

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Agenda Item: Subdivision Entrance Signs – Chicory Ridge & Hawks Point

Date: October 3, 2025

Meeting: VB – 10/7/2025

Prepared by: Josef R. Kurlinkus

Department: Administration

Overview/Background Information

The Village will be installing subdivision entrance signs at Chicory Ridge Subdivision and Hawks Point Subdivision to improve entrance signage and enhance the identity of these neighborhoods. Based on prior design discussions and input from residents, staff has obtained a proposal from ShawCraft Sign Co. for the fabrication of high-quality routed HDU (High-Density Urethane) monument signs consistent with signage previously installed by the developers and homeowner's associations of several other subdivisions within in the Village of Roscoe.

ShawCraft's signs are fabricated from durable, weather-resistant HDU, which is carved and painted to reflect a professional and long-lasting appearance suitable for subdivision entrances. The Village has contacted and received written or verbal consent from the homeowners of the subject parcels where the new signage will be installed. In addition, Attorney Green will be working in coordination with Fehr-Graham to prepare, secure, and record permanent easements for the sign locations.

The current entrance sign at Hawks Point was selected and purchased by subdivision residents, and installed by **ShawCraft Sign Co.**, who remains available to fabricate identical replacements.

Proposal Summary:

Vendor: ShawCraft Sign Co., Inc. (Machesney Park, IL)

Scope: Fabrication of four (4) entrance signs total

Two (2) signs for Chicory Ridge

Two (2) signs for Hawkes Pointe

Cost per sign (fabrication only): \$3,000

Installation: To be completed by the Village of Roscoe Public Works Department

Additional materials (per sign): Up to \$1,500 in landscape block, footing materials, and mounting hardware.

Fiscal Note/Budget Impact

Sign fabrication (ShawCraft) - \$12,000 –

Materials for installation (Village purchase) - \$6,000 –

Fabrication and Installation: \$18,000

Action Required/Recommendation

Staff recommends approval of the attached resolution authorizing the Village Administrator to execute an agreement with ShawCraft Sign Co. in the amount of \$12,000 for fabrication of four subdivision entrance signs and authorizing an additional expenditure of up to \$6,000 for installation materials to be used by Public Works for sign installation.

Attachments

Resolution Approving Expenditure in the amount of \$18,000