



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, JULY 15, 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 Mayor Snavelly on Tuesday, July 15, 2025, at 7:30 p.m. Members in attendance were Amber Franklin, Michael Smith, Alex French, Jason Bracke, and David Prytherch. Chantel Raghu 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; 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 Mr. Prytherch 2nd Ms. Franklin
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, Board President of TOPSS, Hicorky Hill Drive - Ms. Hummel happily announced the groundbreaking of the TOPSS new one-stop shop facility and thanked the Butler County Commissioners and the City of Oxford for the use of ARPA funds. Ms. Hummel invited everyone to attend the groundbreaking ceremony on Wednesday, July 30th, at 1:00 pm at 5445 College Corner Pike. Ms. Hummel shared that the new facility will significantly enhance how services are delivered and accessed, making it easier for individuals and families to get the support they need. Ms. Hummel mentioned retaining TOPSS's current buildings, which will allow for expansion and offer even more resources to the community. Ms. Hummel noted this marks a strong commitment to long-term growth and meeting a wide range of needs, and we can't wait to take this next step forward together.

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 # 6
NAY # 0
ABS # 0

A. Minutes from the July 1, 2025, City Council Meeting. (Heather Barbour, Clerk of Council).

- B. A Report Regarding the Environmental Commission Meeting on July 2, 2025. (Jessica Greene, Assistant City Manager)

6. Resolutions.

- A. A Resolution Authorizing The City Manager To Reduce The Fees Adopted In The Fee Ordinance For The Parking Meter Fees And Street Closures For The 2025 Red Brick Reunion. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7735.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. French
AYE # 6
NAY # 0
ABS # 0

Public Comment - None.

Ms. Greene presented her staff report and addressed questions and comments from the Council. Ms. Kim Daggy, Enjoy Oxford, mentioned that this is the 11th year of the Red Brick Reunion, and registration is underway. Ms. Daggy referred to the heat map in the Council Packet (page 50), which reflects where the attendees are coming from this year. Ms. Daggy shared the changes in sponsorship, and that it wasn't a complete recovery of sponsorship. Ms. Daggy explained that Enjoy Oxford executes the logistics for our community. Ms. Daggy asked the Council to consider the reduction of fees.

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 Purchase Of 4.9 Acres From EVR Investments, LLC For The Oxford Area Trails Multimodal Transportation Project Phase V. (Jessica Greene, Assistant City Manager)

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

Public Comment - Ms. Ann Fuehrer, Dana Drive - Ms. Fuehrer shared that she lives on parcel #2099 on the map on page 70 of the Council Packet, and her property is adjacent. Ms. Fuehrer mentioned she's attended public discussions about the trail and understands the need to come up with incentives for the owner to sell the property to guarantee the recognition of private property. Ms. Fuehrer noted she was glad to see the addition of surveillance cameras. Ms. Fuehrer shared that it's important to make it clear to identify private property on both sides of the trail, and we understand there will be natural vegetation on both sides. Ms. Fuehrer mentioned the importance of speaking with the property owners because a few months ago, several families from Southern Knolls talked about the trail connecting the middle school to the high school for their children. Ms. Fuehrer expressed interest in what your experience has been with Phase 4, which is already along Brookville Road, adjacent to properties, because it is important to identify private property. Ms. Fuehrer hopes that we can talk with the Council further about the specifics of development in the future.

B. Second Reading

1. An Ordinance To Approve Current Replacement Pages To The Oxford Codified Ordinances. (Douglas R. Elliott, Jr., City Manager)

Motion – To Adopt Ordinance No. 3826
(Roll Call Vote) 1st Mr. Prytherch 2nd Ms. French

AYE # 6

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

NAY # 0

ABS # 0

Public Comment - None.

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

2. An Ordinance Accepting The Planning Commission Recommendation To Amend 2.71 Acres On The Official Zoning Map At 6099 Fairfield Road, From Two-Family

Residential (R-2A) District to Multi-Family Residential (R-3) District (Sam Perry, Community Development Director)

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

AYE # 0
NAY # 0
ABS # 0

Motion – To Table this Ordinance.
(Voice Vote) 1st Ms. French 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

Mr. Perry had updated his staff report and noted Mr. Duddley requested the Ordinance be tabled.

3. An Ordinance Accepting The Planning Commission Recommendation To Approve A Preliminary And Final Planned Development For Senior Housing At 6099 Fairfield Road (Sam Perry, Community Development Director)

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

AYE # 0
NAY # 0
ABS # 0

Motion – To Table this Ordinance.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. French
AYE # 6
NAY # 0
ABS # 0

Mr. Perry had updated his staff report and noted Mr. Duddley requested the Ordinance be tabled.

4. An Ordinance Accepting The Planning Commission Recommendation To Amend 2.1 Acres Of Land On The Official Zoning Map Located at 5234 Hester Road From Single-Family Medium Density Residential (R-1B) District To Single And Two-Family Residential (R-2A) District (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3829
(Roll Call Vote) 1st Mr. Prytherch 2nd Ms. French

AYE # 6

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

NAY # 0

ABS # 0

Public Comment - None.

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

5. An Ordinance Amending Ordinance No. 3783 Supplemental Budget Ordinance Number 4 To Make Supplemental Appropriations For Fiscal Year 2025. (Heidi Ridenour, Finance Director)

Motion – To Adopt Ordinance No. 3830

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

AYE # 6

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

NAY # 0

ABS # 0

Public Comment - None.

Ms. Ridenour 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.	July 14 Oxford Recreation Board	Municipal Building	12:00 p.m.
	July 16 Board of Building Appeals - CANCELED	Courthouse	5:30 p.m.
	July 22 Board of Zoning Appeals - CANCELED	Courthouse	6:30 p.m.
	Aug 5 City Council	Courthouse	7:30 p.m.
	Aug 7 Housing Advisory Commission	Municipal Building	5:00 p.m.
	Aug 11 Public Arts Commission of Oxford	Municipal Building	5:30 p.m.
	Aug 12 Oxford Parking & Transportation Advisory Board	Municipal Building	8:30 a.m.
	Aug 12 Planning Commission	Courthouse	7:00 p.m.
	Aug 13 Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
	Aug 19 City Council	Courthouse	7:30 p.m.

9. Adjourn.

Motion – To Adjourn at 8:03 pm.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. French
AYE # 6
NAY # 0
ABS # 0