



CITY OF SOUTH BEND

DEPARTMENT OF PUBLIC WORKS

SPECIAL EVENTS COMMITTEE MEETING MINUTES

June 8, 2021, 10:00 AM
731 S. Lafayette Blvd, South Bend, IN 46601

Members present: Brad Rohrscheib, Toy Villa, Darwin Shipley

1. **Call to Order**

The meeting was called to order at 10:07 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 May 18th, 2021 were approved unanimously.

3. **Approval of Special Event Permits**

a. Weaver Graduation – 6/19/21

Graduation party which will include volleyball, a bounce house and water balloons. The application was received less than 2 weeks prior to the event. The Special Events Committee has time to consider this event however, the event will not be considered by the BPW until the next scheduled meeting on June 22, 2021. Applicant is requesting closure of Esther St from Wayne St to Jefferson Blvd during the hours of 2:00 pm to 8:00 pm. No construction conflicts are anticipated in the area. Application will be submitted to BPW after today's meeting.

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

b. Girls Rock Camp Showcase – 7/31/21

The Music Village's Girls Rock Michiana initiative will present a showcase concert on the street outside the facility to allow for social distancing. GRM Campers will perform for family and friends as a culminating event. Josh Aerie joined the meeting to describe the event that is held each summer by the Music Village on the corner of Western and Michigan. The event is usually held inside but this year it will be held outdoors under a tent to allow for social distancing due to Covid-19. Camp size has also been reduced this year. The event will only require 1/3 of the block leaving access open to adjoining businesses. Villa noted that a contractor is still taking up the park lane leaving only access

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to the drive lane SB between Wayne St and Western, on the West side. This will not affect the event according to Aerie. Closure is required for 6:00 am to 3:00 pm. Villa noted that in the interest in safety he would like to completely block off Western from Michigan. A stagger barricade will be installed at Wayne to allow foot traffic thru to the event. The Music Village has permission to use the parking lot across from their building.

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

4. Other Business –

a. Bacon Around the Bend – Updated Route

Villa explained the alternate route planned because of ongoing construction projects causing conflicts with the planned route for the Bacon Around the Bend 5K. The route will begin at Crescent and continue North to Howard St. Meetings have been ongoing with City Engineering, AEP and Notre Dame concerning construction timing in the area. Villa was concerned that fluctuating construction timing may conflict with the alternate route currently scheduled to be used by Bacon Around the Bend. Several potential options for a plan “C” route were discussed by the committee. Ultimately it was decided that the 5K will use the route approved by the Special Events Committee. The parking between Madison and LaSalle will designated “No Parking” until the completion of the 5K. No motion was required as this was a discussion on a previously approved event.

5. Privilege of the Floor – None

6. Adjournment

With no additional business, Rohrscheib motioned for adjournment and Villa seconded. The meeting ended at 10:55 AM.