



State of Illinois
PROPERTY TAX APPEAL BOARD

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KEVIN L. FREEMAN
Chairman

MICHAEL I. O'MALLEY
Executive Director & General Counsel

Suburban North Regional Office
9511 W. Harrison St., Suite LL-54
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**Minutes of the
Property Tax Appeal Board
September 12, 2023 – 10:00 a.m.
Springfield & Des Plaines, Illinois**

- 1. Roll Call:** Chairman Kevin Freeman, James Bilotta, Sarah Buckley, Dana Kinion, and Robert J. Steffen.
- Staff:** Michael O'Malley, Executive Director & General Counsel
Carol Kirbach, Acting Chief Administrative Law Judge
James Moffat, Chief Financial Officer & Human Resources Manager
David Suarez, Chief Information Officer
Kelly McAuliffe, Recording Secretary
Phyllis McJunkins, Recording Secretary
- Guests:** In-person or call-in connections identified as follows:
- John P. Brady, Elliot & Associates, LTD
Michael Bullock, Property Tax Appeal Board
Lauren Elliott, Elliott & Associates, P. C.
Thomas Kelley, Property Tax Appeal Board
Robert Osgood, Property Tax Appeal Board
John Schmidt, Property Tax Appeal Board
2 Anonymous Callers

Chairman Freeman, who attended remotely, convened the meeting at 10:00 a.m. and welcomed the Board Members and the Management Team to the Property Tax Appeal Board Meeting. Chairman Freeman said he would begin the meeting; Mr. Bilotta will join the meeting later and take over as Chair of the meeting as Chairman Freeman was unable to meet in person.

2. Approval of Minutes from Previous Meeting

Mr. Steffen motioned to approve the Board Minutes of August 15th, 2023, as presented. Ms. Kinion seconded the motion, and it carried 5-0.

3. Adoption or Amendments to the Agenda.

BOARD MEMBERS

Jim Bilotta
Frankfort

Robert J. Steffen
South Barrington

Dana D. Kinion
Springfield

Sarah Buckley
Chicago

Chairman Freeman motioned to approve the agenda as presented. Ms. Kinion seconded the motion, which carried 5-0.

4. Executive Director's Report

See Addendum A.

The Executive Director's Report was corrected to read that the Chief Administrative Law Judge position will be posted for at least ten days and is currently open.

Mr. Bilotta joined the meeting at 10:03 a.m. and took over as Chair.

Mr. Bilotta made a motion to accept the Executive Director's Report. Mr. Steffen seconded the motion, and it carried 5-0.

5. Discussion of Motions

- a. Nathan Porch: #22-01308.001-R-1 (Woodford)
Eric M. Brobert: #22-02211.001-R-1 (Woodford)

Mr. Bilotta moved to deny the Motion to Vacate Default. The motion was seconded by Mr. Steffen, which carried 5-0.

- b. 1627 Chase LLC: 22-25556.001-C-2 (Cook) (Rogers Park)

Mr. Steffen moved to deny the motion for an extension, which Chairman Freeman seconded, and it carried 5-0.

- c. End of Motions

6. Attachments

- a. **Attachment A** – Mr. Steffen moved to approve the attachment as amended. Ms. Kinion seconded the motion, and it carried 5-0.
- b. **Attachment B** – Chairman Freeman moved to approve the attachment. Ms. Kinion seconded the motion, and it carried 5-0.
- c. **Attachment C** - Mr. Steffen moved to approve the attachment. Mr. Bilotta seconded the motion, and it carried 4-0. Chairman Freeman recused himself.

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

Workload Report

- a. Closed** - 3800 cases during the month.

7. Other Business

- a. Standing Order – 35 ILCS 200/16-185.**

Mr. Steffen motioned for the board to issue the Standing Order with modification that the reduced assessments are subject to equalization and shall remain in effect for the general assessment period. The discussion section of the order shall be updated to reflect the board's position that the statute violates the Constitution of the United States. Still, the board lacks the authority to declare it. And incorporate the law and discussion from the memorandums of law that were submitted to the courts. Chairman Freeman seconded the motion, and it carried 5-0.

8. Adjournment

- a.** Mr. Bilotta moved to adjourn the meeting at 10:51 a.m. Ms. Buckley seconded the motion, carrying 5-0.

Respectfully Submitted,

/s/ Michael O'Malley

Meeting of the Property Tax Appeal Board
September 12, 2023
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Michael I. O'Malley
Executive Director and General Counsel

MIO/pgm

Addendum A.



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Executive Director's Report September 2023

1. HR/Fiscal Update:
 - a. The Chief Administrative Law Judge position was posted will remain open until 8/31/2023. We met with CMS who reviewed the posting and the processing with us. This provided a blueprint for all future postings.
 - b. We have hired Missy Stewart as a 75 day employee to assist with HR duties, including future job postings.
2. IT Update:
 - a. We needed to shut down the EFP twice for an upgrade to the State's web server.
3. Supreme Court Oral Argument on September 20 at 9:00 a.m.
 - a. Shawnee Community Unit School District No. 84, Appellant, v. Illinois Property Tax Appeal Board et al., Appellees. Appeal, Appellate Court, Fifth District.
4. Future Board Meetings:

Date	Location
October 10 th	Des Plaines
November 14 th	Des Plaines
December 12 th	Springfield
Tentative 2024 Schedule	
January 2024	Des Plaines
February 2024	Des Plaines
March 2024	Springfield

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Frankfort

Robert J. Steffen
South Barrington

Dana D. Kinion
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