

COUNTY OF HENRICO, VIRGINIA
BOARD OF REAL ESTATE REVIEW AND EQUALIZATION
REGULAR MEETING
December 3, 2025

Minutes of a regular meeting of the Board of Real Estate Review and Equalization held on December 3, 2025, at 8:30 a.m., in the Board Room of the Administration Building, Parham Road.

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

Absent: Ms. Marian Martin

Also Present: Mr. Matt Chafin, Deputy Director of Finance
Mr. David Patterson, Real Estate Assistant Division Director
Ms. Lynda Carter-Tubbs, Commercial Appraiser Supervisor
Ms. Barbara Custis, Residential Appraiser Supervisor
Mr. Jon Shepherd, Senior Appraiser
Ms. Megan Ambrose, Business Supervisor
Mr. Brian Steele, Corresponding Secretary
Ms. Gia Short-Smith, Recording Secretary

The Chairman, Mr. Robert Marshall, called the meeting to order.

Mr. Marshall asked if there were any changes to the minutes of the Board meeting on October 15, 2025. The minutes were approved as presented.

Mr. Patterson informed the Board that this is the last meeting for the 2025 reassessment period. He shared that the contested case being heard today was previously heard as non-contested on July 16, 2025.

The Board heard case 39 for Tony Thomas, presented by Tony Thomas, who stated the improvement assessment was not at market value. Mr. Shepherd presented the case for the County. Mr. Marshall moved to accept the County's recommendation. Mr. Marchetti seconded the motion. The vote of the Board was as follows:

Yes: Marshall, Marchetti, Harris, Schwartz
No: none

The next meeting is scheduled for Wednesday, January 21, 2026.

There being no further business, the meeting was adjourned.

Norma Harris, Secretary