



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, MAY 20, 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.

Motion – To Enter Executive Session at 7:15 p.m. O.R.C. 121.22 (G)(2) To consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property and O.R.C. Section 121.22 (G)(3) To consider pending and threatened litigation.

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

AYE # 6

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

NAY # 0

ABS # 0

Motion – To Return from Executive Session at 7:30 p.m. O.R.C. 121.22 (G)(2) To consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property and O.R.C. Section 121.22 (G)(3) To consider pending and threatened litigation.

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

AYE # 6

NAY # 0

ABS # 0

A regular meeting of the Oxford City Council was called to order by Mayor Snavely on Tuesday, May 20, 2025, at 7:30 p.m. Members in attendance were Michael Smith, Jason Bracken, Chantel Raghu, David Prytherch, and Alex French. Amber Franklin was 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 Jones, Police Chief; Mr. John Detherage, Fire Chief; Ms. Heidi Ridenour, Finance Director; Mr. Sam Perry, Community Development Director; Mr. Chad Smith, 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 Approve the Agenda.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

4. Public Participation.

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 - Ms. Suzy Hummel, 4689 Hickory Hill Drive - Ms. Hummel spoke on behalf of TOPSS. Ms. Hummel reported on two big wins from the week. Ms. Hummel announced that Share Fest brought in 3,887 pounds of food alone. Ms. Hummel stated that it is more than the past two years. Ms. Hummel shared that TOPSS had some clients put together a list of household items they needed, such as a microwave or a lamp. Ms. Hummel was happy to accommodate all of these additional requests. Ms. Hummel noted the second big win was being awarded the eviction diversion and housing stability grant with Interact for Health. Ms. Hummel mentioned that the City and TOPSS will receive \$136,000.00 with 18 months to run the proposed program.

Ms. Hummel shared that with positive performance, TOPSS can reapply after another 18 months of operations. Ms. Hummel noted that the grant will allow TOPSS to hire a full-time housing stability staff person, provide legal assistance to those facing possible discrimination or unfair housing practices, and help with communication, partnering with Home in Cincinnati, focusing on tenant rights.

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 # 6
NAY # 0
ABS # 0

- A. Minutes from the May 6, 2025, City Council Work Session. (Heather Barbour, Clerk of Council)
- B. Minutes from the May 6, 2025, City Council Meeting. (Heather Barbour, Clerk of Council)
- C. A Resolution Authorizing The City Manager To Apply For And Accept Up To \$250,000.00 Through The Ohio Department Of Public Safety Grant For Federal Fiscal Year 2026 To Engage In And Coordinate As Lead Agency For The County-Wide OVI Task Force. (John Jones, Police Chief)
- D. A Resolution Of Council Authorizing Alcoholic Beverages To Be Sold And Consumed Annually At The Freedom Festival On July 3rd (Rain Date July 4th), From 5:00 P.M.– 9:00 P.M. To Be Held At The Oxford Community Park Located At 6801 Fairfield Road Oxford, Ohio 45056. (Chad Smith, Parks and Recreation Director)

E. Uptown Parks Permit Request - Yoga in the Park, Coalition for a Healthy Community (Jessica Greene, Assistant City Manager)

F. Uptown Parks Permit Request - Lions Club Christmas Tree Sales (Jessica Greene, Assistant City Manager)

6. Resolutions.

A. A Resolution Authorizing A Subgrant Agreement Between The City Of Oxford And Talawanda Oxford Pantry And Social Services (TOPSS) For The Construction Of A New Community Service Facility. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7716.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

Public Comment - None.

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

B. A Resolution Authorizing The City Manager To Enter Into A Settlement Agreement Pertaining To The Oxford Area Trails Multimodal Transportation Project Phase V With EVR Investments, LLC.(Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7717.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

Public Comment - None.

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

- C. A Resolution Authorizing The City Manager To Waive The Fees Adopted In The Fee Ordinance For The Parking Meter Costs For The Annual Oxford Masonic Lodge Car Show At A Cost Not To Exceed \$1404.00. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7718.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 4
NAY # 2
ABS # 0

Public Comment - None.

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

- D. A Resolution Declaring Certain City Property No Longer Needed For Any Municipal Purpose As Surplus And Authorizing The Donation Of Surplus Property To West Chester Township Police Department. (John Jones, Police Chief)

Motion – To Adopt Resolution No. 7719.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

Public Comment - None.

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

- E. A Resolution Authorizing The School Resource Officer Program Memorandum Of Understanding Between The Talawanda School District And The City Of Oxford And Authorizing The City Manager To Sign The Memorandum Of Understanding On Behalf Of The City. (John Jones, Police Chief)

Motion – To Adopt Resolution No. 7720.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

Public Comment - None.

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

- F. A Resolution Accepting The Bid And Authorizing The City Manager To Enter Into An Agreement With Hendy, Inc. For The Replacement Of Defective Curb, Gutters, And/Or Sidewalk In The 2025 Special Assessment Program At A Cost Of \$169,875.00 Plus A Contingency In The Amount Of \$16,987.50 For A Total Cost Not To Exceed \$186,862.50. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7721.

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

AYE # 6

NAY # 0

ABS # 0

Public Comment - None.

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

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 and Replacing The Entire Planning & Zoning Code Chapter 1141, Correcting An Inadvertent Error When Previously Adopting Ordinance 3801 On February 18, 2025. (Sam Perry, Community Development Director)

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

Public Comment - None.

B. Second 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)

Motion – To Adopt Ordinance No. 3822.
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 6

Ms. French, Mr. Bracken, Ms. Raghu, Mr. Prytherch, Mr. Smith, and Mayor Snively

NAY # 0

ABS # 0

Public Comment - None.

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

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 21 Board of Building Appeals - CANCELED	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	Courthouse	7:30 p.m.
	June 5 Housing Advisory Commission - CANCELED	Municipal Building	5:00 p.m.
	June 9 City Council Special Meeting - CANCELED		
	June 10 Oxford Parking & Transportation Advisory Board	Municipal Building	8:30 a.m.
	June 10 Planning Commission	Courthouse	7:00 p.m.
	June 17 City Council Capital Improvement Plan Work Session	Courthouse	6:30 p.m.
	June 17 City Council	Courthouse	7:30 p.m.

9. Adjourn.

Motion – To Adjourn at 8:21 p.m.

(Voice Vote) 1st 2nd

AYE # 6

NAY # 0

ABS # 0