

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Agenda Item: 2024 Fall Festival & Parade

Date: 7/12/2024

Meeting: COTW 7/16/2024

Prepared by: Janel

Department: Admin

Overview/Background Information

The request is for a special event permit for the 114th Fall Festival.

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

Parade Date: September 8th 11am

Event Highlights:

Amusement rides for all ages

Exhibitors showcasing local vendors and products

Bingo tent

A variety of food and beverage options available

Key Issues

**As of now, no alcohol permit has been requested for this event. If requested, the temporary liquor license will have to be approved by the Liquor Commission.

A kickoff meeting has already been held with the Hibbards, Public Works, Administration and the Police Department with additional meetings planned.

Fiscal Note/Budget Impact

In 2023 the Public Works cost of this event was \$1204.79 which the village was reimbursed for.

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

Prior Legislative Actions

This is an annual community event which has always been approved.

Action Required/Recommendation

Approval of special event permit

Attachments

Special event application