



FRANKLIN COUNTY, OH  
INVITES YOUR INTEREST IN THE POSITION OF  
APPRAISAL DIRECTOR

## THE COMMUNITY

One of the fastest growing counties in Ohio, Franklin County, named after Benjamin Franklin, is home to 1.3 million residents, making it Ohio's second most populous county and the 30th largest county in the nation. The county seat of Franklin County is Columbus, which is the state capital and the most populous city in the state.

Franklin County is recognized as one of the best managed counties in America in a study conducted by Governing Magazine and Syracuse University. In a five-tiered evaluation of overall management, only four counties in America ranked higher than Franklin County. The County maintains the highest long-term bond rating issued by both Moody's Investor Services (Aaa) and Standard & Poor's (AAA) for its general obligation debt. The area has created more jobs than any other area in Ohio in the past few years and has become a model for streamlining government and the strategic investing of public monies to ensure economic diversity and growth, even during challenging financial times.

Franklin County is a business-friendly community with a relatively low cost of living, a solid manufacturing sector which includes prominent companies such as Honda and Worthington Industries, as well as a strong retail, insurance and financial services sector including JPMorgan Chase and Huntington Bank. The area is also home to the Edison Welding Institute, a privately funded initiative that conducts cutting-edge manufacturing research, and the Battelle Memorial Institute, the world's largest independent scientific research center. Five Fortune 500 companies have headquarters in the Columbus region: Nationwide Insurance; Limited Brands; Big Lots; Cardinal Health, a pharmaceuticals distributor; and American Electric Power.

Franklin County is proud to be home to the No. 1 zoo in America, the Columbus Zoo & Aquarium; the Columbus Metropolitan Library, awarded the National Library of the Year in 2010 and National Medal for Museum and Library Service in 2011; and the Center of Science and Industry (COSI), named the top science center for families in the nation by Parent Magazine in 2008.

The area has a workforce that is younger and better educated than the national average. Some 140,000 students are enrolled in the region's more than 60 colleges and universities. The County is home to one of the largest land grant universities in the United States, The Ohio State University, which has approximately 57,000 students on its main campus in Columbus. Other higher educational opportunities are available at Capital University, Columbus College of Art and Design, and Columbus State Community College, among others.



The County has made great strides in redeveloping its downtown and riverfront districts. In addition, there are major initiatives underway to provide new and improved infrastructure and increase the local housing stock.

The area offers many options for shopping, dining, recreation and cultural events. For the sports-minded individual, in addition to all the sporting events held at Ohio State and other area schools, Franklin County and Columbus have the NHL Columbus Blue Jackets playing at Nationwide Arena and the Columbus Clippers, a Triple-A minor league baseball team, at Huntington Park. Both Huntington Park and the franchise for the baseball team are owned by Franklin County. Columbus is also home to the Columbus Crew, a major league soccer team.

## THE ORGANIZATION

The Franklin County Board of Commissioners is the general administrative body of the County and sets the County's strategic direction and fiscal priorities. The Board consists of three (3) commissioners elected to four-year staggered terms. The Board of Commissioners is given and takes its authority from the Ohio Revised Code to serve as the sole taxing authority for the county and has responsibility as the budgeting and appropriating authority for the County government, including 35 County agencies and elected officials.

The Franklin County government is known for its leadership and continues to be recognized nationally for sound financial planning and overall excellent management practices. The Board of County Commissioners manages an annual budget of \$1.35 billion and works alongside business and community leaders to preserve the high quality of life that makes Franklin County a great place to live, work and play. The Commissioners' goals reflect their priorities to provide community safety, security and effective justice; promote job creation, strategic economic development and fiscal security; provide supportive health and human services; promote good stewardship of natural resources, environmental sustainability and civic engagement; and provide efficient, responsive and fiscally sustainable government operations.

The Board of County Commissioners appoints the County Administrator who, along with three Deputy County Administrators, is responsible for the County's 14 departments and 1,400 employees, including departments that administer human services, economic development, and sanitary engineering.

The Franklin County Auditor's Office is dedicated to serving the community by ensuring fairness and accuracy in weight and

measures across the county. Its mission is to protect and empower consumers, making sure they receive what they rightfully pay for. As a trusted steward of County finances, the Office strives to promote fiscal responsibility and innovative initiatives that benefit residents of Franklin County.

The Auditor's Office is responsible for maintaining and updating all records that are related to real estate, including establishing values for every real estate parcel in the county. A full reappraisal of all properties in Franklin County is completed every six (6) years, with a triennial update on the third-year midpoint of the six-year cycle to update values to reflect the current real estate market.

Each year, the Appraisal Division reviews any property which has changed since the previous year, most of which is due to a sale/transfer, new construction, a change in physical size or shape of the land, demolition, or damage to the property. Final values are determined by the Ohio Department of Taxation and per Ohio Revised Code.

Ohio law requires the county auditor to update all property values countywide every three years to reflect recent changes in the marketplace. The 2023 reappraisal involved a visual exterior inspection of each property throughout Franklin County. The 2020 Triennial update saw a median value increase of 20 percent for residential properties and 15 percent for commercial and industrial properties. For the tax year 2021, Franklin County reached \$144.7 billion in total real estate value, which is an increase of 1.61 percent from the previous high of \$142.4 billion in 2020. The next Triennial Update will take place in 2026.

In addition, the Auditor's Office assesses property values to determine fair property taxes, while also working to provide tax relief for seniors and citizens who are disabled. Additionally, the Office issues dog licenses as required by state law.

The County Auditor is elected to four-year terms. The current Auditor was reelected for a second term in 2022.

## THE POSITION

Under administrative direction of the Deputy Chief of Staff – Real Estate, the Appraisal Director oversees 10 staff and is responsible for all real estate valuations made in-house by appraisal staff as well as all appraised values made by contract appraisers; is responsible for oversight and planning of the annual maintenance projects, as well as the six (6) year Sexennial Reappraisal and the third year Triennial Update valuations; is responsible for management and oversight of the Appraisal Division; has a basic understanding of tax incentives such as TIF's, Exemptions, Abatements and the CAUV processes; and performs other related duties as required. Additional expectations of the Appraisal Director include:

- Monitors, advises, and supervises the contract appraisers that are utilized in the performance of the annual maintenance, triennial, and sexennial contracts; property value reviews after triennial and sexennial years; answers all questions related to these contracts and ensures the quality control standards are being adhered to; develops planning calendars for each contract appraisal function to ensure adequate staffing and completion (e.g., Annual



Maintenance and New Construction, Triennial Update, Sexennial Reappraisal, etc.); monitors monthly status meetings to ensure that the completion of the contracts meet statutory requirements; submits bi-weekly status reports from production and manpower reports submitted by the contract appraisal company; answers all value and procedures related questions from the contract appraisers.

- Leads planning and strategy meetings with division leadership team; plans and strategizes concerning Annual Maintenance, New Construction, Triennial Update, Sexennial Reappraisal, and property value reviews; conducts CAMA discussions about problems and solutions with proper staff; conducts follow up meetings on progress concerning Annual Maintenance, New Construction, the Triennial Update, and the Sexennial Reappraisal; interacts with staff on a daily basis concerning problems or potential problems; reviews Annual Maintenance, New Construction, Triennial Update, and Sexennial Reappraisal contracts every three (3) years to make sure that they are properly worded and inclusive of the needs and wants of the Auditor's Office for the upcoming three (3) year cycle.
- Manages and supervises staff (e.g., schedules and assigns tasks; interviews job applicants; recommends the hiring of job applicants; recommends discipline; evaluates performance; receives employee complaints; approves and recommends the approval of leave requests; attends or participates in meetings in which policy questions are reviewed or discussed; develops and implements policy; recommends policy changes, etc.); responsible for providing oversight to the Appraisal Division.
- Performs appraisal functions as needed; compiles market data

from research and records; assembles data and writes appraisals for taxing purposes; checks real property sales records against recorded appraisal and determines market value; performs same function for manufactured homes taxed like real estate; measures structures and defines factors (e.g., water and sewer systems, age of structure, condition, etc.) to determine value for tax purposes according to prescribed schedule; performs same function for manufactured homes taxed like real estate; reviews the application of tax incentives to parcel values.



- Acts as Senior Appraiser and teacher/trainer (e.g., trains the staff Appraisers in technical or experiential methods; imparts all knowledge to staff in a manner that makes staff think about what they are doing and what different ways they could handle the same problem, etc.); functions as the Senior Appraiser when necessary; maintains Ohio Certification and capable of being an expert witness.
- Attends meetings, trainings, and seminars, and serves on committees, as directed.
- Maintains required licensures and certification, if any.
- Stays informed as to the local changes in the market place in Franklin County as well as macro changes in the market place that will or might have an impact on the local real estate market; stays on top of market metrics from published sources for usage in developing market models in use by the CAMA system, and the market guidelines for both staff and contract appraisers for the three approaches to value (cost, income, and sales comparison); must understand and be able to explain any issues with the CAMA system and its ability to function properly; troubleshoot issues that might have a negative impact on future valuations set for Annual Maintenance, the Triennial update, and the Sexennial Reappraisal Valuations.
- Performs other related duties as assigned.

Franklin County is seeking candidates who are innovative and committed to public service. The ideal candidate will be an excellent communicator, effectively communicating with the Board, staff, community groups and partners, media, and other government and regulatory agencies to maintain and strengthen partnerships and community efforts.

A dynamic, approachable leader who has an innovative, collaborative management style with exceptional interpersonal and communication skills is needed. The ideal candidate will be diplomatic, politically astute, apolitical, and be able to work effectively with the Board, Constitutional Officers and other governmental officials, including city/state/federal agencies, as

well as many external agencies and partners. The ideal candidate will be a compassionate, confident manager who motivates and mentors staff and emphasizes a culture of providing exceptional customer service.

Requirements include a bachelor's degree in business administration, real estate, public administration, or a related discipline, and a minimum of ten (10) or more years of direct appraisal/assessment experience; five (5) years specializing in commercial and industrial appraisal preferred, but not required; or any combination of training, education, or experience which provides the desired knowledge, skills, and abilities to perform the essential functions of this position. Must also possess a State Appraiser Certification issued by the State of Ohio and a valid Ohio driver's license with an acceptable driving record; must comply with the FCAO Driving Policy.

## COMPENSATION

The starting salary is open, dependent upon qualifications. The County offers an excellent benefits package.

## TO APPLY

If you are interested in this challenging but rewarding opportunity, visit [www.srnsearch.com](http://www.srnsearch.com) to apply online. The position is open until filled. Resumes will be screened according to the qualifications outlined above. Screening interviews with the most qualified applicants will be conducted by S. Renée Narloch & Associates to determine a select group of finalist candidates who will be asked to provide references. References will be contacted only following candidate consent. Final interviews will be held with the County. Candidates will be advised of the status of the recruitment following the selection of the Appraisal Director. Questions regarding this recruitment may be directed to:

Mr. Elliott Pervinich, Vice President  
S. Renée Narloch & Associates  
[info@SRNSEARCH.com](mailto:info@SRNSEARCH.com) | 850.391.0000  
[www.SRNSEARCH.com](http://www.SRNSEARCH.com)

Franklin County is an Equal Opportunity Employer and values diversity. The Auditor's Office is committed to creating an inclusive and equitable environment where everyone is valued and empowered.

