

Date: 11/9/2022

To: Mayor and Members of City Council  
From: Sheryl M. M. Long, City Manager  
Subject: **SPECIAL EVENT PERMIT APPLICATION: (Woodburn Winterfest)**

---

In accordance with Cincinnati Municipal Code, Chapter 765; (East Walnut Hills Assembly) 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: Woodburn Winterfest  
EVENT SPONSOR/PRODUCER: East Walnut Hills Assembly  
CONTACT PERSON: Deborah Dereshkevich  
LOCATION: 2800 Woodburn Av.  
DATE(S) AND TIME(S): 12/10/2022 2:00pm to 7:00pm  
EVENT DESCRIPTION: Winter festival to include beer/alcohol sales, vendors, winter activities (Santa booth, cookie exchange, etc.)  
ANTICIPATED ATTENDANCE: 1,000  
ALCOHOL SALES:  YES.  NO.  
TEMPORARY LIQUOR PERMIT HOLDER IS: (T.B.D.)



cc: Lieutenant Colonel Teresa A. Theetge, Interim Police Chief