

**COUNTY OF HENRICO, VIRGINIA
BOARD OF REAL ESTATE REVIEW AND EQUALIZATION
REGULAR MEETING
April 17, 2024**

Minutes of a regular meeting of the Board of Real Estate Review and Equalization held on April 17, 2024, at 8:30 a.m., in the Board Room of the Administration Building, Parham Road.

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

Absent: Mr. Robert Marshall, Vice Chairman

Also Present: Ms. Sheila Minor, Finance Director
 Mr. David Patterson, Real Estate Section Manager
 Ms. Lynda Carter-Tubbs, Commercial Appraiser Supervisor
 Mr. Brian Steele, Corresponding Secretary
 Ms. Gia Short-Smith, Recording Secretary

The Chairman, Mr. John Schwartz, called the meeting to order.

Mr. Schwartz asked if there were any changes to the minutes of the Board meeting on April 3, 2024. The minutes were approved as presented.

Mr. Patterson informed the Board that Mr. Hughes was out today and will return next week. To date, the office has received and filed 266 appeal applications with 145 of them being residential. He also informed the Board that last week the appraisers completed two days of continuing education and Lynda Carter-Tubbs assisted with the organization of the seminars. The appraisers will be testing and launching Mobile Assessor devices in the coming weeks. These iPads will allow appraisers to do remote sketching, photos, and data gathering while in the field, and they will sync with the CAMA system. Appraiser supervisors will be able to assign work through the devices and better track production.

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

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

The next meeting is scheduled for Wednesday, May 1, 2024.

There being no further business, the meeting was adjourned.



Joe Marchetti, Jr., Secretary