



Deschutes County Board of Commissioners  
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(541) 388-6570 - Fax (541) 385-3202 - [www.deschutes.org](http://www.deschutes.org)

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## **AGENDA REQUEST & STAFF REPORT**

### **For Board Business Meeting of September 28, 2016**

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*Please see directions for completing this document on the next page.*

**DATE:** September 9, 2016

**FROM:** Nancy Blankenship                      Department Clerk                      Phone # ext 6544

**TITLE OF AGENDA ITEM:**

Consideration of Board Signature of Order 2016-039, Appointing County Residents to Two Pools from which the County Clerk Will Select Members of the Board of Property Tax Appeals.

**PUBLIC HEARING ON THIS DATE?** No.

**BACKGROUND AND POLICY IMPLICATIONS:**

Prior to October 15th of every year, the Board of County Commissioners is to appoint members to the Board of Property Tax Appeals pools for the upcoming session. Below is an outline of the process:

- The Board of County Commissioners must appoint two pools of county residents from which the county clerk will select the members of the board of property tax appeals.
- The pools from which the members are selected must be appointed on or before October 15 of each year. The appointee terms end the following June 30th.
- The pools shall consist of the following persons who are eligible to serve on the boards.
  1. A pool of members of the county governing body or nonoffice-holding county residents to serve in their place. This pool may be referred to as the "Chairperson's Pool."
  2. A "Nonoffice Holding Pool" consisting of residents of the county who are not employees of the county or of any taxing district within the county.

The order of the Board of County Commissioners which appoints the pools must be in writing and contain the following information (order attached for the Board's consideration):

1. The names, addresses, and phone numbers of the persons appointed to the pools.
2. A brief description of training either already taken or that will be completed before any term as a board member begins.
3. The pool or pools to which the person is appointed.
4. The date when the order becomes effective.

An appointee may be appointed to both the "Chairperson's Pool" and the "Nonoffice-Holding Pool" if they qualify.

**FISCAL IMPLICATIONS:**

Revenues and expenditures have been budgeted and approved for Board of Property Tax Appeals for Fiscal Year 2016-2017 in General Fund account 001-0600.

**RECOMMENDATION & ACTION REQUESTED:**

Motion 1: Recommend approval and signature of Order 2016-039 and approve signature of the letters to each of the Board of Property Tax Appeals members appointed in Order 2016-039 notifying each member of his or her appointment.

**ATTENDANCE:** Nancy Blankenship, Deschutes County Clerk.

**DISTRIBUTION OF DOCUMENTS:**

Original letter of appointment to the Board of Property Tax Appeals appointees (addresses included on order).

Copy of order and appointing letters to Nancy Blankenship, Deschutes County Clerk.

REVIEWED

LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

An Order Appointing County Residents to Two  
Pools from which the County Clerk Will Select  
Members of the Board of Property Tax Appeals.

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ORDER NO. 2016-039

WHEREAS, ORS 309.067(1)(a) requires the county governing body to appoint to the County Board of Property Tax Appeals (“BOPTA”) “A pool of members of the county governing body or the governing body’s designees who are eligible and willing to serve as members of the county board of property tax appeals”; and

WHEREAS, ORS 309.067(1)(b) requires the county governing body to appoint to BOPTA “A pool of non-office-holding residents of the county who are not employees of the county or of any taxing district within the county and who are eligible and willing to serve as members of the county board of property tax appeals”; and

WHEREAS, ORS 309.067(3) requires that each appointed member to the pool receive training prior to that member’s term as a BOPTA member; and

WHEREAS, ORS 309.067(5) requires the county governing body to appoint members to the BOPTA pools by October 15 of each year or at any time upon the request of the county clerk; now therefore,

THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, HEREBY ORDERS as follows:

Section 1. ORS 309.067(1)(a) Pool.

The following persons are appointed to the County Governing Body’s Pool of persons eligible and willing to serve as a member of the Board of Property Tax Appeals for Deschutes County:

1. Vicki J. Schuetze-Compton, 1199 SW Canyon Dr., Redmond, OR 97756  
Training: Prior experience. Telephone Number 541-923-7701
2. Susan G. Helfer, 19862 Porcupine Dr., Bend, OR 97702  
Training: Prior experience. Telephone Number 541-410-3114
3. B. Chase Osborne, 19584 Blue Lake Loop, Bend, OR 97702  
Training: Prior experience. Telephone Number 541-963-4797
4. Mara V. Stein, 65765 Hwy 20, Bend, OR 97701  
Training: Prior experience. Telephone Number 541-617-6195
5. Dennis R. Luke, PO Box 9069, Bend, OR 97708  
Training: Prior experience. Telephone Number 541-389-5877
6. Jo Ellen Zucker, 66900 Sagebrush Lane, Bend, OR 97701  
Training: Prior experience. Telephone Number 541-788-8484

Section 2. ORS 309.067(1)(b) Pool.

The following non-office holding residents of Deschutes County who are not employees of the County or of any taxing district within the County are appointed to an additional pool of persons eligible and willing to serve as members of the Board of Property Tax Appeals for Deschutes County:

1. Vicki J. Schuetze-Compton, 1199 SW Canyon Dr., Redmond, OR 97756  
Training: Prior experience. Telephone Number 541-923-7701
2. Susan G. Helfer, 19862 Porcupine Dr., Bend, OR 97702  
Training: Prior experience. Telephone Number 541-410-3114
3. B. Chase Osborne, 19584 Blue Lake Loop, Bend, OR 97702  
Training: Prior experience. Telephone Number 541-963-4797
4. Mara V. Stein, 65765 Hwy 20, Bend, OR 97701  
Training: Prior experience. Telephone Number 541-617-6195
5. Dennis R. Luke, PO Box 9069, Bend, OR 97708  
Training: Prior experience. Telephone Number 541-389-5877
6. Jo Ellen Zucker, 66900 Sagebrush Lane, Bend, OR 97701  
Training: Prior experience. Telephone Number 541-788-8484

Section 3. Effective Date. The appointments are effective October 15, 2016, and expire on June 30, 2017.

Dated this 28th of September, 2016

BOARD OF COUNTY COMMISSIONERS  
OF DESCHUTES COUNTY, OREGON

\_\_\_\_\_  
ALAN UNGER, CHAIR

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TAMMY BANEY, VICE CHAIR

ATTEST:

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Recording Secretary

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ANTHONY DEBONE, COMMISSIONER