

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



**Agenda Item:** 2025 Fall Festival & Parade

**Date:** 6/24/2025

**Meeting:** Board 7/1/2025

**Prepared by:** Janel

**Department:** Permits

### Overview/Background Information

The request is for a special event permit for the 115<sup>th</sup> Fall Festival and temporary liquor license.

Festival Event Dates & Times: September 5<sup>th</sup> 5pm-10pm, September 6<sup>th</sup> 12pm-10pm, September 7<sup>th</sup> 12pm-8pm

Parade Date: September 7<sup>th</sup> 11am

#### Event Highlights:

Amusement rides for all ages

Exhibitors showcasing local vendors and products

A variety of food and beverage options available

### Key Issues

**\*\*A temporary liquor license was submitted by Poison Ivy Pub on 6/23/2025 and is included in the special event application.**

A kickoff meeting is scheduled for July 22nd with the Hibbards, Public Works, Administration, Police Department and Fire Department with additional meetings planned.

### Fiscal Note/Budget Impact

The Fall Festival is a fundraiser for the Roscoe Lions Club.

### Prior Legislative Actions

This is an annual event which has always been approved.

### Action Required/Recommendation

Approval of special event permit and temporary liquor license

### Attachments

Fall Festival Special Event App

Fall Festival Liquor App