

**COUNTY OF HENRICO, VIRGINIA
BOARD OF REAL ESTATE REVIEW AND EQUALIZATION
REGULAR MEETING
April 19, 2023**

Minutes of a regular meeting of the Board of Real Estate Review and Equalization held on April 19, 2023, at 8:30 a.m., in the Board Room of the Administration Building, Parham Road.

Present: Ms. Norma Harris, Chairman
Mr. Robert Marshall, Secretary
Ms. Marian Martin
Mr. Joe Marchetti, Jr.

Absent: Mr. John Schwartz, Vice Chairman

Also Present: Ms. Sheila Minor, Finance Director
Mr. Jason Hughes, Real Estate Assessment Director
Mr. David Patterson, Real Estate Section Manager
Ms. Lynda Carter-Tubbs, Commercial Appraiser Supervisor
Ms. Megan Ambrose, Business Supervisor
Mr. Mike Small, Senior Residential Appraiser
Ms. Kelsey Robertson, Residential Appraiser
Mr. Brian Steele, Corresponding Secretary
Ms. Gia Short-Smith, Recording Secretary

The Chairman, Ms. Norma Harris, called the meeting to order.

Ms. Harris asked if there were any changes to the minutes of the Board meeting on January 25, 2023. The minutes were approved as presented.

Mr. Hughes informed the Board that the vacant deed reading position was filled by Justin Byerly, who spent several years in the mortgage industry. The vacant east end residential appraiser position was filled by Mike Small, who is a Certified Residential Appraiser and formerly worked in the Hanover County Assessor's office. The vacant west end appraiser position was filled by Kelsey Robertson, who has her Appraiser Trainee's license and formerly worked for MGMiller Valuations. Two senior commercial appraisers who have been with the office a long time are retiring soon. Bob Flaherty is retiring at the end of the month and Fred Picard is retiring at the beginning of next month. He also informed the Board that the office had 554 appeal applications filed, and to anticipate meetings to be busier than usual this year. There were 102 commercial appeals filed, which is slightly less than last year. There were 452 residential appeals filed, which is significantly higher than in recent years, and they will make up the majority of the cases. He presented the Board with the reassessment ratio study and stated Henrico's ratio is 93%, meaning the county's assessments are 7% below market value.

Ms. Martin arrived at 8:48 a.m.

Mr. Marshall moved to approve the fourteen cases not contested by the property owners as presented by the County in the attached agenda. Mr. Marchetti seconded the motion. The vote of the Board was as follows:

Yes: Harris, Marshall, Martin, Marchetti

No: None

The next meeting is scheduled for Wednesday, May 3, 2023.

There being no further business, the meeting was adjourned.

A handwritten signature in blue ink, appearing to read 'R. Marshall', is written above the printed name.

Robert Marshall, Secretary