



# CITY OF SOUTH BEND

## DEPARTMENT OF PUBLIC WORKS

### SPECIAL EVENTS COMMITTEE MEETING MINUTES

December 11, 2024, 1:00 PM  
731 S. Lafayette Blvd, South Bend, IN 46601

Members present: Amy Roush, Brad Rohrscheib, Kyle Ludlow, Coby Deal

Members absent: Derek Erquhart

#### 1. Call to Order

The meeting was called to order at 1:03 PM by Ms Roush.

#### 2. Approval of minutes

*Upon a motion by Ms Roush and seconded by Kyle Ludlow, the minutes from the previous meeting held on November 13, 2024 were approved unanimously.*

#### 3. Approval of Special Event Permits

##### 3a. Chanukah Menorah Lighting-December 29 2024

The committee members discussed the application for Chanukah Menorah Lighting submitted by Bob Feferman on behalf of the Jewish Federation of St Joseph Valley. The lighting will be held in the Jon Hunt Plaza, in the area in front of Morris Performing Arts Center. N Michigan St between N Dr MLK Jr Blvd and E Colfax Ave will close for approximately 2 hours to facilitate the event.

The VPA parks team along with the Morris team will be responsible for the setup of the event.

As this is an annual event, the committee had no questions or concerns regarding the event.

EXCELLENCE | ACCOUNTABILITY | INNOVATION | INCLUSION | EMPOWERMENT

1316 County-City Building | 227 W. Jefferson Blvd. | South Bend, Indiana 46601 | p 574.235.9251 | f 574.235.9171 | www.southbendin.gov

*Upon a motion by Ms Roush and seconded by Mr Rohrscheib, the permit for Chanukah Menorah Lighting was approved unanimously.*

#### 4. Other Business

4a. Upcoming application for Martin Luther King Jr Celebration

#### 5. Privilege of the Floor

None

#### 6. Adjournment

With no additional business to discuss, Ms Roush motioned for adjournment, and Mr Rohrscheib seconded. The meeting concluded at 1:13 PM.