



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, OCTOBER 15, 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 7:13 p.m. O.R.C. 121.22 (G)(1) To Consider Appointments to Boards and Commissions.

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

AYE # 7

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

NAY # 0

ABS # 0

Motion – To Return from Executive Session at 7:22 p.m. O.R.C. 121.22 (G)(1) To Consider Appointments to Boards and Commissions.

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

AYE # 7

NAY # 0

ABS # 0

A regular meeting of the Oxford City Council was called to order by Mayor Snavely on Tuesday, October 15, 2024, at 7:30 p.m. Members in attendance were Chantel Raghu, Michael Smith, Amber Franklin, David Prytherch, Alex French, 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 Jones, Police Chief; Mr. John Detherage, Fire Chief; Mr. Sam Perry, Community Development 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 Amend the Agenda by Adding 4. A. Appointments to Boards and Commissions and Adopt the Amended Agenda.

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

AYE # 7

NAY # 0

ABS # 0

4. Public Participation.

Motion – To Appoint Ms. Bobbe Burke to the Public Arts Commission of Oxford.

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

AYE # 7

NAY # 0

ABS # 0

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 - 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. Raghu 2nd Ms. French
AYE # 7
NAY # 0
ABS # 0

- A. Minutes from the October 1, 2024 City Council Meeting (Heather Barbour, Clerk of Council)
- B. Report Regarding the October 2, 2024 Environmental Commission Meeting (Jessica Greene, Assistant City Manager)

6. Resolutions.

- A. A Resolution Accepting The Bid And Authorizing The City Manager To Enter Into An Agreement With Playground Equipment Services For The Construction Of The Merry Day Playground Project For A Total Cost Not To Exceed \$100,500.00. (Casey Wooddell, Parks and Recreation Director)

Motion – To Adopt Resolution No. 7643.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

Ms. Greene presented Mr. Wooddell's staff report and addressed questions and comments from the Council.

Public Comment - None.

- B. A Resolution To Accept The Recommendation Of The Oxford Recreation Board And Name The New Dog Park Facility Barkham Park. (Casey Wooddell, Parks and Recreation Director)

Motion – To Adopt Resolution No. 7644.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

Mr. Elliott presented Mr. Wooddell's staff report and addressed questions and comments from the Council.

Public Comment - None.

- C. A Resolution Of The City Council Subcommittee Recommending The Dispersement Of The Community Assistance Funding In The 2025 Proposed Budget (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7645.
(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.

Public Comment - Ms. Suzy Hummel, Hickory Hill Drive, TOPSS President - Ms. Hummel spoke on behalf of TOPSS, and wanted to thank the City Council for their support and continued partnership. Ms. Hummel shared that in July 2022 TOPSS served 176 unique families, fast forward to August 2024 TOPSS has served 504 unique families. Ms. Hummel noted the demand for services has nearly tripled in two years. Ms. Hummel expressed gratitude for the Council's support and willingness to continue being great partners with the City.

- D. A Resolution Authorizing the City Manager To Apply For A Butler County Community Development Block Grant For \$126,370.00 For The Construction Of A New Playground. (Jessica, Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7646.
(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.

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

None.

B. Second Reading

1. An Ordinance Amending And Supplementing The Oxford Municipal Code By Revising A Chapter Of Part 7, Business Regulation Code, Chapter 744, Revising The Tobacco Retailer License Requirements For The Sale Of Tobacco And Paraphernalia Products In The City Of Oxford (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3778.

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

AYE # 7

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

NAY # 0

ABS # 0

Mr. Perry reported no changes since the first reading and offered to answer any questions.

Public Comment - None.

2. An Ordinance Amending Ordinance No. 3750 Supplemental Budget Ordinance Number 5 To Make Supplemental Appropriations For Fiscal Year 2024. (Heidi Ridenour, Finance Director)

Motion – To Adopt Ordinance No. 3779.
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 7

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

NAY # 0

ABS # 0

Ms. Ridenour presented 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. | Oct 16 | Board of Building Appeals - CANCELED | Courthouse | 5:30 p.m. |
| | Oct 17 | City Council Budget Work Session | Courthouse | 7:00 p.m. |
| | Oct 22 | Board of Zoning Appeals | Courthouse | 6:30 p.m. |
| | Nov 5 | City Council | Courthouse | 7:30 p.m. |

Nov 6	Environmental Commission - CANCELED	Municipal Building	7:00 p.m.
Nov 11	Public Arts Commission of Oxford	Municipal Building	4:15 p.m.
Nov 12	Planning Commission	Courthouse	7:00 p.m.
Nov 13	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
Nov 18	Oxford Recreation Board	Municipal Building	11:30 a.m.
Nov 19	City Council	Courthouse	7:30 p.m.

9. Adjourn.

Motion – To Adjourn at 8:08 p.m.
(Voice Vote) 1st Ms. Raghu 2nd Ms. Franklin
AYE # 7
NAY # 0
ABS # 0