



# CITY OF SOUTH BEND

## DEPARTMENT OF PUBLIC WORKS

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### SPECIAL EVENTS COMMITTEE MEETING MINUTES

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

Members present: Brad Rohrscheib, Toy Villa, Jonathan Jones, Darwin Shipley, Suzie Krill

#### 1. Call to Order

The meeting was called to order at 10:08 AM by Rohrscheib.

#### 2. Approval of minutes

*Upon a motion by Rohrscheib and seconded by Villa, the minutes from the previous meeting held on November 1<sup>st</sup>, 2022, were approved unanimously.*

#### 3. Approval of Special Event Permits

##### a. St Margaret's House Winter Walk-February 19 2023

Sarah Carruthers joined the meeting to discuss St Margaret's House Winter Walk 2023 and to answer questions from the Special Events Committee. Ms Carruthers described the event as being the same model as in previous years. The walk will take place the Sunday prior to President's Day and will use the same route as requested last year. The walk will begin at the County City Building and end at St Margaret's House where tents are in the parking lot. Ms Carruthers remarked that the Winter Walk has been a very successful fundraiser over the past 20 years. The Walk is scheduled to begin at 2:30 pm and last approximately an hour. Rohrscheib commented that officers will be on hand to block intersections as participants cross. The Winter Walk will continue as hybrid should inclement weather occur. The Committee had no further questions or comments.

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

4. Other Business

a. March for Life 2023-January 20 2023

The Committee agreed to discuss this recently received application, as it was received after today's agenda had been posted. March for Life is a re-occurring event held annually each January. Participants in the March for life begin at the Knights of Columbus Hall located on Washington St and continue along the sidewalks to the Court House located on Jefferson Blvd. Upon arrival at the Court House, marchers will remain peacefully for an hour. This event will utilize the same route as in the past and will not require any City resources. Villa did not foresee any construction projects along the proposed route. The Committee had no further concerns pertaining to the upcoming March for Life 2023.

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

b. Mr Jones commented that this will be his last meeting with the Special Events Committee as he will be leaving the City on December 2 2022. He mentioned that he will be working with Mr Perri at VPA to identify a replacement for his seat with the Special Events Committee. The entire Committee wished Mr Jones well and mentioned that he will be missed.

5. Privilege of the Floor

None

6. Adjournment

With no additional business, Rohrscheib motioned for adjournment and Villa seconded. The meeting ended at 10:32 AM.