



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees
Tuesday, September 01, 2026
6:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Trustee William Babcock
Trustee John Broda
Trustee Molly Butz
Trustee Dayne Mead
Trustee Michael Wright
Village President Carol Gustafson

ABSENT

Trustee Michael Sima

APPROVAL OF THE MINUTES

1. **Approval of the Minutes** for the meeting of the Village Board of Trustees from **August 18, 2026.**

President Gustafson asked for a motion for the approval of the minutes.

Motion was made by Trustee Broda, second by Trustee Butz. Voting yes: Trustees Mead, Wright, Butz, Broda, Babcock 5-0-0.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

No Public Comments.

PRESIDENT'S REPORT

2. **Presentation of Bites and Beats Food Truck Event (no action needed)**

Presented by Roscoe Township Activities Coordinator Hannah Breault

Hannah Briault, Roscoe Township's Activities Coordinator, presented plans for a new "Bites and Beats" community event series that will combine local food vendors with live

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entertainment. The program is scheduled to launch on April 2, 2027, and is planned for the first Friday of selected months from April through November. Events will run from 4:00 to 7:30 p.m., with entertainment from approximately 5:00 to 7:00 p.m. The primary location will be the Roscoe Township Community Center and Cross Park, with the Cross Park Pavilion available for outdoor, acoustic performances when weather permits. The township hopes to feature about four food trucks or vendors at each event, offering a variety of foods such as barbecue, tacos, ice cream, lemonade, cinnamon rolls, cookies, and other local specialties. The goal is to support local businesses, encourage residents to enjoy the community facilities, and establish a new community tradition. The first few months will serve as a trial period to address any safety or logistical concerns.

The Fall Festival Parade is scheduled for Sunday, September 13, at 11:00 a.m., and the regular market will also take place that day, giving visitors an opportunity to watch the parade while shopping for food, souvenirs, and other items. Several trustees plan to participate in the parade, and their names will be submitted to the parade narrator for identification. The Village of Roscoe vehicle is expected to be near the front of the parade, and village magnets may be placed on additional vehicles to help identify the group. Candy will also be available for children, with an emphasis on distributing it safely without throwing candy from moving vehicles.

TREASURER'S REPORT

3. Cash Report and Bills

Expenditures are \$870,797.67, Payroll is \$111,579.24 Totaling \$982,376.91.

4. Approval of Bills

President Gustafson asked for a motion to pay the bills.

Motion was made by Trustee Mead, second by Trustee Butz. Voting yes: Butz, Babcock, Wright, Mead, Broda 5-0-0.

5. Year to Date, Revenues and Expenditures

CONSENT AGENDA

All items on the Consent Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event, the item will be removed from the Consent Agenda, and will be discussed and approved separately.

MOTIONS AND RESOLUTIONS (Final action)

6. Approval of Resolution 2026 - R33 Creating the Position of and Approving the Hiring of an Administrative Coordinator for the Village of Roscoe

President Gustafson asked for a motion for the approval of Resolution 2026-R33.

Motion was made by Trustee Wright, second by Trustee Mead. Voting yes: Trustees Wright, Butz, Broda, Babcock, Mead 5-0-0.

NEW BUSINESS (First reading or suspend rules)

7. Approval of **Additional Dates for the Roscoe Community Market** to be held at the Liberty Lot on September 20 and October 4 from 11am – 3pm.

President Gustafson asked for a motion to suspend the rules and make this a final vote.

Motion was by Trustee Broda, second by Trustee Mead. All in favor Yea, No Opposed.

President Gustafson asked for motion for the approval of additional dates for Roscoe Community Market.

Motion was made by Trustee Broda, second by Trustee Wright. Voting yes: Trustees Broda, Babcock, Butz, Mead, Wright 5-0-0.

8. Approval of a **Special Event Permit for the Party Like a Rockstar Balloon Bar 1 Year Anniversary**. The event will take place at 10514 Main Street on October 1, 2026

President Gustafson asked for a motion to suspend the rules and make this a final vote.

Motion was made by Trustee Broda, second by Trustee Butz. All in favor Yea, No opposed.

President Gustafson asked for a motion for the approval of Special Event Permit for Party Like a Rockstar Ballon Bar.

Motion was made by Trustee Babcock, second by Trustee Wright. Voting yes: Mead, Broda, Butz, Wright, Babcock 5-0-0.

9. **Approval of a Special Event Permit for the Stateline Disc Golf Association (SDGA) Nightmare at Porter Tournament** to be held at **Porter Park** on **November 7, 2026**.

President Gustafson asked for a motion to suspend the rules and make this a final vote.

Motion was made by Trustee Broda, second by Trustee Butz. All in favor Yea, No opposed.

President Gustafson asked for a motion to approve SDGA Nightmare at Porter Park Tournament.

Motion was made by Trustee Wright, second by Trustee Butz. Voting yes: Trustees Butz, Babcock, Broda, Wright, Mead 5-0-0.

10. **Approval of Resolution 2026-R34**, authorizing an agreement with **Trickie Enterprises** for the rental of a **Street Sweeper** for the quoted amount of **\$4,000**.

President Gustafson asked for a motion to suspend the rules and make this a final vote.

Motion was made by Trustee Broda, second by Trustee Butz. All in favor Yea, No opposed.

President Gustafson asked for a motion for the approval of Resolution of 2026-R34.

Motion was made by Trustee Broda, second by Trustee Butz. Voting yes: Trustees Babcock, Mead, Butz, Wright, Broda 5-0-0.

QUESTIONS AND REPORTS

No Questions and Reports.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

None.

EXECUTIVE SESSION (IF NECESSARY)

No Executive Session.

ADJOURNMENT

President Gustafson asked for a motion to Adjourn the Meeting.

Motion was made by Trustee Butz, second by Trustee Babcock. All in favor Yea, no opposed.

Meeting Adjourned at 6:49 pm.