



# CITY OF SOUTH BEND

## DEPARTMENT OF PUBLIC WORKS

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### **SPECIAL EVENTS COMMITTEE MEETING MINUTES**

**March 16, 2021, 10:00 AM**  
**731 S. Lafayette Blvd, South Bend, IN 46601**

**Members present: Brad Rohrscheib, Toy Villa, Jonathan Jones, Gerard Ellis**

#### **1. Call to Order**

The meeting was called to order at 10:03 AM by President Rohrscheib.

#### **2. Approval of minutes**

*Upon a motion by Rohrscheib and seconded by Villa the minutes from the previous meeting held on February 17th were approved unanimously.*

#### **3. Approval of Special Event Permits**

##### **a. March to the Memorial - 9:11am to 6:45pm**

Walk begins on Saturday, 9/11/21, people will be walking on sidewalks (or grass in a few areas where sidewalks don't exist) through the South Bend metro area from Ireland (near Fellows St) to St Patrick County Park's 9/11 Memorial. Walkers may join or leave the route at any point. Event not permitted to cross the ND Campus this year due to game day conflict. Once walkers are North of Campus St Joseph Co Police can assist. There will be several rest stops along the way at Fire Stations and one at a local realtor's office. SBPD expects little or no assistance to be needed for the march. Anticipated attendance of 50+/- participants.

*Upon a motion by Rohrscheib and seconded by Villa the permit was approved unanimously.*

##### **b. First Fridays – 5/7, 6/4, 7/2, 8/6, 9/3 and 10/1 2021 (noon-11:30pm)**

DTSB will be closing the 200 blk of Michigan St each month and having a physically distanced seating area in the street as well as a beer garden, live music, vendors and additional activities which will vary each month depending on the theme. Community encouraged to purchase carryout from downtown eateries and enjoying their food at (continued)

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the seating areas. Conflicts in last year's closure time discussed. Coby Deal will reach out to event organizer to discuss potential extensions on timeframes and block closure prior to events. Committee noted possible need for additional permits for an Arts & Entertainment or Stage permit.

*Upon a motion by Rohrscheib and seconded by Villa the permit was approved unanimously.*

**4. Other Business –**

- a. Rohrscheib noted that the application received on 3/15/21 for the annual Chet Waggoner Little League Parade will be held on 4/24/21. They will be using the same route as last year and will only require 2-3 officers. It was mentioned that the organization may be struggling financially due to decrease in participation. Jonathan suggested VPA could assist by including CWLL in the upcoming Activity Expo to boost interest.

*Upon a motion by Rohrscheib and seconded by Villa the permit was approved unanimously.*

- b. Jonathan Jones mentioned Kids to Parks Day, an upcoming VPA event scheduled for May 15, 2021. It is South Bend's addition to 12,000 promotion locations across the nation for 2021. No obstructions were anticipated.

**1. Privilege of the Floor – None**

**2. Adjournment**

With no additional business, Rohrscheib motioned for adjournment and Villa seconded. The meeting ended at 10:25 AM.