



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, OCTOBER 17, 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 6:32 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 Mr. Prytherch 2nd Ms. Franklin

AYE # 5

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

NAY # 0

ABS # 0

Motion – To Return from Executive Session at 7:31 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.

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

AYE # 6

NAY # 0

ABS # 0

A regular meeting of the Oxford City Council was called to order by Mayor Snavely on Tuesday, October 17, 2023, at 7:31 p.m. Members in attendance were Jason Bracken, Alex French, Amber Franklin, David Prytherch, and Chantel Raghu. Glenn Ellerbe was excused.

Staff Members in Attendance

Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. John Jones, Police Chief; Mr. Sam Perry, Community Development Director; Mr. Mike Dreisbach, Service Director; Ms. Heidi Hill, Finance Director; Mr. Chris Conard, 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 Ms. Raghu 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

4. Public Participation.

A. Proclamation "Caroline Scott Harrison Day"

Ms. Heidi Schiller was in attendance to accept the Proclamation. Ms. Schiller thanked the Mayor and City Council for the Proclamation.

B. Presentation - Oxford Community Arts Center by Ms. Heidi Schiller, Executive Director

Ms. Heidi Schiller presented the Oxford Community Arts Center Annual Report (slides provided). Ms. Schiller happily announced that on October 29th, the Oxford Community Arts Center will celebrate 22 years as an established cultural asset in Oxford. Ms. Schiller mentioned tirelessly preserving the beautiful 174-year-old Oxford female institute. Ms. Schiller highlighted some of the many events hosted at the OCAC. Ms. Schiller thanked Mayor Snaveley and the Council and offered to answer any questions. Mayor Snaveley thanked Ms. Schiller for her presentation. Mayor Snaveley noted that the OCAC is a true Community treasure, and we appreciate all the work you put into it.

C. 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 - Ms. Shana Rosenberg, 1036 Arrowhead Drive - Ms. Rosenberg was speaking as the Executive Director of Thread Up Oxford. Ms. Rosenberg presented the Council with a handout of Thread Up Oxford's case for support that she had emailed earlier (handout provided). Ms. Rosenberg thanked Mayor Snively and the Council and asked that they consider awarding Thread Up Oxford a grant.

Public Comment - Ms. Ann Fuehrer, Dana Drive - Ms. Fuehrer spoke as the facilitator for Oxford Citizens for Peace and Justice. Ms. Fuehrer referenced a letter she had sent the Council earlier this week. Ms. Fuehrer mentioned the attack by Hamas terrorists on the Israeli Jewish people was and is a horror. Ms. Fuehrer noted that OCPJ has and should advocate for and use different tools as we discern and act on our mission. Ms Fuehrer stated that since our focus is local, we begin with listening to our communities and acting in solidarity with other neighbors. Ms Fuehrer shared that in Oxford, the global is local. Ms. Fuehrer requested that a Not in Our Town Resolution be crafted.

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. Raghu 2nd Ms. French
AYE # 6
NAY # 0
ABS # 0

- A. Minutes from the October 3, 2023, City Council Meeting. (Heather Barbour, Clerk of Council)
- B. A Report Regarding the Environmental Commission Meeting on October 4th, 2023 (Jessica Greene, Assistant City Manager)

6. Resolutions.

- A. A Resolution Authorizing the City Manager to Enter Into the Lake Forest Drive Sanitary Sewer and Related Infrastructure Construction Agreement with 4-Leaf Development, LLC. (Doug Elliott, City Manager)

Motion – To Adopt Resolution No. 7533.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

Mr. Elliott presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

- B. A Resolution Authorizing the City Manager to Enter Into a Development Agreement with Hotel Group, LLC (Doug Elliott, City Manager)

Motion – To Adopt Resolution No. 7534.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

Mr. Elliott presented his staff report and addressed questions and comments from the Council.

Public Comment -None.

- C. A Resolution Authorizing The City Manager To Sign A Memorandum Of Understanding With The Butler County Land Reutilization Corporation (Sam Perry, Community Development Director)

Motion – To Adopt Resolution No. 7535.
(Voice Vote) 1st Ms. Raghu 2nd Ms. French
AYE # 6
NAY # 0

ABS # 0

Mr. Perry presented his staff report and addressed questions and comments from the Council.

Public Comment -None.

- D. A Resolution Authorizing the City Manager to Request Advanced Payment of Property Taxes to the City in 2024 From Butler County. (Heidi Hill, Finance Director)

Motion – To Adopt Resolution No. 7536.

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

AYE # 6

NAY # 0

ABS # 0

Ms. Hill presented her staff report and addressed questions and comments from the Council.

Public Comment -None.

- E. A Resolution Directing the City Manager to Develop an RFP for the Construction of Affordable Housing on City-Owned Chestnut Street Properties and Begin the Rezoning Process. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7537.

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

AYE # 5

NAY # 1

ABS # 0

Ms. Greene presented her staff report. Ms. Greene and Ms. Waters-Connell addressed questions and comments from the Council.

Public Comment - Ms. Dawn Anderson-Thurman, Director of YWCA Domestic Violence Center, 1570 Grand Boulevard, YWCA Hamiton - Ms. Snderson-Thurman noted the YWCA shares the same goals for eliminating racism and empowering women, and condemns all forms of violence. Ms. Anderson-Thurman spoke in favor of amending the Resolution to replace RFP and agree to work with the YWCA.

Public Comment - Ms. Wendy Waters-Connell, CEO of YWCA Hamilton - Ms. Waters-Connell noted that the City-owned properties on Chestnut Street scored as high as it can score for the low-income housing tax credit grant. Ms. Waters-Connell mentioned a facility with 37 units of two and three bedrooms for families escaping domestic violence. Ms. Waters-Connell spoke in favor of amending the Resolution to replace RFP and agree to work with the YWCA.

Public Comment - Ms. Ann Fuehrer, Dana Drive - Ms. Fuehrer spoke on behalf of (OAHS)

Oxford Area Solutions for Housing. Ms. Fuehrer commented on three Whereas statements in the Resolution. Ms. Fuehrer mentioned this Resolution is a step in the right direction. Ms. Fuehrer spoke in favor of the Resolution as written.

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 Ordinance No. 3697 Supplemental Budget Ordinance Number 6 to Make Supplemental Appropriations for Fiscal Year 2023 and Declaring it an Emergency. (Heidi Hill, Finance Director)

Motion – To Adopt Ordinance No. 3742.
(Roll Call Vote) 1st Ms. Raghu 2nd Ms. French

AYE # 6

Ms. Raghu, Mr. Bracken, Ms. Franklin, Ms. French, Mr. Prytherch, and Mayor Snavelly.

NAY # 0

ABS # 0

Ms. Hill presented her staff report and addressed questions and comments from the Council. Mr. Elliott noted the reason for the amended version of Ordinance No. 3742 he passed out to the Council.

Public Comment -None.

Motion – To Adopt the Substitute the Amended Ordinance No. 3742 provided by City Staff.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Raghu

AYE # 6

NAY # 0

ABS # 0

2. An Ordinance Amending Ordinance No. 3697 Supplemental Budget Ordinance Number 7 to Make Supplemental Appropriations for Fiscal Year 2023. (Heidi Hill, Finance Director)

Ms. Hill presented her staff report and addressed questions and comments from the Council.

Public Comment -None.

B. Second Reading

1. An Ordinance accepting the annexation petition from Douglas R. Elliott, Jr. for 6.726 acres of land in the township of Oxford, Butler County, Ohio, and accepting said territory to be annexed. (Doug Elliott, City Manager)

Motion – To Adopt Ordinance No. 3743.

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

AYE # 6

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

NAY # 0

ABS # 0

Mr. Elliott presented his staff report and addressed questions and comments from the Council. Mr. Elliott reported that there were no changes since the first reading.

Public Comment - None.

2. An Ordinance Approving A Conditional Use Permit Application To Allow For A New Hotel To Be Located At 525 North Campus Avenue, Oxford, Ohio 45056 With Conditions. (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3744.

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

AYE # 6

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

NAY # 0

ABS # 0

Mr. Perry presented his staff report, stating there were no changes since the first reading. Mr. Perry addressed questions and comments from the Council.

Public Comment - Mr. Neal Burnett with the Oxford Hotel Group, Bargersville, Indiana- Mr. Burnett commented on Whereas statement number 2, Whereas statement number 6, and Whereas

statement number 9.

Public Comment - Mr. Timothy Cameron, 5258 Morning Sun Road - Mr. Cameron asked for clarification on site plan civil drawing 3.0 that cited an agreement on a fence along my property line with the proposed hotel and I.

Motion – To Amend Ordinance No. 3744 by Adding Condition No.14 (a.), the wall-mounted signage on the western facade be designed to minimize visual impact to adjacent landowners.

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

AYE # 6

NAY # 0

ABS # 0

8. Announcements & Communications.

A. 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.

B. Future Meetings.

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

DATE Meeting

1.	Date	Meeting	Location	Time
	Oct 18	Board of Building Appeals- CANCELED	Courthouse	5:30 p.m.
	Oct 18	City Council Proposed Budget and Fee Ordinance Review Work Session	Courthouse	7:30 p.m.
	Oct 19	Climate Action Steering Committee	Municipal Building	8:30 a.m.
	Oct 20	Community Improvement Corporation	College@Elm	12:00 p.m.
	Oct 24	Board of Zoning Appeals - CANCELED	Courthouse	6:30 p.m.
	Oct 30	Triennial Update Public Presentation, Ms. Nancy Nix Butler County Auditor	Courthouse	7:00 p.m.

Nov 1 Environmental Commission

Municipal Building 7:00 p.m.

Nov 7 City Council

Courthouse 7:30 p.m.

9. Adjourn.

Motion – To Adjourn at 9:20 p.m.

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

AYE # 6

NAY # 0

ABS # 0