



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, MAY 6, 2025 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.

A regular meeting of the Oxford City Council was called to order by Vice-Mayor Raghu on Tuesday, May 6, 2025, at 7:30 p.m. Members in attendance were Michael Smith, Jason Bracken, Amber Franklin, and David Prytherch. Alex French and Mayor Snaveley were excused.

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. John Jones, Police Chief; Ms. Heidi Ridenour, Finance Director; Mr. Chad Smith, Parks and Recreation Director; Mr. Geoff Robinson, Police Lieutenant; Mr. Sam Perry, Community Development Director; Mr. Chris Conard, 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. Swearing-In of Sergeant Anthony Jones, Jr. (John Jones, Police Chief)

Chief Jones introduced Officer Anthony Jones, Jr., and Mr. Conard began swearing in the new Sergeant by instructing Sergeant Jones to recite the oath. Chief Jones called Sergeant Jones's wife to the podium to complete the pinning ceremony. Sergeant Jones thanked Chief Jones, Lieutenant Robinson, and Lieutenant Price for the opportunity. Sergeant Jones expressed his excitement about being back in the city and taking on these new challenges. Vice-Mayor Raghu congratulated and thanked Sergeant Jones.

B. Proclamation - Oxford Historic Preservation Day

Ms. Alia Levar-Wegner, member of the Historic Architectural Preservation Commission, was in attendance to receive the Proclamation.

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 - 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 Mr. Prytherch 2nd Ms. Franklin
AYE # 5

NAY # 0
ABS # 0

- A. Minutes from the April 15, 2025, City Council Meeting. (Heather Barbour, Clerk of Council)

- B. A Resolution Authorizing The City Manager To Enter Into A Contract With Jefferson Health Plan To Assist With Our Self-Insured Health Benefits Program. (Jessica Greene, Assistant City Manager)

- C. A Resolution Authorizing The City Manager To Enter Into A Contract With Ameritas To Be The City Of Oxford Dental Insurance Provider For Employee Health Benefits. (Jessica Greene, Assistant City Manager)

- D. A Resolution Authorizing The City Manager To Enter Into A Contract With Reliance Matrix To Be The City Of Oxford's Life Insurance Provider As Part Of The City's Comprehensive Employee Benefits Program. (Jessica Greene, Assistant City Manager)

- E. A Resolution Authorizing The City Of Oxford To Enter Into A Contract With EVO Pharmacy Benefits For Pharmacy Benefit Management Services (Jessica Greene, Assistant City Manager)

- F. A Resolution Authorizing The Sale Of Salvaged, Junk, And/Or Abandoned Motor Vehicles. (John Jones, Police Chief)

- G. 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 Waive The Fees Adopted In The Fee Ordinance For The Street Closures And Parking Meter Costs For The Oxford Chamber Of Commerce For The 2025 Annual Oxford Wine & Craft Beer Festival. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No.7709.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Franklin
AYE # 4
NAY # 1
ABS # 0

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

Public Comment - Ms. Kelli Riggs, President, Oxford Chamber of Commerce - Ms. Riggs mentioned working closely with the City of Oxford on many events, such as Otober Fest, and the Bee Festival. Ms. Riggs requested the waiver of fees for the Wine and Craft Beer Festival for street closures and parking meter fees for High Street. Ms. Riggs thanked the Council and offered to answer any questions.

- B. A Resolution To Accept The Recommendation Of The Recreation Board And To Authorize A Letter Of Request To Butler County Regional Transit Authority For Expanded Transportation Routes (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No.7710.
(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. Ms. Greene introduced Mr. Jacob Young, Oxford Recreation Board Chair. Mr. Young shared that he met with the executive director of the BCRTA on April 4th to discuss the items Ms. Greene had read in her staff report. Mr. Young noted that these destinations are more than just

stops; they are central to Oxford's health and wellness and community spirit. Mr. Young mentioned the significant challenges for seniors and individuals without reliable transportation. Mr. Young suggested that a seasonal route would help to close the gap in a community-centered way. Mr. Young stated that, ultimately, it's more than just transportation; it's about opportunity, it's about equity, it's about making sure that everyone in Oxford is a full participant in community life.

Public Comment - None.

- C. A Resolution Accepting The Recommendation Of The Housing Advisory Commission To Work With Empower Me Living And Inclusive Housing Resources To Develop 5234 Hester Road And Instructing The City Manager To Begin Negotiations To Prepare Development And Purchase Agreements (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7711.

(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. Ms. Greene introduced Ms. Emily Kendall, co-founder of Empower Me Living. Ms. Kendall was reminded of a connection with Rachel, who worked in a dining hall at Miami University. Ms. Kendall shared that Rachel lived at home with her parents and commuted daily from Middletown, a 45- to 90-minute commute each way on top of an 8-hour shift at work. Ms. Kendall noted that having supportive housing closer to her job would have enabled Rachel to be much more successful. Ms. Kendall presented slides with stats on Ohioans with I/DD and the urgent housing crisis. Ms. Kendall introduced Ms. Gina Gehm, CEO of Inclusive Housing Resources. Ms. Gehm shared that Inclusive Housing Resources serves Hamilton, Butler, and Claremont counties, primarily providing individuals with developmental disabilities through partnerships with the local county boards. Ms. Gehm mentioned she has over 20 years of experience in affordable housing with experience across the spectrum of affordable housing types. Ms. Gehm expressed her excitement about being a part of this project. Ms. Gehm introduced Ms. Emily Lubbers, a senior project architect at MSP Design. Ms. Lubbers spoke about some of the details of the housing that the group is proposing. Ms. Lubbers noted that the houses will be customizable to the person purchasing each house, using a kit of parts. Ms. Lubbers stated that this allows costs to remain lower. Ms. Kendall thanked the Council and offered to answer any questions. (slides included in minutes)

Public Comment - None.

- D. A Resolution Accepting The Recommendation Of The Public Art Commission Of Oxford, And Authorizing The Release Of A Call For Art For A Mural Installation At The City Of Oxford Public Parking Garage (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7712.
(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 - None.

- E. A Resolution Accepting The Bid And Authorizing The City Manager To Enter Into An Agreement With Benchmark Land Management, LLC For The Construction Of Road, Drainage, And Sidewalk Improvements On South Locust Street At A Cost Of \$430,709.00 Plus A Contingency In The Amount Of \$43,070.90 For A Total Cost Not To Exceed \$473,779.90. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7713.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Franklin
AYE # 5
NAY # 0
ABS # 0

Mr. Dreisbach presented his staff report and addressed questions 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. 3783 Supplemental Budget Ordinance Number 3 To Make Supplemental Appropriations For Fiscal Year 2025. (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. May 7	Environmental Commission	Municipal Building	6:00 p.m.
May 12	Oxford Recreation Board	Municipal Building	11:30 a.m.
May 13	Planning Commission	Courthouse	7:00 p.m.
May 15	Police Community Relations & Review Commission	Courthouse	7:00 p.m.
May 20	City Council Executive Session	Courthouse	7:15 p.m.
May 20	City Council	Courthouse	7:30 p.m.
May 21	Board of Building Appeals	Courthouse	5:30 p.m.
May 26	City Offices CLOSED		
May 27	Board of Zoning Appeals	Courthouse	6:30 p.m.

June 3	City Council - CANCELED		
June 5	Housing Advisory Commission - CANCELED	Municipal Building	5:00 p.m.
June 9	City Council Special Meeting	Courthouse	7:30 p.m.
June 10	Oxford Parking & Transportation Advisory Board	Municipal Building	8:30 a.m.
June 17	City Council Priorities Budget Work Session	Courthouse	6:30 p.m.
June 17	City Council	Courthouse	7:30 p.m.

9. Adjourn.

Motion – To Adjourn at 8:57 p.m.
 (Voice Vote) 1st Ms. Franklin 2nd Mr. Prytherch
 AYE # 5
 NAY # 0
 ABS # 0