



MID-OHIO REGIONAL  
**MORPC**  
PLANNING COMMISSION

111 Liberty Street, Suite 100  
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**COMMISSION MEETING**  
**MID-OHIO REGIONAL PLANNING COMMISSION**  
*VIDEO/AUDIO CONFERENCE*

**Thursday, April 30, 2020**  
**11 a.m.**

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

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+1 614-362-3056 United States, Columbus (Toll)  
(888) 596-2819 United States (Toll-free)  
Conference ID: 686 044 967#

**AGENDA**

- 11:00 a.m.      **1. Welcome**— Karen Angelou (City of Gahanna), MORPC Chair
- 2. COVID-19 Related Legislative Update** – U.S. Representative Joyce Beatty & U.S. Representative Steve Stivers
- 3. Proposed Resolution 06-20:** “Authorizing the executive director to enter into agreements with a lending institution and receive federal funds up to \$475,000 for the Paycheck Protection Program (PPP) to fund staff and other operating costs” – William Murdock, MORPC Executive Director & Shawn Hufstedler, MORPC Chief of Staff & Director of Operations
- 12:00 p.m.      **4. Adjourn** – Karen Angelou (City of Gahanna), MORPC Chair

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

**The next Commission Meeting is**  
**Thursday, May 14, 2020, 1:30 p.m.**  
*Video/Audio Conference*

**William Murdock, AICP**  
Executive Director

**Karen J. Angelou**  
Chair

**Erik J. Janas**  
Vice Chair

**Chris Amorose Grooms**  
Secretary



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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:** April 30, 2020

**SUBJECT:** Proposed Resolution 06-20: **“Authorizing the executive director to enter into agreements with a lending institution and receive federal funds up to \$475,000 for the Paycheck Protection Program (PPP) to fund staff and other operating costs”**

The Paycheck Protection Program (PPP) will provide cash-flow assistance through 100 percent federally guaranteed forgivable loans to employers who maintain their payroll during the COVID-19 emergency. If employers maintain their payroll, the loans will be forgiven, which will help workers remain employed, as well as help affected small businesses and our economy snap-back quicker after the crisis. The PPP loan program has features, such as forgiveness of up to eight weeks of payroll based on employees' retention and salary levels, no Small Business Administration (SBA) fees, and at least six months of deferral with maximum deferrals of up to a year for any portion that is not forgivable. MORPC checked with the Auditor of State's Office and received confirmation that MORPC is eligible to apply for the PPP.

Eligible costs include payroll compensation, salary, wage, payments required for group health care benefits, insurance premiums, payment of retirement benefits and payment of state or local tax assessed on the compensation of employees.

MORPC applied for the PPP through US Bank to cover a portion of MORPC's payroll for some employees' salaries and fringe benefit costs as listed above for up to eight weeks. The Residential Services staff programs, which assist low-income clients for weatherization and home repair services, are all fee for service or production unit based and with the COVID-19 crisis cannot perform their work inside of clients' homes and therefore cannot earn payment for services. Along with the Residential Services Staff a portion of indirect staff are also affected by the lack of work. The PPP funds can also cover up to two months of rent.

It is anticipated that this PPP loan will be forgivable as payroll and fringe benefit costs incurred during the eight-week period after the loan, compared to the previous year or time period, is expected to be proportionate to maintaining employees and wages.

Attachment: Resolution 06-20

## RESOLUTION 06-20

**“Authorizing the executive director to enter into agreements with a lending institution and receive federal funds up to \$475,000 for the Paycheck Protection Program (PPP) to fund staff and other operating costs”**

WHEREAS, programs and initiatives in the Coronavirus Aid, Relief, and Economic Security (CARES) Act passed by Congress is intended to assist small business owners as well as non-profits and other employers with their needs. These programs are available from the Small Business Administration (SBA); and

WHEREAS, MORPC is working with US Bank to process an application for the Paycheck Protection Program (PPP) which provides cash-flow assistance through 100 percent federally guaranteed loans to employers who maintain their payroll during this emergency; and

WHEREAS, MORPC checked with the Auditor of State’s Office and received confirmation that MORPC is eligible to apply for the PPP; and

WHEREAS, MORPC anticipates the loan to be fully forgiven if we show that we maintained wages and employees and used twenty five percent or less for rent or utilities; now therefore

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

- Section 1. That the executive director is authorized to enter into an agreement with a lending institution for federal government funds for the Paycheck Protection Program to pay a portion of MORPC employees’ salaries and benefits and rent for two months.
- 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 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: April 30, 2020  
Submitted by: Shawn Hufstедler, Chief of Staff & Director of Operations  
Prepared by: Susan Tsen, Finance Director & Assistant Director of Operations  
Authority: Ohio Revised Code Section 713.21  
For action date: April 30, 2020