

ARLINGTON COUNTY, VIRGINIA
BOARD OF EQUALIZATION MINUTES

June 3, 2020
APPROVED

Members Present: Mary Dooley
Barnes Lawson
Jose Penaranda
Greg Hoffman
Mark A. Yates, Sr.
Mary Hogan
Kenneth Matzkin

Members Absent:

Staff Present: Deidra Kelly, Appraiser Supervisor/Records Manager, Erwving Bailey, Commercial Supervisor, Derek Dubee, Residential Supervisor, Richard Millman, Department of Real Estate Assessments Director, Chester Carr, Department of Real Estate Assessments IT and Rosa Torres, Secretary to the Board of Equalization.

General Public/Third Party Present: Paul Ferguson, Clerk of Circuit Court

I. Call to Order

The meeting was called to order at 9:00 a.m., virtually and broadcasted live through Microsoft Teams.

II. Swearing in of members

Clerk of the Circuit Court Paul Ferguson issued the oath to the board members present at the meeting: Mark Yates, Sr., Mary Dooley, Greg Hoffman, Barnes Lawson, Mary Hogan, and Jose Penaranda. Paul Ferguson and each member signed their oaths. Ken Matzkin was sworn in later this morning also by Paul Ferguson. Signed oaths will be sent to the administrative secretary of the Board, and the originals will be kept on file at the circuit court.

III Election of Officers

Jose Penaranda motioned to elect Mary Dooley as Chair of the Board for 2020. Greg Hoffman seconded. The motion passed unanimously.

Mary Dooley motioned to elect Jose Penaranda as Secretary of the Board for 2020. Mary Hogan seconded. The motion passed unanimously.

IV. Rules and Procedures

- a. Rules for hearings: *COVID-19 Emergency Declaration*
During the COVID-19 Emergency Declaration, third parties may address the Board in writing only. Comments to the BOE should be submitted to the following link: <https://commissions.arlingtonva.us/board-equalization-real-estate-assessments-berea/send-your-comments/> Comments received by 4PM the day before the hearing will be provided to the BOE in advance of the virtual hearing by the board secretary.
- b. Recording of hearings: The Department informed the Board that they will be recorded automatically by Microsoft Teams and link for virtual video will be posted on Board of Equalization webpage.

- c. Change to appeal process: The Department informed the Board about the impact that COVID-19 has had on the commercial market. The Department informed that they will be conducting a renovation and land studies for 2020 and 2021. The 2020 guidelines will be provided to the Board.

V. Case Overview

The Department informed to the Board of the current caseload before them. As of the meeting, there are 273 possible Board cases. Of those, 231 are commercial and 42 residential. That number may increase if the Board accepts any petitions to hear cases filed after the April 15 deadline and before June 30. The number of cases that will come before the Board may also decrease if a reduction is accepted at the departmental level, or if an appellant withdraws their case.

Mary motioned to accept third parties' comments and recording of virtual hearings, Mary Hogan and Barnes Lawson seconded to accept changes on Rules and Procedures. The motion passes unanimously, 6-0.

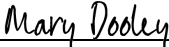
VI. Other Business

Meeting dates: The Board established that they will be meeting Wednesdays, from 9 to noon, from now until October 31. The Board will start the hearings on Tuesday, June 16th, Wednesday, June 17th, Tuesday, June 23rd, Wednesday, June 24th and Tuesday, June 30. The Board stated they will start with the residential cases first and then the commercials. The Board will revisit the schedule based on caseload towards the end of June and add further hearing dates as needed.

Richard Millman, Director of Real Estate Assessments, spoke about the concerns some property owners have mentions about the COVID-19 situation over the last couple of months and problems with paying their taxes in June. Some property owners also asked about submitting late appeals after the deadline, which we would accept until the end of June, but not after July 1st.

VI. Adjournment

At 10:45, the Board was adjourned until Tuesday, June 16th, 2020 at 9:00 a.m.

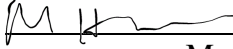
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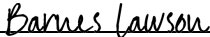
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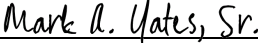
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 9D8DEC2D2AD741C... Mary Hogan

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