



Meeting Agenda
Monthly Progress Meeting for August 2023
Wolf Road Reconstruction Phase I Study
Village of Indian Head Park, Illinois
August 7, 2023, 2:00 P.M.

Invitee	Representing
Amy Jo Wittenberg, Village President	Village of Indian Head Park (Village)
Charlie Eck, Village Trustee	Village of Indian Head Park
Gavin Morgan, Village Administrator	Village of Indian Head Park
Andy Ferrini, Assistant Village Administrator	Village of Indian Head Park
Katie Bell, P.E., Project Studies Manager	Cook County Department of Transportation and Highways (County)
Sanjay Joshi, P.E., Project Manager	Cook County Department of Transportation and Highways
Darcie Gabrisko, P.E., Project Manager	Strand Associates, Inc.® (Engineer)
Tony Spinelli, P.E., Village Engineer	Strand Associates, Inc.®
Matt Gazdziak, P.E., Project Engineer	Strand Associates, Inc.®
Keith Spencer, Vice President - Public Involvement	R.M. Chin & Associates, Inc. (R.M. Chin)
Caitlin Bettisworth, Senior Project Manager	R.M. Chin & Associates, Inc.
Alexandra Desrosiers, Project Manager	R.M. Chin & Associates, Inc.

1. Introductions
2. Items Advanced Since Previous Meeting
 - a) Public Involvement Deliverables
 - i. Public Involvement Plan
 - ii. Project Timeline
 - iii. Corridor Advisory Committee Application
 - iv. Project Website
 - v. Newsletter
 - vi. Fact Sheet
3. Items to be Advanced Before Next Meeting
 - a) Public Involvement Deliverables
 - i. Public Involvement Plan
 - ii. Project Timeline
 - iii. Corridor Advisory Committee Application
 - iv. Project Website
 - v. Newsletter
 - vi. Fact Sheet
4. Items for Which Input is Needed
5. Anticipated Schedule

An internal project team schedule for the next three months is attached.

6. Open Forum
7. Next Meeting

The Monthly Progress Meeting for September will be held on September 11, 2023 at 2:00 P.M. via Microsoft Teams

c: All Participants

Wolf Road Phase I Study – 2023/2024 Public Involvement Calendar

Updated: July 2023 – **Tentative Schedule For Internal Project Team Use**

August 2023						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2 Send IHP/DoTH Website, Fact Sheet, and Newsletter Drafts	3	4 Send Strand Public Survey Draft	5
6	7 Monthly Status Meeting	8	9	10 Village Board Meeting	11	12
13	14 Send IHP/DoTH Public Survey Draft	15	16	17	18 IHP/DoTH Review of Website, Fact Sheet, and Newsletter Due	19
20	21	22	23 Website Goes Live Newsletter #1 Sent Out	24	25	26
27	28	29	30	31 IHP/DoTH Review of Public Survey Due		

Wolf Road Phase I Study – 2023/2024 Public Involvement Calendar

Updated: July 2023 – **Tentative Schedule For Internal Project Team Use**

September 2023						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 Monthly Status Meeting Public Survey Launch	5	6	7	8 Send Strand Draft CAC #1 Materials	9
10	11	12	13	14 Village Board Meeting	15 Send IHP/DoTH Draft CAC #1 Materials	16
17	18	19	20	21	22	23
24	25 Public Survey Ends CAC #1 Invitations	26	27 Send Strand Draft Public Survey Summary	28	29 Send IHP/DoTH Draft Public Survey Summary	30

Wolf Road Phase I Study – 2023/2024 Public Involvement Calendar

Updated: July 2023 – **Tentative Schedule For Internal Project Team Use**

◀ September		October 2023					November ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
1	2 Monthly Status Meeting	3	4	5	6 IHP/DoTH Review of CAC Materials Due	7	
8	9 CAC #1 Dry Run	10	11	12 Village Board Meeting	13	14	
15	16 CAC #1	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					