



State of Illinois  
**PROPERTY TAX APPEAL BOARD**

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**MAURO GLORIOSO**  
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**LOUIS G. APOSTOL**  
*Executive Director & General Counsel*

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**Minutes of the  
Property Tax Appeal Board Meeting  
Held on March 14, 2017  
Des Plaines, Illinois**

- 1. Roll Call:** Chairman Mauro Glorioso; Jim Bilotta; Robert J. Steffen, Dana D. Kinion (via conference call); and Kevin Freeman (via conference call).

**Staff:** Louis G. Apostol, JD, CAE, Executive Director & General Counsel;  
Dianne Lerman, Recording Secretary.

Mr. Glorioso convened the Meeting at 10:00 a.m.

Mr. Bilotta moved to allow Mrs. Kinion to participate in the Meeting via conference call.  
Mr. Steffen seconded the Motion and it carried 3-0.

- 2. Approval of Board Minutes from February 15, 2017 Meeting.**

Mr. Steffen moved to approve the Board Minutes of February 15, 2017 as presented.  
Mrs. Kinion seconded the Motion and it carried 4-0.

- 3. Adoption or Amendments to the Agenda**

Mr. Steffen moved to approve the Agenda as presented. Mr. Glorioso seconded the Motion and it carried 4-0.

Mr. Bilotta moved to allow Mr. Freeman to participate in the Meeting via conference call. Mr. Steffen seconded the Motion and it carried 4-0.

- 4. Executive Director's Report**

Mr. Apostol reviewed the PTAB's current operations and the FY17 Expense Report. He reported PTAB expended 56.5% of the approved budget through the first (8) months of the fiscal year. He further reported PTAB finished FY17 under budget as part of an expense reduction initiative. He also reported budget negotiations with Labor Relations / AFSCME are still ongoing at this time but hopefully, will result in an agreement soon.

**BOARD MEMBERS**

Kevin L. Freeman  
*Chicago*

Jim Bilotta  
*Lockport*

Robert J. Steffen  
*South Barrington*

Dana D. Kinion (Acting)  
*Springfield*

He reported PTAB will use (7) 75-day staff to assist in reducing the backlog of cases. Mr. Apostol said Becky Hesse, Shawn Murphy and Shelli Richardson will continue to work as 75-day staff. In addition, (4) 75-Day ALJs will continue to work at both the Des Plaines and Springfield offices. He stated open positions have already been posted and expects to interview prospective candidates from the final list later in March. Mr. Apostol announced that Christa Zupko, from the Department of Healthcare and Family Services, will join the Des Plaines staff on March 16<sup>th</sup>.

Mr. Apostol reported he will present PTAB's FY18 Budget Request to the Legislature on Wednesday, March 22<sup>nd</sup> in Springfield. He further reported the FY18 Budget Request provides for full funding of all approved positions and the replacement and upgrade of IT and related equipment.

Mr. Apostol reported on the progress of the Illinois Statewide Audit. He stated the auditors have completed the audit of both offices and a report has been prepared for review and compliance. He again stated PTAB staff continues to give its full cooperation and assistance when submitting documents and other requests.

Mr. Apostol reported on the progress of the PTAB/CMS On-Line Filing project. He reported staff has scanned approximately 9,500 2016 new appeals into the database in preparation for On-Line Filing. He again stated PTAB IT staff are working closely with the CMS IT Department under the DoIT program and is making progress at this time. He also noted that taxpayers and practitioners continue to access the "Appeal Status Inquiry Program" (ASI), saving staff significant time in answering questions on appeal status, appeal forms and decision processes.

Mr. Apostol reported on his participation in the Governor's "Council of Counsels" meetings in Springfield and Chicago on March 2<sup>nd</sup>. He again stated staff will attend the "Rapid Response Program" when scheduled.

Mr. Apostol reported PTAB continues to be current with all Governor's Office of Citizen Action inquiries and FOIA requests at this time.

Mr. Apostol distributed copies of Pie Charts showing the distribution of appeals before PTAB in 2014 and 2015. He noted 77.5% of all appeals come from Cook County.

Mr. Apostol reminded the Board the next meeting is scheduled for Tuesday April 11<sup>th</sup> at 10:00 a.m., in Springfield. He noted that (5) of the final (9) PTAB 2017 meetings, will be in Springfield.

Mr. Steffen moved to accept the Executive Director's Report as presented. Mr. Freeman seconded the Motion and it carried 5-0.

## 5. Discussion of Motions

- a. Donalee Mercil: #15-33150-R-1 (Cook – Schaumburg)  
Catherine Pollack: #15-33152-R-1 (Cook – Schaumburg)  
Craig Sawicki: #15-33154-R-1 (Cook – Schaumburg)  
George Jones: #15-33164-R-1 (Cook – Schaumburg)  
Shawn Freeman: #15-33165-R-1 (Cook – Northfield)  
Philip Gore: #15-35497-I-1 (Cook – Jefferson)  
Konrad Landauer: #15-35500-I-2 (Cook – Jefferson)  
Dolores Traska: #15-35504-I-1 (Cook – Jefferson)  
Shirley Yale: #15-35516-R-1 (Cook – Jefferson)  
Peter Yi: #15-35517-R-1 (Cook – Jefferson)  
Stella Olender: #15-35518-R-1 (Cook – Jefferson)  
Joseph Marsiglia: #15-35519-R-1 (Cook – Jefferson)  
Angel Melecio: #15-35520-R-1 (Cook – Jefferson)  
Latin American Motorcycle Association: #15-35521-C-1 (Cook – Jefferson)  
Andrew Lago: #15-35522-C-1 (Cook – Jefferson)  
Sretana Damnjanovic: #15-35525-C-1 (Cook – Jefferson)  
Joan Osika: #15-35530-R-1 (Cook – Hanover)  
Sandra Otero: #15-35531-C-1 (Cook – Jefferson)  
Richard Marek: #15-35532-C-1 (Cook – Jefferson)  
Emmerich Baltasi: #15-35535-I-1 (Cook – Jefferson)

Mr. Glorioso moved to grant a final 30-day extension in each of the appeals listed above. Mr. Steffen seconded the Motion and it carried 5-0.

- b. MACK Industries Ltd.: #15-31343-R-1 (Cook – West Chicago)

Mr. Glorioso moved to grant a final 30-day extension. Mr. Steffen seconded the Motion and it carried 5-0.

- c. Magdalena Zawisza: #15-32132-C-1 (Cook – Leyden)  
Klairmont Grand LLC: #15-32556-C-3 (Cook – Leyden)  
Thomas Mammen: #15-32639-R-1 (Cook – Orland)  
Don & Rebecca Smith: #15-32652-C-1 (Cook – Proviso)  
Standley Czerwien: #15-32658-R-1 (Cook – Proviso)  
Fahim Lakhani: #15-32702-C-1 (Cook – Worth)  
Fahim Lakhani: #15-33682-C-1 (Cook – Thornton)  
Torrence Towers Apartment Inv.: #15-33733-C-1 (Cook – Thornton)  
Jeff BV Commercial LLC: #15-33735-R-1 (Cook – Thornton)  
Robert Clark G & L Series, LLC: #15-33759-C-1 (Cook – Thornton)  
Atkore International, Inc.: #15-33760-I-3 (Cook – Thornton)  
Vesta Realtors: #15-33821-C-1 (Cook – Thornton)

Donald Deloache: #15-33957-R-1 (Cook – Thornton)  
1217 Carriage Lane Corporation: #15-33994-R-1 (Cook – Northfield)  
Apartment Investors XIV Ltd.: #15-33995-C-1 (Cook – Thornton)  
Todd Fowler: #15-33998-R-1 (Cook – Northfield)  
Michael Tarandy: #15-34439-C-1 (Cook – Thornton)  
Chexapad Holdings, LLC: #15-34844-R-1 (Cook – West Chicago)  
James G. Lourgos: #15-34845-C-1 (Cook – North Chicago)  
Louis Pretekin: #15-34848-R-1 (Cook – Niles)  
Chexapad Holdings, LLC: #15-34849-R-1 (Cook – West Chicago)  
Chexapad Holdings, LLC: #15-34953-R-1 (Cook – West Chicago)  
Harry Travalos: #15-35048-C-1 (Cook – Niles)  
PPS Development: #15-35146-C-2 (Cook – Niles)  
Rio Real Estate Holdings: #15-35151-R-1 (Cook – West Chicago)  
Emil Baukert: #15-35152-C-1 (Cook – Niles)  
1930 Sedgewick, LLC: #15-35153-R-1 (Cook – North Chicago)  
John Kilikevice: #15-35154-R-1 (Cook – Niles)  
North Lowell, LLC: #15-35157-R-1 (Cook – West Chicago)  
Mary O’Doherty: #15-35158-R-1 (Cook – North Chicago)  
Mullen Circle Brand: #15-35159-I-1 (Cook – Niles)  
Michael Dotson: #15-35303-R-1 (Cook – West Chicago)  
Jeff BV Commercial LLC: #15-35821-R-1 (Cook – West Chicago)  
2065 Coutler, LLC: #15-35822-C-1 (Cook – West Chicago)  
Jeff BV SFH LLC: #15-35828-R-1 (Cook – West Chicago)  
Kevin M. Noonan: #15-35836-R-1 (Cook – North Chicago)  
Byline Bank: #15-35838-R-1 (Cook – South Chicago)  
Imelda Fierro Byline Bank: #15-35893-C-1 (Cook – West Chicago)  
1334 W. Webster Ave. Condo Assoc: #15-35890-R-1 (Cook – North Chicago)  
James Sullivan: #15-35913-R-1 (Cook – North Chicago)

Mrs. Kinion moved to grant a final 60-day extension in each of the appeals listed above. Mr. Glorioso seconded the Motion and it carried 5-0.

- d. Teri Ross: #15-31353-R-1 (Cook – North Chicago)

Mr. Bilotta moved to grant a final 30-day extension. Mr. Steffen seconded the Motion and it carried 5-0.

- e. George Trujillo: #15-34016-C-1 (Cook – Thornton)

Mrs. Kinion moved to grant a final 90-day extension. Mr. Steffen seconded the Motion and it carried 5-0.

- f. Frank Vrchota: #15-35193-R-1 (Cook – West Chicago)

Mr. Freeman moved to grant a final 30-day extension. Mr. Glorioso seconded the Motion and it carried 5-0.

- g. K 1 Holdings LLC: #15-32899-I-3 (Cook – Northfield)

Mr. Freeman moved to grant a final 30-day extension. Mr. Glorioso seconded the Motion and it carried 5-0.

- h. 211 West Wacker Drive: #15-34329-C-3 (Cook – South Chicago)  
John Hammerschlag: #15-34883-C-2 (Cook – South Chicago)

Mr. Bilotta moved to grant a final 60-day extension in each of the appeals listed above. Mrs. Kinion seconded the Motion and it carried 5-0.

- i. LSCD of West Loop, LLC: #15-34438-C-3 (Cook – West Chicago)  
Viceory Hotel Ltd Partnership: #15-34923-C-2 (Cook – West Chicago)

Mr. Bilotta moved to grant a final 60-day extension in each of the appeals listed above. Mrs. Kinion seconded the Motion and it carried 5-0.

- j. Aristotle Kornaros: #15-33720-C-2 (Cook – North Chicago)  
Jerry Pope: #15-34295-R-1 (Cook – North Chicago)  
John Brillakis: #15-35842-R-1 (Cook – Jefferson)

Mr. Bilotta moved to grant a final 60-day extension in each of the appeals listed above. Mrs. Kinion seconded the Motion and it carried 5-0.

- k. KT Winneburg, LLC: #11-06404-R-2 (Calhoun)

Mr. Bilotta moved to grant a final 60-day extension to the Calhoun County Board of Review. Mrs. Kinion seconded the Motion and it carried 5-0.

- l. Ashley Hirsch: 15-00425-R-1 (McHenry)  
Guntis Kugis: #15-01816-R-1 (McHenry)  
Robert Hollett: #15-03247-R-1 (McHenry)  
Duane & Jannet Dudek: #15-04516-R-1 (McHenry)  
Thomas Resnick: #15-03998-R-1 (McHenry)  
Barbara McMorris: #15-03681-R-1 (McHenry)  
Michael & Jennifer Smolzer: #15-03931-R-1 (McHenry)

Mr. Bilotta moved to deny the McHenry County Board of Review's request for extension and default the BOR. Mr. Freeman seconded the Motion and it carried 5-0.

- m. St. Anthony SLF LLC: #15-30909-C-2 (Cook – Thornton)

Mr. Glorioso moved to grant a final 90-day extension to Intervenor, S.D. #159. Mrs. Kinion seconded the Motion and it carried 5-0.

- n. Bayview Loan Servicing: #15-32933-C-2 (Cook – Rich)

Mr. Glorioso moved to grant a final 90-day extension to Intervenor, S.D. #162. Mrs. Kinion seconded the Motion and it carried 5-0.

- o. Target Corporation: #15-30142-C-2 (Cook – Proviso)

Mr. Glorioso moved to grant a final 90-day extension to Intervenor, S.D. #209. Mrs. Kinion seconded the Motion and it carried 5-0.

- p. Mark IV Realty Group, Inc.: #14-26247-I-3 (Cook – Proviso)

Mr. Glorioso moved to grant a final 90-day extension to Intervenor, Forest Park H.S.D. #91. Mrs. Kinion seconded the Motion and it carried 5-0.

- q. Sears Store-Matteson Auto Center: #15-25470-C-2 (Cook – Rich)

Mr. Glorioso moved to grant a final 90-day extension to Intervenor, Rich T.H.S.D. #227. Mrs. Kinion seconded the Motion and it carried 5-0.

- r. Fair Havens Christian Homes: #15-00406-C-3 (Macon)

Mr. Glorioso moved to grant a final 90-day extension to Intervenor, Maroa-Forsyth C.U.S.D. #2. Mrs. Kinion seconded the Motion and it carried 5-0.

- s. Evergreen Place Chillicothe, LLC: #15-00777-C-3 (Peoria)

Mr. Bilotta moved to grant a final 60-day extension to Intervenor, Illinois Valley Central C.S.D. #321. Mr. Steffen seconded the Motion and it carried 5-0.

- t. Stockbridge Capital Group: #15-01257-I-3 (Kane)

Mr. Bilotta moved to grant a final 60-day extension to Intervenor, C.U.S.D. #300. Mr. Steffen seconded the Motion and it carried 5-0.

- u. WHG SU O'Fallon, LLC: #15-05874-C-3 (St. Clair)

Mr. Bilotta moved to grant a final 60-day extension to Intervenor, O'Fallon H.S.D. #203, Central S.D. #104, and Southwestern IL College #522. Mr. Steffen seconded the Motion and it carried 5-0.

- v. J & J Arnaco, LLC: #15-31160-C-3 (Cook – South Chicago)

Mr. Bilotta moved to grant a final 60-day extension to Intervenor, City of Chicago. Mr. Steffen seconded the Motion and it carried 5-0.

- w. VTR Chicago 93<sup>rd</sup> Street: #15-27677-C-2 (Cook – Hyde Park)  
Packaging Corporation of America: #15-31051-I-2 (Cook – West Chicago)

Mr. Bilotta moved to grant a final 60-day extension in each of the appeals listed above to Intervenor, Board of Education of the City of Chicago. Mr. Steffen seconded the Motion and it carried 5-0.

- x. 200 Fullerton Lane Investors, LLC: #15-06160-I-2 (DuPage)

Mr. Bilotta moved to grant a final 90-day extension to Intervenor, C.C.S.D. #93. Mr. Steffen seconded the Motion and it carried 5-0.

- y. South Holland Home, LLC: #15-29543-C-3 (Cook – Thornton)

Mr. Bilotta moved to grant a 45-day extension to Intervenor, S.D. #151. Mr. Freeman seconded the Motion and it carried 4-0.

- z. Liberty Illinois, L.P.: #15-01177-I-3 (Kane)  
Liberty Illinois, L.P.: #15-01186-I-3 (Kane)

Mr. Bilotta moved to grant a final 90-day extension to Intervenor, Batavia S.D. #101 in each of the appeals listed above. Mr. Steffen seconded the Motion and it carried 5-0.

- aa. Flinn Scientific, Inc.: #15-01459-C-2 (Kane)

Mr. Bilotta moved to grant a final 90-day extension to Intervenor, Rochelle T.H.S.D. #231 and Rochelle T.H.S.D. #212. Mr. Steffen seconded the Motion and it carried 5-0.

- bb. Home Depot USA, Inc.: #15-00739-C-2 (Kendall)

Mr. Steffen moved to grant a final 90-day extension to Intervenor, C.U.S.D. #308. Mr. Steffen seconded the Motion and it carried 5-0.

- cc. Haralampopoulos & Vlahos, LLC: #15-00581-C-3 (Will)

Mr. Bilotta moved to grant a final 90-day extension to Intervenors, Homer C.C.S.D. #33-C and Lockport T.H.S.D. #205. Mr. Steffen seconded the Motion and it carried 5-0.

- dd. TCF Bank Illinois: #15-25226-C-3 (Cook – Lake)  
Monroe Pavilion Associates: #15-31158-C-3 (Cook – West Chicago)

Mr. Steffen moved to grant a final 30-day extension to Intervenor, CBOE, in each of the appeals listed above. Mr. Glorioso seconded the Motion and it carried 5-0.

- ee. Hoffer Plastic Corp.: #15-00423-I-3 (Kane)  
BNV Properties, LLC: #15-00973-I-2 (Kane)  
Capsonic Group LLC: #15-01180-I-3 (Kane)  
Retail Property Inv LLC: #15-01189-I-2 (Kane)  
Wintrust Financial Corp.: #15-01451-C-3 (Kane)  
Andy Shanahan AAA Storage II, Inc: # 15-01463-C-3 (Kane)  
Millenium Commons Ind Condo Assoc: #15-01628-I-3 (Kane)  
Alden Fox River Horizon I, LP: #15-01982-C-2 (Kane)

Mr. Steffen moved to grant a final 30-day extension to Intervenor, Elgin S.D. U-46, in each of the appeals listed above. Mr. Glorioso seconded the Motion and it carried 5-0.

- ff. 370 Carol Lane Investors, LLC: #15-05639-C-2 (DuPage)

Mr. Steffen moved to grant a final 30-day extension to Intervenor, Elmhurst C.U.S.D. #205. Mr. Glorioso seconded the Motion and it carried 5-0.

- gg. Throw Strikes Three LLC: #15-24988-C-2 (Cook – Orland)  
Saint George Corporation: #15-25498-C-3 (Cook – Orland)  
John P. Siakotos: #15-26935-C-3 (Cook – Orland)  
James M. Hughes: #15-26975-C-2 (Cook – Orland)  
James M. Hughes: #15-26978-C-2 (Cook – Orland)  
Jeffrey A. Kowalis: #15-26999-C-3 (Cook – Orland)  
Carson Pirie Scott & Company: #15-28144-C-3 (Cook – Orland)



Mr. Bilotta moved to grant a final 60-day extension to Intervenors Orland S.D. #135, C.H.S.D. #230, Orland Fire Protection District, Village of Orland Park, and Orland Park Public Library in each of the appeals listed above. Mr. Steffen seconded the Motion and it carried 5-0.

- hh. Collision Revision Inc: #15-27557-C-2 (Cook – Leyden)

Mr. Steffen moved to grant a final 90-day extension to Intervenor, S.D. #83. Mr. Glorioso seconded the Motion and it carried 5-0.

- ii. Sears Store-Matteson #1921: #15-25607-C-2 (Cook – Rich)

Mr. Steffen moved to grant Intervenor, Matteson Public Library District a final 90-day extension. Mr. Glorioso seconded the Motion and it carried 5-0.

- jj. Phil Tsakounaras: #15-24650-C-2 (Cook – Palos)

Mr. Steffen moved to grant a final 90-day extension to Intervenors, Green Hills Library District and S.D. #230. Mr. Glorioso seconded the Motion and it carried 5-0.

- kk. GW Mt. Prospect LLC: #15-27528-C-2 (Cook – Wheeling)

Mrs. Kinion moved to grant a final 60-day extension to Intervenor, River Trails Park District. Mr. Steffen seconded the Motion and it carried 5-0.

- ll. Rochelle Travel Plaza: #15-01347-C-3 (Ogle)

Mr. Freeman moved to grant a final 90-day extension to Intervenors, Rochelle T.H.S.D. #231 and Rochelle T.H.S.D. #212. Mr. Steffen seconded the Motion and it carried 5-0.

- mm. Nick Kalouris: #15-05404-C-2 (DuPage)

Mr. Freeman moved to grant a final 60-day extension to Intervenors, Addison S.D. #4, Village of Addison, Addison Fire Protection District, Addison Public Library, and DuPage H.S.D. #88. Mr. Steffen seconded the Motion and it carried 5-0.

- nn. Liberty Property Limited Partnership: #15-06440-I-2 (DuPage)

Mr. Freeman moved to grant a final 60-day extension to Intervenors, Lake Park H.S.D. #108, Medinah S.D. #11, Itasca Fire District, Medinah Park District, and Itasca Community Library. Mr. Steffen seconded the Motion and it carried 5-0.

- oo. Hamilton Lakes #1, LLC: #15-06536-C-3 (DuPage)

Mr. Freeman moved to grant a final 60-day extension to Intervenors, Lake Park H.S.D. #108, Itasca Elementary S.D. #10, Itasca Fire District, Itasca Community Library, and Itasca Park District. Mr. Steffen seconded the Motion and it carried 5-0.

- pp. LIPT Allan Drive, LLC: #15-05679-I-3 (DuPage)  
LIPT Allan Drive, LLC: #15-05680-I-3 (DuPage)  
LIPT 1225 Michael Drive, LLC: #15-05681-I-3 (DuPage)

Mr. Freeman moved to grant a final 60-day extension to Intervenors, Wood Dale S.D. #7, Fenton C.H.S.D. #100, and Wood Dale Park District in each of the appeals listed above. Mr. Steffen seconded the Motion and it carried 5-0.

- qq. Marquardt School District #15: #14-03001-I-2 (DuPage)

Mrs. Kinion moved to deny the request to vacate decision. Mr. Steffen seconded the Motion and it carried 5-0.

- rr. Mark Tormey: #12-33898-R-1 (Cook – North Chicago)

Mr. Glorioso moved to defer the decision to the April 11, 2017 PTAB Meeting for further review and discussion. Mr. Steffen seconded the Motion and it carried 5-0.

- ss. Robert & Sonia Beranich: #15-02067-R-1 (Lake)

Mr. Bilotta moved to reinstate the appeal and re-send the 30-day checklist to Appellant requesting additional information. Mr. Steffen seconded the Motion and it carried 5-0.

- tt. James Athanasopoulos: #15-26104-R-1 (Cook – Hyde Park)

Mr. Bilotta moved to reinstate the appeal and notify the Board of Review. Mr. Steffen seconded the Motion and it carried 5-0.

- uu. James Athanasopoulos: #15-26075-R-1 (Cook – Hyde Park)

Mr. Bilotta moved to reinstate the appeal and notify the Board of Review. Mr. Steffen seconded the Motion and it carried 5-0.

vv. Polly Jacobs: #14-03594-R-1 (Monroe)

Mr. Bilotta moved to deny the request for further extension and notify the Board of Review of the appeal. Mr. Steffen seconded the Motion and it carried 5-0.

ww. Dennis Schroeder: #15-21330-R-1 (Cook – West Chicago)  
Ofelia Schroeder: #15-21331-R-1 (Cook – West Chicago)

Mr. Steffen moved to deny the request to reinstate. Mrs. Kinion seconded the Motion and it carried 5-0.

xx. Exelon Generation Company, LLC: #11-05318-I-3 (DeWitt)  
Exelon Generation Company, LLC: #12-04331-I-3 (DeWitt)  
Exelon Generation Company, LLC: #13-03247-I-3 (DeWitt)  
Exelon Generation Company, LLC: #14-03166-I-3 (DeWitt)  
Exelon Generation Company, LLC: #15-04751-I-3 (DeWitt)

Mr. Bilotta moved to defer the Motion to the April 11, 2017 PTAB Meeting for further review and discussion. Mr. Freeman seconded the Motion and it carried 5-0.

yy. Sharon Burr: #11-34313-I-1 (Cook – Wheeling)

Mr. Steffen moved to reinstate appeal and notify the Board of Review. Mrs. Kinion seconded the Motion and it carried 5-0.

zz. Ly & Vinh Tran: #15-39373-R-1 (Cook – Niles)

Mr. Bilotta moved to deny the request to reinstate. Mrs. Kinion seconded the Motion and it carried 5-0.

## **6. Attachments**

### **Decisions A – F and Z**

As to Attachment A, Mr. Steffen moved to approve the attachment. Mr. Glorioso seconded the Motion and it carried 5-0.

As to Attachment B, Mrs. Kinion moved to approve the attachment. Mr. Freeman seconded the Motion and it carried 5-0.

As to Attachment C, Mr. Bilotta moved to approve the attachment. Mr. Steffen seconded the Motion and it carried 4-0 with Mr. Glorioso recusing.

As to Attachment D, Mrs. Kinion moved to approve the attachment. Mr. Glorioso seconded the Motion and it carried 4-0 with Mr. Freeman recusing.

As to Attachment E, Mr. Steffen moved to approve the attachment. Mr. Freeman seconded the Motion and it carried 4-0 with Mr. Bilotta recusing.

As to Attachment F, Mr. Freeman moved to approve the attachment. Mr. Glorioso seconded the Motion and it carried 4-0 with Mr. Steffen recusing.

As to Attachment Z, Mr. Bilotta moved to approve the attachment. Mr. Steffen seconded the Motion and it carried 5-0.

### **Workload Report**

Mr. Apostol presented and reviewed the February 2017 Workload Report. He again stated this report reflects open appeals at the beginning of the year, new appeals added during the year, appeals closed during the year and appeals pending at the end of the year. He reported staff produced a total of 21,568 closed decisions in the first eight months of the fiscal year. He again stated PTAB is projected to close a record 32,000 plus appeals by June 30<sup>th</sup> and staff is working to produce more decisions in FY17 than in multiple previous years. He again credited staff for excellent production numbers and continuing to work toward reducing the backlog of appeals. He further stated, he continues to work with staff to review current systems in an effort to streamline the decision process.

Mr. Apostol again presented graphs prepared by IT that reflect, Weekly ASI Visits, Decisions Viewed Weekly, Weekly PTAB Website Visits, Board Portfolios Viewed Weekly, Letters Viewed Weekly, Board Decisions by Month and Xerox Pages printed Monthly. He again noted taxpayers and practitioners are utilizing the website more to track the progress of appeals and to download information. He again stated this continues to save significant staff time and reduced duplication expenses.

The Board expressed their appreciation to staff for significantly improving production numbers that contribute to reducing the backlog of new cases before PTAB.

**7. Other Business**

There was no “Other Business” at this time.

**8. Adjournment**

Mr. Steffen moved to adjourn the meeting at 11:07 a.m. Mr. Bilotta seconded the Motion and it carried 5-0.

Respectfully submitted,

Louis G. Apostol, JD, CAE  
Executive Director & General Counsel

LGA/dl