



Mid-Ohio Regional  
Planning Commission

111 Liberty Street, Suite 100  
Columbus, Ohio 43215

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TTY 1.800.750.0750

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

## NOTICE OF A MEETING

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

Thursday, September 1, 2016  
1:30 p.m.

### AGENDA

1. **Welcome** – Karen Angelou, Acting Chair
2. **Consent Agenda**
  - Approval of [July 7, 2016 minutes](#)
3. **Executive Director's Report** – William Murdock
4. **Committee Updates**
  - **Benefits & Compensation Committee** – Marilyn Brown, Chair
  - **Bylaws Committee** – William Murdock
  - **Reserve & Investment Advisory Committee** – Joe Stefanov, Chair
  - **Regional Data Advisory Committee** – Nancy Reger
  - **Regional Policy Roundtable** – Laura Koprowski
  - **Sustainability Advisory Committee** – Kerstin Carr & Christina O'Keeffe
  - **Transportation Policy Committee** – Thea Walsh
5. **Proposed Resolution 11-16:** "TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH THE UNITED WAY OF CENTRAL OHIO FOR UP TO \$160,000 FOR A 2017 EMERGENCY HEALTH HOMES PROGRAM" – Christina O'Keeffe
6. **Proposed Resolution 12-16:** "AUTHORIZING THE EXECUTIVE DIRECTOR TO PARTICIPATE IN CONTRACTS AWARDED BY THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) COOPERATIVE PURCHASING PROGRAM" – Thea Walsh
7. **Proposed Resolution 13-16:** "AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AND ADMINISTER CONTRACTS FOR APPROXIMATELY \$2.9 MILLION WITH SUBRECIPIENTS RECEIVING FEDERAL TRANSIT ADMINISTRATION (FTA) SECTION 5310 FUNDING" – Thea Walsh
8. **Proposed Resolution 14-16:** "TO AUTHORIZE THE EXECUTIVE DIRECTOR TO SUBMIT AN APPLICATION TO THE LOCAL GOVERNMENT INNOVATION FUND

**William Murdock, AICP**  
Executive Director

**Matt Greeson**  
Chair

**Rory McGuinness**  
Vice Chair

**Karen J. Angelou**  
Secretary

**AND ENTER INTO AN AGREEMENT FOR UP TO \$50,000 WITH THE OHIO DEVELOPMENT SERVICES AGENCY FOR THE BUCKEYE LAKE REGION 2036 LONG-RANGE PLAN” – Thea Walsh**

9. **Proposed Resolution 15-16: “TO AUTHORIZE THE EXECUTIVE DIRECTOR TO SUBMIT AN APPLICATION TO THE FEDERAL TRANSIT ADMINISTRATION AND ENTER INTO AN AGREEMENT FOR UP TO \$400,000 WITH THE FEDERAL TRANSIT ADMINISTRATION FOR THE MOBILITY ON DEMAND SANDBOX DEMONSTRATION PROGRAM” – Thea Walsh**
10. **Quarterly Financial Statements** – Shawn Hufstedler
11. **Population Estimate Update** – Nancy Reger
12. **Diversity & Inclusion Plan** – Laura Koprowski & Bernice Cage
13. **Franklin County Energy Study** – Christina O’Keeffe
14. **Draft Commission Agenda**
15. **Other Business**
16. **Executive Session - ORC Section 121.22 (G) (2)**  
Purpose: to consider the purchase of property for public purposes, or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest.

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

**The next Executive Committee Meeting is**  
**Thursday, October 6, 2016 at 1:30 p.m.**  
*111 Liberty Street, Suite 100*  
*Columbus, Ohio 43215*

**Note: Short Street is closed through November 2016. MORPC's parking lot is accessible via Front Street or Liberty Street.**

**When you arrive in MORPC's lobby, a video screen will display the day's meetings. Each meeting will list a phone extension. Use the phone in the lobby to call the extension and someone will come escort you to the meeting.**

**When parking in MORPC's parking lot, please be sure to park in a MORPC visitor space or in a space marked with an “M”. Handicapped parking is available at the side of MORPC's building. MORPC is accessible by CBUS.**

## Mid-Ohio Regional Planning Commission

### Executive Committee Meeting Minutes

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Thursday, July 7, 2016  
1:30 p.m.

#### **Members Present**

Karen Angelou  
Marilyn Brown  
Derrick Clay

Tracie Davies  
Kim Maggard  
Gary Merrell

Eric Phillips  
Rob Platte  
Joe Stefanov

#### **MORPC Staff Present**

Bernice Cage  
Kerstin Carr  
Shawn Hufstedler  
Ciel Klein

Eileen Leuby  
Laura Koprowski  
William Murdock  
Christina O'Keeffe

Nancy Reger  
Shari Saunders  
Thea Walsh

#### **Welcome – Karen Angelou**

Acting Chair Karen Angelou called the meeting to order at 1:30 p.m. and congratulated the City of Columbus on winning the Smart City Grant. Ms. Angelou also congratulated Laura Koprowski on receiving the John Bosley Leadership Award at the NARC Annual Meeting. MVRPC Executive Director, and former MORPC employee, Brian Martin also received an award at the meeting.

#### **Consent Agenda**

Marilyn Brown made a motion to approve the Consent Agenda, second by Rob Platte; motion passed.

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

William Murdock thanked Karen Angelou for chairing the Executive Committee Meeting. Rory McGuiness and Matt Greeson are both on vacation and send their regrets.

Smart City is a big spark for the region and can leverage other regional projects. The grant was discussed at the NARC Annual Meeting in Salt Lake City, Utah, June 26-29, 2016.

Fairfield, Knox, Madison, Marion, Morrow, Pickaway, and Union Counties passed resolutions to join and support the Central Ohio Rural Transportation Planning Organization (RTPO). MORPC Team Members are working out details with ODOT for the 2-year project.

The Kick-Off Meeting for the Competitive Advantage Program was July 7, 2016. The goal of the program is to prioritize and create a list of the top strategic infrastructure projects in the region. MORPC will ensure that all counties in the region are represented in this collaboration with Columbus 2020, MODE and the Columbus Partnership.

On June 22, the OARC Executive Directors met with other government associations, such as the Ohio Township Association, the Ohio Municipal League, Ohio City Engineers, etc., to discuss areas where they can work together. The first project was the license plate fees.

MORPC will be coordinating the Columbus Region Coalition on an interim basis. The Coalition is an advocate for Central Ohio at the federal level.

Scenario planning, like insight2050, is happening across the nation and was a topic of discussion at the NARC Annual Meeting. MORPC will be offering a 6-week Planning Academy geared toward elected officials and government staff in the fall. The last class will be at the Summit on Sustainability on October 21. More information will be sent soon.

Eileen Leuby presented the [July 2016 Membership Report](#) which highlighted member engagement efforts and recognized Commission representatives with perfect and near perfect attendance at 2016 Commission meetings.

#### **Building Committee Update – Derrick Clay**

Discussions continue with Columbus State Community College (CSCC). Significant public funding is in place; CSCC is looking for private funding. CSCC has issued an RFP for architectural services. MORPC Team Members continue to meet with CSCC to work out details.

#### **Bylaws Committee Update – William Murdock**

The Bylaws Committee met a few weeks ago. A range of updates are needed to accommodate the RTPD and the Regional Data Advisory Committee (RDAC). Minor updates are needed regarding financial authorizations and the Sustainability Advisory Committee. The Committee anticipates meeting in August and bringing updates to the Executive Committee in September.

#### **Regional Data Advisory Committee – Nancy Reger**

The RDAC's first meeting is July 21. Matt Greeson will establish the Committee at the July Commission Meeting. Victor Paini from Madison Township is the Chair and Jung Kim from Columbus 2020 is the Vice Chair. The purpose of the Committee is to:

- Recommend data policies to MORPC
- Identify leveraging opportunities
- Advance regional data sharing
- Provide guidance to the MORPC Data & Mapping Team
- Act as a technical conduit between MORPC and Smart Columbus

#### **Regional Policy Roundtable Update – Laura Koprowski & Kim Maggard**

The Roundtable has begun preliminary work on the Public Policy Agenda and is seeking guidance from the Executive Committee on the agenda. They propose making it a 2-year agenda versus a 1-year agenda. The Ohio Legislature works on a biannual basis. MORPC Team Members will research and provide information for any issues that may arise and are not addressed in the 2-year agenda. The Executive Committee agreed by consensus to move forward with the 2-year agenda.

#### **Sustainability Advisory Committee Update – Kerstin Carr & Christina O'Keeffe**

Registration for the Summit on Sustainability is now open. The Summit has expanded to include a breakfast keynote speaker. The Sustainability Advisory Committee is updating the Regional Sustainability Agenda. The agenda will tie-in MORPC's MTP goals and will incorporate measurable goals and outcomes.

Christina O'Keeffe gave an update on a new role for MORPC related to the Demand Side Management programs administered by Columbia Gas and AEP Ohio. The programs are regulated by the Public Utilities Commission of Ohio (PUCO) and the existing energy efficiency programs are set to expire by the end of this calendar year. Both utilities have applied to continue their programs. In the past, MORPC has supported these program applications with a letter of support, but this time, MORPC is expanding our public policy involvement and service by intervening on their cases to encourage the best interests of local governments. This activity would allow MORPC to be part of the negotiations and advocate for resources/programs beneficial to local governments. This work is consistent with MORPC's Regional Sustainability Agenda and the Public Policy Agenda. Both utilities are open to MORPC intervening on their cases. Ms. O'Keeffe will send a memo to Executive Committee Members that explains the opportunity.

**Transportation Policy Committee Update – Thea Walsh**

Award announcements from U.S. DOT Fast Lane are starting to come out. There is no news about the three Central Ohio projects MORPC supported: Alum Creek, Rickenbacker and Marion Intermodal. TIGER has not been announced.

Two major federal award applications were submitted in the last month: Union County for the 33 Smart Corridor and a Sandbox MOD which is an opportunity for transit and Rideshare to be more digitally friendly.

MORPC received 20 new attributable funds requests. Five TRAC proposals came in to Central Ohio.

The final Columbus Smart City application is available on the City of Columbus' website, <https://columbus.gov/smartcity/>. The City is negotiating its contract with U.S. DOT. Smart Columbus will impact the TIP and may require an MTP amendment. Thea Walsh will be on Columbus On the Record, July 22, and was interviewed by Civil Engineering Magazine, both regarding Smart Columbus.

**Proposed Resolution EC-05-16: "ADOPTING A REVISED AGENCY INVESTMENT POLICY" – Shawn Hufstedler**  
MORPC's Investment Policy was amended due to the creation of the Operating Reserve Policy. No changes were made to investment objectives or types of authorized investments.

Eric Phillips made a motion to approve Resolution EC-05-16, second by Joe Stefanov; motion passed.

**Proposed Resolution 10-16: "ESTABLISHING AN AGENCY OPERATING RESERVE POLICY" – Shawn Hufstedler**  
In 2015 the Reserve and Investment Advisory Committee was tasked with determining an operating reserve policy and identifying mechanisms to fund the reserve in order to improve financial stability. The committee determined a short term goal of reaching a 60 day operating reserve this year, with a longer term goal of a 90-180 day operating reserve over time. The long-term goal was intentionally left as a range so the Commission would have flexibility in setting the goal and funding the operating reserve given future needs and considering the economic environment.

The Reserve Committee recommends the short term operating reserve be developed as a combination of funds already in the operating account and by transferring an additional \$1 million into this new operating reserve from the building sale proceeds. The original proceeds from the building sale were \$2.9 million. That would leave \$1 million for building/lease needs. \$400,000 previously transferred is being recaptured in 2016 through fringe and overhead rates. \$400,000 transferred in 2014 (required due to prior program losses) will be considered as permanent part of the current 20-30 day reserve. Transfer the remaining \$100,000 to Management Reserve for internal use for revenue generating project development and small buffer to cover potential smaller operating losses. The Management Reserve will be shown through the annual budget, approved by the Commission. After initial set-up the Management Reserve will be funded through repayments from revenue generation projects and a portion of program net income.

The proposed Operating Reserve Policy uses a conservative approach by setting policy around the use of funds available, tracking, reporting, and monitoring, where previously there was no policy. The policy increases financial stability for MORPC while maintaining building options. The Operating Reserve Committee deliberated on the Reserve Building Fund quite a bit. After receiving input from the Building Committee and the Executive Committee, the committees agreed that the transfer of funds from the Building Reserve would not close any doors on MORPC's prospects or paths of renting, purchasing, or partnering on a new building.

William Murdock commended Reserve Committee members for their work on this project. Committee members include: Chair Joe Stefanov (New Albany), Ike Stage (Grove City), Terry Emery (Marysville), Angel Mumma (Dublin), Zak Talarek (Franklin County), Shawn Hufstedler (MORPC) and William Murdock (MORPC).

Rob Platte made a motion to approve Resolution 10-16, second by Joe Stefanov; motion passed.

**Proposed Resolution 08-16: “ESTABLISHING MAXIMUM PER-CAPITA MEMBERSHIP FEES FOR 2017 TO 2021”**

**- Shawn Hufstedler**

Shawn Hufstedler gave a [2017-2021 Dues Planning Recap](#).

Joe Stefanov made a motion to approve Resolution 08-16, second by Kim Maggard; motion passed.

**Proposed Resolution 09-16: “ADOPTING A FEE SCHEDULE FOR USE IN ASSESSING MEMBERS IN 2017”** –

**Shawn Hufstedler**

Tracie Davies made a motion to approve Resolution 09-16, second by Eric Phillips; motion passed.

**Proposed Resolution EC-06-16: “TO AUTHORIZE THE EXECUTIVE DIRECTOR TO AMEND AN AGREEMENT WITH AMERICAN ELECTRIC POWER FOR APPROXIMATELY \$525,000 FOR A COMMUNITY ASSISTANCE PROGRAM”** –

**Christina O’Keeffe**

Due to the success of the residential energy program team in achieving their production ahead of schedule in 2016, MORPC is receiving an increase of \$125,000 from AEP Ohio that will service additional clients in Franklin County to reduce their electric use. The work will be completed by December 31, 2016.

Gary Merrell made a motion to approve Resolution EC-06-16, second by Kim Maggard; motion passed.

**Draft Commission Agenda**

The Executive Committee reviewed the draft July 14, 2016 Commission Meeting Agenda.

Gary Merrell made a motion to adjourn, second by Rob Platte; motion passed.

The meeting adjourned at 3:00 p.m.

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Karen Angelou, Secretary  
Mid-Ohio Regional Planning Commission



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## Memorandum

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

**FROM:** Christina O’Keeffe, Director  
Energy & Air Quality

**DATE:** August 26, 2016

**SUBJECT:** Proposed Resolution 11-16: **“TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH THE UNITED WAY OF CENTRAL OHIO FOR UP TO \$160,000 FOR A 2017 EMERGENCY HEALTHY HOMES PROGRAM”**

The Mid-Ohio Regional Planning Commission has been working with United Way of Central Ohio (UWCO) since 2010 to assist more than 75 homeowners with exterior home repairs. For 2017, UWCO has unveiled a new investment model that will guide their annual giving to its network of programs and services. Four focus areas include: (1) People-Center, (2) Service Coordination, (3) Innovation and System Building, and (4) Neighborhood-Based.

MORPC anticipates a continuation of its exterior home repair program within two targeted areas of the Neighborhood-Based area that will be chosen by UWCO. In July, UWCO released a Request for Proposal on its People-Center area. MORPC reviewed and applied for a new program – Emergency Healthy Homes, in the amount of \$160,000.

The program, if selected, would serve a niche segment of clients who applied to receive home weatherization assistance but deferred until necessary repairs are made, such as leaky roof or infestation issues. It would also assist clients who may encounter a minor crisis in the home of a recent nature such as water damage from roof or plumbing issue or heating and cooling system failure during extreme temperatures. In these cases, the homeowners are unable to afford these repairs and it may greatly impact the integrity of their homes and the health of occupants.

Eligible homeowners may receive a grant of up to \$5,000 to remedy health and safety concerns and code violations. MORPC staff will bid work out to approve and hire contractors, supervise construction, and approve and make payments to contractors. MORPC will also coordinate these services with weatherization programs that will improve the comfort of homes and create energy savings for the homeowners.

Attachment: Resolution 11-16

**William Murdock, AICP**  
Executive Director

**Matt Greeson**  
Chair

**Rory McGuinness**  
Vice Chair

**Karen J. Angelou**  
Secretary

RESOLUTION 11-16

**“TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH THE UNITED WAY OF CENTRAL OHIO FOR UP TO \$160,000 FOR A 2017 EMERGENCY HEALTHY HOMES PROGRAM”**

WHEREAS, UWCO has redesigned its annual giving beginning in 2017 through a new investment model that focuses on four areas: (1) People-Center, (2) Service Coordination, (3) Innovation and System Building, and (4) Neighborhood-Based; and

WHEREAS, UWCO issued a Request for Proposal for its People-Center focus on selecting qualified programs and services to serve this area, and which MORPC responded with an application for a new program designed to serve up to twenty clients annually who experience a minor emergency within the home that affects its integrity or the health and safety of the occupants; and

WHEREAS, MORPC applied for \$160,000 for the program that includes grants of up to \$5,000 for eligible homeowners to remedy health and safety concerns and other code and safety improvements completed by MORPC staff and local businesses or organizations hired competitively; and

WHEREAS, MORPC will coordinate these services with the home weatherization programs that will improve the comfort of homes and create energy savings for the homeowners; now therefore

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

- Section 1. That the executive director is hereby authorized to enter into an agreement beginning for fiscal year 2017 with the United Way of Central Ohio for up to \$160,000 for an emergency healthy homes program.
- Section 2. That the executive director is authorized to administer this program including grants to eligible homeowners beginning in calendar year 2017.
- 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.

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Matt Greeson, Chair  
**MID-OHIO REGIONAL PLANNING COMMISSION**

Effective date: SEPTEMBER 8, 2016  
Submitted by: CHRISTINA O'KEEFFE, DIRECTOR, ENERGY & AIR QUALITY  
Prepared by: TRACI GOEBBEL, PROGRAM SPECIALIST, ENERGY & AIR QUALITY  
Authority: Ohio Revised Code Section 713.21  
For action date: SEPTEMBER 8, 2016



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## Memorandum

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

**FROM:** Thea Walsh, Director  
Transportation Systems and Funding

**DATE:** August, 26, 2016

**SUBJECT:** Proposed Resolution **12-16** : **"AUTHORIZING THE EXECUTIVE DIRECTOR TO PARTICIPATE IN CONTRACTS AWARDED BY THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) COOPERATIVE PURCHASING PROGRAM"**

This resolution authorizes the executive director to participate in the Ohio Department of Transportation (ODOT) Purchasing Services Cooperative Purchasing Program.

The ODOT Director may permit any political subdivision as defined in Section 5513.01 (B) of the Ohio Revised Code to participate in contracts into which the Director has entered for purchases.

ODOT maintains competitively bid contracts for items that are bought throughout the year. Purchasing off the ODOT program is similar but separate from the Ohio Department of Administrative Services, Office of State Purchasing.

This resolution will be submitted to ODOT Purchasing Services for authorization. After ODOT authorization MORPC will place orders and pay invoices directly with the vendor.

Attachment: Resolution 12-16

**William Murdock, AICP**  
Executive Director

**Matt Greeson**  
Chair

**Rory McGuinness**  
Vice Chair

**Karen J. Angelou**  
Secretary

RESOLUTION 12-16

**“AUTHORIZING THE EXECUTIVE DIRECTOR TO PARTICIPATE IN CONTRACTS AWARDED BY THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) COOPERATIVE PURCHASING PROGRAM”**

WHEREAS, Section 5513.01 (B) of the Ohio Revised Code (ORC) provides eligible political subdivisions to participate in contracts of the Ohio Department of Transportation (ODOT) Purchasing Services Cooperative Purchasing Program for purchases; and

WHEREAS, according to the definition of political subdivision in Section 5513.01 (B) of the ORC a regional planning commission is eligible to purchase off ODOT’s Cooperative Purchasing Program contracts; now therefore,

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

- Section 1. That the executive director hereby requests authority in the name of the Mid-Ohio Regional Planning Commission (MORPC) to participate in the Ohio Department of Transportation (ODOT) contracts for the purchase of items which the department has entered into pursuant to the Ohio Revised Code (ORC) Section 5513.01 (B).
- Section 2. That the executive director is hereby authorized to agree in the name of MORPC to be bound by all terms and conditions as the ODOT, Director of Transportation prescribes.
- Section 3. That the executive director is hereby authorized to agree in the name of MORPC to directly pay vendors, under such contract of the ODOT which MORPC participates, for it received pursuant to the contract.
- Section 4. That MORPC agrees to be responsible for resolving all claims or disputes arising out of its participation in the cooperative purchasing program under Section 5513.01 (B) of the ORC. MORPC agrees to waive any claims, actions, expenses, or other damages arising out of its participation in the cooperative purchasing program which MORPC may have or claim to have against ODOT or its employees, unless such liability is the result of negligence on the part of ODOT or its employees.
- Section 5. That the executive director is authorized to approve change orders for amounts up to the financial authorization levels in the MORPC bylaws without further authorization from this Commission.
- Section 6. That 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 7. 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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Matt Greeson, Chair  
**MID-OHIO REGIONAL PLANNING COMMISSION**

Effective date: September 8, 2016  
Submitted by: Thea Walsh, Director, Transportation Systems and Funding  
Prepared by: Transportation Systems and Funding Staff  
Authority: Ohio Revised Code Section 713.21  
For action date: September 8, 2016



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## Memorandum

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

**FROM:** Thea Walsh, Director  
Transportation Systems and Funding

**DATE:** August, 26, 2016

**SUBJECT:** Proposed Resolution 13-16: **“AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AND ADMINISTER CONTRACTS FOR APPROXIMATELY \$2.9 MILLION WITH SUBRECIPIENTS RECEIVING FEDERAL TRANSIT ADMINISTRATION (FTA) SECTION 5310 FUNDING”**

This resolution authorizes the executive director to enter into and administer contracts with subrecipients receiving Federal Transit Administration (FTA) Section 5310 funds.

MORPC is the Designated Recipient and administrator for the Federal Transit Administration’s (FTA) Section 5310 to enhance the mobility of older adults and persons with disabilities pursuant to 49 U.S.C. for the Columbus, Ohio urbanized area. Staff is obligated to receive and expend three federal fiscal years of funds for projects approved by MORPC Transportation Policy resolutions T-8-15 and T-3-16.

The Central Ohio Transit Authority (COTA) and Delaware Area Transit Agency (DATABus) are Direct Recipients with FTA. They administer Section 5310 funds that have been awarded by MORPC creating a sub-allocation agreement to pass-through Section 5310 funds to an eligible transit entity. Their awards total over \$1.5 million.

- One million was directed to COTA and DATABus for operating costs.
- Over \$430,000 was directed to DATABus’s Mobility Management program.
- For COTA approximately \$117,000 was directed to purchase paratransit vehicles.

MORPC’s procedures with FTA are documented in MORPC’s Program Management Plan to administer funds between FTA and approved subrecipients. Based on signed contracts MORPC will reimburse subrecipients or make purchases with budgeted MORPC funds for approved capital items purchased according to proper procurement policies.

**William Murdock, AICP**  
Executive Director

**Matt Greeson**  
Chair

**Rory McGuiness**  
Vice Chair

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Secretary

Below is an overview of the remaining \$1.4 million:

- Over \$1.1 million will be used for private non-profits, local governments, and other public transportation providers to purchase capital items such as lift equipped vehicles, safety, communication equipment and computer hard and software.
- MORPC Administration will receive \$297,000.

MORPC, COTA, DATABus and FTA have \$2.9 million in executed agreements awarding Section 5310 funds to direct and sub-recipients. These awards include lift equipped vehicles, acquisition of transportation services, preventive maintenance on existing Section 5310 vehicles, safety and computer equipment.

Attachment: Resolution 13-16

RESOLUTION 13-16

**“AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AND ADMINISTER CONTRACTS FOR APPROXIMATELY \$2.9 MILLION WITH SUBRECIPIENTS RECEIVING FEDERAL TRANSIT ADMINISTRATION (FTA) SECTION 5310 FUNDING”**

WHEREAS, the Mid-Ohio Regional Planning Commission (MORPC) is the Designated Recipient and administrator for the Federal Transit Administration’s (FTA) Section 5310 program for enhancing the mobility of older adults and persons with disabilities pursuant to 49 U.S.C. in the Columbus, Ohio urbanized area; and

WHEREAS, these projects and programs were approved and amended to MORPC’s Transportation Program by MORPC’s Transportation Policy with resolutions T-8-15 and T-3-16; and

WHEREAS, The Central Ohio Transit Authority (COTA) and Delaware Area Transit Agency (DATABus) are Direct Recipients with FTA and will administer \$1.5 million in Section 5310 funds that were awarded by MORPC creating a sub-allocation agreement to pass-through Section 5310 funds to eligible transit entities; and

WHEREAS, the remaining \$1.4 million in Section 5310 for subrecipients have been recommended and approved by MORPC and accepted by FTA according to MORPC’s approved FTA Program Management Plan to receive approximately \$1.4 million for the purchase of vehicles and other capital items under FTA Grant numbers; and

WHEREAS, purchases performed pursuant to these contracts for vehicle and other capital items using Section 5310 and local match funds will be under the oversight of MORPC and be implemented through a combination of MORPC staff, approved subrecipients, and FTA; now therefore

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

- Section 1. That the executive director is authorized to enter into and administer contracts with subrecipients receiving approximately \$1.4 million in FTA Section 5310 funding.
- Section 2. That the executive director is authorized to approve change orders for amounts up to the financial authorization levels in the MORPC bylaws 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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Matt Greeson, Chair  
**MID-OHIO REGIONAL PLANNING COMMISSION**

Effective date:	September 8, 2016
Submitted by:	Thea Walsh, Director, Transportation Systems and Funding
Prepared by:	Transportation Systems and Funding Staff
Authority:	Ohio Revised Code Section 713.21
For action date:	September 8, 2016



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## Memorandum

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

**FROM:** Thea Walsh, Director  
Transportation Systems & Funding

**DATE:** August 26, 2016

**SUBJECT:** Proposed Resolution 14-16: **"TO AUTHORIZE THE EXECUTIVE DIRECTOR TO SUBMIT AN APPLICATION TO THE LOCAL GOVERNMENT INNOVATION FUND AND ENTER INTO AN AGREEMENT FOR UP TO \$50,000 WITH THE OHIO DEVELOPMENT SERVICES AGENCY FOR THE BUCKEYE LAKE REGION 2036 LONG-RANGE PLAN"**

The Local Government Innovation Fund (LGIF), administered by the Ohio Development Services Agency (ODSA), is accepting applications for Round 18 through September 15, 2016. MORPC would like to submit an application for the Buckeye Lake Region 2036 Long-Range Plan.

The Buckeye Lake Region 2036 Long-Range Plan seeks to create a unified vision and strategy for sustainable economic revitalization in response to short- and long-term economic challenges in the region. Multiple local governments in Fairfield, Licking, and Perry Counties would benefit from the identification of strategies to share services or establish partnerships to advance economic development. MORPC has been working with community officials within the region on this effort and expects to formally engage collaborative partners in the project moving forward.

This resolution authorizes the executive director to submit and execute any agreements with ODSA for funding from the LGIF.

Attachment: Resolution 14-16

**William Murdock, AICP**  
Executive Director

**Matt Greeson**  
Chair

**Rory McGuinness**  
Vice Chair

**Karen J. Angelou**  
Secretary

RESOLUTION 14-16

**“TO AUTHORIZE THE EXECUTIVE DIRECTOR TO SUBMIT AN APPLICATION TO THE LOCAL GOVERNMENT INNOVATION FUND AND ENTER INTO AN AGREEMENT FOR UP TO \$50,000 WITH THE OHIO DEVELOPMENT SERVICES AGENCY FOR THE BUCKEYE LAKE REGION 2036 LONG-RANGE PLAN”**

WHEREAS, the Local Government Innovation Fund (LGIF), administered by the Ohio Development Services Agency, is accepting applications on September 15, 2016 for Round 18 of the program; and

WHEREAS, several community partners in the Buckeye Lake Region have partnered with the Mid-Ohio Regional Planning Commission in an effort to plan for the economic revitalization of the area; and

WHEREAS, the Buckeye Lake Region 2036 Long-Range Plan will provide a unified vision and strategy for sustainable economic revitalization in response to short- and long-term economic challenges; and

WHEREAS, multiple local governments in Fairfield, Licking, and Perry Counties would benefit from the identification of strategies to share services or establish partnerships for economic development; and

WHEREAS, in consultation with partner applicants, MORPC has identified a comprehensive scope of work for a planning effort to produce an economic revitalization and government services strategy; and

WHEREAS, MORPC is an eligible lead applicant and plans to submit an LGIF application in Round 18 for up to \$50,000 for the purposes of producing the Buckeye Lake Region 2036 Long-Range Plan; now therefore

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

- Section 1. That the executive director is authorized to submit an application to the Local Government Innovation Fund and enter into agreement with the Ohio Development Services Agency and project partners for the Buckeye Lake Region 2036 Long-Range Plan project for up to \$50,000.
- 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.

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Matt Greeson, Chair  
**MID-OHIO REGIONAL PLANNING COMMISSION**

Effective date: September 8, 2016  
Submitted by: Thea Walsh, Director, Transportation Systems and Funding  
Prepared by: Thea Walsh, Director, Transportation Systems and Funding  
Authority: Ohio Revised Code Section 713.21  
For action date: September 8, 2016



Mid-Ohio Regional  
Planning Commission

111 Liberty Street, Suite 100  
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## Memorandum

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

**FROM:** Thea Walsh, Director  
Transportation Systems & Funding

**DATE:** August 26, 2016

**SUBJECT:** Proposed Resolution 15-16: " **TO AUTHORIZE THE EXECUTIVE DIRECTOR TO SUBMIT AN APPLICATION TO THE FEDERAL TRANSIT ADMINISTRATION AND ENTER INTO AN AGREEMENT FOR UP TO \$400,000 WITH THE FEDERAL TRANSIT ADMINISTRATION FOR THE MOBILITY ON DEMAND SANDBOX DEMONSTRATION PROGRAM**"

The Federal Transit Administration (FTA) is accepting applications for a new research program to demonstrate and evaluate innovative approaches to integrated "Mobility on Demand" (MOD) solutions within public transportation framework.

The MOD Sandbox Demonstration Program is intended to provide a platform where integrated MOD concepts and solutions are supported and demonstrated through local partnerships in a real world setting.

MORPC and our partners want to explore and develop the creation of traveler-centric mobility options for those who live and/or work in Central Ohio. The MOD Sandbox Program will afford MORPC and our partners the opportunity to test out new methods of personal mobility in our region by forging local partnerships with mobility operators to share and integrate data that will lead to the development of mobility solutions for challenged geographies in Central Ohio.

This resolution authorizes the executive director to submit and, if awarded, execute any agreements with FTA for funding from the MOD Sandbox Demonstration Program.

Attachment: Resolution 15-16

**William Murdock, AICP**  
Executive Director

**Matt Greeson**  
Chair

**Rory McGuinness**  
Vice Chair

**Karen J. Angelou**  
Secretary

RESOLUTION 15-16

**“TO AUTHORIZE THE EXECUTIVE DIRECTOR TO SUBMIT AN APPLICATION TO THE FEDERAL TRANSIT ADMINISTRATION AND ENTER INTO AN AGREEMENT FOR UP TO \$400,000 WITH THE FEDERAL TRANSIT ADMINISTRATION FOR THE MOBILITY ON DEMAND SANDBOX DEMONSTRATION PROGRAM”**

WHEREAS, the Federal Transit Administration, is accepting applications for the new Mobility on Demand (MOD) Sandbox demonstration program; and

WHEREAS, several entities in Central Ohio Region are supportive of a partnership with the Mid-Ohio Regional Planning Commission in an effort to plan and develop innovative approaches to mobility on demand solutions within a public transportation framework; and

WHEREAS, MORPC and our partners want the opportunity to test out new methods of personal mobility in our region by using partnerships with mobility operators and a technology provider to share and integrate data that will lead to the development of mobility solutions for challenged geographies; and

WHEREAS, MORPC is an eligible lead applicant is seeking \$400,000 for the purposes of leading research in FTA’s Mobility on Demand Sandbox Demonstration; now therefore

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

- Section 1. That the executive director is authorized to submit an application to the Federal Transit Administration and, if awarded, enter into agreement with the Federal Transit Administration for up to \$400,000.
- Section 2. 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 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 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.

---

Matt Greeson, Chair  
**MID-OHIO REGIONAL PLANNING COMMISSION**

Effective date: September 8, 2016  
Submitted by: Thea Walsh, Director, Transportation Systems and Funding  
Prepared by: Transportation Systems and Funding Staff  
Authority: Ohio Revised Code Section 713.21  
For action date: September 8, 2016



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**Memorandum**

**TO:** William Murdock, Executive Director  
Executive Committee

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

**DATE:** August 24, 2016

**SUBJECT:** Financial Report –June 2016

**Summary**

At the end of the second quarter of 2016, our cash position was at \$1,555,674 in the operating account. This is \$799,554 higher in the operating account than June 2015. Through the second quarter, the fringe and overhead rate were better than projected.

**Operating Income (Change in Net Position)**

There has been a decrease in net assets (operating loss) from operations on a year-to-date basis of \$244,768. This is primarily the result of a combination of costs-to-date that have not been recovered through the second quarter for the weatherization programs.

**Member Dues**

Member dues revenue was 8.9% of the second quarter’s year-to-date operating revenue. Use of member dues were under budget by \$63,499 year-to-date. Use of all current year and prior year (includes building due diligence and office improvement activities) member dues were as follows:

	<b>Year-to-Date 2016</b>	
	<b><u>Budget</u></b>	<b><u>Actual</u></b>
Services to Members	\$ 173,428	\$ 174,631
Local Matching Funds	\$ 134,342	\$ 128,448
Development Fund	\$ 48,082	\$ 58,550
Building Lease	\$ 32,061	\$ 32,231
Member Services Coordination	\$ 44,355	\$ 46,726
Leasehold Improvements & Building Due Diligence	\$ 62,500	\$ 9,886
Other	\$ 35,600	\$ 16,398
<b>Total</b>	<b>\$ <u>530,368</u></b>	<b>\$ <u>466,870</u></b>

**William Murdock, AICP**  
Executive Director

**Matt Greeson**  
Chair

**Rory McGuiness**  
Vice Chair

**Karen J. Angelou**  
Secretary

### **Fringe Benefit and Indirect (Overhead) Variances**

#### **Fringe Benefits**

The actual fringe benefit cost rate for the year-to-date was 59.75% which is lower than the budgeted rate of 68.5%, creating a favorable variance for the year-to-date of \$165,318.

#### **Indirect (Overhead)**

The actual indirect cost variance for the year-to-date second quarter 52.60% which is lower the budgeted rate of 55.5%, with an favorable variance \$69,733.

### **Statement of Net Assets**

- Cash on hand was \$1,555,674 which was equal to 5.8 weeks' worth of cash flow. The HOPE 3 Trustee also held cash of \$43,773 restricted to HOPE 3 and NSP costs. The building sale proceeds cash account remained at \$2.1 million. The building improvement/maintenance fund held \$744,924.
- Accounts Receivable totaled \$1,737,191 compared to \$2,604,941 at the end of June 2015.
- Accounts Payable plus Other Accrued Liabilities were \$384,543, a decrease versus the \$795,348 combined balance at the end of June 2015.

### **Expenses and Appropriations**

Year-to-date expenses through 50% of the year totaled \$5,365,885 or 37.8% of the total year's operating appropriations of \$14,192,977 as MORPC has spent well within appropriations for the second quarter.

MORPC  
Balance Sheet  
As of 6/30/2016

	<u>Balance at</u> <u>06/30/2016</u>	<u>Balance at</u> <u>05/31/2016</u>	<u>Monthly</u> <u>Difference</u>	<u>Balance at</u> <u>06/30/2015</u>	<u>Yearly</u> <u>Difference</u>
<b>Assets</b>					
<b>Current Assets</b>					
Cash	1,555,674.06	1,551,569.96	4,104.10	756,119.73	799,554.33
Cash with Trustee NSP1 Franklin Co	42,050.33	42,050.33	0.00	51,384.38	(9,334.05)
Cash with Trustee HOPE 3	1,722.72	1,722.72	0.00	19,462.63	(17,739.91)
Cash-Building Sale Proceeds	2,106,944.70	2,106,608.09	336.61	2,103,356.11	3,588.59
Cash-Building Improvement Reserve	744,924.16	745,257.73	(333.57)	811,524.44	(66,600.28)
Accounts Receivable	1,737,190.81	1,763,364.84	(26,174.03)	2,604,940.97	(867,750.16)
Prepaid Expenses	<u>171,074.69</u>	<u>179,299.06</u>	<u>(8,224.37)</u>	<u>145,639.15</u>	<u>25,435.54</u>
Total Current Assets	6,359,581.47	6,389,872.73	(30,291.26)	6,492,427.41	(132,845.94)
<b>Non-Current Assets</b>					
Forgivable Mortgages	114,301.75	121,049.71	(6,747.96)	144,330.07	(30,028.32)
Fixed Assets	561,216.58	561,216.58	0.00	879,092.57	(317,875.99)
Contributed Assets	369,976.01	369,976.01	0.00	448,890.74	(78,914.73)
NSP 1 Properties	0.00	0.00	0.00	0.00	0.00
Accumulated Depreciation	<u>(763,172.34)</u>	<u>(756,322.97)</u>	<u>(6,849.37)</u>	<u>(1,078,775.16)</u>	<u>315,602.82</u>
Total Non-Current Assets	282,322.00	295,919.33	(13,597.33)	393,538.22	(111,216.22)
<b>Deferred Outflows of Resources</b>					
GASB 68 Pension	<u>694,040.00</u>	<u>694,040.00</u>	<u>0.00</u>	<u>515,741.00</u>	<u>178,299.00</u>
Total Deferred Outflows of Resources	<u>694,040.00</u>	<u>694,040.00</u>	<u>0.00</u>	<u>515,741.00</u>	<u>178,299.00</u>
Total Assets	7,335,943.47	7,379,832.06	(43,888.59)	7,401,706.63	(65,763.16)
<b>Liabilities</b>					
<b>Current Liabilities</b>					
Accounts Payable	265,444.48	200,661.82	64,782.66	534,626.56	(269,182.08)
Accrued Payroll	231,877.53	206,290.37	25,587.16	184,885.76	46,991.77
Accrued Fringe Benefits	68,299.59	63,894.81	4,404.78	47,593.67	20,705.92
Other Accrued Liabilities	119,098.07	140,740.45	(21,642.38)	260,721.78	(141,623.71)
Accrued Annual & Separation Sick	60,000.00	60,000.00	0.00	60,000.00	0.00
Deferred Income	707,149.28	722,902.45	(15,753.17)	659,788.70	47,360.58
Deferred Income-Member Dues	514,795.73	585,362.10	(70,566.37)	518,407.09	(3,611.36)
Deferred Income-Indirect Reserve	<u>(42,277.51)</u>	<u>(58,806.21)</u>	<u>16,528.70</u>	<u>(187,708.95)</u>	<u>145,431.44</u>
Deferred Fringe Benefit Reserve	<u>130,040.90</u>	<u>79,193.34</u>	<u>50,847.56</u>	<u>(204,315.73)</u>	<u>334,356.63</u>
Total Current Liabilities	2,054,428.07	2,000,239.13	54,188.94	1,873,998.88	180,429.19
<b>Non-Current</b>					
Accrued Annual and Separation Sick	393,921.12	397,169.95	(3,248.83)	357,160.26	36,760.86
HOPE 3 Deferred Income	21,694.27	22,782.23	(1,087.96)	35,327.23	(13,632.96)
Other Mortgages-Deferred Income	92,607.48	98,267.48	(5,660.00)	109,002.84	(16,395.36)
Accrued Building Lease Expense	26,467.92	29,978.43	(3,510.51)	68,594.22	(42,126.30)
GASB 68 Pension Liability	<u>4,245,280.00</u>	<u>4,245,280.00</u>	<u>0.00</u>	<u>4,149,393.00</u>	<u>95,887.00</u>
Total Non-Current	4,779,970.79	4,793,478.09	(13,507.30)	4,719,477.55	60,493.24
<b>Deferred Inflows of Resources</b>					
GASB 68 Pension	<u>74,581.00</u>	<u>74,581.00</u>	<u>0.00</u>	<u>0.00</u>	<u>74,581.00</u>
Total Deferred Inflows of Resources	<u>74,581.00</u>	<u>74,581.00</u>	<u>0.00</u>	<u>0.00</u>	<u>74,581.00</u>
Total Liabilities	6,908,979.86	6,868,298.22	40,681.64	6,593,476.43	315,503.43
<b>Net Assets</b>					
<b>Beginning Net Assets</b>					
Net Assets	<u>671,731.67</u>	<u>671,731.67</u>	<u>0.00</u>	<u>9,082,090.34</u>	<u>(8,410,358.67)</u>
Total Beginning Net Assets	671,731.67	671,731.67	0.00	9,082,090.34	(8,410,358.67)
<b>Current YTD Net Income</b>					
	<u>(244,768.06)</u>	<u>(160,197.83)</u>	<u>(84,570.23)</u>	<u>(8,273,860.14)</u>	<u>8,029,092.08</u>
Total Net Assets	426,963.61	511,533.84	(84,570.23)	808,230.20	(381,266.59)
Total Liabilities and Net Assets	7,335,943.47	7,379,832.06	(43,888.59)	7,401,706.63	(65,763.16)

## MID-OHIO REGIONAL PLANNING COMMISSION

### SCHEDULE OF REVENUES AND EXPENSES-BUDGET AND ACTUAL FOR THE FIRST SIX MONTHS ENDING JUNE 30, 2016

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	<u>Actual</u>	<u>Budget</u>	<u>Variance over / (under)</u>
Revenue			
Environment, Mapping & Transportation	\$ 2,778,764	\$ 3,707,718	\$ (928,954)
Energy and Air Quality	1,776,762	2,159,558	(382,796)
Housing & Community Services	567,906	1,015,931	(448,025)
Services to Members & Development	328,536	333,498	(4,962)
Other	<u>(334,288)</u>	<u>(65,755)</u>	<u>(268,533)</u>
<b>Total Operating Revenues</b>	<b>\$ 5,117,681</b>	<b>\$ 7,150,950</b>	<b>\$ (2,033,269)</b>
Expenses			
Salaries and benefits	\$ 2,909,529	\$ 3,308,191	\$ (398,663)
Materials and Supplies	94,621	275,000	(180,379)
Consultants, services and other	2,320,796	3,538,739	(1,217,943)
Depreciation	<u>40,939</u>	<u>36,270</u>	<u>4,669</u>
<b>Total Expenses</b>	<b>\$ 5,365,885</b>	<b>\$ 7,158,200</b>	<b>\$ (1,792,315)</b>
Operations income (loss)	\$ (248,204)	\$ (7,250)	(240,954)
Interest Income	3,436	\$ 2,500	936
Capital Contributions	<u>-</u>	<u>\$ 50,000</u>	<u>(50,000)</u>
Increase (decrease) in net position	<b><u>\$ (244,768)</u></b>	<b><u>\$ 45,250</u></b>	<b><u>\$ (290,018)</u></b>

MID-OHIO REGIONAL PLANNING COMMISSION  
SOURCES AND USES OF MEMBERS PER CAPITA FEES

Sources:	June 30, 2016			6 Months Ending June 30, 2016		
	Budget	Actual	Difference	Budget	Actual	Difference
Members Dues Recognized	\$ 77,978	\$ 62,986	\$ (14,992)	\$ 467,868	\$ 456,984	\$ (10,884)
Building Reserve	\$ 10,417	\$ 333	\$ (10,083)	\$ 62,500	\$ 9,886	\$ (52,614)
<b>Total Members Per Capita Fees</b>	<b>\$ 88,395</b>	<b>\$ 63,320</b>	<b>\$ (25,075)</b>	<b>\$ 530,368</b>	<b>\$ 466,870</b>	<b>\$ (63,498)</b>
<b>Uses of Per Capita fees</b>						
<u>Local Match</u>						
Transportation	\$ 21,974	\$ 13,641	\$ 8,332	\$ 131,842	\$ 128,448	\$ 3,394
Foundation Grants and Other	\$ 417	\$ -	\$ 417	\$ 2,500	\$ -	\$ 2,500
<b>Total Local Match</b>	<b>\$ 22,390</b>	<b>\$ 13,641</b>	<b>\$ 8,749</b>	<b>\$ 134,342</b>	<b>\$ 128,448</b>	<b>\$ 5,894</b>
<u>Services to Members</u>						
Executive Director Services to Members	\$ 5,833	\$ 4,014	\$ 1,820	\$ 35,000	\$ 36,027	\$ (1,027)
Proactive Legislative Activity	\$ 12,357	\$ 16,382	\$ (4,025)	\$ 74,140	\$ 68,935	\$ 5,205
Public Policy and Multijurisdictional Issues	\$ 6,106	\$ 3,455	\$ 2,650	\$ 36,633	\$ 45,599	\$ (8,966)
Member Service Coordination	\$ 7,393	\$ 9,623	\$ (2,231)	\$ 44,355	\$ 46,726	\$ (2,371)
HR Services & Annual Salary Survey	\$ 417	\$ 1,226	\$ (810)	\$ 2,500	\$ 1,226	\$ 1,274
Mid-Ohio Finance Administrators (MOFA)	\$ 158	\$ -	\$ 158	\$ 950	\$ 725	\$ 225
Other Services to Members	\$ 4,034	\$ 5,160	\$ (1,126)	\$ 24,205	\$ 22,119	\$ 2,086
<b>Total Services to Members</b>	<b>\$ 36,297</b>	<b>\$ 39,860</b>	<b>\$ (3,563)</b>	<b>\$ 217,783</b>	<b>\$ 221,357</b>	<b>\$ (3,574)</b>
<u>Development Fund</u>						
Executive Director Development	\$ 5,833	\$ 4,014	\$ 1,820	\$ 35,000	\$ 34,566	\$ 434
Executive Travel	\$ 875	\$ 1,949	\$ (1,074)	\$ 5,250	\$ 9,194	\$ (3,944)
Board Travel	\$ 300	\$ -	\$ 300	\$ 1,800	\$ 7,927	\$ (6,127)
Other Development	\$ 1,005	\$ 833	\$ 172	\$ 6,032	\$ 6,863	\$ (831)
<b>Total Development Fund</b>	<b>\$ 8,014</b>	<b>\$ 6,795</b>	<b>\$ 1,218</b>	<b>\$ 48,082</b>	<b>\$ 58,550</b>	<b>\$ (10,468)</b>
<u>Other Services</u>						
Building Lease Expense	\$ 5,343	\$ 5,371	\$ (28)	\$ 32,061	\$ 32,231	\$ (170)
Strategic Initiatives	\$ 2,667	\$ (6,362)	\$ 9,029	\$ 16,000	\$ 691	\$ 15,309
Diversity and Inclusion	\$ 1,750	\$ 2,680	\$ (930)	\$ 10,500	\$ 13,207	\$ (2,707)
Sponsorships/Memberships	\$ -	\$ 1,000	\$ (1,000)	\$ -	\$ 1,750	\$ (1,750)
Star Performance	\$ -	\$ -	\$ -	\$ -	\$ 750	\$ (750)
Leasehold Improvements	\$ 2,083	\$ -	\$ 2,083	\$ 12,500	\$ -	\$ 12,500
Building Due Diligence	\$ 8,333	\$ 334	\$ 8,000	\$ 50,000	\$ 9,886	\$ 40,114
All Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Other</b>	<b>\$ 20,177</b>	<b>\$ 3,022</b>	<b>\$ 17,154</b>	<b>\$ 121,061</b>	<b>\$ 58,515</b>	<b>\$ 62,546</b>
Contingency						
Cost Overruns	\$ 1,042	\$ -	\$ 1,042	\$ 6,250	\$ -	\$ 6,250
Other	\$ 475	\$ -	\$ 475	\$ 2,850	\$ -	\$ 2,850
<b>Total Contingency</b>	<b>\$ 1,517</b>	<b>\$ -</b>	<b>\$ 1,517</b>	<b>\$ 9,100</b>	<b>\$ -</b>	<b>\$ 9,100</b>
<b>Total Uses of Members Per Capita Fees</b>	<b>\$ 88,395</b>	<b>\$ 63,320</b>	<b>\$ 25,075</b>	<b>\$ 530,368</b>	<b>\$ 466,870</b>	<b>\$ 63,498</b>
Dues under (over) expended	\$ -	\$ 0	\$ 0	\$ -	\$ (0)	\$ (0)
*****						
<u>Members Per Capita Fees Billed:</u>						
RPC Dues (\$.290)	\$ 45,033	\$ 44,506	\$ (528)	\$ 270,199	\$ 267,033	\$ (3,166)
MPO Dues (\$.195)	\$ 27,601	\$ 27,601	\$ -	\$ 165,609	\$ 165,609	\$ -
Associate Members Dues	\$ -	\$ 583	\$ 583	\$ -	\$ 3,500	\$ 3,500
Building (\$.035)	\$ 5,343	\$ 5,371	\$ 28	\$ 32,061	\$ 32,228	\$ 168
<b>Sub-total Members Per Capita Fees Billed:</b>	<b>\$ 77,978</b>	<b>\$ 78,062</b>	<b>\$ 84</b>	<b>\$ 467,868</b>	<b>\$ 468,370</b>	<b>\$ 502</b>
Members Dues Recognized:		\$ 63,320		\$ -	\$ 466,870	
Members Dues (Over) Under recognized		\$ 14,742			\$ 1,499	



Mid-Ohio Regional  
Planning Commission



# DIVERSITY & INCLUSION EXECUTIVE SUMMARY



AUGUST 2016

## ASSESSMENT OF 2015

A review of the outcomes of the six focus areas allowed the Mid-Ohio Regional Planning Commission (MORPC) to identify accomplishments, to determine whether goals were met through the competencies selected, and where to prioritize targeted efforts for 2016.

Areas with notable accomplishments in addition to focus areas that proved challenging include:

Workforce	Achieved consistent tracking of the diversity of the MORPC Board. Implemented tracking the diversity of MORPC committees.
Workplace	Foyer is a challenge for people in wheelchairs. We are implementing changes to the foyer to assist this population.
Diversity Spend	The total diversity spend increased from 23.05 to 25.15 percent. Women Business Enterprises increased significantly, however, the percentage for Minority Business Enterprises decreased.
Service to Diverse Populations	Applications received for MORPC services from the Hispanic population not only declined but were zero in all Program areas except for Warm Choice. In Warm Choice the percent of Hispanics served decreased from 1.4 to 1 percent.
Diversity Requirements	DBE and Section 3 monitoring and reporting continue to be a challenge. Improvements have been made to improve the tracking of DBE vendors.
Diversity Communications	The 2016 Limited English Proficiency Plan revealed that a greater emphasis need to be placed on translation of outreach material to promote MORPC services and programs to diverse populations.

A summary of the 2015 Diversity & Inclusion Work Plan Accomplishments indicates key accomplishments in all six areas of focus.

## 2016-2017 MOVING FORWARD

To place greater emphasis on communication and outreach, the Diversity effort is under Public & Government Affairs. The Diversity & Inclusion Committee has been restructured to include senior leadership and Board participation. We anticipate that this level of participation will help institutionalize and bring a greater awareness of MORPC's commitment to diversity.

The six areas of focus and the corresponding goals for 2016-2017 Diversity & Inclusion Work Plan include:

#### **WORKFORCE & LEADERSHIP**

Goal: Commit to the preparation of a culturally competent MORPC workforce and Board.

#### **WORKPLACE**

Goal: Continuous improvement of the accessibility and assurance of accommodations for minorities, people with disabilities and LGBTQ at MORPC and venues used for MORPC meetings.

#### **DIVERSITY SPEND**

Goal: Maintain diverse vendors spend at 15 percent or more.

#### **SERVICE TO DIVERSE POPULATIONS**

Goal: Increase and accommodate service to diverse populations.

#### **DIVERSITY REQUIREMENTS**

Goal: Continue to meet the federal requirements for DBE and Section 3 HUD, Title VI, and Limited English Proficiency.

#### **DIVERSITY COMMUNICATIONS**

Goal: Increase the promotion of MORPC's services, plans, meetings, events and programs to diverse audiences, and increase the awareness of MORPC's Diversity & Inclusion efforts.

For a copy of the full 2016-2017 Diversity & Inclusion Work Plan contact:

Bernice Cage, Senior Public Information & Diversity Officer  
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