



CITY OF SOUTH BEND

DEPARTMENT OF PUBLIC WORKS

SPECIAL EVENTS COMMITTEE MEETING MINUTES

July 5, 2022, 10:00 AM
731 S. Lafayette Blvd, South Bend, IN 46601

Members present: Gerard Ellis, Darwin Shipley, Toy Villa, Jonathan Jones
Committee Attorney: Clara McDaniels

1. Call to Order

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

2. Approval of minutes

Upon a motion by Jones and seconded by Villa the minutes from the previous meeting held on June 21st 2022, were approved unanimously.

3. Approval of Special Event Permits

a. E Washington Block Party-July 23, 2022

The events committee discussed the application for a neighborhood block party featuring potluck food and games. The applicant is asking for the closure of East Washington Street between Sunnyside and Jacob from 10:00 am to 8:00 pm. No conflicts were noted by the committee and the application had all the necessary neighborhood signatures.

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

b. Back 2 School Parade/Boogie-August 20, 2022

Jonathan Jones discussed this annual parade with the rest of the committee in the absence of the event organizer. The parade starts at Washington High School and continues East on Washington St to the Charles Black Community Center. Activities are available at the Community Center from 10:0 am to 6:00 pm. The organizer of the event is expecting an increase in attendance from 2021. Boomer will be in the parking lot of the Community Center. The parade will have rolling closures as it passes along Washington St towards the Community Center. Approval of the event is contingent upon all activities remaining in the parking lot of the Community Center and not spilling over to LaSalle Park. Ellis suggested having a fire truck follow at the end of the parade. The committee

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had no further questions or concerns.

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

c. Art Beat 2022-August 20, 2022

Kylie Carter along with a representative for the DTSB Ambassadors Program joined the committee meeting to outline Art Beat 2022 and answer questions concerning the event. This year's event will occupy the same layout as used in 2021. St Louis St adjacent to Howard Park will be closed for the safety of the event this year. Carter told the committee that an application requesting the use of the Jefferson Bridge has already been submitted to the County as well as an application for use of the park. Rain dates of August 20-21 have been set. Food vendors will be in Howard Park. Vendors will be allowed entry at Jefferson/Niles or St Louis/Wayne and exit out on MLK, Jr thru the Crowe lot. Affected businesses and residents will be notified of the closures three weeks prior to the event either thru e-mail or fliers. The event organizers along with the committee members discussed ways to increase presence at the venue to deter bad actors and assist visitors to the event. Carter plans on having further discussion with Rohrscheib concerning logistics as Art Beat 2022 gets closer. The committee had no further questions or concerns related to street closures.

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

d. SBC 5K Peace Run-September 3, 2022

The event organizer re-submitted two alternate routes for consideration of the committee but was not present at the meeting. The committee noted that the proposed date for the 5K is on the same day as a Notre Dame home game. It was decided after discussion by the committee that both routes are free of construction and safe but included many intersections. It is the opinion of the committee that the organizer will need to pick a route after discussion with Officer Rohrscheib. For this reason the event was tabled.

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

e. Clark Run 5K-October 1, 2022

Tom Carter along with Mia Stephens joined the meeting to discuss this year's Clark Run 5K scheduled for October 1, 2022. The 5K is an annual fundraiser for the Stanley Clark Parents Association held traditionally in the first few weekends of October. This year's course will be slightly modified due to construction around the school. Jones expressed that the event organizers will need to meet with Officer Rohrscheib to discuss closure details prior to the event. Villa expressed a concern for walkers crossing Twyckenham at Miami. However, it was determined that participants of the 5K do not travel along Twyckenham. Walkers will use a modified half version of the course. This year's route was altered to protect participants from construction on the East side of the school. Villa suggested tabling the event until Rohrscheib was available to comment on the chosen route and confirm staffing requirements needed to support the event.

Upon a motion by Jones and seconded by Shipley the permit was tabled unanimously.

4. Other Business

Mr Villa expressed concern that applicants are turning in applications after the established deadlines set for submission of applications. The committee would like to meet in the future to address changes that need to be made with the application process.

5. Privilege of the Floor

None

6. Adjournment

With no additional business, Jones motioned for adjournment and Villa seconded. The meeting ended at 11:15 AM.