



**MINUTES**  
**OXFORD CITY COUNCIL REGULAR MEETING**  
**COURTHOUSE**  
**TUESDAY, JUNE 4, 2024 AT 7:30 PM**

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**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.

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1. Roll Call.

A regular meeting of the Oxford City Council was called to order by Mayor Snively on Tuesday, June 4, 2024, at 7:30 p.m. Members in attendance were Chantel Raghu, Amber Franklin, Michael Smith, and Jason Bracken. Alex French and David Prytherch were excused.

Staff Members in Attendance

Mr. Douglas R. Elliott Jr., City Manager; Mr. Michael Dreisbach, Service Director; Mr. John Detherage, Fire Chief; Mr. Sam Perry, Community Development Director; Mr. Geoff Robinson, Police Lieutenant; Mr. Casey Wooddell, Parks and Recreation Director; Ms. Heidi Ridenour, Finance 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 Ms. Raghu 2nd Ms. Franklin  
AYE #5  
NAY #0  
ABS #0

#### 4. Public Participation.

##### A. 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 - Mr. Gary Landrum, 5032 College Corner Pike Parkview Arms - Mr. Landrum shared that when tenants request help from the landlord and maintenance, they get the runaround. Mr. Landrum stated that work orders have three copies, one for corporate, one is retained for the files, and the last is a copy for the tenant. Mr. Landrum noted that the tenants never received their copy to prove that the maintenance had been completed. Mr. Landrum questioned the lack of a paper trail to track the funds. Mr. Landrum requested help from the Health Inspectors and the City Inspector to look at each apartment rather than the ones the landlord recommended (written statement included in minutes).

Public Comment - Ms. Maria Johnson, Parkview Arms Resident - Ms. Johnson shared that she and her children moved to Parkview Arms in February and have had problems with Lisa since then. Ms. Johnson has had to request legal aid and help from the SELF Board regarding two utility bills. Ms. Johnson questioned why she was asked to make the check out to Parkview Arms under an LLC. Ms. Johnson mentioned her apartment flooding several times a week. Ms. Johnson was told to start an escrow for repairs. Ms. Johnson stated the property manager is not on site so it's not easy to address her. Ms. Johnson noted when the fire happened a few days ago, other residents were talking about the broken appliances, pest control issues, black mold, drug-related issues behind the building, and unhoused people living in the woods. Ms. Johnson mentioned police and emergency services are at the complex almost every other day. Mr. Landrum mentioned a 2013 report made by Lieutenant Fenning regarding PVA and something needs to be done. Mr. Landrum noted all the issues remain eleven years later.

Mayor Snavely thanked Ms. Johnson and Mr. Landrum for coming and bringing attention to the ongoing issues at Parkview Arms. Mayor Snavely asked Mr. Elliott to share a brief history and what's being done currently. Mr. Elliott shared that in 2019 the City had a lot of maintenance and public safety issues that were mentioned earlier. Mr. Elliott mentioned the City met with HUD officials and the property owner and as a result, HUD decided that they would conduct annual inspections of the units rather than every second or third year. Mr. Elliott noted the annual HUD inspections were 10% of the units and were randomly chosen. Mr. Elliott mentioned

getting HUD involved again, and if tenants are having trouble, call HUD at 877-506-3552. Mr. Elliott mentioned the City does inspections every two years of every apartment, and the landlord is given a list of violations and a time frame to correct them. Mr. Elliott noted if the violations were not corrected, they would not receive a rental permit. Mr. Elliott shared that all the violations found in 2022 were corrected within the requested time frame.

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 Mr. Smith

AYE # 5

NAY # 0

ABS # 0

- A. Minutes Of The May 21, 2024, City Council Meeting. (Heather Barbour, Clerk of Council)
  
- B. A Resolution Authorizing The City Manager To Enter Into A \$250,000.00 Grant Agreement With The Ohio Department Of Public Safety To Engage In And Coordinate As Lead Agency For The Countywide OVI Task Force. (John Jones, Police Chief)

6. Resolutions.

- A. A Resolution Declaring It Necessary To Levy An Additional Tax In Excess Of The Ten-Mill Limitation, As Stated In Section 5709.19 And Subsection 5705.19(I) As Amended, Of The Ohio Revised Code, For Fire And Emergency Medical Service Purposes, Which Levy Shall Be Two And Six Tenths (2.6) Mills To Run For Ten (10) Years, And Determining To Proceed With Submitting To The Electors The Question Of The Additional Tax Levy At The General Election To Be Held November 5, 2024. (Douglas R. Elliott Jr., City Manager)

Motion – To Adopt Resolution No. 7607.  
(Voice Vote) 1st Ms. Raghu 2nd Ms. Franklin  
AYE # 5  
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 Waive Fees Adopted In The Fee Ordinance For The Parking Meter Costs For The Annual Oxford Masonic Lodge Car Show At A Cost Not To Exceed \$1,404.00. (Casey Wooddell, Parks and Recreation Director)

Motion – To Adopt Resolution No. 7608.  
(Voice Vote) 1st Ms. Raghu 2nd Mr. Smith  
AYE # 5  
NAY # 0  
ABS # 0

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

Public Comment - Mr. Michael Hodge, 6313 Cincinnati Brookville Road - Mr. Hodge, speaking on behalf of the Oxford Masonic Lodge, shared that last year's car show was a success. Mr. Hodge noted that the Masons raised \$38,000 for the Kramer Elementary playground. Mr. Hodge mentioned that Marshall Elementary approached the Masons this year for help with their playground.

- C. A Resolution Authorizing The School Resource Officer Program Memorandum Of Understanding Between The Talawanda School District And The City Of Oxford And Authorizing The City Manager To Sign The Memorandum Of Understanding On Behalf Of The City. (John Jones, Police Chief)

Motion – To Adopt Resolution No. 7609.  
(Voice Vote) 1st Ms. Raghu 2nd Ms. Franklin  
AYE # 5  
NAY # 0  
ABS # 0

Luitenant Robinson presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

- D. A Resolution Accepting The Bid And Authorizing The City Manager To Enter Into A Contract With Hendy, Inc For The Installation Of New Curb, Gutter, And Sidewalk In Conjunction With The 2024 Special Assessment Program At A Cost Of \$249,950.00 With A Contingency Amount Of \$24,995.00 For A Total Cost Not To Exceed \$274,945.00 (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7610.  
(Voice Vote) 1st Ms. Raghu 2nd Mr. Smith  
AYE # 5  
NAY # 0  
ABS # 0

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

Public Comment - None.

- E. A Resolution Accepting The Bid And Authorizing The City Manager To Enter Into A Contract With CPS Construction Group, Inc. For Specified Repairs To The City Of Oxford Walnut Street Parking Garage At A Cost Of \$1,017,965.00 With A Contingency Amount Of \$18,535.00 For A Total Cost Not To Exceed \$1,036,500.00. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7611.  
(Voice Vote) 1st Ms. Raghu 2nd Mr. Smith  
AYE # 5  
NAY # 0  
ABS # 0

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

Public Comment - None.

- F. A Resolution Advocating For A More Robust Federal Climate Policy To Support Localities Most Impacted By Climate Change. (Mayor Snively and Councilor Prytherch)

Motion – To Adopt Resolution No. 7612.  
(Voice Vote) 1st Ms. Raghu 2nd Mr. Smith  
AYE # 5

NAY # 0

ABS # 0

Mayor Snaveley welcomed Ms. Webster and Ms. Blackmar-Rice to present the staff report on behalf of Councilor Prytherch.

Public Comment - Ms. Ann Webster, 190 Hilltop Road - Ms. Webster shared that the Citizens Climate Lobby, is an international grassroots, nonpartisan organization. Ms. Webster stated that CCL seeks to create the political will for a sustainable climate by advocating for effective climate legislation. Ms. Webster mentioned she and other CCL members will be meeting with Ohio 8 representative Warren Davidson's office next Tuesday. Ms. Webster explained that as part of the meeting, the CCL would be presenting letters of support for the work in general from individual constituents.

Public Comment - Ms. Carla Blackmar-Rice, 400 West Vine St. - Ms. Blackmar-Rice shared that both Oxford and Miami University have very powerful commitments on climate and are undertaking significant work to shore up the resilience of our community. Ms. Blackmar-Rice mentioned the City was featured on NPR for adopting a climate action plan and has been competitive in receiving funding from our federal government for climate mitigation and adaptation. Ms. Blackmar-Rice noted that adopting this Resolution sends a message up the chain of command to our representative in Congress, helping to remind him that we expect our federal government to support local governments like ours as we take on this challenge.

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 Authorizing The Tax Budget For The Year 2025 And Directing That The Same Be Transmitted To The Butler County Auditor. (Heidi Ridenour, Finance Director)

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

Public Comment - None.

2. An Ordinance Approving A Conditional Use Permit Application To Allow For A Retail Use Exceeding 15,000 Square Feet In The General Business (GB) District For The Purpose Of Accommodating A New Tractor Supply Company Store On Property Located At 5728 College Corner Pike, Oxford, Ohio 45056 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. 3750 Supplemental Budget Ordinance Number 3 To Make Supplemental Appropriations For Fiscal Year 2024. (Heidi Ridenour, Finance Director)

Motion – To Adopt Ordinance No. 3767.  
(Roll Call Vote) 1st Ms. Raghu 2nd Ms. Franklin

AYE # 5

Mr. Smith, Ms. Franklin, Ms. Raghu, Mr. Bracken, and Mayor Snavelly

NAY # 0

ABS # 0

Ms. Ridenour went over the changes since the first reading and addressed questions and comments from the Council.

Public Comment -None.

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. Jun 5 | Environmental Commission                         | Municipal Building | 7:00 p.m. |
| Jun 6    | Housing Advisory Commission - CANCELED           | Municipal Building | 5:00 p.m. |
| Jun 6    | Police Community Relations & Review Commission   | Courthouse         | 7:00 p.m. |
| Jun 10   | Public Arts Commission of Oxford                 | Municipal Building | 4:15 p.m. |
| Jun 11   | Oxford Parking & Transportation Advisory Board   | Municipal Building | 8:30 a.m. |
| Jun 11   | Planning Commission                              | Courthouse         | 7:30 p.m. |
| Jun 12   | Historic & Architectural Preservation Commission | Courthouse         | 6:00 p.m. |
| Jun 18   | City Council Budget Work Session                 | Courthouse         | 5:30 p.m. |
| Jun 18   | City Council Executive Session                   | Courthouse         | 7:00 p.m. |
| Jun 18   | City Council                                     | Courthouse         | 7:30 p.m. |
| Jun 19   | Board of Building Appeals                        | Courthouse         | 5:30 p.m. |
| Jun 25   | Board of Zoning Appeals                          | Courthouse         | 6:30 p.m. |
| Jul 2    | City Council - CANCELED                          | Courthouse         | 7:30 p.m. |

**9. Adjourn.**

Motion – To Adjourn at 8:26 p.m.  
 (Voice Vote) 1st Ms. Raghu 2nd Ms. Franklin  
 AYE # 5  
 NAY # 0

ABS # 0