



# CITY OF SOUTH BEND

## DEPARTMENT OF PUBLIC WORKS

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### SPECIAL EVENTS COMMITTEE MEETING MINUTES

APRIL 12, 2019, 11:00 AM  
731 S. Lafayette Blvd, South Bend, IN 46601

Members present: Jitin Kain, Brad Rohrscheib, Darwin Shipley, Jonathan Jones

#### 1. Call to Order

The meeting was called to order at 11:02 AM by Jitin Kain

#### 2. Introduction of Committee Members

Kain introduced the event committee members as:

1. Jitin Kain, designee of the Director of Public Works
2. Darwin Shipley, designee of the Director of Streets
3. Jonathan Jones, designee of the Mayor
4. Brad Rohrscheib, designee of South Bend PD
5. Gerard Ellis, designee of the South Bend FD

#### 3. Selection of Committee Chair

Shipley motioned to select Kain as the Committee Chair. Upon a second by Rohrscheib, the motion was passed unanimously.

#### 4. Approval of Special Event Permits

List events approved

1. T-shirt Unveiling – May 12, 2019
2. Pete for America – May 14, 2019
3. St. Adalbert – Living Stations of the Cross – May 14, 2019
4. Our Lady of Hungary – May 14, 2019
5. Embassy of Rwanda in US – Walk to Remember – April 26, 2019
6. Olivet AME Church – Peace Run – April 27, 2019
7. Chet Wagoner Little League – Opening Day - April 27, 2019

#### 5. Privilege of the Floor

A member of the South Bend Tribune asked if the South Bend PD could provide information on staffing levels for the Pete for America event. South Bend PD did not have any detailed figures since the event location had recently changes and PD staffing levels were still being worked out. PD also clarified that no road closures were required in the new event venue.

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**6. Adjournment**

With no additional business, Rohrscheib motioned for adjournment and Shipley seconded, the meeting ended at 11:35 PM.