



Minutes  
 Monthly Progress Meeting for December 2025  
 Wolf Road Reconstruction Phase I Study  
 Village of Indian Head Park, Illinois  
 December 1, 2025, 2 P.M.

Invitees	Representing	Present	Absent
Amy Jo Wittenberg, Village President	Village of Indian Head Park (Village)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Charlie Eck, Village Trustee	Village of Indian Head Park	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gavin Morgan, Village Administrator	Village of Indian Head Park	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Katie Bell, P.E., Assistant Director, Project Development	Cook County Department of Transportation and Highways (County)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jennifer Palma Skrebo, P.E., Project Studies Division Head	Cook County Department of Transportation and Highways	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mike Fricano, PMP, Planning Coordinator	West Central Municipal Conference	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Matt Gazdziak, P.E., Project Manager	Strand Associates, Inc. <sup>®</sup> (Engineer)	<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"/>
Alexa Morris, Roadway Engineer	Strand Associates, Inc. <sup>®</sup>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

A virtual meeting was held to discuss items that have been advanced since the previous meeting, items that are anticipated to be advanced before the next meeting, and other items related to the progress of the Study.

1. Items Advanced Since Previous Meeting

- a. Engineer continued to advance and refine the following deliverables:
  - (1) Roadway Plan and Profile Drawings
  - (2) Typical Sections
  - (3) Corridor 3D Model and Cross Sections
  - (4) Intersection Design Studies (two)
  - (5) Type, Size, and Location Drawings (two)
  - (6) Hydraulic Reports–Proposed Conditions (four)
  - (7) LDS–Proposed Conditions (one)
  - (8) List of Potential Design Exceptions
  
- b. Engineer met with the County to discuss concept drainage and maintenance of traffic (MOT) alternatives. Engineer will develop interim alternative memorandums detailing the benefits and drawbacks of the alternatives as they relate to safety, cost, time, feasibility, etc. Feedback on the alternative memorandums from the County and Village will allow Engineer to make better informed decisions while progressing the deliverables listed in 1.a.

2. Items to be Advanced Before Next Meeting

Engineer will continue advancing and refining the previously listed deliverables as well as preparing the following interim deliverables:

- a. Drainage Alternatives Memorandum
- b. MOT Alternatives Memorandum

3. Items for Which Input is Needed

No other items were discussed.

4. Anticipated Schedule

January 16, 2025–Engineer will submit interim alternatives memorandums to the County and Village for review.



5. Funding Opportunities

Funding opportunities, including the Surface Transportation Program Local through the West Central Municipal Conference, were discussed. Mike noted that the call for projects is currently open and will close on December 19, 2025, and that the application is straightforward, so this project should apply. If the project is not selected for this current funding cycle, it will remain on the project list for future cycles and other opportunities. Engineer will submit the project by the December 19, 2025, deadline.

6. Open Forum

No other items were discussed.

7. Next Meeting

The Monthly Progress Meeting for January 2026 will be cancelled. The Monthly Progress Meeting for February 2026 will be held on February 2, 2026, at 2 P.M. via Microsoft Teams.

If there are any additions or comments, please call 815-744-4200 ext. 3169.

Prepared and respectfully submitted by Alexa C. Morris.

c: All Invitees  
Jeremy Nelson, R.M. Chin & Associates, Inc.