

**ROCHELLE CITY COUNCIL  
AGENDA ITEM MEMO  
REGULAR MEETING**

**SUBJECT:** A Resolution Authorizing the Execution of an Agreement with Hitchcock Design Group for Professional Services Related to the City of Rochelle's Community Entrance Signs

**Staff Contact:** Jenny Thompson, Director of Community Engagement/Assistant to the City Manager

**Summary:** City of Rochelle staff is in the early stages of evaluating updating the four community entrance signs that welcome visitors and residents to the community. The four current locations are at 251 North and South and 38 East and West. Staff proposes the retention of Hitchcock Design Group, an engineering firm with significant experience in design of community entrance signs at a cost of \$9,900 for the completion of a schematic design of new signs, a signage location plan, and cost estimates for future budgeting.

**Funding Sources:**

Source:	Budgeted Amount:	Proposed Expenditure:
Hotel/Motel Budget		\$9,900

**Strategic Plan Goal Application:** Community Inclusivity & Engagement

**Recommendation:** Approve A Resolution Authorizing the Execution of an Agreement with Hitchcock Design Group for Professional Services Related to the City of Rochelle's Community Entrance Signs