



**MINUTES**  
**OXFORD CITY COUNCIL REGULAR MEETING**  
**COURTHOUSE**  
**TUESDAY, JUNE 3, 2025 AT 7:30 PM**

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**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.

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1. Roll Call.

A regular meeting of the Oxford City Council was called to order by Vice-Mayor Raghu on Tuesday, June 3, 2025, at 7:30 p.m. Members in attendance were Michael Smith, Amber Franklin, Alex French, and Jason Bracken. David Prytherch and Mayor Snavelly were excused.

Staff Members in Attendance

Mr. Michael Dreisbach, Service Director; Mr. Geoff Robinson, Police Lieutenant; Mr. John Detherage, Fire Chief; Ms. Heidi Ridenour, Finance Director; Mr. Chad Smith, Parks and Recreation Director; Mr. Jordan Staley, 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. Franklin 2nd Ms. French  
AYE # 5  
NAY # 0  
ABS # 0

4. Public Participation.

A. Proclamation - Loving Day 2025

Bill and Cybil Miller were in attendance to receive the Proclamation.

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 Approve the Consent Agenda.  
(Voice Vote) 1st Ms. French 2nd Ms. Franklin  
AYE # 5  
NAY # 0  
ABS # 0

A. Minutes from the May 20, 2025, City Council Meeting. (Heather Barbour, Clerk of Council)

B. A Report Regarding the Environmental Commission meetings on May 7th and 13th. (Jessica Greene, Assistant City Manager)

- C. A Resolution Authorizing The City Manager To Enter Into An Agreement With Canon Solutions America, Inc. For A 63-Month Lease Of A Canon IR Advance DX C5860i Color Copier For Use By The Oxford Municipal Building. (Michael Dreisbach, Service Director)

6. Resolutions.

- A. A Resolution Accepting The Bid And Authorizing The City Manager To Enter Into A Contract With Brumbaugh Construction, Inc. For Construction Of The Oxford Area Trail System (OATS) Phase V Improvements At A Cost Of \$5,375,000.00 Plus A Contingency In The Amount Of Ten Percent (10%) Of The Contract Price Or \$537,500.00 For A Total Cost Not To Exceed \$5,912,500.00. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7723.

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

AYE # 5

NAY # 0

ABS # 0

Public Comment - None.

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

- B. A Resolution Authorizing The City Manager To Enter Into An Agreement With Chapman Ford For The Purchase Of Two (2) 2025 Ford Interceptor Utility Vehicles With Specified Manufacturer Installed Options At A Cost Not To Exceed \$88,430.00. (Geoff Robinson, Police Lieutenant)

Motion – To Adopt Resolution No. 7724.

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

AYE # 5

NAY # 0

ABS # 0

Public Comment - None.

Lieutenant Robinson 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 Authorizing The Tax Budget For The Year 2026 And Directing That The Same Be Transmitted To The Butler County Auditor. (Heidi Ridenour, Finance Director)

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

Public Comment - None.

B. Second 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)

Motion – To Adopt Ordinance No. 3823.  
(Roll Call Vote) 1st Ms. Franklin 2nd Ms. French

AYE # 5

Mr. Bracken, Mr. Smith, Ms. Franklin, Ms. French, and Vice-Mayor Raghu  
NAY # 0  
ABS # 0

Public Comment - None.

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

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. June 5 | Housing Advisory Commission - CANCELED              | Municipal Building | 5:00 p.m.  |
| June 6    | Community Improvement Corporation                   | College@Elm        | 12:00 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 11   | Historic & Architectural Preservation Commission    | Courthouse         | 6:00 p.m.  |
| June 17   | City Council Capital Priorities Budget Work Session | Courthouse         | 6:30 p.m.  |
| June 17   | City Council                                        | Courthouse         | 7:30 p.m.  |
| June 18   | Board of Building Appeals                           | Courthouse         | 5:30 p.m.  |

June 24 Board of Zoning Appeals  
July 1 City Council

Courthouse 6:30 p.m.  
Courthouse 7:30 p.m.

9. Adjourn.

Motion – To Adjourn at 7:44 p.m.  
(Voice Vote) 1st Ms. Franklin 2nd Ms. French  
AYE # 5  
NAY # 0  
ABS # 0