3, or to learn more about the Paul McBeth Foundation's efforts to expand disc golf opportunities, check out our website: www.paulmcbethfoundation.org

To suggest a future project location, please fill out our project request form located here: <https://www.paulmcbethfoundation.org/contact/project-partners/>

To support future projects like this one, please consider joining our [Builders Club](#), a monthly recurring donor program that helps sustain the Paul McBeth Foundation to continue giving access to disc golf to everyone.



GENERAL SERVICES DEPARTMENT
**Parks & Recreation
Division**

Donation Authorization Form Applicant Section

AIM Code	DPRD Prop #	Request tracking #
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FORM PURPOSE

This form is for individuals or organizations who wish to donate labor, artwork, or funding to physically improve or enhance a City park or recreation center. The information provided on this form will be used to evaluate the proposed donation to determine if the donation can be accepted by the City. All fields not in *italics* are required.

REQUESTOR INFORMATION

<i>Organization Name:</i> Project Backboard	Contact Name: Daniel Peterson
Address: 53 Christamon S	Phone: 5124922062
Email: dpeterson@projectbackboard.org	<i>Website:</i> www.projectbackboard.org
Preferred contact method: e-mail	Organization type: 501(c)(3)

DONATION INFORMATION

Park/Rec Facility Name: Stoepel Park	Address: 10363 Outer Dr W, Detroit, MI 48223
<i>Specific location at the property (if needed for clarity):</i> Basketball Courts	
Estimated value (including all costs incurred): \$ 24000	
How is this project funded? Project Backboard	
Improvement Type: Please note all Improvements require supporting documentation, see below list with links to the materials. <ul style="list-style-type: none"> <input type="checkbox"/> Physical Improvement (Select all that apply.) <ul style="list-style-type: none"> <input type="checkbox"/> Structure (requires BSEED permit) <input type="checkbox"/> Signage (may require BSEED permit) <input type="checkbox"/> Artwork (requires Artwork Gift Letter) <input type="checkbox"/> All others (requires Gift Letter) <input checked="" type="checkbox"/> Maintenance Improvement 	
Will this project host an event of more than 25 or more people in the proposed park? <ul style="list-style-type: none"> <input type="checkbox"/> Yes (requires Events Permit) <input type="checkbox"/> No 	

PROJECT SUMMARY

Please include a brief narrative of the donation.

This donation is for the resurfacing of the basketball courts at Stoepel Park, including crack repair, patch fill, acrylic resurfacing and sports specific color coating.



PROJECT DOCUMENTS/SITE PLAN(S)

Please attach your gift letter (required; see links on previous page), site plan, pictures, scope, and/or specifications here:

See attached.

RESPONSIBILITIES

Please specify what the proposed responsibilities would be of the applicant, the City or others that are associated with this project. Your application will be reviewed by City staff from each area, starting with a Landscape Architect to review or help you with design and ensure it meets City safety standards.

Who is responsible for the Planning and Design? CITY APPLICANT OTHER N/A

Explanation:
Applicant is responsible for planning and design.

Who is responsible for Construction (labor/material/permits/insurance)? CITY APPLICANT OTHER N/A

Explanation:
Applicant is responsible for construction.

What is the timeline of construction/completion for this donation project? (Project must commence within 90 days of application approval, unless extension requested.)

Explanation:
Project will be completed by the end of October 2023.

Who is responsible for Cleanup, and Restoration if required? CITY APPLICANT OTHER N/A

Explanation:
Applicant is responsible for cleanup.

What are the scheduled Maintenance Requirements for the improvement, and who would be responsible for doing them?

CITY APPLICANT OTHER N/A

Explanation:
No additional Maintenance Requirements, maintenance will be consistent with all other basketball courts in the park system.

***THANK YOU FOR COMPLETING THIS FORM. AFTER CITY REVIEW THE FORM WILL ROUTE BACK TO THE APPLICANT FOR A FINAL SIGNATURE AND APPROVAL. PLEASE CLICK THE FINISH BUTTON TO SUBMIT.**



GENERAL SERVICES DEPARTMENT
**Parks & Recreation
Division**

Donation Authorization Form City Section

This section of the form is for internal City use only.

It is used to review and analyze proposals pending a recommendation to proceed.

Administrative Input

Any previous experience with this applicant? YES NO

Park Partnership / Community Group Affiliation? YES NO

Describe: Project Backboard artwork for basketball court

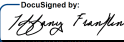
Does this project require a maintenance agreement or MOU? YES NO

Conditional input: Facilities Recreation

Has the appropriate gift letter, site plan and supplemental materials been provided? YES NO N/A

Landscape Design Area / City Council District: 1 2 3 4 5S 6 7 City-wide

Other comments:
Applicant responsible for clean up and care


Administrator Name: Tiffany Franklin **Signature:**  **Date:** 9/12/2023 | 8:15:49 AM

Landscape Architect Input

Donation Decision: Approved

Asset Value: \$ 24,000 Asset Life Cycle:10

Conditions of Approval:
Please provide repair/painting schedule prior to ground break to City Representative, and let us know if you would like a pre-construction/project kick off meeting on-site.

Landscape Architect Name: Farhat **Signature:**  **Date:** 9/12/2023 | 9:27:37 AM

Grounds Input

Donation Decision: Approved

Conditions of Approval:

Full Approval

Grounds Name: Rosemary Edwards

Signature: 

Date: 9/26/2023 | 9:27:17 AM PDT


PDU Input

Donation Decision: Approved

Conditions of Approval:

Full Approval

PDU Name: David Sumner

Signature: 

Date: 9/16/2023 | 9:13:16 AM EDT

Facilities Input

Donation Decision:

Conditions of Approval:

Facilities Name:

Signature:

Date:

Recreation Input

Donation Decision:

Conditions of Approval:

Recreation Name:

Signature:

Date:

APPLICANT CERTIFICATION

By submitting this request, the undersigned certify(ies) as follows:

1. I/we have the authority to execute this Authorization Form on behalf of myself and the organization named herein;
2. I/we will abide by all rules and policies of the City of Detroit and the General Services Department’s Parks and Recreation Division.
3. I/we commit to completing the proposed donation/project within a year of Authorization Form approval. If the project is not complete within a year from approval I/we will reach out to the General Services Department for an approval extension. If an extension is not requested within 30 days of the one year lapse of Authorization Form approval, a new Donation Authorization Form must be submitted, and the process for approval will start over.
4. All of the information submitted in this Authorization Form is true and accurate to the best of my/our knowledge;
5. The purpose of this Authorization Form is to provide the Parks and Recreation Division with enough information about the donation(s) described herein needed for prior approval of the donation(s);
6. I/We will defend, indemnify, save and hold harmless the City of Detroit, its officers, employees, and agents against and from any and all liabilities, obligations, damages, penalties, claims, costs, charges, and expenses (including without limitation, fees and expenses of attorneys, expert witnesses and other consultants) which may be imposed upon, incurred by, or asserted against myself/us and/or the City of Detroit by reason of or resulting from my/our use of the property, project, or improvements described in this Authorization Form.
7. We acknowledge that all donations are subject to the prior approval by resolution of the Detroit City Council.
8. I/We acknowledge the approved or denied terms of the review donation project as listed below:

Project Conditions required for approval:
Full approval

Project Requires City Council approval prior to implementation (submission will be done by GSD/the City).

Project Condition Terms Denied by Applicant Project Approved Conditions Accepted by Applicant

Signature:  **Print Name:** Daniel Peterson

On behalf of Organization: Project Backboard **Date:** 9/26/2023 | 12:46:07 PM EDT

DIRECTOR AUTHORIZATION

Completed by the City of Detroit.

Donation Decision: Approved

Director Name: Crystal Perkins

Signature:  DocuSigned by:
Crystal Perkins
6102463402990142

Date: 9/30/2023 | 9:03:55 AM EDT

GIFT LETTER OF REQUEST
(Attachment to the Asset Improvement Request)

September 8, 2023

Brad Dick, Group Executive
Detroit Parks and Recreation Division
115 Erskine St.
Detroit, MI 48201

Dear Brad:

On behalf of the 501(c)(3) non-profit, Project Backboard, a, I am writing to offer our full assistance in resurfacing, and color coating the basketball courts at Stoepel Park, 10363 Outer Dr W, Detroit, MI 48223. The costs, approximately \$24,000 are being borne by the group mentioned above.

The park will be renovated and resurfaced with the same materials already used within the park system and will require no additional, or site specific maintenance. That said, however, we will maintain close contact with local partners to ensure that if special or unusual maintenance is needed we can provide the necessary assistance in a timely manner.

Thank you for your time and consideration.

Sincerely,



Daniel Peterson
Director, Project Backboard
www.projectbackboard.org
512.492.2062





DEPARTMENTAL SUBMISSION

DEPARTMENT: Public Works - City Engineering
FILE NUMBER: Public Works - City Engineering-0330

*** RE:**

Submitting reso. autho. Wayne County Annual Special Events Permit

*** SUMMARY:**

An Annual Permit granting permission to temporarily close a County road for a reasonable length of time for a parade, marathon, celebration, festival or similar activity, or to use a County road as a detour for traffic around such activity taking place on a non-County road may be issued by the Wayne County Permit Office to the City of Detroit.

*** RECOMMENDATION:**

Approve

*** DEPARTMENTAL CONTACT:**

Name: Jered Dean
Position: Manager II

***=REQUIRED**



CITY OF DETROIT
DEPARTMENT OF PUBLIC WORKS
CITY ENGINEERING DIVISION

COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVE. SUITE 601
DETROIT, MICHIGAN 48226
PHONE: (313) 224-3949 • TTY:711
FAX: (313) 224-3471
WWW.DETROITMI.GOV

October 20th, 2023

Honorable City Council:

RE: Wayne County Annual Special Events Permits for 2024

An Annual Permit granting permission to temporarily close a County road for a reasonable length of time for a parade, marathon, celebration, festival or similar activity, or to use a County road as a detour for traffic around such activity taking place on a non-County road may be issued by the Wayne County Permit Office to the City of Detroit.

As a condition of the annual permit, the County requires that the governing body pass a blanket resolution, effective for all permitted road closures for special events and installation of banners planned throughout the year which:

- 1) Agrees to fulfil all permit obligations and conditions for the current year.
- 2) To the extent allowed by law, hold harmless and defends Wayne County and its officials and employees against any and all damage claims, suits or judgments of any kind or nature arising as a result of the permitted activity.
- 3) Designates and authorizes an appropriate official of the requesting municipality to sign the permit on its behalf.

A resolution based on the Model Community Resolution Authorizing Execution of Wayne County Permits is attached.

I am recommending adoption of the attached resolution.

Respectfully submitted,

Richard Doherty, P.E., City Engineer
City Engineering Division – DPW

JMK/SW

Cc: Ron Brundidge, Director, DPW
Mayor's Office – City Council Liaison

COUNCIL MEMBER _____

WHEREAS, the City of Detroit (hereinafter the "City") periodically applies to the County of Wayne Department of Public Services Engineering Division Permit Office (hereinafter the "County") for permits to conduct emergency repairs, annual maintenance work, and for other purposes on local and County roads located entirely within the boundaries of the City, as needed from time to time to maintain the roads in a condition reasonably safe and convenient for public travel;

WHEREAS, pursuant to Act 51 of 1951, being MCL 247.651 et seq., the County permits and regulates such activities noted above and related temporary road closures;

NOW THEREFORE, BE IT RESOLVED, in consideration of the County granting such permit (hereinafter the "Permit"), the City agrees and resolves that:

Any work performed for the City by a contractor or subcontractor will be solely as a contractor for the City and not as a contractor or agent of the County. Any claims by any contractor or subcontractor will be the sole responsibility of the City. The County shall not be subject to any obligations or liabilities by vendors and contractors of the City, or their subcontractors.

The City shall take no unlawful action or conduct which arises either directly or indirectly out of its obligations, responsibilities, and duties under the Permit which results in claims being asserted against or judgement being imposed against the County, and all officers, agents and employees thereof pursuant to a maintenance contract. In the event that same occurs, for the purposes of the Permit, it will be considered a breach of the Permit thereby giving the County a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

With respect to any activities authorized by Permit, when the City requires insurance on its own or its contractor's behalf, it shall also require that such policy include as named insured the County of Wayne and all officers, agents and employees thereof.

The incorporation by the County of this Resolution as part of a permit does not prevent the County from requiring additional performance security or insurance before issuance of a Permit.

This Resolution stipulates that the requesting City shall, at no expense to Wayne County, provide necessary police supervision, establish detours and post all necessary signs and other traffic control devices in accordance with the Michigan Manual of Uniform Traffic Control Devices.

This Resolution stipulates that the requesting City shall assume full responsibility for the cost of repairing damage done to the County road during the period of road closure or partial closure.

This Resolution shall continue in force from the date of execution until cancelled by the City or the County with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the City with regard to any Permit which has already been issued or activity which has already been undertaken.

The City stipulates that it agrees to the terms of the County of Wayne permit at the time a permit is signed by the City's authorized representative.

BE IT FURTHER RESOLVED, that the following individual(s) is/are authorized in their official capacity as the City's authorized representative to sign and so bind the City to the provisions of any and all permits applied for to the County of Wayne, Department of Public Services Engineering Division Permit Office for necessary permits from time to time to work within County road right-of-way or local roads on behalf of the City.



Warren C. Evans
County Executive

October 19, 2023

City of Detroit -DPW
(313) 224-3955
200 Coleman A. Young Municipal Center, STE 802
Detroit, MI 48226

RE: Annual Permit for Special Events - A-24166

Attention: Richard Doherty

Enclosed is your Wayne County Annual Permit for Special Events package. This annual permit grants preliminary authorization to a municipality to

- a) temporarily close a county road for a reasonable length of time for a parade, marathon, festival, or similar activity.
- b) to use a county road as a detour for traffic around such activity taking place on a non-county road.
- c) place a temporary banner within the County right-of-way.

In addition to the annual permit, the package also includes the following attachments, which are incorporated by reference into the permit:

1. *Annual Special Events Attachment for Municipalities*
2. *Banner Attachment for Municipalities*
3. *General Conditions and Limitations of Permits*
4. *Model Community Resolution*

As a condition of the annual permit, the County requires that a governing body pass a blanket resolution, effective for all permitted road closures for special events and installation of banners planned throughout the year which.

- a) agrees to fulfill all permit obligations and conditions for the current year.
- b) to the extent allowed by law, hold harmless and defend Wayne County and its officials and employees against any and all damage claims, suits or judgments of any kind or nature arising as a result of the permitted activity.
- c) designates and authorizes an appropriate official of the requesting municipality to sign the permit on its behalf.

Additionally, the Permit Office requires that each municipality provide a written request on municipal letterhead at least (10) ten business days prior to the commencement of a road closure and/or banner placement. The written request should include all required information as specified in the appropriate attachments, "Annual Special Events for Municipalities" or "Annual Attachment for Banners". Upon approval, the permit office shall issue a permit authorizing the special event activities.

Department of Public Services – Permit Office
33809 Michigan Avenue, Wayne, MI 49184 ■ Phone (734) 858-2774 ■ Fax (734) 595-6356

For additional information on the Annual Permit for Special Events (Road Closure/Detour and Banner Placement), please refer to Rule 11.4 published in the Wayne County, Rules, Specifications & Procedures for Construction Permits.

This publication may be downloaded at

http://www.waynecounty.com/dps/construction_permits.htm

Please return the original permit, signed and dated by the person authorized and designated by the resolution, along with a certified copy of the resolution consistent with the requirements transmitted in this package. Type the name of the designated signer below the signature line and submit these documents to:

**Wayne County Department of Public Services
Permit Office
Attn: Indira Boda
33809 Michigan Avenue
Wayne MI 48184**

Once received, an executed copy will be returned to you for your files.

If you have any questions regarding this Annual Permit, please contact me at (734) 858-2774 extension 2024.

Sincerely,

Indira Boda

Permit Coordinator

C: file

Attachments:

*Annual Permit
Annual Special Events Attachment for Municipalities
Banner Attachment for Municipalities
General Conditions and Limitations of Permits
Model Community Resolution*

Department of Public Services – Permit Office
33809 Michigan Avenue, Wayne, MI 48184 ☎ Phone (734) 858-2774 ✉ Fax (734) 595-6356

PERMIT OFFICE
 33809 MICHIGAN AVE
 WAYNE, MI 48184
 PHONE (734) 858-2774
 FAX (734) 595-6356



Permit No. A-24166	
ISSUE DATE 10/19/2023	EXPIRES 12/31/2024
REVIEW NO.	Work Order

72 HOURS BEFORE ANY
 CONSTRUCTION CALL
Inspection Staff
(734) 858-2761
 FOR INSPECTION

**WAYNE COUNTY
 DEPARTMENT OF PUBLIC SERVICES**

PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN

PROJECT NAME: **Detroit - Special Events**

LOCATION: CITY/TOWNSHIP: **City of Detroit**

PERMIT HOLDER: City of Detroit -DPW 200 Coleman A. Young Municipal Center Detroit, MI 48226 Contact: RICHARD DOHERTY	Work: 3132243995 Work Ext: Mobile: Home:	CONTRACTOR: Work: Work Ext: Mobile: Home:	Contact:
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DESCRIPTION OF PERMITTED ACTIVITY (72 HOURS BEFORE YOU DIG, CALL MISS DIG 1-800-482-7161, www.missdig.org)

·TO ALLOW TEMPORARY CLOSURE OF CERTAIN LOCAL AND COUNTY ROADS FOR A SPECIFIED PERIOD OF TIME IN ACCORDANCE WITH ALL GENERAL AND SPECIAL CONDITIONS OF THIS PERMIT.
 REFER TO ATTACHEMENT: ANNUAL SPECIAL EVENTS PERMIT FOR MUNICIPALITIES TO CONDUCT PARADES, BLOCK PARTIES, MARATHONS, CELEBRATIONS AND FESTIVALS.
 PERMIT TO INSTALL BANNERS WITHIN THE COUNTY ROAD RIGHT OF WAY. PLEASE REFER TO ATTACHMENT: ANNUAL PERMIT FOR MUNICIPAL BANNERS
 PERMIT HOLDER SHOULD CONTACT /INFORM THE LOCAL POLICE, HOSPITAL, SCHOOL, AND ANY OTHER LOCAL AGENCIES ARE / MAY BE AFFECTED BY THIS ROAD CLOSURE THREE (3) BUSINESS DAYS PRIOR TO THE SCHEDULED CLOSURE.
 THE PERMIT HOLDER SHOULD CONTACT THE WAYNE COUNTY TRAFFIC OFFICE AT (734)955-2154 THREE WORKING DAYS PRIOR TO ANY CLOSURE.
 THE CONTRACTOR / PERMIT HOLDER WILL SET UP AND MAINTAIN ALL BARRICADING AND SIGNS IN ACCORDANCE WITH THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROLS DEVICES
 ([HTTP://MUTCD.FHWADOT.GOV](http://MUTCD.FHWADOT.GOV)) AND WILL BE THE RESPONSIBILITY OF THE PERMIT HOLDER.
 ALL ATTACHMENTS ARE INCORPORATED BY REFERENCE AS PART OF THIS PERMIT.

FINANCIAL SUMMARY	DEPOSITOR	APPROVED PLANS PREPARED BY
TOTAL PERMIT AMOUNT	Bank: Tender Type: Date: Check No.: Final Check:	Applicant : PLANS APPROVED BY Matthew Fiems DATE
Credit		REQUIRED ATTACHMENTS Approved Plans, General Conditions, Indemnity and Insurance Attachment, Rules, Specifications and Procedures for Permit.

In consideration of the Permit Holder and Contractor agreeing to abide and conform with all the terms and conditions herein, a Permit is hereby issued to the above named to Construct, Operate, Use and/or Maintain within the Road Right of Way, County Easement, and/or County Property. The permitted work described above shall be accomplished in accordance with the Approved Plans, Maps, Specifications and Statements filed with the Permit Office which are integral to and made part of this Permit. The General Conditions as well as any Required Attachments are incorporated as part of this Permit.

**WAYNE COUNTY DEPARTMENT
 OF PUBLIC SERVICES**

RICHARD DOHERTY PERMIT HOLDER NAME / AUTHORIZED AGENT	DATE	PREPARED BY	
CONTRACTOR NAME / AUTHORIZED AGENT	DATE	VALIDATED BY PERMIT COORDINATOR	DATE



**Wayne County Department of Public Services
Engineering Division – Permit Office**

**Annual Special Events for Municipalities
Road Closure/Detour Guidelines**

An Annual Permit granting permission to temporarily close a County road for a reasonable length of time for a parade, marathon, celebration, festival or similar activity, or to use a County road as a detour for traffic around such activity taking place on a non-County road may be issued by the Permit Office to a governing body of a city, incorporated village or township.

A permit, granting authorization to close County roads and to set detours over County roads may be issued if an annual Special Events Permit was previously executed with an associated blanket resolution. For each event, the Permit Holder shall submit a written request at least ten (10) business days prior to the commencement of a road closure. Each request shall be submitted on municipal letterhead and include the following information:

- a) The nature of the activity for which the permit is requested;
- b) The dates and times it is proposed to close and reopen the County road to traffic;
- c) The roads and/or portions of roads to be closed;
- d) The proposed detour route or routes, including a map if necessary to clearly describe the proposed detour.

The written request shall be sent to the following offices:

Wayne County Permit Office
33809 Michigan Ave
Wayne MI 48184

Wayne County Division of Roads
Traffic Operations Office
29900 Goddard Road
Romulus MI 48242

Upon approval of the request, a permit will be issue authorizing the special event activities.

Permit Conditions:

1. All roads temporarily closed under the permit shall be County local roads, as certified under Act 51, P.A. 1951, with residential frontage exclusive of section line (mile roads), quarter section line (collector roads) and border line roads.
2. Road closures authorized under the permit shall not be for the purpose of allowing private commercial activities such as advertising or the sale of goods, wares or produce.
3. The Permit Holder, at no expense to the County, shall provide any necessary police supervision.
4. Road closures authorized under the permit shall not have the effect of depriving property which is not adjacent to the section of road being closed from continuous uninterrupted access to the main public road system.
5. The closure or partial closure of the road and any detour route selected shall allow alternative routes for the reasonably safe and convenient movement of traffic.
6. Road closures authorized by the permit shall not exceed the approved duration, generally between 24 and 72 hours.
7. The Permit Holder shall, at no expense to the County, install, maintain and remove all traffic control devices required for the temporary road closure and detour routes.
8. All traffic control devices installed in conjunction with the road closure or partial closure and any detour route shall conform to the provisions of the current MMUTCD.
9. The Permit Holder shall, at its sole expense, immediately following conclusion of the permitted activity clean up and remove any litter, debris, refuse, etc., placed or left in the right-of-way as a result of the permitted activity. In the event that the Permit Holder fails to clean up as required, causing Wayne County to do the cleanup work, the Permit Holder shall reimburse Wayne County any costs incurred to restore the right-of-way.
10. The Permit Holder acknowledges that the County may, at its sole discretion, deny any road closure proposed under the permit.

Revised: October 7, 2008



**Wayne County Department of Public Services
Engineering Division – Permit Office
Banner Attachment for Municipalities
Guidelines**

Pursuant to MCL §247.323, a permit for installation of any banner to be placed within or over County road right-of-way may be issued to a governing body of a city, incorporated village or township. Commercial signs shall not be permitted within the right-of-way of any road under the jurisdiction of the Wayne County.

A permit, authorizing the placement of banners within the County right-of-way may be issued if an annual Special Events Permit was previously executed with an associated blanket resolution. For each event, the Permit Holder shall submit a written request at least ten (10) business days prior to the placement of banner(s). Each request shall be submitted on municipal letterhead and include the following information:

- a) The activity in connection with which the banner is to be placed;
- b) The location of the proposed installation, including distance to overhead traffic control devices;
- c) A description of the banner, including any legend or symbol thereon;
- d) The height of any overhead banner from the road surface to its lowest point;
- e) The dates the banner will be erected and removed. This period shall not exceed a time specified by the Permit Office. An acceptable period of time for banners to be in place is a total of three (3) weeks, except for Holiday decorations which may be in place for eight (8) weeks;
- f) Such other information as the Permit Office may deem necessary.

Upon approval of the request, a permit will be issued authorizing the special event activities.

Design & Placement Requirements

- a) Any banner shall be designed, installed and located so as to avoid danger to those using the road or undue interference with the free movement of traffic or maintenance operations.
- b) Any banner shall be securely fastened so as to have a minimum bottom height of 18 feet above the surface of the traveled way, shall be placed no closer than 100 feet in advance of flashing beacons or traffic control signals and shall be placed so as to not obstruct a clear view of traffic lights, signals or other traffic control devices.
- c) Banners shall not be attached to trees.
- d) No banner shall have displayed thereon any legend or symbol which may in any way be construed to advertise or otherwise promote the sale of or publicize any merchandise or commodity, or which may be construed to be political in nature.
- e) No banner shall have displayed thereon any device that is or purports to be an imitation of, resembles or may be mistaken for a traffic control device or which attempts to direct the movement of traffic.
- f) No banner shall be above ground figures, signs or other structures, objects or devices whether lit or unlit.
- g) Decorations shall not include flashing lights, reflective materials or other devices that may distract motorists.

Permit Conditions

- a) Any authorization may be revoked by the Permit Office if the banner placement becomes dangerous to those using the road or unduly interferes with the free movement of traffic or maintenance operations.
- b) The city, village or township making application shall faithfully fulfill all permit requirements.

An addendum authorization may be revoked by the Permit Office upon failure to comply with any permit conditions.

Revised: October 14, 2009



Wayne County Department of Public Services Engineering Division – Permit Office

Conditions & Limitations of Permits

Plan Approval and Specifications: All work performed under the permit shall be done in accordance with the approved plans, specifications, maps, statements and special conditions filed with the County and shall comply with Wayne County Specifications, as defined in the current *Wayne County Rules, Specifications and Procedures for Permit Construction*, included as an attachment to this permit, the *Wayne County Standard Plans for Permit Construction*, and the *MDOJ Standard Specifications For Construction*, as modified by WCDDPS Special Provisions, and other WCDDPS specifications. Any situation or problem which occurs as a result of the construction, operation, use and/or maintenance of the facility in the right-of-way and is not covered by the approved plans nor by the County's current Standards and Specifications shall be resolved by the Permit Holder as directed and approved by the Permit Office. Any significant change to the plans must be approved by the Permit Office and is authorized only when an approved addendum is obtained from the Permit Office.

Fees: The Permit Holder shall be responsible for all fees and costs incurred by the County in connection with the permit and shall deposit payment for fees and costs as determined by the County at the time the permit is issued.

Bond: The Permit Holder shall furnish a bond in cash or Certified check in an amount acceptable to the County to guarantee performance under the conditions of the permit. The County may use all or any portion of the bond which shall be necessary to cover any expense, including inspection costs or damage incurred by the County through the granting of the permit. Should the bond be insufficient to cover the expenses and damages incurred by the County, the Permit Holder shall pay such deficiency upon billing by the County. If the bond amount exceeds the expenses and damages incurred by the County, the excess portion will be returned to the Depositor. The excess performance bond provided for herein, when it cannot be returned, shall be deposited into the County Road Fund and become a part thereof, unless claimed by the Depositor within one year of the date of satisfactory completion of the construction authorized by the permit.

Insurance: The Permit Holder shall furnish proof of liability and property damage insurance in the form and amounts acceptable to the County with Wayne County named as an insured party. The Permit Holder shall maintain this insurance until the permit is released, revoked or canceled by the County.

Indemnification / Hold Harmless: Sub-Section 1 herein applies to all Permit Holders except Municipalities. Sub-Section 2 herein applies to Municipalities only.

1. To the extent allowed by law, the Permit Holder shall indemnify, hold harmless and defend Wayne County, its Department of Public Services, its officials and employees against any and all claims, suits and judgments to which the County, the Department, its officials and employees may be subject and for all costs and actual attorney fees which may be incurred on account of injury to persons or damage to property, including property of the County, whether due to negligence of the Permit Holder or to the joint negligence of the Permit Holder and the County, arising out of any and all work performed under the permit, or in connection with work not authorized by the permit, or resulting from failure to comply with the terms of the permit or arising out of the continued existence of the work product that is the subject of the permit. This hold harmless provision must not be construed as a waiver of any governmental immunity by the County.
2. To the extent allowed by law, the Municipality as Permit Holder shall hold harmless and defend Wayne County, its Department of Public Services, its officials and employees, for the Municipality's own negligence, tortious acts, errors, or omissions, and the acts, errors, or omissions of any of its employees, on account of injury to persons or damage to property, including property of the County, arising out of any and all work performed under the permit, or in connection with work not authorized by the permit, or resulting from failure to comply with the terms of the permit or arising out of the continued existence of work product that is the subject of the permit. Sub-section 1 above applies to contractors, subcontractors, consultants, or agents of the Municipality. This hold harmless provision must not be construed as a waiver of any governmental immunity by the County or the Municipality's, as provided by statute or modified by court decisions.

Permit on Site: The Permit Holder shall keep available a copy of the permit and any associated approved plans on site during permitted activities.

Notification for Start and Completion of Work: The permit shall not become operative until it has been fully executed by the County. The Permit Holder shall notify the County before starting construction and shall notify the County when work is completed. The Permit Holder or their representative shall have copies of the executed permit and approved plans in their possession on the job site at all times.

1. The Permit Holder shall provide at least three (3) days advanced notice, excluding Saturdays, Sundays and holidays, to the Permit Office prior to the commencement of any permitted activities by submitting a START OF WORK NOTIFICATION form by mail, fax or e-mail. In certain instances, additional notice may be required by the Permit Office. In the event that construction work ceases for a period of time, then the Permit Holder shall notify the Wayne County Inspector at least 24 hours prior to resuming work.
2. The Permit Holder shall comply with all requirements of the *Miss Dig* Statute, MCL §460.701 et seq., as amended. The Permit Holder shall call "MISS DIG", at (800) 482-7161, at least 72 hours, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work. The Permit Holder assumes all responsibility for damage to or interruption of underground utilities.
3. The Permit Holder shall call Wayne County Department of Public Services' Traffic Operations Office at (734) 955-2154, at least 72 hours prior, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work in the vicinity of any traffic signal equipment owned, operated or maintained by Wayne County.

Safety: The Permit Holder agrees that all work under the permit shall be performed in a safe manner and to keep the area affected by the permit in a safe condition until the work is completed and accepted by the County. The Permit Holder shall furnish, install and maintain all necessary traffic controls and protection which are in accordance with the current *Manual on Uniform Traffic Control Devices (MUTCD)*. The Permit Holder shall conduct all activities and maintain all facilities as set forth in the permit in a manner so as not to damage, impair, interfere with, or obstruct a public road or create a foreseeable risk of harm to the traveling public. The Permit Holder shall comply with all applicable OSHA and MOSIA requirements.

Underground Utilities: The Permit Holder shall contact all utility owners regarding their facilities prior to starting work and shall comply with all applicable provisions of Act 53, Public Act of 1974, as amended. Wayne County makes no warranty either expressed or implied as to the condition or suitability of subsurface conditions or any existing facility which may be encountered during an excavation. The presence or absence of utilities is based on the best information available and the County is not responsible for the accuracy of this information. The Permit Holder assumes all responsibility for the interruption and damage to underground utilities. The Permit Holder is responsible for proper disposal, in accordance with current regulations, of any material excavated from within the right-of-way. Such materials include, without limitation, soils or groundwater contaminated by petroleum products or other pollutants associated with sites identified by the MDEQ or reported on appropriate release forms for underground storage tanks.

Assignability: The permit is neither transferable nor assignable without the written consent of the County.

Limitation of Permit: The Applicant and the Permit Holder shall be responsible for obtaining and shall secure any permits or permission necessary or required by law from State, federal or other local governmental agencies and jurisdictions, corporations or individuals. These include, without limitation, those pertaining to drains, inland lakes and streams, wetlands, woodlands, flooded plains, filling, noise regulation and hours of operation. Issuance of a Wayne County permit does not authorize activities otherwise regulated by State, federal or local agencies.

Access of Other Vehicles: The Permit Holder shall, at all times possible, maintain a minimum of one acceptable access to all abutting occupied properties, driveways and side streets unless otherwise specified on the approved plans. The Permit Holder shall notify all owners or occupants of properties whose access may be temporarily disrupted during the permitted work. The local police, fire or emergency service agencies shall define acceptable access. The Permit Holder shall provide signing and other improvements necessary to ensure adequate access until the roadway, driveway or side street is restored. The Permit Holder shall conduct all operations so as to minimize inconvenience to abutting property owners. Wayne County reserves the right to reasonably restrict the progress of work by the Permit Holder based on the rate of roadway and right-of-way restoration, including permanent or temporary pavement. Wayne County may require that work be suspended until satisfactory backfilling of open trenches or excavations has been completed and driveways, side streets and drainage restored.

Restoration: The Permit Holder agrees to restore the County road and road right-of-way, County drain easement or County park property to a condition equal to or better than its condition before work under the permit began. If the Permit Holder fails to satisfactorily restore the permitted work area, Wayne County may take all practical actions necessary to provide reasonably safe and convenient public travel, preservation of the roadway and drainage, prevention of soil erosion and sedimentation, and elimination of nuisance to abutting property owners caused by the permitted activity. Security in the form of cash, a certified check or surety bond shall be required to secure the cost of restoring the disturbed portion of the right-of-way to an acceptable safe condition. The amount of the security shall be determined by the Permit Office. In the event that a suspension of work will be protracted or that the work will not be completed by the Permit Holder, the Permit Holder shall restore the right-of-way to a condition similar to the condition that existed prior to issuance of the permit.

Acceptance: Acceptance by the County of work performed does not relieve the Permit Holder of full responsibility for work performed or the presence of the permitted facility. The Permit Holder acknowledges that the County has no liability for the presence of the Permit Holder's facility located within the County road right-of-way, County drain easement or County park property.

Permit Expiration and Extension of Time: All work authorized by the permit shall be completed to the satisfaction of the Permit Office on or before the expiration date specified in the permit. Any request for an extension of time for completion shall be on a completed County form and shall demonstrate good cause for granting the request. Additional requirements may be imposed as a condition of an extension of time due to seasonal limitations or other considerations. These additional requirements may include, without limitation, changes to materials or construction methods, reestablishment of fees, bonds, deposits and insurance requirements.

Responsibility: The design, construction, operation and maintenance of all work covered by the permit shall be at the Permit Holder's expense with the exception that the Permit Holder will not be responsible for maintaining road widenings or similar facilities which become part of the County roadway.

Revocation: This permit may be suspended or revoked at the will of the County. Upon order of the County, the Permit Holder shall surrender the permit, cease operations and remove, alter or relocate, at their expense, the facilities for which the permit was granted. The Permit Holder expressly waives any right to claim damages for compensation resulting from the revocation of the permit.

Violation: The County may declare the permit null and void if the Permit Holder violates the terms of the permit. The County may require immediate removal of the Permit Holder's facilities and restoration of the County property, or the County may remove the facilities and restore the County property at the Permit Holder's expense. The Permit Holder agrees that in the event of a violation of the terms of the permit or in the event the work authorized by the permit is not satisfactorily completed by the permit expiration date, the County may use all or any portion of the performance bond to restore the County road right-of-way, drain easement, wastewater facility or park property, as necessary for reasonably safe and efficient operations and maintenance, or to establish extraordinary maintenance procedures as required to assure reasonably safe and efficient operation of the County facility.

Inspection and Testing of Materials: Wayne County reserves the right of inspection and the testing of materials by its authorized representatives of all permitted activities and/or activities within the road right-of-way, County owned property or within a County drain easement. All items identified by the final inspection shall be resolved prior to release of the permit. All materials and methods utilized during the course of the authorized permit work shall meet the requirements of the current *MDOJ Standard Specifications For Construction* as modified by Wayne County Special Provisions, *Standard Plans for Permit Construction* and this manual. The Permit Holder shall reimburse Wayne County for all required inspections and testing of materials.

Design: The Permit Holder is fully responsible for the design of the permitted facility, such that the design shall be consistent with all applicable County standards, specifications, guidelines, requirements and with good engineering practice. Any errors in the plans that become evident after the issuance of a permit, and which change the scope of permitted work, are subject to review and may be grounds for revocation of the permit. The Permit Office will not relieve the Permit Holder of the responsibility of correcting errors, deficiencies, or omissions due to oversight or unforeseen contingencies such as faulty drainage, poor subsoil conditions or the failure of the Permit Holder's engineer to show all the related or pertinent conditions inside or outside the plan area.

Drainage: Drainage shall not be altered to flow into the road right-of-way or road drainage system unless approved by Wayne County.

Permit Holder Compliance: The Permit Holder shall abide by the conditions and limitations contained on the permit and all other conditions listed within the WCDDPS Rules, Specifications and Procedures for Construction Permits. The application of any work undertaken under the permit shall constitute the Permit Holder's agreement to the Provision.

**MODEL COMMUNITY RESOLUTION
AUTHORIZING EXECUTION OF
WAYNE COUNTY PERMITS**

Resolution No. _____

At a Regular Meeting of the _____ (Name of
Community Governing Board) on _____ (date), the following
resolution was offered:

WHEREAS, the _____ (hereinafter the "Community") periodically applies to the County of Wayne Department of Public Services, Engineering Division Permit Office (hereinafter the "County") for permits to conduct emergency repairs, annual maintenance work, and for other purposes on local and County roads located entirely within the boundaries of the Community, as needed from time to time to maintain the roads in a condition reasonably safe and convenient for public travel;

WHEREAS, pursuant to Act 51 of 1951, being MCL 247.651 *et seq.*, the County permits and regulates such activities noted above and related temporary road closures;

NOW THEREFORE, BE IT RESOLVED, in consideration of the County granting such permit (hereinafter the "Permit"), the Community agrees and resolves that:

Any work performed for the Community by a contractor or subcontractor will be solely as a contractor for the Community and not as a contractor or agent of the County. Any claims by any contractor or subcontractor will be the sole responsibility of the Community. The County shall not be subject to any obligations or liabilities by vendors and contractors of the Community, or their subcontractors.

The Community shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the Permit which results in claims being asserted against or judgment being imposed against the County, and all officers, agents and employees thereof pursuant to a maintenance contract. In the event that same occurs, for the purposes of the Permit, it will be considered a breach of the Permit thereby giving the County a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

With respect to any activities authorized by Permit, when the Community requires insurance on its own or its contractor's behalf, it shall also require that such policy include as named insured the County of Wayne and all officers, agents and employees thereof.

The incorporation by the County of this Resolution as part of a permit does not prevent the County from requiring additional performance security or insurance before issuance of a Permit.

This Resolution stipulates that the requesting Community shall, at no expense to Wayne County, provide necessary police supervision, establish detours and post all necessary

signs and other traffic control devices in accordance with the Michigan Manual of Uniform Traffic Control Devices.

This Resolution stipulates that the requesting Community shall assume full responsibility for the cost of repairing damage done to the County road during the period of road closure or partial closure.

This Resolution shall continue in force from the date of execution until cancelled by the Community or the County with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the Community with regard to any Permit which has already been issued or activity which has already been undertaken.

The Community stipulates that it agrees to the terms of the County of Wayne permit at the time a permit is signed by the Community's authorized representative.

BE IT FURTHER RESOLVED, that the following individual(s) is/are authorized in their official capacity as the Community's authorized representative to sign and so bind the Community to the provisions of any and all permits applied for to the County of Wayne, Department of Public Services Engineering Division Permit Office for necessary permits from time to time to work within County road right-of-way or local roads on behalf of the Community.

Name	Title
_____	_____
_____	_____

I HEREBY CERTIFY that the foregoing is a true and correct copy of a resolution adopted by the [Board of Trustees/City Council] of the _____
(name of Community), County of Wayne, Michigan, on _____.

#305299-v2



CITY OF DETROIT

Choose an item.

Choose an item.

MEMORANDUM

To: Click here to enter text.

Through: Click here to enter text.

From: Choose an item.

Date: 9/17/2020

RE: Click here to enter text.

SUMMARY:

Click or tap here to enter text.

DEPARTMENTAL CONTACT:

Name: Click or tap here to enter text.

Position: Click or tap here to enter text.



City of Detroit

CITY COUNCIL

JAMES E. TATE JR.
CITY COUNCIL PRESIDENT PRO-TEMPORE

DISTRICT 1

MEMORANDUM

TO: Crystal Perkins, Director, General Services Department
THRU: Neighborhoods and Community Services Standing Committee
FROM: Council President Pro Tempore James E. Tate Jr.
DATE: Thursday, October 19, 2023
RE: Rogell Park Construction Plan

To the General Services Department, please provide answers to the following inquiries:

- What is the most current update as of now on soil quality?
- What action is being taken to improve soil quality / park wellness?
- When and what communication has EGLE last provided on the park and soil quality?
- What is the timeline to improve park conditions and complete construction?
- When will the Response Action Plan be submitted to EGLE and what exact steps will be taken after?
- When is the next community meeting to provide a project status update?
- What is the next action the department will take for the project to continue?

If there are any questions, please contact my Policy Analyst, Sumaiyah Ahmed, at sumaiyah.ahmed@detroitmi.gov

CC: Honorable Council Members
Mr. Malik Washington, Mayor's Office