



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, OCTOBER 21, 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. Section 121.22 (G)(1) To Consider Appointments to Boards and Commissions

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

AYE # 6

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

NAY # 0

ABS # 0

Motion – To Return from Executive Session at 7:26 p.m. O.R.C. Section 121.22 (G)(1) To Consider Appointments to Boards and Commissions

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

AYE # 6

NAY # 0

ABS # 0

A regular meeting of the Oxford City Council was called to order by Mayor Snavelly on Tuesday, October 21, 2025, at 7:30 p.m. Members in attendance were Chantel Raghu, Amber Franklin, David Prytherch, Michael Smith, and Alex French. Jason Bracken 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 Detherage, Fire Chief; Mr. John Jones, Police Chief; Mr. Chad Smith, Parks and Recreation Director; 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. Raghu 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

4. Public Participation.

A. Appointments to Boards & Commissions

Motion – To Appoint Wade Warren to the Housing Advisory Commission to fill an unexpired term ending June 30, 2026.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

B. Proclamation — Caroline Scott Harrison Day

Ms. Heidi Schiller was in attendance to receive the Proclamation.

C. Oxford Community Arts Center (OCAC) Annual Report — Ms. Heidi Schiller

Ms. Schiller thanked Mayor Snavely for the Proclamation and began her presentation. Ms. Schiller shared slides and highlights over the past year (slides included in minutes). Ms. Schiller mentioned that OCAC serves as a bridge between creativity and community, enriching lives and ensuring the future through the arts. Ms. Schiller offered to answer any questions. Mayor Snavely thanked Ms. Schiller for her presentation.

D. 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.

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. Raghu 2nd Mr. Prytherch

AYE # 6

NAY # 0

ABS # 0

A. Minutes from the October 6, 2025, City Council Work Session. (Heather Barbour, Clerk of Council)

B. Minutes from the October 7, 2025, City Council Work Session. (Heather Barbour, Clerk of Council)

C. Minutes of the October 7, 2025, City Council Meeting. (Heather Barbour, Clerk of Council)

6. Resolutions.

- A. A Resolution Adopting A Statement Indicating The Services The City Of Oxford, Ohio Will Provide To The Territory Proposed To Be Annexed To The City Of Oxford, Ohio Pursuant To A Petition Filed With The Board Of County Commissioners Of Butler County, Ohio, As Provided By Ohio Revised Code Section 709.023(C). (Douglas R. Elliott Jr., City Manager)

Motion – To Adopt Resolution No. 7751.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

Public Comment - None.

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

- B. A Resolution Regarding Zoning Buffers In A Proposed Annexation Of Property Containing 157.217 Acres From Oxford Township, Butler County, Ohio To The City Of Oxford, Butler County, Ohio Pursuant To The Requirement Of Section 709.023(C) Of The Ohio Revised Code. (Douglas R. Elliott Jr., City Manager)

Motion – To Adopt Resolution No. 7752.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0

Public Comment - None.

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

- C. A Resolution Authorizing The Release Of A Public Improvement Bond In The Amount Of \$240,577.42, Heritage Vineyard Subdivision, And Acceptance Of A New Public Improvement Bond In The Amount Of \$123,569.81, Ensuring The Completion Of Heritage Vineyard Subdivision Public Improvements. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7753.
(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.

- D. A Resolution Authorizing The City Manager To Apply For A Community Development Block Grant For Up To \$180,000.00 For The Construction Of A New Skatepark As A Recreational Facility And Provide A Match Up To \$110,000.00. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7754.
(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.

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 To Amend The Codified Ordinances Of The City Of Oxford, Ohio, By Adding A New Chapter 746 Titled Prohibition On Source Of Income Discrimination In Housing; Defining Terms; Providing Penalties. (Vice-Mayor Raghu & Councilor Smith)

Ms. Greene and Vice-Mayor Raghu presented their staff report and addressed questions and comments from the Council.

Public Comment - Ms. Ann Fuehrer, Dana Drive - Ms. Fuehrer thanked Councilor Smith and Vice-Mayor Raghu for bringing this Ordinance forward. Ms. Fuehrer noted that Ordinances that come directly from Council members are less common and often reflect some very specific interests that don't require immediate budget or staffing requests and may not fit neatly under annual goals and priorities. Ms. Fuehrer mentioned that at the last OASH meeting, Councilor Smith shared the Ordinance and responded to questions; people were very interested in the Ordinance and wanted more details. Ms. Fuehrer serves as chair of the HAC, and Ms. Greene has already reported on our recent deliberations. Ms. Fuehrer stated that the HAC had a lively conversation, provided support for the spirit of the Ordinance, and endorsed the version that we examined at their last meeting. Ms. Fuehrer noted the HAC had questions primarily about the enforcement and the strength of the Ordinance when the identification of violations relies on the initiative of renters who may be afraid to bring complaints, and the lack of a current mechanism for responding to renters' complaints. Ms. Fuehrer mentioned that, after subsequent reviews by legal aid, the housing opportunities made equal offered revisions, but indicated that this is a strong Ordinance. Ms. Fuehrer stated that in spite of these and perhaps other remaining questions, she hopes that the Council will, after the second reading, support the Ordinance.

2. An Ordinance Amending Ordinance No. 3783 Supplemental Budget Ordinance Number 7 To Make Supplemental Appropriations For Fiscal Year 2025. (Heidi Ridenour, Finance Director)

Ms. Greene presented Ms. Ridenour's staff report and addressed questions and comments from the Council.

Public Comment - None.

B. Second Reading

1. An Ordinance Repealing Oxford Codified Ordinance Section 1139 Entitled Variances And Adopting New Oxford Codified Ordinance Section 1139 Entitled Variances For The Purpose Of Amending The Code To Comply With Ohio Case Law (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3840.
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 6

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

NAY # 0

ABS # 0

Public Comment - None.

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

2. An Ordinance By Oxford City Council Authorizing The City Manager To Enter Into An Agreement With Duke Energy Corporation For The Sale Of .84 Acres Of City-Owned Land Located On Millville Oxford Road, (Butler County Parcel Id No. H4100110000010), And Declaring The Property Surplus. (Michael Dreisbach, Service Director)

Motion – To Adopt Ordinance No. 3841.
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 6

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

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.	Oct 28	Board of Zoning Appeals — CANCELED	Courthouse	6:30 p.m.
	Nov 4	City Council	Courthouse	7:30 p.m.
	Nov 5	Environmental Commission	Municipal Building	7:00 p.m.
	Nov 6	Housing Advisory Commission	College@Elm	5:00 p.m.
	Nov 10	Oxford Recreation Board	Municipal Building	12:00 p.m.
	Nov 10	Public Arts Commission of Oxford	Municipal Building	5:30 p.m.
	Nov 11	Planning Commission	Courthouse	7:00 p.m.
	Nov 12	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
	Nov 18	City Council	Courthouse	7:30 p.m.
	Nov 19	Board of Building Appeals	Courthouse	5:30 p.m.
	Nov 20	Police Community Relations & Review Commission	Courthouse	7:00 p.m.
	Nov 24	City Council Organizational Meeting	Courthouse	7:00 p.m.
	Nov 25	Board of Zoning Appeals	Courthouse	6:30 p.m.
	Nov 27	City Offices CLOSED		
	Nov 28	City Offices CLOSED		
	Dec 2	City Council	Courthouse	7:30 p.m.

9. Adjourn.

Motion – To Adjourn at 8:30 p.m.
 (Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
 AYE # 6
 NAY # 0
 ABS # 0