



CITY OF SOUTH BEND

DEPARTMENT OF PUBLIC WORKS

Meeting Minutes: Special Events Committee

Date: April 8, 2026

Time: 1:01 pm - 1:43 pm

Present (In Person):

- Derek Erquhart
- Amy Roush

Present (Virtual):

- Brad Rohrscheib

Absent:

- Coby Deal
- Kyle Ludlow

Agenda Items & Discussion Highlights

1. Call to Order

The meeting was called to order at 1:01 pm.

2. Approval of Minutes

Motion to Approve Minutes: Ms Roush initiated a motion to approve the minutes from the previous meeting, which was seconded and passed without opposition, confirming the official record.

3. Approval of Special Events

IDEA Week – April 23, 2026

Applicant: South Bend–Elkhart Regional Partnership

Request: Closure of Lafayette Blvd. (Colfax Ave. to LaSalle Ave.) from 8:00 AM to 4:00 PM for food trucks and pedestrian safety. Barricades needed at intersections and cones to be placed in front of cross accesses. Committee requested coordination with Montessori school and Weigand Construction and an amended map for barricade placement. Motion approved unanimously.

June First Fridays-Kids Night Out – June 5, 2026

Applicant: Downtown South Bend (DTSB)

Request: Closure at 1:00 PM of Michigan St from Washington St to Western Ave, including cross streets. Block party-style First Friday event with family-focused activities. Cleanup required by 10:00 PM. Construction impacts noted. Motion approved unanimously.

CITY OF SOUTH BEND IN DEPARTMENT OF PUBLIC WORKS

Summer Reading Kick-Off – June 5, 2026

Applicant: St. Joseph County Public Library

Request: Closure of Michigan St from W Wayne to Western Ave, in front of the Public Library.

Event coordinated with First Friday closures. Road closure time finalized at 1:00 PM.

Motion approved unanimously.

4. Other Business

5. Privilege of the Floor

6. Adjournment

With no further business, a motion to adjourn was made and approved. The meeting was adjourned at approximately 1:43 PM.

Summary captured by AI.