



State of Illinois
PROPERTY TAX APPEAL BOARD

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MICHAEL I. O'MALLEY
Executive Director & General Counsel

Minutes of the
Property Tax Appeal Board
August 16, 2022 – 10:00 a.m.
Springfield & Des Plaines, Illinois

- 1. Roll Call:** Chairman Freeman, Mr. Bilotta, Sarah Buckley, Dana D. Kinion, and Robert J. Steffen.
- Staff:** Michael O'Malley, Executive Director and General Counsel
James Moffat, Chief Financial Officer, and Human Resource Manager
David Suarez, Chief Information Officer
David Eagan, PTAB Information Technology
Kelly McAuliffe, Recording Secretary
Phyllis McJunkins, Recording Secretary
- Guests:** Call-in connections are identified as follows:

Michael Bullock, Property Tax Appeal Board
Chris Shouldice, Crane & Norcross, LLC
Mike Andre, Eugene L. Griffin & Associates, LTD.
Mark Pogalz
Unidentified caller – 1

Chairman Freeman convened the meeting at 10:00 a.m. and welcomed the Board Members and the Management Team to the Property Tax Appeal Board Meeting.

2. Approval of Minutes from Previous Meeting

Mrs. Kinion motioned to approve the Board Minutes of July 12, 2022, as presented. Mr. Steffen seconded the motion, and it carried 5-0.

3. Adoption or Amendments to the Agenda

Item A from Section 5 - Discussion of Motion

- a.** Marybelle Mandel: #17-22035-R-1 (Cook)
Marybelle Mandel: #18-21744-R-1 (Cook)
Marybelle Mandel: #19-21733-R-1 (Cook)
Marybelle Mandel: #17-26474-R-1 (Cook)

BOARD MEMBERS

Jim Bilotta
Frankfort

Robert J. Steffen
South Barrington

Dana D. Kinion
Springfield

Sarah Buckley
Chicago

Marybelle Mandel: #18-21916-R-1 (Cook)

Marybelle Mandel: #19-21669-R-1 (Cook)

Marybelle Mandel: #18-21646-R-1 (Cook)

Marybelle Mandel: #19-21672-R-1 (Cook)

The Board acknowledged that Chris Shouldice and Mike Andre were present. Mr. Andre informed the board that he was observing only.

Chairman Freeman motioned to move item A from Section 5 up in the agenda for discussion; Mr. Bilotta seconded the motion, which carried 5-0.

Mr. Shouldice informed the board that he was present in the event anyone had questions.

Chairman Freeman motioned to grant the appellant's Motion to Vacate the withdrawal of the appeals, reinstate the appeals, and proceed to draft decisions based on the written record; Mrs. Kinion seconded the Motion, which carried 5-0.

4. Executive Director's Report

See Addendum A.

Chairman Freeman moved to approve the Executive Director's Report. Mr. Steffen seconded the motion, and it carried 5-0.

5. Discussion of Motions

a. This item was moved up in the agenda – see above.

b. Ursa Farmers Co-Operative Co.: #21-02981-C-3 (Adams) – Subpoena Request

Mr. Bilotta made a motion to grant the Intervenor's request to issue a Subpoena Dues Tecum and grant the Intervenor's request for a final 60-day extension from the deadline of 09/19/2022 to submit evidence. Mrs. Kinion seconded the motion, and it carried 5-0.

Executive Director and General Counsel O'Malley was designated to issue the subpoena.

6. Attachments

a. Attachment A - Mrs. Kinion moved to approve the attachment. Chairman Freeman seconded the motion, and it carried 5-0.

- b. **Attachment B** – Mr. Steffen moved to approve the attachment. Mrs. Kinion seconded the motion, and it carried 5-0.
- c. **Attachment C** - Mr. Bilotta moved to approve the attachment. Mr. Steffen seconded the motion, and it carried 4-0. Chairman Freeman recused himself.
- d. **Attachment D** - Chairman Freeman moved to approve the attachment. Mrs. Kinion seconded the motion, and it carried 4-0. Mr. Bilotta recused himself.
- e. **Attachment E** - Chairman Freeman moved to approve the attachment. Mrs. Kinion seconded the motion, and it carried 4-0. Mr. Steffen recused himself.
- f. **Attachment F** – Chairman Freeman moved to approve the attachment. Mr. Bilotta seconded the motion, and it carried 4-0. Mrs. Kinion recused herself.
- g. **Attachment G** - Chairman Freeman moved to approve the attachment. Mrs. Kinion seconded the motion, and it carried 4-0. Ms. Buckley recused herself.
- h. **Attachment Z** - Mr. Steffen moved to approve the attachment. Mr. Bilotta seconded the motion, and it carried 5-0.

7. Other Business

- a. Chairman Freeman reviewed the Workload Report and noted a decreased number of appeals pending at the end of the year from about 104,000 in the fiscal year 2021 to nearly 82,000 in the fiscal year 2023.
- b. Weekly ASI Site Visit Graph was reviewed.
- c. Xerox Pages Printed Monthly Graph was reviewed.
- d. Compliments to Chairman Freeman and Executive Director O'Malley for visiting the Governor's office and keeping them abreast of what PTAB is doing and the strides accomplished with hiring additional personnel in preparation of the expected large number of appeals from Cook County.

8. Adjournment

- a. Mr. Bilotta moved to adjourn the meeting at 10:27 a.m., Chairman Freeman seconded the motion, which carrying 5-0.

Respectfully Submitted,

/s/ Michael O'Malley

Michael I. O'Malley

Executive Director and General Counsel

Addendum A.



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Executive Director's Report
August 2022

1. HR/Fiscal Update:
 - a. HR:
 - i. The Tech Advisor II (ALJ) interviews are scheduled for the week of August 29th.
 - ii. Matt Beck and Julie Boots were promoted to Appraisal Specialist III.
 - b. Fiscal Update: No updates.
2. IT Update:

E-filing – Dave Suarez and I met with the new DocuSign team and showed them how far along we have gotten. Dave is working with their team to work through some issues, and things are progressing.
3. Case Load as of 8/8/2022:

Open cases: 83,366
Dockets that need docketing: 381 (17 Downstate, 364 Cook)
Docket numbers assigned for 2021: 7,461 Downstate, 6,294 Cook
Docket numbers assigned for 2020: 9,231 Downstate, 28,717 Cook
Docket numbers assigned for 2019: 9,625 Downstate, 35,111 Cook
4. Cook County Hearing Break. The Cook County BOR requested a hearing hiatus for two months so they could work on getting their tax bills out. We granted them a hiatus for commercial and industrial hearings for September and October. We will continue to hold hearings on matters where the State's Attorney's Office is appearing on behalf of the BOR. We will also focus on WOE cases. In return, the BOR will participate in the "Summer Project" this year, which will result in resolving many appeals.
5. Move of DPO to Chicago. Chairman Freeman and I met with the Governor's Office and discussed moving DPO to the Loop in Chicago. We have submitted the request to CMS. Many reasons this move makes sense, the most obvious is that it is easily accessible to all residents of northern Illinois via public transportation. In anticipation of the move, we are working on cleaning the DPO. If we do not move, we will ask CMS to build additional offices and a second hearing room.

BOARD MEMBERS

Jim Bilotta
Frankfort

Robert J. Steffen
South Barrington

Dana D. Kinion
Springfield

Sarah Buckley
Chicago

6. Future Board Meetings:

- a. The Governor has extended the disaster proclamation regarding COVID. The extension allows PTAB to continue to hold its Board meetings remotely.
- b. Board member schedule for onsite Board member attendance at the respective offices for the year 2022:
 - Springfield – Dana Kin
 - Des Plaines –
 - September – September 13th – Sarah Buckley.
 - October – October 11th – Kevin Freeman.
 - November – November 15th (Election Day on the 8th) – Robert Steffen.
 - December – December 13th – Jim Bilotta.

The next meeting is scheduled for **10:00 AM, September 13.**