



The Village of  
**Golf Manor** OHIO®

*Village Administrator*

6450 Wiehe Road • Golf Manor, OH 45237 • 513-531-7491 • 513-531-4404 FAX  
www.golfmanoroh.gov

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**Village of Golf Manor  
Administrator's Report**

October 27, 2025

Mayor Densmore and Members of Council,

Please find below a summary of current administrative updates and project statuses:

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**Yosemite Avenue and Ridgeacres Drive**

The paving project is progressing on schedule. Current work includes the completion of water main installation and tie-in connections, coordinated with local utility providers to minimize disruption to nearby residents.

Once the underground utility work is finished, surface restoration and asphalt paving will follow. The paving phase is anticipated to be completed by mid-November, weather permitting.

This project will significantly improve roadway conditions, enhance drainage, and extend the service life of both Yosemite Avenue and Ridgeacres Drive.

Intersection at Graceland and Bremont is included in this project, and work should be completed concurrent with the asphalt on Yosemite and Ridgeacres.

**Mayflower Road Project**

The Village is pleased to announce that an award of \$502,500 in funding from the Southwest Ohio Regional Transit Authority (SORTA) through the Municipal & Township Infrastructure Fund (MTIF) 2025 Round 5.

**Losantiville Avenue Gateways Intersection Project**

The Losantiville Avenue Gateways Intersection Project remains pending due to delays in the delivery of steel components required for the new signal poles. At this time, the Administration has not received an estimated delivery date from the supplier, and therefore no firm project completion timeline is available.

This award will support the **Mayflower Road Improvement Project**, which aims to enhance roadway safety, pedestrian access, and overall infrastructure quality in the community. The project represents a significant investment in local transportation infrastructure and reflects Golf Manor's ongoing commitment to improving connectivity and livability for residents and visitors alike.

**Losantiville Sinkhole**

A sinkhole was discovered on the northwest side of the railroad bridge at Losantiville. The Service Department promptly investigated the site to determine the source and extent of the issue. The cause was identified, and the affected area was filled and stabilized to prevent further erosion or structural impact.





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### **Rosedale Avenue Sinkhole**

Surface and sidewalk repairs related to the previous sinkhole remain incomplete by the Greater Cincinnati Water Works (GCWW). The Village has contacted GCWW to request an updated timeline for restoration; however, no response has been received to date, other than acknowledgement by work order.

### **Municipal Building Fence**

Mills Fence Company has completed the installation of a new PVC privacy fence surrounding the municipal parking lot. The previous wooden fence had significantly deteriorated and had collapsed in several sections prior to the parking lot repaving project. Portions of the remaining structure were removed during repaving, and the rest were subsequently cleared by Mills Fence as part of the new installation.

The replacement was undertaken to improve the safety, security, and appearance of the area. Although instances of trespassing had already been occurring due to the deteriorated and collapsed sections of the old fence, pedestrian traffic through adjacent backyards increased notably after the fence was removed entirely. The new PVC privacy fence effectively addresses these concerns and restores a secure boundary between the municipal lot and neighboring residential properties.

### **Municipal Parking Lot Project**

The Municipal Parking Lot Project has been completed. All parking spaces, including designated handicapped spaces, have been properly striped, and curb stops have been installed. The lot is now fully operational and open for public use.

### **Police Department Vehicle Update**

Vehicle 225 (Silverado) remains in the upfitting process. As anticipated, equipment procurement and installation have required additional time due to supply and scheduling constraints. Deployment is still projected for the fourth quarter.

### **Property Taxes at the state level**

The Administration has requested income tax projections for Fiscal Year 2026 from the Regional Income Tax Agency (RITA) to assist with long-term financial planning. Concurrently, the Administration is conducting a preliminary fiscal impact assessment to evaluate potential revenue implications should property taxes be eliminated at the state level.

As part of this analysis, alternative revenue generation strategies are being explored to ensure the Village maintains stable funding for essential operations and capital improvements in the event of statewide tax structure changes.

### **2026 Appropriations**

The 2026 Appropriations have been presented to both the Finance Committee and the full Village Council. This presentation represents the first reading of the proposed appropriations ordinance, which is now open for review and public comment.





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### **Landlord–Tenant Registration and Code Enforcement Software Transition**

The Administration has contracted with iWorQ to manage landlord–tenant registration and code enforcement functions. This new system will streamline administrative processes, enhance productivity and efficiency, and improve overall service delivery.

The cost of the iWorQ platform is approximately equivalent to that of CitizenServe, which will be phased out upon full implementation. System implementation is currently underway and is expected to be completed by mid-November.

In coordination with the transition to the iWorQ platform, the Administration is proceeding with the phased decommissioning of the CitizenServe system. All relevant data, including landlord–tenant registration records and code enforcement files, are being reviewed and migrated to ensure continuity of operations and record integrity.

Decommission of CitizenServe will align with the iWorQ implementation timeline, with full transition anticipated by mid-November. Following completion, CitizenServe access will be discontinued, and iWorQ will serve as the Village’s primary platform for these functions.

### **Request for Proposals – Solicitor Services**

The Administration issued a Request for Proposals (RFP) for Solicitor Services on September 18. Application submissions were due on October 27 and are currently under review.

As part of the evaluation process, the Administration is conducting a detailed budget analysis and reviewing proposed fee structures, including retainers, blended hourly rates, and billing arrangements for ancillary or project-based legal services. The objective is to identify a service model that ensures both fiscal responsibility and the consistent delivery of high-quality legal support.

A formal recommendation for appointment will be presented to Village Council upon completion of the review and analysis.

### **Request for Proposals – Website Redesign**

All submissions for the Website Redesign RFP were received by the October 17 deadline. The Community Engagement Committee will review the proposals and select a preferred vendor based on qualifications, design approach, and cost effectiveness.

The Administration is awaiting the Committee’s recommendation before proceeding with vendor engagement and project scheduling.

### **2026 Meeting Schedule**

The proposed 2026 meeting schedule has been published on the Village website. Regular Council meetings are planned for the third Tuesday of each month beginning in January. Committee meetings are scheduled for the first Tuesday of each month, with exceptions in April and during the summer months to accommodate holidays and scheduling conflicts.

Council members are encouraged to review the proposed schedule and provide any feedback prior to final adoption.





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### **Request for Proposals – Waste and Recycling Services**

A Request for Proposals (RFP) for waste and recycling services is forthcoming. The Administration will collaborate with the Village Solicitor to prepare an updated RFP for 2025 that reflects current service needs and regulatory requirements. It is anticipated that Rumpke and Republic Services will submit proposals in response to the solicitation.

