

Date: 8/6/2025

202501448

To: Mayor and Members of City Council
From: Sheryl M. M. Long, City Manager
Subject: **SPECIAL EVENT PERMIT APPLICATION: (19th Annual Hats Off Luncheon)**

In accordance with Cincinnati Municipal Code, Chapter 765; (Cincinnati Parks Foundation) 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 Police Department, Fire Department, Health Department, Parks Department, Department of Building and Inspections, Department of Community and Economic Development, Department of Finance, Department of Public Services, and Department of Transportation and Engineering). There are no objections to issuing the Special Events Permit.

The particulars of the requested event are as indicated:

EVENT NAME/TITLE: 19th Annual Hats Off Luncheon
EVENT SPONSOR/PRODUCER: Cincinnati Parks Foundation
CONTACT PERSON: Jennifer Devine
LOCATION: Smale Riverfront Park
DATE(S) AND TIME(S): 10/03/2025 11AM to 3PM
EVENT DESCRIPTION: Largest annual fundraising event for the Cincinnati Parks Foundation. This event hosts up to 1,000 total attendees in Smale Riverfront Park for a champagne reception, luncheon, and post-party taking place from 11a-3p in effort to raise funds in support of our foundation and Cincinnati Parks.
ANTICIPATED ATTENDANCE: 980
ALCOHOL SALES: ☒ YES. ☐ NO.
TEMPORARY LIQUOR PERMIT HOLDER IS: (Cincinnati Park Board Sawyer Point Smale F8 on file)

cc: Colonel Teresa A. Theetge, Police Chief