

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Agenda Item:	DISCUSSION AND APPROVAL OF A SPECIAL EVENT PERMIT FOR THE VILLAGE OF ROSCOE'S AMERICA 250 EVENT		
Date:	6/2/2026	Meeting:	Village Board
Prepared by:	Anne Hanson	Department:	Admin

Overview/Background Information

- Date & Time: July 1, 2026, from 5:00 PM to 7:00 PM.
- Location: Porter Park - open green spaces, port o john and bathrooms and a lot of shade!
- Opening Ceremony: National Anthem vocalist and a formal presentation of colors by a designated color guard.
- Time Capsule Project: Community artifacts will be collected, displayed at the event and sealed to be re-opened in the year 2076. Contribution requests will be sent to:
 - Roscoe Police Department (RPD)
 - Harlem-Roscoe Fire Department (HRFD)
 - Village Public Works (PW) and Village Hall (VH)
 - Local VFW Post
 - Area Boy Scouts and Girl Scouts troops
 - Local School District
 - Wayne Lensing / Historic Auto Attractions
 - Roscoe Historical Society
- Food truck vendors, outdoor family-friendly lawn games, and a large-scale American flag display hung from an HRFD ladder truck.

Key Issues

None. Staff held a preliminary interdepartmental planning meeting to evaluate logistics, security, and traffic control.

- Police Department: No security or traffic concerns; standard patrol will monitor the perimeter.
- Fire Department: Approved the truck placement for the flag display; emergency access lanes will remain completely clear.
- Public Works: No utility conflicts; staff will assist with extra trash receptacles and park staging.

Fiscal Note/Budget Impact

Total Budgeted Amount: \$2,000.00 - Projected Expenditure: \$2,000.00

Action Required/Recommendation

Approval of the Special Event Permit for the Village of Roscoe's America 250 Event scheduled for July 1, 2026, from 5:00 PM to 7:00 PM at Porter Park

Attachments

Special Event Permit