

Administration Report  
**November 2018**

To: Mayor and Council  
Department Heads  
From: Sherry Hoffman  
Date: December 4, 2018

**ADMINISTRATION REPORT**

Please find listed below a brief review of activities that have taken place during the last month along with upcoming items for the current month. As always, please feel free to contact me with any questions.

**Important Reminders/News**

The General Government Offices will be closed on December 24 and 25, 2018 and January 1, 2019.

Waste Collection will not occur on December 25, 2018 or January 1, 2019, but will resume on the following days with a one day delay.

## **Elected Official Update**

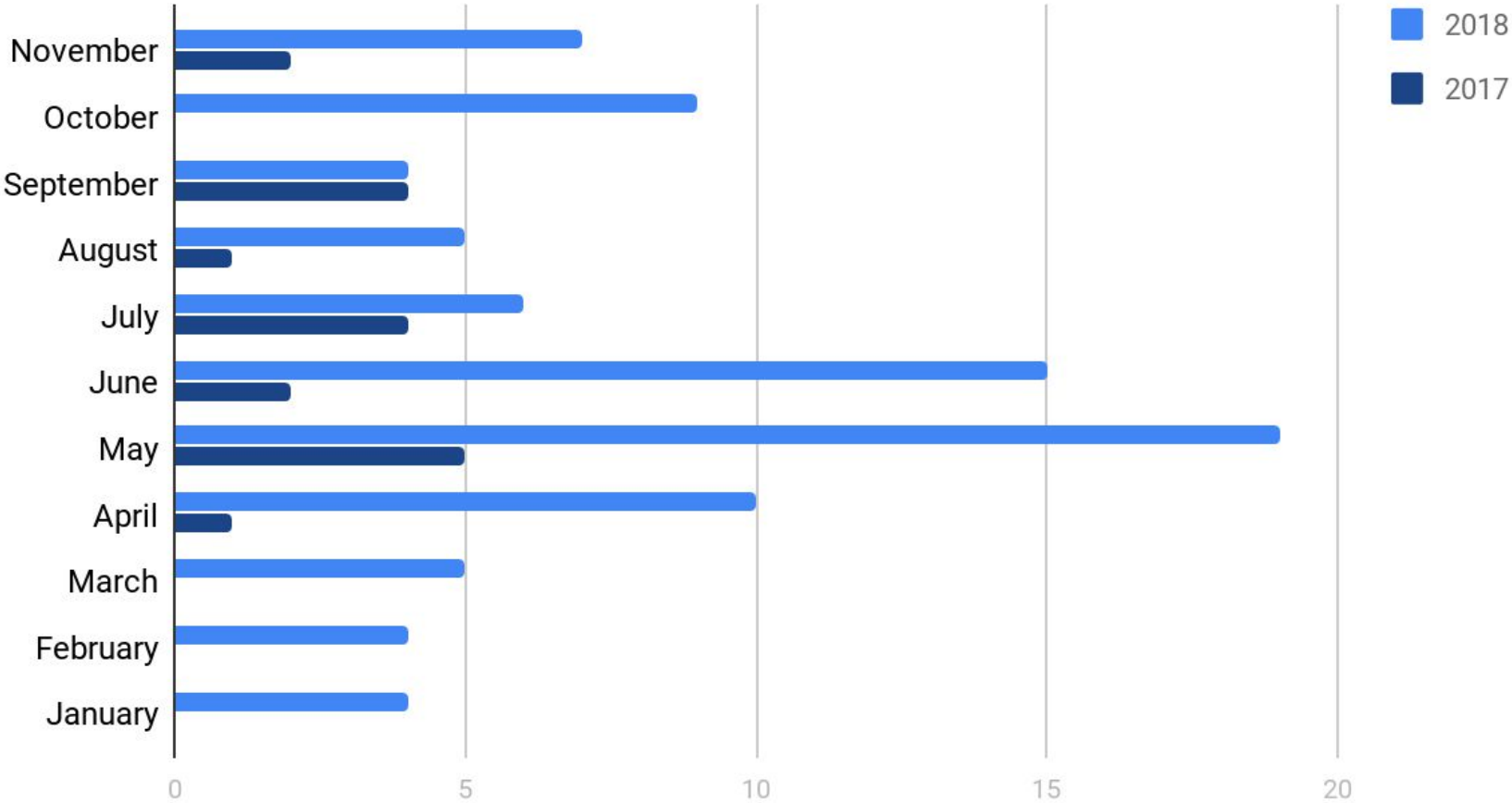
KLC City Officials Orientation - Florence, KY, December 13, 2018 from 5:30-8:30 p.m., registration free  
Please contact Sherry for registration

KLC City Officials Academy - Lexington, KY, January 16-18, 2019, registration \$209 per member  
Please contact Sherry for registration

Oath of Office Ceremony - Council Chambers, December 18, 2018 at 7:00 p.m.  
Cookies and refreshments, pictures (5:45-7), family invited

Council Books - Please turn in your Council Books to Nyoka so that they can be updated.

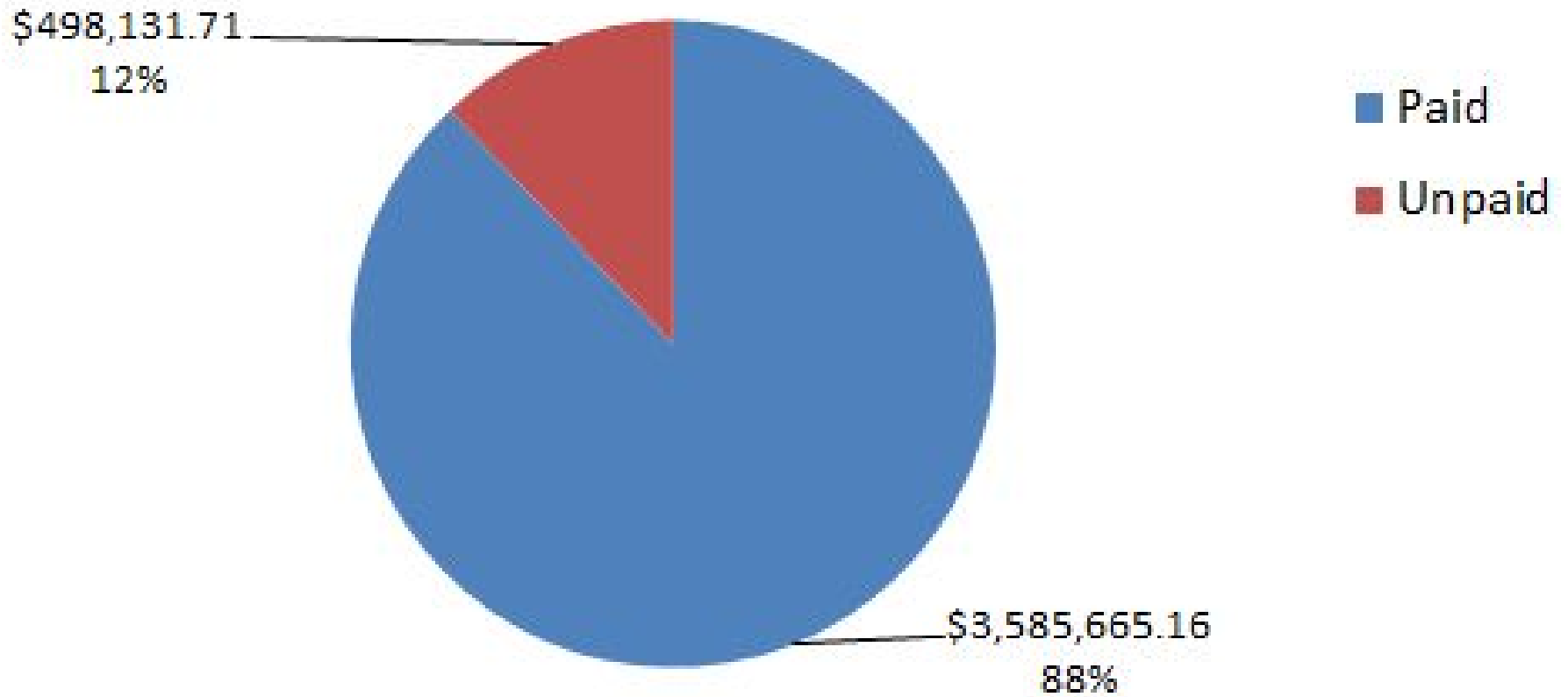
# Waste Collection Concerns



# Passport Fees Collected



## Property Tax Collection FY 18-19



## Past Events

Date	Event	Attendees	Cost	Description
11/13/2018	<b>Senior Luncheon at City Building 11:30 a.m.</b>	55	\$670.49 (\$12.19 pp)	The City hosted fifty-five Erlanger seniors for a Thanksgiving luncheon with all the trimmings. Guest were entertained by Dan the magician and the city provided door prizes. Representatives from every department helped serve lunch.
11/17/2018	<b>Fall Hike at Doe Run Lake 9:30 a.m.</b>	26	\$5.26 (\$ .20 pp)	The Fall Hike was a partnership with Kenton County and the library. Participants were given a bingo sheet of things to look for on the path and were also included in a raffle for a turkey. Can goods were collected and donated to Be-con.

## Upcoming Events

Date	Event	Attendees	Cost	Description
12/1/2018	<b>Tree Lighting at Depot Park 7-8:30 p.m.</b>			Santa and Mrs. Claus will arrive by snow plow to help light the tree and visit with the children. The Erlanger/Elsmere elementary and high school choirs will perform before and after the lighting and the elementary students will make all the ornaments for the tree. The city will provide hot chocolate and cookies.
12/7-9/18	<b>Holiday Train Display at City Building Various Times</b>			Residents can come and celebrate our City's rich railroad history. A model railroad with multiple operating lines and animated scenery will provide guest with the sights and sounds of the holiday season. The City will provide giveaways and raffles.
12/11/2018	<b>Employee Christmas Party at Edgewood Senior Center 6:30 - 9 p.m.</b>			We will celebrate the holiday season at the annual Holiday Party. Service pins will be given out to employees. Santa and Mrs. Claus will be available for photos.

**Code Enforcement Citations**

<b>Total Collected this Month</b>	<b>Total Collected FY 18</b>
\$1,670.00	\$11,252.82