



MID-OHIO REGIONAL  
**MORPC**  
PLANNING COMMISSION

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## NOTICE OF A MEETING

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

Thursday, December 2, 2021  
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](#)

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: 117 526 681#

## AGENDA

1. **Welcome** – Chris Amorose Groomes, Acting Chair
2. **Consent Agenda**
  - Approval of [November 4, 2021 minutes](#)
3. **Executive Director’s Report** – William Murdock
4. **Committee Updates**
  - **Benefits & Compensation Committee**
    - [Proposed Resolution EC-06-21](#): “Authorizing the updated Pay Range and Authorized Staff Positions by Job Title Table” – Shawn Hufstedler
  - **Building Committee** – Joe Stefanov, Chair
    - [Proposed Resolution 18-21](#): “Authorizing the executive director to renew MORPC’s building lease” – Shawn Hufstedler
  - **Regional Policy Roundtable** – Joe Garrity
  - **Regional Data Advisory Committee** – Kerstin Carr
  - **Sustainability Advisory Committee** – Kerstin Carr
  - **Transportation Policy Committee** – Thea Ewing

**William Murdock, AICP**  
Executive Director

**Karen J. Angelou**  
Chair

**Erik J. Janas**  
Vice Chair

**Chris Amorose Groomes**  
Secretary

5. **Proposed Resolution 17-21: “Acceptance of the fiscal budget and fund account appropriations for the operation of the Mid-Ohio Regional Planning Commission for 2022”**  
– Shawn Hufstедler
6. **Draft Commission Agenda**
7. **Executive Session – ORC Section 121.22 (G) (1)**  
Purpose: to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, license, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing.
8. **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, February 3, 2022 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.



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

Date: November 4, 2021  
Time: 1:30 p.m.  
Location: MORPC Board Room

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### **Members Present In Person**

Chris Amorose Groomes  
Karen Angelou  
Jeff Benton

Franklin Christman  
Michelle Crandall  
Jennifer Gallagher

Erik Janas  
Rory McGuinness

### **Members Attending Remotely**

Kim Maggard

David Scheffler

Joe Stefanov

### **MORPC Staff Present In Person**

Kerstin Carr  
Thea Ewing  
Amanda Frey  
Joe Garrity

Ralonda Hampton  
Shawn Hufstедler  
Niel Jurist  
William Murdock

Anthony Perry  
Shari Saunders  
Bevan Schneck  
Robert Williams

### **Guests in Person**

Heidi Miller, Clemans Nelson

### **Welcome – Erik Janas**

Chair Erik Janas called the meeting to order at 1:32 p.m.

Chair Janas reminded Committee members that the Ohio legislature did not extend the authority to convene public meetings virtually beyond July 1, 2021. Members can only be counted as attending the meeting and vote if attending in person. Those attending remotely will be noted in the minutes and are welcome to participate in the discussion.

### **Consent Agenda**

Rory McGuinness made a motion to approve the Consent Agenda, second by Franklin Christman; motion passed.

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

William Murdock reported the Summit on Sustainability went well with over 300 people attending. Mr. Murdock thanked Teams Members for a job well done, especially Kerstin Carr, Amanda McElDowney, and Niel Jurist.

Mr. Murdock, Eileen Leuby and other Team Members are making member visits. MORPC has committed to visiting each of our 75 local governments at least once a year. We receive good feedback at these meetings.

We will present the 2022 budget next month. MORPC is in solid fiscal condition. The 2022 budget includes strategic framework items, a greater emphasis on human resources and focusing on service to members.

The 2022 State of the Region is March 16. Award nominations are open.

The building renovation is nearing completion. The latest renovation is the stairwell which can be seen from the street. Mr. Murdock thanked the Communications & Engagement and Facility Teams for their efforts.

**Benefits & Compensation Committee – William Murdock and Shawn Hufstedler**

- **Proposed Resolution EC-05-21: “Setting compensation guidelines and limits for the 2022 compensation year”**

Each year after consulting with the Benefits & Compensation Committee, MORPC brings a recommendation for employee salaries to the Executive Committee. The Benefits & Compensation Committee is a diverse group with representatives including Erik Janas, Nancy White, Chair Eric Phillips, and Human Resources Directors from Columbus, Dublin, Lancaster, Marysville, and Union County. One item the committee discussed this year was keeping employees and fairly compensating them.

The committee looked at what we have done in the past, market trends, and affordability and is proposing a 3.5 percent COLA increase. We are seeing a trend of increasing costs and need to catch up and try to get ahead of it. The COLA increase is simpler in an extremely busy time. We saw a lot of turnover in the market and want to recognize the good work of the entire team.

The resolution also provides for promotions and wage adjustments as well as internal changes that may need to be made with MORPC’s salary grade range. We are working on a grade range analysis and will likely bring grade changes to the Executive Committee in December.

Chris Amorose Groomes made a motion to approve Resolution EC-05-21, second by Michelle Crandall; motion passed.

**Regional Policy Roundtable – Joe Garrity**

Joe Garrity gave an update on election results. Mike Carey was elected in the special election for the Ohio 15<sup>th</sup> Congressional District. Chantelle Brown won the special election for the Ohio 11<sup>th</sup> Congressional District. Regional Policy Roundtable member Lourdes Barroso was elected to Columbus City Council.

The bi-partisan infrastructure bill and the reconciliation bill could be voted on in the House as early as today. The deadline is December 3. The Columbus Region Coalition is putting together a list of regional priorities for the infrastructure bill.

The deadline to submit a questionnaire to the state capital budget is November 5.

Mr. Garrity attended the Association of Defense Communities Conference. The region is looking at setting up an Intergovernmental Services Agreement in partnership with Central Ohio military installations. MORPC is one of three regional councils that realize the opportunity we could have to support our unique defense assets while also providing a unique service for our local government members.

A question was asked if there has been any action toward allowing remote meetings. Mr. Garrity will check with Steve Tugend.

**Regional Data Advisory Committee – Kerstin Carr**

Kerstin Carr reported that MORPC is hosting three workshops for local planners on how to use Urban ESRI. Urban ESRI is a web-based solution that applies GIS technology to urban planning and offers 3D modeling.

The first Central Ohio Local Government Fiber Network meeting is tomorrow. The purpose of the meeting is to discuss creating a secure, private, Central Ohio local government fiber network for communities to tap into for different kinds of services.

MORPC is interviewing for the Data & Mapping Director. Dr. Carr is hoping to select someone by the end of the year.

**Sustainability Advisory Committee – Kerstin Carr**

Kerstin Carr reported the Sustainability Advisory Committee is working on appointing members for those whose terms expire. Those names will be announced in January. Mayor Ben Kessler will chair the committee moving forward.

The Sustainable2050 Certification program was put on hold while MORPC Team Members integrated the new goals and strategies of the updated Regional Sustainability Agenda into the program. An equity plus section was added to showcase communities going above and beyond in ensuring inclusive factors. Members who are already certified can receive the equity plus certification.

**Central Ohio Rural Planning Organization – Thea Ewing**

Thea Ewing reported the Central Ohio Rural Planning Organization (CORPO) met this week. Chair Mark Forrest will be at the Commission meeting to give an update on the process to distribute funds that rural transportation planning organizations receive through the legislative process.

We have started planning with COTA on county connections. We are looking at counties outside Franklin where it may make sense for COTA to connect with them.

**Transportation Policy Committee – Thea Ewing**

Thea Ewing shared a brief update on [LinkUS](#), a full presentation will be given at the Commission meeting. The first phases of the studies for the Northwest and East-West Corridors are completed. Both corridors have been identified as Bus Rapid Transit. COTA is submitting the West Broad Street and East Main Street corridors into the federal funding process and design. The Northwest Corridor is moving into the next phase of design and planned for entry into the federal funding pipeline as early as next year. LinkUS is not just transit. It includes greenways, bikeways, sidewalks, mobility hubs, transportation technology systems, broadband infrastructure, and housing investments all done through an equity lens.

Discussion followed the update. The point of LinkUS is to focus the growth we know is coming and preserving land and making it easier for people to get around. This is a way to keep development efficient. It is an opportunity for the community to meet the growth that is coming and fully maximize on it so it is positive for the region and limit the negative impacts of growth.

LinkUS partners are looking for feedback. MORPC is hosting conversations with organizations that want to be involved and those who are impacted. Let Joe Garrity know if you would like to

participate in a conversation. LinkUS is creating a playbook and wants to have input from the communities while creating the playbook. Rory McGuinness is the City of Columbus point person for the LinkUS project.

Ms. Ewing gave a Transportation Policy Committee update. While MORPC did not receive either Department of Energy grant we applied for we did receive feedback that is helpful for future applications and collaboration practices.

Helen Rollins is the new vice chair for the Community Advisory Committee. CAC has several available seats opening or currently vacant. CAC members can come from anywhere in the region and can be environmental representatives, folks who represent the transportation disadvantaged, representatives of transportation providers, etc. We are looking for diverse representation both personally and regionally. Send suggestions to Ms. Ewing.

The Transportation Advisory Committee elects new officers in December. Typically, the vice chair moves into the chair. That is James Young from the City of Columbus. We are looking for a nominee for the vice chair.

We feel good about having the Build Back Better work in, the CEDS in, and beginning the work towards developing the Economic Development District.

**Proposed Resolution 14-21: “Establishing population estimates as a basis for 2022 annual participation fees to be assessed members” – Kerstin Carr**

Each year MORPC uses population estimates to assess member dues. We were able to right scale the estimates this year due to the Census 2020 data. The estimates were reviewed by the communities and comments were addressed for the final calculations. Dr. Carr will share more in-depth Census information at the Commission meeting. Growth was slower this year due to lower birth rates, higher death rates and less migration into the region. Three villages in the region are upgrading to cities: Johnstown, Sunbury, and Obetz.

Rory McGuinness made a motion to approve Resolution 14-21, second by Chris Amorose Groomes; motion passed.

**Proposed Resolution 15-21: “Authorizing the executive director to enter into agreements with the State of Ohio Development Services Agency (ODSA) for the 2021 Home Weatherization Assistance Program (HWAP) Enhancement and to enter into related subcontracts” – Robert Williams**

The enhancement funds are generally expected annually but are not guaranteed. MORPC could potentially receive over \$1.1 million. Last year we received \$119,000.

Rory McGuinness made a motion to approve Resolution 15-21, second by Franklin Christman; motion passed.

**Proposed Resolution 16-21: “To authorize the executive director to enter into agreements with the U.S. Department of Housing and Urban Development (HUD) for \$2,000,000 to be utilized over a time period of 42 months to perform the remediation of health and safety hazards in homes; these funds are to be leveraged with MORPC’s Franklin County Home Repair program” – Robert Williams**

The Healthy Homes grant funds would deal with a broad scope of health and safety issues.

Chris Amorose Groomes made a motion to approve Resolution 16-21, second by Michelle Crandall; motion passed.

#### **Diversity & Inclusion Update – Ralonda Hampton**

Ralonda Hampton provided the [Diversity & Inclusion Update](#). Diversity & Inclusion is a long-standing priority for MORPC. Each year we strive to improve in each Strategic Area of Focus in the Diversity & Inclusion Work Plan.

- Workforce and Leadership – over 180 people registered for the Diversity, Equity & Inclusion Training Series with YWCA Columbus which ran from April to July.
- Workforce – partnered with new organizations to assist us in attracting and hiring more diverse talent.
- Supplier Diversity & Procurement – exceeded the 15 percent agency goal in the 2021 second quarter.
- Diverse Requirements – updated Public Participation Plan and Title VI program.
- Diverse Communications
  - produced two new videos for the Gohio and Weatherization programs in two different languages, Spanish and Somali.
  - Eliminate Racism in Central Ohio web page is a resource for members that may not have the capacity to address racial inequities.
  - collaborated with the Atlanta Regional Council to host a series on race and equity.
- Service to Diverse Populations – One MORPC One Voice speaker series.

MORPC is in the planning stages for next year.

#### **Quarterly Membership Update – Eileen Leuby**

Eileen Leuby presented the [Membership Services Quarterly Report](#) highlighting:

- Membership visits
- Completed Forums and Events
- Special Events
- Easton Future Vision Fellows Program
- Upcoming Events
- Return on Investment

#### **Quarterly Financial Statements – Shawn Hufstedler**

Shawn Hufstedler reviewed the [September 2021 Financial Report](#) highlighting:

- Strong cash position.
- Negative fringe and indirect rates, but manageable.
- Operating income loss – upcoming housing grants will help fill the gap.
- Members Dues are under budget.
- Operating Reserve Investment and Operating Cash are at 88 days. Half of the operating reserve replenishment was done in October and will show in next quarter's report. The other half of the replenishment will be done in 2022.
- Expenditures are well within appropriations.

#### **Draft Commission Agenda**

The Executive Committee reviewed the draft November 10, 2021 Commission Meeting Agenda.

**Executive Session**

A motion was made by Jennifer Gallagher for the Executive Committee to enter into Executive Session for the purpose of Section 121.22 (G) (1): To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing; second by Rory McGuiness. A roll call vote was conducted with all attending committee members in favor. The Executive Session began at 2:52 p.m. and concluded at 3:38 p.m.

The meeting adjourned at 3:39 p.m.

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Chris Amorose Groomes, Secretary  
**Executive Committee**





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## Memorandum

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

**FROM:** Shawn Hufstедler  
Chief of Staff & Director of Operations

**DATE:** November 29, 2021

**SUBJECT:** Proposed Resolution EC-06-21: **“Authorizing the updated Pay Range and Authorized Staff Positions by Job Title Table”**

MORPC’s salary pay grades (also known as the Pay Range and Authorized Staff Positions by Job Title Table) were changed in 2018. As part of a review process to periodically evaluate grade ranges, MORPC hired Clemans, Nelson & Associates, Inc. (“Clemans Nelson”) again to evaluate the grade ranges and assess some position grades. The process evaluated market conditions including data from the Bureau of Labor & Statistics, Cost-of-Living-Adjustments figures, Glassdoor data, and the MORPC salary survey in addition to discussion with the Benefits & Compensation Committee.

The review process resulted in a recommendation to shift the minimum of each grade in the pay scale up by ten percent (10%). Shifting the pay scale will ensure MORPC is staying ahead of the turbulent labor market and is able to recruit and retain employees. Additionally, some edits to position titles and placement within the grade ranges were identified. The revised grades reflect some new positions or positions that changed responsibilities in accordance with changing organizational needs. The process to evaluate grades followed the same process for analyzing position placement within the grade that was implemented three years ago, with Clemans Nelson evaluating the position descriptions in nine categories and evaluating related market position grades.

The proposed resolution authorizes MORPC’s updated pay grade ranges in accordance with the above.

Attachment: Resolution EC-06-21

## RESOLUTION EC-06-21

### **“Authorizing the updated Pay Range and Authorized Staff Positions by Job Title Table”**

WHEREAS, Clemans, Nelson & Associates, Inc. (“Clemans Nelson”) was hired to evaluate the pay grade (also known as the Pay Range and Authorized Staff Positions by Job Title Table) ranges and assess some position grades; and

WHEREAS, the process evaluated market conditions including data from the Bureau of Labor & Statistics, Cost-of-Living-Adjustments figures, Glassdoor data, and the MORPC salary survey in addition to discussion with the Benefits & Compensation Committee; and

WHEREAS, the review processes resulted in a recommendation to increase MORPC’s salary grade range minimums by ten percent (10%) and made modest changes in some position grades as a result of changing duties; now therefore

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

- Section 1. That the executive director is authorized to implement MORPC’s updated Pay Range and Authorized Staff Positions by Job Title Table as attached.
- 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.

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Chris Amorose Groomes, Acting Chair  
**EXECUTIVE COMMITTEE**

Effective date: January 1, 2022  
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: December 2, 2021

Attachments: Pay Range and Authorized Staff Positions by Job Title Table

# Mid-Ohio Regional Planning Commission (MORPC)

## Pay Range and Authorized Staff Positions by Job Title

Position	Pay Grade	PROPOSED FOR 2022		
		MIN	MID	MAX
Customer Service Representative	A	\$37,752	\$43,766	\$49,779
Electric Baseload Auditor	B	\$36,202	\$43,518	\$50,833
Energy Auditor				
HVAC Service & Installation Technician				
Operations Specialist				
Program Assistant				
Public Affairs Specialist				
Customer Service Specialist				
Accounting Specialist				
Administrative Assistant	C	\$37,708	\$49,022	\$60,336
Assistant Engineer				
Assistant Planner				
Help Desk Support				
Lead Electric Baseload Auditor				
Associate GIS Specialist (formerly GIS Spec. II)				
Associate Planner	D	\$42,387	\$55,057	\$67,727
Associate Transit Planner				
Digital Communications Coordinator				
Lead Intake Coordinator				
Residential Program Specialist				
Residential Technician				
Sr HVAC Service Technician (formerly HVAC Crew Lead)				

# Mid-Ohio Regional Planning Commission (MORPC)

## Pay Range and Authorized Staff Positions by Job Title

Position	Pay Grade	PROPOSED FOR 2022		
		MIN	MID	MAX
Accountant - Accounts Receivable	E	\$47,665	\$61,920	\$76,174
Accountant - Grants Mgmt & Budget				
Administrative Coordinator				
Air Quality Program Coordinator				
Associate Engineer				
Central Ohio Greenways Program Coordinator				
Commute Coordinator				
Database Administrator				
Senior Energy Auditor				
Executive Assistant				
Executive Assistant				
Executive Assistant				
Government Affairs Coordinator				
IT Services Specialist				
Public Affairs Coordinator				
Rehab Specialist				
Senior GIS Specialist (formerly GIS Spec. III)				
Brand Management Coordinator	F	\$53,549	\$69,614	\$85,679
Data Analyst				
Energy Planner				
Mobility Systems Specialist				
Network Administrator				

# Mid-Ohio Regional Planning Commission (MORPC)

## Pay Range and Authorized Staff Positions by Job Title

Position	Pay Grade	PROPOSED FOR 2022		
		MIN	MID	MAX
Principal GIS Specialist (formerly GIS Spec. IV)				
Senior Business Outreach Coordinator				
Senior Government Affairs Coordinator				
Senior Housing Rehab Specialist				
Senior Public Affairs Coordinator				
Community Affairs Coordinator	G	\$60,187	\$78,211	\$96,236
Energy Auditor Supervisor				
Energy Coordinator				
Executive Coordinator				
Inspection Coordinator				
Membership Services Coordinator				
Program Coordinator				
Senior Air Quality & Sustainability Specialist				
Senior Engineer				
Senior Network Administrator				
Senior Planner				
Senior Planner				
Senior Planner				
Senior Transit Planner				
Active Transportation & Safety Program Manager	H	\$67,727	\$88,014	\$108,302
Data Manager				
Membership Services Officer				

# Mid-Ohio Regional Planning Commission (MORPC)

## Pay Range and Authorized Staff Positions by Job Title

Position	Pay Grade	PROPOSED FOR 2022		
		MIN	MID	MAX
Principal Engineer				
CORPO Manager				
Diversity Inclusion & Engagement Officer				
IT Services Manager				
Sustainability Officer				
Strategic Projects Manager				
Weatherization Production Supervisor				
Economic Development Officer	I	\$76,010	\$98,870	\$121,729
(TIP) Program Manager				
Accounting Manager				
Alternative Transportation Manager				
Human Resources Manager				
IT Manager				
Mobility Programs & Planning Manager				
Planning Manager				
Residential Program Manager				
Travel Forecasting Manager				
Associate Director of Transportation Planning				
Associate Director of Infrastructure Programs				
Associate Director of Community Development				
Associate Director of Geospatial Analysis				
Director, Finance	K	\$96,086	\$124,896	\$153,705

# Mid-Ohio Regional Planning Commission (MORPC)

## Pay Range and Authorized Staff Positions by Job Title

Position	Pay Grade	PROPOSED FOR 2022		
		MIN	MID	MAX
Director, IT				
Director, Human Resources				
Director, Data & Mapping				
Transportation Study Director				
Director, Residential Services	L	\$110,110	\$145,200	\$180,290
Director of Planning & Data				
Director, Government Affairs & Community Relations				
Director of Programming				
Chief Operating Officer	M	\$126,627	\$166,980	\$207,334



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## Memorandum

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

**FROM:** Shawn Hufstедler  
Chief of Staff & Director of Operations

**DATE:** November 29, 2021

**SUBJECT:** Proposed Resolution 18-21: **“Authorizing the executive director to renew MORPC’s building lease”**

In 2017, 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. Since that time, MORPC has renovated office and meeting space.

The current lease for the lower level runs through October 31, 2027. Exercising the 5-year option for the upper level space coincides with the lower level timeframe.

As anticipated, this resolution authorizes the executive director to exercise a five-year renewal option on the building lease, with one five-year renewal option remaining. The renewal rate is \$22.19 per square foot for the year beginning November 1, 2022, or an annual rate of \$595,850.29 for the upper and lower levels combined. The rates increase approximately two percent (2%) of the non-operating rental rate annually as prescribed in the fifth amendment to the lease exercised in August 2019.

Attachment: Resolution 18-21



## RESOLUTION 18-21

### **“Authorizing the executive director to renew MORPC’s building lease”**

WHEREAS, in 2017, 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 has since been renovating office and meeting space; and

WHEREAS, the current lease requires MORPC to provide landlord with written notice of intention to extend the term lease not less than 210 days prior to expiration of current lease term; now therefore

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

- Section 1. That the executive director is authorized to exercise the five-year renewal option for MORPC’s building lease that would begin November 1, 2022.
- Section 2. That the executive director, with approval from the Building Committee in consultation with the MORPC Officers, 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 10 percent of the total agreement price without further authorization from this Commission.
- 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 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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Karen Angelou, Chair  
**MID-OHIO REGIONAL PLANNING COMMISSION**

Effective date:	December 9, 2021
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:	December 9, 2021



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## Memorandum

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

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

**DATE:** November 29, 2021

**SUBJECT:** Proposed Resolution 17-21: **“Acceptance of the fiscal budget and fund account appropriations for the operation of the Mid-Ohio Regional Planning Commission for 2022”**

This resolution establishes an agency operating budget of \$21,996,884 for calendar year 2022 and sets authorized appropriation levels for the agency operating and capital expenditures budget line items.

The full 2022 operating budget document with comparisons to the 2021 budget and an executive summary highlighting key elements of the 2022 budget is attached.

The proposed transfers, consistent with last year, are as follows:

- Transfer \$500,000 out of the Operating Reserve to the main operating account.
  - This transfer will only occur, if needed, in accordance with the operating reserve policy.
- Transfer \$500,000 into the Operating Reserve to return the funds transferred as noted above, if applicable.
- Transfer \$100,000 out of the Operating Reserve to the main operating account.
  - This transfer authorization is for the management reserve, if needed, to fund new intended revenue-generating activity and/or relatively minor shortages in funding for certain programs.
- Transfer \$100,000 out of the main operating account to the Operating Reserve.
  - This authorization is for the purpose of transferring positive net income from certain program groups to be invested in the Operating and Management Reserves in accordance with the Operating Reserve Policy.

As part of the 2022 budget, MORPC has included funds to renovate and update our existing space. Proposed additional transfers are as follows:

- Transfer authorizations of \$190,000 from building maintenance and improvement fund to the main operating account.

- This transfer authorization is for flexibility to transfer funds from building fund to operating fund. If the expense of furniture and equipment or leasehold improvements or related professional services are charged directly to the main operating account, we can transfer funds from the building maintenance and improvement fund to cover them.
- An amount of \$100,000 is requested to be able to replenish the building maintenance and improvement fund for any interest earned or other funds, such as dues, that are available.
- Transfer authorizations of up to \$440,000 from building (sales proceeds) fund to the main operating account for renovation costs.
- An amount of \$440,000 is requested to be able to replenish the building (sales proceeds) fund for any interest earned or other funds that are available.

Attachment: Resolution 17-21

RESOLUTION 17-21

**“Acceptance of the fiscal budget and fund account appropriations for the operation of the Mid-Ohio Regional Planning Commission for 2022”**

WHEREAS, the Commission annually adopts the agency budget and fund account appropriations; and

WHEREAS, the finance team, working with the executive director and all MORPC departments, has formulated the 2022 Budget and fund account appropriations; and

WHEREAS, MORPC desires to continue and complete the project to renovate and update existing space and has the funds available in the building maintenance and improvement fund for furniture and equipment, leasehold improvements and related professional services; and

WHEREAS, the Executive Committee has reviewed the 2022 Budget and fund account appropriations and recommends adoption; now therefore,

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

Section 1. That the operating budget attached as page 4 of the 2022 Budget is adopted.

Section 2. That the finance director is hereby authorized and directed to adopt the 2022 fund appropriations as shown below and transfer funds up to the amounts listed in the transfer appropriation lines below.

<b>Fund No.</b>	<b>Org. No.</b>	<b>Franklin County Object Code</b>	<b>Account Title</b>	<b>2022 Appropriations Budget</b>
9013	13570	510000	Salaries	\$6,614,931
9013	13570	515000	Fringe Benefits	2,483,357
9013	13570	520000	Services & Charges and Materials	11,793,398
9013	13570	539500	Board Member Reimbursements	20,000
9013	13570	554000	Grants to Non-Profit Organizations	900,000
9013	13570	540000	Capital outlay – Furniture, Equipment & Leasehold Improvements	315,500
			<b>TOTAL</b>	<b>\$22,127,185</b>
			<b>Transfer for Building Maintenance and Improvement</b>	
9043	43570	573300	Transfer Appropriation - Out	\$190,000
9013	13570	473300	Transfer Appropriation - In	\$190,000

9013	13570	573300	Transfer Appropriation – Out	\$100,000
9043	43570	473300	Transfer Appropriation - In	\$100,000
			<b>Transfer for Operating Reserve</b>	
9042	42570	573300	Transfer Appropriation – Out	\$500,000
9013	13570	473300	Transfer Appropriation – In	\$500,000
9013	13570	573300	Transfer Appropriation - Out	\$500,000
9042	42570	473300	Transfer Appropriation - In	\$500,000
			<b>Transfer for Management Reserve</b>	
9042	42570	573300	Transfer Appropriation – Out	\$100,000
9013	13570	473300	Transfer Appropriation – In	\$100,000
9013	13570	573300	Transfer Appropriation – Out	\$100,000
9042	42570	473300	Transfer Appropriation – In	\$100,000
			<b>Transfer for Building Reserve</b>	
9042	42570	573300	Transfer Appropriation – Out	\$440,000
9013	13570	473300	Transfer Appropriation – In	\$440,000
9013	13570	573300	Transfer Appropriation - Out	\$440,000
9042	42570	473300	Transfer Appropriation - In	\$440,000

- 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 the finance director is authorized and directed to make any necessary allocation changes within a single fund of the appropriations up to 5 percent of the total appropriations to accommodate operating and accounting requirements of the Commission.
- 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.

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Karen Angelou, Chair

**MID-OHIO REGIONAL PLANNING COMMISSION**

Effective date:	January 1, 2022
Submitted by:	Shawn Hufstedler, Chief of Staff & Director of Operations
Prepared by:	Anthony Perry, Finance Director
Authority:	Ohio Revised Code Section 713.21
For action date:	December 9, 2021
Attachment:	2022 Budget



# 2022 BUDGET



MID-OHIO REGIONAL  
**MORPC**  
PLANNING COMMISSION

111 Liberty Street, Suite 100  
Columbus, Ohio 43215  
614.228.2663  
[morpc.org](http://morpc.org)



## TABLE OF CONTENTS

EXECUTIVE SUMMARY.....	1
OPERATING BUDGET & SCHEDULE OF CAPITAL EXPENDITURES...	4
DETAIL OF MEMBER DUES .....	5
SCHEDULE OF APPROPRIATIONS .....	6
APPENDIX	
DETAIL SOURCES BY DEPARTMENT .....	7-8
SCHEDULE OF FUNDING SOURCES .....	9
SCHEDULE OF SUBCONTRACTORS .....	10
INDIRECT COST ALLOCATION BUDGET .....	11



## EXECUTIVE SUMMARY

The MORPC 2022 operating budget is \$21,996,884, an increase of \$2,709,054 (14.0%) from 2021 (\$19,287,830).

As we look forward to 2022 and with the pandemic still lingering and inflation increasing, MORPC's funding remains stable. The budget is a conservative plan but includes increased potential funding due to MORPC's aggressive efforts to pursue grants and contracts that will improve services for members and the region. In particular, the recently passed federal infrastructure bill, the Infrastructure Investment and Jobs Act, may establish new or expanded funding sources for MORPC and its members. While some increases have been budgeted, a mid-year budget amendment will be completed if needed to adjust for new funding and programs as we move through 2022. There is a continued focus on increasing production in the Residential Services programs to provide critical services to families in need and improve energy efficiency. Finally, this budget also makes investments in staffing that will improve services for members, the region, and internal MORPC operations, and shows increased soft funding associated with staffing based on recent turnover trends, which is consistent with other organizations under "the Great Reshuffle."

The details below show some changing initiatives and new programs. Here are some notable highlights for 2022:

### Planning, Data, and Transportation

- An increase in Transportation & Infrastructure Development due to the possibility of new funding not yet awarded (particularly in relation to the federal infrastructure bill, the Infrastructure Investment and Jobs Act) and Competitive and Economic Development and Franklin County TID. The FTA 5310 Enhanced Mobility Program is returning to a more typical spending year after increased spending in 2021 related to vehicle purchases.
- Planning & Sustainability is budgeted for a slight increase as expected increases to the Brownfield Grant and other potential funding (not under contracts) will outweigh decreases associated with other concluding projects (Impact on Trails, Housing Strategy, and Greenways Planning).
- Data & Mapping areas are budgeted for a slight decrease as we anticipate reductions in Paving the Way.

### Residential Services

The 2022 budget for this area increased by \$1,973,642 (33.2%) from 2021 due to:

- The awarding of the Ohio Department of Health Lead-Safe Home Fund contract (partnering with Franklin County Public Health), increase of the Home Weatherization Assistance Program (HWAP) Enhancement, and potential new funding sources.

The Detailed Revenue by Department schedule, beginning on page 7 in the Appendix, shows additional detail on program fluctuations from year to year.

The fringe rate will be 57.0% of wages in 2022, which is a slight decrease of one percentage point compared to 2021. Conversely, the indirect cost allocation rate will be increased slightly to 63.0% of direct labor in 2022, which is an increase of one percentage point to better serve members and provide added internal support through the bolstering of Communications & Engagement, HR, and IT.

## SOURCES (Funding Sources – Page 9)

Total 2022 Sources of \$21,996,884 are more than the 2021 Sources budget of \$19,287,830 with fluctuations in some funding sources and programs as is typical for MORPC as well as increases elsewhere.

Revenue from federal sources is budgeted to increase to \$11,034,881 (or by 22.1%), which accounts for 50.2% of the operating budget. The primary increase in budgeted revenue is due to an increase in awarded HWAP Enhancement funds through the Ohio Department of Development and potential other funding (most notably from the federal infrastructure bill).

State funding is expected to more than double, or increase by \$1,145,924, primarily due to the awarding to MORPC and our partner Franklin County Public Health of the Ohio Department of Health Lead-Safe Home Fund contract. State funding is approximately 7.6% of total revenue.

Utilities funding of \$3,366,677 in 2022 is budgeted to decrease by \$418,784 (or 11.1%) compared to 2021 primarily as a result of increased leveraging of HWAP Enhancement funding and consequently less reliance on Columbia Gas Warm Choice funds. Utilities funding is approximately 15.3% of total revenue.

Local and Other budgeted revenue is projected to increase by \$238,546 (or 5.4%) to \$4,679,922. This can be attributed to the fact that reductions in MORPC building renovations expenses will be outweighed by increases to Transportation and Infrastructure Local Funds. Transportation and Infrastructure Local Funds consist of funding received from COTA in lieu of COVID relief funding and a potential increase in local funding as a result of the federal infrastructure bill. Local/Other funding is approximately 21.3% of total revenue.

## USES (Page 4)

Salaries and fringe benefits are budgeted to increase by \$1,396,570 (18.1%) from \$7,701,718 to 9,098,288 as a result of promotions, wage adjustments, increased hours for interns being promoted into full-time positions, and the addition of five new positions. Staff was budgeted at 78.5 FTEs in 2021 and is budgeted at 84.5 FTEs for 2022. Planned new positions are expected to expand services to members by attracting new funding for members and the region, improve internal operations, improve internal and external engagement, and will in part be funded by anticipated new funding sources. Additionally, due to recent increases in turnover and increased turnover in the general market (i.e., “the Great Reshuffle”), MORPC calculated approximately \$598,000 in salary/fringe soft funding in 2022 and incorporated the potential reduction in salary and fringe base when calculating indirect allocations to be conservative.

The Services and Charges budget of \$5,692,591 in 2022 decreased by \$548,409 from 2021 due in large part to a reduction in vehicle purchases through the FTA 5310 Enhanced Mobility Programs.

The Services–Subcontractors budget increased by \$2,024,286 to \$6,553,444 for 2022 as a result of the newly awarded Ohio Department of Health Lead-Safe Home Fund contract, increased HWAP Enhancement funding, and potential new/expanded infrastructure and new housing rehab programs.

## CAPITAL EXPENDITURES (Page 4)

The capital expenditures budget for 2022 is \$315,500, down from \$1,278,000 in 2021. The reduction is a result of the MORPC space renovation project largely being complete, which means that furniture, equipment, and leasehold improvements expenses will be greatly reduced.

## USE OF MEMBER DUES (Page 5)

The total 2022 member dues budget of \$1,608,260 is slightly greater (by \$5,746) than 2021's budget as a result of Commission-approved increases to member dues. Approximately \$164,437 of this amount is budgeted to contribute toward the building lease expenses. \$332,671 of the dues are set aside for MPO & CORPO transportation match (\$107,671) and transfers to the operating reserve (\$225,000) to rebuild and increase the operating reserve. Services to Members makes up the majority of the remaining funding with \$704,687 budgeted for work for members such as executive director services, proactive legislation, public policy work, and member services coordination. Other notable uses of member dues include bolstering Residential Services and increasing diversity and inclusion efforts. Member Dues includes up to \$247,500 (from prior years' dues) for furniture and leasehold improvement. Member Dues represents approximately 7.3% of the operating sources budget.

A related item (although not funded by Member Dues) is that MORPC intends to subsidize the hiring of an additional five summer interns in 2022 to serve MORPC members.

Finally, associate members, which includes eight units of local government, are currently participating as members of MORPC at an annual rate of \$1,000 each.

## APPROPRIATIONS (Page 6)

The appropriations closely mirror the agency operating expenses and capital expenditures, coming in at \$22,127,185 for 2022.

## OPERATING BUDGET

SOURCES	2021 BUDGET	2022 BUDGET	INCREASE/ DECREASE
<b>PLANNING, DATA AND TRANSPORTATION</b>			
Jointly Funded Projects (MPO & CORPO)	\$3,147,519	\$3,326,707	\$179,188
Transportation & Infrastructure Development	\$4,659,010	\$6,260,424	\$1,601,414
Data and Mapping	\$297,837	\$261,221	(\$36,616)
Planning & Sustainability	\$2,159,924	\$2,296,775	\$136,851
<b>SUBTOTAL PLANNING, DATA AND TRANSPORTATION</b>	<b>\$10,264,290</b>	<b>\$12,145,127</b>	<b>\$1,880,837</b>
<b>RESIDENTIAL SERVICES</b>			
Residential Energy Efficiency	\$4,526,470	\$4,953,868	\$427,398
Housing & Rehab Services	\$1,411,957	\$2,958,201	\$1,546,244
<b>SUBTOTAL RESIDENTIAL SERVICES</b>	<b>\$5,938,427</b>	<b>\$7,912,069</b>	<b>\$1,973,642</b>
<b>MEMBER SERVICES/DEVELOPMENT</b>	<b>\$990,714</b>	<b>\$1,028,089</b>	<b>\$37,375</b>
<b>OPERATING RESERVE</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$0</b>
<b>OTHER</b>	<b>\$1,869,401</b>	<b>\$686,603</b>	<b>(\$1,182,798)</b>
<b>TOTAL SOURCES</b>	<b>\$19,287,830</b>	<b>\$21,996,884</b>	<b>\$2,709,054</b>

Detail Budgets provided on pages 7-8

USES	2021 BUDGET	2022 BUDGET	INCREASE/ DECREASE
Salaries and Fringe Benefits	\$7,701,718	\$9,098,288	\$1,396,570
Materials and Supplies	\$479,386	\$242,365	(\$237,021)
Services - Subcontractors	\$4,529,158	\$6,553,444	\$2,024,286
Services & Charges	\$6,241,000	\$5,692,591	(\$548,409)
Additions to Operating Reserve	\$225,000	\$225,000	\$0
Depreciation	\$111,569	\$185,199	\$73,630
<b>TOTAL USES</b>	<b>\$19,287,830</b>	<b>\$21,996,884</b>	<b>\$2,709,054</b>
<b>NET CHANGE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## SCHEDULE OF CAPITAL EXPENDITURES

SOURCES	2021 BUDGET	2022 BUDGET	INCREASE/ DECREASE
Cash *	\$1,278,000	\$315,500	(\$962,500)
<b>TOTAL SOURCES</b>	<b>\$1,278,000</b>	<b>\$315,500</b>	<b>(\$962,500)</b>

USES	2021 BUDGET	2022 BUDGET	INCREASE/ DECREASE
Equipment, Vehicles & Other Assets	\$19,000	\$275,500	\$256,500
Furniture & Leasehold Improvements	\$1,259,000	\$40,000	(\$1,219,000)
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$1,278,000</b>	<b>\$315,500</b>	<b>(\$962,500)</b>

\* - Represents cash available and recoverable via grants as well as cash from prior year building members dues and building sale revenue to be used for building improvements.

### DETAIL OF MEMBER DUES

SOURCES:	2021 BUDGET	2022 BUDGET	INCREASE/ DECREASE
RPC Member Dues ( \$.31- 2021, \$.33 - 2022)	\$728,371	\$775,201	\$46,830
MPO Member Dues (\$.195 - 2021, \$.20 - 2022)	\$380,926	\$389,114	\$8,188
Associate Members	\$8,000	\$8,000	\$0
Building (\$.07 - 2021, \$.07 - 2022)	\$164,470	\$164,437	(\$33)
CORPO Local Match (\$.10 - 2021, \$.10 - 2022)	\$23,699	\$24,008	\$309
<b>SUBTOTAL SOURCES</b>	<b>\$1,305,466</b>	<b>\$1,360,760</b>	<b>\$55,294</b>
Withdrawals from Building Maintenance Funds	\$297,048	\$247,500	(\$49,548)
<b>TOTAL SOURCES</b>	<b>\$1,602,514</b>	<b>\$1,608,260</b>	<b>\$5,746</b>
<b>USES:</b>			
Transportation Match (MPO & CORPO)/Operating Reserve	\$314,752	\$332,671	\$17,919
<b>SUBTOTAL LOCAL MATCH</b>	<b>\$314,752</b>	<b>\$332,671</b>	<b>\$17,919</b>
Executive Director Services to Members	\$83,681	\$77,452	(\$6,229)
Proactive Legislative Activity	\$177,000	\$184,246	\$7,246
Public Policy & Multi-jurisdictional	\$199,293	\$186,481	(\$12,812)
Member Service Coordination	\$184,116	\$216,580	\$32,464
Annual Salary Survey	\$6,000	\$7,000	\$1,000
Mid-Ohio Finance Administrators (MOFA)	\$1,700	\$1,800	\$100
Other Services to Members	\$40,742	\$31,128	(\$9,614)
<b>SUBTOTAL FOR SERVICES TO MEMBERS</b>	<b>\$692,532</b>	<b>\$704,687</b>	<b>\$12,155</b>
Executive Director Development	\$81,602	\$76,108	(\$5,494)
Executive Director & Staff Travel & Registration	\$2,000	\$7,170	\$5,170
Board Travel & Registration	\$500	\$12,070	\$11,570
Other Development/Business Development	\$2,083	\$2,083	\$0
<b>SUBTOTAL DEVELOPMENT FUND</b>	<b>\$86,185</b>	<b>\$97,431</b>	<b>\$11,246</b>
Strategic Initiatives	\$0	\$0	\$0
Diversity & Inclusion	\$44,000	\$45,300	\$1,300
Miscellaneous	\$2,900	\$5,800	\$2,900
Contingency & Cost Overruns	\$627	\$10,434	\$9,807
<b>SUBTOTAL OTHER</b>	<b>\$47,527</b>	<b>\$61,534</b>	<b>\$14,007</b>
Building Lease Expense	\$164,470	\$164,437	(\$33)
Building Due Diligence	\$0	\$5,000	\$5,000
Furniture & Leasehold Improvements (Capital Expenditures)	\$297,048	\$242,500	(\$54,548)
<b>SUBTOTAL OTHER</b>	<b>\$461,518</b>	<b>\$411,937</b>	<b>(\$49,581)</b>
<b>TOTAL USES OF MEMBER PER-CAPITA FEES</b>	<b>\$1,602,514</b>	<b>\$1,608,260</b>	<b>\$5,746</b>

## SCHEDULE OF APPROPRIATIONS

ACCT #	ACCOUNT TITLES	2021 BUDGET	2022 BUDGET	INCREASE/ DECREASE
<b>SALARIES</b>				
	Salaries - Regular	\$5,586,446	\$6,515,779	\$929,333
	Salaries - PTO and Sick Leave Payout	\$64,500	\$99,152	\$34,652
510000	<b>SUBTOTAL SALARIES</b>	<b>\$5,650,946</b>	<b>\$6,614,931</b>	<b>\$963,985</b>
<b>FRINGE BENEFITS</b>				
	PERS - Regular	\$684,778	\$868,301	\$183,523
	PERS - PTO and Sick Leave Payout	\$9,029	\$13,111	\$4,082
	<b>SUBTOTAL PERS</b>	<b>\$693,807</b>	<b>\$881,412</b>	<b>\$187,605</b>
	Medicare Tax	\$71,859	\$82,174	\$10,315
	Unemployment Compensation	\$19,440	\$15,732	(\$3,708)
	Workers Compensation	\$64,646	\$76,005	\$11,359
	Fringe Benefits Other (includes group medical, dental, vision, life and disability)	\$1,201,020	\$1,428,034	\$227,014
515000	<b>SUBTOTAL FRINGE BENEFITS</b>	<b>\$2,050,772</b>	<b>\$2,483,357</b>	<b>\$432,585</b>
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>\$7,701,718</b>	<b>\$9,098,287</b>	<b>\$1,396,569</b>
<b>MATERIALS, SERVICES &amp; CHARGES</b>				
	Materials & Supplies	\$479,386	\$242,367	(\$237,019)
	Services & Charges:			
	Subcontractors	\$4,529,158	\$6,553,444	\$2,024,286
	Services and Charges	\$5,531,663	\$4,993,574	(\$538,089)
	Additions to Operation Reserves	\$225,000	\$225,000	\$0
	Rent and Utilities	\$643,401	\$611,837	(\$31,564)
	Travel	\$65,935	\$87,176	\$21,241
	<b>SUBTOTAL SERVICES &amp; CHARGES &amp; MATERIALS</b>	<b>\$11,474,543</b>	<b>\$12,713,398</b>	<b>\$1,238,855</b>
520000	<b>TOTAL OPERATING EXPENSES</b>	<b>\$19,176,261</b>	<b>\$21,811,685</b>	<b>\$2,635,424</b>
<b>Capital Expenditures</b>				
	Equipment, Vehicles & Other Assets	\$19,000	\$275,500	\$256,500
	Leasehold Improvements	\$1,259,000	\$40,000	(\$1,219,000)
540000	<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$1,278,000</b>	<b>\$315,500</b>	<b>(\$962,500)</b>
	<b>TOTAL</b>	<b>\$20,454,261</b>	<b>\$22,127,185</b>	<b>\$1,672,924</b>

# APPENDIX

*DETAIL SOURCES BY DEPARTMENT*

	2021 BUDGET	2022 BUDGET	INCREASE/ DECREASE
<b>MPO &amp; CORPO (Jointly Funded Projects)</b>			
Federal Highway Administration (MPO & CORPO)	\$2,518,015	\$2,661,366	\$143,351
Ohio Department of Transportation (MPO & CORPO)	\$314,752	\$332,671	\$17,919
MORPC Transportation Match (MPO & CORPO)	\$314,752	\$332,671	\$17,919
<b>SUBTOTAL OF JOINTLY FUNDED PROJECTS</b>	<b>\$3,147,519</b>	<b>\$3,326,708</b>	<b>\$179,189</b>
<b>Transportation &amp; Infrastructure Development</b>			
Infrastructure Program	\$180,000	\$180,000	(\$0)
Gohio	\$722,301	\$938,467	\$216,166
Regional Supplemental Planning	\$184,127	\$202,783	\$18,656
FTA 5310 Designated Recipient - Enhanced Mobility Programs	\$2,125,217	\$1,173,360	(\$951,857)
LinkUS	\$125,577	\$259,395	\$133,818
Technical Assistance	\$204,456	\$278,245	\$73,789
Competitive and Economic Development & Fr. Co TID	\$446,689	\$1,050,755	\$604,066
USEDA Grant	\$145,644	\$279,495	\$133,851
Local Forecasting/ Modeling (NUC)	\$25,000	\$125,000	\$100,000
Various Transportation & Infrastructure Development Projects (NUC)	\$500,000	\$1,772,923	\$1,272,923
<b>SUBTOTAL TRANSPORTATION &amp; INFRASTRUCTURE DEVELOPMENT</b>	<b>\$4,659,010</b>	<b>\$6,260,424</b>	<b>\$1,601,414</b>
<b>Planning &amp; Sustainability</b>			
Clean Ohio	\$29,000	\$29,000	\$0
Regional Supplemental Planning	\$105,591	\$111,034	\$5,443
Greenways Program	\$109,000	\$144,467	\$35,467
Brownfield Grant	\$400,000	\$606,108	\$206,108
Impact on Trails	\$47,523	\$0	(\$47,523)
Housing Strategy	\$143,217	\$0	(\$143,217)
Air Quality Awareness	\$547,595	\$636,583	\$88,988
Greenways Planning	\$229,763	\$0	(\$229,763)
Insight 2050 Academy	\$4,000	\$4,000	\$0
Ohio EPA	\$134,692	\$117,174	(\$17,518)
Sustaining Scioto	\$85,000	\$90,243	\$5,243
Franklin County HAB and Issuer fees	\$15,042	\$20,500	\$5,458
Various Planning & Sustainability Projects (NUC)	\$309,500	\$537,664	\$228,164
<b>SUBTOTAL PLANNING &amp; SUSTAINABILITY</b>	<b>\$2,159,924</b>	<b>\$2,296,775</b>	<b>\$136,852</b>
<b>Data &amp; Mapping</b>			
Paving the Way	\$88,999	\$38,129	(\$50,870)
Regional Supplemental Planning	\$94,208	\$111,149	\$16,941
Various Data & Mapping Projects (NUC)	\$114,630	\$111,942	(\$2,688)
<b>SUBTOTAL DATA &amp; MAPPING</b>	<b>\$297,837</b>	<b>\$261,221</b>	<b>(\$36,616)</b>
<b>TOTAL PLANNING, DATA &amp; TRANSPORTATION</b>	<b>\$10,264,289</b>	<b>\$12,145,127</b>	<b>\$1,880,838</b>

NUC = Not Under Contract



*DETAIL SOURCES BY DEPARTMENT*

RESIDENTIAL SERVICES	2021 BUDGET	2022 BUDGET	INCREASE/ DECREASE
<b>Energy Efficiency</b>			
Columbia Gas WarmChoice	\$3,628,068	\$3,366,677	(\$261,391)
Home Weatherization Assistance Program	\$599,017	\$613,655	\$14,638
Home Weatherization Assistance Enhancement Program	\$120,461	\$769,932	\$649,471
WDBCO Workforce Wx Training	\$16,000	\$16,000	\$0
Columbus Shower Head Program	\$6,281	\$0	(\$6,281)
Franklin County Partnership (NUC)	\$0	\$150,000	\$150,000
Potential Home Energy Funding (NUC)	\$156,642	\$37,603	(\$119,039)
<b>SUBTOTAL ENERGY EFFICIENCY SERVICES</b>	<b>\$4,526,470</b>	<b>\$4,953,868</b>	<b>\$427,398</b>
<b>Residential Programs</b>			
FC Home Repair Program	\$966,756	\$1,050,959	\$84,203
Mortgages Forgiven	\$7,925	\$5,425	(\$2,500)
Franklin County HAB Applications	\$0	\$5,250	\$5,250
COCIC Home Repair for Wx deferrals	\$154,970	\$93,476	(\$61,494)
COCIC Home Repair for Wx deferrals (NUC)	\$250,000	\$100,000	(\$150,000)
FC Urgent Needs Program NSP2	\$32,306	\$0	(\$32,306)
Ohio Dept. of Health Lead-Safe Home Fund Contract	\$0	\$1,131,663	\$1,131,663
Various Rehab Projects (NUC)	\$0	\$571,428	\$571,428
<b>SUBTOTAL RESIDENTIAL PROGRAMS</b>	<b>\$1,411,957</b>	<b>\$2,958,201</b>	<b>\$1,546,244</b>
<b>TOTAL FOR RESIDENTIAL &amp; ENERGY EFFICIENCY SERVICES</b>	<b>\$5,938,427</b>	<b>\$7,912,069</b>	<b>\$1,973,642</b>

NUC = Not Under Contract

MEMBER SERVICES/DEVELOPMENT	2021 BUDGET	2022 BUDGET	INCREASE/ DECREASE
Services to Members	\$692,354	\$704,687	\$12,333
Development Fund	\$86,186	\$97,431	\$11,245
Building Lease Payments	\$164,470	\$164,437	(\$33)
Other	\$47,704	\$61,534	\$13,830
<b>TOTAL MEMBER SERVICES/DEVELOPMENT (See Dues Page for Details)</b>	<b>\$990,714</b>	<b>\$1,028,089</b>	<b>\$37,375</b>

OTHER	2021 BUDGET	2022 BUDGET	INCREASE/ DECREASE
Local Government Internship Program - Administrative	\$29,600	\$29,600	\$0
State of the Region Luncheon	\$58,600	\$111,196	\$52,596
Summit On Sustainability	\$86,999	\$86,999	(\$0)
Freight Conference	\$81,000	\$103,120	\$22,120
Operating Reserve	\$225,000	\$225,000	\$0
Other	\$212,000	\$176,495	(\$35,505)
Interest	\$3,600	\$1,635	(\$1,965)
Building Due Diligence, Furniture & Leasehold Improvements *	\$1,259,000	\$398,276	(\$860,724)
Indirect Costs Variance (carryforward from prior years)	\$18,028	(\$80,233)	(\$98,261)
Fringe Benefits Variance (carryforward from prior years)	\$120,574	(\$140,489)	(\$261,063)
<b>TOTAL OTHER</b>	<b>\$2,094,400</b>	<b>\$911,598</b>	<b>(\$1,182,802)</b>
<b>GRAND TOTAL</b>	<b>\$19,287,830</b>	<b>\$21,996,884</b>	<b>\$2,709,054</b>

\* Funded from prior years' Member Dues, Furniture and Leasehold Improvements generally anticipated to depreciate over 10 years.

# *SCHEDULE OF FUNDING SOURCES*

FUNDING SOURCES	2021 BUDGET	2022 BUDGET	INCREASE/ DECREASE
<b>MEMBER DUES</b>	\$1,305,466	\$1,360,759	\$55,293
<b>FEDERAL FUNDING</b>			
Federal Highway Administration (MPO & CORPO)	\$2,518,015	\$2,661,366	\$143,351
FTA/other FHWA	\$4,224,319	\$3,980,190	(\$244,129)
HUD - CDBG & Other	\$990,544	\$1,077,259	\$86,715
Neighborhood Stabilization Program	\$40,231	\$5,425	(\$34,806)
Home Weatherization Assistance Program	\$718,728	\$1,383,588	\$664,860
Brownfield Grant	\$400,000	\$583,949	\$183,949
USEDA Grant	\$145,644	\$221,679	\$76,035
Other Federal Funding NUC	\$0	\$1,121,428	\$1,121,428
<b>SUBTOTAL FEDERAL FUNDING</b>	<b>\$9,037,481</b>	<b>\$11,034,881</b>	<b>\$1,997,403</b>
<b>STATE FUNDING</b>			
Ohio Department of Transportation (MPO & CORPO funding)	\$314,752	\$332,671	\$17,919
Ohio Public Works Commission (Infrastructure/Clean Ohio)	\$80,000	\$93,859	\$13,859
Ohio Dept. of Health Lead-Safe Home Fund Contract	\$0	\$1,131,663	\$1,131,663
Other State Funding	\$134,692	\$117,174	(\$17,518)
<b>SUBTOTAL STATE FUNDING</b>	<b>\$529,444</b>	<b>\$1,675,368</b>	<b>\$1,145,924</b>
<b>UTILITIES</b>	<b>\$3,785,461</b>	<b>\$3,366,677</b>	<b>(\$418,784)</b>
<b>FOUNDATION/CORPORATE FUNDING</b>	<b>\$50,000</b>	<b>\$100,000</b>	<b>\$50,000</b>
<b>LOCAL &amp; OTHER FUNDING</b>			
Infrastructure Program & Clean Ohio	\$129,000	\$115,142	(\$13,858)
Summit on Sustainability	\$87,000	\$86,999	(\$1)
Housing Local Contracts	\$412,224	\$198,726	(\$213,498)
Transportation & Infrastructure Local Funds	\$1,175,203	\$2,227,343	\$1,052,140
Data & Mapping Local Funds	\$64,630	\$176,376	\$111,746
Planning & Sustainability Local Funds	\$589,239	\$722,944	\$133,705
Greenways Local Program	\$109,000	\$144,467	\$35,467
Columbus Showerhead Program	\$6,281	\$0	(\$6,281)
State of the Region	\$58,600	\$111,196	\$52,596
Local Government Internship Program	\$29,600	\$29,600	\$0
Other	\$1,776,999	\$865,494	(\$911,505)
Operating Reserve Replenish	\$0	\$0	\$0
Interest	\$3,600	\$1,635	(\$1,965)
<b>SUBTOTAL LOCAL &amp; OTHER FUNDING</b>	<b>\$4,441,376</b>	<b>\$4,679,922</b>	<b>\$238,546</b>
Interperiod Overhead Receivable/(Reserve)	\$18,028	(\$80,233)	(\$98,261)
Interperiod Fringe Benefits Receivable/(Reserve)	\$120,574	(\$140,489)	(\$261,063)
<b>TOTAL FUNDING SOURCES</b>	<b>\$19,287,830</b>	<b>\$21,996,884</b>	<b>\$2,709,053</b>

*SCHEDULE OF SUBCONTRACTORS*

	2021 BUDGET	2022 BUDGET	INCREASE/ DECREASE
<b>SUBCONTRACTORS BY DEPARTMENT</b>			
<b>TRANSPORTATION</b>			
Other/Local Transportation Projects (NUC)	\$70,000	\$550,000	\$480,000
Regional Supplemental Planning	\$70,000	\$50,000	(\$20,000)
<b>SUBTOTAL TRANSPORTATION</b>	<b>\$140,000</b>	<b>\$600,000</b>	<b>\$460,000</b>
<b>DATA &amp; MAPPING</b>			
Paving the Way	\$45,000	\$0	(\$45,000)
<b>SUBTOTAL DATA &amp; MAPPING</b>	<b>\$45,000</b>	<b>\$0</b>	<b>(\$45,000)</b>
<b>PLANNING &amp; SUSTAINABILITY</b>			
Rapid 5 Mobility Initiative (NUC)	\$250,000	\$96,445	(\$153,555)
Air Quality Awareness	\$77,310	\$77,036	(\$274)
Impact on Trails Study	\$20,000	\$0	(\$20,000)
Regional Housing Study	\$143,217	\$0	(\$143,217)
Sustaining Scioto (NUC)	\$0	\$37,500	\$37,500
Brownfield Grant	\$383,280	\$541,990	\$158,710
Other Misc./Local Transportation Projects (NUC)	\$0	\$35,000	\$35,000
<b>SUBTOTAL PLANNING &amp; SUSTAINABILITY</b>	<b>\$873,807</b>	<b>\$787,971</b>	<b>(\$85,836)</b>
<b>RESIDENTIAL &amp; ENERGY EFFICIENCY SERVICES</b>			
Columbia Gas Warmchoice	\$2,280,000	\$2,280,000	\$0
Home Weatherization Assistance Program	\$211,912	\$214,737	\$2,825
Home Weatherization Assistance Enhancement Program	\$102,583	\$587,426	\$484,843
Franklin County Urgent Repair Program	\$615,856	\$709,901	\$94,045
COCIC Home Repair for Wx Deferrals	\$110,000	\$85,000	(\$25,000)
COCIC Home Repair for Wx Deferrals NUC	\$150,000	\$85,000	(\$65,000)
Ohio Dept. of Health Lead-Safe Home Fund Contract	\$0	\$766,247	\$766,247
Home Repair NUC	\$0	\$437,162	\$437,162
<b>SUBTOTAL RESIDENTIAL &amp; ENERGY EFFICIENCY SERVICES</b>	<b>\$3,470,351</b>	<b>\$5,165,473</b>	<b>\$1,695,122</b>
<b>TOTAL SUBCONTRACTOR EXPENSES</b>	<b>\$4,529,158</b>	<b>\$6,553,444</b>	<b>\$2,024,286</b>

NUC - Not Under Contract

**Indirect Cost Allocation Budget**  
**January 1, 2022 to December 31, 2022**

	<b>DIRECT LABOR &amp; FRINGES</b>	<b>TOTAL INDIRECT COST ALLOCATION</b>
Transportation & Infrastructure	\$2,528,854	\$1,593,178
Planning & Sustainability	\$1,409,445	\$887,950
Data & Mapping	\$687,660	\$433,226
Residential Services	\$1,302,708	\$820,706
Member Dues	\$420,523	\$264,929
Other Grants & Programs	\$56,102	\$35,344
Less: Estimated Turnover & Soft Funding	(\$488,049)	(\$307,471)
<b>TOTAL GRANTS &amp; PROGRAMS</b>	<b>\$5,917,237</b>	<b>\$3,727,861</b>
<b>Indirect Labor</b>		
Information & Technology Services		\$405,746
Finance		\$622,689
Communications & Engagement		\$540,923
Executive Management		\$469,915
Human Resources & Facility		\$327,045
Contract & Proposal Development, Other Indirect Labor		\$87,994
Agency Administrative		\$37,883
Less: Estimated Turnover & Soft Funding		(\$110,244)
<b>TOTAL INDIRECT LABOR</b>		<b>\$2,381,950</b>
<b>General Overhead Expenses</b>		
Materials & Supplies		\$100,910
Services & Charges		\$853,142
Rent & Utilities		\$437,272
Other General Overhead		\$29,819
<b>TOTAL GENERAL OVERHEAD</b>		<b>\$1,421,143</b>
<b>Retention/Severance</b>		<b>\$5,000</b>
<b>TOTAL INDIRECT COSTS</b>		<b>\$3,808,093</b>
<b>ACTUAL INDIRECT RATES</b>		<b>64.36%</b>
<b>Carry Forward Balance as of 12/31/20</b>		<b>(\$80,233)</b>
<b>ALLOCATED INDIRECT COSTS</b>		<b>\$3,727,861</b>
<b>ALLOCATED INDIRECT COSTS RATES</b>		<b>63.00%</b>

	<b>INDIRECT LABOR</b>	<b>GENERAL OVERHEAD</b>	<b>TOTAL</b>
Information & Technology Services	\$405,746	\$485,000	\$890,746
Human Resources	\$203,296	\$157,218	\$355,514
Facility	\$123,749	\$488,231	\$611,980
Retention/Severance	\$5,000	\$5,000	\$10,000
Finance	\$622,689	\$194,574	\$817,263
Communications & Engagement	\$540,923	\$66,782	\$607,705
Executive Management	\$469,915	\$11,248	\$481,163
Contract & Proposal Development, Other Indirect Labor	\$87,994	\$17,890	\$105,884
Agency Administrative	\$37,883	\$200	\$38,083
Less: Estimated Turnover & Soft Funding	(\$110,244)	\$0	(\$110,244)
<b>TOTAL INDIRECT COSTS</b>	<b>\$2,386,950</b>	<b>\$1,426,143</b>	<b>\$3,808,093</b>



MID-OHIO REGIONAL  
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