



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, APRIL 7, 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, April 7, 2026, at 7:30 p.m. Members in attendance were William Snavely, Roxanne Ornelas, Jason Bracken, Amber Franklin, Jim Vinch, and Alex French.

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 Mr. Snavely 2nd Ms. French
AYE # 7
NAY # 0
ABS # 0

4. Public Participation.

A. Swearing In Of New Officers, (John Jones, Police Chief)

Chief Jones introduced the new officers, Ms. Lauren Uhl and Mr. Dimitri Tuzin. Mr. Chris Conard began swearing in the new officers by instructing Ms. Uhl and Mr. Tuzin to recite the oath. Chief Jones called on Officer Uhl's father to complete the pinning ceremony, and Officer Tuzin's wife to complete the pinning ceremony. Chief Jones thanked Mayor Smith for allowing the time to showcase our officers.

B. Proclamation "Earth Day"

Mr. Dreisbach received the Proclamation on behalf of the Environmental Commission.

C. Enjoy Oxford Annual Report, Ms. Kim Daggy

Ms. Kim Daggy, Executive Director of Enjoy Oxford. Ms. Daggy began her presentation by reviewing the 2025 highlights, followed by new and exciting items for 2026. Ms. Daggy focused on enhancing the City of Oxford's economy through marketing and promotion, visitor engagement, and destination development. Mayor Smith thanked Ms. Daggy for her presentation. (Slides included in minutes)

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. French 2nd Ms. Ornelas

AYE # 7

NAY # 0

ABS # 0

- A. Minutes of the March 17, 2026, City Council Meeting. (Heather Barbour, Clerk of Council)

- B. Uptown Parks Permit - ROW01063 Wish Upon a Star (Jessica Greene, Assistant City Manager)

- C. A Resolution Authorizing The City Manager To Waive The Fees Adopted In The Fee Ordinance For The Street Closures And Parking Meter Fees For The Visitors Bureau (Enjoy Oxford) For The 2026 Annual Summer Music Festival. (Jessica Greene, Assistant City Manager)

- D. A Resolution Approving Then And Now Certificates For Purchase Orders Issued Above \$3,000 Where An Invoice Was Received Prior To The Purchase Order Date, As A Requirement Of Ohio Revised Code 5705.41 (d). (Heidi Ridenour, Finance Director)

6. Resolutions.

- A. A Resolution Authorizing The City Manager To Enter Into An Agreement With Xylem, Inc. For The Purchase Of A New Flygt 75-Horsepower N-Series Influent Submersible Pump For The Wastewater Treatment Plant.(Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7804
(Voice Vote) 1st Ms. French 2nd Mr. Snavelly
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - None.

- B. A Resolution Authorizing The City Manager To Enter Into An Agreement With Century Equipment Co. For The Purchase Of A New Toro Groundsmaster 5900-D Large Area Turfgrass Mower For The Streets & Maintenance Division Through The Sourcewell Cooperative Purchasing Contract # 112624-TTC. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7805
(Voice Vote) 1st Ms. French 2nd Mr. Snavelly
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - None.

- C. A Resolution Accepting The Bid And Authorizing The City Manager To Enter Into An Agreement With Barrett Paving Materials, Inc. For The 2026 Street Resurfacing And Maintenance Program At A Cost Of \$646,969.00 With Alternate #4 Costing \$47,285.00 Plus A Contingency In The Amount Of \$5,746.00 For A Total Cost Not To Exceed \$700,000.00. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7806
(Voice Vote) 1st Ms. French 2nd Mr. Snavelly
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - None.

- D. A Resolution Of Council Authorizing The City Manager To Submit A Grant Application To The Ohio-Kentucky-Indiana (OKI) Regional Council Of Governments, Requesting Funding From The Surface Transportation Block Grant Program For A Pavement Resurfacing Grant For US27 From Locust Street To Ringwood Road. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7807
(Voice Vote) 1st Ms. French 2nd Mr. Snavelly
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - None.

- E. A Resolution Accepting The Bid And Authorizing The City Manager To Enter Into An Agreement With Ford Development Corporation For The Installation Of A New 48 Inch Stormwater Conduit On Bonham Road Utilizing Grant Funding From The Ohio Public Works Commission. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7808
(Voice Vote) 1st Ms. French 2nd Mr. Snavelly
AYE # 7
NAY # 0
ABS # 0

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

Public Comment - None.

- F. A Resolution Authorizing The City Manager To Sign The Second 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. 7809
(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.

- G. A Resolution Authorizing The Application For \$2,824,545.00 Through The Ohio-Kentucky-Indiana (OKI) Regional Council Of Governments (OKI) Surface Transportation Block Grant Program And To Provide A Match Up To \$2,300,000.00 For The Construction Of Phase 6 Of The Oxford Area Trail, Connecting The Oxford Community Park Over To The Black Covered Bridge. (Jessica Greene, Assistant City Manager)

Motion – To Amend By Changing The Amount Requested To Read "The Application For Up To \$3,9,000.000.00."

(Voice Vote) 1st Mr. Snavelly 2nd Mr. Bracken

AYE # 7

NAY # 0

ABS # 0

Motion – To Adopt Resolution No. 7810 as Amended.

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

AYE # 7

NAY # 0

ABS # 0

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

Public Comment - None.

- H. A Resolution To Update The City Of Oxford's Complete Streets Policy As Referenced In Exhibit A. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7811

(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.

- I. A Resolution Accepting The Insurance Bid Of Insurance Specialist Group, Inc., DBA Love Insurance Partners For The City's Property And Casualty Insurance Coverage For 2026. (Heidi Ridenour, Finance Director)

Motion – To Adopt Resolution No. 7812
(Voice Vote) 1st Ms. French 2nd Mr. Snavelly
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 To Approve Current Replacement Pages To The Oxford Codified Ordinances. (Douglas R. Elliott, Jr., City Manager)

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

Public Comment - None.

B. Second Reading

1. An Ordinance Repealing Oxford Codified Ordinance Section 507.03 Entitled Fire Civil Citations And Adopting New Oxford Codified Ordinance Section 507.03 Entitled Fire Civil Citations. (John Detherage, Fire Chief)

Motion – To Adopt Ordinance No. 3861
(Roll Call Vote) 1st Ms. French 2nd Mr. Snavelly

AYE # 7

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

NAY # 0

ABS # 0

Chief Detherage presented his staff report and addressed questions 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.	Apr 8	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
	Apr 9	Charter Review Commission	Municipal Building	4:00 p.m.
	Apr 13	Oxford Recreation Board	Municipal Building	12:30 p.m.
	Apr 13	Public Arts Commission of Oxford	Municipal Building	5:30 p.m.
	Apr 14	Planning Commission	Courthouse	7:00 p.m.
	Apr 15	Board of Building Appeals	Courthouse	5:30 p.m.

Apr17	Oxford Parking & Transportation Advisory Board	Municipal Building	9:00 a.m.
Apr 21	City Council	Courthouse	7:30 p.m.
Apr 28	Board of Zoning Appeals	Courthouse	6:30 p.m.

9. Adjourn.

Motion – To Adjourn at 8:45 p.m.
(Voice Vote) 1st Mr. Snavely 2nd Ms. French
AYE # 7
NAY # 0
ABS # 0