



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, JULY 16, 2024 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 7:15 p.m. O.R.C. 121.22 (G)(1) To Consider Appointments to Boards and Commissions.

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

AYE # 5

Ms. French, Mr. Prytherch, Mr. Smith, Ms. Franklin, and Mayor Snavelly

NAY # 0

ABS # 0

Motion – To Return from Executive Session at 7:30 p.m. O.R.C. 121.22 (G)(1) To Consider Appointments to Boards and Commissions.

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

AYE # 5

NAY # 0

ABS # 0

A regular meeting of the Oxford City Council was called to order by Mayor Snavelly on Tuesday, July 16, 2024, at 7:30 p.m. Members in attendance were Amber Franklin, Michael Smith, Alex French, and David Prytherch. Chantel Raghu and Jason Bracken 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. Franklin 2nd Mr. Prytherch

AYE # 5

NAY # 0

ABS # 0

4. Public Participation.

A. Appointments to Boards and Commissions.

Motion – To Appoint Tarah Trueblood and Therese Ehrnschwender to the Public Arts Commission; LaTricia Hillman to the Police Community Relations and Review Commission; Chantel Raghu, Jason Bracken, and Micheal Smith to the Community Assistance Council Subcommittee; and Jason Bracken to the Climate Action Steering Committee.

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

AYE # 5

NAY # 0

ABS # 0

B. Presentation - Oxford Seniors Center - Ms. Emily Liechty

Ms. Emily Liechty, Executive Director of the Oxford Seniors Center, began her presentation with a brief history of Oxford Seniors (slides included in minutes). Ms. Liechty mentioned several successful programs and highlights from the past year. Ms. Liechty reviewed a few of the outreach programs that are almost a case manager level of support. Ms. Liechty offered to answer any questions. Mayor Snavey thanked Ms. Liechty for her presentation and the work that Oxford Seniors Center is doing.

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. Wendy Richardson, Oxford View Condominiums - Ms. Richardson shared her concern about the intersection of Fairfield Road and Lynn Avenue and the no-left turn into the Kroger parking lot. Ms. Richardson has seen several people violating this traffic rule. Mayor Snavelly asked City Staff to look into this situation.

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 Adopt the Consent Agenda.
(Voice Vote) 1st Ms. Franklin 2nd Ms. French
AYE # 5
NAY # 0
ABS # 0

- A. Minutes from the June 18, 2024, City Council Work Session. (Heather Barbour, Clerk of Council)
- B. Minutes from the June 18, 2024, City Council Meeting. (Heather Barbour, Clerk of Council)
- C. A Resolution Declaring Certain City Property No Longer Needed For Any Municipal Purpose As Surplus And Authorizing Its Advertisement And Trade-In Or Sale To The Highest Bidder By Internet Auction. (Michael Dreisbach, Service Director)

6. Resolutions.

- A. A Resolution Authorizing The City Manager To Sign The Economic Development Agreement With Miami University. (Douglas R. Elliott, Jr., City Manager)

Motion – To Adopt Resolution No. 7616.

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

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 Sign The Agreement Between The City Of Oxford And Miami University For The Provision Of Fire And Emergency Medical Services. (Douglas R. Elliott, Jr., City Manager)

Motion – To Adopt Resolution No. 7617.

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

AYE # 5

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 Increase The “Do Not Exceed” Contract With Barrett Paving Materials, Inc. To Accommodate A Request From Habitat For Humanity To Install The Surface Course Of Asphalt On Fuller Way And Carter Court. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7618.

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

AYE # 5

NAY # 0

ABS # 0

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

Public Comment - None.

- D. A Resolution Authorizing The City Manager To Enter Into A Professional Services Contract With McKenna Associates, Inc. For The Creation Of A Historic Preservation Plan, New Historic District Design Guidelines And A New Chapter 11 Subdivision And Zoning Code Into A Unified Development Ordinance For A Total Fee Of \$199,000.00 (Sam Perry, Community Development Director)

Motion – To Adopt Resolution No. 7619.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. French
AYE # 4
NAY # 0
ABS # 1

Mr. Perry 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 Ordinance No. 3750 Supplemental Budget Ordinance Number 4 To Make Supplemental Appropriations For Fiscal Year 2024. (Heidi Ridenour, Finance Director)

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

Public Comment - None.

B. Second Reading

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. Jul 16	City Council Executive Session	Courthouse	7:15 p.m.
Jul 16	City Council	Courthouse	7:30 p.m.
Jul 17	Board of Building Appeals	Courthouse	5:30 p.m.
Jul 18	Climate Action Steering Committee	Municipal Building	8:30 a.m.
Jul 23	Board of Zoning Appeals	Courthouse	6:30 p.m.
Aug 1	Housing Advisory Commission	Municipal Building	6:00 p.m.
Aug 6	City Council	Courthouse	7:30 p.m.
Aug 7	Environmental Commission	Municipal Building	7:00 p.m.
Aug 12	Recreation Board	Municipal Building	11:30 a.m.
Aug 12	Public Arts Commission	Miami Museum	Art 4:15 p.m.

Aug 13 Oxford Parking and Transportation Advisory Board	Municipal Building	8:30 a.m.
Aug 13 Planning Commission	Courthouse	7:00 p.m.
Aug 14 Historic and Architectural Preservation Commission	Courthouse	6:00 p.m.
Aug 15 Civil Rights Commission	Municipal Building	4:00 p.m.

9. Adjourn.

Motion – To Adjourn at 8:33 p.m.
 (Voice Vote) 1st Ms. French 2nd Ms. Franklin
 AYE # 5
 NAY # 0
 ABS # 0