



AGENDA
OXFORD CITY COUNCIL REGULAR MEETING

COURTHOUSE

TUESDAY, AUGUST 4, 2026 AT 7:30 PM

Michael Smith, Mayor

Alex French, Vice-Mayor
Jason Bracken
William Snavelly

Amber Franklin
Roxanne Ornelas
Jim Vinch

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.
2. Pledge of Allegiance.
3. Approval of Agenda.
4. Public Participation.
 - A. Appointments to Boards & Commissions
 - B. Notice to Legislative Authority - The Chicken Fingers LLC. 30 W Walnut St. Oxford, Ohio, 45056 (Douglas R. Elliott, Jr., City Manager)
 - C. 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.

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.

- A. Minutes of the July 21, 2026, City Council Meeting. (Heather Barbour, Clerk of Council)
- B. 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)
- C. A Resolution Declaring Certain City Property No Longer Needed For Any Municipal Purpose As Surplus And Authorizing Its Advertisement And Sale To The Highest Bidder By Internet Auction. (John Detherage, Fire Chief)

6. Resolutions.

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 Accepting The Annexation Petition From Ambassadors' Pointe Community Church (West), Inc. For 6.753 Acres Of Land More Or Less In The Township Of Oxford, Butler County Ohio, And Accepting Said Territory To Be Annexed. (Douglas R. Elliott, Jr., City Manager)

2. An Ordinance Amending Ordinance No. 3844 Supplemental Budget Ordinance Number 5 To Make Supplemental Appropriations For Fiscal Year 2026. (Heidi Ridenour, Finance Director)

B. Second Reading

1. An Ordinance Repealing Code Section 351.03 Prohibited Standing Or Parking Places And Adopting New Section 351.03 Prohibited Standing Or Parking Places. (John Jones, Police Chief)

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. Aug 5	Environmental Commission	Municipal Building	7:00 p.m.
Aug 6	Housing Advisory Commission — CANCELED	Courthouse	5:00 p.m.
Aug 6	Police Community Relations & Review Commission	Courthouse	6:00 p.m.
Aug 10	Oxford Recreation Board	Municipal Building	12:30 p.m.
Aug 10	Public Arts Commission of Oxford	Courthouse	5:30 p.m.
Aug 11	Planning Commission	Courthouse	7:00 p.m.
Aug 12	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
Aug 17	Oxford Parking & Transportation Advisory Board	Municipal Building	9:00 a.m.
Aug 18	City Council	Courthouse	7:30 p.m.
Aug 19	Board of Building Appeals	Courthouse	5:30 p.m.
Aug 25	Board of Zoning Appeals	Courthouse	6:30 p.m.

	Sep 1	City Council	Courthouse	7:30 p.m.
9.	Adjourn.			



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Douglas Elliott
DATE PREPARED:	7/30/2026
COUNCIL MEETING DATE:	August 4, 2026
AGENDA TITLE:	Notice to Legislative Authority - The Chicken Fingers LLC. 30 W Walnut St. Oxford, Ohio, 45056 (Douglas R. Elliott, Jr., City Manager)
COUNCIL GOAL AREA:	
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:



OXFORD CITY COUNCIL
ATTN CLERK
15 S COLLEGE AVE
OXFORD OH 45056

RECEIVED

RECEIVED JUL 30 2026
City of Oxford

NOTICE TO LEGISLATIVE AUTHORITY

10017267-1 PERMIT NUMBER		NEW TYPE	TO The Chicken Fingers LLC 30 W. Walnut Street Oxford OH 45056 Muni/Village/Twp: Oxford
ISSUE DATE:			
FILING DATE: 7/27/2026			
PERMIT CLASSES: C-1 C-2			
09088 TAX DISTRICT	JUN	RECEIPT NO	
FROM 7/28/2026			
PERMIT NUMBER		TYPE	
ISSUE DATE:			
FILING DATE:			
PERMIT CLASSES:			
TAX DISTRICT		RECEIPT NO	

MAILED 7/28/2026

RESPONSES MUST BE POSTMARKED NO LATER THAN 08/28/2026

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL WHETHER OR NOT
THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES: JUN NEW 10017267-1
(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT THE HEARING
BE HELD ☐ IN OUR COUNTY SEAT ☐ IN COLUMBUS

WE DO NOT REQUEST A HEARING ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title) - ☐ Clerk of City Council
☐ Township Fiscal Officer

(Date)

(Printed Name)

(Email Address)

(Telephone No.)



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, JULY 21, 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, July 21, 2026, at 7:30 p.m. Members in attendance were Amber Franklin, William Snavelly, Roxanne Ornelas, Jason Bracken, and Alex French. Jim Vinch was 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; Mr. Sam Perry, Community Development Director; Ms. Heidi Ridenour, Finance 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 # 6
NAY # 0
ABS # 0

4. Public Participation.

A. 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. Linda Musmeci-Kimball, 724 Melinda Drive - Ms. Musmeci-Kimball expressed concerns about the expansion of surveillance technology, citing reported instances nationwide in which automated license plate readers have allegedly been used for immigration enforcement, abortion-related investigations, stalking incidents, and data security breaches. She referenced reports from organizations including the Electronic Frontier Foundation and ACLU, arguing that the technology threatens civil liberties and constitutional rights. Ms. Musmeci-Kimball stated that Oxford's original contract was approved without sufficient community engagement and urged Council to initiate a broader public discussion regarding surveillance technology and the community's definition of public safety.

Public Comment - Ms. Janice Dutton, 302 West Vine Street - Ms. Dutton also spoke against continued use of the Flock system, sharing personal experiences with traffic stops to illustrate how police interactions have historically relied upon officer judgment rather than automated technology. She cited examples from the Institute for Justice and the ACLU describing instances in which ALPR errors reportedly resulted in innocent individuals being detained at gunpoint due to incorrect license plate matches. Ms. Dutton emphasized concerns regarding the system's reported accuracy rate, the potential consequences of false matches, and reports of unauthorized access to camera systems. While expressing confidence in the Oxford Police Department, she urged Council to reconsider its partnership with Flock Safety, increase transparency regarding data sharing, limit outside agency access, and continue discussions through the Police Community Relations and Review Commission (PCRRC)

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 # 6
NAY # 0
ABS # 0

- A. Minutes from the July 7, 2026, City Council Meeting. (Heather Barbour, Clerk of Council)

6. Resolutions.

- A. A Resolution Authorizing The City Manager To Submit A Payment In The Amount Of \$283,846.00 To The Ohio Water Development Authority To Pay Administrative Charges For Cooperative Agreement Account 12025 To Fund Water Treatment Plant Membrane Softening Improvements. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7841
(Voice Vote) 1st Ms. French 2nd Mr. Snively
AYE # 6
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 The Butler County Mutual Police Aid Agreement. (John Jones, Police Chief)

Motion – To Adopt Resolution No. 7842
(Voice Vote) 1st Ms. French 2nd Ms. Franklin
AYE # 6
NAY # 0
ABS # 0

Chief Jones 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

1. An Ordinance Repealing Code Section 351.03 Prohibited Standing Or Parking Places And Adopting New Section 351.03 Prohibited Standing Or Parking Places. (John Jones, Police Chief)

Chief Jones presented his staff report and addressed questions and comments from the Council.

Public Comment - Ms. Janice Dutton, 302 West Vine Street - Ms. Dutton thanked Chief Jones for this Ordinance. Describing repeated instances in which parked vehicles blocked access to her driveway.

B. Second Reading

1. An Ordinance Providing For The Submission To The Electorate Of Amendments To The Charter Of The City Of Oxford, Ohio, And To Place The Same On The Ballot At The General Election, November 3, 2026. (Douglas R. Elliott, Jr., City Manager)

Motion – To Amend Ordinance No. 3870 by adding the word recall to 9.07. Should now read "revising Section 9.07 Recall by removing existing wording and replacing with new process". (Voice Vote) 1st Mr. Snavelly 2nd Ms. French

AYE # 6

NAY # 0

ABS # 0

Motion – To Adopt Ordinance No. 3870 as amended.

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

AYE # 6

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

NAY # 0

ABS # 0

Mr. Elliott reported no changes since the first reading and offered to answer any questions.

Public Comment - Mr. Kevin McKeehan, 2126 Dana Drive - Mr. McKeehan served on the Charter Review Commission. Mr. McKeehan expressed disappointment that the amendment had been separated from the other Charter revisions but supported its placement on the ballot, arguing that land-use decisions should be governed through the zoning code rather than the Charter. He suggested that retaining the prohibition could limit opportunities for additional housing, including affordable housing such as projects like Clarence Place, within portions of the Mile Square.

2. An Ordinance Providing For The Submission To The Electorate Of An Amendment To The Charter Of The City Of Oxford, Ohio, And To Place The Same On The Ballot At The General Election, November 3, 2026. (Douglas R. Elliott, Jr., City Manager)

Motion – To Adopt Ordinance No. 3872.

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

AYE # 5

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

NAY # 1

Mr. Snavelly

ABS # 0

Mr. Elliott reported that this Ordinance was added after the first reading to be added to the ballot as a separate issue and offered to answer any questions.

Public Comment - Ms. Janice Dutton, 302 West Vine Street - Ms. Dutton spoke in opposition, arguing that the Charter restriction was originally adopted because residents lacked confidence that zoning regulations alone would adequately protect the character of the Mile Square. She stated that zoning changes and variances could be approved relatively easily, while Charter amendments require direct voter approval. Ms. Dutton also disputed claims that increasing allowable density would result in more affordable housing, expressing concern that additional development would instead encourage more student-oriented housing and erode established neighborhoods. She urged Council not to advance the amendment to the ballot.

3. An Ordinance Authorizing The City Manager To Enter Into An Easement Agreement With The Board Of Education Of The Talawanda Local School District For The Planned Construction Of A Passenger Rail Platform. (Michael Dreisbach, Service Director)

Motion – To Adopt Ordinance No. 3872.
(Roll Call Vote) 1st Ms. French 2nd Ms. Franklin

AYE # 6
Ms. French, Ms. Ornelas, Mr. Snavelly, Mr. Bracken, Ms. Franklin, and Mayor Smith
NAY # 0
ABS # 0

Mr. Dreisbach reported no changes since the first meeting and offered to answer any questions.

Public Comment - None.

4. An Ordinance Authorizing The City Manager To Enter Into An Easement Agreement With Southwestern Ohio Seniors' Services, Inc., A Non-Profit Ohio Corporation Now Known As Maple Knoll Communities, Inc. For The Purpose Of An Easement For The Construction Of The (OATS) Oxford Area Trail System Phase VI. (Michael Dreisbach, Service Director)

Motion – To Adopt Ordinance No. 3873.
(Roll Call Vote) 1st Ms. French 2nd Mr. Snavelly

AYE #
Ms. Ornelas, Mr. Snavelly, Mr. Bracken, Ms. Franklin, Ms. French, and Mayor Smith
NAY # 0
ABS # 0

Mr. Dreisbach reported no changes since the first reading and offered to answer any questions.

Public Comment - None.

5. An Ordinance Authorizing The City Manager To Enter Into An Easement Agreement With Clawson Properties I, LLC For The Purpose Of An Easement For The Construction Of The (OATS) Oxford Area Trail System Phase V. (Michael Dreisbach, Service Director)

Motion – To Adopt Ordinance No. 3874.
(Roll Call Vote) 1st Ms. French 2nd Mr. Snavelly

AYE # 6
Mr. Snavelly, Mr. Bracken, Ms. Franklin, Ms. French, Ms. Ornelas, and Mayor Smith
NAY # 0
ABS # 0

Mr. Dreisbach reported no changes since the first reading and offered to answer any questions.

Public Comment - None.

6. An Ordinance To Appropriate Certain Real Property Interests Owned By Ledger, LLC, With Interests By Others, For The BUT-Oxford Amtrak Station Project. (Michael Dreisbach, Service Director)

Motion – To Adopt Ordinance No. 3875.

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

AYE # 6

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

NAY # 0

ABS # 0

Mr. Dreisbach reported no changes since the first reading and offered to answer any questions.

Public Comment - None.

7. An Ordinance Amending Ordinance No. 3844 Supplemental Budget Ordinance Number 4 To Make Supplemental Appropriations For Fiscal Year 2026. (Heidi Ridenour, Finance Director)

Motion – To Adopt Ordinance No. 3876.

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

AYE #

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

NAY # 0

ABS # 0

Ms. Ridenour mentioned adding the \$50,000.00 donation for the cold shelter as being the only change 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. Aug 4	City Council	Courthouse	7:30 p.m.
Aug 4	Climate Action Steering Committee	Municipal Building	10:30 a.m.
Aug 5	Environmental Commission	Municipal Building	7:00 p.m.
Aug 6	Housing Advisory Commission — CANCELED	Courthouse	5:00 p.m.
Aug 10	Oxford Recreation Board	Municipal Building	12:30 p.m.
Aug 10	Public Arts Commission of Oxford	Courthouse	5:30 p.m.
Aug 11	Planning Commission	Courthouse	7:00 p.m.
Aug 12	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
Aug 17	Oxford Parking & Transportation Advisory Board	Municipal Building	9:00 a.m.
Aug 18	City Council	Courthouse	7:30 p.m.
Aug 19	Board of Building Appeals	Courthouse	5:30 p.m.
Aug 25	Board of Zoning Appeals	Courthouse	6:30 p.m.

9. Adjourn.

Motion – To Adjourn at 9:09 pm.
(Voice Vote) 1st Ms. French 2nd Ms. Franklin

AYE # 6
NAY # 0
ABS # 0



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	Heidi Ridenour
DATE PREPARED:	7/17/2026
COUNCIL MEETING DATE:	August 4, 2026
AGENDA TITLE:	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)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE/HR

DISCUSSION:

DISCUSSION:

Staff is requesting Council to approve the then and now certificates for purchase orders issued above \$3,000 where an invoice was received prior to the purchase order date. After discussing the issue with the Auditors, they requested we begin bringing any purchase orders meeting this criteria, to Council for approval for compliance with the O.R.C. 5705.41 (d).

RESOLUTION NO.

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).

WHEREAS, Council in accordance with Ohio Revised Code, shall approve any purchases made over \$3,000 where an invoice is dated prior to the purchase order date; and

WHEREAS, at the time the merchandise was purchased and at the time the purchase order was executed to cover the purchase, a sufficient sum was appropriated for the purpose of such contract and in the treasure or in process of collection to the credit of an appropriated fund free from any previous encumbrances; and

WHEREAS, there is a sufficient sum appropriated for the purpose of such contract and in the treasure or in process of collection to the credit of an appropriated fund free from any previous encumbrances.

WHEREAS, the City Manager and the Finance Director recommend Council approve authorizing such certificates, as set forth in Exhibit "A" attached hereto and incorporated herein by reference.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: Council hereby accepts the recommendation of the City Manager and the Finance Director approving Then and Now Certificates for purchase orders issued above \$3,000 where an invoice was received prior to the purchase order date.

SECTION 2: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)

Appendix A

P.O. Number	P.O. Date	Vendor	Amount	Purpose
6038	05/28/26	Core & Maim	\$ 11,084.42	Annual Sensus Software Fee
6048	06/08/26	Love Insurance	\$ 16,247.00	Cyber Insurance May 20269- May 2027



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Fire Division
PREPARED BY:	John Detherage
DATE PREPARED:	7/29/2026
COUNCIL MEETING DATE:	August 4, 2026
AGENDA TITLE:	A Resolution Declaring Certain City Property No Longer Needed For Any Municipal Purpose As Surplus And Authorizing Its Advertisement And Sale To The Highest Bidder By Internet Auction. (John Detherage, Fire Chief)
COUNCIL GOAL AREA:	
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE/JD

DISCUSSION:

RESOLUTION NO.

A RESOLUTION DECLARING CERTAIN CITY PROPERTY NO LONGER NEEDED FOR ANY MUNICIPAL PURPOSE AS SURPLUS AND AUTHORIZING ITS ADVERTISEMENT AND SALE TO THE HIGHEST BIDDER BY INTERNET AUCTION.

WHEREAS, the list set forth in Exhibit ‘A’ attached hereto and incorporated herein, are surplus and no longer needed for any municipal purpose; and

WHEREAS, the City Manager and the Fire Chief recommend the items set forth in Exhibit “A” attached hereto and incorporated herein be declared surplus and that the same be advertised and sold to the highest bidder by internet auction at the earliest convenience of the City.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: Council accepts the recommendation of the City Manager and the Fire Chief and hereby declares the list set forth in Exhibit “A” attached hereto and incorporated herein as surplus.

SECTION 2: Council further authorizes the advertisement and sale of the surplus list set forth in Exhibit “A” attached hereto and incorporated herein to the highest bidder by internet auction with the proceeds thereof shall be deposited in the Fire/EMS Fund.

SECTION 3: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH
PREPARED BY: LAW (STAFF)

Exhibit A

<i>Qty</i>	<i>Item</i>	<i>Comments</i>
Lot	baby CPR manikins	Sell
Lot	Adult CPR manikins	Sell
1	smart board	Sell
4	wooden easels	Sell
1	KED	sell
1	Panasonic cassette transcriber	sell
Lot	SCBA mounts	Sell
1	metal half spine board	Sell
1	flashlight (box light)	Sell
Lot	retired scba masks	Sell
1	Micromax pro gas detector	Sell
1	MSA pulsar gas calibration kit	Sell
1	Multi-Pak Bottle Air Cart System	Sell
lot	retired ice rescue suits	Sell
1	Red MSA Hard case	Sell
2	Doors	Sell
1	Directional light bar	Sell
1	Vending Machine	Sell
1	Primo Water Dispenser	Sell
3	Ferno Vent Bags	Sell
1	Metal scoop stretcher	Sell
1	Roadside triangle kit	Sell
2	adult traction splint	Sell
1	pediatric traction splint	Sell
1	headset with push to talk	Sell
Box	radio mics	Sell
Lot	radio purses	Sell
1	Cot surface extension for old cots	Sell
3	SCBA brackets	Sell
2	no smoke	Sell
2	rescue tool brackets	Sell



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	City Manager
PREPARED BY:	Douglas Elliott
DATE PREPARED:	7/13/2026
COUNCIL MEETING DATE:	August 4, 2026
AGENDA TITLE:	An Ordinance Accepting The Annexation Petition From Ambassadors' Pointe Community Church (West), Inc. For 6.753 Acres Of Land More Or Less In The Township Of Oxford, Butler County Ohio, And Accepting Said Territory To Be Annexed. (Douglas R. Elliott, Jr., City Manager)
COUNCIL GOAL AREA:	
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

Ambassadors' Pointe Community Church (West), Inc. submitted an annexation petition to the Butler County Commissioners to annex 6.753 acres of land. The City Manager served as the statutory agent for the petitioner. The petition utilized an Expedited Type 2 Annexation process. The property owner intends to build a new church on this land.

The Butler County Commissioners approved the annexation on June 2, 2026. The City was required to wait 60 days before accepting the annexation. On the legislative agenda is an ordinance accepting the annexation. I recommend passage after two readings.

ORDINANCE NO.

AN ORDINANCE ACCEPTING THE ANNEXATION PETITION FROM AMBASSADORS' POINTE COMMUNITY CHURCH (WEST), INC. FOR 6.753 ACRES OF LAND MORE OR LESS IN THE TOWNSHIP OF OXFORD, BUTLER COUNTY OHIO, AND ACCEPTING SAID TERRITORY TO BE ANNEXED.

WHEREAS, on April 24, 2026 AMBASSADORS' POINTE COMMUNITY CHURCH (WEST), INC. filed a petition with the Board of County Commissioners of Butler County, Ohio, to obtain annexation to the City of Oxford, Butler County, Ohio, territories consisting of 6.753 acres of land more or less contiguous to the City of Oxford and the existing corporation line of the Township of Oxford, Ohio. Said petition was filed with the consent of all parties utilizing the annexation procedure set forth in Section 709.023 of the Ohio Revised Code.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY ORDAINS THAT:

SECTION 1: The Board of County Commissioners did, by Resolution No. 26-06-000823 adopted on June 2, 2026, approve the annexation of the proposed territory to the City of Oxford as hereinafter described. Such approval was subject to the terms and conditions contained in the Statement of Services Resolution No. 7820 a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference.

SECTION 2: The Board of County Commissioners did, through the Clerk of the Board of County Commissioners, Butler County, Ohio, certify a transcript of the proceedings in connection with the map and petition required herein to the Clerk of Oxford City Council who received the same on or about June 2, 2026.

SECTION 3: A certified transcript of the proceedings for annexation with an accurate map of the territory, together with the petition for annexation and the papers relating to all proceedings heretofore with the County Commissioners, are all on file with the Clerk of the City of Oxford and have been for sixty days.

SECTION 4: The proposed annexation, as applied for in the petition of the owners of the real estate in the territory sought to be annexed and filed with the Board of County Commissioners, Butler County, Ohio, in which the petition prayed for annexation to the City of Oxford, Ohio, of certain territory adjacent thereto as hereinafter described, be and the same is hereby accepted and deemed annexed to the City of Oxford, subject to all the terms and conditions provided herein and contained within the Statement of Services Resolution No. 7820 attached hereto and incorporated herein as Exhibit "A". The territory to be annexed is more particularly described in Exhibits "B" and "C," attached hereto and incorporated herein.

SECTION 5: The Clerk of the City of Oxford be and is hereby authorized and directed to make five copies of this ordinance, to each of which shall be attached a copy of the map accompanying this petition for annexation, a copy of the transcript of the proceedings of the Board of County Commissioners of Butler County, Ohio, related thereto, and certified as to the correctness thereof. The Clerk shall then forthwith deliver one copy to the County Auditor, one copy to the County Recorder, one copy to the County Engineer, and one copy to the Ohio Secretary of State and shall file notice of this annexation with the Board of Elections within thirty (30) days after it becomes effective and the Clerk shall do all other things as required by law.

SECTION 6: This Ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)

RESOLUTION NO. 7820

A RESOLUTION ADOPTING A STATEMENT INDICATING THE SERVICES THE CITY OF OXFORD, OHIO WILL PROVIDE TO THE TERRITORY PROPOSED TO BE ANNEXED TO THE CITY OF OXFORD, OHIO PURSUANT TO A PETITION FILED WITH THE BOARD OF COUNTY COMMISSIONERS OF BUTLER COUNTY, OHIO, AS PROVIDED BY OHIO REVISED CODE SECTION 709.023(C).

WHEREAS, a petition for annexation has been filed with the Board of County Commissioners of Butler County, Ohio of 6.753 acres of land in Oxford Township, Butler County, Ohio; and

WHEREAS, Oxford Codified Ordinance Section 921.39 E. states in part “The property or properties served by the extension of a municipal utility shall be required to annex into the City upon the official request of the City”.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: Council, having received the notification of a petition for annexation from the Ambassadors’ Pointe Community Church (West), Inc. for 6.753 acres of land in the Township of Oxford, Butler County, Ohio hereby accepts said petition.

SECTION 2: Council hereby adopts this resolution indicating what services the City will provide to the land to be annexed to the City in accordance with Ohio Revised Code Section 709.023(C).

SECTION 3: The City of Oxford, Ohio hereby states that it will provide, upon the finalization of the annexation, the following services to the Territory: law enforcement, recreation programming, maintenance of any and all public streets and alleyways, keeping the same open, in repair and free from nuisance, and professional planning staff; which said services shall be available immediately or as required thereafter upon finalization of the annexation. In addition, the facilitation of public utility services which include potable water, sanitary and storm sewerage, solid waste collection and disposal, street lighting and fire inspection, fire protection, paramedic and ambulance services, and any and all other services provided to or made available to the citizens of the City of Oxford, Ohio, as appropriate shall be available as the Territory is developed and such services become appropriate. Extension of all public utility services shall be subject to such regulations, conditions and fees as the City deems appropriate.

SECTION 4: The Clerk is hereby directed to forward a certified copy of this resolution to the Board of County Commissioners of Butler County, Ohio.

SECTION 5: This resolution shall take effect at the earliest date allowed by law.


MAYOR

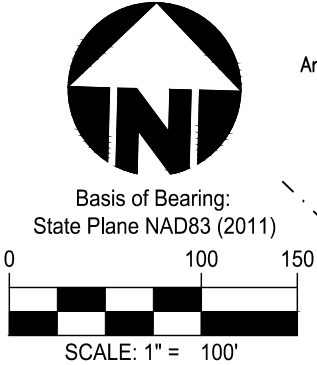
ADOPTED: MAY 5, 2026

ATTEST: 
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)

This annexation plat is based on deeds, surveys, plats and other source documents. This document is not the result of a boundary survey.

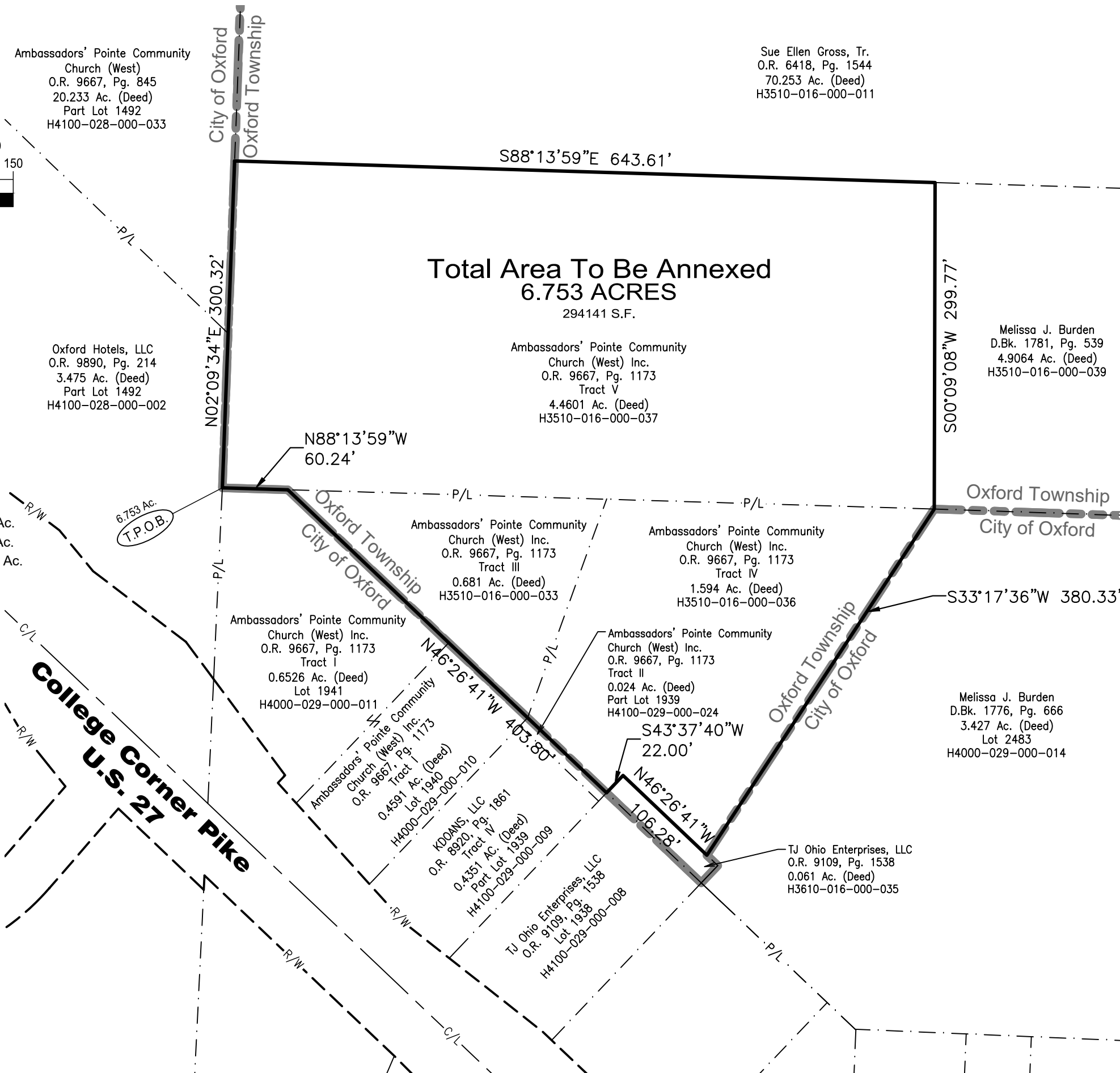


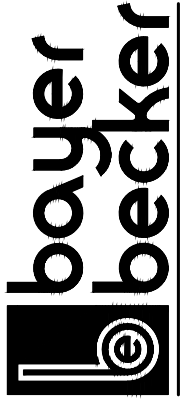
SURVEY REFERENCES

Deeds: As Shown.
Survey Volume 9, Page 80
Survey Volume 13, Page 55
Survey Volume 18, Page 106
Survey Volume 28, Page 66
Survey Volume 38, Page 154
Survey Volume 51, Page 159
Survey Volume 53, Page 179
Survey Volume 62, Page 143

AREA SUMMARY (PER DEED)

Official Record 9667, Pg. 1173 (Tract III), H3510-016-000-033	0.681 Ac.
Official Record 9667, Pg. 1173 (Tract IV), H3510-016-000-036	1.594 Ac.
Official Record 9667, Pg. 1173 (Tract V), H3510-016-000-037	4.4601 Ac.





www.bayerbecker.com
110 S. College Avenue, Suite 101
Oxford, OH 45056 - 513.523.4270

6.753 ACRES TO BE ANNEXED
INTO THE CITY OF OXFORD

SECTION 16, TOWN 5, RANGE 1
CONGRESS LANDS WEST OF THE MIAMI RIVER
OXFORD TOWNSHIP, BUTLER COUNTY, OHIO

ANNEXATION PLAT

Drawing:	25-0349 AX
Scale	1"=100'
Drawn by:	DDB
Checked By:	TME
Issue Date:	3-9-26

Date: March 9, 2026
Description: Ambassadors' Pointe Community
Church (West), Inc
Annexation
Location: Oxford Township
Butler County, Ohio



Situated in Section 16, Town 5, Range 1, Congress Lands West of the Miami River, Oxford Township, Butler County, Ohio, and being part of Ambassadors' Pointe Community Church (West), Inc, as recorded in Official Record 9667, Page 1173, Tracts III, IV and V of the Butler County Ohio Recorder's Office and being further described as follows:

Beginning at the northwest corner of Lot 1941, of the City of Oxford and being all of Ambassadors' Pointe Community Church (West), Inc, as recorded in Official Record 9667, Page 1173, Tract I, and being on the corporation line of the City of Oxford and Oxford Township, and being on the east line of Part Lot 1942, and being part of Oxford Hotels, LLC, as recorded in Official Record 9890, Page 214 and being the **True Point of Beginning**:

thence, from the **True Point of Beginning**, continuing with the east line of said Oxford Hotels, LLC extended, and continuing with said corporation line, North 02° 09' 34" East, 300.32 feet to the southwest corner of Sue Ellen Gross, Trustee, as recorded in Official Record 6418, Page 1544, and being on the east line of Ambassadors' ;

thence, departing the east line of said Ambassadors' Pointe Community Church (West), as recorded in Official Record 9667, Page 845, and departing said corporation line, and with the south line of said Sue Ellen Gross, Trustee, South 88° 13' 59" East, 643.61 feet, to the northwest corner of Melissa J. Burden, as recorded in Deed Book 1781, Page 539;

thence, departing said Sue Ellen Gross, Trustee, and with the west line of said Melissa J. Burden, South 00° 09' 08" West, 299.77 feet to the northwest corner of Melissa J. Burden as recorded in Deed Book 1776, Page 666, and being on the corporation line of the City of Oxford and Oxford Township;

thence, departing the southwest corner of said Melissa J. Burden, as recorded in Deed Book 1781, Page 539, and with the westerly line of said Melissa J. Burden, as recorded in Deed Book 1776, Page 666 and with said corporation line, South 33° 17' 36" West, 380.33 feet to the northerly line of TJ Ohio Enterprises, LLC, as recorded in Official Record 9109, Page 1538;

thence, departing said corporation line, and continuing with said TJ Ohio Enterprises, LLC for the following two courses:

1. North 46° 26' 41" West, 106.28 feet;
2. South 43° 37' 40" West, 22.00 feet to the northwest corner of City of Oxford Lot 1938 being on said corporation line and being the northeast corner of Ambassadors' Pointe Community Church (West) Inc. extended, as recorded in Official Record 9667, Page 1173,;

thence, departing said Lot 1938, and with said Ambassadors' Pointe Community Church (West) Inc. extended, as recorded in Official Record 9667, Page 1173, Tract II, and with said corporation line, North 46° 26' 41" West, 403.80 feet, to a northerly corner of said Lot 1941;

thence, continuing with said Lot 1941 and continuing with said corporation line, North 88° 13' 59" West, 60.24 feet to the **True Point of Beginning** containing 6.753 Acres of land, more or less, and being subject to all easements, legal highways, restrictions and rights-of-way of record.

The above description was prepared from deeds, surveys, and plats of record by Bayer Becker and does not represent a boundary survey. The above description was prepared under the direction of Thomas M. Edwards Professional Land Surveyor #8941 in the State of Ohio, March 9, 2026.



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Finance
PREPARED BY:	Heidi Ridenour
DATE PREPARED:	7/22/2026
COUNCIL MEETING DATE:	August 4, 2026
AGENDA TITLE:	An Ordinance Amending Ordinance No. 3844 Supplemental Budget Ordinance Number 5 To Make Supplemental Appropriations For Fiscal Year 2026. (Heidi Ridenour, Finance Director)
COUNCIL GOAL AREA:	Fiscal Responsibility
BUDGETED AMOUNT:	\$24,500
ACCOUNT CODE:	
RECOMMENDATION:	Approval
CITY MANAGER/DEPT HEAD APPROVAL:	DRE/HR 07/22/2026

DISCUSSION:

Issue 1: \$4,000 – General Fund (110)

To make adjustment to appropriations for deer management this winter.

Issue 2: \$20,500 – (110) General \$14,350; (321) Water \$3,075; (331) Wastewater \$3,075

To make adjustment to budgeted appropriation for additional sustainability technical assistance.

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 3844 SUPPLEMENTAL BUDGET ORDINANCE NUMBER 5 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2026.

WHEREAS, additional appropriations are needed for the current fiscal year and monies are available for appropriation in those funds.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY ORDAINS THAT:

SECTION 1: Additional appropriations are needed for the current fiscal year and monies are available for appropriation in those funds;

SECTION 2: The following increase/(decrease)in expenditures be made:

General Fund 110	4,000.00
General Fund 110	14,350.00
Water Fund 321	3,075.00
Wastewater 331	3,075.00

SECTION 4: In all other respects, Ordinance No. 3844 shall remain in full force and effect.

SECTION 5: This ordinance shall take effect immediately upon its adoption.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)



The City of Oxford
(513) 524-5200
15 S. College Ave.
Oxford, OH 45056

STAFF REPORT

ORIGINATING DEPARTMENT:	Police Division
PREPARED BY:	John Jones
DATE PREPARED:	7/2/2026
COUNCIL MEETING DATE:	August 4, 2026
AGENDA TITLE:	An Ordinance Repealing Code Section 351.03 Prohibited Standing Or Parking Places And Adopting New Section 351.03 Prohibited Standing Or Parking Places. (John Jones, Police Chief)
COUNCIL GOAL AREA:	Essential Operations
BUDGETED AMOUNT:	
ACCOUNT CODE:	
RECOMMENDATION:	Approve
CITY MANAGER/DEPT HEAD APPROVAL:	DRE

DISCUSSION:

With increased parking pressure, enforcement staff have noticed a drastic increase in vehicles parking on the driveway apron between the sidewalk and street. This creative parking method causes problem with visibility, roadway obstructions, and hazards for pedestrians on sidewalks. While OCC Section 351.03 Prohibited Standing or Parking Places has been used in the past to address these violations, staff is recommending that the language be amended to make it clear that this method of parking is illegal.

Subsection (b) reads In front of a public or private driveway or within three feet of either side of the entrance to said public or private driveway. The section can be made more clear by adding the words "including the driveway/apron area that is between the sidewalk and the street, which would prevent ingress and egress of the driveway." Staff presented the topic to OPTAB however they did not have a quorum to meet and no action was taken by them.

ORDINANCE NO.

AN ORDINANCE REPEALING CODE SECTION 351.03 PROHIBITED STANDING OR PARKING PLACES AND ADOPTING NEW SECTION 351.03 PROHIBITED STANDING OR PARKING PLACES.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY, STATE OF OHIO, THAT:

SECTION 1: Council hereby REPEALS Oxford Codified Ordinance Section 351.03 and ADOPTS New Section 351.03 prohibited standing or parking places as follows:

351.03PROHIBITED STANDING OR PARKING PLACES

No person shall stand or park a vehicle, except when necessary to avoid conflict with other traffic or to comply with the provisions of this Traffic Code, or while obeying the directions of a police officer or a traffic control device, in any of the following places:

- (a) On a sidewalk, curb or street lawn area, except a bicycle.
- (b) In front of a public or private driveway or within three feet of either side of the entrance to said public or private driveway, **including the driveway/apron area that is between the sidewalk and the street.**
- (c) Within an intersection.
- (d) Within ten feet of a fire hydrant.
- (e) On a crosswalk.
- (f) Within twenty feet of a crosswalk at an intersection.
- (g) Within thirty feet of, and upon the approach to, any flashing beacon, stop sign or traffic control device.
- (h) Between a safety zone and the adjacent curb or within thirty feet of points on the curb immediately opposite the end of a safety zone, unless a different length is indicated by a traffic control device.
- (i) Within fifty feet of the nearest rail of a railroad crossing.
- (j) Within twenty feet of a driveway entrance to any fire station and, on the side of the street opposite the entrance to any fire station, within seventy-five feet of the entrance when it is properly posted with signs.

- (k) Alongside or opposite any street excavation or obstruction when such standing or parking would obstruct traffic.
- (l) Alongside any vehicle stopped or parked at the edge or curb of a street.
- (m) Upon any bridge or other elevated structure upon a street, or within a street tunnel.
- (n) At any place where signs prohibit stopping, standing or parking, or where the curbing or street is painted yellow, or at any place in excess of the maximum time limited by signs.
- (o) Within one foot of another parked vehicle.
- (p) On the roadway portion of a freeway, expressway or thruway.
- (q) On or in a front yard or a side yard area. Bicycles are exempted herefrom and parking in a driveway that gains access to the yard area from a street by means of a curb cut shall not be a violation hereof, nor shall parking in a front or side yard that has been authorized for such parking by official action of Council, the Planning Commission or the Board of Zoning Appeals be a violation. Parking as used herein shall not include occasional parking of washing, polishing or servicing a motor vehicle, and such parking is exempted from this prohibition. Nothing herein shall have the effect of circumventing zoning laws which laws are intended to prevail, and nothing herein shall be construed as permitting the violation of any other Oxford law.
- (r) No person, without privilege to do so, shall abandon a motor vehicle by leaving the same parked upon private residential property without the permission of a person having the right to the possession of such property. As used in this section, private residential property means private property on which is located one or more structures that are used as a home, residence or sleeping place by one or more persons if no more than three separate households are maintained in the structure or structures. Private residential property does not include any private property on which is located one or more structures that are used as a home, residence or sleeping place by two or more persons if more than three separate households are maintained in the structure or structures. For the purposes of this section, the fact that a motor vehicle has been so left without the required permission is prima-facie evidence of abandonment.

SECTION 2: This ordinance shall take effect at the earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL
INTRODUCED BY: MICHAEL SMITH

PREPARED BY: LAW (STAFF)