



CITY OF SOUTH BEND

DEPARTMENT OF PUBLIC WORKS

SPECIAL EVENTS COMMITTEE MEETING MINUTES

June 18, 2019, 10:00 AM
731 S. Lafayette Blvd, South Bend, IN 46601

Members present: Jitin Kain, Brad Rohrscheib, Gerard Ellis

1. **Call to Order**

The meeting was called to order at 10:15 AM by Chairperson Kain

2. **Approval of minutes**

Upon a motion by Rohrscheib and seconded by Ellis the minutes from the previous meeting, June 11th was approved unanimously.

3. **Approval of Special Event Permits**

a. Fireworks after Meet Me on the Island – July 5th

Cathy Dietz is working with the county on the closure of the Jefferson bridge. This is the same set up as Best Week Ever. There were no issues. Traffic and lighting will drop cones for them to close off.

Upon a motion by Rohrscheib and seconded by Ellis, the permit is approved unanimously on two contingences: St. Joe County approval for the Jefferson bridge closure and Cathy Dietz is to pay the full portion of the expedited application fee due to late submission. Amount owed \$50.00.

b. Back to school parade – August 9th

This event is tabled until the next meeting due to questions about route and traffic and lighting labor. Suggestions were made to change route slightly to turn west on Western and head south on Taylor and east on South to avoid a dead-end traffic jam. Questions arose about how many traffic & lighting personnel would be required to work.

c. Westside BBQ Festival – July 28th

This event is tabled until the next meeting due to questions on where exactly Prast Blvd. needed closure. Also suggested that a map would be helpful to view the placement of food trucks, etc. We also still need security contact information. Contacting event sponsor to gather more information on event.

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Block parties:

- a. Cars & Coffee – July 13th
Eddy – Angela to Napoleon will be closed by Eddy Commons. No issues with these block parties. Closed 9:00 AM to 2:00 PM.

Upon a motion by Robrscheib and seconded by Ellis, the permit is approved unanimously.

Motorcycles rides:

- a. Fallen Officer Scholarship Ride – August 3rd
Escorted by SBPD throughout the city and county. No closures necessary. Starts at 2:00 PM and ends at FOP at 5:00 PM.

Upon a motion by Rohrscheib and seconded by Ellis the permit is approved unanimously.

4. Privilege of the Floor

None

5. Adjournment

With no additional business, Rohrscheib motioned for adjournment and Ellis seconded, the meeting ended at 11:05 AM.