



Minutes  
 Monthly Progress Meeting for October 2021  
 Wolf Road Reconstruction Phase I Study  
 Village of Indian Head Park, Illinois  
 October 4, 2021, 2 P.M.

Invitee	Representing	Present	Absent
John DuRocher, Village Administrator	Village of Indian Head Park (Village)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tom Hinshaw, Village President	Village of Indian Head Park	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Shawn Kennedy, Village Trustee	Village of Indian Head Park	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Katie Bell, P.E., Project Studies Manager	Cook County Department of Transportation and Highways (County)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sanjay Joshi, P.E. Project Manager	Cook County Department of Transportation and Highways	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Darcie Gabrisko, P.E., Project Manager	Strand Associates, Inc. <sup>®</sup> (Engineer)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Matt Gazdziak, P.E., Project Engineer	Strand Associates, Inc. <sup>®</sup>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Raymond Pu, E.I.T., Roadway Engineer	Strand Associates, Inc. <sup>®</sup>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tony Spinelli, P.E., CFM, Village Engineer	Strand Associates, Inc. <sup>®</sup>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

A virtual meeting was held on Monday, October 4, 2021, at 2 P.M. The purpose of the meeting was to discuss items that have been advanced since the previous monthly progress meeting, items that are anticipated to be advanced before the next monthly progress meeting, and any other items related to the progress of the project.

1. Items Advanced Since Previous Meeting

- a. The Illinois State Archaeological Survey's field visit was rescheduled and is now anticipated to occur the week of October 4, 2021. No responses were received from the individual property owners to whom field visit notification letters were mailed.
- b. Engineer communicated with IDOT's Bureau of Data Collection to collect crash data. Information was requested and provided for individual crashes, but intersection crash diagrams were not provided. Crash diagrams will instead be developed by Engineer.
- c. The revised Existing Location Drainage Study (LDS) and Existing Hydraulic Analysis and Reports were submitted to the County for concurrence.
- d. The BCRs were advanced toward their submittal to the County for review.

2. Items to be Advanced Before the Next Meeting

- a. The Crash Analysis Report will be revised following previously provided County review comments and resubmitted to the County for concurrence.
- b. The BCRs will be submitted to the County for review.

3. Items for Which Input is Needed

- a. The County is in the process of reviewing the Traffic Capacity Analysis Report resubmittal. Once the review is complete, the comments will be provided to Engineer along with an example alternatives memorandum. Before the submittal of the alternatives memorandum to the Village and County for review, a technical discussion of alternatives meeting will be held between Village, County, and Engineer. This meeting will serve to introduce the County's technical division reviewers to the project and give them an opportunity to provide initial feedback to streamline the alternatives review process. Preliminary aerial exhibits with typical sections will be prepared for this meeting. It is anticipated that this meeting will be held in November 2021. The alternatives memorandum will be submitted for review after this meeting.



- b. The County is in the process of reviewing the Existing LDS and Existing Hydraulic Analysis and Reports.

4. Anticipated Submittal Schedule

- a. The BCRs are anticipated to be submitted to the County for review by October 8, 2021.
- b. The revised Crash Analysis Report is anticipated to be submitted to the County for concurrence by October 15, 2021.

5. Open Forum

- a. The County is committed to advancing the project beyond the Phase I Study. As the Phase I Study nears completion, the County will discuss funding opportunities and future project phases with the Village.
- b. Project deliverables that are not in a final state will be marked with a “DRAFT” watermark to clarify the status of the deliverable.

6. Next Meeting

The Monthly Progress Meeting for November will be held on November 1, 2021, at 2 P.M. via Microsoft Teams Meeting.

If there are any additions or comments, please call 815-744-4200 ext. 3124.

Prepared and respectfully submitted by Matthew J. Gazdziak, P.E.

- c: All Participants  
Tara Orbon, P.E., Cook County Department of Transportation and Highways