

Agreement #: SEP 14-008

RE: Special Event – Detroit Zoological Society: Sunset at the Zoo - June 13, 2014

April 7, 2014

The Detroit Zoological Society (DZS) has requested permission to host its annual fundraising event, Sunset at the Zoo, at the Detroit Zoo located at 8450 W. Ten Mile Road in Royal Oak, on Friday, June 13, 2014. City staff has had discussions involving details of the event with Julie Geisinger, Fundraising Events Manager, Detroit Zoological Society.

Listed below are the specifics of the proposal between the City of Royal Oak and the Detroit Zoological Society:

I. Hours of Operation

The event will take place on Friday evening, June 13, 2014 from 5:30 p.m. until 11:30 p.m. Organizers anticipate set-up for the event beginning at 5:30 a.m. on Friday, June 12, 2013 and taking the better part of the day. Clean-up will begin directly following the event, taking approximately 2 hours, then continue during the day on Saturday, June 14, 2014.

II. Description of Event

Sunset at the Zoo is the Detroit Zoological Society's largest fundraising event of the year. The celebration features a strolling supper, hosted bar, live music, auction and access to the Detroit Zoo's award-winning habitats. Approximately 45 restaurants and distributors from the Metro Detroit area will host food stations during the event. The Detroit Zoo's caterer, Service Systems Associates, will handle alcohol and non-alcohol beverage service. It is anticipated that approximately 2,000 people will attend the event.

III. Music

Music with amplification will be performed live at the Detroit Zoo carousel area, pavilion and Rackham fountain area from 5:30 p.m. to 11:30 p.m.

Written assurance will be obtained that any live and/or recorded sound system with amplification at this event will not be employed at such a level that adversely impacts in any way on adjacent Royal Oak businesses or residential areas. In addition, it is agreed that sound volume will be reduced immediately upon police request.

IV. Parking & Traffic Control

Guests will enter the Detroit Zoo via the 10 Mile Road entrance. The Woodward Avenue entrance to the Detroit Zoo will be closed. Detroit Zoological Society security staff will handle any crowd and/or traffic control issues. Guests will either valet or self-park in the Detroit Zoo parking lots.

V. Security

The Detroit Zoological Society Park Safety will be responsible for all security measures, including crowd control and traffic control.

VI. Reimbursement to the City

It is not anticipated that there will be any need for city services at this event.

Police Protection – It is not anticipated that there will be any need for police protection for this event. In the event any unanticipated circumstance connected in any way to this special event, involves and/or necessitates alerting of and/or deployment of additional police officers and/or City services, Detroit Zoological Society agrees to reimburse all related expenses incurred by the City.

VII. Insurance

A certificate of Insurance for \$2,000,000.00 (two-million dollars) general aggregate coverage has been provided to the City by The Detroit Zoological Society and a certificate of insurance with a \$1,000,000 liquor liability rider has been provided to the City by Service Systems Associates. Both insurance certificates name the City as additional insured.

VIII. Impact on Adjacent Commercial & Residential Properties

Letters will be distributed to Huntington Woods and Royal Oak homes north of the Detroit Zoo informing homeowners of the annual fundraising gala on June 13, 2014. Letters will be distributed 10-14 days prior to the event.

Every effort will be made by Detroit Zoological Society staff to control noise. Additional backdrops will be added to the stage and speaker type and placement will be considered to cut down on any potential disturbance.

IX. Restroom Facilities

Detroit Zoological Society facilities will be used for all restroom needs.

X. Food and Beverage

Approximately 45 Detroit Metro restaurants, caterers, and distributors will provide food at the event. Detroit Zoological Society's Caterer, Service Systems Associates, will provide bar service under their L.C.C. license. All beverages will be complimentary. Bartenders and servers are experienced in alcohol service and received the required training all liquor establishments operating within the city receive. This is an age 21 and over only event. Any person of questionable age will not be served without proper identification.

XI. Booths/Tents/Awnings

C & N Party Rentals has been contracted to provide and set-up rented tents.

XII. Picnic Tables/Refuse Barrels/Barricades

All tables/refuse barrels and barricades, if needed, will be provided by the Detroit Zoological Society.

XIII. Clean-Up Procedures

Clean-up, performed by Detroit Zoological staff, will begin immediately following the event and continue the following morning, Saturday, June 14, 2014.

XIV. Utility Needs

All utility needs will be provided by the Detroit Zoological Society.

XV. Special Event Permit Fee

The \$125.00 Special Event Permit Fee was paid at the City Clerk's office on March 31, 2014.

XVI. Fire Protection

Event promoters will provide full access to this area for emergency vehicles, which will allow entry response for fire, medical emergency or police related needs.

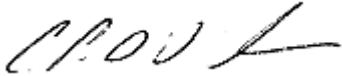
XVII. Revocation

Detroit Zoological Society acknowledges that operations under this permit will cease immediately upon notification from the Chief of Police or his designee, that in the judgment of the Chief of Police or his designee, continued operation would pose a threat to the health, safety or welfare of the general public

XVIII. Cost Recovery History

There has been no cost recovery associated with the Detroit Zoological Society's annual Sunset at the Zoo events (2006-2013). The \$125.00 application fee has been paid each year as required by ordinance.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "CPOD", followed by a long horizontal stroke.

Corrigan P. O'Donohue
Chief of Police

cc: Don Johnson, City Manager
Dave Gillam, City Attorney
Tim Thwing, Director of Planning
Greg Rassel, Director of Recreation and Public Service
Chuck Thomas, Fire Chief
Julie Rudd, Finance Director
Sekar Bawa, Treasurer
Gordon Young, Deputy Police Chief
Thomas Goad, Deputy Police Chief

AGREEMENT

The agreement between the Detroit Zoological Society and the City of Royal Oak concerning the Special Event, Sunset at the Zoo on June 13, 2014, as enumerated in Agreement Letter # 14-008 is hereby approved this date April 7, 2014.

Detroit Zoological Society

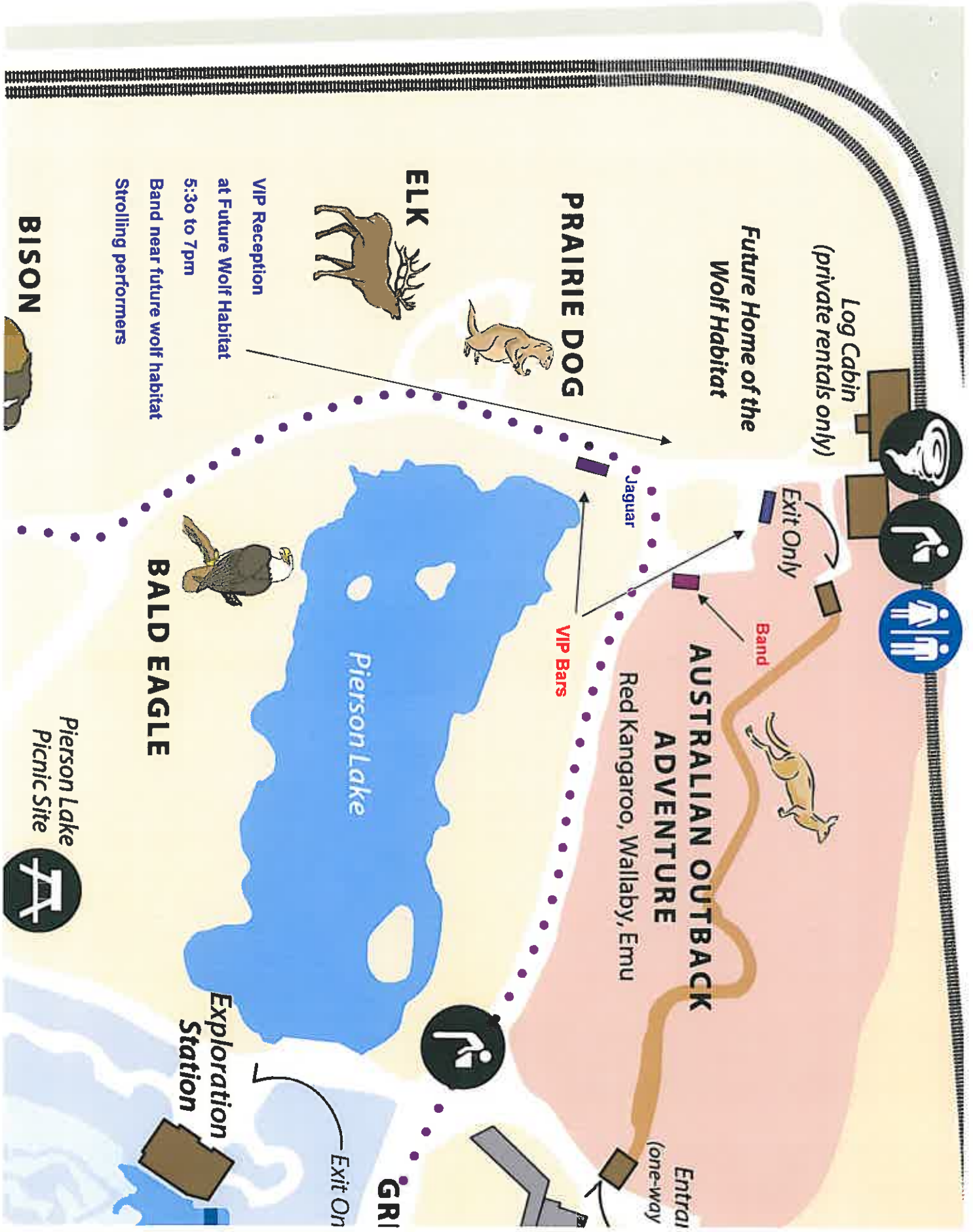
Julie Geisinger
Fundraising Events Manager

City of Royal Oak



Corrigan P. O'Donohue
Chief of Police

Melanie Halas
City Clerk



Log Cabin
(private rentals only)

Future Home of the
Wolf Habitat

PRAIRIE DOG

ELK

BISON

VIP Reception

at Future Wolf Habitat

5:30 to 7 pm

Band near future wolf habitat

Strolling performers

Pierson Lake

BALD EAGLE

AUSTRALIAN OUTBACK
ADVENTURE

Red Kangaroo, Wallaby, Emu

Pierson Lake
Picnic Site

Exploration
Station

Exit On

GRI

Entrai
(one-way)