



Interdepartmental Correspondence Sheet

Date: January 14, 2025

To: Mayor and Members of City Council 202600054
From: Sheryl M. M. Long, City Manager
Subject: **SPECIAL EVENT PERMIT APPLICATION: Longest Table 2026**

In accordance with Cincinnati Municipal Code, Chapter 765 Jenna Hippensteel 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: Longest Table 2025
EVENT SPONSOR/PRODUCER: Lower Price Hill Community Council
CONTACT PERSON: Jenna Hippensteel
LOCATION: 655 Neave Street
DATE(S) AND TIME(S): 5/21/26 1700-1900
EVENT DESCRIPTION: Neighborhood Potluck dinner
ANTICIPATED ATTENDANCE: 150
ALCOHOL SALES: YES. NO
TEMPORARY LIQUOR PERMIT HOLDER IS: (identify, if "YES" is checked above)

cc: Lieutenant Colonel Adam D. Hennie, Interim Police Chief