



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, NOVEMBER 19, 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 7:00 p.m. O.R.C. Section 121.22 (G)(1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

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

AYE # 5

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

NAY # 0

ABS # 0

Motion – To Return from Executive Session at 7:33 p.m. O.R.C. Section 121.22 (G)(1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

(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, November 19, 2024, at 7:33 p.m. Members in attendance were David Prytherch, Michael Smith, Amber Franklin, and Jason Bracken. Alex French and Chantel Raghu were excused.

Staff Members in Attendance

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. Stephanie Gray, Assistant Finance Director; Mr. Casey Wooddell, Parks and Recreation Director; Mr. Chris Conard, Law Director; and Ms. Heather Barbour, Clerk of Council.

2. Pledge of Allegiance.

3. Approval of Agenda.

Motion – To Approval of the Agenda.

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

AYE # 5

NAY # 0

ABS # 0

4. Public Participation.

- A. Notice to Legislative Authority - Weisman Enterprises Holdings Inc. DBA Calendula Bourbon & Tequila Bar 131 West High Street Oxford, Ohio 45056 (Jessica Greene, Assistant City Manager)

Motion – To Receive Without Comment.

(Voice Vote) 1st Mr. Prytherch 2nd Mr. Smith

AYE # 5

NAY # 0

ABS # 0

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.

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 Adopt the Consent Agenda.

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

AYE # 5

NAY # 0

ABS # 0

- A. Minutes of the November 5, 2024 City Council Meeting. (Heather Barbour, Clerk of Council)

6. Resolutions.

- A. A Resolution Approving The Creation Of A New Fund #431 Fire/Ems Property Tax Levy Fund For The Collection Of Property Tax Levy. (Heidi Ridenour, Finance Director)

Motion – To Adopt Resolution No. 7651.

(Voice Vote) 1st Mr. Prytherch 2nd Mr. Smith

AYE # 5

NAY # 0

ABS # 0

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

Public Comment - None.

- B. A Resolution Approving The Creation Of A New Fund, #432, Economic Development Fund, To Be Utilized For Economic Development Activities. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7652.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Franklin
AYE # 5
NAY # 0
ABS # 0

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

Public Comment - Ms. Ann Fuehrer, Dana Drive - Ms. Fuehrer spoke about the benefits of leveraging Miami's strengths. Ms. Fuehrer was glad to hear the City is working on an Economic Development Strategic Plan. Ms. Fuehrer expressed interest in future community input, like community involvement with Oxford Tomorrow. Ms. Fuehrer expressed her happiness that issue #2 passed and believes that there needs to be more regular ongoing conversations about the sharing of resources between Miami University and the community.

- C. A Resolution Authorizing The City Manager To Sign A Letter Of Intent To Partner With Ameresco, Inc. To Conduct Project Development, Engineering, And Application Activities To Improve The Likelihood Of The City Securing A Sustainability Grant Through The Ohio Department Of Development. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7653.
(Voice Vote) 1st Mr. Prytherch 2nd Mr. Smith
AYE # 5
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

1. An Ordinance Repealing Code Section 351.04 Parking Near Curb; Handicapped Locations On Public and Private Lots And Garages And Adopting New Section 351.04 Parking Near Curb; Handicapped Location On Public And Private Lots And Garages. (John Jones, Police Chief)

Chief Jones presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

2. An Ordinance Repealing Code Section 351.99 Penalty And Adopting New Section 351.99 Penalty. (John Jones, Police Chief)

Chief Jones presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

3. An Ordinance Repealing Code Section 353.99 Penalty And Adopting New Section 353.99 Penalty. (John Jones, Police Chief)

Chief Jones presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

4. An Ordinance Repealing Code Section 355.99 Penalty And Adopting New Section 355.99 Penalty. (John Jones, Police Chief)

Chief Jones presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

B. Second Reading

1. An Ordinance Approving The Final Subdivision Application And Plat For South Farm Section IV Residential Subdivision Of 6.8 Acres With Conditions (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3780.
(Roll Call Vote) 1st Mr. Prytherch 2nd Ms. Franklin

AYE # 5

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

NAY # 0

ABS # 0

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

Public Comment - None.

2. An Ordinance Vacating Right-Of-Way Associated With Roberts Drive And Hoover Drive, And Extinguishing Easements, As Were Previously Established By (Official Record) O.R. 7959 Pg 1551, Replat For South Farm Section 2 & 2a. (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3781.
(Roll Call Vote) 1st Mr. Prytherch 2nd Mr. Smith

AYE # 5

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

NAY # 0

ABS # 0

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

Public Comment - None.

3. An Ordinance Amending Section 183.03 Of The Oxford Codified Ordinances And Changing The Disposition Of The Convention Tax Receipts. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Ordinance No. 3782.
(Roll Call Vote) 1st Mr. Prytherch 2nd Mr. Smith

AYE # 5

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

NAY # 0

ABS # 0

Ms. Greene went over the changes since the first reading and offered to answer any questions.

Public Comment - Ms. Kim Daggy, Executive Director of Enjoy Oxford, 14 West Park Place - Ms. Daggy presented a handout to the Council (handout included in minutes). Ms. Daggy prepared a side-by-side budget comparison designed for the Event Partnership section within their 2025 operational budget.

4. An Ordinance To Make Appropriations For Current Expenses And Other Expenditures Of The City Of Oxford, State Of Ohio, During The Fiscal Year Ending December 31, 2025. (Heidi Ridenour, Finance Director)

Motion – To Adopt Ordinance No. 3783.

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

AYE # 5

Ms. Franklin, Mr. Bracken, Mr. Prytherch, Mr. Smith, and Mayor Snively

NAY # 0

ABS # 0

Ms. Gray reviewed the changes since the first reading and offered to answer any questions.

Public Comment - None.

5. An Ordinance Outlining Budgeted Advances For The City Of Oxford, State Of Ohio, During The Fiscal Year Ending December 31, 2025. (Heidi Ridenour, Finance Director)

Motion – To Adopt Ordinance No. 3784.

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

AYE # 5

Mr. Prytherch, Mr. Bracken, Mr. Smith, Ms. Franklin, and Mayor Snively

NAY # 0

ABS # 0

Ms. Gray reported no changes since the first reading and offered to answer any questions.

Public Comment - None.

6. An Ordinance Outlining Budgeted Transfers For The City Of Oxford, State Of Ohio, During The Fiscal Year Ending December 31, 2025. (Heidi Ridenour, Finance Director)

Motion – To Adopt Ordinance No. 3785.
(Roll Call Vote) 1st Mr. Prytherch 2nd Ms. Franklin

AYE # 5
Mr. Prytherch, Mr. Bracken, Mr. Smith, Ms. Franklin, and Mayor Snively
NAY # 0
ABS # 0

Ms. Gray reviewed the changes since the first reading and offered to answer any questions.

Public Comment - None.

7. An Ordinance To Adopt Fees And Charges For The Fiscal Year 2025. (Heidi Ridenour, Finance Director)

Motion – To Adopt Ordinance No. 3786.
(Roll Call Vote) 1st Mr. Prytherch 2nd Mr. Smith

AYE # 5
Mr. Bracken, Mr. Smith, Ms. Franklin, Mr. Prytherch, and Mayor Snively
NAY # 0
ABS # 0

Ms. Gray reviewed the changes since the first reading and offered to answer any questions.

Public Comment - None.

8. An Ordinance Establishing Salaries And Certain Benefits For Salaried And Hourly Full-Time And Part-Time Employees Within The Service Of The City Of Oxford, Ohio Paid From January 1st, 2025 Through December 31st, 2025. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Ordinance No. 3787.
(Roll Call Vote) 1st Mr. Prytherch 2nd Ms. Franklin

AYE # 5
Mr. Bracken, Ms. Franklin, Mr. Prytherch, Mr. Smith, and Mayor Snively
NAY # 0
ABS # 0

Ms. Greene reviewed the changes since the first reading and offered to answer any questions.

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. Nov 20	Board of Building Appeals - CANCELED	Courthouse	5:30 p.m.
Nov 21	Climate Action Steering Committee	Municipal Building	8:30 a.m.
Nov 21	Police Community Relations & Review Commission	Courthouse	7:00 p.m.
Nov 26	Board of Zoning Appeals	Courthouse	6:30 p.m.
Nov 28	City Offices CLOSED		
Nov 29	City Offices CLOSED		
Dec 3	City Council	Courthouse	7:30 p.m.
Dec 4	Environmental Commission	Municipal Building	7:00 p.m.
Dec 9	Oxford Recreation Board	Municipal Building	11:30 a.m.
Dec 9	Public Arts Commission of Oxford	Municipal Building	4:15 p.m.
Dec 10	Planning Commission	Courthouse	7:00 p.m.
Dec 11	Historic & Architectural Preservation Commission	Municipal Building	6:00 p.m.
Dec 17	City Council	Courthouse	7:30 p.m.
Dec 18	Board of Building Appeals	Courthouse	5:30 p.m.
Dec 18	Board of Zoning Appeals	Courthouse	6:30 p.m.

Dec 24 City Offices CLOSED
Dec 25 City Offices CLOSED
Jan 1 City Offices CLOSED

9. Adjourn.

Motion – To Adjourn at 8:32 pm.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Franklin
AYE # 5
NAY # 0
ABS # 0