

# IGFOA 2024 DOWNSTATE CHAPTER CONFERENCE

February 10-11, 2025

Bloomington-Normal Marriott Hotel & Conference Center  
201 Broadway Ave., Normal, IL 61761

## AGENDA

### MONDAY, FEBRUARY 10, 2025

**9:00 – 9:25 AM**            **Check-in and Networking**

**9:25 – 9:30 AM**            **Welcome and Opening Remarks**  
*Courtney Kouzmanoff*, Director of Finance, *Champaign Park District*,  
*President, IGFOA Downstate Chapter*

**9:30 – 10:20 AM**            **Session 1: The Grocery Tax Repeal and other Legislative Changes**  
*Speaker: Aaron Allen*, Division Manager, Local Tax Allocation Division,  
*Illinois Department of Revenue*

This session will cover the grocery tax repeal, relevant dates, and steps that local governments can take to impose their own grocery tax. We will also cover other legislative changes from the veto session, as well as allocation trends and any other newsworthy items.

*Learning Objectives: Participants completing this session will be able to:*

- Gain a basic understanding of requirements and deadlines for imposing a local grocery tax;
- Understand the timeline of the repeal and the first disbursement of a locally imposed grocery tax; and
- Understand trends in state tax revenues and allocations to local governments.

**CPE:** About 1.0 hours    **Field of Study:** Finance –Technical    **Level:** Overview

**10:20 – 11:10 AM**            **Session 2: Safeguarding Your Organization Fraud & Minimizing Risk**

*Speakers: Jeffrey A. Taylor*, CTP, Senior Vice President Corporate Banking Group, Fraud Forensics, *Regions Bank*  
**Timothy M. Lynch**, Vice President, Senior Commercial Card Consultant, *Regions Bank*

Industry update & highlights with best practices to minimize fraud. How to leverage bank partner solutions so that the finance team can increase safety and efficiency to limit exposure and maximize benefits for taxpayers.

*Learning Objectives: Participants completing this session will be able to:*

- Education and awareness as a key to prevention;
- Industry suggested practices; and

*IGFOA Downstate Chapter reserves the right to modify the agenda and/or speakers.*

- Leveraging bank technology to improve the payables process.

**CPE:** About 1.0 hours **Field of Study:** Finance – Technical **Level:** Overview

**11:10 – 11:20 AM Break**

**11:20 AM – 12:10 PM Session 3: Know When to Hold Em & Know When to Fold Em - How to Keep Local Records Straight without Going Bust**  
**Speaker:** Jennifer Flores, Principal, *Lauterbach & Amen, LLP*

Managing government records for agencies of any size is a gamble when there are statutes, administrative codes and a sleuth of guidelines to follow. In this session we put all the cards on the table, providing information on best practices in record keeping derived from years in the field to ensure attendees walk away with knowledge in spades. We will share suggestions on managing local records effectively, review case studies that our teams have encountered and touch on hot topics like document integrity, security and converting to the digital age of records keeping.

**Learning Objectives:** *Participants completing this session will be able to:*

- Have an awareness of the various statutes, guidelines and administrative processes for managing local government records in Illinois;
- Identify Illinois State required documents necessary for compliant records management; and
- Gain an understanding of safeguards against document deterioration, bad actors in the cybercrime sector and note potential vulnerabilities in their current records management processes.

**CPE:** About 1.0 hours **Field of Study:** Business Management and Organization – Non-Technical **Level:** Overview

**12:10 – 1:00 PM Networking Luncheon**

**1:00 – 2:30 PM Session 4: Building Stronger Teams: Strategies for Engagement, Growth, and Future Success - Part I**  
**Speaker:** Loren Sanders, Founder and Principle, *Roxio Coaching and Consulting*

Every organization needs engaged teams, clear plans for the future, and a culture that helps everyone thrive, especially through change. This workshop will show you simple, practical ways to create stronger connections within your team, build skills for the future, and make sure everyone feels ready for what's next. You'll learn how to work with others to plan ahead, solve problems, and share skills across your team—even when time is tight. Whether you're a leader or a team member, this session will give you tools to help your organization grow, adapt, and succeed.

**Learning Objectives:** *Participants completing this session will be able to:*

- Create plans that prepare their team for the future;
- Explore easy ways to build skills and share knowledge, even on a busy schedule; and

- Explain how a positive team environment helps everyone succeed together.

CPE: About 1.5 hours    **Field of Study:** Personal Development - Non-Technical **Level:** Overview

**2:30 – 2:45 PM**                      **Break**

**2:45 – 4:00 PM**                      **Session 5: Building Stronger Teams: Strategies for Engagement, Growth, and Future Success - Part II**  
*Speaker: Loren Sanders, Founder and Principle, Roxio Coaching and Consulting*

Every organization needs engaged teams, clear plans for the future, and a culture that helps everyone thrive, especially through change. This workshop will show you simple, practical ways to create stronger connections within your team, build skills for the future, and make sure everyone feels ready for what’s next. You’ll learn how to work with others to plan ahead, solve problems, and share skills across your team—even when time is tight. Whether you’re a leader or a team member, this session will give you tools to help your organization grow, adapt, and succeed.

*Learning Objectives: Participants completing this session will be able to:*

- Create plans that prepare their team for the future;
- Explore easy ways to build skills and share knowledge, even on a busy schedule; and
- Explain how a positive team environment helps everyone succeed together.

CPE: About 1.5 hours    **Field of Study:** Personal Development - Non-Technical **Level:** Overview

**4:00 PM**                                      **Announcements**  
*Courtney Kouzmanoff, Director of Finance, Champaign Park District, President, IGFOA Downstate Chapter*

**5:00 – 7:30 PM**                      **Networking Dinner at the Fiala Brothers Brewery & Beer Hall**  
*127 E. Beaufort St., Normal, IL 61761*

**TUESDAY, FEBRUARY 11, 2025**

**8:00 – 9:00 AM**                      **Breakfast**

**8:55 – 9:00 AM**                      **Announcements**  
*Courtney Kouzmanoff, Director of Finance, Champaign Park District, President, IGFOA Downstate Chapter*

**9:00 – 10:00 AM**                      **Session 6: Legislative Update**  
*Speaker: Brad Cole, Executive Director, Illinois Municipal League (IML)*

This session will update participants with an update on State legislative matters relevant to Illinois local governments.

*Learning Objectives: Participants completing this session will be able to:*

- Gain knowledge of new Illinois Public Acts significantly affecting local governments;

- Understand pending Illinois General Assembly legislative proposals that may significantly affect local governments; and
- Explore recent developments in proposed legislation.

**CPE:** About 1.0 hours **Field of Study:** Business Law – Technical **Level:** Update

**10:00 – 10:50 AM**      **Session 7: Arbitrage Rebate and Yield Restriction in Today’s Interest Rate Environment and Market Update – How Rising Interest Rates Have Brought Positive Arbitrage Back into the Narrative for Planning Debt Issuances**

**Speakers:** **Jim Snyder**, Senior Principal, *Miller, Canfield, Paddock & Stone, P.L.C.* and **Kevin Wills**, Investment Banking Specialist, *Bernardi Securities, Inc.*

With rising interest rates over the past 2 ½ years to levels that haven’t been seen for over 15 years, the possibility of owing arbitrage rebate has risen. This session will provide an overview of (i) arbitrage rebate requirements, including a discussion on when calculations need to be done and rebate paid, what funds are subject to arbitrage requirements, what spending exceptions are available, when yield restrictions are required, and the temporary periods for spending on bond proceeds, and (ii) current market conditions that may affect whether or not rebate is owed and planning for sizing upcoming issues.

**Learning Objectives:** *Participants completing this session will be able to:*

- Know what “proceeds” are subject to arbitrage requirements;
- Learn when they should do rebate calculations and when funds may be owed to the IRS;
- Learn the spending exceptions to the rebate requirement and see how they can be utilized to determine the size and timing of a debt issuance, and when yield restrictions are required; and
- Gain an understanding of changing market conditions over the past 2 ½ years and learn where we are today.

**CPE:** About 1.0 hours **Field of Study:** Finance – Technical **Level:** Overview

**10:50 – 11:00 AM**      **Break**

**11:00 – 11:50 AM**      **Session 8: Grants—How to Get Them, and Then What?**

**Speakers:** **Denise Capps**, Director, Grant Services, *CliftonLarsonAllen LLP*, **Adam Pulley**, Principal, State and Local Government, *CliftonLarsonAllen LLP*, and **Hope Wheeler**, Principal, State and Local Government, *CliftonLarsonAllen LLP*

This session will cover how to identify grant opportunities. Best practices and tips for grant-writing will be included in our discussion. We will then discuss Internal controls on grant spending, including what auditors will be asking for. We will finish with how grants are recorded in the annual financial statements.

**Learning Objectives:** *Participants completing this session will be able to:*

- Learn the basics of grant writing;
- Become aware of grant compliance requirements and internal controls related to these;
- Know what auditors will be testing in relation to grants; and
- Understand how grants are recorded in the financial statements.

**CPE:** About 1.0 hours   **Field of Study:** Finance – Technical   **Level:** Overview

**11:50 AM**

**Closing Remarks**

*Courtney Kouzmanoff*, Director of Finance, *Champaign Park District*,  
*President, IGFOA Downstate Chapter*

**11:50 AM – 1:00 PM**

**Luncheon with the IGFOA Executive Board & Committee  
Chairs**