



# CITY OF SOUTH BEND

## DEPARTMENT OF PUBLIC WORKS

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### SPECIAL EVENTS COMMITTEE MEETING MINUTES

May 16, 2023, 10:00 AM  
731 S. Lafayette Blvd, South Bend, IN 46601

Members present: Brad Rohrscheib; Darwin Shipley, Amy Roush, Charlotte Brach, Gerard Ellis, Michael Schmidt

#### 1. Call to Order

The meeting was called to order at 10:02 AM by Mr Rohrscheib.

#### 2. Approval of minutes

*Upon a motion by Mr Rohrscheib and seconded by Mr Shipley, the minutes from the previous meeting held on May 2nd, 2023, were approved unanimously.*

#### 3. Approval of Special Event Permits

##### a. Eddie C Tyler IV Memorial-June 3 2023

Maritta Freeman, along with her grand daughter attended the events meeting to give a brief description of a request for the closure of Frederickson between Johnson and Rupel Streets. Ms Freeman told the committee that she has planned a memorial to celebrate the life of her grandson who was killed by gun violence. The event will allow friends and family from the area to remember Mr Tyler. Mr Rohrscheib confirmed the timeframe of the event with the applicant and explained the procedure for the drop-off and pick-up of cones to be used for the street closure. The applicants secured the necessary signatures from neighbors affected by the closure. The committee member had no further comments or concerns.

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

##### b. Perry Graduation Party-June 10 2023

The committee members discussed the requested closure of Bissell Street between

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Arthur and Eddy Streets for the purpose of a family get together graduation party. The application included signatures from (17) neighbors approving of the party. There were no objections from any of the committee members.

*Upon a motion by Mr Rohrscheib and seconded by Mr Ellis, the permit was tabled pending additional information, unanimously.*

**c. Corpus Christi Procession-June 11 023**

Mr Rohrscheib reached out to representatives from St Adalbert Parish and St Casimir Parish with limited response. Mr Rohrscheib told the committee that he believes the procession will use the street at some point and that he had no issues with the timeline. Mr Rohrscheib will continue to work with Fr Ryan to coordinate SBPD support for the procession at the various stops along the route between the two Parishes. The committee agreed to approve the event knowing that Mr Rohrscheib will continue discussions on logistics with the two parishes prior to the procession.

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

**d. Neighborhood Block Party-June 17 2023**

Clarence Hunter submitted an application requesting the closure of the 1000 blk of 31<sup>st</sup> Street between Vine and Pleasant Streets to facilitate a neighborhood block party. The party will include BBQ, games and fellowship. The application included (10) signatures from affected neighbors. No conflicts surrounding the requested closure were identified by the committee members. The committee had no further questions or concerns.

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

**e. Clover Street Block Party-July 8 2023**

William Laske joined the meeting to discuss a request for the closure of Clover Street between Ruskin and Hildreth between the hours of 9:00 am to 8:00 pm to allow for the Clover Street Block Party. The annual event is a meet and greet event open to the neighbors of the 1100 block of Clover Street. Mr Rohrscheib verified that the applicant is aware of the process for drop-off and pick-up of the cones for the event. The committee had no further questions or concerns.

*Upon a motion by Mr Rohrscheib and seconded by Ms Brach, the permit was approved, unanimously.*

**f. Fallen Officer Scholarship Ride-August 26 2023**

Dominick Rodriguez joined the meeting to discuss the Fallen Officer Scholarship Ride application and answer any questions from the members of the committee. Mr Rodriguez shared that the purpose of the ride is to raise funds for scholarships available to

graduating high school seniors (selected by the FOP) in honor of Scott Lee Severns and other fallen SBPS officers. The 2-3 hour ride starts at SBPD and continues to the South Bend City Cemetery. From the cemetery, the riders will travel along an approved course to the Southlawn Cemetery and ride thru the County to the FOP Lodge where a corn roast will follow the ride. Any construction along the route will be addressed prior to the ride. The committee had no further questions or concerns at this time.

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

**g. Fun in the Park-June 10 2023**

The proposed event is sponsored by the McKinley Terrace Association. The event is a neighborhood celebration for families that will be held in Sorin Park. The event organizer has requested the closure of Sorin between Patterson & Preston from 11:00 am to 2:00 pm. Information listed for the event says it will feature Boomer, a magic show and treats. The event organizer has had contact with VPA to secure the use of Sorin Park and was told that Boomer would not be available on June 10<sup>th</sup>. It remains unclear at the time of the meeting whether the organizer will proceed with the event. The committee had no issue with the street closure should the event be held on June 10<sup>th</sup>.

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

**4. Other Business**

Mr Rohrscheib discussed scheduling a meeting with Mr Schmidt to discuss changes on event applications.

**5. Privilege of the Floor**

None

**6. Adjournment**

With no additional business to discuss, Mr Rohrscheib motioned for adjournment and Mr Shipley seconded. The meeting ended at 10:34 AM.