



# CITY OF SOUTH BEND

## DEPARTMENT OF PUBLIC WORKS

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### SPECIAL EVENTS COMMITTEE MEETING MINUTES

June 15, 2021, 10:00 AM  
731 S. Lafayette Blvd, South Bend, IN 46601

Members present: Brad Rohrscheib, Toy Villa, Darwin Shipley, Gerard Ellis

1. **Call to Order**

The meeting was called to order at 10:05 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 June 8th, 2021 were approved unanimously.*

3. **Approval of Special Event Permits**

a. Ellsworth Block Party - 7/2/21

Neighbors on Ellsworth and adjacent streets to gather for a potluck meal and have games for the kids. After reviewing the application and attached map, the committee had no further questions.

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

b. Sanchez Sweet 16 Party - 7/3/21

Friends and family to gather for a Sweet 16 Party. Quinceanera was postponed last year due to Covid-19. After reviewing the application and attached map, the committee had no further questions.

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

c. Clark Block Party - 7/4/21

Block Party to celebrate July 4<sup>th</sup> with family and neighbors. Applicant is requesting the closure of Haney St from Fellows to Columbia from 3:00 pm until 10:00 pm. After reviewing the application and attached map, the committee had no further questions.

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

d. Madison Street 4<sup>th</sup> of July Party – 7/4/21

Small Block Party/Potluck for friends and neighbors to celebrate July 4<sup>th</sup>. Yearly Block Party for adults and children. Applicant is requesting the closure of E Madison Street from Greenlawn to Coquillard from 9:00 am to 12:45 pm on July 4<sup>th</sup>. Ellis noted the event is directly behind the Fire Station. After reviewing the application and attached map, the committee had no further questions.

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

e. Concours d'Elegance at Copshaholm – 7/10/21

Vintage cars exhibited in the historic garden around the Oliver Mansion, The pass-in-review will showcase each car as it drives past attendees seated on bleachers. This is the 3<sup>rd</sup> year for the event which draws from a collection of classic automobiles from across the Country. The automobiles are displayed in the courtyard of the Oliver mansion and the entries are judged and the collectors may win awards. A nationally renowned commentator from Maryland talks about all the award winners during the pass-in-review. Spectators gather within the area of the street closure. The event organizer clarified the requested closure times to allow for setup and completion of the event. The committee member discussed the details pertaining to the proposed closure of W Washington St from Laurel Street to Chapin Street.

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

f. Cory Block Party – 7/24/21

Neighborhood Block Party with Cornhole, various kids activities and a potluck lunch. Applicant is requesting the closure of E Washington Street from Sunnyside to Jacob St on July 24<sup>th</sup> from 10:00 am to 8:00 pm. After reviewing the application and attached map, the committee had no further questions.

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

g. Weaver Annual Block Party – 7/31/21

Annual Neighborhood Block Party with games for children and potluck/food to share. Applicant is requesting the closure of Esther Street from Wayne Street to Jefferson Blvd on July 31 from 10:00 am to 8:00 pm. After reviewing the application and attached map, the committee had no further questions.

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

4. Other Business –

a. Perez Baptism/1<sup>st</sup> Birthday Party – 7/10/21

Family and friends to gather for Baptism and 1<sup>st</sup> Birthday Party. Event applicant is requesting the closure of Huron Street from Bendix to Liberty so the children at the event can safely enjoy a water slide and a bounce house. Applicant had a similar gathering for July 4<sup>th</sup> in 2019. Setup for the event is scheduled for 10:00 am and cleanup to be completed by 11:00 pm on July 10, 2021.

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

b. The committee discussed the timeframe (related to the 30 day rule) that applications will be accepted due to several recent applications being submitted last minute. It was agreed that applications for Neighborhood Events would be accepted under 30 days prior to the event as long as enough time is available for consideration by the Special Events Committee and to submit them to the Board of Public Works for approval prior to the event.

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

5. Privilege of the Floor – None

6. Adjournment

With no additional business, Rohrscheib motioned for adjournment and Villa seconded. The meeting ended at 10:41 AM.