



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, JANUARY 6, 2026 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, January 6, 2026, at 7:30 p.m. Members in attendance were Amber Franklin, William Snavelly, Alex French, and Roxanne Ornelas. Jason Bracken and Jim Vinch were 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; Ms. Heidi Ridenour, Finance 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. French 2nd Ms. Franklin
AYE # 5
NAY # 0
ABS # 0

4. Public Participation.

- A. Notice to Legislative Authority — Alena Oxford, LLC DBA Oxford Pit Stop 5182 College Corner Pike, Oxford, OH 45056. (Douglas R. Elliott, Jr., City Manager)

Motion – To Receive Without Comment.

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

AYE # 5

NAY # 0

ABS # 0

- 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 Mr. Snavely 2nd Ms. French

AYE # 5

NAY # 0

ABS # 0

- A. Minutes from the December 16, 2025, City Council Works Session. (Heather Barbour, Clerk of Council)

B. Minutes from the December 16, 2025, City Council Meeting. (Heather Barbour, Clerk of Council)

C. Uptown Park Permit Form - ROW 01044 Girl Scouts of Western Ohio (Jessica Greene, Assistant City Manager)

6. Resolutions.

A. A Resolution Accepting The Recommendation Of The Oxford Parking & Transportation Advisory Board Establishing The Priority Routes Within The Draft Bicycle & Pedestrian Master Plan For The Purpose Of Future Infrastructure Cost Estimation (Sam Perry, Community Development Director)

Motion – To Adopt Resolution No. 7779.
(Voice Vote) 1st Ms. French 2nd Ms. Franklin
AYE # 5
NAY # 0
ABS # 0

Mr. Perry presented his 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

B. Second 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)

Motion – To Adopt Ordinance No. 3851.
(Roll Call Vote) 1st Ms. French 2nd Ms. Franklin

AYE # 5

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

NAY # 0

ABS # 0

Ms Greene reviewed the changes since the first reading and addressed questions and comments from the Council.

Public Comment - None.

8. Discussion Item

A. 2025 Council Goals Update (Jessica Greene, Assistant City Manager)

Ms. Greene presented slides highlighting the 2025 Council Goals (slides in minutes). Ms. Greene encouraged the Council to review the full list of 2025 Council Goals on pages 76-93 of the agenda packet. Ms. Greene mentioned that the 2026 - 2027 Council Goals will be discussed at the City Council Retreat on January 30th and offered to answer any questions. Mayor Smith thanks Ms. Greene for her presentation.

9. 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. Jan 7	Environmental Commission - CANCELED	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.

10. Adjourn.

Motion – To Adjourn at 8:03 p.m.
(Voice Vote) 1st Mr. Snavelly 2nd Ms. Ornelas
AYE # 5
NAY # 0
ABS # 0

