



CITY OF SOUTH BEND

DEPARTMENT OF PUBLIC WORKS

Meeting Minutes: Special Events Committee

Date: May 13, 2026

Time: 1:00 pm – 2:40 pm

Present (In Person):

Amy Roush

Brad Rohrscheib

Derek Erquhart

Kyle Ludlow

Absent:

Coby Deal

Agenda Items & Discussion Highlights

1. Call to Order

The meeting was called to order at 1:00 pm with a quorum present.

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. Special Event Applications

A. Approved Events

Concourse d'Elegance – July 11, 2026

Representatives for the event were present at the beginning of the meeting. The Committee moved this application forward on the agenda to allow for immediate review. Following brief discussion, a motion was made, seconded, and approved.

City Cemetery Tree Planting – May 15, 2026

Representative: Barbara Dale, Office of Sustainability

The applicant requested a temporary street closure on Walnut Street to safely accommodate volunteers during a tree planting event.

Motion: To approve the City Cemetery Tree Planting

Second: Motion was seconded

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Vote: Approved unanimously

- Event will be treated as a block party

Traffic & Lighting will place and remove cones for a temporary closure.

July First Fridays – July 3, 2026

Representative: Willow Wetherall, Downtown South Bend

The request included closure of the 100–200 blocks of South Michigan Street. Event hours are 5:00 PM – 9:00 PM, with setup beginning at 1:00 PM. Discussion included flexibility for earlier activation due to the holiday schedule.

Motion: To approve First Friday (July)

Second: Motion was seconded

Vote: Approved unanimously

Angel of Hope Memorial Ride – August 15, 2026

A recurring, police-supported rolling ride beginning at Pinhook Park. No street closures required.

Motion: To approve Angel of Hope Memorial Ride

Second: Motion was seconded

Vote: Approved unanimously

Art Beat – August 14-16, 2026

A multi-day event including Friday setup, Saturday programming, and Sunday teardown. Adjustments were made to accommodate construction conditions.

Motion: To approve August 14–16 Event

Second: Motion was seconded

Vote: Approved unanimously

Our Lady of Hungary School Field Day - May 29, 2026

Motion: To approve OLOH School Field Day

Second: Motion was seconded

Vote: Approved unanimously

Event to follow block party procedures for cones

St Joseph Grade School Field Day – June 5, 2026

Request to close St. Louis Boulevard between Colfax and LaSalle for student activities.

Motion: To approve St. Joseph Grade School Field Day

Second: Motion was seconded

Vote: Approved unanimously

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Standard block party procedures outlined to organizer

Rebel Art Fest – June 7, 2026

Representative: Nat FitzGerald

Additional documents were provided including site map, security plan, and parking arrangements. Discussion included barricade vs. cone placement and vendor permitting requirements.

Motion: To approve Rebel Art Fest

Second: Motion was seconded

Vote: Approved unanimously

LaSalle Neighborhood Block Party – June 20, 2026

Motion: To approve LaSalle Neighborhood Block Party

Second: Motion was seconded

Vote: Approved unanimously

Cones to be delivered in advance due to City holiday schedule

Studebaker Car Cruise-In – September 20, 2026

Representative: John Strategas

Motion: To approve Studebaker Car Cruise-In

Second: Motion was seconded

Vote: Approved unanimously

Sunburst Races – May 30, 2026

Final course map reviewed and coordinated with City departments.

Motion: To approve Sunburst Races route

Second: Motion was seconded

Vote: Approved unanimously

B. Tabled Events

R Love Entertainment Presents: A 4th of July Block Party

Motion: To table to May 27, 2026 meeting

Second: Motion was seconded

Vote: Approved

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Additional review required due to fire safety concerns.

Music Village Block Party – August 1, 2026

Motion: To table

Second: Motion was seconded

Vote: Approved

14th Annual Get Wet For A Vet -August 1, 2026

Motion: To table

Second: Motion was seconded

Vote: Approved

Organizer must attend a future meeting.

Back to School Boogie Parade – August 15, 2026

Motion: To table

Second: Motion was seconded

Vote: Approved

Additional coordination required.

SBVPA 4th of July Fireworks Event – July 3, 2026

Motion: To table

Second: Motion was seconded

Vote: Approved

Application requires clarification of closure details.

Fusion Fest – September 2026

Motion: To table

Second: Motion was seconded

Vote: Approved

Requires revised submission with detailed closure information

4. Other Business

SafePaws Event – Route Adjustment (June 6, 2026)

Due to construction impacts on the East Bank Trail, an alternate route is required.

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Motion: To authorize City Engineer Kyle Ludlow to coordinate route adjustments

Second: Motion was seconded

Vote: Approved

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 2:40 PM.

Summary captured by AI.