



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, AUGUST 6, 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 Ms. Raghu 2nd Ms. Franklin

AYE # 7

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

NAY # 0

ABS # 0

Motion – To Return from Executive Session at 7:20 p.m. O.R.C. 121.22 (G)(1) To Consider Appointments to Boards and Commissions.

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

AYE # 7

NAY # 0

ABS # 0

A regular meeting of the Oxford City Council was called to order by Mayor Snavely on Tuesday, August 6, 2024, at 7:30 p.m. Members in attendance were Michael Smith, Amber Franklin, David Prytherch, Alex French, Chantel Raghu, and Jason Bracken.

Staff Members in Attendance

Mr. Douglas R. Elliott, Jr., City Manager; Ms. Jessica Greene, Assistant City Manager; Mr.

Michael Dreisbach, Service Director; Mr. John Detherage, Fire Chief; Mr. Sam Perry, Community Development Director; Mr. John Jones, Police Chief; 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 Mr. Prytherch
AYE #7
NAY #0
ABS #0

4. Public Participation.

A. Appointments to Boards and Commissions

Motion – To Appoint Alia Wegner to the Historic and Architectural Preservation Commission.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE #6
NAY #0
ABS #1

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.

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. Raghu 2nd Mr. Prytherch

AYE # 7

NAY # 0

ABS # 0

- A. Minutes of the July 16, 2024, City Council Meeting. (Heather Barbour, Clerk of Council)

- B. A Resolution Approving Then And Now Certificates For Purchase Orders Issued Above \$3,000 Where An Invoice Was Received Prior To The Purchase Order Date, As A Requirement Of Ohio Revised Code 5705.41 (D). (Heidi Ridenour, Finance Director)

6. Resolutions.

- A. A Resolution Authorizing The City Manager To Sign The Subgrant Agreement Between The City Of Oxford And Habitat For Humanity of Greater Cincinnati To Award \$500,000.00 Of The Butler County American Rescue Plan Funds For Affordable Housing Infrastructure. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7621.

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

AYE # 7

NAY # 0

ABS # 0

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

Public Comment - Mr. Steve Schnabl, 44 Autumn Drive - Mr. Schnabl, speaking on behalf of the Housing Advisory Commission, voiced support for the Habitat for Humanity legislation being presented tonight.

- B. A Resolution Authorizing The City Manager To Sign The Subgrant Agreement Between The City Of Oxford And Habitat For Humanity To Award \$990,000.00 Of The Welcome Home Ohio Funding Through The Ohio Department Of Development. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7622.
(Voice Vote) 1st Ms. Raghu 2nd Ms. Franklin
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - None.

- C. A Resolution Authorizing The City Manager To Sign And Enter Into The Development Agreement Outlining The Proposed Development To Be Constructed By Habitat For Humanity Of Greater Cincinnati At 601, 603, And 607 W. Chestnut Street. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7623.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

Ms. Greene presented her staff report and addressed questions and comments from the Council. Mr. Joe Hansbauer, President and CEO of Habitat for Humanity of Greater Cincinnati, thanked the Council and addressed questions.

Public Comment - None.

- D. A Resolution Authorizing The Mayor To Execute An Economic Development (Trex) Transfer Form From The Division Of Liquor Control For Cherry Tree Marketing, LLC. (Douglas R. Elliott, Jr., City Manager)

Motion – To Adopt Resolution No. 7624.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7

NAY # 0
ABS # 0

Mr. Elliott 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 Section 931.12 Of Oxford Codified Ordinances Chapter 931.12 Entitled Garbage, Refuse And Recycling Service. (Michael Dreisbach, Service Director)

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

Public Comment - None.

2. An Ordinance Approving A Conditional Use Permit Application To Allow A Dog Training Facility As A Conditional Use For The Purpose Of Allowing Training Tracks Canine Learning Center To Operate In The Existing Building At 5500 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 - Mr. Scott Webb, 103 West Walnut St. - Mr. Webb shared that the Planning Commission and City Staff were very helpful during the process. Mr. Webb expressed his happiness and willingness to meet the conditions.

Public Comment - Mr. Steve Schnabl, 44 Autumn Drive - Mr. Schnabl asked, since there was a

great deal of property, is it possible that the business would be able to use some of that land as a dog park.

3. An Ordinance Approving A Preliminary And Final Planned Development Application And Preliminary Subdivision, South Farm Section IV, 25 New Single-Family Lots, Submitted By J.A. Development, 6.81 Acres, Roberts Drive, Oxford, Ohio 45056 (Sam Perry, Community Development Director)

Mr. Perry presented his staff report and addressed questions and comments from the Council. Mr. Perry shared that Ms. Etta Reed, Bayer Becker and Mr. Joe Cristo of Cristo Homes were in attendance if the Council had questions for them.

Public Comment - Ms. Etta Reed, Bayer Becker, 110 South College Ave - Ms. Reed spoke on behalf of John Bayer. Ms. Reed stated the applicant is in agreement with all the conditions that were proposed and appreciates the Planning Commission and Staff working with us to bring this project to fruition. Ms Reed mentioned the Cristo's had made some adjustments to their normal program to make this work for all parties involved. Ms. Reed thanked the Council for their time and offered to answer any questions.

4. An Ordinance Revising Oxford Zoning Code Section 1141.01 Accessory Regulations For The Purpose Of Adding A Primary Residence Requirement For Short-Term Rental Usage Within The R-1A, R-1B, R-2A and R-3 Zoning Districts (Sam Perry, Community Development Director)

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

Public Comment - None.

5. An Ordinance Repealing And Replacing Ordinance No. 3758 Limiting The Number Of Non-Medical Cannabis Dispensary Licenses To Two In The City Of Oxford And Designating The Locations For These Two Non-Medical Cannabis Dispensaries At The Current Existing Locations For The Two Medical Cannabis Dispensaries. (Douglas R. Elliott, Jr., City Manager)

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

Public Comment - None.

6. 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 Purchase And Sale Agreement, For The Sale Of Certain Real Property Located

In The City Of Oxford, Ohio, To Habitat For Humanity Of Greater Cincinnati.
(Jessica Greene, Assistant City Manager)

Ms. Greene presented her 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 4 To Make Supplemental Appropriations For Fiscal Year 2024. (Heidi Ridenour, Finance Director)

Motion – To Adopt Ordinance No. 3770.
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 7

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

NAY # 0

ABS # 0

Ms. Ridenour presented her staff report with the changes since the first reading and addressed questions and comments from the Council.

Public Comment - None.

8. Discussion

A. Property Maintenance Code Enforcement

Mr. Elliott began the discussion by addressing the request by Councilor Prytherch for a report and discussion about code enforcement, especially concerning the property at 101 West Church St. Mr. Elliott shared that the property owners, Mr. Terry and Ms. Kathy Dudley, were in attendance. Mr. Elliott provided a summary of the fire that damaged the property in January 2020 and the steps that were taken to apply for a certificate of appropriateness for the demolition of the existing structure and the new mixed-use structure that was not constructed. Mr. Elliott explained that the owners requested an extension of the HAPC approval to obtain a building

permit beyond the one-year deadline, which the HAPC denied. Mr. Elliott asked Mr. Perry to provide additional code enforcement issues and actions related to this property. Mr. Perry read a prepared statement focusing on general code enforcement and some challenges the City faces in obtaining compliance. (statement included in minutes) Mr. Perry offered to answer any questions. Mayor Snavelly invited Mr. Dudley to speak. Mr. Dudley addressed the extended gravel parking situation. Mr. Dudley addressed the building fire and the extensive damage to the interior. Mr. Dudley stated that people had been breaking into the house and that he had found drug paraphernalia inside. Mr. Dudley asked the Council for a permit to condemn the building so that he could tear it down. Mayor Snavelly thanked Mr. Dudley for his comments. Mr. Perry, Mr. Elliott, and Mr. Dudley addressed questions and comments from the Council. Mayor Snavelly ended the discussion and thanked everyone for their participation.

9. 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. 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.
Aug 20 City Council	Courthouse	7:30 p.m.
Aug 27 Board of Zoning Appeals	Courthouse	6:30 p.m.
Sep 2 City Offices CLOSED - Holiday		
Sep 3 City Council	Courthouse	7:30 p.m.

10. Adjourn.

Motion – To Adjourn at 9:23 p.m.
 (Voice Vote) 1st Ms. Raghu 2nd Ms. Franklin
 AYE # 7
 NAY # 0
 ABS # 0