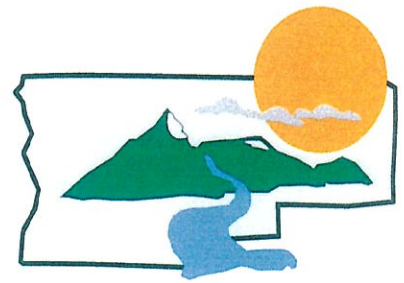


# JEFFERSON COUNTY

## Katherine Zemke, County Clerk

66 SE D Street, Suite C  
Madras, Oregon 97741  
Phone: (541) 475-4451  
Fax: (541) 325-5018



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### Jefferson County Clerk Seeks “BoPTA” Board Members

The Jefferson County Clerk’s office is recruiting additional Board of Property Tax Appeals (BoPTA) Board Members. We need your help and are actively accepting applications. Please consider helping the community by serving on the Jefferson County Board of Property Tax Appeals (BoPTA) as a regular or an alternate board member. The board is responsible for hearing taxpayer appeals for reduction of the real market or assessed value of their real and personal property. Applications are due no later than 5:00 p.m. December 21, 2020.

We are looking for candidates who:

1. Have a working knowledge of the local real estate market, both residential and commercial.
2. Are willing to participate in public hearings, can quickly review documentation while listening to the public and can make reasonable decisions with the affected parties in attendance.
3. Have mediation skills, real estate appraisal, financing or related background as a strength.
4. Are familiar with Oregon property taxes.

All members of the BoPTA Board (both regular and alternates) are appointed by the Jefferson County Board of Commissioners and may consist of residents of the county who are not employees or members of a governing body of the county or of any taxing district within the county.

BoPTA members receive a per diem rate of \$40 per ½ day. The Oregon Department of Revenue provides mandatory training sessions that are held prior to the hearings process. The term begins on October 15, 2020 and ends on June 30, 2021. Typically, the BoPTA Board meets approximately two to three different days for approximately 4 hours each day from January through March.

If interested, candidates may request an application and apply to:

Jefferson County Clerk  
Attn.: BoPTA Board Selection  
66 SE D St. Ste. C  
Madras, OR 97741  
541-475-4451

A resume and Jefferson County application must be received in the Clerk’s office no later than 5:00 p.m. on Friday, December 31, 2020.

For BoPTA procedural information, contact the Jefferson County Clerk, Kate Zemke at the Jefferson County Clerk's office.

For more information, call our office at 541-475-4451 or e-mail [kzemke@jeffco.net](mailto:kzemke@jeffco.net)