

**COUNTY OF HENRICO, VIRGINIA
BOARD OF REAL ESTATE REVIEW AND EQUALIZATION
REGULAR MEETING
July 20, 2022**

Minutes of a regular meeting of the Board of Real Estate Review and Equalization held on July 20, 2022, at 8:30 a.m., in the Board Room of the Administration Building, Parham Road.

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

Absent: Mr. Robert Marshall

Also Present: Mr. Jason Hughes, Real Estate Assessment Director
Mr. David Patterson, Real Estate Section Manager
Mr. Brian Steele, Residential Appraiser Supervisor
Ms. Diana Barnes, Senior Appraiser
Mr. Doug Smither, Appraiser I
Ms. Gia Short-Smith, Management Technician
Ms. Barbara Custis, Corresponding Secretary
Ms. Megan Ambrose, Recording Secretary

The Chairman, Ms. Marian Martin, called the meeting to order.

Ms. Martin asked if there were any changes to the minutes of the Board meeting on June 15, 2022. The minutes were approved as presented.

Mr. Hughes informed the Board that they are still waiting for the Management Assistant position that handles the BOE processes to be posted. Linda Glidewell was offered and has moved from her customer service position to the vacant deed reading position. All the office supervisors took part in a retreat for Finance supervisors last month held at Dorey Park. The office will have their annual reassessment kickoff meeting next week and will begin the 2023 reassessment on August 1st.

Mr. Schwartz moved to approve the fifteen 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: Martin, Harris, Schwartz, Marchetti
No: None

The Board heard case 84 for Jerrell L. Lewis & Basil N. Abbott III. The owners did not appear before the Board. Ms. Barnes presented the case for the County. Mr. Marchetti moved to accept the County's recommendation. Ms. Harris seconded the motion. The vote of the Board was as follows:

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

The next meeting is scheduled for Wednesday, August 3, 2022.

There being no further business, the meeting was adjourned.

A handwritten signature in blue ink, appearing to read "John Jay Schwartz", is written over the printed name. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

John Jay Schwartz, Secretary