



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, JANUARY 20, 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.

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. Ornelas 2nd Ms. French

AYE # 7

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

NAY # 0

ABS # 0

Motion – To Return from Executive Session at 7:35 p.m. O.R.C. Section 121.22 (G)(1) To Consider Appointments to Boards and Commissions

(Voice Vote) 1st Mr. Snavelly 2nd Ms. French

AYE # 7

NAY # 0

ABS # 0

A regular meeting of the Oxford City Council was called to order by Mayor Smith on Tuesday, January 20, 2026, at 7:35 p.m. Members in attendance were Roxanne Ornelas, William Snavelly, Amber Franklin, Jim Vinch, Alex French, and Jason Bracken.

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. Sam Perry, Community Development Director; Mr. Chad Smith, Parks and

Recreation Director; Mr. Ben Mazer, Assistant Law Director; and Ms. Heather Barbour, Clerk of Council.

2. Pledge of Allegiance.

3. Approval of Agenda.

Motion – To Amend the Agenda by removing item 4A. Appointments to Boards and Commissions and Approve the Amended Agenda.

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

AYE # 7

NAY # 0

ABS # 0

4. Public Participation.

A. Appointments to Boards and Commissions.

The item was removed from the Agenda.

B. Notice to Legislative Authority - JIN BAO GROUP INC. Chop Bento 19 West High Street Oxford, OH 45056. (Douglas R. Elliott, Jr., City Manager)

Motion – To Receive without Comment.

(Voice Vote) 1st Mr. Snavley 2nd Ms. French

AYE # 7

NAY # 0

ABS # 0

C. Uptown Parks Permit - Ox-Wee Fundraiser ROW 01049. (Jessica Greene, Assistant City Manager)

Motion – To Approve the Uptown Park Permit.

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

AYE # 7

NAY # 0
ABS # 0

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.

Public Comment — Mr. Steve Sullivan, 104 Marti Court — Mr. Sullivan expressed his thanks and shared observations from the recent deer control efforts. Mr. Sullivan acknowledged that the program was a huge deal that took a huge amount of work and was logistically challenging. Mr. Sullivan mentioned that the program was emotionally challenging for a lot of people, and the Council did a spectacular job with that, too. Mr. Sullivan complimented the coordination with so many moving parts and people working together to get that done. Mr. Sullivan shared that he had picked up a few carcasses and taught people field-dressing techniques, experiencing the life that is in death and the death that is in life, in my front driveway with all the neighbors and lots of students. Mr. Sullivan noted the professionalism of the contractors chosen by the Council.

Public Comment — Ms. Kate Bowers, Reily Township, and works in the City of Oxford — Ms. Bowers mentioned that she heard on January 15th, the Cincinnati City Council passed a Resolution calling for federal law enforcement officers to comply with the same requirements as the local police officers. Ms. Bowers asked that the City of Oxford consider a similar Resolution. Ms. Bowers shared that a Resolution like that would help ease some of the fears teachers and students might have.

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. Ornelas
AYE # 7
NAY # 0
ABS # 0

A. Minutes from the January 6, 2026, City Council Work Session. (Heather Barbour, Clerk of Council)

B. Minutes from the January 6, 2026, City Council Meeting. (Heather Barbour, Clerk of Council)

6. Resolutions.

A. A Resolution Declaring That It Is Necessary To Improve Those Portions Of Certain Properties As Shown On Exhibit “A” Attached Hereto In The City Of Oxford, Ohio, By Re-Paving, Re-Curbing, And Repairing The Sidewalks, Curbs, And Gutters. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7780.
(Voice Vote) 1st Ms. French 2nd Ms. Franklin
AYE # 7
NAY # 0
ABS # 0

Public Comment - None.

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

B. A Resolution Declaring That It Is Necessary To Improve Those Portions Of Certain Properties As Shown On Exhibit “A” Attached Hereto In The City Of Oxford, Ohio, By Constructing A New Sidewalk On Olde Farm Road. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7781.
(Voice Vote) 1st Mr. Snavely 2nd Ms. French
AYE # 7
NAY # 0
ABS # 0

Public Comment - None.

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

- C. A Resolution Repealing Resolution No. 6051 Adopted February 6, 2018, And Adopting New Rules Of Order For The Oxford Recreation Board. (Chad Smith, Parks and Recreation Director)

Motion – To Amend Resolution No. 7782, Rules of Order in Exhibit A, Section 3 (located on page 69 in the Agenda Packet) by taking out "the Chairperson" and the sentence." In the event of resignation or death of the Secretary, the Board shall appoint a new Secretary to fill the remainder of the unexpired term".

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

AYE # 7

NAY # 0

ABS # 0

Motion – To Adopt Resolution No. 7782 as Amended.

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

AYE # 7

NAY # 0

ABS # 0

Public Comment - None.

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

- D. A Resolution Authorizing The City Manager To Sign The Subgrant Agreement Described In Exhibit A, Between The City Of Oxford And Inclusive Housing Resources, Inc., To Award \$500,000.00 Of The Butler County American Rescue Plan Act Funds For Affordable Housing Infrastructure. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7783.

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

AYE # 7

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 Levying Upon The Lots And Lands Enumerated In The List Of Estimated Assessments (Exhibit A) The Amounts Set Forth On Such List And Setting Forth Terms For Payment Of Assessments. (Michael Dreisbach, Service Director)

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

Public Comment - None.

B. Second Reading

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. Jan 21 | Board of Building Appeals - CANCELED | 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 a.m. |
| Feb 3 | City Council | Courthouse | 7:30 p.m. |
| Feb 4 | Environmental Commission | Municipal Building | 7:00 p.m. |
| Feb 5 | Housing Advisory Commission | College@Elm | 5:00 p.m. |
| Feb 9 | Oxford Parking & Transportation Advisory Board | Municipal Building | 9:00 a.m. |
| Feb 9 | Public Arts Commission of Oxford | Municipal Building | 5:30 p.m. |
| Feb 10 | Planning Commission | Courthouse | 7:00 p.m. |
| Feb 11 | Historic & Architectural Preservation Commission | Courthouse | 6:00 p.m. |
| Feb 17 | City Council | Courthouse | 7:30 p.m. |

9. Adjourn.

Motion – To Adjourn at 8:12 pm.
(Voice Vote) 1st Ms. French 2nd Mr. Snaveley
AYE # 7
NAY # 0
ABS # 0