

October 9, 2008
New Business

**NEIGHBORHOOD
AND COMMUNITY
SERVICES
STANDING
COMMITTEE**

27 ~~23~~

MAYOR'S OFFICE COORDINATORS REPORT

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

Petition #: 517 Event Name: 13th Annual Detroit Veterans Day Parade & 4 Star 4Mile Race & Vets Fest

Event Date : November 11, 2018

Street Closure: Various

Organization Name: Metropolitan Detroit Veterans Coalition

Street Address: 500 Temple Suite 4M Detroit, MI 48201

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: Veteran Festival
- 24-Hour Liquor License

Petition Communications (include date/time)

13th Annual Veterans Day Parade & Festival located at Cass Park and surrounding streets. Parade & Race from 11:00am - 1:30pm with Vets Fest closing at 3:30pm.

**** 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"/>	Contracted with DMCAre Express to Provide Private EMS Services
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD Assisted Closure; No Permit Required
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Temporary Food License Required

CITY CLERK 2018 OCT 4 PM 4:48

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Type III Barricades Required
	Recreation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Received & Approved as Presented
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Permits Required for Tents & Generators
	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"/>	Low Impact on Buses

MAYOR'S OFFICE

Signature: Bethanie Lusher

Date: October 3, 2018

ARMED SERVICES SALUTE

Sunday November 11th 2018
Downtown Detroit

Event Description

The Armed Services Salute is three events on one continuous day of patriotic Veterans Day celebration in downtown Detroit, anchored at Cass Park.

The Armed Services Salute is a collaboration between the Metropolitan Detroit Veterans Coalition (MDVC), Wins for Warriors Foundation, founded by Justin Verlander and the 4Star 4Mile Race Committee. The Armed Services Salute is a regional acknowledgement of SE Michigan's role as the Arsenal of Democracy and is supported by the VA, top ranking officers of active and retired military, bi-partisan political leadership and major corporations. The 2018 Armed Services Salute is the official celebration site for the WWI Centennial Commission honoring the armistice that ended World War One and marks the origin of the Veterans Day holiday. It is also a designated official regional Veterans Day Celebration by the US Veterans Administration, one of only 25 across America.




2018 will be the 13th Annual Detroit Veterans Day Parade which draws thousands of diverse participants marching to promote Patriotism and celebrate our veterans service on Veterans Day. This year's parade will feature the nationally recognized Moslem Shrine Parade Corp.



This race stretches 4 miles throughout downtown Detroit running on Woodward Avenue. It is the only race in the country which runs *alongside* a Parade. This is a partnership with Wins for Warriors and the race is presented by The Michigan State Fair LLC. Participants dedicate their run to a military member or service veteran.



A free, family-friendly festival to celebrate Veterans Day with food, live music, activities and exhibits by local veteran support organizations. Vets Fest is produced by Entercom Radio Group. 

Armed Services Salute Program

8:00 am	Parade Line-up Opens
9:00 am	4Star 4Mile Race Registration Opens
10:00 am	Opening Ceremonies Vets Fest opens
11:00 am	Detroit Veterans Day Parade Steps off 4Star 4Mile Race Starts
11:30 am	Vets Fest Main Stage Begins
3:30 pm	Vets Fest Closes

DEPARTMENTAL REFERENCE COMMUNICATION

Friday, August 31, 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
BUSINESS LICENSE CENTER TRANSPORTATION DEPARTMENT
DPW - CITY ENGINEERING DIVISION FIRE DEPARTMENT
BUILDINGS SAFETY ENGINEERING MUNICIPAL PARKING DEPARTMENT

517 *Metropolitan Detroit Veterans Coalition, request to hold "Armed Services Salute Featuring 13th Annual Detroit Veterans Day Parade & 4 Start 4 Mile Race & Vets Fest" at Cass Park, on 11/11/18 from 10:30am - 4:30pm, Set-up on 11/10/18 at 8am & tear down on 11/11/18, with various street closure*

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: Armed Services Salute- Featuring 13th Annual Detroit Veterans Day Parade & 4 Star 4Mile Race & Vets Fest

Event Location: Cass Park, Detroit Michigan

Is this going to be an annual event? Yes No

Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Metropolitan Detroit Veterans Coalition *

Organization Mailing Address: 500 Temple Suite 4M Detroit, MI 48201-2693

Business Phone: 248.909.3773

Business Website: www.detroitveteransdayparade.org

Applicant Name: Dick Chatman

Business Phone: 313.861.6852

Cell Phone: 313.204.7227

Email: dicke1948@ameritech.net

Event On-Site Contact Person:

Name: Jack Riley

Business Phone:

Cell Phone: 734.516.9689

Email: jackeriley@hotmail.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: Veteran Festival

Please provide a brief description of your event:

Celebrating members of the Armed Forces and Veterans. Armed Forces Race and Veteran Festival to provide information and resources for Veterans and their families.

This year's parade will honor the 100th year anniversary of the celebration of Veterans Day.

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

Begin Set-up Date : 11-10-2018 Time:8AM Complete Set-up Date: 11-11-2018 Time: 9AM

Event Start Date: 11-11-2018 Time:10:30AM Event End Date: 11-11-2018 Time:4:30 PM

Begin Tearing Down Date:11-11-2018 Complete Tear Down Date11-11-2018

Event Times (If more than one day, give times for each day):10:30 AM – 4:30 PM

Section 3- LOCATION/SITE INFORMATION

Location of Event: Cass Park – Detroit, MI *See Attachments 1-4*

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

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: Local Music Band

Will a sound system be used? Yes No

If yes, what type of sound system? Standard Music Sound System

Describe specific power needs for entertainment and/or music: Generators

How many generators will be used? Two (2)

How will the generators be fueled? Petroleum

Name of vendor providing generators:

Contact Person: TBD

Address:

Phone:

City/State/Zip

Section 5- SALES INFORMATION

Will there be advanced ticket sales? Yes No No

If yes, please describe:

Will there be on-site ticket sales? Yes No No

If yes, list price(s):

Will there be vending or sales? Yes Yes No

If yes, check all that apply:

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

Indicate type of items to be sold: Hotdogs, hamburgers, chips snacks Beer

Section 6- PUBLIC SAFETY & PARKING INFORMATION

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

Contact Person:

Address: See Attachment 4

Phone:

City/State/Zip:

Number of Private Security Personnel Hired Per Shift:

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

[X] Licensed [] Armed [X] Bonded

How will you advise attendees of parking options? Social Media, Web, Flyers, Email

Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

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

Streets will have to be blocked off to traffic

Have local neighborhood groups/businesses approved your event?

Yes No

Indicate what steps you have or will take to notify them of your event: Advertisement Radio, T.V. Print.

Social Media, Flyers and on-site visits.

Section 8- EVENT SET-UP

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

	How Many?	Size/Height
Booth	25	10X10
Tents (enclosed on 3 sides)	2	(1) 10X20 (1) 20X30
Canopy (open on all sides)		
Staging/Scaffolding	1	
Bleachers	2	

Section 9- COMPLETE ALL THAT APPLY

Emergency medical services?

See Attachment 4

Contact Person:

Address:

City/State/Zip:

Name of company providing port-a-johns.

Contact Person:

See Attachment 4

Address:

Phone:

City/State/Zip:

Name of private catering company?

NA

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: See Attachments 1-3

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**

Documents will be provided per approval of parade permit by the City of Detroit

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.

Richard J. Chatman

7/27/2018

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: ARMED SERVICES SALUTE Event Date: 11/11/2018

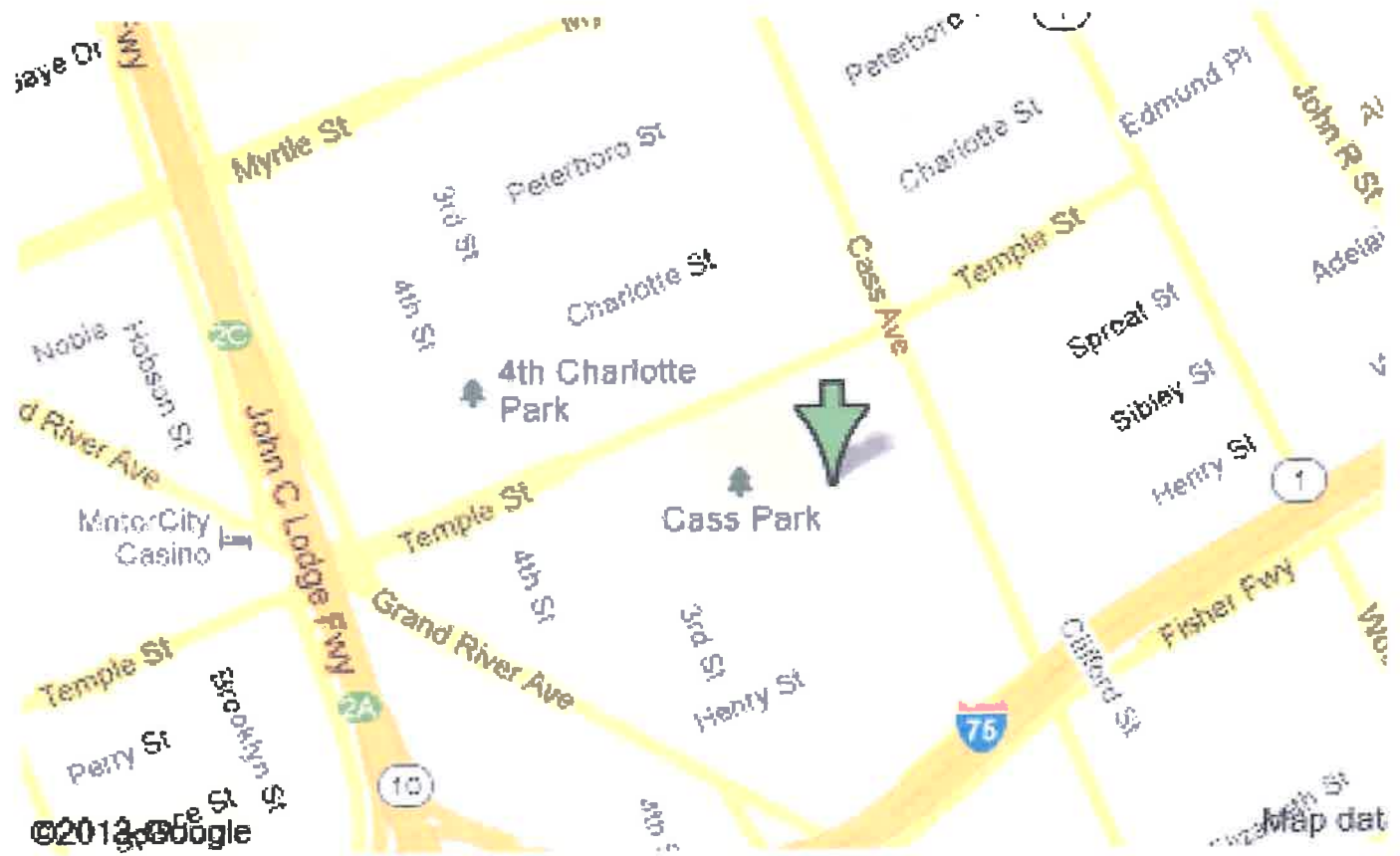
Event Organizer: MDVC

Applicant Signature: Richard J. Chatman Date: 7/27/2018

Attachment 1

Location of Event

Cass Park—Detroit, MI



Attachment 3 Race Route

Mid Town—Detroit, MI

2018 4 START 4 MILER COURSE



Start on Ledyard @ 2nd Ave, on the south edge of Cass Park, heading east.
Turn Right onto Cass Ave.
Turn Left onto Bagley ST
Turn Right onto Park Ave
Turn Right onto Woodward Ave
Turn Right onto Michigan Ave
Turn Left onto Lafayette Blvd
Turn Left onto Cass Ave
Turn Right onto Fort St
Turn Around on Fort St. Just East of 6th St

Turn Right onto 3rd Av
3rd Ave curves left turning into Congress S'
Turn Left onto Cass Av.
Turn Right onto Woodward Ave @ Campus Martiu
Keep Left around Campus Martiu
Turn right onto Woodward Av.
Turn left onto W. Fisher Service Driv
Turn Left onto Cass Av.
Turn Left onto Ledyard S
Finish is at the same location as stai

Attachment 4 Location Sight Information

Mid Town—Detroit, MI

Emergency Medical Services

Security

Event Insurance Coverage

Portable Restrooms



Event Coordinator: Jennifer A. Czuchaj

313.259.5215

DMC*are* Express



Nickel & Saph, Inc. Insurance Agency

[Website](#) [Directions](#) [Save](#)

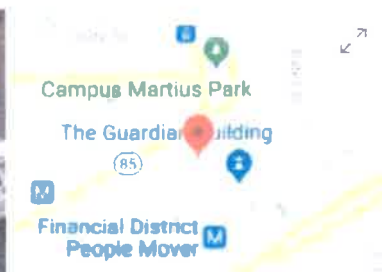
★★★★★ 1 Google review

Insurance agency in Detroit, Michigan

Address: 44 Macomb Pl, Mt Clemens, MI 48043

Hours: Open · Closes 4:30PM ▾

Phone: (586) 463-4573



CAMOUFLAGE SECURITY & INVESTIGATION

[Website](#) [Directions](#) [Save](#)

Insurance agency in Detroit, Michigan

Address: 615 Griswold St #925, Detroit, MI 48226

Hours: Open now · Add full hours

Phone: (313) 338-3005



METROPOLITAN DETROIT VETERANS COALITION

Dick Chatman 313.204.7227 Email: dickc1948@ameritech.net
Web: www.detroitveteransdayparade.org

ATTENTION: BETHANIE FISHER
RE: SPECIAL EVENT APPLICATION

ARMED SERVICES

SALUTE



PROFILE REHAB

HONORING **OUR** HEROES



2018-08-31

517

517 *Petition of Metropolitan Detroit Veterans Coalition, request to hold "Armed Services Salute Featuring 13th Annual Detroit Veterans Day Parade & 4 Start 4 Mile Race & Vets Fest" at Cass Park, on 11/11/18 from 10:30am - 4:30pm, Set-up on 11/10/18 at 8am & tear down on 11/11/18, with various street closure*

REFERRED TO THE FOLLOWING DEPARTMENT(S)

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BUSINESS LICENSE CENTER TRANSPORTATION DEPARTMENT
DPW - CITY ENGINEERING DIVISION FIRE DEPARTMENT
BUILDINGS SAFETY ENGINEERING MUNICIPAL

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