

Date: August 5, 2026

To: Mayor and Members of City Council 202602398
From: Sheryl M. M. Long, City Manager
Subject: **SPECIAL EVENT PERMIT APPLICATION: Clave Cookowt 2026**

In accordance with Cincinnati Municipal Code, Chapter 765; Matthew Cuff 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, Cincinnati Police District One, 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: Clave Cookowt 2026
EVENT SPONSOR/PRODUCER: Matthew Cuff
CONTACT PERSON: Matthew Cuff
LOCATION: 4356 Dunham Lane
DATE(S) AND TIME(S): 8/1/2026 12- 8pm
EVENT DESCRIPTION: Cookout and pool party as part of the international meetings held in Cincinnati. Individual chapters from around the country set up tents and cook for themselves. The surrounding community is invited to fellowship and enjoy the entertainment. There will be a DJ and food trucks.
ANTICIPATED ATTENDANCE: 1500
ALCOHOL SALES: ☒ YES. ☐ NO.
TEMPORARY LIQUOR PERMIT HOLDER IS: TBD

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