

Date: 5/15/2024

To: Mayor and Members of City Council  
From: Sheryl M. M. Long, City Manager  
Subject: **SPECIAL EVENT PERMIT APPLICATION: Laconia Ave 35<sup>th</sup> Block Party 202401313**

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In accordance with Cincinnati Municipal Code, Chapter 765; (applicant name) 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: Laconia Ave 35th Block Party  
EVENT SPONSOR/PRODUCER: Michelle Baker  
CONTACT PERSON: Michelle Baker  
LOCATION: Laconia Ave  
DATE(S) AND TIME(S): 6/8/24 11:00am - 11:00pm  
EVENT DESCRIPTION: A day of fellowship between neighbors and friends for the past 35 years.  
ANTICIPATED ATTENDANCE: 300  
ALCOHOL SALES:  YES.  NO.  
TEMPORARY LIQUOR PERMIT HOLDER IS:

cc: Colonel Teresa A. Theetge, Police Chief