



CITY OF SOUTH BEND

DEPARTMENT OF PUBLIC WORKS

SPECIAL EVENTS COMMITTEE MEETING MINUTES

February 15, 2022, 10:00 AM
731 S. Lafayette Blvd, South Bend, IN 46601

Members present: Brad Rohrscheib, Toy Villa, Gerard Ellis (Teams), Jonathan Jones, Clara McDaniels (Teams).

1. **Call to Order**

The meeting was called to order at 10:04 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 1st, 2022, were approved unanimously.

3. **Approval of Special Event Permits**

a. St Pat's Day Parade-March 12, 2022

Kylie Carter was on hand to discuss the 23rd annual St Patrick's Day Parade. Carter mentioned that the parade hadn't been held since 2019. The parade will be using mostly the same route as in the past except for not using Washington this year as it is under construction. Floats will be instructed to stay on Niles instead of turning around on Washington. Parade watchers will continue on to the East Race for the greening of the river at the conclusion of the parade. Emergency vehicles have been invited to participate and stage on Jefferson rather than the side streets. The anticipated length of the parade is 1-1 ½ hrs. Traffic & Lighting will provide barricades to protect the parade route. Villa discussed making sure construction vehicles are removed from the curb line prior to the event. Viewing of the greening of the river will be on the East side of the river due to ongoing construction along the West side. With no further comments or questions the Committee voted on the proposed event.

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

b. Chet Waggoner LL Opening Day Parade-April 23, 2022

Kevin Ridenour joined the meeting to discuss the annual Chet Waggoner Little League Opening Day Parade. The parade route remains the same as in previous years.

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Participants and volunteers begin to assemble around 7:15 am. The route begins in the parking lot of Holy Cross and travels on Wilber, Elwood and Portage to the Highland Cemetery, where they pay their respects to Chet Waggoner. The parade then continues along Boland and concludes at the CWLL Park no later than 8:45 am. This has been an annual event for over 20 years. The Committee had no further questions or concerns.

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

c. Angel of Hope Ride-August 20, 2022

Tabled until Rohrscheib has a chance to speak with the organizer to explain changes in the police escort policy for motorcycle rides.

Upon a motion by Rohrscheib and seconded by Villa the application was tabled unanimously.

4. Other Business

- a. Rohrscheib read aloud a letter of authorization to name Coby Deal as an alternate Special Events Committee member with voting privileges, in Darwin Shipley's absence. McDaniels recognized Rohrscheib for reading the letter into the minutes.
- b. Laura Hensley introduced Theresa Heffner to the Committee. Theresa has been named as the new Clerk of BPW.

5. Privilege of the Floor – None

6. Adjournment

With no additional business, Rohrscheib motioned for adjournment and Villa seconded. The meeting ended at 10:17 AM.