



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, SEPTEMBER 19, 2023 AT 7:30 PM

MEETING PROCEDURE: Comments from the Public are welcome at two different times during the course of the meeting: (1) Comments on items not on the Agenda, and Consent Agenda items, will be heard under Public Comments – and (2) Comments on all Resolutions and Ordinances will be heard during Council consideration of said item. Please wait until you are recognized by the Mayor, state your name and address so that your comments may be properly recorded and limit your remarks to a period of five minutes or less.

1. Roll Call.

Motion – To Enter Executive Session at 6:31 pm R.C. 121.22(G)(4) To prepare for, conduct, or review negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

(Roll Call Vote) 1st Ms. French 2nd Mr. Prytherch

AYE # 6

Mr. Prytherch, Mr. Bracken, Mr. Ellerbe, Ms. Franklin, Ms. French, and Mayor Snavely

NAY # 0

ABS # 0

Motion – To Return from Executive Session at 7:30 pm R.C. 121.22(G)(4) To prepare for, conduct, or review negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

(Voice Vote) 1st Ms. Franklin 2nd Mr. French

AYE #6

NAY # 0

ABS # 0

A regular meeting of the Oxford City Council was called to order by Mayor Snavely on Tuesday, August 1, 2023, at 7:30 p.m. Members in attendance were Amber Franklin, Alex French, David Prytherch, Glenn Ellerbe, and Jason Bracken, arriving at 6:32 pm. Chantel Raghu was excused.

Staff Members in Attendance

Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. John Detherage, Fire Chief; Mr. John Jones, Police Chief; Mr. Sam Perry, Community Development Director; Mr. Mike Dreisbach, Service Director; Ms. Heidi Hill, Acting Finance Director; Mr. Chris Conard, Law Director; Mr. Ben Mazer, Assistant Law Director; and Ms. Heather Barbour, Clerk of Council.

2. Pledge of Allegiance.

3. Approval of Agenda.

Motion – To Approve the Agenda.

(Voice Vote) 1st Mr. Prytherch 2nd Ms. Franklin

AYE # 6

NAY # 0

ABS # 0

4. Public Participation.

- A. Proclamation - "National Hispanic Latin American Heritage Month" (Jacqueline Rioja Velarde, Chair, UniDiversity Program Planning Committee, Associate Director Global Initiatives' CAWC and, President, International Facility & Staff Association)

Ms. Rioja Velarde was in attendance to accept the Proclamation. Ms. Rioja Velarde shared the history of the UniDiversity Festival and celebrated its 20-year anniversary! Ms. Rioja Velarde thanked Mayor Snaveley, the City Council, and the Citizens of Oxford, and invited everyone to attend the UniDiversity Festival on Friday, September 22, 2023.

- B. Public Comments

The purpose of the public comments section is for members of the public to speak to the City Council on any subject not scheduled on the Agenda, except consent agenda items. To speak, you may approach the podium and wait to be addressed by the Mayor. You will need to state your name and address for the public record. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff, or other members of the public, and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.

Public Comment - None.

5. Consent Agenda.

All matters under the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

Motion – To Approve the Consent Agenda.

(Voice Vote) 1st Ms. French 2nd Mr. Prytherch

AYE # 6

NAY # 0

ABS # 0

- A. Minutes from the September 5, 2023, City Council Meeting. (Heather Barbour, Clerk of Council)
- B. Minutes from the September 11, 2023, City Council Work Session. (Heather Barbour, Clerk of Council)
- C. Right of Way Permit #00520 Cub Scout popcorn sales. (Jessica Greene, Assistant City Manager)
- D. Report regarding the Environmental Commission Meeting on September 6th, 2023 (Jessica Greene, Assistant City Manager)

6. Resolutions.

- A. A Resolution of Council supporting the submission of a grant application for Ohio Public Works Commission Issue 1 Funds to be used for the design and reconstruction of the storm sewer conduit on Bonham Road. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7528.

(Voice Vote) 1st Ms. Franklin 2nd Ms. French

AYE # 6

NAY # 0

ABS # 0

Mr. Dreisbach presented his Staff Report and addressed questions and comments from the Council.

Public Comment - None.

7. Ordinances.

Ordinances are adopted using a two-step procedure. First reading introduces the Ordinance and provides an opportunity for public input on the subject as well as allowing Council to request more information as needed. Second reading is to provide Council with the opportunity to consider new information and to deliberate.

A. First Reading

1. An Ordinance Amending The Future Land Use Map Of The Oxford Tomorrow Comprehensive Plan, From “Rural” To “Campus”, For Three Parcels Of Land, Totalling 6.72 Acres, Located In Oxford Township, Addressed As 525 North Campus Avenue, Outside The Northern Perimeter Of The Oxford Corporate Limits. (Sam Perry, Community Development Director)

Mr. Perry presented his Staff Report and addressed questions and comments from the Council.

Public Comment -None.

2. An Ordinance Approving A Second Final Subdivision Application And Record Plat For South Forest Edge Section 1 With Conditions (Sam Perry, Community Development Director)

Mr. Perry presented his Staff Report and addressed questions and comments from the Council.

Public Comment -None.

B. Second Reading

1. An Ordinance amending Ordinance No. 3697 Supplemental Budget Ordinance Number 5 to make supplemental appropriation for fiscal year 2023. (Heidi Hill, Acting Finance Director)

Motion – To Adopt Ordinance No. 3735.
(Roll Call Vote) 1st Ms. French 2nd Ms. Franklin

AYE # 6

Mr. Bracken, Mr. Ellerbe, Ms. Frankin, Ms. French, Mr. Prytherch, and Mayor Snavely

NAY # 0

ABS # 0

Ms. Hill reported she had no changes since the first reading and offered to answer any questions.

Public Comment -None.

2. An Ordinance by Oxford City Council authorizing the City Manager to take all action necessary, including but not limited to the negotiation and execution of a contract to purchase the real estate located at 601 West Chestnut Street (parcel id no. H4000121000007), which property is approximately 1.1390 acres, at a cost of \$280,000.00 plus estimated closing costs of \$4,000.00 for a total cost not to exceed \$284,000.00 and to utilize \$97,750 Community Development Block Grant (CDBG) funding and \$186,250.00 of American Rescue Plan Act (ARPA) funds in making the purchase. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Ordinance No. 3736.
(Roll Call Vote) 1st Ms. Franklin 2nd Ms. French

AYE # 6

Mr. Ellerbe, Ms. Franklin, Ms. French, Mr. Prytherch, Mr. Bracken, and Mayor Snavely

NAY # 0

ABS # 0

Ms. Greene reported she had no changes since the first reading and offered to answer any

questions.

Public Comment -None.

3. An Ordinance Amending the Oxford Tomorrow Comprehensive Plan to Include the Climate Action Plan Entitled Towards a Sustainable, Resilient Future as a Formal Sub-Plan. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Ordinance No. 3737.

(Roll Call Vote) 1st Mr. Prytherch 2nd Ms. French

AYE # 6

Ms. Franklin, Ms. French, Mr. Prytherch, Mr. Bracken, Mr. Ellerbe, and Mayor Snavely

NAY # 0

ABS # 0

Ms. Greene reported no changes since the first reading and offered to answer any questions.

Public Comment - Mr. Brandon Flessner, 5480 Brown Road - Mr. Flessner shared information regarding the impact of public transit on our environment. Mr. Flessner asked that the Climate Action Plan be amended to reflect this information. Mr. Flessner mentioned the ridership due to structural problems and the frequency of the first and last mile challenge. Mr. Flessner shared that his hometown of Chattanooga, Tennessee, has provided free electric bus service in its downtown since the 90's.

4. An Ordinance amending Ordinance Number 3701 establishing salaries and certain benefits for salaried and hourly full-time and year-round part-time employees within the service of the City of Oxford, Ohio, paid from January 1, 2023, through December 31, 2023, to reflect an additional two percent (2%) wage increase for certain employees who are not under a collective bargaining agreement. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Ordinance No. 3738.

(Roll Call Vote) 1st Ms. Franklin 2nd Mr. Prytherch

AYE # 6

Ms. French, Mr. Prytherch, Mr. Bracken, Mr. Ellerbe, Ms. Franklin, and Mayor Snavely

NAY # 0

ABS # 0

Ms. Greene reported no changes since the first reading and offered to answer any questions.

Public Comment -None.

5. An Ordinance accepting the recommendation of the Planning Commission and approving a combined Preliminary & Final Planned Development Application for the Oxford Cottage Community along Hester Road in the City of Oxford with conditions. (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3739.

(Roll Call Vote) 1st Ms. French 2nd Mr. Prytherch

AYE # 6

Mr. Prytherch, Mr. Bracken, Mr. Ellerbe, Ms. Franklin, Ms. French, and Mayor Snavely

NAY # 0

ABS # 0

Mr. Perry mentioned the request from Councilor French to add the condition regarding the fence. Mr. Perry shared that since the first reading, the concerned neighbors had a conversation with Ms. Muller, and this condition is now not necessary. Mr. Perry requests that on page 175 of the Agenda Packet, Section 6 be removed.

Public Comment -None.

Motion – To Amend Ordinance No. 3739 by removing Section 6.

(Voice Vote) 1st Ms. French 2nd Mr. Prytherch

AYE # 6

NAY # 0

ABS # 0

8. Announcements & Communications.

- A. Discussion - Stand-Alone Short-Term Rentals and Housing Affordability/Neighborhood Stability requested by Mayor Snavely and Councilor Prytherch.

Councilor Prytherch presented slides to start the discussion. (Slides included in minutes) After much discussion from the Council and City Staff, Councilor Prytherch called for legislation to apply to accessory uses secondary to a principal use and then wanted to refer back to the Housing Advisory Commission and Planning Commission.

Motion – To refer this topic to the Housing Advisory Commission and the Planning Commission to clarify these questions in our code.

(Voice Vote) 1st Mr. Prytherch 2nd Ms. French

AYE # 6

NAY # 0

ABS # 0

B. Remarks from City Council and City staff.

The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect the views of the City of Oxford, The Oxford City Council, or the City staff.

C. Future Meetings.

(Note: Meetings are held at the Court House unless otherwise indicated.)

DATE

Meeting

1.	Date	Meeting	Location	Time
	Sep 20	Board of Building Appeals	Courthouse	5:30 p.m.
	Sep 26	Board of Zoning Appeals	Courthouse	6:30 p.m.
	Oct 3	Oxford Recreation Board	Municipal Building	11:30 a.m.
	Oct 3	City Council	Courthouse	7:30 p.m.
	Oct 4	Environmental Commission	Municipal Building	7:00 p.m.
	Oct 9	Oxford Parking & Transportation Advisory Board	Municipal Building	9:30 a.m.
	Oct 10	Planning Commission	Courthouse	7:00 p.m.
	Oct 11	Historic & Architectural Preservation Commission	Courthouse	6:15 p.m.
	Oct 16	Housing Advisory Commission	Municipal Building	5:00 p.m.
	Oct 17	City Council	Courthouse	7:30 p.m.
	Oct 18	Board of Building Appeals	Courthouse	5:30 p.m.
	Oct 18	City Council Budget Work Session	Courthouse	7:30 p.m.

9. Adjourn.

Motion – To Adjourn at 8:49 pm.
(Voice Vote) 1st Ms. French 2nd Mr. Prytherch

AYE # 6
NAY # 0
ABS # 0