



Administrative Report Mayor Eddie Moran

TO: City Council
FROM: William M. Heim, Managing Director
PREPARED BY: Maritza Loaiza, Special Assistant
MEETING DATE: August 22, 2022
AGENDA MEMO DATE: August 18, 2022

FINANCE:

- The Finance Department's CSC provided the following data related to phone calls received:

Request Type	REQUESTS	PERCENT
Sewer backup	89	18.02%
Yardwaste	48	9.72%
Over grown grass and weeds	39	7.89%
Needs Recycling Bin	37	7.49%
Property Maintenance Unpaid Fees Request	34	6.88%
Trash Pick up	32	6.48%
Recycling Electronics	31	6.28%
Property Maintenance Issues	20	4.05%
Trash Enforcement	17	3.44%
Meet with the Mayor	9	1.82%
Health Hazard	9	1.82%
Illegal Dumping	8	1.62%
Unsecured/Open Property	7	1.42%
Trash Cans Outside Too Long	7	1.42%
Street Repair or Paving	6	1.21%

Property Inspections Scheduling	6	1.21%
Tree Trimming Private Property	5	1.01%
Structure	5	1.01%
Pothole or sunken utility cut	5	1.01%
Dog dirt	5	1.01%
Abandoned Vehicles on Property	5	1.01%
Handicap parking	4	0.81%
Zoning Inquiry	3	0.61%
Trash Education	3	0.61%
Tire Removal/Pick Up	3	0.61%
Street Sign Request	3	0.61%
Property Inspections	3	0.61%
Line Painting	3	0.61%
Building and Trades Permits	3	0.61%
Vermin	2	0.4%
Tree Trimming Public	2	0.4%
Recycling Pickup	2	0.4%
Recycling Education	2	0.4%
Quality of Life Violations	2	0.4%
Plumbing Issue	2	0.4%
Odor	2	0.4%
Non Emergency Police	2	0.4%
Infestation	2	0.4%
Building & Trades Inspection Building	2	0.4%
Zoning Violation	1	0.2%
Unpermitted construction activity	1	0.2%
Tree Questions Permits	1	0.2%
Trash City of Reading Owned Property	1	0.2%
Street Sweeping	1	0.2%
Street sign damaged or vandalized	1	0.2%
Street light out or malfunctioning	1	0.2%
Sewer Grates Catch Basins	1	0.2%
Property Maintenance Fees	1	0.2%
Parks general	1	0.2%
Other	1	0.2%
No Water	1	0.2%
No Electric	1	0.2%
Mold/Mildew	1	0.2%

Illegal Conversions	1	0.2%
Housing Permits	1	0.2%
Hoarding Clutter Situation	1	0.2%
Grass cutting at parks	1	0.2%
Electrical Issue	1	0.2%
Dead animal	1	0.2%
Collections - Codes	1	0.2%
Clean City Projects	1	0.2%
Building & Trades Inspection Electrical	1	0.2%
Blight Inspection Request	1	0.2%
Animal Control - Live Animals	1	0.2%

FIRE:

- The Reading Fire Department’s 93 ft. tower ladder truck was delivered on Thursday, August 11th. The department will train and become more familiar with the apparatus and will then be placed in service by October 1st. It replaces a 2003 model, which is a 75 ft. ladder. The 75 ft. ladder will remain as a reserve apparatus.
- On August 2nd, the RFD participated in the National Night Out event on the 500 block of Penn Street. The current ladder truck was set up as a sprinkler for children and adults to cool off from the high-temperature day.
- The 9th and Marion Fire Station project site work is progressing. Below is a picture of the project’s progress as of August 12th:



HUMAN RESOURCES:

- The Human Resource Department would like to welcome the following new employees to the City of Reading organization:
 - Tiffany Bohn, WWTP Dewatering Technician, August 1st
 - Julio Ortiz, PW Solid Waste Equipment Operator II, August 4th
 - Enid Narvaez, Community Engagement Coordinator, as of August 16th

PUBLIC WORKS:

- Public Works staff has also completed:
 - 41 sites were cleaned up, which resulted in 351 bags of litter and 14 bulk items
 - 32 televisions from various locations throughout the City
 - 13 dead animals were picked up
 - 97 tires were collected from various locations throughout the City
 - 6 graffiti abatement projects were completed
 - 55 recycling bins were delivered upon request
- Public Works assisted in the cleaning and preparation of Penn Street for National Night Out on August 2nd.
- Public Works assisted with and attended the Riverzilla event on August 6th from 8am – 2pm. The event was well attended with approximately 300 participants. The event included a park cleanup from 8am – 11am. About 40 bags of trash were collected.
- Public Works Clean City crews are focusing on areas of constituent concern. These areas include City-owned trails such as Riverfront Park, West Spring, and the trail near Blair Avenue and Montgomery Street.
- Public Works is happy to report the River Road Extension Project is about 64 % complete. The project remains on schedule.