



CITY OF SOUTH BEND

BOARD OF PUBLIC WORKS

February 24, 2026

Ms. Jennifer Parcell
25843 Wild Berry Dr.
South Bend, IN 46619

RE: Reserved Handicap Parking Permit – Spot#1

Dear Ms. Parcell:

At its February 24, 2026 meeting, the Board of Public Works **approved** your request for a Paid Reserved Accessible Parking Permit on East of Lafayette Blvd, North of Jefferson Blvd.

Enclosed is the permit authorizing you to park your vehicle, in the corresponding parking space on East of Lafayette Blvd, North of Jefferson Blvd. Please be advised that you must display the reserved accessible parking permit on your dashboard **at all times**, when you are parked in the corresponding reserved accessible parking space. Also, please note that this space is reserved as a handicap parking space **only** between the hours of **7:00 a.m. to 5:00 p.m., Monday through Friday**.

The fee for the Reserved Accessible Parking Permit will be Forty-Five Dollars (\$45.00) per month, due by the first of every month, and made payable to the City of South Bend. A yearly renewal of this application is required.

If you have any further questions, please call this office at (574) 235-9251.

Sincerely,

/s/ Hillary Horvath

Hillary Horvath, Clerk

Enclosures
HH/cb

Where do other employees park? Surrounding areas of downtown

What efforts were made to apply for applicant's parking needs? _____

Parking not available close to the building.

Michael Wruble
Supervisor Signature

2/17/26
Date

Michael Wruble
Typed or Written Name

AGREEMENT

I, Jennifer Parcell, hereby attest and affirm that the above information is correct to the best of my knowledge. I also agree to pay the City of South Bend forty-five dollars (\$45.00) per month on the first Monday of each month, during which time I am authorized to utilize the reserved parking area as approved by the Board of Public Works. A yearly renewal of this application is required.

Jennifer S. Parcell
Applicant Signature
Jennifer S. Parcell
Typed or Written Name

2-17-2026
Date

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Attest: Hillary R. Horvath, Clerk

Date: February 24, 2026