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MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle): APPROVED DENIED N/A CANCELED

Petition #: 437 Event Name: Detroit City Distillery - Eastern Market After Dark
 Event Date: September 21, 2018
 Street Closure: Riopelle Street
 Organization Name: Detroit City Distillery
 Street Address: 2462 Riopelle Street

Receipt date of the COMPLETED Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

- Walkathon Carnival/Circus Concert/Performance Run/Marathon
- Bike Race Religious Ceremony Political Ceremony Festival
- Filming Parade Sports/Recreation Rally/Demonstration
- Fireworks Convention/Conference Other: Art & Cocktails
- 24-Hour Liquor License**

Petition Communications (include date/time)

Detroit City Distillery will bring an outdoor bar and live music with temporary street closure on Riopelle Street between Winder and Fisher Service Drive from 6:00pm - 1:00am.

**** ALL permits and license requirements must be fulfilled for an approval status ****

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD will Provide Special Attention; Contracted with Tricon to Provide Private Security Services
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ROW Permit Required
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required

CITY CLERK 2018 JUL 19 AM 10:38

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Type III Barricades Required for Closure
	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Bus. License	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Impact on Buses

MAYOR'S OFFICE

Signature: Bethanie Luchier

Date: July 18, 2018

City of Detroit
OFFICE OF THE CITY CLERK

Janice M. Winfrey
City Clerk

Vivian A. Hudson
Deputy City Clerk

DEPARTMENTAL REFERENCE COMMUNICATION

Wednesday, July 11, 2018

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.

DPW - CITY ENGINEERING DIVISION MAYOR'S OFFICE
PLANNING AND DEVELOPMENT DEPARTMENT TRANSPORTATION DEPARTMENT
MUNICIPAL PARKING DEPARTMENT BUSINESS LICENSE CENTER
POLICE DEPARTMENT FIRE DEPARTMENT

437 *Detroit City Distillery, request to hold "Detroit City Distillery - Eastern Market After Dark" on September 20, 2018 from 6:00 PM to 4:00 AM on September 21, 2018 with a closure of Riopelle Street and set up and tear down to begin on 9-20-18 and end on 9-21-18.*

City of Detroit Special Events Application

App # 1
Sept 20

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the special events guidelines, please print them out for reference. You are required to complete the information below so that the City of Detroit can gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the City of Detroit Clerk's Office at least 60 days prior to the first day of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets or maps as needed.

Section 1- GENERAL EVENT INFORMATION

Event Name: Detroit City Distillery - Eastern Market After Dark
Event Location: Riopelle between Winder + Fisher Service Drive

Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Detroit City Distillery
Organization Mailing Address: 2462 Riopelle
Business Phone: 313.338.3760 (313.610.0655 call) Business Fax:
Federal Tax ID # 46-1114350

If registered as a non-profit, indicate non-profit ID number and attach a copy of the certificate.

Applicant Name: Michael Forsyth
Title/Role: Partner + founder
Email Address: forsyth@detroitcitydistillery.com
Mailing Address: 2462 Riopelle Detroit, MI 48207
Business Phone: 313.610.0655 Business Fax::

Event On-Site Contact Person:
Mailing Address: 2462 Riopelle
Business Phone: 313.610.0655 Business Fax:

List name/phone number of person(s) authorized to make decisions for the organization/event (indicate role/responsibility).

List Event Sponsors:

Event Elements (check all that apply)

- | | | |
|--|--|---|
| <input type="checkbox"/> Walkathon | <input type="checkbox"/> Carnival/Circus | <input type="checkbox"/> Concert/Performance |
| <input type="checkbox"/> Run/Marathon | <input type="checkbox"/> Bike Race | <input type="checkbox"/> Religious Ceremony |
| <input type="checkbox"/> Political Event | <input type="checkbox"/> Festival | <input type="checkbox"/> Filming |
| <input type="checkbox"/> Parade | <input type="checkbox"/> Sports/Recreation | <input type="checkbox"/> Rally/Demonstration |
| <input type="checkbox"/> Convention/Conference | <input type="checkbox"/> Fireworks | <input checked="" type="checkbox"/> Other: <u>Art + cocktails</u> |

Provide a brief description of your event:

This is the 4th year doing this event. It is essentially a small party outside our bar. We propose closing Riopelle Street between Winder + Service Drive on Sept 20 from approx 4PM to 4AM (sept 21) We will create an outdoor patio to serve cocktails + food to patrons. A live DJ will play music later in the evening. Temp liquor license will be through MLCC + event will be coordinated with Eastern Market

Begin Set-up Date & Time: 9.20 @ 3pm Complete Set-up Date & Time: 9.20 @ 4pm

Event Start Date & Time: 9.20 @ 6pm Event End Date & Time: 9.21 @ 4am

Begin Tearing Down Date: 9.21 @ 2am Complete Tear Down Date: 9.21 @ 4am

Event Times (If more than one day, give times for each day):

Is this the first time you have held this event in the City of Detroit? Yes No

If no, what years has the event been held in Detroit? 4

When was the event last held in Detroit? last year

Where was the event last held in Detroit? same place

What were the hours last year? same as proposed

Project Attendance This Year (Minimum - Maximum)? ~ 300-500 through out the night

What is the basis for your projected attendance? Last year attendance

Please describe your anticipated/ target audience:

Is this going to be an annual event? Yes No

If yes, do you have a preferred/proposed for next year? Usually 3rd Thursday in Sept

If a parade is planned. Indicate elements (check all that apply):

[] People [] Balloons

[] Floats [] Animals

[] Vehicles [] Other: NA

[] Bands

If animals included, specify type, number and how used. NA

Name of business supplying animal(s):

Contact Person:

Address: Phone:

City/State/Zip:

Section 3- LOCATION/SITE INFORMATION

Location of Event: Riopelle between Window + Service (outside our distillery)

Facilities to be used (circle): Street Sidewalk Park City Facility

Please attach a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
- Location of merchandising booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms
- Location of First Aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

Section 4- ENTERTAINMENT

What type of entertainment will be used? (check all that apply)

- Singers
- Magician
- Musicians
- Story Telling
- Comedians
- Other: _____

Describe the entertainment for this year's event: DJ + outdoor bar

List proposed entertainers and/or bands performing at the event: TBD

Will a sound system be used? Yes No

If yes, what type of sound system? TBD

Acoustic-audible, sound heard within natural range

Amplified-augmented, sound increased to broaden range

The amplified sound will be used: small DJ set up, nothing big

Will the event consist of a musical concert? Yes No

If yes, what type of music? (check all that apply)

- Live DJ
- Recorded
- Karaoke/Lip-synch

Describe specific power needs for entertainment and/or music: Power from inside

How many generators will be used? No

How will the generators be fueled? _____

Name of vendor providing generators:

Contact Person: NA

Address:

Phone:

City/State/Zip:

Section 5- COMMUNICATION/ADVERTISING STRATEGY

Check all applicable boxes that describe the type of promotion you plan to use to attract participants:

- Radio (Specify stations):
- Television (Specific stations):
- Newspapers (specify papers):
- Web site (identify web address):
- Public Relations or Marketing Firm (Specify):

*Word of mouth
Social media*

Contact Info:

Raffle (List Item(s)):

Billboards

Flyers

Street Banners

Other (specify): _____

NOTE: All raffles subject to laws of State/City.

Section 6- SALES INFORMATION

Will there be advanced ticket sales? Yes No

If yes, please describe: _____

Will there be on-site ticket sales? Yes No

If yes, list price(s): _____

Will food be sold? Yes No

If yes, please pick up Special Events Vendor Packet in Suite 105: _____

Will merchandise be sold? Yes No

If yes, describe: _____

Will a percentage of the proceeds be distributed to a charitable organization? Yes No

If yes, describe: _____

If the event is a fundraiser, identify charity or recipient of funds: _____

Will there be vending or sales? Yes No

If yes, check all that apply:

Food

Merchandise

Non-Alcoholic Beverages

Alcoholic Beverages

Other (specify): _____

Indicate type of items to be sold:

*Cocktails + food sold under existing licenses
* BUS 2017-00274 (city) 239432-2018 (state)
Need to double check those license #s*

Will these be exclusive vendors or outside vendors? (please describe): _____

Section 7- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: Existing park contract security will be used.

Contact Person: TED we usually use Camouflage security

Address: 615 Griswold # 925

Phone: 313 338 8005

City/State/Zip: Detroit, MI 48226

Number of Private Security Personnel Hired Per Shift: 2-3

Are the private security personnel (check all that apply):

Licensed

Armed

Bonded

Describe the emergency evacuation plan: 2 means of egress

Describe the parking plan to accommodate anticipated attendance: See E. Market app Public parking in lots/street

How will you advise attendees of parking options? We will advise parking in public lots, etc.

Are you seeking a group parking rate? NA

Section 8- COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?

This is part of district wide event for EMAD

Have local neighborhood groups/businesses approved your event?

Yes No

Indicate what steps you have or will take to notify them of your event: Coordinating with Dan Carmody +

Melissa Thomas. Eastern Market also apply for EMAD permitting for market properties + streets for overall EMAD event

Indicate contact names and phone numbers (for verification) or attach approved letter(s):

Dan Carmody - dcarmody@easternmarket.com

Melissa Thomas - mthomas@easternmarket.com

Section 9- EVENT SET-UP

Complete the appropriate categories that apply to the event.

Structure

How Many? 0

Size/Height N/A

Booth 0

Tent (enclosed on 3 sides) 0

We have 6-8 orange traffic barrels + 2-4 traffic barricades for Ropelle street closures

Canopy (open on all sides)

_____ 0 _____

Staging/Scaffolding

_____ 0 _____

Bleachers

_____ 0 _____

Company:

Grill

Gas

Charcoal

Electrical

Propane

Fireworks (Pyrotechnics)

Aerial

Stage

NA

Provide Sketch:

NA

Portable Restrooms:

Standard

ADA Accessible

Vehicles

Type/Weight: _____

Other: _____

NOTE: Specific requirements must be met and special approval must be received by the Detroit Fire Department.

Will additional electrical wiring need to be installed? Specify locations, voltage, amperage, and phase.

NA

Will additional utility services be used (power, water, etc.)? Please describe.

NA

Do you plan a fireworks display? List dates, time, location, vendor, and attach certificate of insurance.

NA

Section 10- COMPLETE ALL THAT APPLY

Name of Sanitation Company collecting refuse and garbage?

Contact Person: Waste Management

Address: 1550 Harper Phone: 313.462.0163

City/State/Zip: Detroit, MI 48211

Name of company providing emergency medical services?

Contact Person: _____

Address: See Eastern Market app

City/State/Zip: _____

Name of company providing porta-johns.

Contact Person: _____

Address: NA Phone: _____

City/State/Zip: _____

Name of private catering company?

Contact Person: NA

Address: _____ Phone: _____

City/State/Zip: _____

SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval.

Attach a map or sketch of the proposed area for closure.

STREET NAME: Riopelle

FROM Winder

TO Fisher Service Dr

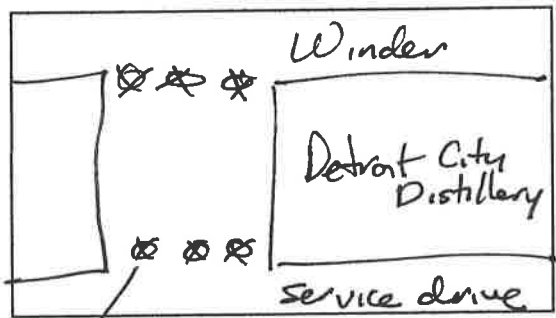
Closure Dates: 9.20 - 9.21

Beg. Time: 3PM on 9.20

End Time: 4AM on 9.21

Reopen Date: 4AM on 9.21

Time: _____



barricades

STREET NAME: _____

FROM _____
TO _____

Closure Dates: _____
Beg. Time: _____
End Time: _____
Reopen Date: _____
Time: _____

STREET NAME: _____

FROM _____
TO _____

Closure Dates: _____
Beg. Time: _____
End Time: _____
Reopen Date: _____
Time: _____

STREET NAME: _____

FROM _____
TO _____

Closure Dates: _____
Beg. Time: _____
End Time: _____
Reopen Date: _____
Time: _____

Requested City Equipment

Provided In: _____ (year) None. We have our own

Current Request: _____ (year)

Street Closures:

Posting no parking signs

Light pole

Electrical Services

Storage for Trailers/Trunks

Barricades are not available from the City of Detroit.

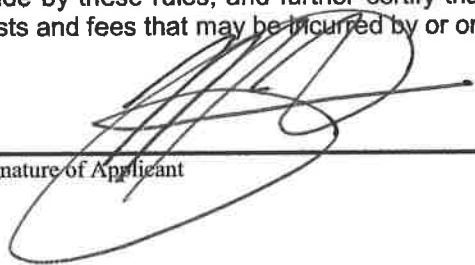
ADDITIONAL INFORMATION

Is there any additional information that you feel is important to mention regarding your event or additional requests? _____

AUTHORIZATION & AFFADAVIT 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, understand and agree 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 regulation 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, on behalf of the Event 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.

Signature of Applicant



Date

7.3.18

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.

2018-07-11

437

437 *Petition of Detroit City Distillery, request to hold "Detroit City Distillery - Eastern Market After Dark" on September 20, 2018 from 6:00 PM to 4:00 AM on September 21, 2018 with a closure of Riopelle Street and set up and tear down to begin on 9-20-18 and end on 9-21-18.*

REFERRED TO THE FOLLOWING DEPARTMENT(S)

DPW - CITY ENGINEERING DIVISION MAYOR'S OFFICE
PLANNING AND DEVELOPMENT DEPARTMENT
TRANSPORTATION DEPARTMENT
MUNICIPAL PARKING DEPARTMENT BUSINESS
 LICENSE CENTER
POLICE DEPARTMENT FIRE DEPARTMENT

MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle): APPROVED DENIED N/A CANCELED

Petition #: 438 Event Name: Thursday Night Market

Event Date: August 16, 2018

Street Closure: Riopelle

Organization Name: Detroit City Distillery

Street Address: 2462 Riopelle Detroit, MI

Receipt date of the COMPLETED Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

- Walkathon
- Carnival/Circus
- Concert/Performance
- Run/Marathon
- Bike Race
- Religious Ceremony
- Political Ceremony
- Festival
- Filming
- Parade
- Sports/Recreation
- Rally/Demonstration
- Fireworks
- Convention/Conference
- Other: Art & Cocktails
- 24-Hour Liquor License

Petition Communications (include date/time)

Detroit City Distillery will bring an outdoor bar and live music with temporary street closure on Riopelle Street between Winder and Fisher Service Drive from 6:00pm - 1:00am.

**** ALL permits and license requirements must be fulfilled for an approval status ****

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD will Provide Special Attention; Contracted with Tricon to Provide Private Security
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ROW Permit Required
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required

CITY CLERK 2018 JUL 19 AM 10:57

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Type III Barricades Required for Closure
	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Bus. License	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Impact on Buses

MAYOR'S OFFICE

Signature: Bethanie Juster

Date: July 18, 2018

City of Detroit
OFFICE OF THE CITY CLERK

Janice M. Winfrey
City Clerk

Vivian A. Hudson
Deputy City Clerk

DEPARTMENTAL REFERENCE COMMUNICATION

Wednesday, July 11, 2018

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.

MAYOR'S OFFICE POLICE DEPARTMENT
DPW - CITY ENGINEERING DIVISION FIRE DEPARTMENT
TRANSPORTATION DEPARTMENT MUNICIPAL PARKING DEPARTMENT
BUSINESS LICENSE CENTER PLANNING AND DEVELOPMENT DEPARTMENT

438 *Detroit City Distillery, request to hold "Detroit City Distillery - Thursday Night Market" on August 16, 2018 at 6:00 PM to September 17, 2018 at 1:00 AM with a closure of Riopelle street between Winder and Fisher Service Dr. Setup begins 8-16-18 teardown ends 8-17-18.*

(IF FEASIBLE)

City of Detroit Special Events Application

App # 2
Aug 16

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the special events guidelines, please print them out for reference. You are required to complete the information below so that the City of Detroit can gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the City of Detroit Clerk's Office at least 60 days prior to the first day of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets or maps as needed.

Section 1- GENERAL EVENT INFORMATION

Event Name: Detroit City Distillery - Thursday Night Market
Event Location: Riopelle between Windsor + Fisher Service Dr

Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Detroit City Distillery
Organization Mailing Address: 2462 Riopelle
Business Phone: 313 338 3760 313.610.0655 Business Fax: cell
Federal Tax ID # 46-1114350

If registered as a non-profit, indicate non-profit ID number and attach a copy of the certificate.

Applicant Name: Michael Forsyth
Title/Role: Partner + Founder
Email Address: forsyth@detroitcitydistillery.com
Mailing Address: 2462 Riopelle Detroit MI 48207
Business Phone: 313.610.0655 Business Fax:

Event On-Site Contact Person:
Mailing Address: 2462 Riopelle
Business Phone: 313.610.0655 Business Fax:

List name/phone number of person(s) authorized to make decisions for the organization/event (indicate role/responsibility).

List Event Sponsors: _____

Event Elements (check all that apply)

- Walkathon
- Run/Marathon
- Political Event
- Parade
- Convention/Conference
- Carnival/Circus
- Bike Race
- Festival
- Sports/Recreation
- Fireworks
- Concert/Performance
- Religious Ceremony
- Filming
- Rally/Demonstration
- Other: Art + cocktails

CITY CLERK 2010 JUN 16 PM 12:23

Provide a brief description of your event:

We are trying to replicate our event programming from Eastern Market After Dark for the new Thursday "Night Markets" led by Eastern Market. We propose closing Riopelle in front of our business to do an outdoor bar + patio w/ music

What are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date & Time: 8.16 @ 3PM Complete Set-up Date & Time: 8.17 @ 2AM

Event Start Date & Time: 8.16 @ 6PM Event End Date & Time: 8.17 @ 1AM

Begin Tearing Down Date: 8.17 @ 1AM Complete Tear Down Date: 8.17 @ 2AM

Event Times (If more than one day, give times for each day):

Is this the first time you have held this event in the City of Detroit? Yes No Other

If no, what years has the event been held in Detroit? We've done this four other times

When was the event last held in Detroit? Last year for Eastern Market After Dark

Where was the event last held in Detroit? Same place

What were the hours last year? same as proposed

Project Attendance This Year (Minimum - Maximum)? 100-200

What is the basis for your projected attendance? Last Thursday night market

Please describe your anticipated/ target audience:

Is this going to be an annual event? Yes No Not sure

If yes, do you have a preferred/proposed for next year?

If a parade is planned. Indicate elements (check all that apply):

[] People [] Balloons

[] Floats [] Animals

[] Vehicles [] Other: NA

[] Bands

If animals included, specify type, number and how used. NA

Name of business supplying animal(s):

Contact Person:

Address: Phone:

City/State/Zip:

Section 3- LOCATION/SITE INFORMATION

Location of Event: Resipelle between window + service (outside distillery)

Facilities to be used (circle): Street Sidewalk Park City Facility

Please attach a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
- Location of merchandising booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms
- Location of First Aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

Section 4- ENTERTAINMENT

What type of entertainment will be used? (check all that apply)

- Singers
- Magician
- Musicians
- Story Telling
- Comedians
- Other: _____

Describe the entertainment for this year's event: DJ + outdoor bar

List proposed entertainers and/or bands performing at the event: TBD

Will a sound system be used? Yes No

If yes, what type of sound system? TBD

Acoustic-audible, sound heard within natural range

Amplified-augmented, sound increased to broaden range

The amplified sound will be used: small DJ set up, nothing big

Will the event consist of a musical concert? Yes No

If yes, what type of music? (check all that apply)

- Live DJ
- Recorded
- Karaoke/Lip-synch

Describe specific power needs for entertainment and/or music: Power from inside

How many generators will be used? NO

How will the generators be fueled? _____

Name of vendor providing generators: _____

Contact Person: N/A

Address: _____

Phone: _____

City/State/Zip: _____

Section 5- COMMUNICATION/ADVERTISING STRATEGY

Check all applicable boxes that describe the type of promotion you plan to use to attract participants:

Radio (Specify stations):

Television (Specific stations):

Newspapers (specify papers):

Web site (identify web address):

Public Relations or Marketing Firm (Specify):

*Word of mouth
social media*

Contact Info:

Raffle (List Item(s)):

Billboards

Flyers

Street Banners

Other (specify): _____

NOTE: All raffles subject to laws of State/City.

Section 6- SALES INFORMATION

Will there be advanced ticket sales? Yes No

If yes, please describe: _____

Will there be on-site ticket sales? Yes No

If yes, list price(s): _____

Will food be sold? Yes No

If yes, please pick up Special Events Vendor Packet in Suite 105: _____

Will merchandise be sold? Yes No

If yes, describe: _____

Will a percentage of the proceeds be distributed to a charitable organization? Yes No

If yes, describe: _____

If the event is a fundraiser, identify charity or recipient of funds: _____

Will there be vending or sales? Yes No

If yes, check all that apply:

Food Merchandise

Non-Alcoholic Beverages Alcoholic Beverages

Other (specify): _____

Indicate type of items to be sold: _____

Will these be exclusive vendors or outside vendors? (please describe): _____

Section 7- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: Existing park contract security will be used.

Contact Person: TBD, we usually use Cambridge Security

Address: 615 Griswold #925 Phone: 313-338-8005

City/State/Zip: Detroit, Mi 48226

Number of Private Security Personnel Hired Per Shift: _____

Are the private security personnel (check all that apply):

Licensed Armed Bonded

Describe the emergency evacuation plan: 2 means of egress

Describe the parking plan to accommodate anticipated attendance: See E. Market map Public Parking in lots | Streets

How will you advise attendees of parking options? We shall advertise in public lots, etc

Are you seeking a group parking rate? N/A

Section 8- COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?

This is part of district wide Thursday night market

Have local neighborhood groups/businesses approved your event? Yes No

Indicate what steps you have or will take to notify them of your event: Coordination w/ Dan Carmundy + Melissa Thomas, ~~Executive~~

Indicate contact names and phone numbers (for verification) or attach approved letter(s):

Dan Carmundy - Dcarmundy@easternmarket.com
Melissa Thomas - mthomas@easternmarket.com

Section 9- EVENT SET-UP

Complete the appropriate categories that apply to the event.

Structure _____
How Many? 0
Size/Height NA
Booth 0
Tent (enclosed on 3 sides) 0

We have 6-8 orange traffic barrels + 2-4 traffic barricades for Riopelle St. closures

Canopy (open on all sides)

_____ 0

Staging/Scaffolding

_____ 0

Bleachers

_____ 0

Company:

Grill

Gas

Charcoal

Electrical

Propane

Fireworks (Pyrotechnics)

Aerial

Stage

NA

Provide Sketch:

Portable Restrooms:

Standard

ADA Accessible

NA

Vehicles

Type/Weight:

Other:

NOTE: Specific requirements must be met and special approval must be received by the Detroit Fire Department.

Will additional electrical wiring need to be installed? Specify locations, voltage, amperage, and phase.

N/A

Will additional utility services be used (power, water, etc.)? Please describe.

N/A

Do you plan a fireworks display? List dates, time, location, vendor, and attach certificate of insurance.

N/A

Section 10- COMPLETE ALL THAT APPLY

Name of Sanitation Company collecting refuse and garbage?

Contact Person: Waste Management

Address: 1550 Harper Phone: 313.462.0163

City/State/Zip: Detroit, Mi 48211

Name of company providing emergency medical services?

Contact Person:

Address: See Eastern Market App

City/State/Zip:

Name of company providing porta-johns.

Contact Person:

Address: N/A Phone:

City/State/Zip:

Name of private catering company?

Contact Person:

Address: N/A Phone:

City/State/Zip:

SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval.

Attach a map or sketch of the proposed area for closure.

STREET NAME: Riopelle

FROM Windsor

TO Fisher Service Dr

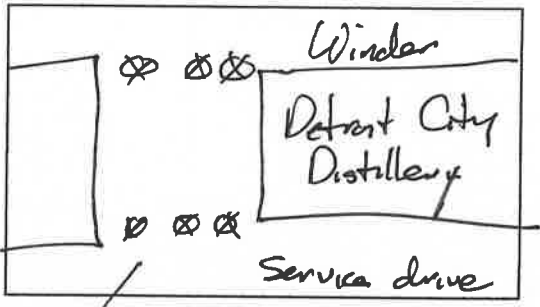
Closure Dates: 8.16 - 8.17

Beg. Time: 8.16 @ 3PM

End Time: 8.17 @ 2AM

Reopen Date: 8.17 @ 2AM

Time:



barricades

STREET NAME: _____

FROM _____
TO _____

Closure Dates: _____
Beg. Time: _____
End Time: _____
Reopen Date: _____
Time: _____

STREET NAME: _____

FROM _____
TO _____

Closure Dates: _____
Beg. Time: _____
End Time: _____
Reopen Date: _____
Time: _____

STREET NAME: _____

FROM _____
TO _____

Closure Dates: _____
Beg. Time: _____
End Time: _____
Reopen Date: _____
Time: _____

Requested City Equipment

Provided In: _____ (year) None. We have our own

Current Request: _____ (year)

Street Closures:

- Posting no parking signs
- Light pole
- Electrical Services
- Storage for Trailers/Trunks

Barricades are not available from the City of Detroit.

ADDITIONAL INFORMATION

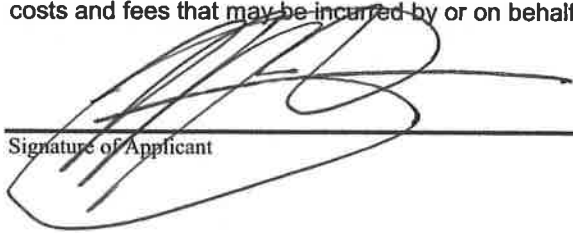
Is there any additional information that you feel is important to mention regarding your event or additional requests?

AUTHORIZATION & AFFADAVIT 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, understand and agree 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 regulation 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, on behalf of the Event 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.

Signature of Applicant

Date



7.3.18

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.

2018-07-11

438

438 *Petition of Detroit City Distillery, request to hold "Detroit City Distillery - Thursday Night Market" on August 16, 2018 at 6:00 PM to September 17, 2018 at 1:00 AM with a closure of Riopelle street between Winder and Fisher Service Dr. Setup begins 8-16-18 teardown ends 8-17-18.*

REFERRED TO THE FOLLOWING DEPARTMENT(S)

MAYOR'S OFFICE POLICE DEPARTMENT
DPW - CITY ENGINEERING DIVISION FIRE DEPARTMENT
TRANSPORTATION DEPARTMENT MUNICIPAL PARKING DEPARTMENT
BUSINESS LICENSE CENTER PLANNING AND

MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle): **APPROVED** **DENIED** **N/A** **CANCELED**

Petition #: 440 Event Name: University of Detroit Mercy Homecoming

Event Date : September 29, 2018

Street Closure: None

Organization Name: University of Detroit Mercy

Street Address: 4001 W. McNichols Road Detroit, MI 48221

Receipt date of the COMPLETED Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

- Walkathon Carnival/Circus Concert/Performance Run/Marathon
- Bike Race Religious Ceremony Political Ceremony Festival
- Filming Parade Sports/Recreation Rally/Demonstration
- Fireworks Convention/Conference Other: Homecoming Event
- 24-Hour Liquor License**

Petition Communications (include date/time)

Annual Homecoming event held on the University of Detroit Mercy Campus from 8:00am - 4:00pm; with a 5K and Bike Ride utilizing soft closures of the streets located around the campus.

**** ALL permits and license requirements must be fulfilled for an approval status ****

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD & UDMP Assisted Event
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required

CITY CLERK 2018 JUL 19 AM 10:29

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Bus. License	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Liquor License Required
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Impact on Buses

MAYOR'S OFFICE

Signature: Bethanie Jusher

Date: July 18, 2018

City of Detroit
OFFICE OF THE CITY CLERK

Janice M. Winfrey
City Clerk

Vivian A. Hudson
Deputy City Clerk

DEPARTMENTAL REFERENCE COMMUNICATION

Wednesday, July 11, 2018

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.

MAYOR'S OFFICE DPW - CITY ENGINEERING DIVISION
POLICE DEPARTMENT FIRE DEPARTMENT
TRANSPORTATION DEPARTMENT BUSINESS LICENSE CENTER
PLANNING AND DEVELOPMENT DEPARTMENT

440 *University of Detroit Mercy, request to hold "University of Detroit Mercy Homecoming" at University of Detroit Mercy McNichols Campus on September 29, 2018 from 8:00 AM to 4:00 PM with set up beginning on 9-27-18 and tear down ending on 10-1-18*

City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least **60 days** prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

Section 1- GENERAL EVENT INFORMATION

Event Name: University of Detroit Mercy Homecoming

Event Location: University of Detroit Mercy McNichols campus

Is this going to be an annual event? Yes No

Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: University of Detroit Mercy

Organization Mailing Address: 4001 W. McNichols, Road, Detroit, MI 48221

Business Phone: 313.578.0327

Business Website: udmercy.edu

Applicant Name: Peggy Pattison

Business Phone: 313.578.0327

Cell Phone: 734.765.3723

Email: peggy.pattison@udmercy.edu

Event On-Site Contact Person:

Name: Peggy Pattison

Business Phone: SAME AS ABOVE

Cell Phone:

Email:

Event Elements (check all that apply)

Walkathon

Carnival/Circus

Concert/Performance

RuN

Bike Race

Religious Ceremony

Political Event

Festival

Filming

Parade

Sports/Recreation

Rally/Demonstration

Convention/Conference

Fireworks

Other: Bike Ride, car show, fun center, Food and Beer tent, yard games

Please provide a brief description of your event:

A variety of activities meant to attract alumni, students, faculty and staff. We will have a main stage with student performances. Also incorporated in the day are the Decades Dash 5K race and family fun run, a neighborhood bike ride (about 75 people), a car show (10-12 cars), yard games, tug-of-war competition, a food and beer tent, inflatable, campus tours.

CITY CLERK 2018 JUL 10 PM12:24

What are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date : Sept. 27 Time: Noon Complete Set-up Date: Sept. 29 Time: 8:00 AM

Event Start Date: Sept. 29 Time: 8:00 AM Event End Date: Sept. 29 Time: 4:00 PM

Begin Tearing Down Date: Sept. 29 Complete Tear Down Date: Oct 1, 2018

Event Times (If more than one day, give times for each day):

Saturday, September 29 8:00 Am – 4:00 PM

Section 3- LOCATION/SITE INFORMATION

Location of Event: University of Detroit, McNichols Campus

Facilities to be used (circle): Street Sidewalk Park City
Facility

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
- Location of merchandising booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms
- Location of First Aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

Section 4- ENTERTAINMENT

Describe the entertainment for this year's event: We will have a main stage on campus with a DJ,

plus up to four student groups doing dance performances. The rest of the entertainment comes from

the other activities listed above.

Will a sound system be used? Yes No

If yes, what type of sound system? DJ audio system with small speakers.

Describe specific power needs for entertainment and/or music:

None needed, hosted on campus and supported by our facilities department

How many generators will be used? 3 for the inflatables only

How will the generators be fueled? Gas

Name of vendor providing generators:

Contact Person: Chris Nordman Event Rentals

Address: 4632 Elizabeth Lake Rd.

Phone: 248.738.0700

City/State/Zip Waterford, Twp., MI 48328

Section 5- SALES INFORMATION

Will there be advanced ticket sales? Yes No

If yes, please describe: Advance tickets for the 5K, all other activities don't need tickets

Will there be on-site ticket sales? Yes No

If yes, list price(s): People can register for the 5K on site, all other activities don't need tickets Day of event race tickets are \$35

Will there be vending or sales? Yes No

If yes, check all that apply:

[] X Food [X] Merchandise [X] Non-Alcoholic Beverages [X] Alcoholic Beverages

Indicate type of items to be sold: We will have food and beverages from our campus caterer, plus beer and wine from outside vendors (liquor license permit in application process), merchandise from the campus book store

Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: Existing campus security will be used.

Contact Person: Chief Joel Galihugh/Lt. Edmund Black

Address: Public Safety Department, University of Detroit Mercy

Phone: 313.993.1234

City/State/Zip: Detroit, MI 48221

Number of Private Security Personnel Hired Per Shift: N/A

Are the private security personnel (check all that apply):

[X] Licensed

[X] Armed

[X] Bonded

How will you advise attendees of parking options? Through a confirmation letter when they register, in a reminder e-mail the day before the event and signs will be on campus, along with volunteers and public safety officers.

Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)? Sound – N/A

Traffic – there will be an increase of traffic in the area as guests make their way to campus for the day’s activities. Traffic in or near the race course may be stopped or delayed as runners make their way through the neighborhood portion of the race. We are coordinating with the neighborhood association to inform the homeowners and signs will be posted.

Safety There will be a larger presence of public safety in and around campus. Public Safety will be located on major road crossings on the race course.

Have local neighborhood groups/businesses approved your event? Yes No

Indicate what steps you have or will take to notify them of your event: Live6 Alliance is part of our planning

committee and is providing information to the local neighborhood groups along the way. Signs will be posted on the race course as the event gets closer.

Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event **Structure**

	How Many?	Size/Height
Booth	_____	_____
Tents (enclosed on 3 sides)	_____	_____
Canopy (open on all sides)	2	40 x 80 and 20 x 40
Staging/Scaffolding	1	10 x 10 x 12 inches
Bleachers	_____	_____

Section 9- COMPLETE ALL THAT APPLY

Emergency medical services?

Contact Person: Hart EMS Medical Services _____

Address: 920 Bagley Suite 912 _____

City/State/Zip: Detroit, MI 48226 _____

Name of company providing port-a-johns. N/A – using restrooms in campus buildings _____

Contact Person: _____

Address: _____ Phone: _____

City/State/Zip: _____

Name of private catering company? Metz Catering – university caterer

Contact Person: Rehan Ahsan

Address: 4001 W. McNichols Road

Phone: 313.993.1683

City/State/Zip: Detroit, MI 48221

SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. **Barricades are not available from the City of Detroit.**

Attach a map or sketch of the proposed area for closure. No street closures

STREET NAME: _____

FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME: _____

REOPEN DATE: _____ TIME: _____

STREET NAME: _____

FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME: _____

REOPEN DATE: _____ TIME: _____

STREET NAME: _____

FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME: _____

REOPEN DATE: _____ TIME: _____

STREET NAME: _____

FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME: _____

REOPEN DATE: _____ TIME: _____

STREET NAME: _____

FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME: _____

REOPEN DATE: _____ TIME: _____

PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

- 1) **CERTIFICATE OF INSURANCE**
- 2) **EMERGENCY MEDICAL AGREEMENT**
- 3) **SANITATION AGREEMENT - N/A**
- 4) **PORT-A-JOHN AGREEMENT - N/A**
- 5) **COMMUNITY COMMUNICATION - N/A**

AUTHORIZATION & AFFADAVIT 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, on behalf of the Event 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.

Peggy Pattison 6/7/18
Signature of Applicant Date

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.

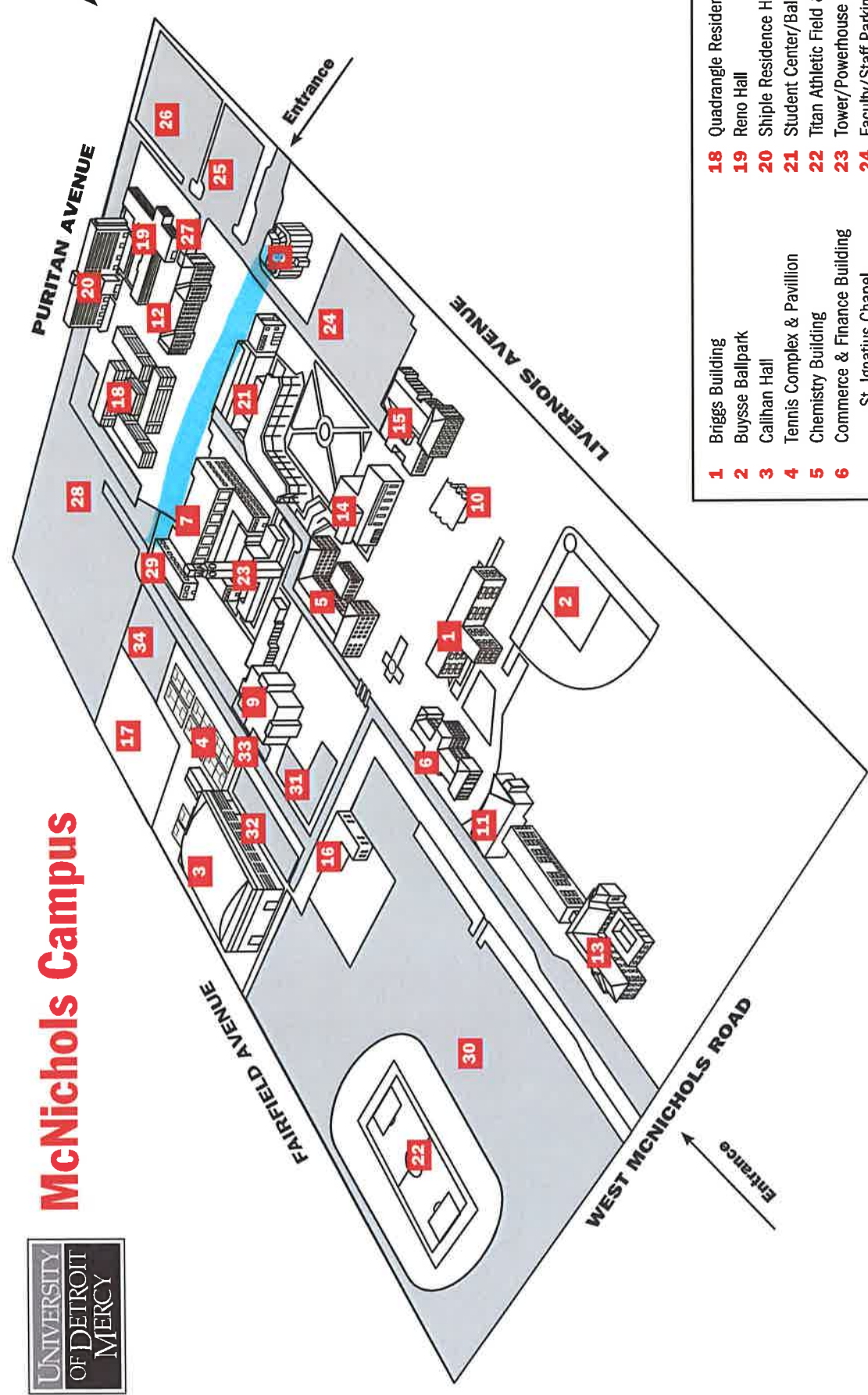
Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

(Please Print)

Event Name: University of Detroit Homecoming Event Date: 9/29/18
Event Organizer: Peggy Pattison
Applicant Signature: Peggy Pattison Date: 6/7/18



McNichols Campus



1	Briggs Building	18	Quadrangle Residence Halls
2	Byusse Ballpark	19	Reno Hall
3	Callihan Hall	20	Shiple Residence Hall
4	Tennis Complex & Pavilion	21	Student Center/Ballroom
5	Chemistry Building	22	Titan Athletic Field & Track
6	Commerce & Finance Building	23	Tower/Powerhouse
	St. Ignatius Chapel	24	Faculty/Staff Parking Lot A
7	Engineering Building	25	Visitor Parking Lot B
8	Fisher Administration Center	26	Student/Visitor Parking Lot B
9	Ford Life Sciences Building	27	Faculty/Visitor Parking Lot C
10	Gardella Honors House	28	Student/Visitor Parking Lot D
11	Health Professions Facility	29	Student Fitness Center
12	Holden Residence Hall	30	Student/Visitor Parking Lot F
13	Lansing-Reilly Jesuit Residence	31	Faculty/Staff Parking Lot G
14	Library	32	Student Parking Lot H
15	Loranger Architecture Building	33	Student Parking Lot I
16	Facility Operations Building	34	Faculty/Staff Parking Lot E
17	Athletic Practice Field		

Shaded areas indicate parking lots and thoroughfares.

Revised 06/13

UofD Mercy 5K Course

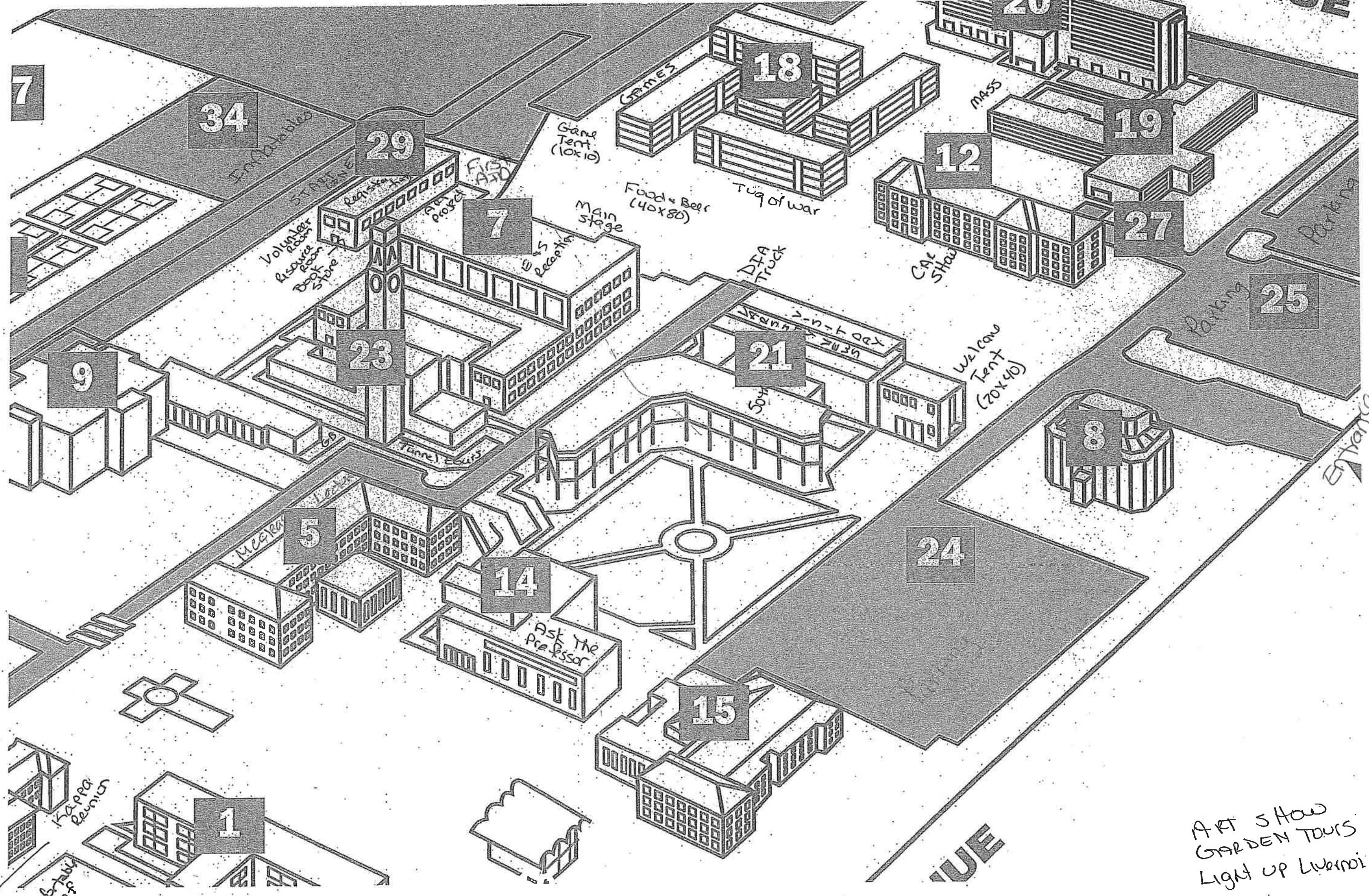


Good weather plan

Calihan
Rote Reunion
Stroll

Entrance

CHP



7

34

29

18

19

12

27

25

7

9

23

21

8

5

14

24

15

1

Kappa Reunion

Comfortable cup of tea

Inflatables

Volunteer Room
Resource Room
Book Store

Registration

First Aid

Game Tent (10x10)

Food & Beer (40x80)

Tug of war

Main Stage

5 & 5 Reception

DIA Truck

S-n-t box

Welcome Tent (20x40)

Parking

Parking

Entrance

ART SHOW
GARDEN TOURS
Light up Limerick

UE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/7/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Artex Risk Solutions, Inc. (CB) 2850 Golf Road, 5th Floor Rolling Meadows IL 60008-4050	CONTACT NAME: Christian Brothers Services	
	PHONE (A/C, No, Ext): 800-807-0300	FAX (A/C, No): 630-378-2508
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Pennsylvania Manufacturers Assoc Ins Co		12262
INSURER B :		
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED CHRIBRO-14
 Brothers of the Christian Schools & Affiliates
 Loc #1191031 UNIVERSITY OF DETROIT MERCY
 1205 Windham Parkway
 Romeoville IL 60446-1679


COVERAGES **CERTIFICATE NUMBER:** 1319662648 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			821800 0998922	6/15/2018	6/15/2019	EACH OCCURRENCE	\$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ Included
							MED EXP (Any one person)	\$ 15,000
							PERSONAL & ADV INJURY	\$ Included
							GENERAL AGGREGATE	\$ N/A
							PRODUCTS - COMP/OP AGG	\$ Included
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Evidence of coverage for University of Detroit Mercy Homecoming event to be held September 29, 2018

CERTIFICATE HOLDER**CANCELLATION**

City of Detroit 2 Woodward Avenue, Ste 208 Detroit MI 48226	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	---

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HART EMS MEDICAL SERVICES PLLC

920 Bagley, Suite 912

Detroit, MI 48226

Phone 313-366-4278 Fax 313-216-1771

May 10, 2018

This is to confirm that HART EMS MEDICAL SERVICES PLLC (HART) will provide on-site medical service for **University of Detroit Mercy; Homecoming Weekend Festival at University of Detroit Mercy College Campus at 4001 West McNichols Road** in Detroit, MI on the following date(s) and time(s):

Saturday September 29, 2018

HART EMS MEDICAL SERVICES PLLC will provide these on-site standby services:

One (1) Life Support Ambulance @ \$125.00/hr 10:00am –1:00pm Three (3) hrs.

Two (2) Additional Medical Providers @ 35.00 ea/hr 10:00am - 4:00pm Six (6) hrs.

Total cost for coverage: \$795.00 FOR THE ABOVE HOURS

**** Should the event run longer than contracted, additional cost will be added****

University of Detroit Mercy College will provide:

- **Appropriate location for Ambulance parking with egress route**
- **Any necessary credentials**
- **Parking Passes and/or reimbursement for HART EMS MEDICAL SERVICES PLLC staff vehicles**
- **Bathroom Facilities**
- **Contact Person name**
- **Ice & Water for patient use**
- **Access to telephone services**
-

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

AGREED:

Adam Gottlieb
HART EMS MEDICAL SERVICES PLLC

Authorized Signatory
University of Detroit Mercy

Date

Date

2018-07-11

440

*Petition of University of Detroit
Mercy, request to hold "University of
Detroit Mercy Homecoming" at
University of Detroit Mercy
McNichols Campus on September 29,
2018 from 8:00 AM to 4:00 PM with
set up beginning on 9-27-18 and tear
down ending on 10-1-18*

REFERRED TO THE FOLLOWING DEPARTMENT(S)

MAYOR'S OFFICE DPW - CITY ENGINEERING DIVISION
POLICE DEPARTMENT FIRE DEPARTMENT
TRANSPORTATION DEPARTMENT BUSINESS LICENSE
CENTER
PLANNING AND DEVELOPMENT DEPARTMENT

28

MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle): APPROVED DENIED N/A CANCELED

Petition #: 445 Event Name: Junior League of Detroit - Designers Show House

Event Date: September 9 - October 1, 2018

Street Closure: None

Organization Name: Junior League of Detroit

Street Address: 32 Lakeshore Road Grosse Pointe Farms, MI 48236

Receipt date of the COMPLETED Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

- Walkathon Carnival/Circus Concert/Performance Run/Marathon
- Bike Race Religious Ceremony Political Ceremony Festival
- Filming Parade Sports/Recreation Rally/Demonstration
- Fireworks Convention/Conference Other: Home Tour
- 24-Hour Liquor License

Petition Communications (include date/time)

The Junior League of Detroit will hold a biennial fundraiser at the newly renovated 670 West Boston Boulevard with various times each day.

**** ALL permits and license requirements must be fulfilled for an approval status ****

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Contracted with Detroit Threat Management Center to Provide Private Security Services
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending Inspections; Contracted with DMCCare Express to Provide Private EMS Services
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required

CITY CLERK 2018 JUL 19 AM 10:38

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Bus. License	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Permits Required for Ticketing
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Impact on Buses

MAYOR'S OFFICE

Signature: Bethanie Luchie

Date: July 18, 2018

DEPARTMENTAL REFERENCE COMMUNICATION

Friday, July 13, 2018

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.

MAYOR'S OFFICE DPW - CITY ENGINEERING DIVISION
POLICE DEPARTMENT FIRE DEPARTMENT
BUSINESS LICENSE CENTER BUILDINGS SAFETY ENGINEERING

445 *Junior League of Detroit, request to hold "Junior League of Detroit-Designer's Show House" at 670 West Boston Boulevard, Detroit, on 9/9/18 -10/7/18, Set-up on 9/6/18 @ 8:00 AM and Tear Down on 10/9/18, with various event times and days.*

City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least **60 days** prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

Section 1- GENERAL EVENT INFORMATION

Event Name: JUNIOR LEAGUE OF DETROIT – DESIGNERS’ SHOW HOUSE

Event Location: 670 WEST BOSTON BOULEVARD, DETROIT

Is this going to be an annual event? Yes No

Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: JUNIOR LEAGUE OF DETROIT - 501(C)3 Non-Profit organization

Organization Mailing Address: 32 Lakeshore Road, Grosse Pointe Farms, MI 48236

Business Phone: 313-881-0040

Business Website: www.jldetroit.org

Applicant Name: Sabine Iafrate for the Junior League of Detroit

Business Phone: 313-881-0040

Cell Phone: 313-910-8824

Email: sabine.iafrate@gmail.com

Event On-Site Contact Person:

Name: same as above, or alternative: Cynthia Menna

Business Phone: 313-881-0040

Cell Phone: 313-595-7224

Email: pcmenna@yahoo.com

Event Elements (check all that apply)

Walkathon

Carnival/Circus

Concert/Performance

Run/Marathon

Bike Race

Religious Ceremony

Political Event

Festival

Filming

Parade

Sports/Recreation

Rally/Demonstration

Convention/Conference

Fireworks

Other: HOME TOUR

Please provide a brief description of your event:

The Designers’ Show House is the Junior League of Detroit biennial fundraiser. A private home is fully decorated by professional designers and open for tours from September 9th to October 7th (invitation-only events Sept. 9-14 and general public tours and events Sept. 15 - October 7). Revenues are generated from tours, special events, MarketPlace, Café and Raffle (one-day liquor license and raffle license applications have been filed with the State of Michigan). Funds raised will support the philanthropic efforts of the Junior League of Detroit

What are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date : 09/06/2018 Time: 8:00 AM Complete Set-up Date: 09/08/2018 Time: 5:00 PM

Event Start Date: 09/09/2018 Time: 11:00 AM Event End Date: 10/07/2018 Time: 8:00 PM

Begin Tearing Down Date: 10/08/2018 Complete Tear Down Date:10/09/2018.

Event Times (If more than one day, give times for each day):

PLEASE SEE ATTACHED LIST OF COMPLETE EVENT TIMES/DAYS

Section 3- LOCATION/SITE INFORMATION

Location of Event: 670 West Boston Blvd, Detroit

Facilities to be used (circle): Street Sidewalk Park City
Facility

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
- Location of merchandising booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms
- Location of First Aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

Section 4- ENTERTAINMENT

Describe the entertainment for this year's event:

PLEASE SEE ATTACHED LIST

Will a sound system be used? Yes No

If yes, what type of sound system?

Describe specific power needs for entertainment and/or music:

How many generators will be used? _____

How will the generators be fueled? _____

Name of vendor providing generators:

Contact Person: N/A

Address:

Phone:

City/State/Zip

Section 5- SALES INFORMATION

Will there be advanced ticket sales? Yes No

If yes, please describe: Advances House tour and special events tickets can be purchase online on our website www.jldetroit.org

Will there be on-site ticket sales? Yes No

If yes, list price(s): On-site tickets will be available for House tours. Thursday: \$30 , Fri-Sunday \$40 (closed Mon-Wed)

Will there be vending or sales? Yes No

If yes, check all that apply:

[X] Food [X] Merchandise [X] Non-Alcoholic Beverages [] Alcoholic Beverages

Indicate type of items to be sold: CAFÉ WILL SELL PRE-PACKAGED WRAP SANDWICHES, SALADS, COOKIES, COFFEE, WATER BOTTLES AND SODAS. MARKETPLACE IS A VENDOR BASE SPACE, FEATURING VARIOUS MICHIGAN-BASED VENDORS WITH A VARIETY OF GIFTWARE, CLOTHING AND SMALL HOME & GARDEN DÉCOR ITEMS. PLEASE SEE ATTACHED FOR COMPLETE LIST OF VENDORS.

Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: DETROIT THREAT MANAGEMENT CENTER

Contact Person: Dale Brown

Address: 6440 Wight St

Phone: 1-800-525-3491

City/State/Zip: Detroit, MI 48207

Number of Private Security Personnel Hired Per Shift: 2 to 4

Are the private security personnel (check all that apply):

[X] Licensed [] Armed [X] Bonded

How will you advise attendees of parking options

September 14th Preview Gala: Valet Parking will be provided

September 15-October 7 - General Admission to the Designers' Show House: visitors' information states to park on Boston & Chicago Blvds, 2nd and 3rd streets with the mention

Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?

There will be some impact on Parking but neighbors have been notified as well as invited to a special "Officials and Neighbors Reception"
All materials state to be "Respectful of driveways and private property"

Have local neighborhood groups/businesses approved your event?

Yes No

Indicate what steps you have or will take to notify them of your event: Have met with, and received support from the Board of the Historical Boston Edison Association (HBEA) in Fall 2017. Have presented to the General Membership of HBEA on March 21, 2018. Working with HBEA PR chair to keep neighborhood updated and engage residents to volunteer at our event wherever possible.

Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event Structure

	How Many?	Size/Height
Booth		
Tents (enclosed on 3 sides)	<u>4</u>	<u>(3)-10' x 10, (1)-40' x 60'</u>
Canopy (open on all sides)	<u>2</u>	<u>(1)-20'x30', (1)-20'x40'</u>
Staging/Scaffolding	<u>N/A</u>	<u></u>
Bleachers	<u>N/A</u>	<u></u>

N/a

Section 9- COMPLETE ALL THAT APPLY

Emergency medical services? DMC CARE EXPRESS

Contact Person: Terrye Nicholls

Address: 6420 E Lafayette

City/State/Zip Detroit, MI 48207

Name of company providing port-a-johns.

Contact Person:

Address:

Phone:

City/State/Zip:

Name of private catering company? ENCORE CATERING

Contact Person: Bob Nahra

Address: 21801 E Nine Mile Rd

Phone: 586-772-0450

City/State/Zip: St. Clair Shores, MI 48080

SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. **Barricades are not available from the City of Detroit.**

Attach a map or sketch of the proposed area for closure.

STREET NAME: _____

FROM: _____ **TO:** _____

CLOSURE DATES: _____ **BEG TIME:** _____ **END TIME:** _____

REOPEN DATE: _____ **TIME:** _____

STREET NAME: _____

FROM: _____ **TO:** _____

CLOSURE DATES: _____ **BEG TIME:** _____ **END TIME:** _____

REOPEN DATE: _____ **TIME:** _____

STREET NAME: _____

FROM: _____ **TO:** _____

CLOSURE DATES: _____ **BEG TIME:** _____ **END TIME:** _____

REOPEN DATE: _____ **TIME:** _____

STREET NAME: _____

FROM: _____ **TO:** _____

CLOSURE DATES: _____ **BEG TIME:** _____ **END TIME:** _____

REOPEN DATE: _____ **TIME:** _____

STREET NAME: _____

FROM: _____ **TO:** _____

CLOSURE DATES: _____ **BEG TIME:** _____ **END TIME:** _____

REOPEN DATE: _____ **TIME:** _____

PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

- 1) **CERTIFICATE OF INSURANCE**
- 2) **EMERGENCY MEDICAL AGREEMENT**
- 3) **SANITATION AGREEMENT**
- 4) **PORT-A-JOHN AGREEMENT**
- 5) **COMMUNITY COMMUNICATION**

**SPECIAL EVENT APPLICATION - JUNIOR LEAGUE OF DETROIT'S 2018 DESIGNERS' SHOW HOUSE
 DETAILS OF EVENTS TO BE CONSIDERED UNDER APPLICATION - SECTION 4 & 5 (page 2,3)
 ALL EVENTS HELD AT 670 WEST BOSTON BLVD, DETROIT BETWEEN SEPT. 9 AND OCT. 7**

NOTE: Constant communication will be maintained with DPD 10th precinct Sgt. Hall and NPOs Barber, Blackwell & Pargett
 Historic Boston Edison Association is also assisting in communicating with residents

DATE	EVENT	ENTERTAINMENT			SALES INFORMATION			PARKING
		SOUNDS SYSTEM	GENERAL TORS	ADVANCED PRICE TICKET	ON-SITE TICKET PRICE	VENDING OR SALES	PARKING OPTIONS	
9/9	Junior League of Detroit Sustainer's Lunch	No	No	N/A	N/A	NO	Street	
9/12	Official and Neighbors Reception	No	No	N/A	N/A	NO	Street	
9/13	Media Day	Yes - DJ	No	N/A	N/A	NO	Street	
9/14	Preview Gala	Yes - Live Band	No	Yes \$300/\$150	N/A	NO	Valet	
9/22	Wine Tasting	No	NO	Yes \$75	\$75	No	Street	
9/23	Paint By Numbers Workshop	No	No	YES \$75	\$75	No	Street	
9/30	Floral Arrangement Workshop	No	No	YES \$75	\$75	No	Street	
9/29	Pop Up Chef Dinner	No	No	Yes \$125	N/A	No	Valet	
10/3	Michelle May Jazz Concert	Live Band	No	Yes				
9/15 - 10/7	Public Tours of Designers' Show House	Thu-Sat: 10 AM-5 PM Sun: 12-5 PM	No	\$35	\$40	Yes: Food & Merchandise *	Street	

FOOD TO BE SOLD:

The Junior League of Detroit will operate its own Café, selling the following:

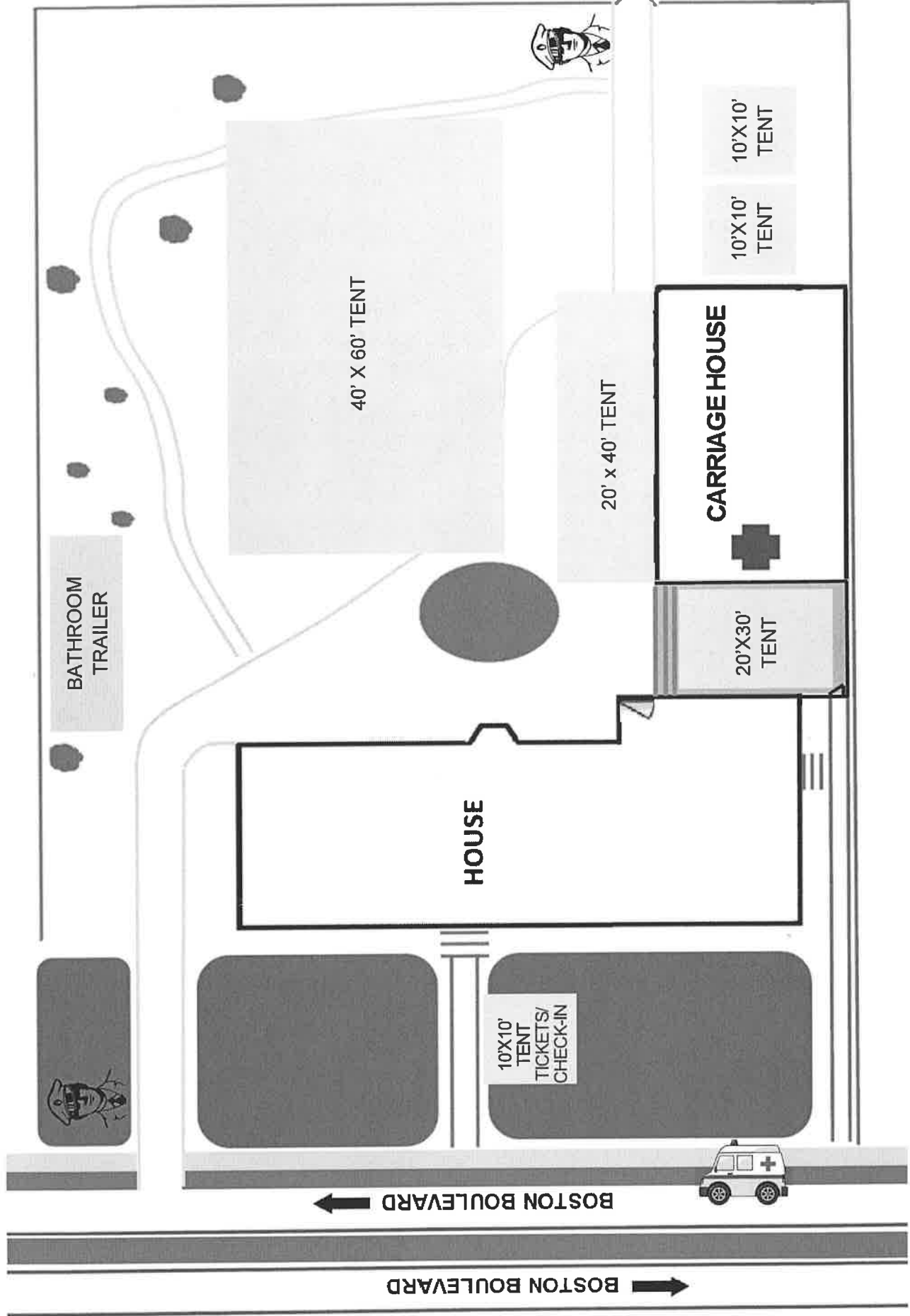
Item	Supplier	Contact Information
Prepackaged roll-ups and salads	(Vendors to be determined)	
Water bottles	Absopure Co.	8835 General Drive, Plymouth MI 48170 - Tel: 800-334-1064
Prepackaged cookies	On the Rise Bakery	8900 Gratiot Ave, Detroit, MI 48213 - Tel: 313-922-8510
Coffee	Cadillac Coffe	194 E Maple Rd, Troy, MI 48083 - Tel: 800-438-6900

MERCHANDISE TO BE SOLD:

Merchandise will be sold at the Designers' Show House MarketPlace, featuring the following Michigan based vendors:

Name	Merchandise	Contact Information
Carriage House Boutique	Garden décor, plants, notecards	jdetroit.org - 313-881-0040
Detroit Scroll	Shirts, mugs, signs	www.shopdetroitscroll.com - 313-244-2101
Pink Elephant Products	Home care, garden products	4444 Second Ave, Detroit - Tel: 313-804-343-
Wild Bird Unlimited	Bird Feeder, garden décor	20381 Mack Ave, Grosse Pointe Woods - Tel: 313-881-1410
Breathe Detroit	Shirts, athletic apparel	breatheindetroit.com - 415-572-3079
Digital Traveler	Historic Photos of Detroit scenes	https://www.etsy.com/shop/DigitalTraveler - Tel: 586-649-8105
Grand Pine Creations	Coffee Tables, wall décor, wood art	facebook.com/Grandpinecreations - 616-238-6737
Mary Beth Designs	Halloween & Christmas Decor	Facebook.com/Mary Beth Designs - 313-823-8644

GLYNN COURT



BOSTON BOULEVARD

BOSTON BOULEVARD



JUNIO-1

OP ID: KG

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/29/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aitken & Ormond -New Baltimore P. O. Box 489 New Baltimore, MI 48047 Kelly Aitken-Gwinnell	586-949-5570	CONTACT NAME: Kelly Aitken-Gwinnell	
		PHONE (A/C, No, Ext): 586-949-5570	FAX (A/C, No): 586-949-5170
		E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: National Specialty Insurance	NAIC #
		INSURER B: Michigan Insurance Co.	10857
		INSURER C: West Bend Mutual	
		INSURER D:	
		INSURER E:	
		INSURER F:	

INSURED **Junior League of Detroit
32 Lakeshore Rd
Grosse Pointe, MI 48230**

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	Y	A38459300	01/31/2018	01/31/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 200,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> Hired AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTIONS 0			A38459300	01/31/2018	01/31/2019	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WCJ9030250	01/31/2018	01/31/2019	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Director Officers			A38456400	01/31/2018	01/31/2019	D & O \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER THEFISH CANCELLATION

The Fisher Mansion
Preservation & Restoration LLC
670 W Boston
Detroit, MI 48202

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Kelly Aitken-Gwinnell

NOTEPAD:

HOLDER CODE **THEFISH**
INSURED'S NAME **Junior League of Detroit**

JUNIO-1
OP ID: KG

PAGE 2
Date **06/29/2018**

The Fisher Mansion Preservation & Restoration, LLC is named as additional insured.



JUNIO-1

OP ID: RI

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/18/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Aitken & Ormond -New Baltimore P. O. Box 489 New Baltimore, MI 48047 Kelly Aitken-Gwinnell	586-949-5570	CONTACT NAME: Kelly Aitken-Gwinnell PHONE (A/C, No, Ext): 586-949-5570 FAX (A/C, No): 586-949-5170 E-MAIL ADDRESS:
INSURED Junior League of Detroit 32 Lakeshore Rd Grosse Pointe, MI 48230		INSURER(S) AFFORDING COVERAGE INSURER A: National Specialty Insurance INSURER B: Michigan Insurance Co. INSURER C: West Bend Mutual INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
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	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
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B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	WCJ9030250	01/31/2018	01/31/2019	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Director Officers			A38456400	01/31/2018	01/31/2019	D & O 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Additional Insured: City of Detroit

CERTIFICATE HOLDER City of Detroit 2 Woodward Ave Detroit, MI 48226	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Kelly Aitken-Gwinnell
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HART EMS MEDICAL SERVICES, PLLC

220 Bagley Suite 912 Detroit MI 48226

Phone 313-366-4278 Fax 313-216-1771

June 29, 2018

This is to confirm that Hart EMS Medical Services, PLLC (HART) will provide on-site medical service for the Jr. League of Detroit Designer Show House (JLD) at the Charles T. Fisher Mansion on 670 Boston Blvd in Detroit MI on the following date(s) and time(s):

Friday September 14, 2018 6:00pm – 11:30pm (5.5 hours)

HART will provide these on-site standby services:

One Life Support Ambulance @ \$175.00 per hour

Total cost for coverage: \$962.50

JLD will provide the following:

- **Location for Ambulance with proper egress**
- **Any necessary credentials**
- **Bathroom Facilities**
- **Contact Person name**
- **Ice & Water for patient use**
- **Location for First Aid**
- **Communications with Promoter / Security**

It is understood that all on-site medical facilities and ambulances have a limited capacity and should other emergency resources be called in by mutual agreement of HART and JLD that HART will be held harmless for any overtaxing of its resources and will not be held responsible for other costs incurred. It is further understood that the request for services is as outlined above and designed by JLD. HART assumes no responsibility for the planning and accuracy of it. Should the request for transport result in overtaxing of resources contracted for, HART, will, at its' discretion, call for transport via city or private provider. HART assumes no responsibility for availability or response capabilities of outside ambulance services. It is understood by the parties that HART is held accountable for medical treatments by the governing county agencies and must adhere to all policies and procedures pertaining to medical provision. HART, its staff, and agents shall be held harmless for any incidents arising from this event. Furthermore, any treatment provided by other contracted, volunteer agencies or employees will not be the responsibility of HART and will be held harmless for any liability resulting in treatment by other agencies, either contracted or volunteered. Premature termination of the event shall not result in discount or refund of any kind HART. A fifty (50%) percent deposit is due at signing of contract. Balance due to Hart immediately following end of the event.

AGREED:

Adam Gottlieb
HART EMS Medical Services PLLC

Authorized Signer
Jr. League of Detroit

Date

Date

VALET PROFESSIONALS
1853 Huntington Boulevard
Grosse Pointe Woods MI 48236
313 333-3345

QUOTE

QUOTE FOR:

Valet parking

FOR ORGANIZATION:

Junior League of Detroit
Attn: Aimee Argel
32 Lakeshore Drive
Grosse Pointe Farms, MI 48236

100 VIP guests invited for 6pm
400 guests invited for 7pm
Up to 10 valet attendants provided
Uniformed black pants white shirt & tie
On duty from 5:30pm to 11:30pm

On Friday, September 14th, 2018
At 670 W Boston Blvd, Detroit

Total fee for services: \$655

Thank you,

Paul Ciaravino
President
Valet Professionals

Service Stops:

PRICE QUOTE [Stop:0]

Parkway Services, Inc.

Portable Toilets & Septic Service

2876 Tyler Road
Ypsilanti, MI 48198

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



Ph: 734-482-7633

Fax: 734-482-7632

Service Address
The Junior League of Detroit 670 Boston Blvd W Detroit, MI 48202

Billing Address
The Junior League of Detroit Atten: Aimee Argel, JLD President 32 Lakeshore Dr. Grosse Pointe Farms, MI 48236

Phone: (305) 450-0015

Contact: Tone Newlove

Phone: (305) 450-0015

Contact: Tone Newlove

Order #: 97797 - 01

Site #	Cust #	Sched Date	Dny	Time	Clerk	Req Date	Route	P.O.#	Terms	Sales Source/Cred	Mrkt/Tier
23724	JRLEADET	Jun 28, 18	Thu		ST	Jun 28, 18			COD	/	SP/

PRICE QUOTE - Ord# 97797

Driver= ___ Route= ___ Stop=0 Truck= ___ Trailer= ___

SN# =

Page 1 / 1

Invoice Note: September 8th-October 8th 2018

5 week rental @ 1600.00 per week.
Cleaning service @ 200.00 each time
(includes pumping waste, cleaning, restocking supplies)
Delivery/Set-Up/Pick up = Included.

Units: **RESTRILER 1**

Existing Units:

Serial# _____

Message	**Sign White office copy below & return to us.** Email to: parkwayservicesinc@yahoo.com
Map:	Lat = +42.38618 Long = -83.08906
Directions:	Between 3rd St & 2nd Ave. east of Hamilton Ave.
Driver Notes:	9 stall luxury restroom trailer

Customer Signature: _____ Print Name: _____ Driver: _____ Date: _____

2018-07-13

445

445 *Petition of Junior League of Detroit, request to hold "Junior League of Detroit-Designer's Show House" at 670 West Boston Boulevard, Detroit, on 9/9/18 -10/7/18, Set-up on 9/6/18 @ 8:00 AM and Tear Down on 10/9/18, with various event times and days.*

REFERRED TO THE FOLLOWING DEPARTMENT(S)

MAYOR'S OFFICE DPW - CITY ENGINEERING DIVISION
POLICE DEPARTMENT FIRE DEPARTMENT
BUSINESS LICENSE CENTER BUILDINGS SAFETY
ENGINEERING

MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle): **APPROVED** **DENIED** **N/A** **CANCELED**

Petition #: 458 Event Name: Metro Detroit AFL - CIO Labor Day March

Event Date: September 3, 2018

Street Closure: None

Organization Name: Metro Detroit AFL - CIO

Street Address: 115 West Willis Detroit, MI 48221

Receipt date of the COMPLETED Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

- Walkathon Carnival/Circus Concert/Performance Run/Marathon
- Bike Race Religious Ceremony Political Ceremony Festival
- Filming Parade Sports/Recreation Rally/Demonstration
- Fireworks Convention/Conference Other: March
- 24-Hour Liquor License**

Petition Communications (include date/time)

Annual March around Downtown Detroit for union members and supporters from 7:00am - 1:00pm.

**** ALL permits and license requirements must be fulfilled for an approval status ****

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD Assisted Event
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required; DPD Assisted Event
	Health Dept.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction

CITY CLERK 2018 JUL 19 AM 10:38

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Barricades Required; DPD Assisted Event
	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Bldg & Safety	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Bus. License	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Purchase of Parking Meters Required
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low Impact on Buses

MAYOR'S OFFICE

Signature: Bethanie Lusher

Date: July 18, 2018

DEPARTMENTAL REFERENCE COMMUNICATION

Wednesday, July 18, 2018

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.

PLANNING AND DEVELOPMENT DEPARTMENT DPW - CITY ENGINEERING DIVISION
MAYOR'S OFFICE POLICE DEPARTMENT
FIRE DEPARTMENT BUSINESS LICENSE CENTER
TRANSPORTATION DEPARTMENT MUNICIPAL PARKING DEPARTMENT

458 *Metro Detroit AFL-CIO, request to hold "Metro Detroit AFL-CIO Labor Day March" in Downtown Detroit on September 3, 2018 from 7:00 AM to 1:00 PM. Set up and Tear down to be completed on the event date, 9/3/18.*

City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least **60 days** prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

Section 1- GENERAL EVENT INFORMATION

Event Name: Metro Detroit AFL-CIO Labor Day March

Event Location: Downtown Detroit

Is this going to be an annual event? Yes No

Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Metro Detroit AFL-CIO

Organization Mailing Address: 115 West Willis; Detroit, Michigan 48221-1809

Business Phone: 313.960.4897

Business Website: _____

Applicant Name: Tanise M. Hill

Business Phone: 313.960.4897

Cell Phone: 313.613.8539

Email: metrodetroitaficio@yahoo.com

Event On-Site Contact Person:

Name: Tanise Hill

Business Phone: 313.960.4897

Cell Phone: 313.613.8539

Email: metrodetroitaficio@yahoo.

Event Elements (check all that apply)

Walkathon

Carnival/Circus

Concert/Performance

Run/Marathon

Bike Race

Religious Ceremony

Political Event

Festival

Filming

Parade

Sports/Recreation

Rally/Demonstration

Convention/Conference

Fireworks

Other: March

Please provide a brief description of your event:

Union members, members of the community and community groups, and members of faith-based groups and the community will stage 7am – 8:55am. Marchers will be going west on Michigan Avenue promptly at 9am.

What are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date: 09.03.2018 Time: 07.00am Complete Set-up Date: 09.03.2018 Time: 9am

Event Start Date: 09.03.2018 Time: 07.00am Event End Date: 09.03.2018 Time: 01:00pm

Begin Tearing Down Date: 09.03.2018 Complete Tear Down Date: 09.03.2018

Event Times (If more than one day, give times for each day):

One Day Event

Section 3- LOCATION/SITE INFORMATION

Location of Event: Downtown Detroit

Facilities to be used (circle): Street Sidewalk Park City
Facility

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
- Location of merchandising booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms
- Location of First Aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

Section 4- ENTERTAINMENT

Describe the entertainment for this year's event: None

Will a sound system be used? Yes No

If yes, what type of sound system? None

Describe specific power needs for entertainment and/or music:

Not applicable

How many generators will be used? None

How will the generators be fueled? None

Name of vendor providing generators:

Contact Person: Not Applicable

Address: _____ Phone: _____

City/State/Zip _____

Section 5- SALES INFORMATION

Will there be advanced ticket sales? Yes No

If yes, please describe: NO

Will there be on-site ticket sales? Yes No

If yes, list price(s): Not applicable

Will there be vending or sales? Yes No

If yes, check all that apply: NO

Food Merchandise Non-Alcoholic Beverages Alcoholic Beverages

Indicate type of items to be sold: None

Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: Existing park contract security will be used.

Contact Person:

Address: _____ Phone: _____

City/State/Zip: _____

Number of Private Security Personnel Hired Per Shift: _____

Are the private security personnel (check all that apply):

Licensed Armed Bonded

How will you advise attendees of parking options?

Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?

Have local neighborhood groups/businesses approved your event?

Yes No

Indicate what steps you have or will take to notify them of your event:

Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event Structure

	How Many?	Size/Height
Booth		
Tents (enclosed on 3 sides)	_____	_____
Canopy (open on all sides)	_____	_____
Staging/Scaffolding	_____	_____
Bleachers	_____	_____

Section 9- COMPLETE ALL THAT APPLY

Emergency medical services?

Contact Person: _____

Address: _____

City/State/Zip: _____

Name of company providing port-a-johns. _____

Contact Person: _____

Address: _____ Phone: _____

City/State/Zip: _____

Name of private catering company? _____

Contact Person: _____

Address: _____ Phone: _____

City/State/Zip: _____

SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. **Barricades are not available from the City of Detroit.**

Attach a map or sketch of the proposed area for closure.

STREET NAME: _____

FROM: _____ **TO:** _____

CLOSURE DATES: _____ **BEG TIME:** _____ **END TIME:** _____

REOPEN DATE: _____ **TIME:** _____

STREET NAME: _____

FROM: _____ **TO:** _____

CLOSURE DATES: _____ **BEG TIME:** _____ **END TIME:** _____

REOPEN DATE: _____ **TIME:** _____

STREET NAME: _____

FROM: _____ **TO:** _____

CLOSURE DATES: _____ **BEG TIME:** _____ **END TIME:** _____

REOPEN DATE: _____ **TIME:** _____

STREET NAME: _____

FROM: _____ **TO:** _____

CLOSURE DATES: _____ **BEG TIME:** _____ **END TIME:** _____

REOPEN DATE: _____ **TIME:** _____

STREET NAME: _____

FROM: _____ **TO:** _____

CLOSURE DATES: _____ **BEG TIME:** _____ **END TIME:** _____

REOPEN DATE: _____ **TIME:** _____

PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

- 1) **CERTIFICATE OF INSURANCE**
- 2) **EMERGENCY MEDICAL AGREEMENT**
- 3) **SANITATION AGREEMENT**
- 4) **PORT-A-JOHN AGREEMENT**
- 5) **COMMUNITY COMMUNICATION**

AUTHORIZATION & AFFADAVIT 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, on behalf of the Event 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.

Signature of Applicant

Date

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.

(Please Print)

Event Name: _____ Event Date: _____

Event Organizer: _____

Applicant Signature: _____ Date: _____

2018-07-17

458

Petition of Metro Detroit AFL-CIO, request to hold "Metro Detroit AFL-CIO Labor Day March" in Downtown Detroit on September 3, 2018 from 7:00 AM to 1:00 PM. Set up and Tear down to be completed on the event date, 9/3/18.

REFERRED TO THE FOLLOWING DEPARTMENT(S)

PLANNING AND DEVELOPMENT DEPARTMENT DPW -
CITY ENGINEERING DIVISION
MAYOR'S OFFICE POLICE DEPARTMENT
FIRE DEPARTMENT BUSINESS LICENSE CENTER
TRANSPORTATION DEPARTMENT MUNICIPAL

OFFICE OF CONTRACTING AND
PROCUREMENT

July 19, 2018

HONORABLE CITY COUNCIL:

The Office of Contracting and Procurement recommends a Contract with the following firm(s) or person(s):

3025000 100% City Funding – To Provide Additional Asbestos Removal for Demolition of 4829 Devonshire, 9728 Kensington, & 5080 Beaconsfield – Contractor: Farrow Group INC – Location: 601 Beaufait St., Detroit MI, 48207 – Contract Period: Upon City Council Approval through July 31, 2019 – Total Contract Amount: \$8,350.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _____ **BENSON**

RESOLVED, that Contract No. 3025000 referred to in the foregoing communication dated July 19, 2018 be hereby and is approved.

**OFFICE OF CONTRACTING AND
PROCUREMENT**

July 19, 2018

HONORABLE CITY COUNCIL:

The Office of Contracting and Procurement recommends a Contract with the following firm(s) or person(s):

3025387 100% City Funding – To Provide Emergency Commercial Demolition of 6633
Rohns – Contractor: Dore & Associates Contracting INC– Location: 900 Harry S.
Truman Pkwy, Bay City MI, 48706 – Contract Period: Upon City Council
Approval through July 30, 2019 – Total Contract Amount: \$123,400.00.
HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _____ **BENSON**

RESOLVED, that Contract No. 3025387 referred to in the foregoing communication dated July 19, 2018 be hereby and is approved.

**OFFICE OF CONTRACTING AND
PROCUREMENT**

July 19, 2018

HONORABLE CITY COUNCIL:

The Office of Contracting and Procurement recommends a Contract with the following firm(s) or person(s):

3025569 100% City Funding – To Provide Emergency Residential Demolition of 5026
Seebaldt – Contractor: DMC Consultants, INC – Location: 13500 Foley, Detroit,
MI 48227 – Contract Period: Upon City Council Approval through July 23, 2019
– Total Contract Amount: \$14,900.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _____ **BENSON**

RESOLVED, that Contract No. 3025569 referred to in the foregoing communication dated July 19, 2018 be hereby and is approved.

OFFICE OF CONTRACTING AND
PROCUREMENT

July 19, 2018

HONORABLE CITY COUNCIL:

The Office of Contracting and Procurement recommends a Contract with the following firm(s) or person(s):

3025570 100% City Funding – To Provide Emergency Residential Demolition of 3730 & 3736 Taylor – Contractor: DMC Consultants, INC – Location: 13500 Foley, Detroit, MI 48227 – Contract Period: Upon City Council Approval through July 23, 2019 – Total Contract Amount: \$30,150.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _____ **BENSON**

RESOLVED, that Contract No. 3025570 referred to in the foregoing communication dated July 19, 2018 be hereby and is approved.

OFFICE OF CONTRACTING AND
PROCUREMENT

July 19, 2018

HONORABLE CITY COUNCIL:

The Office of Contracting and Procurement recommends a Contract with the following firm(s) or person(s):

3025572 100% City Funding – To Provide Emergency Residential Demolition of 6899 Montrose, and Emergency Commercial Demolition of 8409 W. Jefferson – Contractor: DMC Consultants, INC – Location: 13500 Foley, Detroit, MI 48227 – Contract Period: Upon City Council Approval through July 23, 2019 – Total Contract Amount: \$48,125.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _____ **BENSON** _____

RESOLVED, that Contract No. 3025572 referred to in the foregoing communication dated July 19, 2018 be hereby and is approved.

**OFFICE OF CONTRACTING AND
PROCUREMENT**

July 19, 2018

HONORABLE CITY COUNCIL:

The Office of Contracting and Procurement recommends a Contract with the following firm(s) or person(s):

3025575 100% City Funding – To Provide Emergency Residential Demolition of 20125 Omira, and Emergency Commercial Demolition 12934-40 Peoria, and 8435 Mt. Elliot – Contractor: Gayanga Co. – Location: 1420 Washington Blvd., Suite 301, Detroit MI, 48226 – Contract Period: Upon City Approval through July 23, 2019 – Total Contract Amount: \$73,450.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _____ **BENSON**

RESOLVED, that Contract No. 3025575 referred to in the foregoing communication dated July 19, 2018 be hereby and is approved.

**OFFICE OF CONTRACTING AND
PROCUREMENT**

July 19, 2018

HONORABLE CITY COUNCIL:

The Office of Contracting and Procurement recommends a Contract with the following firm(s) or person(s):

3025580 100% City Funding – To Provide Emergency Residential Demolition of 2574 Chalmers, 3156 Edsel, 13671 Stoepel, 17454 Lumpkin, and 4836 Chopin – Contractor: Gayanga Co. – Location: 1420 Washington Blvd., Suite 301, Detroit MI, 48226 – Contract Period: Upon City Approval through July 23, 2019 – Total Contract Amount: \$79,626.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _____ **BENSON** _____

RESOLVED, that Contract No. 3025580 referred to in the foregoing communication dated July 19, 2018 be hereby and is approved.

37

July 19, 2018

TO: HONORABLE CITY COUNCIL

Re: Contracts and Purchase Orders Scheduled to be considered at the Formal Session for July 24, 2018.

Please be advised that the Contract listed was submitted on June 15, 2018 for the City Council Agenda for June 19, 2018 has been amended as follows:

1. The contractor's name, location, contract period, and amount was submitted incorrectly by the Office of Contracting and Procurement. Please see the correction(s) below:

Submitted as: Page 5

HOUSING AND REVITALIZATION

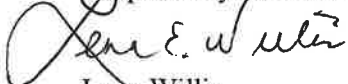
3025582 100% City Funding – To Provide Emergency Residential Demolition of 6001 Marcus, and Emergency Commercial Demolition of 17325 & 17343 Lamont – Contractor: **Gayanga Co. – Location: 1420 Washington Blvd., Suite 301, Detroit MI, 48226 – Contract Period: Upon City Approval through July 23, 2019 – Total Contract Amount: \$79,626.00.**
Waiver of Reconsideration

Should read as: Page 5

HOUSING AND REVITALIZATION

3025582 100% City Funding – To Provide Emergency Residential Demolition of 6001 Marcus, and Emergency Commercial Demolition of 17325 & 17343 Lamont – Contractor: **Den-Man Contractors, INC – Location: 14700 Barber Ave., Warren MI, 48088 – Contract Period: Upon City Approval through July 30, 2019 – Total Contract Amount: \$181,200.00.**
Waiver of Reconsideration

Respectfully Submitted,



Lena Willis
Deputy Chief Procurement Officer
LW/CD

BY COUNCIL MEMBER: _____

RESOLVED, that **contract #3025582** referred to in the foregoing communication dated July 24, 2018 be hereby and is approved.

OFFICE OF CONTRACTING AND
PROCUREMENT



July 19, 2018

HONORABLE CITY COUNCIL:

The Office of Contracting and Procurement recommends a Contract with the following firm(s) or person(s):

3025582 100% City Funding -- To Provide Emergency Residential Demolition of 6001 Marcus, and Emergency Commercial Demolition of 17325 & 17343 Lamont -- Contractor: Gayanga Co. -- Location: 1420 Washington Blvd., Suite 301, Detroit MI, 48226 -- Contract Period: Upon City Approval through July 23, 2019 -- Total Contract Amount: \$79,626.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _____ **BENSON**

RESOLVED, that Contract No. 3025582 referred to in the foregoing communication dated July 19, 2018 be hereby and is approved.

38

**OFFICE OF CONTRACTING AND
PROCUREMENT**

July 19, 2018

HONORABLE CITY COUNCIL:

The Office of Contracting and Procurement recommends a Contract with the following firm(s) or person(s):

3025602 100% City Funding – To Provide Emergency Commercial Demolition of 13803 Newbern – Contractor: Able Demolition, INC – Location: 5675 Auburn Road, Shelby Township, MI 48317 – Contract Period: Upon City Council Approval through July 23, 2019 – Total Contract Amount: \$25,250.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _____ **BENSON**

RESOLVED, that Contract No. 3025602 referred to in the foregoing communication dated July 19, 2018 be hereby and is approved.

OFFICE OF CONTRACTING AND
PROCUREMENT

July 19, 2018

HONORABLE CITY COUNCIL:

The Office of Contracting and Procurement recommends a Contract with the following firm(s) or person(s):

3025603 100% City Funding – To Provide Emergency Residential Demolition of 13805 Vassar, 8044 Knodell, and Emergency Commercial Demolition of 4500 Michigan – Contractor: DMC Consultants, INC – Location: 13500 Foley, Detroit, MI 48227 – Contract Period: Upon City Council Approval through July 23, 2019 – Total Contract Amount: \$139,075.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _____ **BENSON**

RESOLVED, that Contract No. 3025603 referred to in the foregoing communication dated July 19, 2018 be hereby and is approved.

40

July 20, 2018

TO: HONORABLE CITY COUNCIL

Re: Contracts and Purchase Orders Scheduled to be considered at the Formal Session for July 24, 2018.

Please be advised that the Contract listed was submitted on June 15, 2018 for the City Council Agenda for June 19, 2018 has been amended as follows:

1. The contractor's **Demolition Type** was submitted incorrectly by the Office of Contracting and Procurement. Please see the correction(s) below:

Submitted as: Page 5

HOUSING AND REVITALIZATION

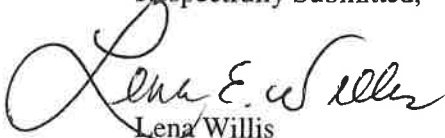
6001538 100% City Funding – To Provide Commercial Environmental Due Diligence 2018 Group T – Contractor: Professional Services Industries, INC – Location: 1435 Randolph St., Suite 404, Detroit MI, 48226 – Contract Period: Upon City Council Approval through August 6, 2019 – Total Contract Amount: \$26,113.00.
Waiver of Reconsideration

Should read as: Page 5

HOUSING AND REVITALIZATION

6001538 100% City Funding – To Provide Commercial **Emergency** Environmental Due Diligence 2018 Group T – Contractor: Professional Services Industries, INC – Location: 1435 Randolph St., Suite 404, Detroit MI, 48226 – Contract Period: Upon City Council Approval through August 6, 2019 – Total Contract Amount: \$26,113.00.
Waiver of Reconsideration

Respectfully Submitted,



Lena Willis
Deputy Chief Procurement Officer
LW/CD

BY COUNCIL MEMBER: _____

RESOLVED, that **contract #6001538** referred to in the foregoing communication dated July 24, 2018 be hereby and is approved.

41

**OFFICE OF CONTRACTING AND
PROCUREMENT**

July 19, 2018

HONORABLE CITY COUNCIL:

The Office of Contracting and Procurement recommends a Contract with the following firm(s) or person(s):

6001573 100% City Funding – To Provide Commercial Environmental Due Diligence
2018 Group R – Contractor: Environmental Resources Group – Location: 28003
Center Oaks Court, Suite 106, Wixom MI, 48393 – Contract Period: Upon City
Council Approval through August 6, 2019 – Total Contract Amount:
\$150,342.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _____ **BENSON**

RESOLVED, that Contract No. 6001573 referred to in the foregoing communication dated July 19, 2018 be hereby and is approved.

OFFICE OF CONTRACTING AND
PROCUREMENT

July 19, 2018

HONORABLE CITY COUNCIL:

The Office of Contracting and Procurement recommends a Contract with the following firm(s) or person(s):

6001585 100% City Funding – To Provide Commercial Environmental Due Diligence
2018 Group S – Contractor: Environmental Resources Group – Location: 28003
Center Oaks Court, Suite 106, Wixom MI, 48393 – Contract Period: Upon City
Council Approval through August 6, 2019 – Total Contract Amount: \$91,474.00.
HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _____ **BENSON**

RESOLVED, that Contract No. 6001585 referred to in the foregoing communication dated July 19, 2018 be hereby and is approved.

**OFFICE OF CONTRACTING AND
PROCUREMENT**

July 19, 2018

HONORABLE CITY COUNCIL:

The Office of Contracting and Procurement recommends a Contract with the following firm(s) or person(s):

6001587 100% City Funding – To Provide Commercial Environmental Due Diligence
2018 Group Q – Contractor: Environmental Resources Group – Location: 28003
Center Oaks Court, Suite 106, Wixom MI, 48393 – Contract Period: Upon City
Council Approval through August 6, 2019 – Total Contract Amount: \$88,427.00.
HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _____ BENSON _____

RESOLVED, that Contract No. 6001587 referred to in the foregoing communication dated July 19, 2018 be hereby and is approved.

CITY CLERK 2018 JUL 18 PM 02:02


David Whitaker, Esq.
Director
Irvin Corley, Jr.
Executive Policy Manager
Marcell R. Todd, Jr.
Senior City Planner

LaKisha Barclift, Esq.
M. Rory Bolger, PhD, AICP
Timothy Boscarino, AICP
Kemba Braynon
Elizabeth Cabot, Esq.
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City of Detroit CITY COUNCIL

LEGISLATIVE POLICY DIVISION
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David Teeter
Theresa Thomas
Kathryn Lynch Underwood

TO: The Honorable Detroit City Council
FROM: David Whitaker, Director 
Legislative Policy Division (LPD) Staff
DATE: July 18, 2018
RE: **DWSD/GLWA 2018 Memorandum of Understanding**

On June 27, 2018, the Detroit Water and Sewerage Department (DWSD) and the Great Lakes Water Authority (GLWA) entered into the attached 20-page Memorandum of Understanding (MOU), regarding specific division of costs for multiple aspects of their vast, interrelated operations and infrastructure.

The new MOU, on its face, addresses certain specific implementation items (itemized below) involved in the June 12, 2015 leases of water and sewer systems infrastructure from DWSD to GLWA, and associated shared services agreements between the two water and sewer utilities. It is an initial step in an ongoing, long-term process of reevaluating and implementing new, overall cost-sharing and governance arrangements for these systems.

The many specific terms of the new MOU require personal knowledge of DWSD and GLWA officials with direct responsibility for the multiple and diverse matters addressed therein, for adequate understanding of their myriad details. Specific matters addressed include:

- Adjustments to cash held by GLWA for the benefit of DWSD (including assumption of liabilities from before the effective date of the leases and shared services agreements, budget stabilization requirement (of the Master Bond Ordinance), and the final year of the previous sewer “look back” adjustment agreement);
- Non-cash related book entries (including the lease pre-payment, and GLWA’s obligation to DWSD for the local system’s direct allocable share of the bonded debt from before the effective date);

- DWSD pre-effective date receivables and landlord/tenant deposits and affordability accounts;
- Cash transfer to the DWSD Improvements & Extensions account;
- Cash transfer to the DWSD Operations & Maintenance account;
- Contributions and clarifications to the Extraordinary Repair & Replacement reserve fund;
- Sewer bad debt look back;
- Reconciliation Committee (a new joint GLWA/DWSD body to meet quarterly and address such shared-cost issues as they may arise going forward);
- Financial reporting on the local system;
- Standard Operating Procedures;
- Budget Shortfalls (if any, to be the subject of future Reconciliation Committee meetings);
- 2018 MOU Implementation;
- Water and sewer charges to GLWA; and
- Multiple pre-effective date liabilities.

The terms of this MOU and the written term sheet that preceded it were outlined by GLWA finance and legal staff and their rates consultant at a regional meeting on May 24, 2018, of the Joint Charges Work Group (the regional body that discusses wholesale rates between GLWA and southeast Michigan partner communities). The matters addressed in the MOU were generically described as “lease implementation matters”.

Recognizing that the leases and shared services agreements are quite complex documents, GLWA leadership acknowledged that they “didn’t always have perfect information” in 2014-15 when they set up the GLWA and entered into the leases. In that context, the term sheet and MOU represent “post mortem look back settling up” of costs imposed on DWSD and GLWA, respectively, in the expedited and relatively chaotic process of standing up the GLWA.

Based on the status of their internal progress and other, ongoing cost-sharing discussions referred to briefly above, January 2018 was the best time for them to do this, and the term sheet they began developing then generated the new, June 2018 formal MOU. The objective is intended to bring clarity to the GLWA/DWSD financial relationship. The “bottom line”, so to speak, is “This is basically a deal.” Evaluating the MOU requires one to look at every single piece of it, not only one or a few items in isolation. It is a trade-off of interests on complex issues that everyone in charge of both GLWA and DWSD agreed to. The regional and local partner utilities will continue

to negotiate such cost-sharing arrangements going forward, primarily via the new Reconciliation Committee established by this MOU.

To the extent Council Members may have additional specific questions or concerns regarding the nature and specific details of the MOU and its terms, LPD believes the questions should be directed to DWSD. Given the notorious complexity of our water and sewer systems' operations and financing, LPD lacks sufficient specific, first-hand personal knowledge of the matters at issue to provide much more detail than this general overview.

If Council has any other questions or concerns regarding this subject, LPD will be happy to provide further research and analysis upon request.

2018 MEMORANDUM OF UNDERSTANDING

THIS 2018 MEMORANDUM OF UNDERSTANDING ("2018 MOU") entered into on June 27th, 2018, by and between the DETROIT WATER AND SEWERAGE DEPARTMENT ("DWSD"), a department of the City of Detroit (the "City"), and the GREAT LAKES WATER AUTHORITY ("GLWA"), a municipal authority and public body corporate organized and existing under and pursuant to the provisions of Act No. 233, Public Acts of Michigan, 1955, as amended ("Act 233").

WITNESSETH:

WHEREAS, the City owns a Water Supply System (the "Water System") and a Sewage Disposal System (the "Sewer System"); and

WHEREAS, the City and GLWA have entered into and subsequently amended the schedules to (i) a Regional Water Supply System Lease, dated June 12, 2015 (as Schedules have been amended, the "Water Lease"), which provides for the lease by the City to GLWA of the regional assets of the Water System (the "Regional Water System") for an initial term of forty (40) years, and (ii) a Regional Sewage Disposal System Lease, dated June 12, 2015 (as Schedules have been amended, the "Sewer Lease" and together with the Water Lease, the "Leases"), which provides for the lease by the City to GLWA of the regional assets of the Sewer System (the "Regional Sewer System" and together with the Regional Water System, the "Regional Systems") for an initial term of forty (40) years; and

WHEREAS, pursuant to the Leases, GLWA is operating the Regional Systems, and the City, acting through DWSD, continues to operate the remaining assets of the Water System (the "Local Water System") and the Sewer System (the "Local Sewer System" and together with the Local Water System, the "Local Systems") that provide service directly to retail customers of the City (the "Detroit Local Water Facilities" and the "Detroit Local Sewer Facilities," respectively, and collectively, the "Detroit Local Facilities"); and

WHEREAS, the City and GLWA have also entered into a Water and Sewer Services Agreement, dated June 12, 2015 (the "WSSA"), relating to the provision of water service to those individual customers located within and outside the City that receive water service directly from the Detroit Local Water Facilities (the "Retail Water Customers") and sewer service to those individual customers located within and outside the City that receive sewer service directly from the Detroit Local Sewer Facilities (the "Retail Sewer Customers" and together with the Retail Water Customers, the "Retail Customers"); and

WHEREAS, GLWA approved and adopted Master Bond Ordinance No. 2015-01 on October 7, 2015, which it subsequently amended on December 9, 2015, January 27, 2016 and August 10, 2016 (as amended, the "Master Water Bond Ordinance"), which authorized (i) together with the Water Lease, the assumption by GLWA of bonds previously issued by the City to finance or refinance improvements to the Water System (the "DWSD Water Bonds") that are secured by the Net Revenues of the Water System and (ii) the issuance of additional bonds by

i. **Litigation Liabilities:** GLWA shall credit \$78,434,300 for the assumption by DWSD of the Pre-Effective Date Liabilities, as outlined in Section 15, reduced by \$9,000,000 for the reimbursement of certain litigation liabilities previously paid by GLWA, for a net deposit of \$69,434,300.

b. **Budget Stabilization Requirement:**

i. The Budget Stabilization Requirement is reduced to \$7,500,000 effective July 1, 2017. To reflect this adjustment, GLWA shall apply \$3,433,000 as of July 1, 2017 as a credit.

ii. The revised Budget Stabilization Requirement is approximately two (2%) percent of DWSD's Fiscal Year 2019 budgeted revenues. The amount of \$7,500,000 will remain in effect for the life of the Leases, unless further adjusted pursuant to the WSSA. If GLWA draws on the Budget Stabilization Fund pursuant to the terms of the WSSA, then DWSD shall restore the Budget Stabilization Fund as provided in the WSSA.

c. **Final Year of Prior Sewer Lookback Adjustment Agreement:** GLWA shall credit \$1,333,900, reflecting the portion of the final annual \$20,000,000 sewer lookback adjustment charged during Fiscal Year 2016, which was attributable to a deposit to DWSD's Sewer System Improvement and Extension ("I&E") Account of the Sewer System I&E Fund.

3. **Non-cash Related Book Entries.** The following non-cash related book entries shall be effective July 1, 2017:

a. **Lease Pre-payment:** The initial term of the Leases began on the Effective Date and ends on December 31, 2055. GLWA's last monthly payment shall be June 1, 2055 and GLWA's \$25,000,000 Lease payment on January 1, 2016 shall be applied to the period of July 1, 2055 through December 31, 2055.

b. **Obligation Payable by DWSD to GLWA for Direct Allocable Share of pre-Effective Date Bonded Indebtedness for the Local Systems:**

i. DWSD's agreed upon allocable share of pre-Effective Date bonded indebtedness at June 30, 2017 related to the Local Systems is \$437,280,200 for the Local Water System and \$358,090,600 for the Local Sewer System. This allocation was determined based on an agreed upon share of debt service in Fiscal Year 2016: \$455,000,000 for the Local Water System and \$370,000,000 for the Local Sewer System and the amounts included in the revenue requirements allocated to the Retail Customers related to the debt service for Fiscal Year 2016 and Fiscal Year 2017.

ii. **Amortization Schedule:** The amortization schedule of DWSD's obligations payable related to pre-Effective Date bonded indebtedness for the Local Systems shall be as shown on **Schedule 3**. This amortization schedule establishes fixed payment terms for these obligations. The agreed upon interest rate shall be 4.76% for the Local Water System and 4.33% for the Local Sewer System. This amortization schedule shall not be altered to reflect

6. Cash Transfer to DWSD O&M Account.

- a. **Due to/Due from Other City Liabilities:** GLWA shall transfer \$18,622,473 to DWSD, in full satisfaction of GLWA's remaining short and long-term worker's compensation, unemployment, compensated absences employment and other liabilities included in Schedule 4. Upon execution of this 2018 MOU, DWSD will notify the City Office of the Chief Financial Officer that DWSD has become solely responsible for these liabilities. (See Schedule 4). Net balances of \$18,622,473 shall be written off from GLWA's books as of July 1, 2017. DWSD shall record a like amount as of July 1, 2017.

7. Extraordinary Repair & Replacement ("ER&R") Reserve Fund Contributions and Clarifications.

- a. Except for the required restoration of DWSD withdrawals, GLWA shall fund future deposits to the ER&R Reserve Fund from Regional System Revenues as needed to satisfy the ER&R Maximum Requirement, as defined in the related Master Bond Ordinance and based on the sum of the Regional Systems' and Local Systems' Fiscal Year O&M Budgets.
- b. This provision does not require any cash or non-cash adjustments between the parties.
- c. The ER&R Reserve Fund shall be available to both GLWA and DWSD as provided in the Master Bond Ordinances. To the extent there may be an investment loss if funds are drawn by DWSD, DWSD's Chief Financial Officer shall be advised before any loss is incurred. The entity that uses the funds shall fund investment losses incurred, if any.
- d. DWSD draws not repaid as contemplated by the Master Bond Ordinances shall be repaid in full, in installments, over a period up to the next three fiscal years, plus a surcharge calculated as provided below, as part of the revenue requirement allocated to and payable by DWSD. The surcharge on the portion of the draw which remains unpaid at June 30 of the Fiscal Year in which the draw was made shall be based on the three-year U.S. Treasury Note Rate, as published in the Wall Street Journal, plus 150 basis points. A sample calculation of the surcharge factor is shown below:

March 1, 2018 U.S. 3 Year Treasury Note Rate:	2.404%
Plus 150 basis points:	1.500%
Surcharge Factor:	3.904%

- i. Until DWSD's ER&R Reserve Fund withdrawal is repaid, and unless DWSD has other resources available for that purpose or otherwise agreed to by GLWA, DWSD shall apply any available funds in the related DWSD I&E Account for that purpose.

the GLWA Chief Executive Officer and the DWSD Director, the issue may be brought forward to the Reconciliation Committee.

12. Budget Shortfall.

- a. If DWSD experiences a cumulative negative variance of more than two percent (2%) of the total budget for either Local System (a "Budget Shortfall") from its budget adopted pursuant to Section 5.3 of the WSSA based on DWSD's quarterly reports to GLWA, DWSD, as the agent of GLWA, shall, within thirty (30) days thereafter, schedule a meeting of the Reconciliation Committee to discuss the magnitude and reasons for the shortfall and possible approaches to address the shortfall. Within sixty (60) days after the Reconciliation Committee meets, DWSD, as agent, shall develop a plan to cure the Budget Shortfall and the time period within which the shortfall will be cured, taking into account the reasons for and magnitude of the shortfall. If Revenues, including, but not limited to, adjustments to Local O&M expenditures and the use of subsequent positive receipts, are not available to cure the Budget Shortfall within the same Fiscal Year, DWSD shall reallocate available funds in the related DWSD I&E Account or reallocate any unencumbered Lease Payment to eligible debt service to satisfy the Budget Shortfall.
- b. Budget Shortfalls not cured by the end of the Fiscal Year following the year in which they arise shall be repaid in full, in installments, over a period not to exceed the next three fiscal years, plus a surcharge calculated as provided below, as part of the Revenue Requirement payable by DWSD. The surcharge factor on the portion of the Budget Shortfall which remains unpaid at June 30 of the Fiscal Year following the fiscal year in which the Budget Shortfall arises shall be based on the three-year U.S. Treasury Note Rate, as published in the Wall Street Journal, plus 150 basis points. A sample calculation of the surcharge factor is shown below:

March 1, 2018 U.S. 3 Year Treasury Note Rate:	2.404%
Plus 150 basis points:	1.500%
Surcharge Factor:	3.904%

- i. Until the Budget Shortfall is repaid, and unless DWSD has other resources available for that purpose or otherwise agreed to by GLWA, DWSD shall apply any available funds in the related DWSD I&E Account for that purpose.
- ii. GLWA Board approval shall be required for repayment terms in excess of three (3) years.
- iii. The quarterly Reconciliation Committee meetings shall include a review of the progress in eliminating the Budget Shortfall.

- b. For all Pre-Effective Date Liabilities, DWSD agrees to:
 - i. Lead in the defense of the Pre-Effective Date Liabilities.
 - ii. Assume all financial or legal exposure for the Pre-Effective Date Liabilities, including any and all unpaid amounts to fund ratemaking litigation settlements.
- c. GLWA agrees that the arbitration demands approved by GLWA's Board related to Pre-Effective Date Liabilities involving third parties shall be withdrawn.
- d. GLWA agrees to cooperate in DWSD's defense of any Pre-Effective Date Liabilities.
- e. GLWA shall have no further liability as to the liabilities transferred to and assumed by DWSD under the 2018 MOU, specifically those assigned under Sections 2a., Section 4 (Schedule 2), Section 6 (Schedule 4) and Sections 15 a. and b.

[Signature Page Follows on Next Page]

Schedule 1 - Schedule of Adjustments

Settlement Activity	
Net Book Entry Credits FY 2018	
Budget Stabilization Fund Formula Adjustment (Section 2(b))	\$3,433,000
Sewer Lookback Adjustment (Section 2(c))	\$1,333,900
Consideration for Assumption of Pre-Effective Date Liabilities already paid by GLWA (net of \$9 million charge for certain litigation liabilities; Sections 2(a) & 2(d))	\$69,434,300
Total Net Book Entry Credits for Cash Held for the Benefit of DWSD	\$74,201,200
Cash Transfers FY 2018	
Wayne County Revolving Fund Proceeds (per Schedule 2)	\$16,293,664
Construction Bond Cash Allocation (paid from GLWA I&E Funds; per Schedule 5)	\$15,174,200
Due To/Due From Other City Liabilities (per Schedule 4)	\$18,622,472.92
Total Cash Transfers	\$50,090,336.92

**Schedule 3 - Obligation Payable by DWSD to GLWA
(for direct allocable share of pre-Effective Date bonded indebtedness)**

See attached Amortization Schedules.

Obligation Payable Calculations and Comparisons

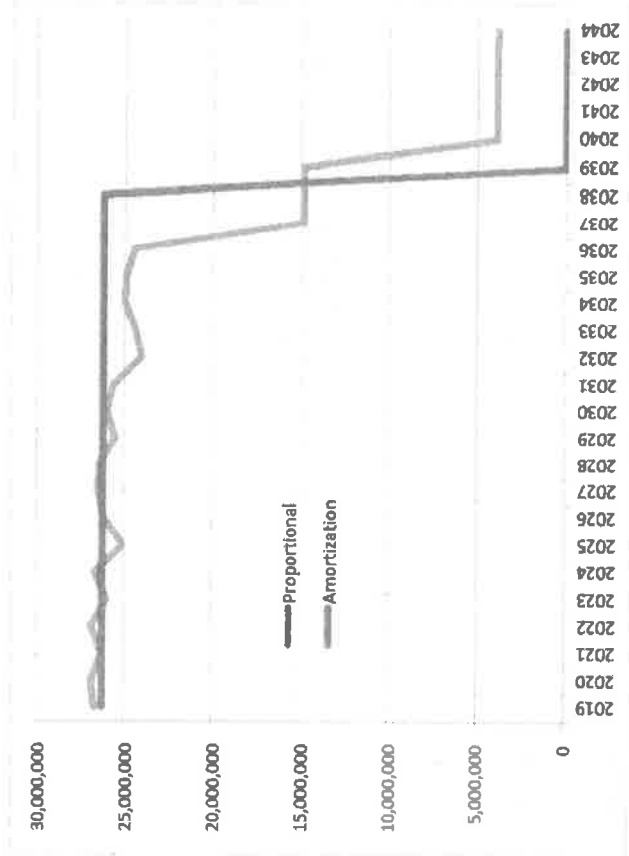
	Original Amortization Schedule for Revenue Rec't Allocations			Agreed Upon Amortization Schedule			Variance		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
Water									
6/30/15	3,378,600	12,231,300	15,609,900	3,893,700	11,716,300	15,610,000	515,100	(515,000)	100
6/30/16	3,378,600	12,231,300	15,609,900	3,893,600	11,716,200	15,609,800	515,000	(515,100)	(100)
6/30/2017 (a)	7,591,600	25,628,200	31,219,800	9,921,300	21,287,300	31,219,800	2,340,900	(2,340,900)	0
6/30/2018 (b)	11,065,900	23,247,900	34,313,800	11,946,700	20,814,500	32,761,200	880,800	(2,453,400)	(1,552,600)
Subtotal - FY 18	35,414,700	71,358,700	96,753,400	29,666,300	65,534,300	95,200,800	4,251,800	(1,352,600)	(1,352,600)
6/30/19	11,749,800	22,693,500	34,443,300	13,191,900	20,245,900	33,438,800	1,443,100	(1,447,600)	(1,694,500)
Subtotal - FY 19 Plan	37,164,500	94,032,200	131,196,700	42,859,400	85,780,200	128,639,600	5,694,900	(1,352,000)	(2,157,100)
Sewer									
6/30/15	2,452,400	8,831,300	11,283,700	2,570,200	8,713,500	11,283,700	117,800	(117,800)	0
6/30/16	2,452,400	8,831,300	11,283,700	2,570,200	8,713,500	11,283,700	117,800	(117,800)	0
6/30/2017 (a)	5,504,700	17,062,700	22,567,400	6,769,000	15,798,400	22,567,400	1,264,300	(1,264,300)	0
6/30/2018 (b)	10,581,900	16,810,600	27,392,500	11,262,300	15,505,300	26,767,600	680,400	(1,308,300)	(624,900)
Subtotal - FY 18	30,991,400	51,535,900	72,527,300	23,171,700	48,730,700	71,902,400	2,180,300	(1,308,300)	(624,900)
6/30/19	10,438,200	16,325,900	26,764,100	11,253,800	15,017,700	26,271,500	795,600	(1,308,300)	(512,600)
Subtotal - FY 19 Plan	31,429,600	67,861,800	99,311,400	34,425,500	63,748,400	98,173,900	2,975,900	(1,308,300)	(1,137,500)
(a) Principal Balance at 6/30/17									
Water	464,029,800								
Sewer	367,042,900								
Total	831,072,700								
(b) Total Debt Service During FY 2018									
Water	34,313,800								
Sewer	27,392,500								
Total	61,706,300								

(16,749,600)
 (18,933,300)
 (35,701,900)

(1,552,600)
 (624,900)
 (2,177,500)

Local Sewer System "Debt Service" Comparison - Amortization Schedule

Year	Proportional Amortization	Amortization	Variance
2019	26,091,400	26,271,500	(419,900)
2020	26,875,300	26,271,500	(603,800)
2021	26,297,400	26,271,500	(25,900)
2022	26,883,200	26,271,500	(611,700)
2023	26,008,500	26,271,500	263,000
2024	26,711,600	26,271,500	(440,100)
2025	25,102,000	26,271,500	1,169,500
2026	26,190,800	26,271,500	80,700
2027	26,536,900	26,271,500	(265,400)
2028	26,459,500	26,271,500	(188,000)
2029	25,557,100	26,271,500	714,400
2030	26,008,400	26,271,500	263,100
2031	25,650,000	26,271,500	621,500
2032	24,054,100	26,271,500	2,217,400
2033	24,382,100	26,271,500	1,889,400
2034	25,023,400	26,271,500	1,248,100
2035	24,935,900	26,271,500	1,335,600
2036	24,473,400	26,271,500	1,798,100
2037	14,892,100	26,271,500	11,379,400
2038	14,891,700	26,272,100	11,380,400
2039	14,891,800	0	(14,891,800)
2040	3,918,400	0	(3,918,400)
2041	3,917,900	0	(3,917,900)
2042	3,917,700	0	(3,917,700)
2043	3,918,000	0	(3,918,000)
2044	3,893,900	0	(3,893,900)
Total	448,218,400	446,616,100	(1,602,300)



Schedule 4 - Due to/Due from Other City Liabilities

(Due to)/Due From Amount	Water	Sewer	Total
Due to General and Other Funds City of Detroit			
Benefits	\$ (101,859)	\$ (1,121,706)	\$ (1,223,565)
Risk Management - Workers Comp (non-insured cash pymts for pre-12.31.2015 claims paid after 1.1.2016)			
Construction Code Fund	(1,825,206)	(885,927)	(2,711,132)
Disability Plan	(50,994)	-	(50,994)
General Fund Life-to-date Agreed Upon Balance as of June 30, 2015	(120,677)	-	(120,677)
Interagency Billings for HAZMAT	(12,084,105)	(2,105,556)	(14,189,661)
Central Services Administrative Charges Six months through 12.31.21	-	(349,236)	(349,236)
Payroll Services March 2015 through Dec 2015	(1,222,169)	(1,222,169)	(2,444,338)
Payroll Services for March through December 2015	(52,815)	(52,815)	(52,815)
General Fund - Unemployment Reimbursements	(711,744)	-	(711,744)
Offset: City General Fund Unemployment Transfer	96,863	-	96,863
Offset: General Fund - Reimbursement for Centralized Expenses	1,364	-	1,364
Offset: Delinquent Tax - County Settlement as of June 30, 2015 (No)	4,034,710	-	4,034,710
Offset: DWSD Payment to City General Fund through June 30, 2015	8,088,816	-	8,088,816
Due to Other Funds City of Detroit (Construction Code Fund)	-	(47,539)	(47,539)
Current Workers Compensation	(294,537)	(390,165)	(684,722)
Current Death Benefits (Legacy)	(32,101)	(15,124)	(47,225)
Long-term Death Benefits Liability (Legacy)	(237,462)	(216,828)	(454,290)
Long-Term Workers Compensation	(3,312,536)	(4,390,938)	(7,703,474)
Total - Due to City of Detroit Funds as of June 30, 2017	\$ (7,824,471)	\$ (10,798,002)	\$ (18,622,473)

Note 1: These entries in Schedule 4 are not reflected in Schedule 2.

Schedule 6 – Wayne County Delinquent Tax Revolving Fund

Treasurer

Charter County of Wayne, Michigan

Mayor

City of Detroit, Michigan

Gentlemen,

Pursuant to a 2018 Memorandum of Understanding (the "2018 MOU") entered into by the Detroit Water and Sewerage Department ("DWSD") and the Great Lakes Water Authority ("GLWA") on June __, 2018, GLWA has transferred to DWSD, as of July 1, 2017, all of GLWA's interests in the remaining accounts receivable existing on or before December 31, 2015 from retail sewer and water customers in the City of Detroit ("Retail Customers") for sewer and water services provided to Retail Customers by DWSD, and DWSD has assumed all liability associated with the repayment of advances from the Delinquent Tax Revolving Fund (the "Revolving Fund") maintained by the Charter County of Wayne (the "County") related to all accounts receivable from Retail Customers. In addition, pursuant to the 2018 MOU, GLWA has transferred to DWSD the aggregate amount of \$16,293,664 related to the cumulative Wayne County Revolving Fund Loan balance as of June 30, 2017 received by GLWA from the City of Detroit for amounts collected in respect of accounts receivable from Retail Customers after July 1, 2017.

As provided in the 2018 MOU, you are hereby notified that, effective immediately, DWSD shall be responsible for managing all aspects of collecting delinquent accounts receivable from Retail Customers and related obligations, including without limitation the obligation to repay to the County any amounts advanced from the Revolving Fund in connection with such delinquent accounts receivable. GLWA and DWSD shall continue to receive the annual Summary of City of Detroit Delinquent Water Levy (B02) report as of July 1st each year. The City of Detroit will continue to deposit proceeds in respect of accounts receivable from Retail Customers to the Receiving Account pursuant to the Master Bond Ordinance.

DETROIT WATER AND SEWERAGE DEPARTMENT

By: _____
Its: Director

GREAT LAKES WATER AUTHORITY

By: _____
Its: Chief Executive Officer

Dated:



CITY OF DETROIT
PUBLIC LIGHTING DEPARTMENT

1340 THIRD STREET
DETROIT, MICHIGAN 48226
PHONE 313•267•5130
FAX 313•267•8152
WWW.DETROITMI.GOV

45

July 13, 2018

The Honorable City Council
1340 Coleman A. Young Municipal Center
Detroit, Michigan 48226

**RE: Detroit-Wayne Joint Building Authority
Petition #402**

Dear Council Members

The Detroit-Wayne Joint Building Authority is requesting permission to hang approximately 15 banners along Woodward between Jefferson and Larned; Jefferson between Randolph and Woodward streets to commemorate the 60th anniversary of the Spirit of Detroit statue.

The Public Lighting Department has inspected requested poles and finds all poles to be structurally sound, and is recommending approval for the Detroit-Wayne Joint Building Authority to hang banners on approved pole location from August 1, 2018 to December 3, 2018.

All the poles listed are ready for banner placement.

Respectfully Submitted,

John Prymack, Director
Public Lighting Department

Enclosure: Petition

Cc: Council Members
File
PLA



June 26th, 2018

HONORABLE CITY COUNCIL

RE: Petition #402 – Detroit-Wayne Joint Building Authority, request to put up 15 banners along Jefferson Ave., Randolph St., and Larned St. to commemorate the 60th anniversary of The Spirit of Detroit statue from August 1st, 2018 to December 3rd, 2018.

The Department of Public Works, Traffic Engineering Division received the above referenced petition. This department has no objections to the placement of banners, provided that the banner installation is in compliance with the banner policy adopted by your Honorable Body on November 30, 2001, and subject to the following conditions:

1. **Fifteen (15)** Banners are to be located along Jefferson Ave., Randolph St., and Larned St.
2. The duration of banner installation shall be from August 1st, 2018 through December 3rd, 2018.
3. Banners shall not exceed thirty-two (32) inches in width by ninety-four (94) inches in height and should be acrylic or vinyl with standard slitting (also called "Happy Faces").
4. Banners shall be affixed to allow minimum of (15) feet clearance from walkway surface.
5. Banners shall not include flashing lights that may be distracting to motorists.
6. Banners shall not have displayed thereon any legend or symbol which is, or resembles, or which may be mistaken for a traffic control device, or which attempts to direct the movement of traffic.
7. Commercial advertising is strictly prohibited on all banners; including telephone numbers, mailing addresses, and web site addresses.
8. A sponsoring organization's logo and/or name may be included at the bottom of the banner in a space no more than ten (10) inches in height by thirty (30) inches in length, and letter size shall be limited to four (4) inch maximum and placed at the bottom of the banner.
9. Sponsoring organizations may not include messages pertaining to tobacco and related products, alcoholic beverages, firearms, adult entertainment or sexually explicit products, or political campaigns.
10. Sponsoring organizations may not include legends or symbols which may be construed to advertise, promote the sale of, or publicize any merchandise or commodity, with the exception of sponsorship as described in the banner policy (see section 9 of the policy).
11. Banner placement must be a minimum of 120 feet or every other pole apart, whichever is greater, including banners that may exist at the time of the installation and is limited to a two thousand (2000) feet radius area of the event location or within the stated organization's boundaries.

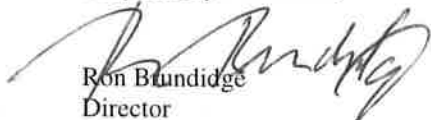


HONORABLE CITY COUNCIL (Cont.)
Petition #402

12. The design, method of installation and location of banners shall not endanger persons using the highway or unduly interfere with the free movement of traffic.
13. The petitioner *SHALL* secure an approval from **Public Lighting Department** to use their utility poles to hang the banners.
14. The petitioner *SHALL* secure Right of Way permit from City Engineering Division every time the banners are changed/replaced.
15. The wording on the banners will be (please see below).
16. Since Jefferson Ave. and Randolph St. is a state trunk line in the above location, approval from the Michigan Department of Transportation is required.

If deemed appropriate by the City of Detroit, The City reserves the right to have the banners removed by the Petitioner at the Petitioner's cost prior to expiration date.

Respectfully Submitted,


Ron Brundidge
Director
Department of Public Works

Copy: Linda Vinyard, Mayor's Office
Ashok Patel, Traffic Engineering Division

RB/AF/CB

C E L E B R A T I N G



September 23, 1958 - September 23, 2018

City of Detroit
OFFICE OF THE CITY CLERK

Janice M. Winfrey
City Clerk

Vivian A. Hudson
Deputy City Clerk

DEPARTMENTAL REFERENCE COMMUNICATION

Tuesday, June 19, 2018

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.

DPW - CITY ENGINEERING DIVISION PLANNING AND DEVELOPMENT DEPARTMENT
PUBLIC LIGHTING DEPARTMENT

402 *Detroit-Wayne Joint Building Authority, request to install approximately 15 banners on Jefferson, Randolph and Larned, to be installed on August 1, 2018 and removed on December 3, 2018*



Office Use Only: Petition Number:

City of Detroit Banner Permit Application Form for Banners in the Public Right-of-Way

NOTE: This application is for the proposed banner(s) for a specified period of time only. After expiration of the permit (if granted), or should the banner change in any way, another application will be required.

Please type or print information clearly:

I. APPLICANT INFORMATION

Contact Name: Gregory McDuffee

Name of Organization: Detroit - Wayne Joint Building Authority

Mailing Address: 2 Woodward Ave Ste 1316

City/State/Zip Code: Detroit MI 48224

Phone: (313) 309-2300 Fax: (313) 309-2400 E-Mail: gregory-mcduffee@dwjba.com

Sponsoring Organization (if applicable): Same

Type of banner(s): City Non-profit* Business district**
 Community Special event Holiday

* If registered as a non-profit, please indicate your non-profit status identification number and attach a copy of the certificate. Non-profit identification number: _____

** If applying for a business district banner(s), please identify the business district: _____

Type of Request: Initial Permit Permit Renewal*

* If this request is for permit renewal, please provide the following:

Permit identification number: _____ Permit expiration date: _____

THE COMMERCIAL BANNER COMPANY

Contact Name: TBD

Name of Organization: _____

Mailing Address: _____

City/State/Zip Code: _____

Phone: () _____ Fax: () _____ E-Mail: _____

THE BANNER INFORMATION

Purpose of banner(s): To commemorate the 60th anniversary of the Spirit of Detroit statue

Time Period to display banner(s): Installation Date: 9 / 1 / 18 Removal Date: 12 / 31 / 18

Number of banner(s) to display: _____

Streets on which banner(s) are to be displayed: Woodward between Jefferson and Larned; Jefferson between Randolph and Woodward

Are any of the poles located on a Michigan State Trunk Line or Wayne County Road? (See listing of State Trunk Lines and Wayne County Roads attached.)

Yes*
 No

* If yes, please note that the application must be submitted a minimum of 180 days prior to requested installation date (see Section 3 of the Policy on Banners in the Public Right-of-Way for details).

Describe wording on banner(s) and any graphics: "SPIRIT of DETROIT 60th ANNIVERSARY September 23, 1958 - September 23, 2018"

The following items **MUST BE** included in the permit application package in order for it to be considered:

1. Completed banner permit application form
2. Signed and dated indemnity agreement (Attachment A)
3. Signed and dated maintenance and removal agreement (Attachment B)
4. Copy of certificate of insurance
5. Sketch, drawing, or actual sample of the banner to be displayed (see example attached)
6. Listing and/or map of the specific locations for the banners
7. \$100 non-refundable permit fee
8. A refundable deposit (amount specified in Section 4 of the Policy on Banners in the Public Right-of-Way) to be held in escrow presented to the Consumer Affairs Department prior to the issuance of a banner permit

The undersigned applicant(s) agrees to abide by the provisions set by the City of Detroit to suspend a banner or banners during the time period requested for this permit.

DETROIT CANVASE TENT BUILDING AUTHORITY

GREGORY A. MCWATKINS

Applicant: Print Name

Commercial Banner Representative: Print Name
(i.e., installer/remover)


Applicant: Signature

Commercial Banner Representative: Signature

6-1-18
Date:

Date:

Attachment A
AGREEMENT OF INDEMNITY

CITY OF DETROIT:

For and in consideration of the granting of a permit by the City of Detroit to suspend a banner or banners, the undersigned does agree to indemnify and hold harmless the City of Detroit, its officers, agents, and employees from any and all claims arising out of the placement of, maintenance of, use of, or removal of banners, including claims involving banners (or the structure upon which they are hung) falling on people or property.

INDEMNITOR(S):

Signature of Authorized Representative (Organization)

Name

Address

City, State, Zip Code

Telephone Number

Date

Signature of Authorized Representative (Banner Company)

Name

Address

City, State, Zip Code

Telephone Number

Date

Attachment B
MAINTENANCE & REMOVAL AGREEMENT

It is understood and agreed that during the initial display, and subsequent renewal periods if applicable, the permittee shall be responsible for inspecting banners and poles, replacing and/or removing banners that are torn, defaced or in general disrepair, including rigging. Where any street banner is found to present an immediate threat of harm to the public health, welfare or safety, the City shall summarily cause its removal.

It is also understood and agreed that banners are to be removed within seventy-two (72) hours of the revocation date of the permit. Any street banner not removed within that time period shall be removed by the City without notice to the permittee.

If the City removes banners because they are in disrepair, present a threat of harm, or because the permit has expired, it is understood and agreed that a portion or all of the refundable deposit will be forfeited by the permittee in order to cover the City's expense. If the expense of removal exceeds the amount of deposit, it is understood and agreed that the excess amount shall be collected from the person/entity to which the permit was issued.

It is also understood and agreed that in such cases when the City removes banners there is no guarantee that the banners can be reclaimed by the permittee.

Applicant: Print Name

Commercial Banner Representative: Print Name
(i.e., installer/remover)

Applicant: Signature

Commercial Banner Representative: Signature

Date:

Date:

STATE TRUNK LINES AND WAYNE COUNTY ROADS

Banners installed on State trunk lines or Wayne County Roads are subject to additional requirements. Permits for banners on State trunk lines or Wayne County Roads must comply with State and County guidelines. (Please see the City of Detroit Policy on Banners in the Public Right-of-Way for details.)

A. Michigan State Trunk Lines in the City of Detroit

Cadillac Square	Jeffries
Clark Street	John C. Lodge
Clifford & Middle	Michigan Avenue
Davison	Randolph (Cadillac Square to Jefferson)
Edsel Ford	Schaefer
Eight Mile Road	Shore Street
Fisher	Southfield
Ford Road	Telegraph Road
Fort Road	Van Dyke
Grand River	W. P. Chrysler
Gratiot	Washington Boulevard
Greenfield	Woodward
Groesbeck	Wyoming
Hoover	

B. Wayne County Roads in the City of Detroit

<u>Wayne County Road</u>	<u>Limits</u>
Chandler Park Drive	Dickerson to Outer Drive
Chandler Park Drive	Whittier to Moross
West Chicago Blvd.	Lamphere to West City Limits
Conant	South from Carpenter to Hamtramck West Line
Davison	Twelfth to Highland Park West City Limits
Davison	Syracuse to Dwyer
Dix	Woodmere to West City Limits
Dix	Rouge River Bridge to Oakwood Blvd.
Edward Hines Drive	West City Limits to South City Limits and Warren
Fenkell	200 East of Wyoming to West City Limits
Five Points	Eight Mile Road to Puritan
Gaines	Southfield East Service Drive to 390 East
Greenfield	Tireman to James Couzens Drive
Greenfield	Paul to Tireman
West Jefferson	Brennan to Rouge River
Joy Road	Greenfield to West City Limits
Kelly Road	Morang to Kingsville
Kelly Road	Kingsville to Eight Mile
Lahser Road	Chalfonte to Eight Mile Road
Lamphere Road	Outer Drive South to R.R. to Outer Drive

B. Wayne County Roads in the City of Detroit (continued)

Mack	Wayburn to North City Limits (650' of Moross)
McNichols	Wyoming to Five Points
McNichols	Alley West of Oakland to G.T.W.R.R.
McNichols	G.T.W.R.R. to Dequindre
Miller Road	Dearborn Road to Fort Street
Moross Road	Redmond to Mack
Mound	Caniff to Eight Mile
Outer Drive	Dunfries to Bassett
Outer Drive	Warren to Livernois
Outer Drive	Dequindre to McNichols
Outer Drive	Conner to Chandler Park
Outer Drive	Alter to Whittier
Outer Drive	Chandler Park to Mack
Schaefer Highway	Oakwood Boulevard to Dunfries
Schaefer Highway	Dunfries to Bassett
Schoolcraft	Grand River to Patton
Seven Mile Road East	Gratiot to Redmond
Seven Mile Road East	Woodward to Five Points
Swift	West Line of Hull to East Line of Swift
Tireman	200' East of Miller Road (Meyers) to Greenfield
Warren	D.T.R.R. to 600' East
Warren	Greenfield to Heyden
Warren	Heyden to West City Limits
Wyoming	130' South of Michigan to Michigan
Wyoming	Ford Road to D.T.R.R.

A. Hanging Banners from Utility Poles

Nothing may be attached to a utility or light pole without the permission of the City. The City Council can grant permission to attach banners to Lighting

Department poles. To get permission to hang banners you must petition the City Council. The petition should identify where you want to hang the banners, what the banner will say and how long the banners will hang.

No banner will be allowed to block the view of traffic signals or signs. The Public Lighting Department will inspect the poles before advising the City Council about allowing any banners to be attached. The permission given by City Council is good for up to six months. If you want to hang banners for more than six months, you should petition the City Council for an extension.

The Petitioner is responsible for purchasing, installing and removing the banners and the hardware needed to hang them.

The Public Lighting Department will supply a copy of its Banner Specifications upon request.

C E L E B R A T I N G



SPIRIT of DETROIT

60th

ANNIVERSARY

September 23, 1958 - September 23, 2018

City of Detroit
Banner Permit Application
Form
For
Banners in Public Right of
Ways

2018-06-19

402

402 *Petition of Detroit-Wayne Joint Building Authority, request to install approximately 15 banners on Jefferson, Randolph and Larned, to be installed on August 1, 2018 and removed on December 3, 2018*

REFERRED TO THE FOLLOWING DEPARTMENT(S)

DPW - CITY ENGINEERING DIVISION PLANNING AND
DEVELOPMENT DEPARTMENT
PUBLIC LIGHTING DEPARTMENT