



Brian Van Bergen  
Yamhill County Clerk

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Board of Property Tax Appeals • Business Licenses • Elections • Marriage Licenses • Passports • Recording • Voter Registration

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**Memorandum**

To: Yamhill County Board of Commissioners  
From: Brian Van Bergen, Yamhill County Clerk  
CC: Christian Boenisch, Derrick Wharff, Laura Tschabold, Keri Hinton & Carolina Rook  
Date: November 30, 2018  
RE: Appointment of replacement BoPTA Board Member

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**BACKGROUND:** The Board Of Commissioners approved the four member 2019 Board of Property Tax Appeals (BoPTA) Board on October 4, 2018 via Board Order # 18-354. Nancy Flynn was one of the members approved. Regrettably, she will not be able to complete her term of office. Nancy has asked to be removed from both the Governing Body and Non-Office Holder Pools.

**ACTION:** Please consider adding MacKenzie Kauer to both the "County Governing Body" & "Non-Office Holder" pools as Nancy's replacement. She is a licensed and experienced realtor in the state of Oregon. She will receive the Oregon Department of Revenue (DOR) training before the BoPTA board convenes.

MacKenzie's contact information:      MacKenzie Kauer  
7325 SE Amity Dayton Hwy  
Amity, OR 97101  
941-241-2066  
[mkauer@windermere.com](mailto:mkauer@windermere.com)

Please also consider adding Jessica Payne to "Non-Office Holder" pool. She too is a licensed realtor in the state of Oregon. Jessica works with Coldwell Banker Professional Group. She will receive the Oregon Department of Revenue (DOR) training before the BoPTA board convenes.

Jessica's contact information:      Jessica Payne  
1925 SE Woodmill Ct  
McMinnville, OR 97128  
941-241-2066  
[Jess.r@frontier.com](mailto:Jess.r@frontier.com)

Your immediate attention to this change is requested since the OR Dept. of Revenue training is to be held in January and we need to reserve seats for these new participants.

Sincerely,

Brian Van Bergen  
Yamhill County Clerk

Accepted by Yamhill County  
Board of Commissioners on  
12/6/18 by Board Order  
# 18-439