

NOVEMBER 15, 2018
FORMAL AGENDA

**NEIGHBORHOOD
AND COMMUNITY
SERVICES
STANDING
COMMITTEE**

MAYOR'S OFFICE COORDINATORS REPORT

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

Petition #: 538 Event Name: Beacon Park Winter Events

Event Date: Added date of December 31, 2018

Street Closure: None

Organization Name: Downtown Detroit Partnership

Street Address: 1 Campus Martius Suite 380 Detroit, MI 48226

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):

- | | | | |
|---|--|--|--|
| <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 Ceremony | <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"/> Fireworks | <input type="checkbox"/> Convention/Conference | <input checked="" type="checkbox"/> Other: <u>Park Programming</u> | |
| <input type="checkbox"/> 24-Hour Liquor License | | | |

Petition Communications (include date/time)

AMENDED petition for the Downtown Detroit Partnership park programming for Beacon Park to add Family Fun Day - New Year's Eve Kid's Countdown at Beacon Park from 1:00pm - 6:00pm within the already erected 60x100 tent, food trucks, and a balloon release.

** *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 Eagle Security to Provide Private Security Services
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending Inspections; Contracted with Hart Medical 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"/>	Permits Required for Food Trucks

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits 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"/>	No Additional Permits Required; Tents & Electrical Permits Obtained with Original Petition
	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 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: November 5, 2018

Bethanie Fisher - Fwd: Amendment for New Year's Eve Kids Countdown at Beacon Park #538

From: Heather Badrak <heather.badrak@downtowndetroit.org>
To: Linda Vinyard <linda.vinyard@detroitmi.gov>
Date: 10/29/2018 5:34 PM
Subject: Fwd: Amendment for New Year's Eve Kids Countdown at Beacon Park #538
Cc: Maryann Marantette Listman <maryann.listman@downtowndetroit.org>, Bethan...
Attachments: New Year's Eve Kids Countdown.pdf

Linda,

As discussed, attached is the map of the New Year's Eve event for kids at Beacon Park. Event details and description below.

Please let me know if you have any questions or need any additional information.

Thanks!

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

From: David Cowan <david.cowan@downtowndetroit.org>
Date: Mon, Oct 29, 2018 at 5:18 PM
Subject: Amendment for New Year's Eve Kids Countdown at Beacon Park
To: Heather Badrak <heather.badrak@downtowndetroit.org>, Laura Dean <laura.dean@downtowndetroit.org>

Hi Heather,

Please find below the description of event and attached site plan for New Year's Eve Kids Countdown at Beacon Park.

Date: December 31st 2018

Time: 1pm - 6pm

Free and Open to All

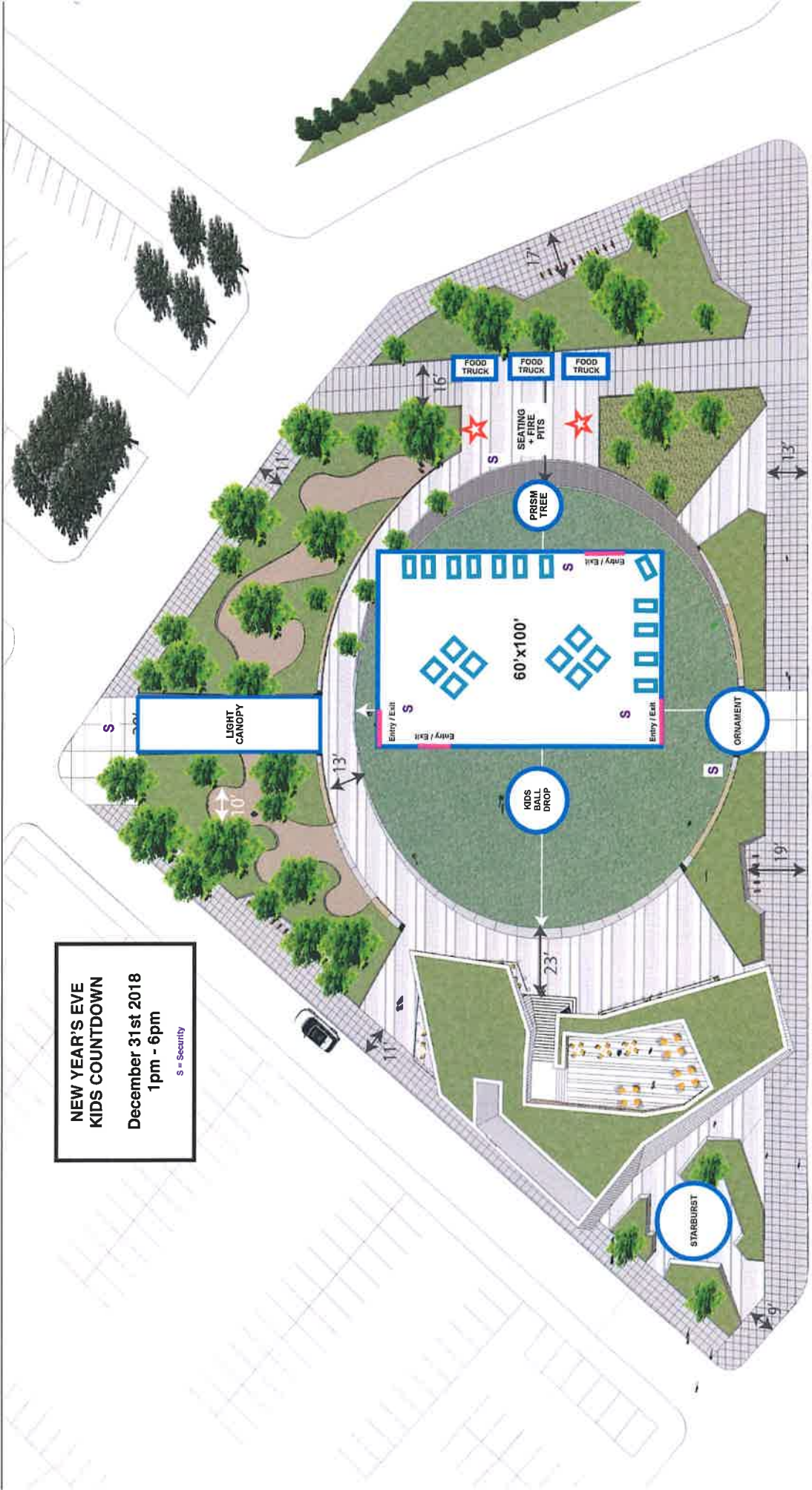
Event Description: Based on Beacon Park's successful summer Family Fun Day series, this year's New Year's Eve Kids Countdown at Beacon Park will include a 60x100' heated tent, food trucks, holiday lighting and interactive installations, make-and-takes, a face painter, balloon release, live music, sparkling cider toast, and a mini-ball drop.

Best,
David

--

David Cowan | Director of Public Spaces
Downtown Detroit Partnership
1 Campus Martius • Suite 380 • Detroit, MI 48226
d: [313.314.2707](tel:313.314.2707) • o: [313.566.8250](tel:313.566.8250)
www.downtowndetroit.org

**NEW YEAR'S EVE
KIDS COUNTDOWN**
December 31st 2018
1pm - 6pm
S = Security



DEPARTMENTAL REFERENCE COMMUNICATION

Tuesday, September 25, 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
FIRE DEPARTMENT BUSINESS LICENSE CENTER
DPW - CITY ENGINEERING DIVISION
BUILDINGS SAFETY ENGINEERING

538 *Downtown Detroit Partnership, request to hold "Beacon Park Winter Events" at 1901 Grand River, hosting various events with various dates from October 12, 2018 thru December 16, 2018.*

038

City of Detroit Special Events Application

CITY CLERK 2018 SEP 24 10:13 AM

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: BEACON PARK WINTER EVENTS

Event Location: 1901 GRAND RIVER

Is this going to be an annual event? Yes No

Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: DOWNTOWN DETROIT PARTNERSHIP

Organization Mailing Address: 1 CAMPUS MARTIUS, SUITE 380, DETROIT, MI 48226

Business Phone: 313-715-9944

Business Website: DowntownDetroitParks.com

Applicant Name: HEATHER BADRAK

Business Phone:

Cell Phone: 313-715-9944

Email: HBADRAK@DETROIT300.ORG

Event On-Site Contact Person:

Name: DAVID COWAN

Business Phone:

Cell Phone: 734-377-3472

Email: david.cowan@downtowndetroit.org

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: PARK PROGRAMMING

Please provide a brief description of your event:

10/12 – 11/19, Interactive Public Art, Daily

11/16 Light up Beacon Park, 5p – midnight

11/24 Home for the Holidays, 5p – midnight

12/15 & 16, Selfies with Santa, (Family Fun), 1p – 5p

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

Begin Set-up Date : Time: Complete Set-up Date: Time:

Event Start Date: Time: Event End Date: Time:

Begin Tearing Down Date: Complete Tear Down Date:

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

USING TENT CURRENTLY CONSTRUCTED IN BEACON PARK FOR FALL PROGRAMMING

Section 3- LOCATION/SITE INFORMATION

Location of Event: BEACON PARK, 1901 GRAND RIVER, DETROIT, MI 48226

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: ATTACHED.

Will a sound system be used? Yes No

If yes, what type of sound system? House sound, amplified sound.

Describe specific power needs for entertainment and/or music:

Park power.

How many generators will be used? NONE

How will the generators be fueled?

Name of vendor providing generators:

Contact Person:

Address:

Phone:

City/State/Zip

Section 5- 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 there be vending or sales? Yes No

If yes, check all that apply:

Food Merchandise Non-Alcoholic Beverages Alcoholic Beverages

Indicate type of items to be sold:

Section 6- PUBLIC SAFETY & PARKING INFORMATION

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

Contact Person: EAGLE SECURITY/ MATT WARNER

Address:

Phone: 734-306-4871

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?

WEBSITE

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: Hart Medical for Light up Beacon Park

Address: 220 Bagley, Suite 912

City/State/Zip: Detroit, MI 48226

Name of company providing port-a-johns. Scotty's Potties as needed

Contact Person: Lori Proctor

Address: PO Box 530845

Phone: 734-421-1400

City/State/Zip: Livonia, MI 48153

Name of private catering company? N/A

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

9/10/18
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

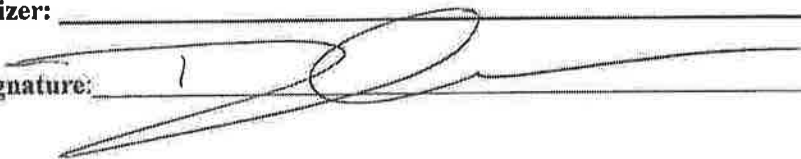
The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and 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.

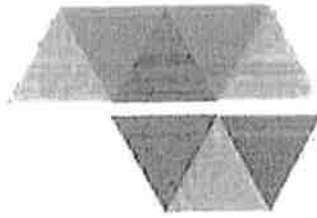
Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

(Please Print)

Event Name: _____ Event Date: _____

Event Organizer: _____

Applicant Signature:  _____ Date: _____



**DOWNTOWN
DETROIT
PARTNERSHIP**
Parks + Public Spaces



**BEACON
PARK**

2018 Programming | Beacon Park |

1. DESCRIPTION OF THE ARTWORK

Name: *Prismatica*
Type: *Interactive light installation*
Location: *Outdoors / Indoors*

Description:

A modern ice palace. Prismatica turns heads with the countless colourful reflections made by its giant prisms. Visitors can walk among them to see city life in every colour of the spectrum, and turn the prisms to make the colours dance. After sunset, the enormous interactive kaleidoscope's illusory effects reach a crescendo.

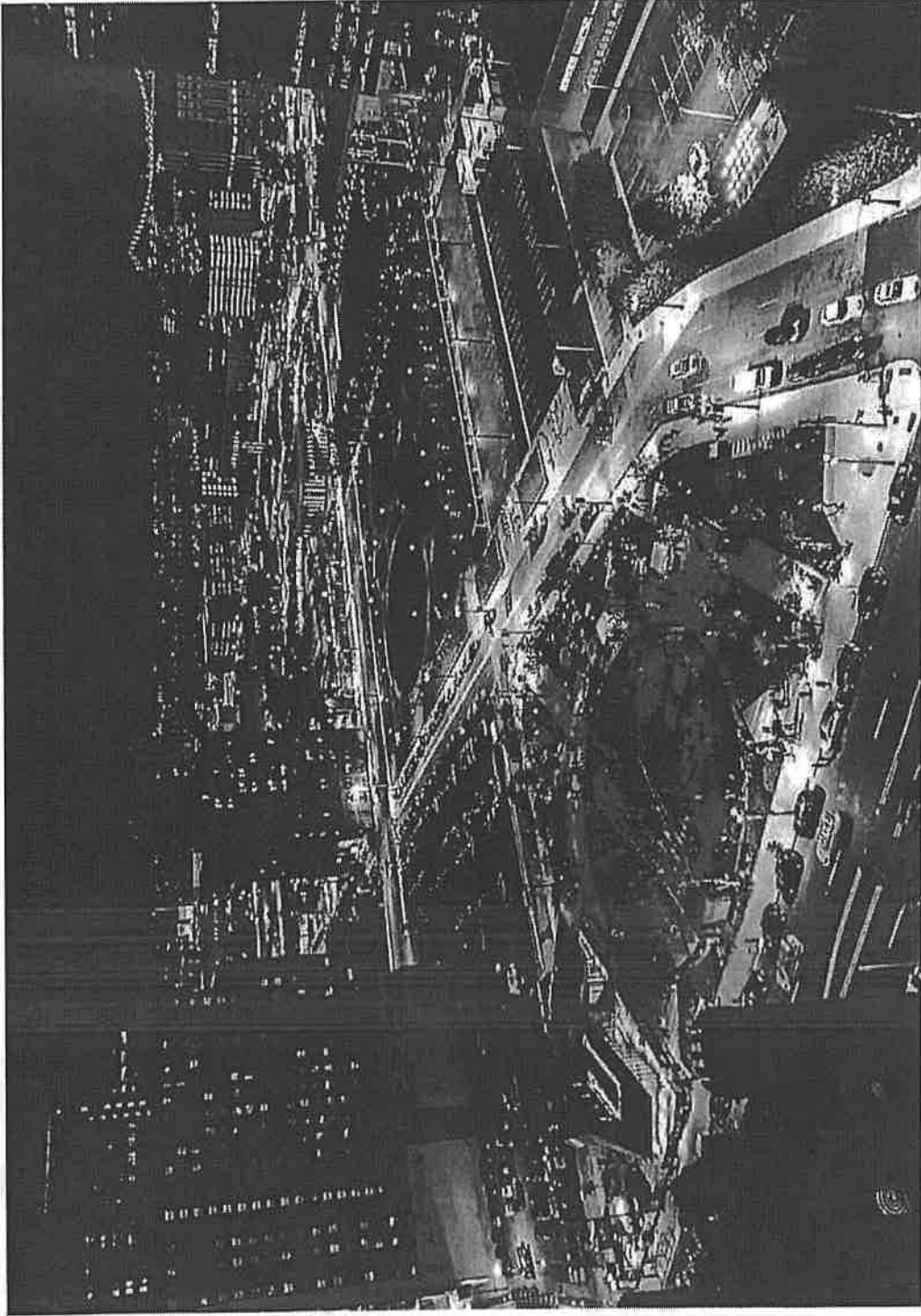
Prismatica is a participatory installation comprising 25 pivoting prisms more than two meters tall. Each one is made of panels covered with a dichroic film that reflects the colours of the rainbow, varying with the light source and viewing angle. Each prism is mounted on a base containing a projector that gives the installation a new dimension after nightfall. The rotation of the prisms triggers variable-intensity bell music.



Ottawa 2016
Credit : Doublespace Photography

Public Art Display 10/12 - 11/19





November 16, 2018

Light Up Beacon Park

Contemporary Holiday Lighting

- Holiday lighting reveal including oversized ornaments, interactive attractions + winter attractions
- Selfies with Santa in the Winter Lodge at Beacon Park
- Live performances and DJ
- Live streaming of Tree Lighting celebration
- Fire pits, food and beverage supported by **Liimn**



Events in tent:

- Home for the Holidays
November 24, 2018
- Selfies with Santa
December 15 & 16, 2018

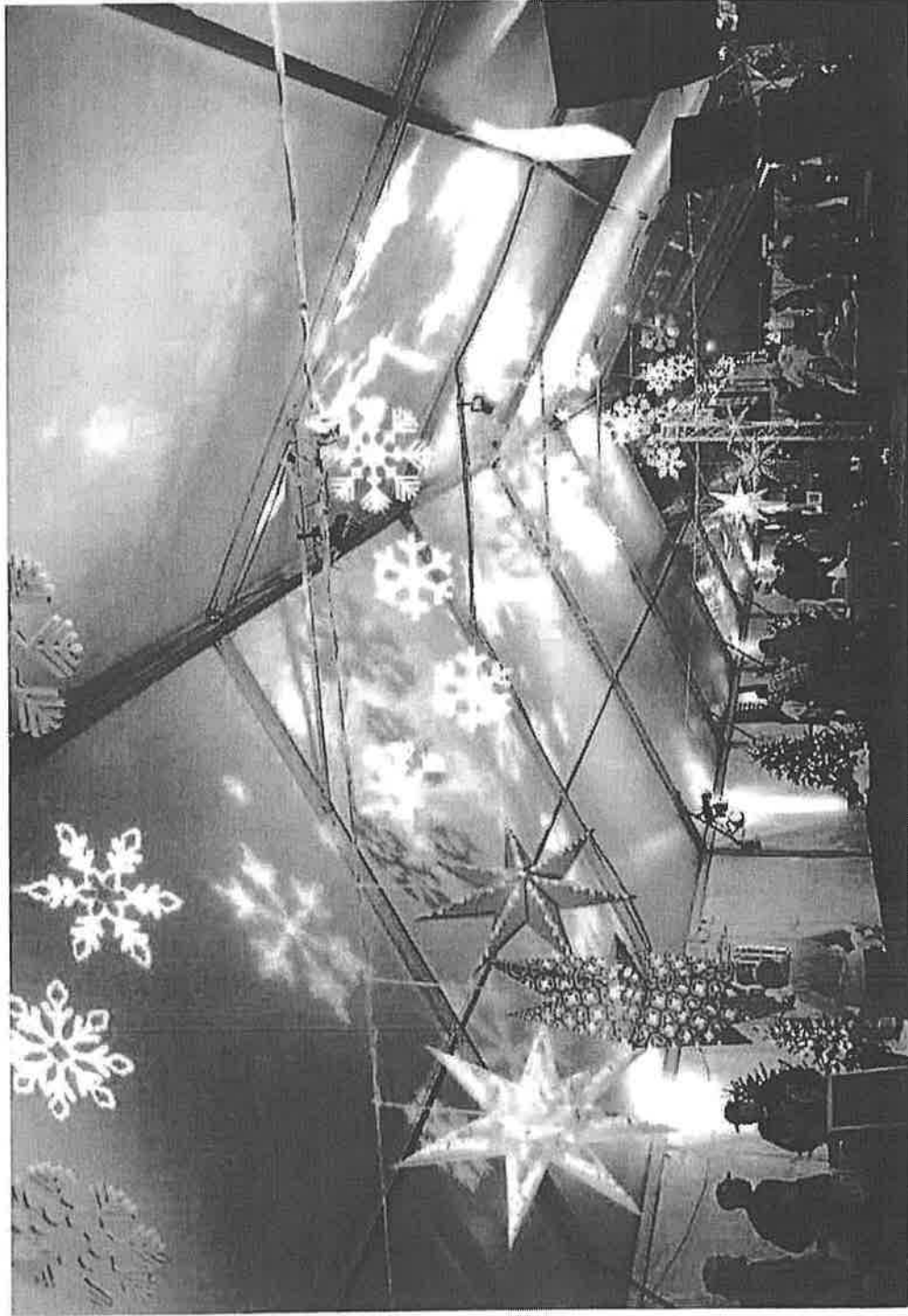
The Winter Lodge at

Beacon Park

Heated Clear Panel Tent

(BUILT IN OCTOBER)

- 100x~~100~~⁸⁰ heated tent
- Clear paneled and decorated
- Extends programming season for music, leagues, food and beverage events, and potential rental collaborations



2018-09-25

538

538 *Petition of Downtown Detroit
Partnership, request to hold "Beacon
Park Winter Events" at 1901 Grand
River, hosting various events with
various dates from October 12, 2018
thru December 16, 2018.*

REFERRED TO THE FOLLOWING DEPARTMENT(S)

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

November 5, 2018

TO: HONORABLE CITY COUNCIL

Re: Contracts and Purchase Orders Scheduled to be considered at the Formal Session for November 6, 2018.

Please be advised that the Contract listed was submitted on June 21, 2018 for the City Council Agenda for June 26, 2018 has been amended as follows:

1. The contractor's **Funding Source has been amended by the Contractor.** Please see the correction(s) below:

Submitted as: Page 3

RECREATION


6001473 **100% City Funding** – To Provide Riverside Park Improvements for Phase 2, Part B. Services to Include the Installation of Concrete, Landscaping, Skate Park, and Skate Park Lighting. – Contractor: KEO and Associates INC – Location: 18286 Wyoming, Detroit MI, 48221 – Contract Period: June 26, 2018 through May 29, 2019 – Total Contract Amount: \$1,262,814.00.
Waiver of Reconsideration

Should read as: Page 3

RECREATION

6001473 **80% City Funding, 20% Grant Funding** – To Provide Riverside Park Improvements for Phase 2, Part B. Services to Include the Installation of Concrete, Landscaping, Skate Park, and Skate Park Lighting. – Contractor: KEO and Associates INC – Location: 18286 Wyoming, Detroit MI, 48221 – Contract Period: June 26, 2018 through May 29, 2019 – Total Contract Amount: \$1,262,814.00.
Waiver of Reconsideration

Respectfully Submitted


Boysie Jackson
Chief Procurement Officer
BJ/CD

BY COUNCIL MEMBER: _____

RESOLVED, that **Contract #6001473** referred to in the foregoing communication dated November 6, 2018 be hereby and is approved.

**OFFICE OF CONTRACTING
AND PROCUREMENT**

November 7, 2018

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6001592 100% City Funding – To Provide Tree and Stump Removal Services Near and Not Near Utility Lines. – Contractor: J-Mac Tree & Debris, LLC – Location: 29193 Northwestern Hwy., Ste. 651, Southfield, MI 48034 – Contract Period: Upon City Council Approval through August 20, 2020 – Total Contract Amount: \$1,065,000.00. **GENERAL SERVICES**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL PRESIDENT PRO TEM _____ SHEFFIELD _____

RESOLVED, that Contract No. 6001592 referred to in the foregoing communication dated November 7, 2018 be hereby and is approved.

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

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

October 22, 2018

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

RE: Request to Accept and Appropriate the FY 2018 Coastal Zone Management Grant

The Michigan Department of Natural Resources (MDNR) has awarded the City of Detroit General Services Department with the FY 2018 Coastal Zone Management Grant for a total of \$54,800.00. There is no match requirement. The grant period is October 1, 2018 through September 30, 2019.

The objective of the grant is to support vibrant, healthy, and resilient communities in the City of Detroit. The funding allotted to the department will be utilized to conduct a planning project within Maheras-Gentry Park, located along the Detroit River. The project will include the development of feasibility plans for the restoration of the coastal habitat in the park. This is a reimbursement grant.

If approval is granted to accept and appropriate this funding, the appropriation number is 20573.

I respectfully ask your approval to accept and appropriate funding in accordance with the attached resolution.

Sincerely,

Ryan Friedrichs
Director, Office of Development and Grants

CC:
Katerli Bounds, Deputy Director, Grants
Sajjiah Parker, Assistant Director, Grants

CITY CLERK 2018 NOV 5 AM 9:30

RESOLUTION

Council Member _____

WHEREAS, the General Services Department is requesting authorization to accept a grant of reimbursement from the Michigan Department of Natural Resources (MDNR), in the amount of \$54,800.00, to conduct a planning project within Maheras-Gentry Park; now

THEREFORE, BE IT RESOLVED that the Director or Head of the Department is authorized to execute the grant agreement on behalf of the City of Detroit; and

BE IT FURTHER RESOLVED, that the Budget Director is authorized to establish Appropriation number 20573, in the amount of \$54,800.00, for the FY 2018 Coastal Zone Management Grant.



**MICHIGAN COASTAL ZONE MANAGEMENT GRANT AGREEMENT
BETWEEN THE
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
AND THE CITY OF DETROIT**

This Grant Agreement ("Agreement") is made between the Michigan Department of Natural Resources, (DNR), Office of the Great Lakes ("State"), and the City of Detroit ("Grantee").

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. The State is authorized to provide grant assistance pursuant to the Coastal Zone Management Act of 1972, as amended, P.L. 109-58 (16 U.S.C. 1451-1465 "Federal Act"). Legislative appropriation of funds for grant assistance is set forth in Public Act number 207 of 2018. This Agreement is subject to the terms and conditions specified herein.

Project Name: Maheras-Gentry Park
 Amount of grant: \$54,800
 Amount of match: \$0 = 0%
 Start Date: October 1, 2018

Project #: 19-CHab-003
 % of grant state \$0 / % of grant federal 100
 PROJECT TOTAL: \$54,800 (grant plus match)
 End Date: September 30, 2019

GRANTEE CONTACT:

Karen C. Brown, Fund Development Officer
 Name/Title
City of Detroit
 Organization
Coleman A. Young Municipal Center
2 Woodward Ave, Suite 1126
 Address
Detroit, Michigan 48226
 Address
313-224-2285
 Telephone number
CV0133300 243
 Vendor ID Address ID
brownka@detroitmi.gov
 E-mail address
38-6004606
 Federal ID number
006530661
 Grantee DUNS number

STATE'S CONTACT:

Karen Rae Boase, Coastal Habitat Coordinator
 Name/Title
DNR, Office of the Great Lakes
 Division/Bureau/Office
525 West Allegan, P.O. Box 30028
 Address
Lansing, Michigan 48909-7528
 Address
517-284-5037
 Telephone number
517-335-4053
 Fax number
boasek@michigan.gov
 E-mail address

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

FOR THE GRANTEE:

 Signature
Janet Anderson, Director, Detroit General Services
 Name/Title

 Date

FOR THE STATE:

 Signature
Jon W. Allan, Director, Office of the Great Lakes
 Name/Title

 Date

APPENDIX A

SECTION I: PROJECT DESCRIPTION

To support vibrant, healthy, and resilient communities, the City of Detroit, General Services Department will conduct a planning project within the City of Detroit's Maheras-Gentry Park located along the Detroit River. The planning project will include the development of feasibility plans for the restoration of the coastal habitat, utilizing natural and nature-based solutions, and improve the public's ability to enjoy the Detroit River by providing safe access for all for this underserved and disadvantaged community.

SECTION II: PROJECT TASKS AND SCHEDULE

Tasks	Oct-Dec 2018	Jan-Mar 2019	April-June 2019	July-Sept 2019	Work Products/Performance Metrics
1. Release bid documents and select contractor for development of the feasibility plans.	X				Select contractor; submit Contractor's Qualification Form.
2. Conduct stakeholder meeting for input on feasibility plans.		X			Submit meeting agenda and sign-in sheet; summary of input gathered and/or developed.
3. Develop and submit draft feasibility plans.		X	X	X	Draft plans.
4. Conduct a review of National Environmental Protection Act requirements.	X	X	X	X	Submit State Historic Preservation Office determination; submit documentation verifying the presence or absence of threatened and endangered (T&E) species or habit in the project area; and if present, submit documentation indicating the project will not likely have an adverse impact on the T&E species or habitat.
5. Conduct a review of state and federal environmental requirements; prepare any required permitting documentation.	X	X	X	X	Provide list of required permits.
6. Conduct stakeholder meeting to solicit input on draft plans.		X	X		Submit meeting agenda and sign-in sheet; summary of input gathered and/or developed.
7. Finalize plans and develop cost estimates.			X	X	Submit final plans and cost estimates.

Tasks	Oct-Dec 2018	Jan-Mar 2019	April-June 2019	July-Sept 2019	Work Products/Performance Metrics
8. Submit quarterly progress and financial reports to State Contact no later than 30-days past end of each quarter date.	X	X	X	X	Quarterly progress and financial documents.
9. Submit final project work products to State Contact no later than 30-days past the contract end date.				X	Final work products.

Be advised that in the event that no activity occurs on the tasks of the project 90 days from the date of Grant Contract execution, the State may take Termination actions in accordance with Section XXI.

SECTION III: PROJECT BUDGET

See Attached Project Budget form.



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

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

October 12, 2018

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

RE: Request to Accept and Appropriate the FY 2018 AmeriCorps VISTA Grant

The Corporation of National and Community Service (CNCS) has awarded the City of Detroit Mayor's Office Department of Neighborhoods with the FY 2018 AmeriCorps VISTA (Volunteers In Service To America) Grant for a total of \$166,159.00. The Federal share is \$166,159.00, and there is a required cash match of \$24,622.00. The total project amount is \$190,781.00. The grant period is 09/16/2018 to 09/14/2019.

The objective of the grant is to provide the Mayor's Office Department of Neighborhoods with seven district wide AmeriCorps VISTAs to create or expand block clubs, and work directly with Blight Strike Teams on crime and community based projects.

If approval is granted to accept and appropriate this funding, the appropriation number is 20568, with the match amount coming from appropriation number 00870.

I respectfully ask your approval to accept and appropriate funding in accordance with the attached resolution.

Sincerely,

Ryan Friedrichs
Director, Office of Development and Grants

CC:
Katerli Bounds, Deputy Director, Grants
Sajjiah Parker, Assistant Director, Grants

CITY CLERK 2018 NOV 5 AM 9:50

RESOLUTION

Council Member _____

WHEREAS, the Mayor's Office Department of Neighborhoods is requesting authorization to accept a grant from the Corporation of National and Community Service (CNCS), for the AmeriCorps VISTA (Volunteers In Service To America) program, to support seven designated Department of Neighborhood districts: and

WHEREAS, the Corporation of National and Community Service (CNCS), will directly pay for the VISTAs Federal share of \$166,159.00, and invoice the City of Detroit for the required cash match share of \$24,622.00; now

THEREFORE, BE IT RESOLVED that the Director or head of the department is authorized to sign and execute the grant agreement on behalf of the City of Detroit, and

BE IT FURTHER RESOLVED, that the Budget Director is authorized to establish Appropriation number 20568, in the amount \$24,622.00, coming from appropriation number 00870, in order to provide the cash match requirement.

In witness whereof, the parties whose signatures appear below attest to having the authority to enter into this Agreement and agree that this Agreement will become effective on the aforementioned date. (The Sponsor and Corporation for National and Community Service staff must sign the Memorandum of Agreement even though single signatures only are required for grant agreements.)

Sponsor

Corporation for National and Community Service

By: _____
(Sponsor signature)

By: _____
(State Director signature)

Name: Ms. Victoria L. Kovari

Name: Cathy L. Sharp

Title:

Title: State Program Director

Date: _____

Date: _____

City of Detroit

Address: 2 Woodward Ave
Rm 1026
Detroit, MI 48226-3445

Corporation for National and Community Service

Address: Michigan State Office
477 Michigan Avenue
Suite 1870
Detroit, MI 49226-2576

Phone: (313) 628-0273

Phone: 313-989-4573

Sponsor Location Code Number: 61309

Sponsor DUNS Number: 006530661

By: _____
(Executive Officer signature)

Name: Management and Program Analyst
Kira Weiss

Title:

Date: _____

Corporation for National and Community Service

Address: 250 E Street SW
Suite 300
Washington, DC 20525-0001

Phone: 202-606-6626

**CORPORATION FOR NATIONAL AND COMMUNITY SERVICE
AmeriCorps VISTA
MEMORANDUM OF AGREEMENT**



Between

City of Detroit
2 Woodward Ave
Rm 1026
Detroit, MI 48226-3445
EIN: 386004606

and

Corporation for National and Community Service
Michigan State Office
477 Michigan Avenue
Suite 1870
Detroit, MI 49226-2576

Pursuant to Title I, Pub.L. 93-113, the Domestic Volunteer Service Act of 1973, as amended, 87 Stat. 394 hereinafter, the "Act"

This Memorandum of Agreement, hereinafter referred to as "the Agreement", between the two above-captioned parties: 1) Corporation for National and Community Service, hereinafter referred to as "CNCS"; and 2) City of Detroit, hereinafter referred to as the "Sponsor", sets forth the parties' understanding concerning the establishment and operation of a local project under the AmeriCorps VISTA program, pursuant to Title I, Part A of the Domestic Volunteer Service Act, as amended, (42 U.S.C. §§ 4950 et seq.), hereinafter may be referred to as "the Act". The primary purpose of this agreement is for CNCS to provide the Sponsor with up to nine (9) AmeriCorps VISTA members and up to zero (0) Summer Associates to perform volunteer service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social, and environmental problems as specified in the Project Application. The Project Application is incorporated in this Agreement by reference.

The project shall be cost-shared between CNCS and the Sponsor. Accordingly, the Agreement provides for the Sponsor's funding of up to \$24,622.00 to cost-share up to two (2) AmeriCorps VISTA member(s) and up to zero (0) Summer Associates and the assignment of up to seven (7) AmeriCorps VISTA members(s) and up to zero (0) Summer Associates supported by CNCS. The Sponsor's cost-share of up to two (2) VISTAs and Summer Associates is subject to annual review and renewal every 12 months. The final numbers of AmeriCorps VISTA members and/or Summer Associates placed may be less than the number listed above due to considerations, such as those related to the management, resources and budget of the VISTA program. Specific details regarding cost-share payment roles and responsibilities associated with this Agreement are set forth in paragraph 20 of Part II of this Agreement.

This Agreement is for one year, and shall become effective on the date of 09/16/2018 execution of this Agreement. The date of execution of this agreement is the date that the final signatory for either party signs and dates this Agreement. This Agreement is subject to performance of the terms as set forth in this Agreement, below in Part II. Activity on the project shall be deemed to have begun on 09/16/2018 and shall end thereafter on 09/14/2019, unless terminated sooner by either or both of the parties.

Click below to view:
General Provisions of the Cost Share MA



CITY OF DETROIT
RECREATION DEPARTMENT
ADMINISTRATION OFFICE

18100 MEYERS
DETROIT, MICHIGAN 48235
(313) 224-1100 • TTY:711
(313) 224-3544
WWW.DETROITMI.GOV

24

October 16, 2018

Honorable City Council:

Re: Authorization to accept a donation of trees from ReLeaf Michigan, Inc. to be planted at Forest Park.

Detroit General Services Department requests authorization from your Honorable Body to accept a donation of sixty (60) trees from ReLeaf Michigan, Inc. The trees are to be purchased, planted, and watered. ReLeaf Michigan, Inc. will borne the cost of approximately \$35,000 through a grant funded by Enterprise Rent-A-Car.

The tree planting project will take place in November, 2018. ReLeaf Michigan, Inc. has worked with the General Services Department to ensure the trees are desired by the community. ReLeaf Michigan, Inc. will hire a contractor to keep the trees watered for the 2019 and 2020 summer seasons.

We respectfully request your authorization to accept this donation of park improvements with a Waiver of Reconsideration

Sincerely,

Janet Anderson
Director



Resolution

Council Member _____

Whereas, the General Services Department is requesting authorization to accept a donation of sixty (60) trees, to be purchased, and planted by ReLeaf Michigan, Inc.

Whereas, the tree planting will take place November, 2018. ReLeaf Michigan, Inc. will hire a contractor to water and maintain the trees through the 2019 and 2020 summer season. ReLeaf Michigan, Inc. has worked with the General Services staff to ensure the trees are desired by the community surrounding Forest Park. The value of the sixty trees has an estimated value of \$35,000

Resolved, the General Services Department is authorized to accept a donation of sixty (60) trees from ReLeaf Michigan, Inc. to be planted at Forest Park.



Park Improvement Authorization Form

Today's Date: 9/25/18

18100 Meyers Road, Upper Level
Detroit, MI 48235

Requesting Organization Name: ReLeaf Michigan, Inc.

Contact Name: Meghan Gordon

DPRD Property Name: Forest Park

Phone #: 248-721-5790 Fax #: _____

Property Address: 1614 E. Canfield

Address: 1100 N. Main St, Suite 105

Location of Improvement in Park: _____

Ann Arbor, Michigan 48104

Various locations throughout park

Email: meghangordon@ReLeafMichigan.org

Information Included with Request Submission:

Letter of Request Site Plan Sketch

Other: _____

Improvement / Project Description:

The planting of 60 trees at Forest Park. Placement of trees will be decided upon with representatives from the General Services Department. The planting will be done on Friday, November 2nd with the assistance of volunteers.

Estimated Value of Improvement / Project: \$35,000

FUNDING SOURCE (optional)

Have you already raised any money for this improvement?

- My group used a crowdfunding platform (see ioby.org/detroit for more information)
- We received a grant
- My group collected donations from the community without using a digital platform
- Other _____

If using a crowdfunding platform to fundraise for this improvement, provide the URL for your campaign page below:

REQUIRED MAINTENANCE

Watering in the first and second years to get them established will be done by a contractor hired and overseen by ReLeaf Michigan

- General Services Dept. - Design Plan Reviewed
- General Services Dept. - Maintenance Required

GSD Project Coordinator: [Signature]

Date: 10/27/2018

Jan Anderson, Director
Detroit Parks and Recreation Division
General Services Department
18100 Meyer Rd
Detroit, MI

Dear Ms. Anderson,

On behalf of ReLeaf Michigan, I am writing to offer our assistance in purchasing, installing, and watering 60 trees in various locations throughout Forest Park. The cost of the project, approximately \$35,000 is being borne by ReLeaf Michigan through a grant provided by Enterprise Rent-A-Car. Trees will be delivered and holes for planting will be dug by a contractor on November 1, 2018, and the trees will be planted on November 2, 2018 with the help of volunteers. We have worked John DeRuiter and Todd Mistor of the General Services Department to ensure these improvements are desired. ReLeaf Michigan will hire a contractor to keep the trees watered for the summers of 2019 and 2020.

Thank you for your time and consideration.

Sincerely,



Meghan Gordon
Project Forester, ReLeaf Michigan



CITY OF DETROIT
RECREATION DEPARTMENT
ADMINISTRATION OFFICE

18100 MEYERS
DETROIT, MICHIGAN 48235
(313) 224-1100 • TTY:711
(313) 224-3544
WWW.DETROITMI.GOV

25

October 31, 2018

Honorable City Council:

Re: Authorization to accept a donation of park improvements from DTE Energy.

Detroit General Services Department requests authorization from your Honorable Body to accept a donation of park improvements that will include the purchase and installation of four (4) solar lights to be installed at O'Shea Park. The four solar lights have an estimated value of \$16,750 to be borne by DTE Energy.

Through collaboration with DTE Energy we have worked with community representatives to ensure these improvements are desired. The lights will not require any maintenance through the year.

We respectfully request your authorization to accept this donation of park improvements with a Waiver of Reconsideration

Sincerely,

Janet Anderson
Director



Resolution

Council Member _____

Whereas, the General Services Department is requesting authorization to accept a donation of park improvements, to include the installation of four (4) solar lights in O'Shea Park. The four solar lights have an estimated value of \$16,750 to be borne by DTE Energy

Resolved, the General Services Department is authorized to accept a donation of park improvements from DTE Energy to include the purchase and installation of four (4) solar lights inside O'Shea Park.



GENERAL SERVICES DEPARTMENT
Parks & Recreation
Division

Park Improvement Authorization Form

Today's Date: 10/15/2018

18100 Meyers Road, Upper Level
Detroit, MI 48235

Requesting Organization Name: DTE Energy

Contact Name: Anthony Morabito

DPRD Property Name: O'Shea Park

Phone #: 517-402-3651 Fax #: _____

Property Address: Capitol and Greenfield

Address: 1 Energy Plaza, Detroit, MI 48226

Location of Improvement in Park: playground

Email: anthony.morabito@dteenergy.com

Information Included with Request Submission:

Letter of Request Site Plan Sketch

Other: _____

Improvement / Project Description:

DTE Energy, and its contractor J Ranck Electric, will install four solar lights ⁱⁿ around the vicinity of the O'Shea Park playground. This is being done in coordination with the playground improvements. We will continue to work with Michael Jacobs from the City of Detroit Landscape Design Unit to coordinate our efforts.

Estimated Value of Improvement / Project: \$16,750

FUNDING SOURCE (optional)

Have you already raised any money for this improvement?


- My group used a crowdfunding platform (see ioby.org/detroit for more information)
- We received a grant
- My group collected donations from the community without using a digital platform
- Other _____

If using a crowdfunding platform to fundraise for this improvement, provide the URL for your campaign page below:

REQUIRED MAINTENANCE

There is no required maintenance for these lights.

- General Services Dept. - Design Plan Reviewed
- General Services Dept. - Maintenance Required (NONE)

GSD Project Coordinator: MICHAEL JACOBS 

Date: 10-25-18



10/15/2018

Jan Anderson, Director
Detroit Parks and Recreation Division
General Services Department
18100 Meyer Rd
Detroit, MI

Dear Ms. Anderson,

On behalf of DTE Energy, I am writing to offer our full assistance in purchasing and installing four solar lights at Capital and Greenfield in O'Shea Park. The costs, approximately \$16,750 are being borne by the group mentioned above. We have worked with community representatives to ensure these improvements are desired. These lights will not require any maintenance throughout the year.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "David Harwood", written in a cursive style.

David Harwood
Director, Renewable Energy



CITY OF DETROIT
RECREATION DEPARTMENT
ADMINISTRATION OFFICE

18100 MEYERS
DETROIT, MICHIGAN 48235
(313) 224-1100 • TTY:711
(313) 224-3544
WWW.DETROITMI.GOV

26

November 8, 2018

Honorable City Council:

Re: Authorization to accept a donation of park improvements from Nancy Lieberman Charities

Detroit General Services Department requests authorization from your Honorable Body to accept a donation of park improvements that will include the purchase and installation of a Dream Court to be placed at Erma Henderson Park. The improvements have an estimated cost of \$55,000; of which the total cost will be borne by the Nancy Lieberman Charities. This installation will include laying the surfacing and installing six (6) new backboards with rims.

Through collaboration with Under Armour; Nancy Lieberman Charities has work with community representatives to ensure the park improvements are desired.

We respectfully request your authorization to accept this donation of park improvements with a Waiver of Reconsideration.

Sincerely,

LaJuan Counts
Deputy Director



Resolution

Council Member _____

Whereas, the General Services Department is requesting authorization to accept a donation of park improvements, to include laying of court surfacing and the installation of six (6) backboards with rims at Erma Henderson Park. The purchase and installation of the Dream Court has an estimated value of \$55,000; of which the Nancy Lieberman Charities will borne the complete cost of installation.

Resolved, the General Services Department is authorized to accept a donation of park improvements from Nancy Lieberman Charities to be installed at Erma Henderson Park.



CITY OF DETROIT
Parks & Recreation
Division

Park Improvement Authorization Form

Today's Date: 10-24-18

18100 Meyers Road, Upper Level
Detroit, MI 48235

Requesting Organization Name: Nancy Lieberman Charities

Contact Name: Traci Cheate

DPRD Property Name: Erma Henderson Park #114

Phone #: 972-473-2121 Fax #: _____

Property Address: 8598 E. Jefferson

Address: PO Box 261233

Location of Improvement in Park: _____

Plano, TX 75026

Northeast Basketball Court

Email: traci@nancyliebermancharities.org

Information Included with Request Submission:

Letter of Request Site Plan Sketch

Other: _____

Improvement / Project Description:

To place a Sport Court Dream Court, partnered with Under Armour at Erma Henderson Park. Nancy Lieberman Charities will hire Sport Court to lay surface and place new backboards & rims up. Life cycle of the surface is 10-15 years.

Estimated Value of Improvement / Project: \$ 55,000⁰⁰

FUNDING SOURCE (optional)

Have you already raised any money for this improvement?

- My group used a crowdfunding platform (see ioby.org/detroit for more information)
- We received a grant
- My group collected donations from the community without using a digital platform

Other All money is raised & will be donated by NLC

If using a crowdfunding platform to fundraise for this improvement, provide the URL for your campaign page below

REQUIRED MAINTENANCE

Monthly or Bi-Monthly leaf blowing of the court

General Services Dept. - Design Plan Reviewed

General Services Dept. - Maintenance Required

GSD Project Coordinator: Arianna Zannetti

Date: 10/31/18

10-24-18

Jan Anderson, Director
Detroit Parks and Recreation Division
General Services Department
18100 Meyer Rd
Detroit, MI

Dear Ms. Anderson,

On behalf of Nancy Lieberman Charities, I am writing to offer our full assistance in purchasing and installing a Dream Court at 8598 E. Jefferson in Erma Henderson Park. The costs, approximately \$55,000 is being borne by the group mentioned above. These improvements will take place on November 26th. We have worked with community representatives to ensure these improvements are desired. To maintain this site throughout the summer monthly or bi-monthly leaf blowing should be taken into consideration to clear the court of any dirt or leaves not carried off by wind.

Thank you for your time and consideration.

Sincerely,

**Traci Choate
Director of Programs
Nancy Lieberman Charities**