

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

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

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

Also Present: Mr. Jason Hughes, Real Estate Director  
Mr. David Patterson, Real Estate Section Manager  
Ms. Lynda Carter-Tubbs, Commercial Appraiser Supervisor  
Ms. Barbara Custis, Residential Appraiser Supervisor  
Ms. Megan Ambrose, Business Supervisor  
Mr. Jon Shepherd, Senior Residential Appraiser  
Mr. Andrew Hodson, 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 June 21, 2023. The minutes were approved as presented.

Mr. Hughes informed the Board that the office has been diligently working to get records caught up to June 30<sup>th</sup> for the Tax Credit 2.0 program. The County is sending out checks like they did last year which will be issued toward the end of the summer. He also informed the Board that the office has completed 35 out of the 102 commercial appeals filed and 264 out of the 455 residential appeals filed.

Mr. Marshall arrived at 8:32 a.m.

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

Yes: Harris, Schwartz, Marshall, Martin, Marchetti  
No: None

The Board heard case 373 for Tony Thomas, presented by Tony Thomas, who stated the assessment was not at market value. Mr. Shepherd presented the case for the County. Mr. Marchetti moved to lower the assessment to \$518,100. Mr. Marshall seconded the motion. The vote of the Board was as follows:

Yes: Harris, Schwartz, Marshall, Martin, Marchetti

No: None

The Board heard case 267 for Shawn D. Debender & Elizabeth A. Roetger, presented by Elizabeth A. Roetger, who stated that the neighborhood comparable sales used to equalize their neighborhood assessment were not at market value, and that they were not contesting their property assessment. Mr. Hodson presented the case for the County. Mr. Schwartz moved to accept the County's recommendation. Mr. Marshall seconded the motion. The vote of the Board was as follows:

Yes: Harris, Schwartz, Marshall, Martin, Marchetti

No: None

Mr. Schwartz left at 9:32 a.m.

Shahab Uddin & Nada Mohammed Shahab did not appear before the Board to hear case 19. Mr. Marchetti moved to accept the County's recommendation. Mr. Marshall 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, August 2, 2023.

There being no further business, the meeting was adjourned.



Robert Marshall, Secretary