NOTICE OF A MEETING

EXECUTIVE COMMITTEE MEETING
MID-OHIO REGIONAL PLANNING COMMISSION
VIDEO/AUDIO CONFERENCE

Thursday, August 6, 2020
1:30 p.m.

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

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

+1 614-362-3056 United States, Columbus (Toll)
(888) 596-2819 United States (Toll-free)
Conference ID: 852 145 786#

AGENDA - AMENDED

1. Welcome – Erik Janas, Chair

2. Consent Agenda
   • Approval of June 4, 2020 minutes

3. Executive Director’s Report – William Murdock

4. Committee Updates
   • Regional Policy Roundtable – Joe Garrity
   • Sustainability Advisory Committee – Brandi Whetstone
   • Transportation Policy Committee – Thea Ewing
   • Regional Data Advisory Committee – Aaron Schill

5. Proposed Resolution 11-20: “Authorizing the executive director to enter into a 2021-2025 Professional Services Agreement and associated annual Statements of Work with NiSource Corporate Services Company for the WarmChoice Program” – Robert Williams

6. Proposed Resolution 08-20: “To authorize the executive director to enter into agreements with the Federal Home Loan Bank Pittsburgh (FHLB) for $750,000 to perform exterior and
interior home repairs leveraged with MORPC’s WarmChoice weatherization program” – Robert Williams

7. **Proposed Resolution 09-20**: “Authorizing the executive director to amend MORPC’s building lease” – Shawn Hufstedler

8. **Proposed Resolution 10-20**: “Authorizing the executive director to apply for and enter into agreements for emergency assistance if needed” – Shawn Hufstedler

9. **Quarterly Financial Statements** – Shawn Hufstedler

10. **Quarterly Membership Update** – Eileen Leuby

11. **Draft Commission Agenda**

12. **Other Business**

   PLEASE NOTIFY SHARI SAUNDERS AT 614-233-4169 OR ssaunders@morpc.org IF YOU REQUIRE SPECIAL ASSISTANCE.

The next Executive Committee Meeting is

Thursday, September 3, 2020 at 1:30 p.m.

Video/Audio Conference
Members Present
Chris Amorose Groomes  Erik Janas  Joe Stefanov
Karen Angelou  Greg Lestini  Nancy White
Franklin Christman  Kim Maggard
Michelle Crandall  Rory McGuiness

MORPC Staff Present
Kerstin Carr  Alex Jokerst  Aaron Schill
Thea Ewing  Niels Jurist  Steve Sova
Joe Garrity  William Murdock  Susan Tsen
Shawn Hufstedler  Stephen Patchan  Robert Williams
Betsy Hunkar  Shari Saunders

Guests
Kristen Hunt, Plante Moran
Josh Louge, Plante Moran
Danny Sklenicka, Plante Moran

Welcome – Erik Janas
Chair Erik Janas called the meeting to order at 1:31 p.m. Chair Janas recognized that it’s been a difficult week for the community and country with a lot of mixed emotions. Chair Janas announced the Executive Committee will observe a moment of silence at 2 p.m. in memory of George Floyd. There will be an opportunity at the end of the meeting for Executive Committee members to share their comments or reactions to how the events of the past week affected them personally or how the events affected their communities.

Audited Financial Statements – Shawn Hufstedler; Kristen Hunt, Josh Louge & Danny Sklenicka, Plante Moran
Shawn Hufstedler recognized the MORPC Finance Team of Steve Sova, Susan Tsen and Betsy Hunkar for their work on the 2019 Comprehensive Annual Financial Report (CAFR) which included adapting and changing processes during the pandemic. Mr. Hufstedler commended the Finance Team and the Plante Moran Team for working through the challenges of performing an audit during the pandemic. The 2019 CAFR is a product of every department in the agency. Once again, there were no findings with a clean audit report. Mr. Hufstedler introduced the team from Plante Moran.

This is the third year Plante Moran has performed the annual audit. Kristen Hunt, Josh Louge, and Danny Sklenicka were complimentary on how the MORPC Team was able to provide the needed information in the remote environment and within the same time period as last year. The Plante Moran Team gave an overview of the June 5, 2020 Audit Letter included in the Executive Committee packet. No deficiencies or material weaknesses were found. GASB 84 would have been applicable this year except it has been deferred. There were no significant findings or disclosures.

The Plante Moran Team highlighted the following from the CAFR:
- Page 17 is the opinion letter. The auditors issued a clean unmodified opinion; the highest possible.
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- Page 20 is a summarized version of the statement of net position that provides a good summary in comparison to the prior year. The net position would be positive without the net pension liability and OPEB for which MORPC is not liable.
- Page 23 is a side-by-side comparison. The $3.2 million loss change in net position is due primarily to the OPEB pension expense.
- Pages 26-27 are the full financial statements for 2019.
- Page 42 includes a new subsequent event footnote that relates to the coronavirus pandemic. It is a generic disclosure, nothing specific to MORPC.
- Page 75 begins the single audit report section which includes two opinion letters.
- Page 82 is a summary of the results. There were no findings, a clean opinion.

Rory McGuiness made a motion to accept and submit MORPC’s 2019 Comprehensive Annual Financial Report in substantially the form presented today to the Auditor of State for approval, second by Michelle Crandall; motion passed.

**Agenda**
Kim Maggard made a motion to approve the Consent Agenda, second by Rory McGuiness; motion passed.

**Executive Director’s Report – William Murdock**
William Murdock thanked the Finance Team for navigating MORPC through another audit season and doing it remotely. He is proud of their work.

In response to the demonstrations this week, MORPC released a [Statement on Racism](#) that expresses MORPC’s concerns about racism that has been a part of our communities for a long time and that we are all working on. The statement supports local government members and highlights the work MORPC is already doing. It also acknowledges there is a lot more work to be done.

MORPC had a major network breach last week; our IT systems were subject to a ransomware attack. MORPC’s IT Team had planned for this and as a result had little to zero data loss. Mr. Murdock thanked Brian Shang, the IT Team and Shawn Hufstedler for their efforts in keeping MORPC’s IT systems secure.

MORPC is working with the City of Columbus on their Vision Zero transportation safety project. MORPC will share our regional work and make sure the work gets back to our communities.

MORPC has been invited to be part of a broadband and technology access discussion. The health crisis has pointed out access is important and exposed weaknesses in the network. Aaron Schill will share more later in the meeting.

At 2 p.m. the Executive Committee, at the request of Governor DeWine that all Ohioans participate, paused for a moment of silence in remembrance of George Floyd.

The weekly COVID-19 meetings will continue through June. MORPC is proud of the meetings that have included updates from public health departments from surrounding counties, incorporating emergency management best practices, and providing a forum for
communities to discuss current events. The COVID-19 Resource Hub now includes extensive information on reopening strategies.

During this period, MORPC has been renovating the building. By taking advantage of everyone being out of the office, we can keep employees working, control costs and keep our employees safe. The MORPC Team may be back in the building between mid-July to mid-August. The meeting rooms will be finished early fall with the entire space being completely refreshed towards the end of the year. It was too cost-prohibitive to turn the lower space into a meeting center. Residential Services will now occupy the lower level. That adds flex and meeting space on the upper level.

MORPC started working on its Reopening Framework. The framework is divided into nine different areas led by employees. The goal is to have most of the framework in final draft and actionable form by the end of June in order to be ready to reopen in the mid-July timeframe. We are willing to share what we learn with communities. Mr. Murdock thanked Franklin County Public Health who is advising us on the health aspects.

Mr. Murdock shared that MORPC is stable financially right now and there is no need to bring a mid-year budget amendment at this time. However, MORPC is taking the uncertain environment seriously and focusing on members’ needs. For that reason, MORPC is not advocating for an increase in members’ dues in 2021. This will constrain some of our ability to serve our members, but we feel it’s the right thing to do. MORPC is taking a fiscally conservative approach to the second half of the year by looking for discretionary items we can hold or delay and other ways to be conservative in our spending. MORPC is not moving forward with a COLA increase; we deployed delayed hiring, and temporarily filled the Executive Coordinator position with an intern. The agency reduced the renovation expenses. Residential Services has been given the green light to start going into homes when we have protective equipment. Columbia Gas has allowed us to start July 13. The first two months of the year had been net positive for the program. MORPC is evaluating the smaller program with AEP CAP and will keep the Executive Committee apprised.

A question was asked if there was any concern about the Paycheck Protection Program loan. MORPC Team Members are monitoring the situation and believes we are within the realm of the requirements and expect it to be fully forgiven.

Mr. Murdock informed the Executive Committee that he is temporarily expanding benefits under the emergency clause in the employee guidebook. MORPC is increasing special leave from 16 hours to 40 hours per year. The special leave is for a personal or work emergency and is used sparingly to give employees up to two days. This year that may not be enough because of the health crisis and other circumstances. Some of our employees were working 90 hours a week, others had massive flooding damage to their homes twice. One day of special leave is about $500. We anticipate the cost to the agency to be a couple thousand dollars. The Executive Committee expressed their trust in Mr. Murdock.

Upcoming Events:

- Grant Camp Week – June 8-12
- Energy Academy – June 10, 10 a.m.-12 p.m.
- Rural Forum One (Hocking & Perry Counties, Cities of Chillicothe & Circleville, and Villages of Ashville & Somerset) – June 23, 10 a.m.-12 p.m.
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- Rural Forum Two (Logan & Union Counties and Village of Plain City) – July 8, 10 a.m.-12 p.m.
- Rural Forum Three (Fairfield County) – July 30, 1:30-3:30 p.m.
- Rural Forum Four (Morrow & Knox Counties, Villages of Granville & Johnstown and Granville Township) – August 4, 10 a.m.-12 p.m.
- New Shared Services and Local Government Collaboration – July 15, 10:30-11:15 a.m.

This year’s college intern program was reduced. There are 14 interns working remotely this summer. Two are funded by Ohio University. They all have MORPC mentors.

The June 10 Energy Academy is about grid resiliency.

**Regional Policy Roundtable – Joe Garrity**

Joe Garrity reported the House Finance Committee passed SB 310 on June 3. SB 310 distributes $350 million to local governments with populations under 50,000. At this point, the money can only be used for expenses related to the pandemic. Language from SB 316, a $1.2 billion re-appropriations bill, was inserted into SB 310.

MORPC submitted testimony last week to the Senate Local Government and Public Safety Committee on SB 285, the new hands-free legislation. MORPC supports the bill that will curb distracted driving but recommended the committee insert language that would require law enforcement officers to inform people pulled over for distracted driving that they have the right to decline a search of their car. This is to ensure that people are not being disproportionately targeted by law enforcement. MORPC also strongly urged the committee to consider some type of data mechanism tracking people who are pulled over for distracted driving to ensure that minorities are not being targeted.

The broadband bill, HB 13, is moving forward in the House.

Congressman Troy Balderson discussed the House version of the Surface Transportation Reauthorization bill at the last Regional Policy Roundtable. Rep. Balderson serves on the House Transportation and Infrastructure Committee.

Regional Policy Committee Vice Chair David Scheffler is leading the Public Policy Agenda Working Group this summer. MORPC’s Public Policy Agenda reflects the framework of MORPC’s policy. Leading priorities of the Public Policy Agenda are regionalism, transportation, sustainability, data and digital infrastructure. If interested in serving on the Working Group, contact Joe Garrity or David Scheffler. Work begins in July. The agenda will be presented for review in November and voted on in December.

**Regional Data Advisory Committee – Aaron Schill**

Aaron Schill reported from East High School where a PC distribution event had just concluded. PC’s for People is a non-profit group that makes computers available to income-qualified households with K through 12th grade students for, at most, $80. PC distribution events will be held throughout the summer. In just two events, about 500 computers have been distributed, but the demand is in the thousands. PC’s for People is looking for donations of devices. They will clean the hard drives and refurbish the computers before distributing them. Mr. Schill can help coordinate getting donated computers to PC’s for People.
PC's for People has connected with the Educational Service Center of Central Ohio, the City of Columbus, The Columbus Foundation, and others to discuss universal broadband access for entire school districts. They are looking for input and help to connect the dots from school districts.

The June 2 Regional Data Advisory Committee included working group updates and a presentation from Nationwide Insurance on a concept they call a Cyber Intel Fusion Center. The Center would pool resources on technology development. The concept was introduced to see if MORPC is a potential partner to develop the public sector portion.

**Smart Region Task Force – Aaron Schill &Thea Ewing**
The Smart Region Task Force’s last scheduled meeting was last month. They are finishing the Smart Region Resource Guide. The other two deliverables are complete. When able, the Task Force will have an in-person meeting to thank the members for their work over the last two years. Chair Dana McDaniel and Vice Chair Joe Stefanov will deliver a letter to the Commission in August summarizing the Task Force’s work and identifying recommended next steps. The Smart Streets Policy is being included in the attributable funding round.

**Transportation Policy Committee – Thea Ewing**
Thea Ewing reported new Economic Development & Infrastructure Officer Ted Geer began May 26. Mr. Geer is working with MORPC and One Columbus in seeking U.S. Economic Development Administration (U.S. EDA) Economic Development District status for Central Ohio. This will create additional grant opportunities around economic development and infrastructure in the future.

MORPC is also working with One Columbus and our members on multiple applications for the U.S. EDA CARES Act funding for infrastructure and economic recovery. MORPC is working through the lead economic development officials in the region and is currently working on grant applications with the City of Delaware, and Knox, Logan, Madison, Morrow and Union Counties. MORPC is providing member assistance as needed to Delaware and Fairfield Counties because their staff have already started working on their grant requests. MORPC is providing guidance as needed for two non-members who are members of One Columbus, Licking and Pickaway Counties. There is no specific deadline. The funds are available until they are gone.

Nearly 30 members participated in the June 3 Attributable Funds Workshop. There is $55-$65 million available in new grants for MPO area projects this round that goes out to 2025.

The Transportation Review Advisory Council (TRAC) application period is June 15-July 15. TRAC is for new major projects over $12 million.

The Franklin County Transportation Improvement District (TID) submitted five applications for grants from ODOT’s Jobs and Commerce Office. Most of the applications are for Rickenbacker. One is for University Boulevard in the Dublin area.

MORPC and OSU collaborated to submit a U.S. DOT BUILD grant application for Phase II of the Cannon Drive relocation.

MORPC, COTA and Delaware County Transit collaborated with the Groveport Rickenbacker Employee Access Transit (GREAT), Fairfield County Transit, and Madison County Transit to
submit an FTA AIM grant application for connecting small urban and rural transit providers to COTA service.

Nate Vogt is the MORPC contact for the Smart Streets Policy.

There is nothing new regarding INFRA. Joe Garrity will continue to monitor.

**Proposed Resolution EC-05-20:** “To authorize the executive director to enter into agreements with the Central Ohio Community Improvement Corporation (COCIC) for $100,000 to perform exterior home repairs leveraged with MORPC’s residential services” – Robert Williams

COCIC is also known as the Franklin County Land Bank. COCIC asked MORPC to earmark some of the funds for the Leonard Park neighborhood in Mifflin Township.

Joe Stefanov made a motion to approve Proposed Resolution EC-05-20, second by Nancy White; motion passed.

**Proposed Resolution EC-06-20:** “Authorizing the executive director to enter into agreements with the State of Ohio Development Services Agency (ODSA) for the 2020 Home Weatherization Assistance Program (HWAP) and to enter into related subcontracts” – Robert Williams

This resolution allows MORPC to perform home weatherization measures and repairs for low-income individuals.

Joe Stefanov made a motion to approve Proposed Resolution EC-06-20, second by Nancy White; motion passed.

**Proposed Resolution 07-20:** “Adopting a fee schedule for use in assessing members in 2021” – Shawn Hufstedler

Proposed Resolution 07-20 adopts the 2021 membership fee schedule. Regularly increasing the dues by small amounts is preferred over more infrequent but larger increases. Due to COVID-19, MORPC is suggesting delaying the scheduled rate increase for 2021. The non-binding five-year plan will be pushed back a year.

Shawn Hufstedler was asked about the financial impact on MORPC. The most likely impact will be on MORPC’s ability to do additional things. MORPC is not anticipating a significant reduction in service to members. There is enough funding for the traditional transportation match funding. MORPC will make the difficult budget decisions relating to how to use dues later in the year.

Joe Stefanov made a motion to approve Proposed Resolution 07-20, second by Nancy White; motion passed.

**Draft Commission Agenda**
The Executive Committee reviewed the draft June 11, 2020 Commission Meeting Agenda.

**Other Business**
Executive Committee members shared how their communities are responding to the events of the past week.
On May 19 the Franklin County Commissioners passed a resolution declaring racism as a public health crisis. The resolution ensures that Franklin County will continue to advocate locally and nationally for relevant policies. The Franklin County Board of Commissioners will continue racial equity training for their agency and staff and will encourage racial equity training among community partners, grantees, vendors and contractors. The Commissioners remain committed to the effort. Contact Chair Janas if you would like a copy of the resolution. The City of Columbus, other municipalities and counties throughout the state joined in the declaration.

It is important to move forward in dealing with these issues and not forget as the wounds heal. We need to put something in place to make certain the wounds don’t reopen again. Chair Janas pledged that MORPC will continue to work intentionally on equity and inclusion.

Executive Committee members are in positions where they can influence and act in their communities. The City of Hilliard issued a statement from the City Manager and Police Chief that included a call to action in what not only the City can do internally, but what the community can do.

MORPC will collect community statements, resolutions, ordinances, etc. and share them with the Executive Committee. They can serve as guidance for those who don’t know what to say.

The meeting adjourned at 3:04 p.m.

Chris Amorose Gromes, Secretary
Executive Committee
Memorandum

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

FROM: Robert Williams, Director
       Residential Services

DATE: August 4, 2020

SUBJECT: Proposed Resolution 11-20: “Authorizing the executive director to enter into a 2021-2025 Professional Services Agreement and associated annual Statements of Work with NiSource Corporate Services Company for the WarmChoice Program”

The resolution authorizes the executive director to enter into a five-year Professional Services Agreement that defines the terms and conditions that will apply to any program MORPC administers for NiSource/Columbia Gas of Ohio from January 1, 2021 through December 31, 2025. It also authorizes the executive director to enter into annual Statements of Work agreements for each of those five years, which outline the specific details of the work to be completed, service area, compensation, and other items specific to the WarmChoice Program.

Since 1988, MORPC has provided free residential energy conservation services and weatherization to more than 15,000 residents in Franklin County who meet eligibility guidelines. Available services include safety inspections, installation or repair of heating units, insulation of walls and heating ducts, and the reduction of air leakage throughout the homes. The program delivers services through public-private partnerships utilizing diverse funding sources – including support from the WarmChoice Program offered by Columbia Gas of Ohio, a NiSource Company.

MORPC Team Members will provide program management, inspection services, quality insurance, and the installation of heating and weatherization materials contracted with local businesses. All work is fully integrated into MORPC’s Residential Services Program, which also receives funding through Home Weatherization Assistance Program from the Ohio Development Services Agency and AEP-Ohio’s Community Assistance Program.

The annual Statements of Work are expected to include payments to MORPC of approximately $2,800,000 per annum.

Attachment: Resolution 11-20
“Authorizing the executive director to enter into a 2021-2025 Professional Services Agreement and associated annual Statements of Work with NiSource Corporate Services Company for the WarmChoice Program”

WHEREAS, The Mid-Ohio Regional Planning Commission has been providing free residential energy conservation services in Franklin County eligible residents since 1988 through public-private partnerships utilizing public and private funds; and

WHEREAS, NiSource Corporate Services Company wants to enter into a five-year Professional Services Agreement with associated annual Statements of Work to include funding to continue services in Franklin County; and

WHEREAS, these services consist of home inspections and estimates of energy conservation retrofits to the home and its gas heating units, which will reduce energy consumption, and coordinating and managing the provision of weatherization and heating unit services to the home; and

WHEREAS, while amounts are subject to change annually, NiSource Corporate Services Company is likely to pay MORPC approximately $2,800,000 per annum for WarmChoice services provided in Fiscal Years 2021 through 2025; now therefore

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

Section 1. That the executive director is authorized to enter into a 2021-2026 Professional Services Agreement with NiSource Corporate Services Company.

Section 2. That the executive director is authorized to enter into annual Statements of Work for up to $3,000,000 per annum for 2021 through 2025.

Section 3. That the executive director is authorized to approve one or more extensions for performance of services under the foregoing agreements and change orders for amounts up to the financial authorization levels in the MORPC bylaws without further authorization from this Commission.

Section 4. 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 5. 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.

Karen Angelou, Chair

MID-OHIO REGIONAL PLANNING COMMISSION
Effective date: August 13, 2020
Submitted by: Robert Williams, Director, Residential Services
Prepared by: Robert Williams, Director, Residential Services
Authority: Ohio Revised Code Section 713.21
For action date: August 13, 2020
Memorandum

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

FROM: Robert Williams, Director
       Residential Services

DATE: July 31, 2020

SUBJECT: Proposed Resolution 08-20: “To authorize the executive director to enter into agreements with the Federal Home Loan Bank Pittsburgh (FHLB) for $750,000 to perform exterior and interior home repairs leveraged with MORPC’s WarmChoice weatherization program”

The Mid-Ohio Regional Planning Commission (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. FHLB Pittsburgh is part of the Federal Home Loan Bank System, which serves as a reliable source of funds for housing, jobs and growth in all economic cycles.

FHLB annually has a competitive grant application process that allows applicants to apply for funding in increments of $750,000. MORPC is pursuing a grant that includes early intervention strategies to serve homes in need of repairs to address all safe and healthy measures as well as accessibility issues on select properties in the Linden Community. MORPC will identify and serve homeowners, including those deferred from continuing to receive weatherization services due to structural issues of their home, by providing exterior home repairs or other eligible health and safety measures to protect properties. The homeowner can then continue with weatherization services through MORPC.

Attachment: Resolution 08-20
RESOLUTION 08-20

“To authorize the executive director to enter into agreements with the Federal Home Loan Bank Pittsburgh (FHLB) for $750,000 to perform exterior and interior home repairs leveraged with MORPC’s WarmChoice weatherization program”

WHEREAS, FHLB Pittsburgh is part of the Federal Home Loan Bank System, which serves as a reliable source of funds for housing, jobs and growth in all economic cycles. Membership in FHLB Pittsburgh is comprised of commercial banks, insurance companies, credit unions and community development institutions; and

WHEREAS, the Mid-Ohio regional Planning Commission (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, FHLB annually has a competitive grant application process that allows applicants to apply for funding in increments of $750,000. FHLB requires the potential grantee to partner with a member institution (First Commonwealth Bank) and an active community plan (One Linden) as part of the application. MORPC will be pursuing a grant that includes early intervention strategies to serve homes in need of repairs to address all safe and healthy measures as well as accessibility issues on select properties. These rehabilitation projects will stabilize homes and stop them from becoming blighted properties and aligning with MORPC as an experienced partner to leverage residential services; and

WHEREAS, MORPC will identify and serve homeowners, including those who are deferred from continuing to receive weatherization services due to structural issues of their home, by providing exterior home repairs such as roof, gutters, proper drainage or other eligible health and safety measures to protect properties in the Linden Community. Then, the homeowner can proceed with weatherization services through MORPC; and

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

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

Section 1. That the executive director is hereby authorized to enter into agreements with FHLB Pittsburgh for work described in the forthcoming contracts to be awarded for Home Repairs in the amount up to $750,000 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 are taken in open meetings of this Commission.

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Karen Angelou, Chair
MID-OHIO REGIONAL PLANNING COMMISSION

Effective date: August 13, 2020
Submitted by: Robert Williams, Director, Residential Services
Prepared by: Robert Williams, Director, Residential Services
Authority: Ohio Revised Code Section 713.21
For action date: August 13, 2020
Memorandum

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

FROM: Shawn Hufstedler, Chief of Staff & Director of Operations

DATE: July 31, 2020

SUBJECT: Proposed Resolution 09-20: “Authorizing the executive director to amend MORPC’s building lease”

As part of the office and meeting space upgrades, MORPC, working with its landlord, is pursuing Property Assessed Clean Energy (PACE) financing. PACE provides for financing energy efficiency and renewable energy improvements by allowing a property owner to finance the up-front cost of the improvements and then pay back the cost over time through a voluntary assessment. The assessment stays with the property and is added to the property tax bill. The annual energy savings of the improvements offset the assessment payments.

The PACE assessment for MORPC’s building is expected to include reviewing all mechanical, lighting and building envelope systems; identifying specific energy use and performance for the systems; identifying low cost actions resulting in three to five percent energy cost savings; and quantifying measures for energy conservation and efficiency up to 30 percent savings. Solar will be considered in the initial energy audit.

This resolution seeks approval for the executive director to enter a lease amendment to accommodate PACE financing and provide long-term funding for the landlord and lender in the event MORPC does not stay in the building through 2032.

Attachment: Resolution 09-20
RESOLUTION 09-20

“Authorizing the executive director to amend MORPC’s building lease”

WHEREAS, MORPC exercised a lease renewal that ends October 31, 2022 for 21,449 rentable square feet, with two remaining five-year renewal options with an additional 5,400 rentable square feet that coincides with renewal option timing; and

WHEREAS, MORPC is in the process of office renovations that could include construction, replacement of fixtures, redesign and more; and

WHEREAS, MORPC has been in discussion with our landlord who is interested in using the Property Assessed Clean Energy (PACE) program to make energy efficient and renewal energy upgrades and is willing to consider a lease amendment to accommodate PACE; and

WHEREAS, a PACE assessment for MORPC’s building includes reviewing all mechanical, lighting and building envelop systems; identifying specific energy use and performance for the systems; identifying low cost actions resulting in three-five percent energy cost savings; and quantifying measures for energy conservation and efficiency up to 30 percent savings; now therefore

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

Section 1. That the executive director, in consultation with the Building Committee, is authorized to enter into a lease amendment to provide additional commitment to pay PACE assessment amounts not otherwise covered by any future tenant if MORPC does not exercise renewal options to remain in the current building through 2032.

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 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.

________________________________________
Karen Angelou, Chair
MID-OHIO REGIONAL PLANNING COMMISSION

Effective date: August 11, 2020
Submitted by: Shawn Hufstedler, Chief of Staff & Director of Operations
Prepared by: Shawn Hufstedler, Chief of Staff & Director of Operations
Authority: Ohio Revised Code Section 713.21
For action date: August 11, 2020
Memorandum

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

FROM: Shawn Hufstedler
      Chief of Staff & Director of Operations

DATE: July 31, 2020

SUBJECT: Proposed Resolution 10-20: “Authorizing the executive director to apply for and enter into agreements for emergency assistance if needed”

As the COVID-19 pandemic continues, multiple sources are making funds available for emergency assistance to help agencies through the health crisis. At times the application process may be a short window of time, not allowing MORPC Staff the opportunity to ask for authority from the Commission. This resolution authorizes the executive director, with guidance from the officers and Executive Committee, to apply for emergency assistance grants, and if awarded enter into agreement with funders.

Possible use of the emergency assistance funds includes future SBA PPP funding, Columbus and Franklin County Resilience Initiative, and other funding that may become available.

Attachment: Resolution 10-20
RESOLUTION 10-20

“Authorizing the executive director to apply for and enter into agreements for emergency assistance if needed”

WHEREAS, multiple sources are making funds available for emergency assistance to help agencies through the COVID-19 health crisis; and

WHEREAS, the application process for these funds may have a short window; and

WHEREAS, MORPC will only apply for emergency assistance if needed; now therefore

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

Section 1. That the executive director, in consultation with the officers, shall have the authority through 2021 to apply for and enter into agreements for emergency assistance if needed.

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 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.

Karen Angelou, Chair
MID-OHIO REGIONAL PLANNING COMMISSION

Effective date: August 13, 2020
Submitted by: Shawn Hufstedler, Chief of Staff & Director of Operations
Prepared by: Shawn Hufstedler, Chief of Staff & Director of Operations
Authority: Ohio Revised Code Section 713.21
For action date: August 13, 2020
Memorandum

TO: William Murdock, Executive Director
   Executive Committee

FROM: Shawn Hufstedler
       Chief of Staff & Director of Operations

DATE: July 31, 2020


Summary

At June 30, 2020 our cash position was $2,261,441 in the operating account. For the year-to-date ending June 30, 2020, the actual fringe rate variance was favorable and the indirect rate variance was unfavorable. A net loss from all operations was recorded year-to-date through the second quarter.

The effects of the Payroll Protection Program (PPP) forgivable loan are partially incorporated in the first half financial report, with approximately $314,000 of the $461,686 award represented in these financial statements. The remaining portion will be applied in the third quarter and may further positively impact MORPC’s financial position.

Operating Income (Change in Net Position)

There has been a decrease in net position (loss from operations) for the year-to-date ending June 30, 2020 of ($495,841). This is primarily the result of costs incurred that have not been recovered in the weatherization programs (primarily Columbia Gas Warm Choice and AEP Community Assistance Program). Weatherization production stopped on March 16 as a result of the COVID-19 pandemic statewide shelter-in-place orders; weatherization fieldwork did not recommence until July 13. Additionally, a December 31, 2019 accounting adjustment recorded year-end unspent COTA local funds received in lieu of Section 5307 as increased revenue in 2019, and decreased 2020 revenue accordingly (a reduction of $193,601).

Member Dues

Member dues revenue was 12.8% of total 2020 operating revenue for the year-to-date ending June 30, 2020. Use of member dues was under budget by $209,407 excluding the prior year dues budgeted for building due diligence and leasehold improvements. Use of all current year and prior year member dues, including building due diligence and office improvement activities were as follows:
Use of Member Dues

<table>
<thead>
<tr>
<th>Use of Member Dues</th>
<th>Budget</th>
<th>Actual</th>
<th>Variance (Over) Under</th>
</tr>
</thead>
<tbody>
<tr>
<td>Services to Members</td>
<td>$259,617</td>
<td>$263,460</td>
<td>$(3,843)</td>
</tr>
<tr>
<td>Local Matching Funds</td>
<td>159,341</td>
<td>133,614</td>
<td>25,727</td>
</tr>
<tr>
<td>Development Fund</td>
<td>48,742</td>
<td>38,189</td>
<td>10,553</td>
</tr>
<tr>
<td>Building Lease</td>
<td>80,892</td>
<td>81,658</td>
<td>(766)</td>
</tr>
<tr>
<td>Member Services Coordination</td>
<td>73,638</td>
<td>65,002</td>
<td>8,636</td>
</tr>
<tr>
<td>Leasehold Improvements &amp; Building Due Diligence</td>
<td>276,292</td>
<td>111,941</td>
<td>164,351</td>
</tr>
<tr>
<td>Other</td>
<td>23,700</td>
<td>18,951</td>
<td>4,749</td>
</tr>
<tr>
<td>Total</td>
<td>$922,222</td>
<td>$712,815</td>
<td>$209,407</td>
</tr>
</tbody>
</table>

Fringe Benefit and Indirect (Overhead) Variances

Fringe Benefits
The actual fringe benefit cost rate for the year-to-date is 56.49% which is lower than the budgeted rate of 61.00%, creating a favorable variance for the year-to-date of $73,138.

Indirect (Overhead)
The actual indirect cost variance for the year-to-date is 62.79% which is higher than the budgeted rate of 59.00%, resulting in an unfavorable variance for the year-to-date of $(53,113).

Statement of Net Position

- Operating cash on hand is $2,261,441 was equal to 46 days of cash flow. The Hope 3 Trust account holds cash of $38,689 restricted for NSP usage. The building reserve account is $1,077,177; operating reserve account is at $1,098,621; and management reserve is $108,701. The building improvement/maintenance fund holds $522,129.
- Accounts Receivable totaled $1,157,380 compared to $1,827,152 at June 30, 2019.
- Accounts Payable plus Other Accrued Liabilities totaled $255,456 compared to the $353,541 balance at June 30, 2019.
- The GASB 68 Pension liability of $10,419,950 and the GASB 75 OPEB (other postemployment benefits, i.e. retiree healthcare) liability of $4,863,198 represent estimates of the Commission’s proportional share of the unfunded liabilities 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, as per State of Ohio law. Excluding the impact of GASB 68 and 75, net position would be nearly $11 million greater, or a positive balance of $2,662,648, as of June 30, 2020.
Expenses and Appropriations

Expenses through the second quarter of 2020 totaled $5,194,229 or 28.7% of the total year’s operating appropriations of $18,078,999.

Operating Reserve

The $2,261,441 in operating cash at June 30, 2020 is equivalent to 46 days of expenditures, which is greater than the 30-day target threshold ($1,485,945) for 2020 established in the Operating Reserve Policy.

The $1,098,621 balance of the invested operating reserve at June 30, 2020 is held in STAROhio and reflects the reduction from an outstanding transfer-out of $300,000 to the operating account in December 2019. Repayment from the operating account back to the operating reserve will be contingent on us realizing sufficient positive cash flows the remainder of fiscal year 2020. Combining both the operating reserve balance and the operating cash balance equates to 68 days of expenditures, which is greater than the 60-day target threshold ($2,971,890) as per the Operating Reserve Policy. Interest earned and allocated to the operating reserve year-to-date through June 30, 2020 was $6,401.
## MORPC
### Statement of Net Position
#### As of 06/30/2020

### Assets

<table>
<thead>
<tr>
<th>Current Assets</th>
<th>Balance at 06/30/2020</th>
<th>Balance at 05/31/2020</th>
<th>Monthly Difference</th>
<th>Balance at 06/30/2019</th>
<th>Yearly Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>$2,261,441</td>
<td>$1,464,871</td>
<td>$796,570</td>
<td>$834,029</td>
<td>$1,427,412</td>
</tr>
<tr>
<td>Cash-Designated for Building Improvement</td>
<td>522,129</td>
<td>546,024</td>
<td>(23,895)</td>
<td>670,970</td>
<td>(148,841)</td>
</tr>
<tr>
<td>Cash-Operating Reserve</td>
<td>1,098,621</td>
<td>1,098,082</td>
<td>539</td>
<td>1,377,975</td>
<td>(279,354)</td>
</tr>
<tr>
<td>Cash-Building Reserve</td>
<td>1,077,177</td>
<td>1,076,649</td>
<td>528</td>
<td>1,059,494</td>
<td>17,683</td>
</tr>
<tr>
<td>Cash-Management Reserve</td>
<td>108,701</td>
<td>108,645</td>
<td>56</td>
<td>106,918</td>
<td>1,783</td>
</tr>
<tr>
<td>Cash with Trustee NSP1 Franklin Co</td>
<td>38,689</td>
<td>38,689</td>
<td>0</td>
<td>39,866</td>
<td>(1,177)</td>
</tr>
<tr>
<td>Investments Greenways Fund</td>
<td>12,789</td>
<td>12,789</td>
<td>0</td>
<td>11,353</td>
<td>1,436</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>1,157,380</td>
<td>2,133,817</td>
<td>(976,437)</td>
<td>1,827,152</td>
<td>(669,772)</td>
</tr>
<tr>
<td>Prepaid Expenses</td>
<td>139,850</td>
<td>164,119</td>
<td>(24,269)</td>
<td>153,727</td>
<td>(13,877)</td>
</tr>
<tr>
<td>Total Current Assets</td>
<td>6,416,779</td>
<td>6,643,686</td>
<td>(226,907)</td>
<td>6,081,484</td>
<td>335,295</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non-Current Assets</th>
<th>Balance at 06/30/2020</th>
<th>Balance at 05/31/2020</th>
<th>Monthly Difference</th>
<th>Balance at 06/30/2019</th>
<th>Yearly Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forgivable Mortgages</td>
<td>19,106</td>
<td>21,276</td>
<td>(2,170)</td>
<td>28,353</td>
<td>(9,247)</td>
</tr>
<tr>
<td>Fixed Assets</td>
<td>779,774</td>
<td>704,481</td>
<td>75,294</td>
<td>679,899</td>
<td>99,875</td>
</tr>
<tr>
<td>Contributed Assets</td>
<td>249,669</td>
<td>249,669</td>
<td>0</td>
<td>296,860</td>
<td>(47,191)</td>
</tr>
<tr>
<td>Accumulated Depreciation</td>
<td>(845,419)</td>
<td>(843,131)</td>
<td>(2,288)</td>
<td>(866,713)</td>
<td>21,294</td>
</tr>
<tr>
<td>Total Non-Current Assets</td>
<td>203,129</td>
<td>132,294</td>
<td>70,836</td>
<td>138,399</td>
<td>64,730</td>
</tr>
</tbody>
</table>

### Liabilities

<table>
<thead>
<tr>
<th>Current Liabilities</th>
<th>Balance at 06/30/2020</th>
<th>Balance at 05/31/2020</th>
<th>Monthly Difference</th>
<th>Balance at 06/30/2019</th>
<th>Yearly Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Payable</td>
<td>$233,856</td>
<td>$95,322</td>
<td>$138,534</td>
<td>$324,951</td>
<td>(91,095)</td>
</tr>
<tr>
<td>Accrued Payroll</td>
<td>335,779</td>
<td>323,759</td>
<td>12,020</td>
<td>313,840</td>
<td>21,939</td>
</tr>
<tr>
<td>Accrued Fringe Benefits</td>
<td>94,351</td>
<td>90,583</td>
<td>3,768</td>
<td>86,273</td>
<td>8,078</td>
</tr>
<tr>
<td>Other Accrued Liabilities</td>
<td>21,600</td>
<td>25,888</td>
<td>(4,288)</td>
<td>28,590</td>
<td>(6,990)</td>
</tr>
<tr>
<td>Accrued PTO &amp; Sick Leave</td>
<td>100,000</td>
<td>100,000</td>
<td>0</td>
<td>55,000</td>
<td>45,000</td>
</tr>
<tr>
<td>Deferred Income</td>
<td>2,024,838</td>
<td>2,287,525</td>
<td>(262,687)</td>
<td>757,958</td>
<td>1,266,880</td>
</tr>
<tr>
<td>Deferred Income-Member Dues</td>
<td>695,461</td>
<td>773,651</td>
<td>(78,190)</td>
<td>585,013</td>
<td>110,448</td>
</tr>
<tr>
<td>Deferred Income-Indirect Reserve</td>
<td>(90,469)</td>
<td>(55,083)</td>
<td>(35,386)</td>
<td>183,692</td>
<td>(274,161)</td>
</tr>
<tr>
<td>Deferred Fringe Benefit Reserve</td>
<td>(14,047)</td>
<td>(37,056)</td>
<td>(23,009)</td>
<td>(27,768)</td>
<td>13,721</td>
</tr>
<tr>
<td>Total Current Liabilities</td>
<td>3,401,370</td>
<td>3,604,590</td>
<td>(203,221)</td>
<td>2,307,548</td>
<td>1,093,822</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non-Current Liabilities</th>
<th>Balance at 06/30/2020</th>
<th>Balance at 05/31/2020</th>
<th>Monthly Difference</th>
<th>Balance at 06/30/2019</th>
<th>Yearly Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accrued PTO &amp; Sick Leave</td>
<td>536,784</td>
<td>517,717</td>
<td>19,067</td>
<td>523,714</td>
<td>13,070</td>
</tr>
<tr>
<td>HOPE 3 Deferred Income</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1,321</td>
<td>(1,321)</td>
</tr>
<tr>
<td>Other Mortgages-Deferred Income</td>
<td>19,106</td>
<td>21,276</td>
<td>(2,170)</td>
<td>27,031</td>
<td>(7,925)</td>
</tr>
<tr>
<td>Accrued Building Lease Expense</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>GASB 68 Pension Liability</td>
<td>10,419,950</td>
<td>10,419,950</td>
<td>0</td>
<td>5,162,285</td>
<td>5,257,665</td>
</tr>
<tr>
<td>GASB 75 OPEB Liability</td>
<td>4,863,198</td>
<td>4,863,198</td>
<td>0</td>
<td>3,502,913</td>
<td>1,360,285</td>
</tr>
<tr>
<td>Total Non-Current</td>
<td>15,839,038</td>
<td>15,822,141</td>
<td>16,897</td>
<td>9,217,264</td>
<td>6,621,774</td>
</tr>
</tbody>
</table>

### Deferred Inflows of Resources

| GASB 68 Pension | 136,821 | 136,821 | 0 | 1,234,076 | (1,097,255) |
| GASB 75 OPEB | 13,195 | 13,195 | 0 | 260,944 | (247,749) |
| Total Deferred Inflows of Resources | 150,016 | 150,016 | 0 | 1,495,020 | (1,345,004) |

### Total Liabilities

| Total Liabilities | 19,390,424 | 19,576,747 | (186,324) | 13,019,833 | 6,370,591 |

### Net Position

| Beginning Net Position | (7,832,218) | (7,832,218) | 0 | (4,617,866) | (3,214,352) |
| Current YTD Net Income | (455,841) | (526,093) | 30,252 | (511,366) | 15,525 |
| Total Net Position | (8,328,059) | (8,358,311) | 30,252 | (5,129,232) | (3,198,827) |

### Total Liabilities and Net Position

| Total Liabilities and Net Position | $11,062,365 | $11,218,436 | ($156,071) | $7,890,601 | $3,171,764 |
## MID-OHIO REGIONAL PLANNING COMMISSION

### SCHEDULE OF REVENUES AND EXPENSES—BUDGET AND ACTUAL

**FOR THE YEAR-TO-DATE ENDING JUNE 30, 2020**

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance over / (under)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning, Data &amp; Transportation</td>
<td>$3,151,959</td>
<td>$4,516,568</td>
<td>$(1,364,609)</td>
</tr>
<tr>
<td>Residential Services</td>
<td>1,176,511</td>
<td>2,984,721</td>
<td>(1,808,210)</td>
</tr>
<tr>
<td>Services to Members &amp; Development</td>
<td>467,261</td>
<td>488,664</td>
<td>(21,403)</td>
</tr>
<tr>
<td>Other</td>
<td>(113,789)</td>
<td>1,033,047</td>
<td>(1,146,836)</td>
</tr>
<tr>
<td><strong>Total Operating Revenues</strong></td>
<td>$4,681,942</td>
<td>$9,023,000</td>
<td>$(4,341,057)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and benefits</td>
<td>$3,368,162</td>
<td>$4,001,871</td>
<td>$(633,709)</td>
</tr>
<tr>
<td>Materials and Supplies</td>
<td>103,616</td>
<td>341,872</td>
<td>(238,256)</td>
</tr>
<tr>
<td>Consultants, services and other</td>
<td>1,708,723</td>
<td>4,643,921</td>
<td>(2,935,198)</td>
</tr>
<tr>
<td>Depreciation</td>
<td>13,728</td>
<td>51,836</td>
<td>(38,108)</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$5,194,229</td>
<td>$9,039,500</td>
<td>$(3,845,271)</td>
</tr>
</tbody>
</table>

| Operations income (loss)                       | $ (512,287)   | $ (16,500)   | $(495,787)             |
| Interest Income                                | 16,446        | $16,500      | (54)                   |
| Increase (decrease) in net position            | $(495,841)    | $            | $(495,841)             |