

Administration Report
June 2020

To: Mayor, Council
Department Heads
From: Sherry Hoffman
Date: July 7, 2020

ADMINISTRATION REPORT

Please find 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.

COVID-19 July Update

The front office of the City Building opened to the public on June 15, 2020. Visitors are not permitted in the office area. All employees have returned with the exception of Kim Wolking. She continues to work from home and comes into the office when needed.

The U.S. Department of State has notified the City that they are still not fully staffed and are behind in issuing passports. We will not schedule passport appointments until August.

Dreamy Whip Wednesdays will continue in July. Ponies in the Park and Depot Days have been cancelled. The free swim night at Silverlake Recreation is pending at this time. The Star Party at Flagship Park later this month is still on.

The park shelters are open and permits are being issued. At this time, there is a limit of 50 people in accordance with the Governor's restrictions.

The Farmers Market is open every Thursday from 2-6 p.m. in the parking lot of the Erlanger Baptist Church on Commonwealth Avenue.

Other News

Interviews for the open Front Desk Clerk position are scheduled for July 8, 2020.

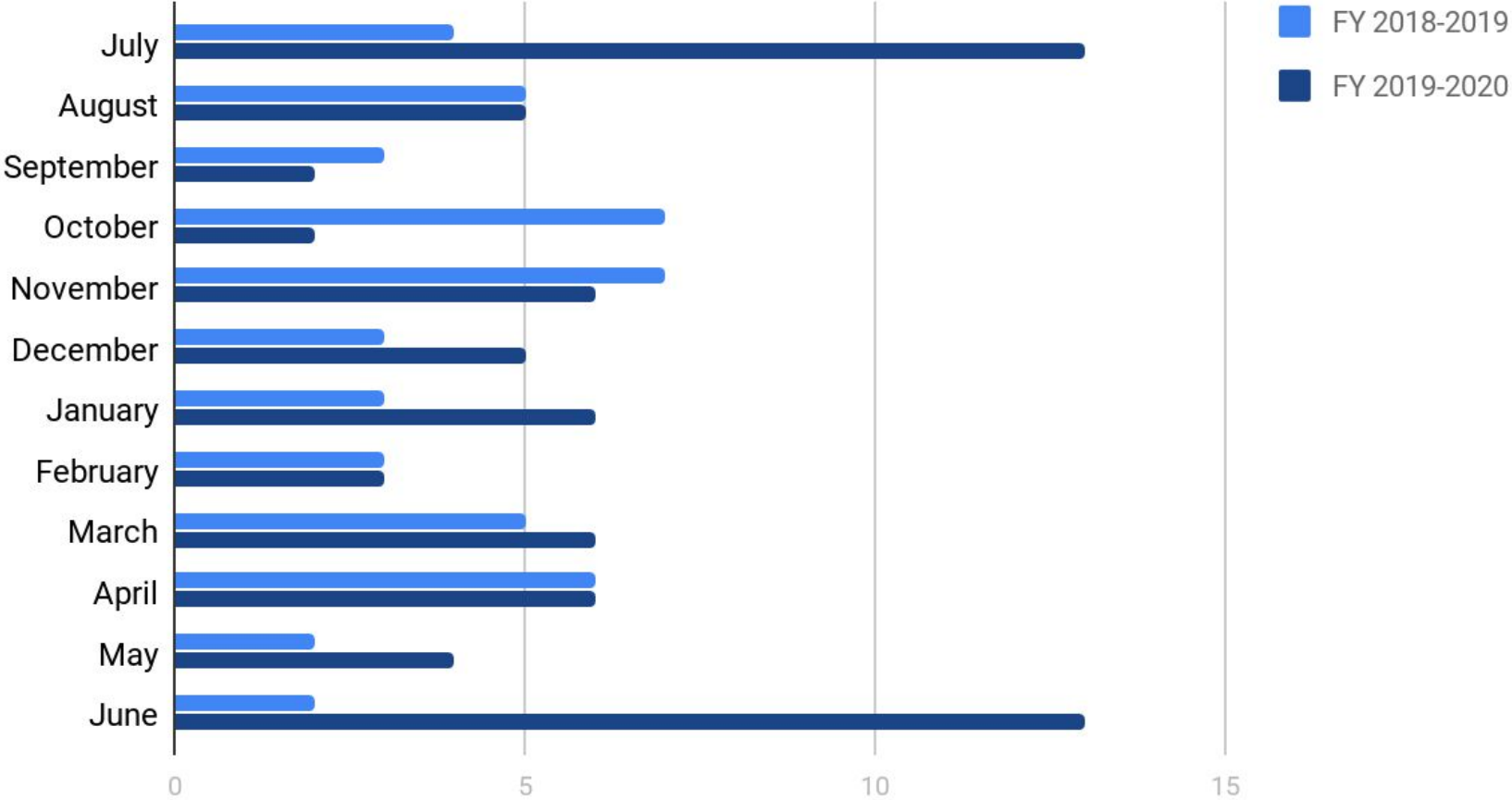
Jim White with IT is now a member of the Administration Department. Next month we will begin adding a section to our report to include Jim.

Depot Museum Update

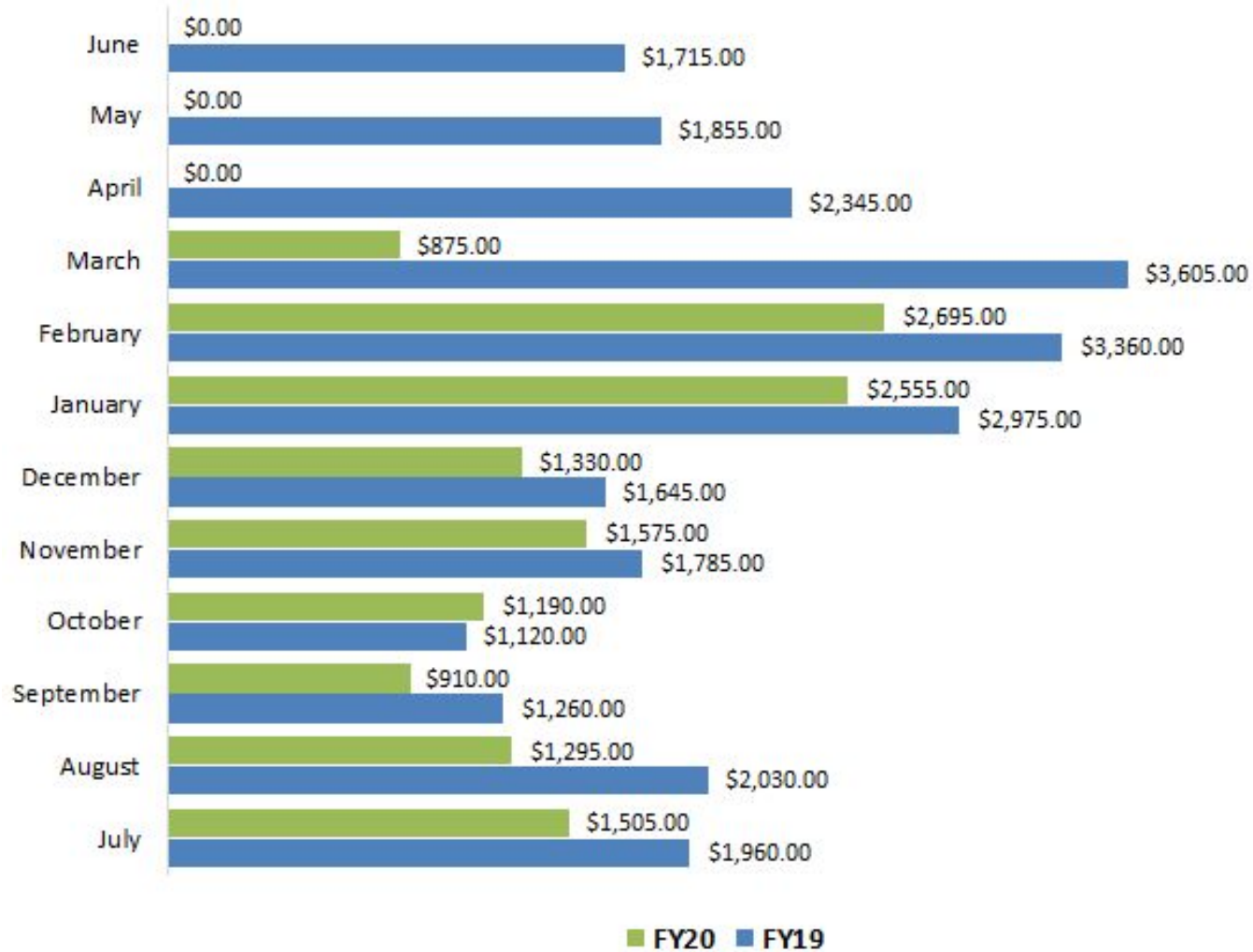
Volunteers with the Historical Society will open the Depot Museum on Saturdays from 1:00-5:00 p.m. starting July 11, 2020. The Historical Society can be reached at ErlangerHistoricalSociety@gmail.com.

The Historical Society meets every second Wednesday at 7:00 p.m. Their next meeting is July 8, 2020.

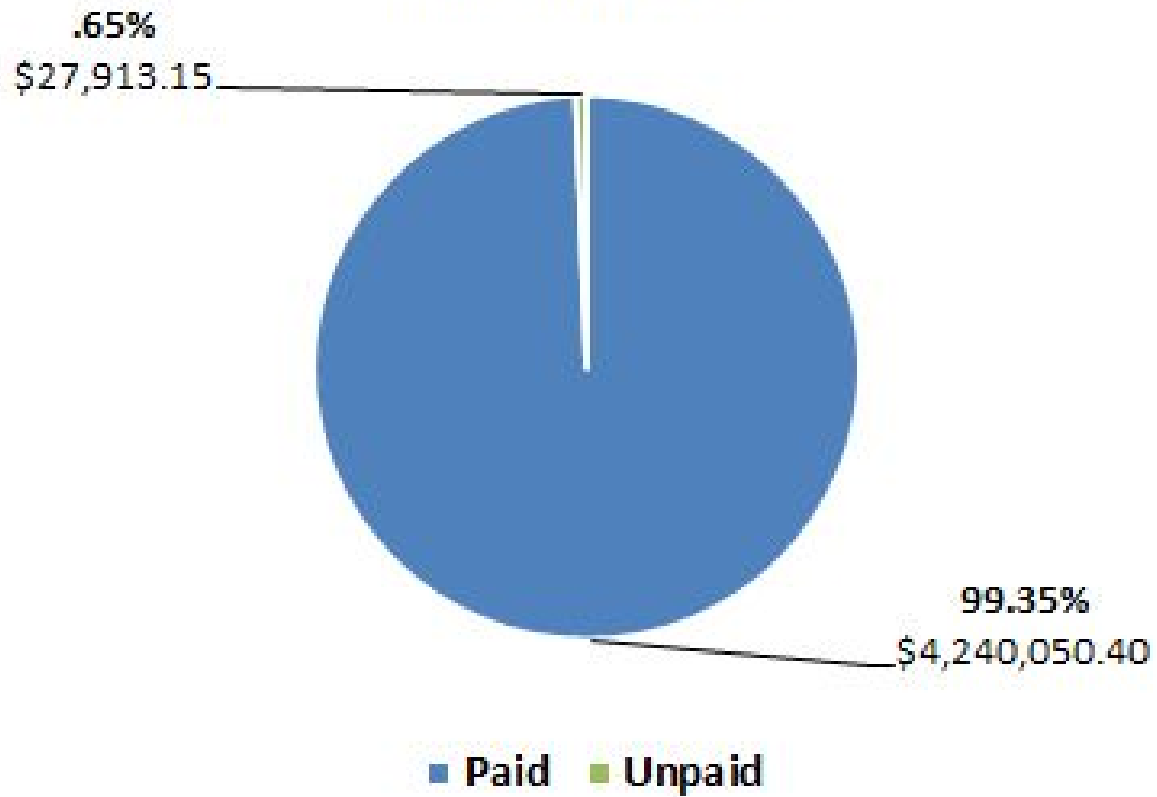
Waste Collection Concerns



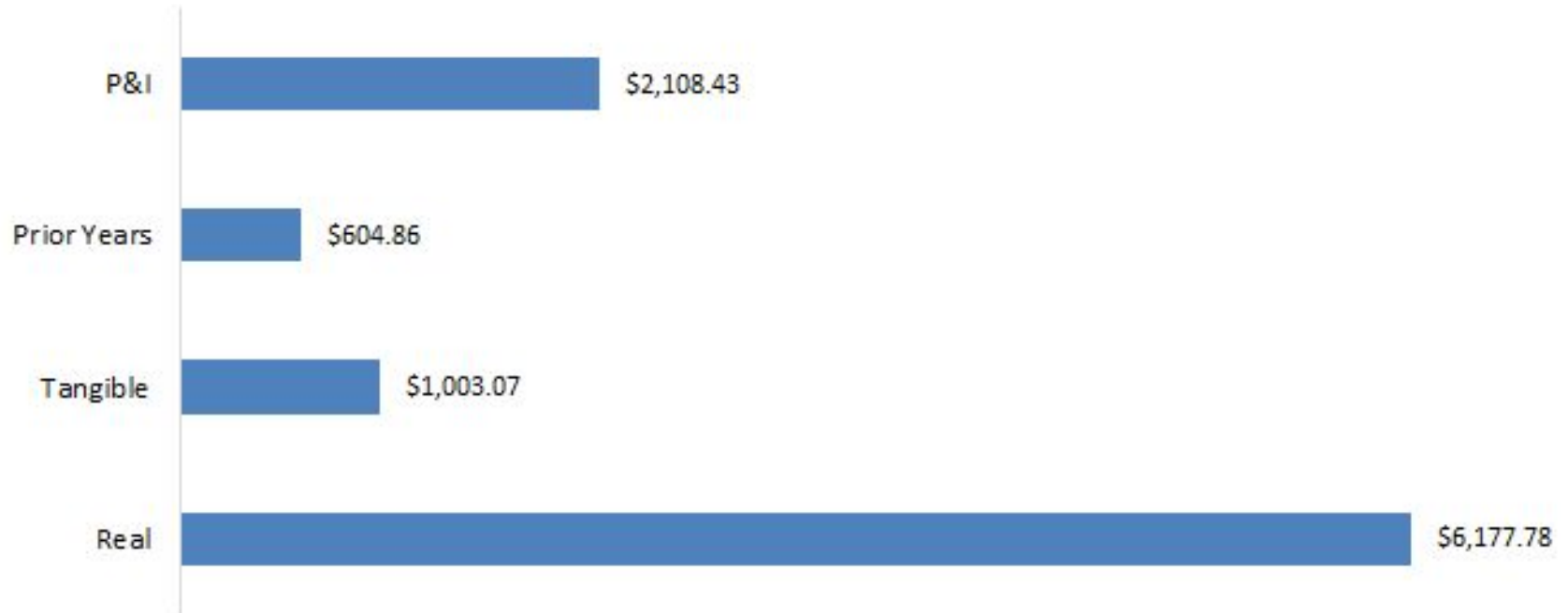
Passport Fees Collected



Property Tax Collection Tax Year 19-20



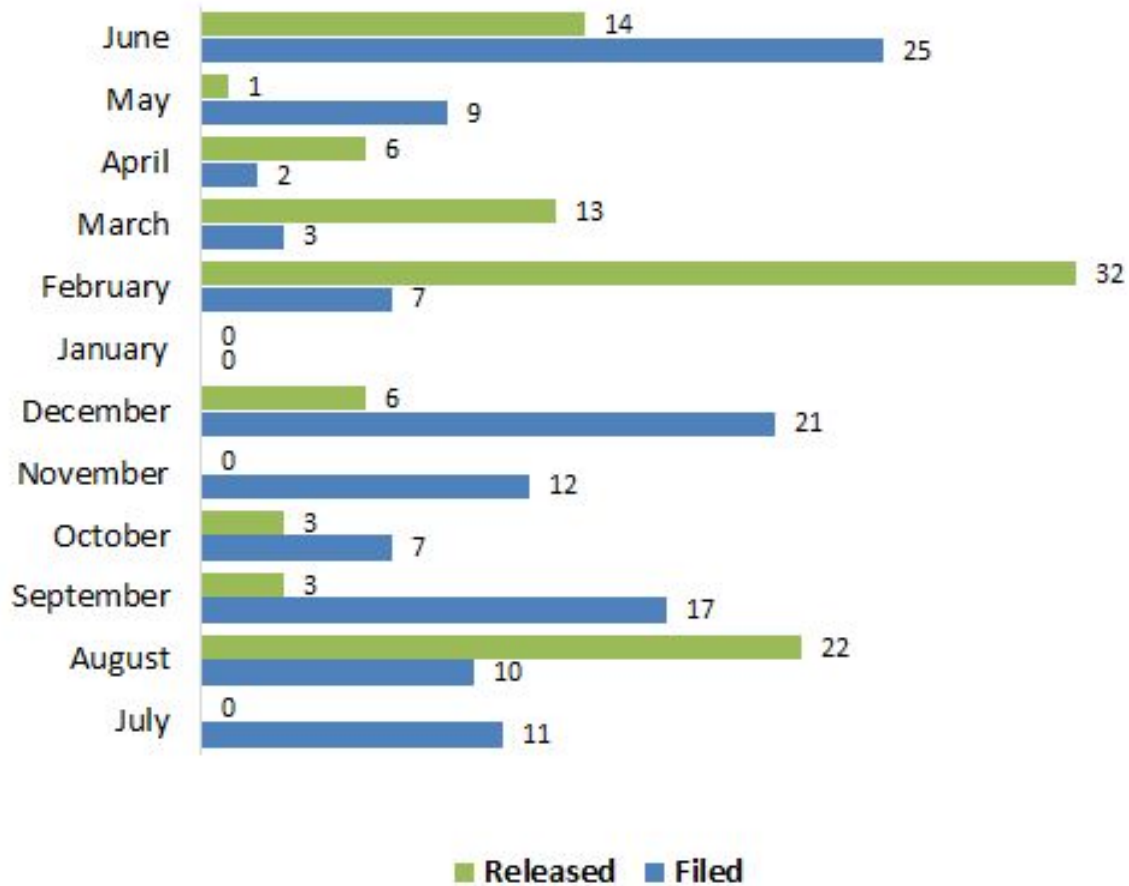
June Property Tax Collection



Code Enforcement Citations

Total Collected in May	Total Collected FY20
\$512.06	\$26,901.47

Code Enforcement Liens FY20



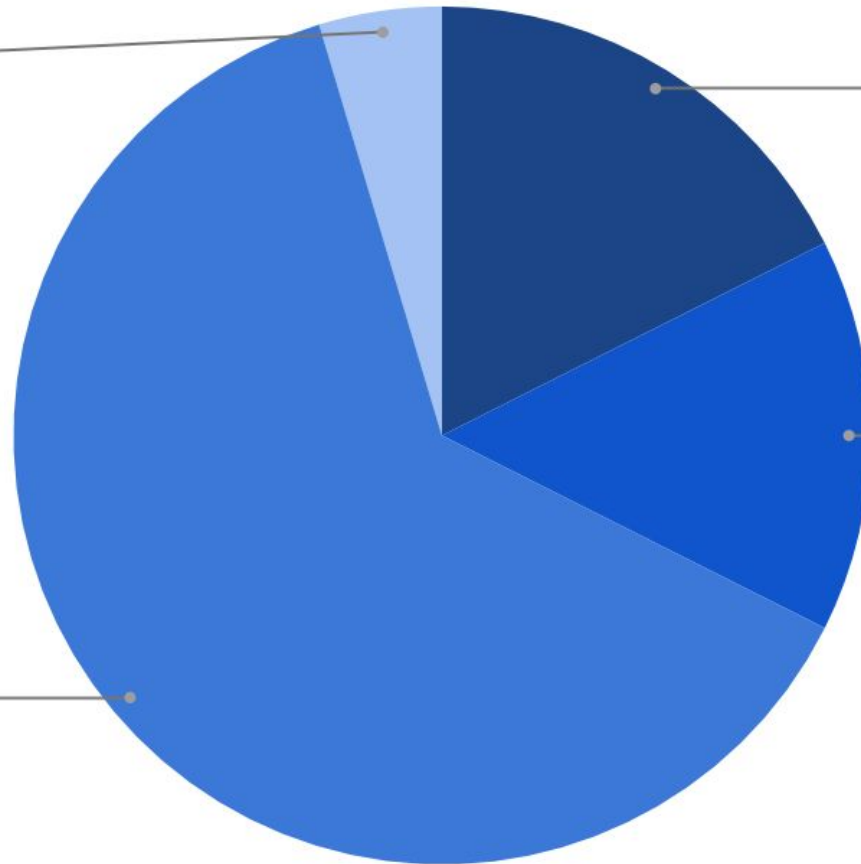
Open Records Request Total 108

Public Works
4.6%

General Government
17.6%

Fire/EMS
14.8%

Police
63.0%



PAST EVENTS

6/18/2020	Dreamy Whip Wednesday at Depot Park 5-7 p.m.	150	\$150 (\$1 pp)	Dreamy Whip Ice Cream was set up for residents to purchase. Social distancing and sanitizer was available. A juggler entertained residents while they waited in line and while eating. The city also provided a take home craft for the kids.
6/24/2020	Dreamy Whip Wednesday at Spring Valley 5-7 p.m.	206	\$150 (\$1.37 pp)	Dreamy Whip Ice Cream was set up for residents to purchase. Social distancing and sanitizer was available. A magician entertained residents while they waited in line and while eating. The city also provided a take home craft for the kids.
6/25/2020	Honey Hill Petting Zoo at Rainbow Park 6-8 p.m.	175	\$859 (\$4.91 pp)	Honey Hill provided a large petting zoo including a camel. Social distancing was enforced and sanitizer was provided.
7/1/2020	Dreamy Whip Wednesday at Misty Creek 5-7 p.m.	186	\$350	Dreamy Whip Ice Cream was set up for residents to purchase. Social distancing and sanitizer was available. A juggler and musicians entertained residents while they waited in line and while eating. The city provided take home crafts for the kids.

UPCOMING EVENTS

7/8/2020	Dreamy Whip Wednesday at Rainbow Park 5-7- p.m.			Dreamy Whip Ice Cream will set up for residents to purchase. Social distancing and sanitizer will be available. A magician will entertain residents while they wait in line and while eating. The city will also provide a take home craft for the kids.
7/15/2020	Dreamy Whip Wednesday at Flagship Park 5-7 p.m.			Dreamy Whip Ice Cream will be set up for residents to purchase. Social distancing and sanitizer will be available. A singer will entertain residents while they wait in line and while eating. The city will provide a take home craft for the kids.
7/29/2020	Free Swim Night at Silverlake 6:30- 9 p.m.	Pending	\$250	This event is for Erlanger Residents only and will include all access to the outdoor swimming area. Residents have to show proof of residency and sign a waiver upon arrival.
7/31/2020	Star Party at Flagship Park 8:30 p.m. - 10 p.m.		\$250	Members from the Cincinnati Conservatory will bring their telescopes to Flagship Park to view the night sky and the city will provide glow necklaces for all the kids.