



CITY OF PITTSBURGH
EQUIPMENT LEASING AUTHORITY
CITY-COUNTY BUILDING

BOARD MEETING

June 27, 2022

*Meeting Held Via Conference Call due to safety concerns related to the Coronavirus
2:00 P.M.*

AGENDA

I. Call to Order

II. Board Designations

- a. City Council Resolution No. 222 of 2022 authorized the appointment of Lisa Frank as a member of the ELA Board to serve the remainder of the term for the seat vacated by Jennifer Presutti, which will expire on March 31, 2023.
- b. City Council Resolution No. 223 of 2022 authorized the appointment of Chris Hornstein for a term to expire on April 30, 2027.

III. Roll Call

IV. ELA Solicitor

- a. The contract with Danny Cerrone of Clark Hill to serve as the ELA Solicitor has been executed.

V. Approval of Minutes from the meeting held on March 24, 2022

VI. Public Comment

VII. Interim Approvals-The following purchases and plan revisions have received interim approval by board members:

- a. Authorize IA-22-07 amending the 2022 ELA Plan by adding five (5) Ford Interceptor SUVs and upfitting for the Department of Public Safety, Bureau of Police for a total cost of \$244,940.20. Remaining funds from the target budget will be used for this purchase. The Ford Interceptor SUVs from the 2022 Plan are \$254,824.68 under budget due to a lower cost for the upfitting. Interim approval was granted on May 24, 2022.
- b. Authorize IA-22-08 increasing Purchase Order (PO) ELA-2022-13 from \$4,874.93 to \$5,590.04. The increased cost is due to two (2) circuit boards that needed to be replaced. Remaining DLC Reimbursement funds will be used for this purpose. Interim approval was granted on May 2, 2022.

- c. Authorize IA-22-09 amending the 2022 Vehicle Acquisition Plan by adding three (3) Groundmaster Mowers for the Department of Public Works, Bureau of Parks Maintenance. Funding from 2023 Parks Tax funds will be used for this purchase. These mowers have a 14-month delivery date, and Parks Maintenance would like to order them now to ensure delivery in 2023. Payment is not required until the equipment is delivered. Interim approval was granted on June 6, 2022.

VIII. Vehicle Status Reports

IX. NCA Repair Costs Report

- a. NCA Repair Costs were not incurred from January 1, 2022 through May 31, 2022.

X. Auction Report

- a. GovPlanet proceeds from January 1, 2022 through May 31, 2022 totaled \$8,425.00.
- b. GovDeals proceeds from January 1, 2022 through May 31, 2022 totaled \$44,340.00.

XI. 2021 Annual Report of Municipal Authorities Filing

- a. McGee Maruca and Associates submitted the 2021 Annual Report of Municipal Authorities online to the DCED on behalf of the ELA on June 15, 2022.

XII. Annual Audit

- a. The annual audit of the Equipment Leasing Authority is included in the City of Pittsburgh's Annual Comprehensive Financial Report. Although legally separate from the City, the ELA is reported as if it were part of City government because its sole purpose is to finance the City's equipment needs. The ELA is considered a blended component unit of the City of Pittsburgh and is subject to the same auditing procedures as other City funds. ELA operations are included within other government funds. Maher Duessel, Certified Public Accountants, issued an unmodified ('clean') opinion on the City of Pittsburgh's financial statements for the year ended December 31, 2021. The full version of this report is available on the City of Pittsburgh's website.
 - i. Discuss and accept the audit.

XIII. Equipment Leasing Authority Financial Statements: 4th Quarter of 2021 and 1st Quarter of 2022

- a. ELA financial statements for the Fourth Quarter of 2021 and First Quarter of 2022 have been provided by McGee, Maruca and Associates.
 - i. Discuss and accept the Financial Statements.

XIV. Bank Statement Reconciliations

- a. Accept the bank statement reconciliations for the months of February, March and April 2022.

XV. Grant Discussion

- a. Targeted Airshed Grant
 - i. The City has received a \$2.8 Million Grant from the EPA's Targeted Airshed Grant to purchase five electric recycling trucks and the associated charging infrastructure.

XVI. Infrastructure Update

- a. DPW Warehouse Project
 - i. Designs are complete and the solicitation for construction closes on June 24, 2022.
- b. Public Works Environmental Services
 - i. The Solicitation has been released. This will be a Turnkey solution requiring design, chargers, and construction. Proposals are due July 15, 2022. The Pre-bid meeting is on June 30, 2022 at 1:00pm if anyone is interested in attending.

XVII. Other Business

- a. Jennifer Presutti resigned her position on the Equipment Leasing Authority Board effective April 18, 2022. Kinsey Casey's term expired on April 17, 2022. As Chair, on behalf of the board and staff, I would like to thank and acknowledge Ms. Presutti and Ms. Casey for their dedication, service and commitment to the Authority. Their knowledge and expertise will be missed.
- b. Agreement with National Traffic Safety Institute for a driver training e-learning system
 - 1. The City entered into an agreement with National Traffic Safety Institute
 - 2. Specific course offerings includes distracted driving, impaired and defensive driving, accident avoidance and driving in inclement weather conditions.
 - 3. The driver will be required to complete video modules on each individual topic and must pass a quiz for completion.
- c. Is there any other business?

XVIII. Meeting Schedule

- a. The next meeting of the Equipment Leasing Authority is scheduled on September 22, 2022 at 2:00 p.m.

XIX. Adjournment