



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, DECEMBER 16, 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 Smith on Tuesday, December 16, 2025, at 7:30 p.m. Members in attendance were Amber Franklin, William Snavely, Jason Bracken, Jim Vinch, Alex Fench, and Roxanne Ornelas.

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. Geoff Robinson, Police Lieutenant; Ms. Heidi Ridenour, Finance Director; Mr. Chad Smith, Parks and Recreation Director; Mr. Sam Perry, Community Development Director; Mr. Ben Mazer, 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. French 2nd Ms. Franklin
AYE # 7
NAY # 0
ABS # 0

4. Public Participation.

A. Recognition — Chantel Raghu and David Prytherch

Mayor Smith read Resolution No. 7767 and 7768 to commemorate Ms. Chantel Raghu and Mr. David Prytherch. Ms. Raghu thanked the Council for the coat she was gifted. Ms. Raghu mentioned that everyone was doing a good job and that if someone tells you no, figure out ways to yes. Mr. Prytherch thanked the Council for the coat. Mr. Prytherch mentioned that it has been such a privilege to work alongside all of you. Mr. Prytherch stated that the City of Oxford is a team of its elected officials, appointed officials, staff members, and citizens, making it an amazing thing to be part of.

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 — Mr. Michael Ramsey, 6011 Stillwell Road - Mr. Ramsey shared that he and his wife own four rental properties in the City of Oxford. Mr. Ramsey explained that he broke his hip this summer and is trying to catch up because he missed the meetings when the sidewalk Ordinance was adopted. Mr. Ramsey expressed concerns about property owners' liability after cleaning the sidewalks. Mr. Ramsey provided the Council with a handout (handout included in minutes).

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 # 7

NAY # 0
ABS # 0

- A. Minutes from the December 2, 2025, City Council Meeting. (Heather Barbour, Clerk of Council)

- B. Report Regarding the December 3, 2025, Environmental Commission Meeting (Reena Murphy, Sustainability Coordinator)

- C. A Resolution Authorizing The City Manager To Close The Uptown Municipal Parking Lot Each Saturday In 2026 From 5:30 A.M. Until 1:00 P.M. To Permit The Operation Of The Farmers Market Within The Municipal Parking Lot And On East Park Place Between Main Street And 24 East Park Place During Said Times. (Jessica Greene, Assistant City Manager)

6. Resolutions.

- A. A Resolution Adopting The City Of Oxford Cybersecurity Policy As Described In Exhibit A, In Accordance With Ohio Revised Code Section 9.64, As Enacted Through Ohio House Bill 96. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7770
(Voice Vote) 1st Mr. Snavely 2nd Ms. French
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - None.

- B. A Resolution Approving The Contract Between The City Of Oxford, Ohio, And The Oxford Police Officers, Fraternal Order Of Police, Lodge 38, Detailed In Exhibit A, And

Authorizing The City Manager To Sign The Contract. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7772.
(Voice Vote) 1st Ms. French 2nd Mr. Snavelly
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - Mr. Geoff Robinson, Police Lieutenant - Lieutenant Robinson shared that the patrol unit is the backbone and community of policing, doing the work. Lieutenant Robinson noted that we don't thank them enough.

- C. A Resolution Approving The Contract Between The City Of Oxford, Ohio, And The Oxford Police Sergeants And Lieutenants, Fraternal Order Of Police, Lodge 38, Detailed In Exhibit A, And Authorizing The City Manager To Sign The Contract. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7771.
(Voice Vote) 1st Ms French 2nd Mr. Snavelly
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - Mr. Geoff Robinson, Police Lieutenant - Lieutenant Robinson spoke as part of the Sergeants and Lieutenants bargaining unit. Lieutenant Robinson thanked the bargaining team, the FOP attorney, the City's attorney, and the City's bargaining team. Lieutenant Robinson was appreciative of all involved for their willingness to listen to the needs and work through the process. Lieutenant Robinson shared that the proposed contract will help Oxford stay competitive within Butler County. Lieutenant Robinson noted that this would be a recruitment tool when they attend recruitment and job fairs around the region.

Public Comment - Mr. John Jones, Police Chief: Chief Jones mentioned that it was great to complete negotiations before the contract ended. Chief Jones thanked everyone for the effort they put into this from the bargaining unit members on both the patrol and the supervisor's side, the attorneys, the City Manager, and the Council.

- D. A Resolution Authorizing The City Manager To Enter Into A Lease Agreement With CSX Transportation, Inc. As Described In Exhibit A, For The Purpose Of Installing And Maintaining A New Amtrak Passenger Platform (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7773.
(Voice Vote) 1st Ms. French 2nd Mr. Snavelly
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - None.

- E. A Resolution Authorizing The City Manager And Law Director To Sign The Amended Subgrant Agreement Detailed In Exhibit A, Between Butler County, Ohio, And The City Of Oxford For \$1,000,000.00 Of American Rescue Plan Act/State And Local Fiscal Recovery Funds To Assist With Affordable Housing Infrastructure, As Allocated By The Butler County Board Of Commissioners. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7774.
(Voice Vote) 1st Ms. French 2nd Mr. Snavelly
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - None.

- F. A Resolution Authorizing The Reallocation Of \$20,000 Of The City's American Rescue Plan Funds To Habitat For Humanity Of Greater Cincinnati For The Construction Of Housing. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7775.
(Voice Vote) 1st Ms. French 2nd Ms. Ornelas
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - None.

- G. A Resolution Authorizing The City Manager To Enter Into A New Agreement With Milford Township, Butler County, Ohio, And Authorizing The City Of Oxford To

Provide Emergency Medical Services To The Western Portion Of Milford Township Pursuant To The Agreement. (Douglas R. Elliott, Jr., City Manager)

Motion – To Adopt Resolution No. 7776.
(Voice Vote) 1st Ms. French 2nd Mr. Snavely
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - None.

H. A Resolution Authorizing The City Manager To Enter Into An Agreement With Melink Solar For A Solar PV System At The Wastewater Treatment Plant. (Douglas R. Elliott, Jr., City Manager)

Motion – To Adopt Resolution No. 7777.
(Voice Vote) 1st Mr. Snavely 2nd Ms. Ornelas
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - None.

I. A Resolution Authorizing The City Manager To Request Advanced Payment Of Property Taxes To The City In 2026 From Butler County. (Heidi Ridenour, Finance Director)

Motion – To Adopt Resolution No. 7778.
(Voice Vote) 1st Ms. French 2nd Mr. Snavely
AYE # 7
NAY # 0
ABS # 0

Ms. Ridenour presented her staff report and addressed questions and comments 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 Salaries And Certain Benefits For Salaried And Hourly Full-Time And Part-Time Employees Within The Service Of The City Of Oxford, Ohio, Paid From January 1st, 2026, Through December 31st, 2026. (Jessica Greene, Assistant City Manager)

Ms. Greene presented her 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 9 To Make Supplemental Appropriations For Fiscal Year 2025. (Heidi Ridenour, Finance Director)

Motion – To Adopt Ordinance No. 3850.
(Roll Call Vote) 1st Ms. French 2nd Mr. Snavelly

AYE # 7

Mr. Snavelly, Mr. Vinch, Mr. Bracken, Ms. Franklin, Ms. French, Ms. Ornelas, and Mayor Smith.

NAY # 0

ABS # 0

Ms. Ridenour reported no changes since the first reading and offered to answer any questions.

Public Comment - None.

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. Dec 17	Board of Building Appeals	Courthouse	5:30 p.m.
Dec 23	Board of Zoning Appeals - CANCELED	Courthouse	6:30 p.m.
Dec 24	City Offices - CLOSED		
Dec 25	City Offices - CLOSED		
Jan 1	City Offices - CLOSED		
Jan 6	City Council	Courthouse	7:30 p.m.
Jan 7	Environmental Commission	Municipal Building	7:00 p.m.
Jan 8	Housing Advisory Commission	College @Elm	5:00 p.m.
Jan 12	Public Arts Commission of Oxford	Municipal Building	5:30 p.m.
Jan 13	Planning Commission	Courthouse	7:00 p.m.
Jan 14	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
Jan 19	City Offices - CLOSED		
Jan 20	City Council	Courthouse	7:30 p.m.
Jan 21	Board of Building Appeals	Courthouse	5:30 p.m.
Jan 27	Board of Zoning Appeals	Courthouse	6:30 p.m.
Jan 30	City Council Work Session Retreat	BCRTA Chestnut Station	10:00 St. a.m.

9. Adjourn.

Motion – To Adjourn at 8:45 pm.

(Voice Vote) 1st Ms. Ornelas 2nd Mr. Snavely

AYE # 7

NAY # 0

ABS # 0