



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, FEBRUARY 3, 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 6:46 p.m. O.R.C. Section 121.22 (G)(1) To Consider Appointments to Boards and Commissions and O.R.C. 121.22(G)(6) Details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office

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

AYE # 7

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

NAY # 0

ABS # 0

Motion – To Return from Executive Session at 7:34 p.m. O.R.C. Section 121.22 (G)(1) To Consider Appointments to Boards and Commissions and O.R.C. 121.22(G)(6) Details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office

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

AYE # 7

NAY # 0

ABS # 0

A regular meeting of the Oxford City Council was called to order by Mayor Smith on Tuesday, Feb 3, 2026, at 7:34 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; 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 Ms. French 2nd Ms. Ornelas

AYE # 7

NAY # 0

ABS # 0

4. Public Participation.

A. Swearing-In of New Officer (John Jones, Police Chief)

Chief Jones introduced the new officer, Ms. Elana Schwartz. Mr. Chris Conard began swearing in the new officer by instructing Ms. Schwartz to recite the oath. Officer Schwartz wished to express her gratitude to Chief Jones and her department for their belief in her and for all the support. Officer Schwartz was hired at 18 years old. She thanked the division for raising her and noted her excitement about starting her career. Chief Jones called on Officer Schwartz's husband to complete the pinning ceremony.

B. Arena District Community Survey Presentation

Ms. Anna West and Ms. Bri Fitzgerald introduced themselves and began presenting the results of the Arena District Community Survey (slides included in minutes). Ms. West mentioned that the survey had 20 questions and was open to students, parents, faculty, staff, alumni, and Oxford residents, and that it received 3,347 responses. Ms. West shared a slide with a QR code that links to a list of available information on their website. Ms. Fitzgerald reviewed a few research

questions to determine how often and in what ways the Cook Field and Millett Hall are used. Ms. West and Ms. Fitzgerald addressed questions from the Council. Mayor Smith thanked them for their presentation.

C. Appointments to Boards and Commissions

Motion – To Appoint Sarah Driver and Roger Gates to the Personnel Appeals Board and Alan Kyger, Carla Blackmar, and Kevin McKeehan to the Charter Review Commission.

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

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 - Ms. Ann Fuehrer, Dana Drive - Ms. Fuehrer shared that she would be speaking in several roles tonight. Ms. Fuehrer announced that for the past three years, she has been the League of Women Voters of Oxford official observer for the Oxford City Council. Ms. Fuehrer explained that after each meeting, she submits a report indicating whether the legislation voted on and the comments made during deliberations reflect positions taken by the league at the local, state, and national levels. Ms. Fuehrer shared that the positions represent three areas of priority. Democratic and sustainable local governing, social welfare, and well-being of residents of the community, and sustainable interactions with natural resources. Ms. Fuehrer noted that in every meeting she has at least one, if not several, of your comments that reflect those priorities. Ms. Fuehrer stated that her other official role with City Government is as chair of the Housing Advisory Commission. Ms. Fuehrer noted that all members of the Council have attended one or more of OASH's monthly planning meetings; some have been highly involved since the beginning, and she thanked them. Ms. Fuehrer serves on the OASH board, a local advocacy coalition that has played a role in planning the Oxford Winter House, an emergency cold shelter. Ms. Fuehrer mentioned the many faith groups involved in the planning, and since December 12th, the Oxford Winter House has hosted 30 different guests along with five of their feline and canine friends. Ms. Fuehrer thanked veterinarians Raghu and Reagh for examining and treating those members of the families. Ms. Fuehrer shared that four of the guests are in the process of moving into stable housing, and three are employed. Ms. Fuehrer noted that today is the date for the annual HUD point-in-time count for our continuum of care. Our thirteen guests will be counted in the Butler County numbers this year. Ms. Fuehrer mentioned that after February 28th,

6. Resolutions.

- A. A Resolution Authorizing the Release of a Public Improvement Bond in the Amount of \$97,724.00 for improvements by Bronco Excavating, Inc. at 5186 Morning Sun Rd (Fairfield Inn Hotel). (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7786.
(Voice Vote) 1st Ms. French 2nd Mr. Snavelly
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 Imposing A Moratorium Ending December 31, 2026, On The Acceptance Of Any New Applications For Any Electronic Signs In The City Of Oxford. (Sam Perry, Community Development Director)

Motion – To Adopt Resolution No. 7787.
(Voice Vote) 1st Ms. French 2nd Mr. Snavelly
AYE # 7
NAY # 0
ABS # 0

Public Comment - None.

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

- C. A Resolution Authorizing The Use Of Digital Signatures For The Certification Of Ordinances And Resolutions Of The City Of Oxford, Ohio (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7788.
(Voice Vote) 1st Ms. French 2nd Ms. Franklin
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 Establishing A Mayor's Court And Establishing Chapter 172 Of The Oxford Codified Ordinances. (Douglas R. Elliott, Jr., City Manager)

Mr. Elleiott resented his staff report and addressed questions and comments from the Council. A City Council Work Session was requested.

Public Comment - None.

2. An Ordinance Accepting The Recommendation Of The Planning Commission To Approve A Preliminary Subdivision, Preliminary & Final Planned Development, Waivers And Conditions For The New Roots 16-Unit Microhome Community To Be Located On 2.19 Acres Of Land At 5234 Hester Road (Sam Perry, Community Development Director)

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

Public Comment - Ms. Ann Fuehrer, Dana Drive - Ms. Fuehrer noted that she largely echoes Mr. Perry and highlights the most laudable aspects of this development. Ms. Fuehrer mentioned being on the OASH board for the past three years, and this advocacy group has been pleased with the City's emphasis on the importance of housing for all. OASH has emphasized in their responses economic diversity, socioeconomic resources, and the fact that many people who work in Oxford can't afford to live there. OASH has focused on the income qualifying dimension of housing for all. Ms. Fuehrer mentioned that economic challenges often intersect with other aspects of people's lives. Ms. Fuehrer noted that the emphasis on the neurodiverse community and their caretakers, and what it means to design truly accessible developments, is really

important. Ms. Fuehrer expressed appreciation not only for the work of the City but, of course, for EmpowerMe Living. Ms. Fuehrer stated she was impressed by the specifics of the development and design, as well as the commitment shown by EmpowerMe Living.

Public Comment - Ms. Emily Kendall, Co-Developer of EmpowerMe Living - Ms. Kendall shared that her son has Down Syndrome, and he will be one of 12,000 adults with developmental disabilities in the four counties surrounding greater Cincinnati who currently live with caregivers over the age of 60. Ms. Kendall stated that this is a looming crisis, so part of our work as developers is to bring it into the light and find new solutions to solve this issue. Ms. Kendall mentioned being very pleased with the collaborative relationship with the City of Oxford; everyone here has really come together to make this project happen. Ms. Kendall realized it is unique, and we appreciate Ann's comments because some of the things we're asking for are non-traditional, but that's what it's going to take. Ms. Kendall mentioned that her son will likely outlive her, and her daughter will likely be in charge of his care. Ms. Kendall shared the importance of someone like her son being able to own his own home. There's a high likelihood that he would rely on supplemental Social Security income, which would limit his total assets to \$2,000. That's not a month, that's not a year, that's the total. Owning a home is a protected asset, which is why advancing this model is so important. Ms. Kendall stated that she doesn't think we could have gotten it done anywhere else. Because of the collaborative spirit. Ms. Kendall introduced her team and offered to answer any questions.

B. Second 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)

Motion – To Adopt Ordinance No. 3852.
(Roll Call Vote) 1st Ms. French 2nd Mr. Snavelly

AYE # 7

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

NAY # 0

ABS # 0

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

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. 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	Oxford Recreation Board	Larosa's Pizzeria	12:30 p.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.
Feb 18	Board of Building Appeals	Courthouse	5:30 p.m.

9. Adjourn.

Motion – To Adjourn at 9:19 p.m.
(Voice Vote) 1st Ms. French 2nd Ms. Ornelas
AYE # 7

NAY # 0
ABS # 0