



**Village of Bourbonnais  
FRANCHISE, LICENSE, AND ADMINISTRATION COMMITTEE MINUTES**

March 19, 2016

Trustee Fischer called the meeting to order franchise, license, and administration committee meeting to take place on March 19, 2016 at 8:00 a.m. in the Municipal Center Board Meeting Room

**1. ROLL CALL**

Present for roll call was Village President Schore, Trustee Amiano, Trustee Greenlee, Trustee Fischer, Trustee King, and Trustee Littrell, Ron Riebe, Administrator Michael VanMill, Assistant Administrator Laurie Wimberly, Finance Director Mike Wolf, Building Commissioner Vicki Senesac, Public Works Director Michael Chamness, Police Chief Jim Phelps, Planning Commission Chairman Edward Hayes. Trustee Keast Absent.

**2. REVIEW OF SURVEY RESULTS**

Michael VanMill Conducted a Strategic Planning Session for the Trustees and Department Heads based on an anonymous on-line survey that the attendees

a. Quality of Life

- i. Trustee King: comfortable
- ii. Trustee Fischer: Comfortable
- iii. Trustee King: there is room for improvement
- iv. Dunn: safety
- v. Trustee Greenlee: Enjoys living here. This is the place to live
- vi. Chamness: Loves to live here
- vii. Wolf: Good choice. Loves the city but this is where I chose to raise my kids
- viii. Van Mill: two people said poor.
- ix. What sets us apart: Bears, Leader in Kankakee County, Best Police, Good housing stock, safe, and the quality of people that live here
- x. Hayes: no one will move here because of the Bears. But, it gives us exposure to new residents because of the better housing stock.

b. Strengths

- i. Wolf: see different: how do you describe compared to the strengths. Biggest strength is a safe community
  - ii. Hayes: hasn't seen KCC mentioned. He is an advocate for Community College then decide what to do next.
  - iii. Wolf: Maybe we need to partner more with KCC
  - iv. Close to shopping
  - v. Trustee King: Community cooperation: we have to project our leadership onto others.
  - vi. Senesac: saw after the tornado going door to door. Neighbors know neighbors. They know and help each other
  - vii. Hayes: Pretend we get along with other communities but underneath neither like each other.
  - viii. VanMill: we need to become the leader
- c. Weakness:
  - i. Wolf: Lack of Retail - lack of choice. Lack of sales tax
  - ii. Hayes: come up with businesses that will be successful
  - iii. Trustee King: it is about cost to run, rent, and own their business. We need to promote "SHOP BOURBONNAIS"
  - iv. Mayor: what has happened with retail is because of 30 to 40 years ago. There was no interchange. Developers were moving away from downtowns to shopping centers that cluster. Just like car dealerships that cluster. Our new interchange is going to change everything.
  - v. Wolf: They are going to want to come to us. Because they want to be here
  - vi. VanMill: Traffic Congestion - Is it in only once location? Yes
  - vii. VanMill: Lack of Downtown
    1. We need to create a destination
    2. Did the downtown move
    3. Trustee King: does the proposed location create more of a problem with traffic congestion with ONU and the downtown area
    4. Maybe assess not to have a downtown
    5. Hayes: Brown Boulevard/ Lathan Drive was going to be the downtown area.
    6. Trustee King: assessing inside/outside plus and minuses of doing business here
- d. Top reasons people chose to live here
  - i. School, safety, and housing
  - ii. Street maintenance
    1. Chamness: There was an article in the Herald about street paint. The quality isn't as good

2. We do not do the subdivisions and residential areas anymore
  3. Product is too expensive to do the whole town. \$1 a foot
  4. Road priority system is done every year
  5. Money comes from MFT to maintain the roads
    - a. PW also needs money for Cold Patch, street signs, signs, aggregate, paint, and brushes
  6. Road program is about \$100,000 for crack filling, \$50,000 for spray patching, and the overlay program
    - a. There are 83 miles of roads
    - b. Rated 1 though 10
  7. MFT is about \$450,000 a year
- iii. Esoteric of the Village
  - iv. Trustee Littrell: thinks things are good. The little things make us pop.
  - v. Trustee Greenlee: streetlights
    1. Hayes: Route 102 coming in is nice
    2. Mayor: a video of 102 @ winter how nice it looks is a great idea
  - vi. Village Planning
    1. Get Comprehensive plan moving
- e. Priorities:
- i. Promote Route 45/52
  - ii. Policing and Public Safety
    1. Wolf: We are already safe - why is this an initiative?
    2. Trustee Littrell: we need to keep ourselves this way
  - iii. Ensure that Bourbonnais Parkway is ready for development
  - iv. Industrial attraction/Employment Opportunities
  - v. Public Efficiency
    1. Communication with resident and businesses
    2. Procedures
  - vi. Walkable community
    1. Walking path
    2. Sidewalks along 45 are bad
    3. Burns Road Path is to no where
  - vii. Partner with ONU
    1. Trustee Greenlee: thinks this is a high priority
    2. Trustee Fischer: Tap this resource
    3. Trustee King: community asks if we are married to ONU. Perception we already to a lot with them
      - a. ONU pays over \$250,000 in property taxes
    4. Hayes: ONU - Coyne dead ends to the ROTC property

- viii. New Residential Development
  - 1. We need roof tops
  - 2. That attracts retail
  - 3. Increases property taxes
  - 4. Create traffic
  - 5. People want to live here which leads to attracting businesses
  - 6. We have to enhance the resident experience
  - 7. Maintain older housing stock
    - a. Code enforcement
    - b. Single family moving to rental
    - c. Rental and higher crime go together
    - d. Nuisance ordinance helps with the problems
    - e. Could we create a program for houses being bought instead of rental?
- f. Schedule of Priority
  - i. Widening of 45/52
  - ii. Bourbonnais Parkway Interceptor
  - iii. Pedestrian Bridge
    - 1. Help curb congestion
    - 2. The timeline for three years with legitimate idea for how long this is going to take
    - 3. Eliminate crossing at the “triangle”
  - iv. Public Works priorities
    - 1. Road Program - break village into four or five sections and focus on that area every year
    - 2. Bourbonnais Creek
  - v. Chief Priorities
    - 1. He just wants to help us sustain the level of safety that exists now
- g. Engage Residents
  - i. Website
    - 1. Wolf: site updates are doing better
  - ii. Town Hall Meetings: good idea for older residents
  - iii. Digital Sign
  - iv. Social Media for younger residents
  - v. Coordinate new events with other people such as the Winter Fest with the Bourbonnais Park District
- h. Internal Communication
  - i. Trustee Amiano: thinks it is good
  - ii. Chamness: current is really good compared to past
  - iii. Senesac: We all have open door policy
  - iv. Reports are very helpful

- v. Board member to board members:
- vi. Trustee King: initially was a feeling out each other. It is progressing
- vii. VanMill
- viii. Chamness: Very good
- ix. Chief: Changed the way communication is done. Thank you for hiring him
- i. Paperless Board Packets
  - i. Trustee Littrell: If it is easy than OK
  - ii. Trustee Fischer: wants a printed agenda
  - iii. Mayor: wants everyone to be comfortable
  - iv. Trustee King: Getting recording to get up to speed is very helpful.

3. **NEXT STEPS** - We will continue to have more meetings focused on specific topics.

4. **OTHER**

5. **OLD BUSINESS**

6. **NEW BUSINESS**

7. **PUBLIC COMMENTS**

8. **ADJOURNMENT AND TIME**

A motion was made by Trustee King and seconded by Mayor Schore to adjourn the committee meeting. Motion passed on a voice vote of 5-0 and the meeting adjourned at 10:43 a.m.

***Respectfully Submitted by:***



---

**Trustee Rick Fischer,  
Chair of Franchise, License, and Administration**