



# CITY OF SOUTH BEND

## DEPARTMENT OF PUBLIC WORKS

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### SPECIAL EVENTS COMMITTEE MEETING MINUTES

June 11, 2019, 11:30 AM  
731 S. Lafayette Blvd, South Bend, IN 46601

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

1. **Call to Order**

The meeting was called to order at 11:35 AM by Chairperson Kain

2. **Approval of minutes**

*Upon a motion by Rohrscheib and seconded by Shipley the minutes from the previous meeting, May 31<sup>st</sup> was approved unanimously.*

3. **Approval of Special Event Permits**

***Motorcycle rides:***

a.  **Fallen Officer Scholarship Ride – August 3<sup>rd</sup>.**

This is a ride that is done every year and is always escorted by police on motorcycles. No issues have presented themselves. The route has not been determined yet. As a committee, we tabled this event until a route has been provided.

***Block parties:***

a.  **Studebaker Museum Block Party – July 13<sup>th</sup>**

Closing Washington: Laurel to Chapin from 5:00 AM to 5:00 PM. This event was held last year for the first time and there were no issues. Off Duty officers will help with securing street closures. There is no construction going on in area. There is no need for a detour route. Cones will be dropped off by Traffic & Lighting.

b.  **Our Lady of Hungry Parish Festival - July 20<sup>th</sup>**

This event goes on every year with no problems. Alcohol will be served and sectioned off to a “21 and older” A- One Security helps assist with this event. Closure occurs at Chapin: Bruce to Calvert. Expected closure from set up to clean up is 11:00 AM to 12:00 AM. Traffic and lighting will drop cones for them to close.

c.  **St. Paul Bethel Missionary Baptist Church – July 27<sup>th</sup>**

Lindsey: Scott to Leland will be closed from 7:00 AM to 2:00 PM. Traffic and Lighting will drop cones for them to close off. Event occurs every year with no problems.

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*Upon a motion by Rohrscheib and seconded by Jones the permits were approved unanimously for all block parties.*

**4. Privilege of the Floor**

None

**5. Adjournment**

With no additional business, Rohrscheib motioned for adjournment and Shipley seconded, the meeting ended at 11:51 AM.