



CITY OF SOUTH BEND

DEPARTMENT OF PUBLIC WORKS

SPECIAL EVENTS COMMITTEE MEETING MINUTES

November 26, 2019, 1:00 PM
731 S. Lafayette Blvd, South Bend, IN 46601

Members present: Brad Rohrscheib, Darwin Shipley, Gerard Ellis

1. Call to Order

The meeting was called to order at 1:20 PM by President Rohrscheib.

2. Approval of minutes

Upon a motion by Rohrscheib and seconded by Ellis the minutes from the previous meeting, November 19th was approved unanimously

3. Approval of Special Event Permits –

a. Jingle Jog – December 13th

After further discussion with event coordinator, (Kara Wood), it was decided that all proceeds from tickets previously sold would be returned to participants and that this event would become on a “donation only” event and fall into “city sponsored events”. With a few modifications to closure times, the jingle jog was decided that it could go on. Requesting to close Niles: Jefferson to Washington at 5:00 PM as well as Notre Dame: Wayne to Washington for set up and staging. Jefferson from Niles to Eddy will be closed at 5:30 PM.

Upon a motion by Rohrscheib and seconded by Shipley the permit was approved unanimously

4. Other Business –

1. Privilege of the Floor

2. Adjournment

With no additional business, Rohrscheib motioned for adjournment and Shipley seconded. The meeting ended at 1:28 PM.