

Date: May 28, 2026

To: Mayor and Members of City Council 202601681
From: Sheryl M. M. Long, City Manager
Subject: **SPECIAL EVENT PERMIT APPLICATION: Black Tech Week 2026**

In accordance with Cincinnati Municipal Code, Chapter 765; Black Tech Week 2026 has submitted a Special Event Permit Application Form to the Chief of Police. The Special Event Permit Application has been reviewed by the following department(s): Cincinnati Fire Department, Metro, Cincinnati Police Special Events Unit, Traffic and Engineering Department, Traffic and Road Operations Department and The Health Department. There are no objections to issuing the Special Events Permit.

The particulars of the requested event are as indicated:

EVENT NAME/TITLE: Black Tech Week 2026
EVENT SPONSOR/PRODUCER: Lightship Foundation
CONTACT PERSON: Caitlyn Ruppel
LOCATION: 650 Walnut St
DATE(S) AND TIME(S): 7/14/26 - 7/16/26 0900-2100
EVENT DESCRIPTION: Black Tech Week Conference will be held July 14-16, 2026 at the Aronoff Performing Arts Center. Conference sessions and signature events will take place inside the Aronoff, however fringe activities will include a food truck driven "lunch hour" (placement noted in the attached site plan) and a mid-day yoga activity on the plaza (not the sidewalk).
ANTICIPATED ATTENDANCE: 2000
ALCOHOL SALES: YES. NO.
TEMPORARY LIQUOR PERMIT HOLDER IS: (identify, if "YES" is checked above)

cc: Colonel Teresa A. Theetge, Police Chief