



## MID-OHIO REGIONAL PLANNING COMMISSION

111 Liberty Street, Suite 100

Columbus, Ohio 43215

[morpc.org](http://morpc.org)

T. 614. 228.2663

TTY. 1.800.750.0750

[info@morpc.org](mailto:info@morpc.org)

### NOTICE OF A MEETING

**EXECUTIVE COMMITTEE MEETING  
MID-OHIO REGIONAL PLANNING COMMISSION  
111 LIBERTY STREET, SUITE 100  
COLUMBUS, OH 43215  
*BOARD ROOM***

Thursday, November 2, 2023  
1:30 p.m.

#### ***Remote Option***

To join by video and see any screen sharing, click on “Join Microsoft Teams Meeting” below. You do not need to have Microsoft Teams for the link to work.

[Join Microsoft Teams Meeting](#)

Meeting ID: 262 375 002 976

Passcode: q7QLkD

To participate by phone, use the conference call information below.

[+1 614-362-3056](#) United States, Columbus

[\(888\) 596-2819](#) United States (Toll-free)

Phone Conference ID: 285 861 461#

### AGENDA - AMENDED

1. **Welcome** – Chris Amorose Groomes, Chair
2. **Consent Agenda**
  - Approval of **October 5, 2023 minutes**
3. **Executive Director’s Report** – William Murdock, Executive Director
4. **Quarterly Financial Statements** – Shawn Hufstедler, Chief Operating Officer

**William Murdock, AICP**  
*Executive Director*

**Chris Amorose Groomes**  
*Interim Chair*

**Michelle Crandall**  
*Interim Vice Chair*

**Ben Kessler**  
*Interim Secretary*

**5. Committee Updates**

- **Benefits & Compensation Committee** – Shawn Hufstedler, Chief Operating Officer and Andrea Doolittle, Human Resources Director
  - **Proposed Resolution EC-03-23: “Authorizing the executive director to make relevant changes to the Mid-Ohio Regional Planning Commission’s Employee Guidebook”**
- **Nominating Committee** – Ben Kessler, Chair
- **Sustainability Advisory Committee** – Kerstin Carr, Chief Regional Strategy Officer & Senior Director of Planning
- **Regional Policy Roundtable** – Joseph Garrity, Senior Director of Government Affairs & Community Relations
- **Central Ohio Rural Planning Organization** – Nick Gill, Interim Senior Director of Programming & Transportation Study Director
- **Transportation Policy Committee** – Nick Gill, Interim Senior Director of Programming & Transportation Study Director

**6. Proposed Resolution EC-04-23: “To authorize the executive director to enter into agreements with Franklin County Public Health for \$500,000 to perform lead test and remediation measures to be leveraged with MORPC’s Franklin County Home Repair Program” – Robert Williams, Residential Services Senior Director**

**7. Proposed Resolution 15-23: “Accepting the Village of West Jefferson as a member of the Mid-Ohio Regional Planning Commission (MORPC)” – William Murdock, Executive Director**

**8. LinkUS Briefing** – William Murdock, Executive Director and Maria Schaper, Associate Director of Transportation

**9. Draft Commission Agenda**

**10. Other Business**

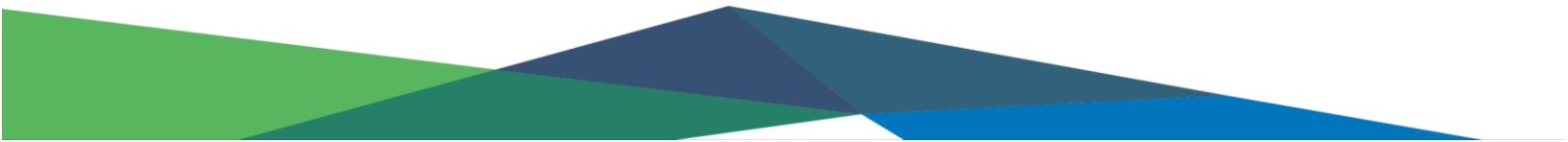
**PLEASE NOTIFY SHARI SAUNDERS AT 614-233-4169 OR [ssaunders@morpc.org](mailto:ssaunders@morpc.org) IF YOU REQUIRE SPECIAL ASSISTANCE.**

**The next Executive Committee Meeting is  
Thursday, December 7, 2023 at 1:30 p.m.  
111 Liberty Street, Suite 100  
Columbus, Ohio 43215**

**PARKING AND TRANSIT:** When parking in MORPC's parking lot, please be sure to park in a MORPC visitor space or in a space marked with a yellow “M”. Handicapped parking is available at the side of MORPC’s building. Electric vehicle charging stations are available for MORPC guests.

Indoor bike parking is available for MORPC guests.

MORPC is accessible by COTA BUS. The closest bus stop to MORPC is S. Front Street & W. Blenkner St. Buses that accommodate this stop are the Number 61 - Grove City, the Number 5 - West 5th Ave. /Refugee, and the Number 8 - Karl/S. High/Parsons. MORPC is accessible by COTA BUS. The closest bus stop to MORPC southbound is High Street & W. Blenkner Street. Buses that accommodate this stop are the 5 - West 5th Ave./Refugee, and the 8 - Karl/S. High/Parsons. The closest stop to MORPC northbound is High Street & E. Hoster Street. Buses that accommodate this stop are the 5 - West 5th Avenue/Refugee and the 8 - Karl/S. High/Parsons. Accessible from the Courthouse stop by a quick walk are COTA lines 1, 2, 4, and CMAX.





## Mid-Ohio Regional Planning Commission Executive Committee Meeting Minutes

Date: October 5, 2023  
Time: 1:30 p.m.  
Location: MORPC Board Room

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### **Members Attending in Person**

Chris Amorose Groomes  
Karen Angelou  
Franklin Christman

Michelle Crandall  
Jennifer Gallagher  
Ben Kessler

Greg Lestini  
David Scheffler  
Nancy White

### **Members Attending Remotely**

Joe Stefanov

### **MORPC Staff Attending in Person**

Kerstin Carr  
Andrea Doolittle  
Joe Garrity  
Nick Gill

Shawn Hufstедler  
Niel Jurist  
Eileen Leuby  
Kelsey Matson

William Murdock  
Padmini Roy-Dixon  
Shari Saunders  
Robert Williams

### **MORPC Staff Attending Remotely**

Cory Tressler

### **Welcome – Chris Amorose Groomes**

Interim Chair Michelle Crandall called the meeting to order at 1:31 p.m.

Interim Chair Crandall asked Interim Secretary Ben Kessler to discuss the Executive Director performance evaluation process. Interim Secretary Kessler shared that the process this year is to send an online survey to Executive Committee Members within the next few weeks. Members will have a week to complete the ten-to-fifteen-minute survey. William Murdock will prepare a goals and accomplishments document to share with committee members. The November Executive Committee meeting includes an Executive Session for performance evaluation discussion. Interim Secretary Kessler opened the floor for questions and asked for any desired suggestions, additions, or improvements to the evaluation process, none were made.

### **Consent Agenda**

Karen Angelou made a motion to approve the Consent Agenda, second by Jennifer Gallagher; motion passed.

### **Executive Director's Report – William Murdock**

William Murdock congratulated the officers in their new roles.

Mr. Murdock asked Mayor David Scheffler to share the honor he recently received. Mayor Scheffler was selected to be inducted into the Ohio Veterans Hall of Fame. The ceremony is November 9 at the Fawcett Center.

We are very close to hiring the Chief Mobility & Infrastructure Officer & Sr. Director of Programming. We are checking references on the finalist.

Kerstin Carr will be sharing a resolution on the regional water study. MORPC is working separately on the 208 sewer planning piece.

The distracted driving law goes into effect today. Even with the law not being fully enforced, there were 1,200 fewer distracted driving crashes this year. That's a 16 percent decrease.

MORPC kicked off work on Justice 40, the new federal requirement on diversity and inclusion that touches almost every grant opportunity. Justice 40 makes sure we are aware of the situation in our community and how grant opportunities connect. We contracted with CityFI to help develop our approach so we're ready when the grants ask about this and so that we can train grant writers. This is not just an urban but also rural and sometimes suburban designation. We are also going to work with the Human Service Chamber to help non-profits partner with local governments on grant opportunities.

Mr. Murdock shared how the media environment is complicated. MORPC recently appeared on a site that is intentionally creating misinformation. We think it was written by AI. We are evaluating how to respond. If it was a normal media source, we would reach out. This site doesn't have an author or contact person. Communications & Engagement is researching how others react to this. The team is monitoring the situation to make certain it does not get traction on social media.

Mr. Murdock introduced MORPC's new Economic Development Director & Regional Innovation Officer Padmini Roy-Dixon. Ms. Roy-Dixon is excited to be a part of MORPC and is looking forward to working with members on developing and promoting the Central Ohio region and MORPC member counties. Her previous work experience includes international affairs at The Ohio State University, the Ohio Department of Development, and banking.

Registration for the October 26 Summit on Sustainability is strong. Confirmed speakers include Mitchell Silver, Vice President of Urban Planning at McAdams; Bo Chilton, CEO, IMPACT Community Action; Ann Vogel, Director, Ohio EPA; Kenny McDonald, President & CEO, Columbus Partnership; and Intel's Global Sustainability Lead. We've raised the most money that any MORPC event has raised - \$101,000 in sponsorships. The Summit is at the Columbus Hilton Downtown Tower 1.

MORPC is hosting a Big Table Discussion on October 11. Topics include housing, transportation, climate, and economic development.

Due to events in Washington, the Columbus Region Coalition Washington DC Staff visit is postponed until early next year.

The last event in our rural series, Trails & Tourism Economy, is October 17, 10 a.m., at the Hocking Hills Lodge & Conference Center. Former State Tourism Director and now Director of Travel & Tourism Policy at the Ohio Chamber of Commerce Matthew MacLaren is the guest speaker.

### **Regional Policy Roundtable – Joseph Garrity**

Joe Garrity provided a legislative update highlighting:

- No government shutdown
- No Speaker of the House
- State Capital Budget Process – deadline to submit project applications to the Columbus Partnership Selection Committee is November 17
- The Strategic Community Investments Fund is \$700 billion for projects not eligible for the state capital budget
- MORPC testified and brought a panel of local leaders before the Select Committee on Housing seeking an amendment to provide funds for workforce or zoning planning for communities
- HB 257 would authorize certain public bodies to hold virtual meetings
- The competitive bidding threshold increased from \$50,000 to \$75,000 effective October 3

**Central Ohio Rural Planning Organization – Nick Gill**

Nick Gill reported the Central Ohio Rural Planning Organization (CORPO) is close to completing the first update to the CORPO Transportation Plan adopted in 2018. Team Members recently completed subcommittee meetings with the CORPO counties. The draft plan is on CORPO's website for review. The public comment period runs through the end of this month. CORPO meets November 6 to adopt the updated plan.

ODOT is developing a common platform for housing the MPO and rural transportation planning organizations long-range plans.

The Safe Streets 4 All Safety Action Plan Kick-off Event is November 6. Creating a safety action plan will make projects in the CORPO area eligible for implementation dollars for future Safe Streets 4 All funding rounds.

We received three applications for the CORPO dedicated funds. There was \$2 million available, the applications asked for a total of \$1 million. The evaluation committee recommended funding all three applications. We will do another round of solicitations and applications in December for the remaining \$1 million available.

**Transportation Policy Committee – Nick Gill**

Nick Gill reminded Executive Committee members that MOPRC adopted the Transportation Review Advisory Council (TRAC) priorities last month. MORPC and project sponsors will present the priorities to TRAC on October 25. We are unsure how the Connect 4 money included in the state budget is to be distributed. Connect 4 is \$500 million allocated for large rural projects that may not compete well in the normal TRAC funding process. It is our understanding that the Connect 4 funding goes through the TRAC process. One of MORPC's priority projects is in Fairfield County and qualifies for Connect 4 funding.

MORPC is taking applications for FTA 5310 funding. There is \$1.7 million available for the MPO area. Applications close later this month with selections in early November.

MORPC received four proposals in response to the RFP for the Intel area to provide long-range planning support as well as helping with zoning updates. Team Members are reviewing the proposals and hope to be under contract in November.

Within a week or so, MORPC will issue an RFP for a vanpool provider. The current provider is Enterprise.

The US 23 Connect Study shifted to focus on improvements on the 23 corridor. The effort that paused in June is resuming. ODOT 6 is hosting community stakeholder meetings later this month and into November.

The Attributable Funds policy update process kicked off yesterday after TAC.

**Regional Data Advisory Committee – Kerstin Carr**

Kerstin Carr reported analysis is starting on the Leaders Listen Survey around Sustainability. The survey is open for more responses. Highlights will be shared at the Summit on Sustainability.

The Columbus Foundation helped fund Phase 1 of the Insights Platform, an online one-stop data shop to make your decision making and storytelling easier. The first phase of the platform is aggregating the data, making it easily accessible. The next phase is doing original research, and the third phase is pulling in partners.

Data Day is February 7, 2024. The call for proposals is out. We will start seeking sponsors next month.

- **Proposed Resolution 13-23: “Establishing population estimates as a basis for 2024 annual participation fees to be assessed members”**

Kerstin Carr presented [2023 Population Estimates & 2024 Member Dues](#). No additional feedback was received from members after presenting the 2023 population estimates last month. Dr. Carr thanked members and their staff for working with MORPC to ensure the estimates are reasonable. The per capita rates were adopted previously via Resolution 06-23.

Greg Lestini made a motion to approve Resolution 13-23, second by Nancy White; motion passed.

### **Sustainability Advisory Committee – Kerstin Carr**

Kerstin Carr shared that over 500 are registered for the Summit on Sustainability.

There will be a Sustainable2050 member highlight at the October Commission meeting. The City of Mount Vernon is the newest member, and the City of Columbus is the first member to go through the recertification process. They earned platinum and equity plus designation.

Dr. Carr reported the RAPID 5 board unanimously approved RAPID 5 to become a land trust for Central Ohio. This allows private property owners to donate land to the trust for conservation purposes. MORPC is still exploring supporting the studio side of RAPID 5. The board hired an executive search firm to hire the next executive director. Ideally the land trust is regional, but they are still fleshing out the boundaries.

- **Proposed Resolution 14-23: “Authorizing the executive director to enter into and administer a contract for up to \$500,000 with the State of Ohio or any state affiliated organization to support the development of a 15-county comprehensive study to inform current and future water supply and demand as well as provide recommendations for water infrastructure, management, and innovative reuse”**

Dr. Carr presented the [Regional Water Study](#). The Ohio EPA is initiating and working with other state agencies to oversee and fund a Comprehensive Water Study for Central Ohio and has asked MORPC to support some of its technical and engagement work. The water study will cover MORPC’s 15-county region and focus on identifying existing and future anticipated water supply and demand. Comparing both water supply and demand gives a better understanding whether we can expect a surplus or deficit of water in the region. Assuming we will likely face a water supply deficit, the study will conduct best practices research and evaluate and prioritize water management, conservation, and protection strategies. The study will produce a regional recommendations report for the region and by geographic area and water provider around new or expanded water-related strategies, regional collaboration, and costs.

It will also help inform current and future demand for irrigation, drinking water, and commercial/industrial process water on Central Ohio’s groundwater, surface water, as well as wastewater capacity and infrastructure needs – and provide Central Ohio utilities with data

needed to plan and build infrastructure most efficiently to serve our growing population. Other outcomes include:

- Determine regionalization options to encourage multijurisdictional collaboration, inform state funding and ensure investments are done in a meaningful, sustainable way.
- Inform water storage needs and determine where additional source water protection areas need expanded.
- Provide county Soil and Water Conservation districts data on where expected growth and development will occur to enhance watershed protection efforts.
- Identify and promote integrated flood management projects to protect vulnerable areas.

The goal is to have an RFP out by end of this year, a consultant selected in early next year, and the study completed within ten to twelve months.

David Scheffler made a motion to approve Resolution 14-23, second by Chris Amorose Groomes; motion passed.

### **Draft Commission Agenda**

The Executive Committee reviewed the draft October 12, 2023 Commission Meeting Agenda.

### **Other Business**

MORPC Interim Chair Chirs Amorose Groomes announced the Nominating Committee will be convening soon chaired by Ben Kessler. Reach out to Interim Chair Amorose Groomes if interested in serving on the Nominating Committee. Interim Chair Amorose Groomes will announce Nominating Committee appointments at next week's Commission meeting.

The meeting adjourned at 2:33 p.m.

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Ben Kessler, Interim Secretary  
**Executive Committee**





MID-OHIO REGIONAL  
**MORPC**  
PLANNING COMMISSION

111 Liberty St., Suite 111  
Columbus, Ohio 43215  
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## Memorandum

**TO:** William Murdock  
Executive Committee

**FROM:** Shawn Hufstedler  
Chief Operating Officer

**DATE:** October 27, 2023

**SUBJECT:** Financial Report – September 2023

## Summary

As of September 30, 2023, expenses totaled \$11,069,530 and were well within appropriations. The operating reserve (investment and cash accounts) was \$3,471,740. A net loss from all operations was recorded year-to-date. The actual fringe and indirect rate variances were unfavorable.

## Budget vs. Expenses

Expenses through quarter ending September 30, 2023, totaled \$11,069,530 or 48% of the year's total budgeted expenses of \$23,231,714.

From a programmatic perspective, expenses differed from the budget for the following reasons:

- Over-spending associated with Weatherization programs of \$223,620 can be attributed to greater spending than budgeted at this point in the year for the Home Weatherization Assistance Program (HWAP), which is over-budget by \$313,937. HWAP over-spending compared to the original budget can be attributed to dramatic funding increases in the second half of the calendar year as a result of award amounts being greater than anticipated for its typical service area and MORPC receiving additional funding to expand its service area. New funds established by the Bipartisan Infrastructure Bill (BIL) are also expected to become available before the end of year.
- Services to Members & Development is over-budget by \$28,905 due to greater than anticipated spending at this point in the year from the Services to Members Program. This can be attributed to the timing of payroll expenses for positions funded by multiple funding sources and is expected to be offset by underspending in the fourth quarter.

**William Murdock, AICP**  
Executive Director

**Chris Amorose Groomes**  
Interim Chair

**Michelle Crandall**  
Interim Vice Chair

**Ben Kessler**  
Interim Secretary

- Under-spending associated with Transportation programs of \$2,604,344 can be attributed to:
  - Less spending than budgeted by \$1,581,367 for the FTA Section 5310 Program for Enhanced Mobility of Seniors and Individuals with Disabilities. MORPC funds subgrants related to this program for vehicle purchases and other expenses. Subgrant payments are highly variable and vehicle purchases have in many cases been delayed due to market supply issues.
  - The Growth and Major Economic Development Planning Program (related to the Intel Project) started later than originally anticipated and is under-budget by \$390,612.
  - Transportation programs have experienced greater personnel turnover than anticipated. Expenses associated with Core and other ODOT funded programs have fallen short of their budget by \$263,517.
  - The Gohio Commute Program has had \$186,176 less in expenses than budgeted. This program equips commuters and companies with resources to help them explore commuting options available in Central Ohio, such as ride-matching, emergency ride home service, and incentive campaigns.
  - Work associated with the newly awarded Safe Streets for All Grant started later than anticipated and is \$150,000 under budget.
- Under-spending associated with Housing programs of \$940,347 can be attributed to less spending than originally projected for the HUD Healthy Homes Production Program Grant, Ohio Dept. of Health Lead-Safe Home Fund, and the Franklin County Home Repair Program. The respective under-spending amounts compared to the budget at this point in the year are \$486,737, \$318,236, and \$245,610. MORPC budgeted at the higher end of the potential range for housing work in 2023, the start date from HUD for HHPP projects occurred later than anticipated, and ODH Lead-Safe Home Fund and Franklin County Home Repair Program both experienced gaps in funding between previous and current funding rounds.

MORPC also budgeted in the annual budget \$3,372,911 for potential programs/projects that have not been funded at this time (and for which there have not been any expenses).

## Operating Cash/Reserve

MORPC's operating reserve consists of operating cash and investment accounts. As of September 30, 2023, the cash account held \$1,836,539, while the investment account had a balance of \$1,635,200. The investment account is held in STAROhio. Combining both accounts equated to \$3,471,740, or 55 days of budgeted expenses, which is close to the 60-day target threshold identified in the Operating Reserve Policy. Interest earned and allocated to the operating reserve year-to-date through September 30, 2023, was \$60,519.

## Operating Income (Change in Net Position)

There was a decrease in net position (loss from operations) for the year-to-date through September 30, 2023. The decrease was (\$1,053,868). The decrease was the result of:

- A (\$800,955) net loss year-to-date for programs funded by COTA in lieu of COVID and NTD (National Transit Database) funding, and TID (Transportation Improvement District) funding. This operating loss is due to the fact that revenue was recognized in prior years.
- A (\$206,622) net loss year-to-date for the Columbia Gas Warm Choice Program; and
- A (\$117,004) net loss year-to-date for depreciation related to leasehold improvements.

The losses were partially offset by a gain of \$64,807 to investment income and other miscellaneous gains of \$5,906.

### Member Dues

Member dues revenue was \$1,118,838 for the year-to-date ending September 30, 2023. Use of member dues was over budget by \$22,343. Use of all current year member dues was as follows:

<u>Use of Member Dues</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance (Over)/Under</u>
Services to Members	\$657,496	\$699,644	(\$42,148)
Local Matching Funds/Reserve	\$177,381	\$170,818	\$6,563
Development Fund	\$84,451	\$79,589	\$4,862
Building Lease	\$130,576	\$131,122	(\$547)
Diversity, Equity, & Inclusion	\$37,373	\$31,945	\$5,428
Other	\$6,219	\$2,719	\$3,501
<b>Total</b>	<b>\$1,093,495</b>	<b>\$1,118,838</b>	<b>(\$22,343)</b>

### Fringe Benefit and Indirect (Overhead) Variances

#### Fringe Benefits

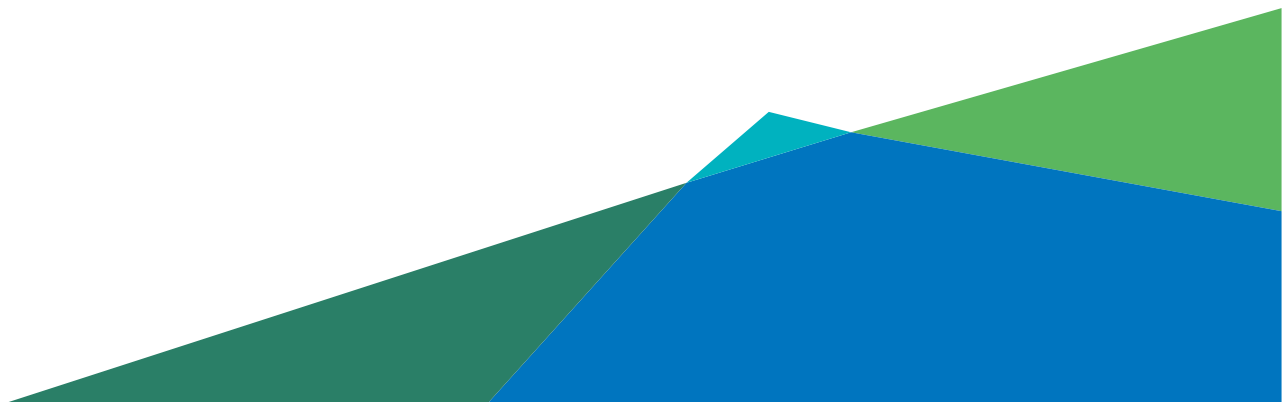
The actual fringe benefit cost rate for the year-to-date is 58.73%, which is greater than the budgeted rate of 57.50%, creating an unfavorable variance for the year-to-date of \$36,752.

#### Indirect (Overhead)

The actual indirect cost variance for the year-to-date is 65.53%, which is greater than the budgeted rate of 62.50%, resulting in an unfavorable variance for the year-to-date of \$172,157.

## Statement of Net Position

- On September 30, 2023, operating cash on hand was \$1,836,539 which was equal to 29 days of budgeted cash flow. The operating reserve investment account was \$1,635,200 and management reserve was \$115,071. The remaining cash balance for the building reserve and essentially all the building improvement/maintenance fund were transferred to the operating cash account in 2022 to cover expenses from that fund associated with the now completed building renovation project. \$72 remains in the building improvement/maintenance fund as interest income exceeded expectations in the fourth quarter of 2022, resulting in the cash amount being slightly above the transfer authority granted in the 2023 budget. The intention was to reduce the balance to \$0.
- The Central Ohio Greenways Fund is administered and held by the Columbus Foundation and had a balance of \$32,714.
- Accounts Receivable totaled \$2,363,874 compared to \$3,261,661 as of September 30, 2022. The reduction can be attributed to more timely collection of outstanding receivables for grants from our funders.
- Accounts Payable plus Other Accrued Liabilities totaled \$901,814 compared to \$1,156,799 as of September 30, 2022. The reduction can be attributed to more timely payment by MORPC of vendor invoices as a result of the implementation of electronic workflow for invoice review.
- The GASB Statement 68 Pension liability and the GASB Statement 75 OPEB (other postemployment benefits, i.e. retiree healthcare) asset have a net liability of \$5,469,930 and represent estimates of the Commission's proportional share of the unfunded liabilities/assets of the Ohio Public Employees Retirement System (OPERS). The Government Accounting Standards Board mandates that these amounts be shown in the financial statements, but such amounts do not represent an actual legal liability of MORPC to OPERS per State of Ohio law. Excluding the impact of GASB Statements 68 and 75, net position would be approximately \$5.5 million greater, or a positive balance of \$4,928,040 as of September 30, 2023.



# MID-OHIO REGIONAL PLANNING COMMISSION

## SCHEDULE OF REVENUES AND EXPENSES - BUDGET AND ACTUAL FOR THE YEAR-TO-DATE ENDING SEPTEMBER 30, 2023

	Year-to-Date Budget	Year-to-Date Actual	Variance under / (over)
<b>Revenues</b>			
Transportation	\$ 5,250,317	\$ 2,645,973	\$ 2,604,344
Infrastructure & Econ. Dev.	\$ 897,541	\$ 258,490	\$ 639,051
Planning & Sustainability	\$ 2,635,520	\$ 2,567,317	\$ 68,203
Weatherization	\$ 2,407,415	\$ 2,317,849	\$ 89,566
Housing	\$ 2,134,173	\$ 1,193,832	\$ 940,341
Services to Members & Development	\$ 916,115	\$ 945,019	\$ (28,905)
Other	\$ 653,021	\$ 87,182	\$ 565,840
Potential Funding	\$ 2,529,683	\$ -	\$ 2,529,683
<b>Total Operating Revenues</b>	<b>\$ 17,423,786</b>	<b>\$ 10,015,662</b>	<b>\$ 7,408,124</b>
<b>Expenses by Program Area</b>			
Transportation	\$ 5,250,317	\$ 2,645,973	\$ 2,604,344
Infrastructure & Econ. Dev.	\$ 897,541	\$ 668,009	\$ 229,532
Planning & Sustainability	\$ 2,635,520	\$ 2,567,397	\$ 68,124
Weatherization	\$ 2,407,415	\$ 2,631,036	\$ (223,620)
Housing	\$ 2,134,173	\$ 1,193,826	\$ 940,347
Services to Members & Development	\$ 916,115	\$ 945,019	\$ (28,905)
Other	\$ 653,021	\$ 418,271	\$ 234,750
Potential Funding	\$ 2,529,683	\$ -	\$ 2,529,683
<b>Total Expenses by Program Area</b>	<b>\$ 17,423,786</b>	<b>\$ 11,069,530</b>	<b>\$ 6,354,256</b>
<b>Expenses by Account Category</b>			
Salaries and Benefits	\$ 7,439,686	\$ 6,553,598	\$ 886,088
Materials and Supplies	\$ 151,483	\$ 117,735	\$ 33,748
Services, Charges, & Other	\$ 4,810,370	\$ 1,716,011	\$ 3,094,359
Subcontracted Services	\$ 4,881,073	\$ 2,086,863	\$ 2,794,210
Depreciation and Amortization	\$ 141,173	\$ 595,323	\$ (454,150)
<b>Total Expenses by Account Category</b>	<b>\$ 17,423,786</b>	<b>\$ 11,069,530</b>	<b>\$ 6,354,255</b>
Operations income (loss)	\$ 0	\$ (1,053,868)	\$ 1,053,869
<b>Increase (decrease) in net position</b>	<b>\$ 0</b>	<b>\$ (1,053,868)</b>	<b>\$ 1,053,869</b>

# MID-OHIO REGIONAL PLANNING COMMISSION

## STATEMENT OF NET POSITION AS OF SEPTEMBER 30, 2023

	Balance at 09/30/2023 excludes impact of GASB 68 & 75	GASB 68 & 75 (Pension & OPEB) 09/30/2023	Balance at 09/30/2023 includes impact of GASB 68 & 75	Balance at 09/30/2022 includes impact of GASB 68 & 75	Yearly Difference
<b>Assets</b>					
Current Assets					
Cash	1,836,539		1,836,539	1,106,948	729,591
Cash-Designated for Building Improvement	72		72	194,127	(194,055)
Cash-Operating Reserve	1,635,200		1,635,200	1,334,748	300,452
Cash-Building Reserve	-		-	452,869	(452,869)
Cash-Management Reserve	115,071		115,071	109,712	5,359
Cash-Greenways Fund	32,714		32,714	30,511	2,202
Cash-Rapid 5 Project Fund	-		-	70,064	(70,064)
Accounts Receivable	2,363,874		2,363,874	3,261,661	(897,787)
Prepaid Expenses	125,585		125,585	129,903	(4,317)
Total Current Assets	6,109,055		6,109,055	6,690,544	(581,489)
Non-Current Assets					
Forgivable Mortgages	-		-	3,255	(3,255)
Assets Net of Accumulated Depreciation	1,518,902		1,518,902	1,563,023	(44,121)
Intangible Asset Building/Equipment Lease Net of Accumulated Amortization	5,176,966		5,176,966	5,739,899	(562,932)
Total Non-Current Assets	6,695,868		6,695,868	7,306,177	(610,309)
Deferred Outflows of Resources - GASB 68 & 75	-	1,451,923	1,451,923	1,486,580	(34,657)
Total Deferred Outflows of Resources	-	1,451,923	1,451,923	1,486,580	(34,657)
<b>Total Assets</b>	<b>12,804,923</b>	<b>1,451,923</b>	<b>14,256,846</b>	<b>15,483,300</b>	<b>(1,226,454)</b>
<b>Liabilities</b>					
Current Liabilities					
Accounts Payable	166,551		166,551	441,613	(275,062)
Accrued Payroll and Fringe Benefits	607,998		607,998	577,770	30,228
Accrued Payroll	380,076		380,076	345,272	34,804
Accrued Fringe Benefits	107,502		107,502	99,298	8,204
Other Accrued Liabilities	20,419		20,419	33,200	(12,781)
Accrued PTO & Sick Leave	100,000		100,000	100,000	-
Unearned Revenue	1,319,717		1,319,717	4,215,379	(2,895,662)
Unearned Revenue	1,101,415		1,101,415	3,682,187	(2,580,772)
Unearned Revenue-Member Dues	516,521		516,521	623,726	(107,205)
Unearned Revenue-Indirect Reserve	(217,027)		(217,027)	(52,977)	(164,050)
Unearned Revenue-Fringe Benefit Reserve	(81,193)		(81,193)	(37,557)	(43,636)
Accrued Building/Equipment Lease	127,266		127,266	137,416	(10,150)
Total Current Liabilities	2,221,531		2,221,531	5,372,178	(3,150,647)
Non-Current					
Accrued PTO & Sick Leave	520,922		520,922	528,849	(7,927)
Other Mortgages-Deferred Income	-		-	3,255	(3,255)
Accrued Building/Equipment Lease	5,134,431		5,134,431	5,614,005	(479,574)
GASB 68 & 75	-	2,000,733	2,000,733	4,689,161	(2,688,428)
Total Non-Current	5,655,353	2,000,733	7,656,086	10,835,270	(3,179,184)
Deferred Inflows of Resources - GASB 68 & 75	-	4,921,120	4,538,857	4,538,857	4,538,857
Total Deferred Inflows of Resources	-	4,921,120	4,921,120	4,538,857	382,263
<b>Total Liabilities</b>	<b>7,876,884</b>	<b>6,921,853</b>	<b>14,798,737</b>	<b>20,746,305</b>	<b>(5,947,568)</b>
<b>Net Position</b>					
Beginning Net Position	511,978		511,978	(1,400,466)	1,912,444
Current YTD Net Income	(1,053,868)		(1,053,868)	(3,862,539)	2,808,671
Total Net Position	4,928,040	(5,469,930)	(541,890)	(5,263,005)	4,721,115
<b>Total Liabilities and Net Position</b>	<b>12,804,924</b>	<b>1,451,923</b>	<b>14,256,847</b>	<b>15,483,300</b>	<b>(1,226,453)</b>



## MID-OHIO REGIONAL PLANNING COMMISSION

111 Liberty Street, Suite 100

Columbus, Ohio 43215

[morpc.org](http://morpc.org)

T. 614. 228.2663

TTY. 1.800.750.0750

[info@morpc.org](mailto:info@morpc.org)

### Memorandum

**TO:** Mid-Ohio Regional Planning Commission  
Executive Committee

**FROM:** Shawn Hufstedler  
Chief Operating Office

**DATE:** October 27, 2023

**SUBJECT:** Proposed Resolution EC-03-23: **“Authorizing the executive director to make relevant changes to the Mid-Ohio Regional Planning Commission’s Employee Guidebook”**

The Executive Committee’s last revision to the Employee Guidebook was December 2022. Systematic review of policies occurs periodically by legal counsel. In other years, as is the case for this resolution, changes are recommended as needed. In rare cases additional isolated changes are deemed necessary.

MORPC Team Members, after consultation with the Benefits and Compensation Committee, recommend revising the Employee Guidebook at this time. The following is a highlight of the proposed updates to this guidebook, in addition to any minor clarifications and language clean-up.

#### Section 3 – Benefits

- Employee recognition programs – added an option for additional recognition programs.
- Employee longevity incentives – changes the longevity incentives from a gift catalog selection to PTO.

#### Section 4 – Wage & Salary Administration

- Salary enhancement program – a new production-based salary enhancement program for employees working with HWAP.
- Hybrid/remote working hours – minor changes.

**William Murdock, AICP**  
*Executive Director*

**Chris Amorose Groomes**  
*Interim Chair*

**Michelle Crandall**  
*Interim Vice Chair*

**Ben Kessler**  
*Interim Secretary*

- Severe weather and emergency conditions – minor changes, including noting that the office may be closed for other non-snow related emergency conditions.

Section 6 – Employee Conduct

- Outside employment – minor changes.

Section 8 – Reimbursement and Purchasing

- Competitive bidding threshold – updated to reflect recent changes in state threshold.

Section 9 – Operating Policies and Procedures

- Digital security policy – added to provide updated and enhanced user expectations for cyber security purposes.

Note that changes were reviewed by legal to ensure adequate compliance and consistency with MORPC and other reasonable practices.

Attachment: Resolution EC-03-23



## RESOLUTION EC-03-23

### **“Authorizing the executive director to make relevant changes to the Mid-Ohio Regional Planning Commission’s Employee Guidebook”**

WHEREAS, MORPC periodically updates the Employee Guidebook as changes become needed; and

WHEREAS, MORPC Team Members, after consultation with the Benefits and Compensation Committee, recommend revising the Employee Guidebook as attached; and

WHEREAS, the Commission authorized the Executive Committee to act on behalf of the full Commission in the review and adoption of policies maintained in the Employee Guidebook periodically as needed; now therefore

#### **BE IT RESOLVED BY THE EXECUTIVE COMMITTEE OF THE MID-OHIO REGIONAL PLANNING COMMISSION:**

- Section 1. That the updated Employee Guidebook becomes effective November 2, 2023, and will supersede all previous updates, and is hereby adopted by the Executive Committee.
- Section 2. That the executive director is authorized to take such other action and execute and deliver such other documents as, acting with the advice of legal counsel, he shall deem necessary and appropriate to carry out the intent of this resolution.
- Section 3. That this committee finds and determines that all formal deliberations and actions of this committee concerning and relating to the adoption of this resolution were taken in open meetings of this committee.

---

Michelle Crandall, Interim Chair  
**EXECUTIVE COMMITTEE**

Effective date:	November 2, 2023
Submitted by:	Shawn Hufstedler, Chief Operating Officer
Prepared by:	Andrea Doolittle, Human Resources Director
Authority:	Ohio Revised Code Section 713.21
For action date:	November 2, 2023
Attachments:	Proposed Employee Guidebook Changes – tracked changes Proposed Employee Guidebook Changes – clean copy

**Proposed Updates to  
MORPC Employee Guidebook  
Track Changes  
November 2, 2023**

## SECTION 3 – BENEFITS

### LEAVES OF ABSENCE WITH PAY

#### **Paid Time Off (PTO):**

PTO hours are for full-time and part-time employees, who are regularly scheduled to work at least 20 hours per week, and may be used for reasons such as observances of religious holidays not otherwise observed by MORPC; leave for deaths not covered by bereavement leave; time off for rest, vacation, and relaxation; or health reasons affecting the employee or a member of the employee's immediate family, including illness, injury, appointments or treatment, and/or time off due to contagious disease, mental health, and/or other personal reasons. PTO will not be approved when it is requested to avoid agency's in-person work requirements. A pattern of absenteeism may give rise to discipline, up to and including termination.

### H-1B SPONSORSHIP

When MORPC deems that it is essential to hire an individual who may not otherwise be authorized to work in the U.S. and who is otherwise satisfactorily meeting all of the requirements of the employee's position, it will cover the application and processing cost incurred in obtaining or renewing an H-1B visa including for a transfer or promotion. and is satisfactorily meeting all of the requirements of the employee's position. Certain restrictions and requirements may apply.

### STAR-EMPLOYEE RECOGNITION PROGRAMS

#### **Star Program:**

MORPC's Employee Recognition Program is called the Star Program. which became effective July 1, 2011. Each Department Head may send recommendations to the Human Resources Director for employees or teams that deserve to be recognized for achievements during that particular quarter. The recommendations must be thorough and go into detail as to why this employee or team deserves to be recognized. The recommendation can be made by anyone in the agency and then forwarded to the head of the department where the employee or team works. The Department Head, after reviewing the recommendation, will forward it to the Human Resources Director for review, which will then be forwarded to the Executive Director for review and approval. All approved recommendations will be evaluated by the Executive Director after the end of each quarter. Winners will be selected each quarter by the Executive Director – usually an individual winner and all members from one winning team. Individual winners will receive one day off with pay (8 hours PTO added to their accrued balance, pro-rated for part-time employees) and team members will receive ½ day off with pay (4 hours of PTO added to their accrued balance, prorated for part-time employees).

At the end of the year, there will be a drawing of all approved recommendations that were submitted during the year, excluding the quarterly winners, and one winner will be randomly

selected and receive one day off with pay (8 hours PTO added to their accrued balance, pro-rated for part-time employees). Employees must still be MORPC employees at the time of the drawing to be eligible.

The Recommendation Form is located on the MORPC intranet in the Human Resources section under forms.

Other Recognition Programs:

Additionally, the Executive Director may implement additional recognition program(s) to improve employee recognition and/or morale. The program(s) will allow for awards of reasonable amounts of PTO.

#### EMPLOYEE LONGEVITY INCENTIVES

Effective January 1, 2024, ~~After one year of employment, an employee will receive a one (1) year certificate.~~ For service in five (5) year increments, employees will receive a ~~gift catalog~~ appropriate for their year of service to select an Employee Longevity Incentive of their choice ~~one-time PTO award as defined on the schedule posted on the intranet.~~

#### EMPLOYEE COMMUTER BENEFITS

**Bicycle to MORPC:**

Employees commuting by bicycle may use the bicycle rack located at the rear of the building or the locked bicycle room provided inside the building. There is a shower and lockers that staff may use located in the building.

MORPC is also a corporate sponsor of the COGO Bike Share program and as a commuter benefit MORPC employees can receive a free membership. Membership may be canceled at any time. ~~will reimburse staff for any preapproved bicycle trips made for business purposes.~~

## SECTION 4 – WAGE AND SALARY ADMINISTRATION

### Salary Enhancement Program - HWAP

The Salary Enhancement Policy is a benefit available to staff members working in Residential Services under the Home Weatherization Assistance Program (HWAP). The benefit and eligible guideline are covered under a separate policy provided to qualifying employees.

### DIRECT DEPOSIT

#### **Payroll Deductions**

Certain deductions are made from an employee's paycheck as required by law, in accordance with certain benefit plans, or as requested by the employee. These deductions are itemized in the pay statement which appears on the electronic Payroll Direct Deposit Advice Form. Mandatory deductions include, but are not limited to: OPERS contribution and state, local and federal taxes, and court-ordered garnishments. Optional deductions include, but are not limited to: Deferred Compensation benefits, various supplemental insurance programs, and credit union savings programs. Deductions other than those required by law will be made only upon express, written authorization by the employee.

It is the employee's responsibility to review their paycheck for accuracy, and to notify payroll of any discrepancies. Agency will promptly investigate any discrepancy and make any needed adjustments.

### WORKING HOURS

#### **Hybrid/Remote Working Hours:**

The Executive Director, at his or her discretion, may implement a hybrid work option for some or all employees. The hybrid work policy will be posted on the intranet and will consider the need to keep a strong in-person presence while providing some flexibility where it may be feasible to allow this. ~~to work remotely.~~ *In-person attendance is expected for employees with a role or responsibility at both hybrid and in-person meetings of committees, working groups, or similar. Supervisors have the discretion to waive in-person requirements for temporary staff or interns. Please note: -PTO may not be used to avoid in-person work requirements.*

Although hybrid and flexible schedule work arrangements may be considered in the context of medically necessitated modifications, they are not intended to be self-designated. Employees needing medical/family leave (under the Family and Medical Leave Act—FMLA) should contact Human Resources for guidance.

## SEVERE WEATHER AND EMERGENCY CONDITIONS

In the event of severe weather conditions (i.e. Snow emergency level 2 or 3) or other emergencies, the Executive Director may decide to close the office. As such, the Chief Operating Officer or designee(s) will notify employees as soon as possible. ~~Time off will be granted.~~

In the event of other emergency conditions, the Executive Director may close the MORPC offices or modify work requirements.

## SECTION 6 – EMPLOYEE CONDUCT

### OUTSIDE EMPLOYMENT

Outside employment is permitted only with prior review and approval from the Supervisor, Department Head and Executive Director. Their approval will consider whether a conflict of interest exists and whether the nature of the outside employment could impair the performance of the employee's job duties and responsibilities or otherwise impact the agency. The Supervisor, Department Head or Executive Director reserves the right to review and approve or deny any outside employment or business activity if it is deemed to create real or perceived conflicts of interest, compromise the staff member's ability to perform their job, or violate any company agency policies or legal obligations that create hardship to a department or the organization.

At least annually and, if necessary, by request or when details of the employee's outside engagement change, the employee ~~staff member~~ shall submit an explanation of intent in writing to their immediate Supervisor detailing the type of work and when it would be performed. A copy of the written explanation shall be forwarded to Human Resources. If a staff member's outside employment or business activities conflict with their job responsibilities or create a conflict of interest, the agency may request that the employee terminate or modify the outside employment or business activity to resolve the conflict. Violations of this policy may result in disciplinary action, up to and including immediate termination. ~~A staff member~~ An employee may not use company resources, including time, equipment, or proprietary information, for their outside employment or business activities, unless explicitly authorized by the Executive Director.

~~Under no circumstances shall agency supplies or equipment be used for purposes other than those associated with the individual's duties and responsibilities as a MORPC employee.~~

## SECTION 8 – REIMBURSEMENT AND PURCHASING

### PURCHASING

Small purchases of goods or services for amounts greater than \$2,500 but less than ~~\$50,000~~ the minimum required bidding amount set forth in the Ohio Revised Code (ORC), Section 307.86, as amended from time to time may be made after obtaining price or rate quotations from at least three qualified sources. (For reference only, the minimum required bidding amount set forth in the ORC as of October 3, 2023 was established at \$75,000. The minimum required bidding amount will be updated on OneMORPC when changes occur.) Quotes may be verbal or written, but verbal quotes must still be documented. These limits are subject to change based on Ohio Revised Code limits. See MORPC's purchasing policy and OneMORPC for more information.

Competitive biddings, or RFQ's/RFP's are required for purchases of goods or services ~~totaling \$50,000 or more~~ when the cost exceeds the minimum required bidding amount set forth in the Ohio Revised Code, Section 307.86, as amended from time to time. Allowable exceptions to the bidding requirement are described in Ohio Revised Code Section 307.86. See MORPC's purchasing policy and OneMORPC for more information.



## SECTION 9 –OPERATING POLICIES AND PROCEDURES

### DIGITAL SECURITY POLICY

Employees are entrusted with access to data and digital systems. Because of this, employees are expected to follow appropriate password protocols and be vigilant in protecting themselves and MORPC from potential cyber threats, such as phishing scams and other attempts to compromise MORPC accounts and credentials. In order to stay informed and educated on current cybersecurity threats and best practices, employees are required to take part in regular cybersecurity training and are subject to simulated cyberattacks.

Additional expectations include the following:

- System account passwords, (e.g. an Office 365 password) should never be shared with other staff or individuals, nor should they be displayed anywhere (e.g. an employee work area, attached to a laptop, etc.). MORPC IT will never ask an employee for a password.
- If an employee suspects a password may have been compromised, they should immediately contact IT and follow steps to change their password(s). IT is authorized to immediately change any password which it suspects may have been compromised.
- Employees should not leave any password-protected computer or software unattended. Employees should lock or shut down their computer systems when not in use.
- IT will establish and maintain password strength requirements and time intervals for changing passwords.
- Any employee who intentionally or unintentionally provides or shares security-related information about MORPC computer systems or passwords that potentially leads to or results in unauthorized access to MORPC computers or systems, may be subject to disciplinary action up to and including termination.
- If an employee suspects they have fallen victim to a cybersecurity attack, scam, or phishing, they should immediately contact IT and follow necessary steps. If it is determined that such employees failed to follow appropriate training, internal controls and protocols, or previous guidance, they may be subject to disciplinary action up to and including termination.
- MORPC reserves the right to refer security breaches to appropriate law enforcement authorities.

Employees will be provided with periodic cybersecurity training, including simulated cyberattack tests. If an employee falls victim to a simulated attack, they must complete an assigned cybersecurity remediation training. If an employee falls victim to a simulated attack more than once within a 12-month period, more in-depth training will be provided. If a third simulated attack failure occurs, HR will initiate disciplinary action. The level of consequences may be more severe for employees in positions that handle sensitive information and carry significant organizational risk, up to and including termination.

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September 9, 2017 – Resolution EC-01-17

**Proposed Updates to  
MORPC Employee Guidebook  
Clean Version  
November 2, 2023**

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### **Last Full Update**

September 9, 2017 – Resolution EC-01-17



## MID-OHIO REGIONAL PLANNING COMMISSION

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morpc.org

T. 614. 228.2663  
TTY. 1.800.750.0750  
info@morpc.org

### Memorandum

**TO:** Mid-Ohio Regional Planning Commission  
Executive Committee

**FROM:** Robert Williams, Senior Director  
Residential Services

**DATE:** October 27, 2023

**SUBJECT:** Proposed Resolution EC-04-23: **“To authorize the executive director to enter into agreements with Franklin County Public Health for \$500,000 to perform lead test and remediation measures to be leveraged with MORPC’s Franklin County Home Repair Program”**

MORPC has been providing free residential home repairs and energy efficiency services in Franklin County to eligible residents for over 30 years through public-private partnerships utilizing public and private funds.

Franklin County Public Health (FCPH) received a lead safe housing fund grant. FCPH serves over 475,000 residents within Franklin County, excluding the Cities of Columbus and Worthington. Franklin County is the second largest county in the state of Ohio. Within the agency, there are four divisions whose work is focused on improving and protecting the health of the community. Over 100 years old, FCPH has a breadth of experience in community engagement. MORPC will administer all production elements of the lead safe housing grant for FCPH.


This program has provided lead inspection services to FCPH jurisdictions and to the City of Columbus Development Department’s Lead Safe Columbus program for over 20 years. The program has also provided lead inspection services in a variety of agencies and organizations working to prevent lead poisoning in high-risk areas of the county. Over the last five years, FCPH conducted over 400 lead-based paint inspections, risk assessments, and clearances for the Lead Safe Columbus Program alone. FCPH partnerships, Community Housing Network, Columbus-Franklin County Land Bank,

**William Murdock, AICP**  
*Executive Director*

**Chris Amorose Groomes**  
*Interim Chair*

**Michelle Crandall**  
*Interim Vice Chair*

**Ben Kessler**  
*Interim Secretary*



Columbus Metropolitan Housing Authority, and Nationwide Children's Hospital led to lead safe renovation efforts in thousands of housing units throughout the county.

MORPC will identify and serve homeowners, as well as follow-up on identified projects referred from FCPH for Lead Safe Renovation production. MORPC Team Members will review the recommendations from FCPH staff for Lead Safe Renovation, and if qualified for the Franklin County Urgent Needs program (FCUN), they will also complete an inspection for other health and safety issues and structural issues that can be addressed with FCUN funding. MORPC will leverage the funding of both programs to maximize the use of funding sources.

Attachment: Resolution EC-04-23



## RESOLUTION EC-04-23

**“To authorize the executive director to enter into agreements with Franklin County Public Health for \$500,000 to perform lead test and remediation measures to be leveraged with MORPC’s Franklin County Home Repair Program”**

WHEREAS, Franklin County Public Health (FCPH) received a lead safe housing fund grant; and

WHEREAS, FCPH serves over 475,000 residents within Franklin County, excluding the Cities of Columbus and Worthington, with four divisions whose work is focused on improving and protecting the health of the community; and

WHEREAS, MORPC will administer all production elements of the lead safe housing fund grant for FCPH; and

WHEREAS, MORPC has been providing free residential home repairs and energy efficiency services in Franklin County to eligible residents for over 30 years through public-private partnerships utilizing public and private funds; and

WHEREAS, this program has provided lead inspection services to FCPH jurisdictions and to the City of Columbus Development Department’s Lead Safe Columbus program for over 20 years and to a variety of agencies and organizations working to prevent lead poisoning in high-risk areas of the county; and

WHEREAS, over the last five years, FCPH conducted over 400 lead-based paint inspections, risk assessments, and clearances for the Lead Safe Columbus program alone and has partnered with Community Housing Network, Columbus-Franklin County Land Bank, Columbus Metropolitan Housing Authority, and Nationwide Children’s Hospital for lead safe renovation efforts in thousands of housing units throughout the county; and

WHEREAS, MORPC will identify and serve homeowners, as well as follow-up on identified projects referred from FCPH for Lead Safe Renovation production and when practical also complete an inspection for other health and safety issues and structural issues that can be addressed with Franklin County Urgent Needs (FCUN) funding to leverage the funding of both programs to maximize the use of funding sources; and

WHEREAS, the services performed pursuant to properties identified as part of the FCPH application will be under the oversight of MORPC and be implemented through a combination of MORPC staff and local business that are contracted in MORPC’s service area; now therefore

### **BE IT RESOLVED BY THE EXECUTIVE COMMITTEE OF THE MID-OHIO REGIONAL PLANNING COMMISSION:**

Section 1. That the executive director is hereby authorized to enter into agreements with Franklin County Public Health for work described in the forthcoming contracts to be awarded for lead risk assessment and remediation repairs in the amount of \$500,000 and enter into related subcontracts.

Section 2. That the executive director is hereby authorized to approve one or more extensions of time not to exceed 180 days in the aggregate for performance of services under the foregoing agreements and contract changes not to exceed 20 percent of the total agreement price without further authorization from this

committee.

Section 3. That the executive director is authorized to take such other action and execute and deliver such other documents as, acting with the advice of legal counsel, he shall deem necessary and appropriate to carry out the intent of this resolution.

Section 4. That this committee finds and determines that all formal deliberations and actions of this committee concerning and relating to the adoption of this resolution were taken in open meetings of this committee.

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Michelle Crandall, Interim Chair  
**EXECUTIVE COMMITTEE**

Effective date:	November 2, 2023
Submitted by:	Robert Williams, Senior Director, Residential Services
Prepared by:	Robert Williams, Senior Director, Residential Services
Authority:	Ohio Revised Code Section 713.21
For action date:	November 2, 2023



## MID-OHIO REGIONAL PLANNING COMMISSION

111 Liberty Street, Suite 100

Columbus, Ohio 43215

[morpc.org](http://morpc.org)

T. 614. 228.2663

TTY. 1.800.750.0750

[info@morpc.org](mailto:info@morpc.org)

### Memorandum

**TO:** Mid-Ohio Regional Planning Commission  
Executive Committee  
Officers and Board Members

**FROM:** William Murdock, Executive Director

**DATE:** October 27, 2023

**SUBJECT:** Proposed Resolution 15-23: **“Accepting the Village of West Jefferson as a member of the Mid-Ohio Regional Planning Commission (MORPC)”**

On October 16, 2023, the Village Council of the Village of West Jefferson passed a resolution to join the Mid-Ohio Regional Planning Commission (MORPC). This resolution accepts the Village of West Jefferson as a member of MORPC, which helps meet the desire of MORPC’s membership to continue to grow the organization for the benefit of a stronger Central Ohio region.

The net dues will be pro-rated as of the date of membership and assessed to the Village of West Jefferson in the amount of \$284.

Attachment: Resolution 15-23

**William Murdock, AICP**  
*Executive Director*

**Chris Amorose Groomes**  
*Interim Chair*

**Michelle Crandall**  
*Interim Vice Chair*

**Ben Kessler**  
*Interim Secretary*



## RESOLUTION 15-23

### **“Accepting the Village of West Jefferson as a member of the Mid-Ohio Regional Planning Commission (MORPC)”**

WHEREAS, the Village of West Jefferson recognizes the need for collaborative, cooperative planning in order to ensure continued growth and prosperity; and

WHEREAS, MORPC’s mission is to be the regional voice and a catalyst for sustainability and economic prosperity in order to secure a competitive advantage for Central Ohio; and

WHEREAS, the Village of West Jefferson has petitioned for membership in MORPC; and

WHEREAS, it is the desire of MORPC’s members to continue to grow for the benefit of strong collaboration on regional issues; and

WHEREAS, the Village of West Jefferson will be assessed dues based on the 2022 population projections; and

WHEREAS, on October 16, 2023, the Village Council of the Village of West Jefferson passed a resolution accepting the conditions of membership contained in MORPC’s Articles of Agreement; now therefore

#### **BE IT RESOLVED BY THE MID-OHIO REGIONAL PLANNING COMMISSION:**

- Section 1. That the Village of West Jefferson is accepted as a member of MORPC effective November 9, 2023.
- Section 2. That the Bylaws provide that one (1) representative appointed by the Village of West Jefferson is eligible to serve as a voting member on their behalf at the MORPC Commission meetings.
- Section 3. That net dues will be pro-rated as of the date of membership (November 9, 2023) and assessed to the Village of West Jefferson for 2023 in the amount of \$284.
- Section 4. That the Village of West Jefferson is entitled to the same regular services of MORPC as are other members and that any special services will be purchased by the Village based on standard MORPC rates.
- Section 5. That the executive director is authorized to take such other action and execute and deliver such other documents as, acting with the advice of legal counsel, he shall deem necessary and appropriate to carry out the intent of this resolution.
- Section 6. That this Commission finds and determines that all formal deliberations and actions of this Commission concerning and relating to the adoption of this resolution were taken in open meetings of this Commission.

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Chris Amorose Groomes, Interim Chair  
**MID-OHIO REGIONAL PLANNING COMMISSION**

Effective date:	November 9, 2023
Submitted by:	William Murdock, Executive Director
Prepared by:	Eileen Leuby, Membership Services Officer
Authority:	Ohio Revised Code Section 713.21
For action date:	November 9, 2023