



HOUSING ADVISORY COMMISSION AGENDA:

April 3, 2025
College@Elm
Third Floor Lobby
20 South Elm Street
5:00 PM

Approval of Agenda

Approval of Minutes

1. Minutes from the March 6, 2025 Meeting

Old Business

New Business

1. Update on Hester Rd. RFP
2. Update on Interact for Health Grant
3. Review & Prioritization of 2025 Action Items

Adjournment



**MINUTES
OXFORD HOUSING ADVISORY COMMISSION
COLLEGE@ELM
FIRST FLOOR LOBBY
20 SOUTH ELM STREET
THURSDAY, MARCH 6, 2025 AT 5:00 PM**

Approval of Agenda

Members Present: Shana Rosenberg, Amber Franklin, Anne Bailey, Cathryn Loucas, Jock Pitts, Jason Bracken

Staff Liaison: Jessica Greene

Called to order by Shana Rosenberg at 5:03 PM

Approval of Agenda

First: Jason Bracken

Second: Cathryn Loucas

Approved

Approval of Minutes

1. Minutes from the February 6th, 2025 Meeting

Approval of Minutes

First: Cathryn Loucas

Second: Jock Pitts

Approved

Old Business

New Business

1. Status update of the Affordable Housing Proposal (Hester Road) RFP.

Hester Rd. RFP response update:

The city received four responses to the RFP for Hester Rd. Development. OASH was listed as a partner in one proposal, so Anne Bailey, as a board member of OASH, will recuse herself from scoring the proposals and voting on the partner selection.

The review time period has been postponed and the applicants have been informed of the delay.

Reviewers from HAC will be: Jason Bracken, Cathryn Loucas, and Steve Schnable. The goal is to review and meet to discuss scores at the end of March.

2. Review of the requested research/questions from February 6th meeting.

Follow up on questions from the last meeting and grant application review.

Jessica presented a PowerPoint of the questions asked at the last HAC meeting and presented answers from staff and the city law director. (slides included)

She also shared a grant proposal concept and asked for a recommendation to present the idea to City Council.

Motion: Amber Franklin: To present the Maria's eviction diversion and housing stability program and apply for a grant through Interact for Health for the implementation of this program if awarded.

Second: Anne Bailey

Discussion: None

Vote: All in favor.

3. Update on Interact for Health Grant.

Adjournment

Motion to adjourn: 5:54 PM

First: Jason Bracken

Second: Amber Franklin

Approved



Housing Rights Q&A

Q: How many code enforcement calls did we have in 2024 and where?



Answer:

2024: 4,248 rental inspections

2024: Estimated 200 code enforcement responses to calls for service.

There are also calls for service that we do not log because the amount of staff time needed to cause a correction is less than starting a log in our system

Q: Do we visit every PVA apartment every 2 years with rental inspection or only a portion?

A: Yes. This is a part of our current code.

We visit every apartment 1x every 2 years.
Tenants can call and report an issue and will respond to concerns in between inspections.

Q: How can we respond if there are bugs?

Answer: This is under our current local property management code.

Oxford PMC covers this and does require that the landlord treat the property if there is an infestation.

If the infestation is due to tenant-caused lack of sanitation, then the tenant is also responsible.

In the situation of attached dwellings, like PVA, this becomes complicated because of a variety of different cleanliness of tenants in a shared wall situation.

In summary, yes, this is covered by local PMC. However, if the tenant does not notify us of the issue, letting us know that the landlord is not doing their part, then obviously we cannot do anything if we are not aware. On the contrary, the landlord can also notify us of a tenant that will not clean the apartment and is causing an infestation, and we can hold the tenant responsible and actually cite them, if the evidence supports it.

Q: How can we respond if there are broken appliances?

Answer: Will require update to code language.

We would need to add language and increase fees because of additional staff time to verify appliance operability.

Q: How do we handle repeated offenses?

Can we escalate and increase fines? Eventually sue property?

Answer: Will require update to code language.

This is not specifically addressed by Oxford PMC and is a good idea.

Regarding, suing, yes, this is always an option, and it is one that has been utilized in extreme situations.

Q: Can we require a certain amount of time for onsite property manager with decision making capabilities? For example, apartment complex with X units just have onsite management x days a week.

Answer: Will require new code to be adopted.

While we can do this, we are not sure how to enforce/document.

Q: Can
tenants
unionize?

Law Director Answer:

In the sense of a union to negotiate like collective bargaining, I would say no.

Could tenants create a group to protect common interests, yes they could. The tenant union would have no legal protection or power other than to be a conduit to gather evidence and report concerns to an agency empowered to act.

Q:How to “set outs” work. Who is allowed to remove materials from apartment after eviction?

Set outs are after a lengthy eviction process and are performed by the Sheriff’s Office.

A deputy serves the tenant with a court order and gives a date (usually a week) that they have to get out by.

If they fail to leave, the deputy shows up and the property owner has staff on site to move everything outside.

The tenant has 24 hours to gather the belongings that have been set out or the property owner can dispose of them.

Q: What can we do in the case of unlawful entry?

A: The remedy is civil in nature, not criminal. This is covered by ORC 5321.04

Landlord Obligations: Subsection B reads in part “the tenant may recover actual damages resulting from the entry or demands, obtain injunctive relief to prevent the recurrence of the conduct, and obtain a judgment for reasonable attorney's fees, or may terminate the rental agreement” .

The tenant will need to hire an attorney to address this issue.

Q: If retaliation is suspected, what should the tenant do?

Law Director Answer: Retaliation is addressed under ORC Section 5321.02

Tenant will need to hire an attorney.

If a landlord/property manager is retaliating, there has to be some reason a tenant is claiming retaliatory conduct. Is it because there animals in the apartment, screaming kids, gender or orientation, ethnicity? Proof would be required and they will need to hire attorney to advance issue through a civil case.

Q: Can the police social service liaison do more direct case management?

Answer: Not with the current staffing level. She is a liaison and follows up to calls for service and helps connect people with resources.

Direct case management is *not recommended by city staff and law director*. Instead, a grant program for a non-profit to implement this role would be preferred.

Q: Is Landlord required to provide lease?

Answer: The following must be provided:

- The property owner's name and address
- If applicable, the name and address of the property owner's agent
- The length of the agreement
- The amount of rent
- When rent is due
- Where to pay rent
- The amount of the security deposit
- How to terminate the lease
- How to renew the lease
- Any additional terms and conditions, as long as they are not prohibited by law.

If problems persist and lease copy is denied, the tenant will need to seek legal assistance.



Q:Can we require every lease to include tenant rights and landlord responsibilities, include who to call for service/assistance for property.

Law Director Answer: Can we- yes.



However- the *Law Director advises against it.* The law has always viewed the landlord tenant relationship as a private contract. He feels it is risky to get involved in private contract language.

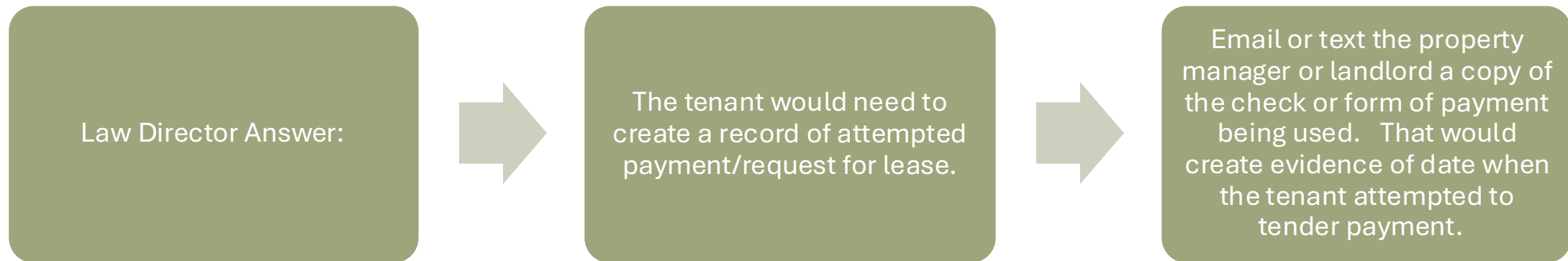
Q: Can the city require that a landlord accept different types of security deposits?

A: Law Director
Answer:

No. This is likely
not a legitimate
exercise of home
rule power.

Q: What can we do if property manager is absent when rent is due but rent considered late?

What can we do if property management denies a person a receipt for rent paid?



We could explore adding code language to require this mandatory receipt, but will be hard to enforce. Complaint driven? What penalty?



Q: Can we examine mobile home enforcement?

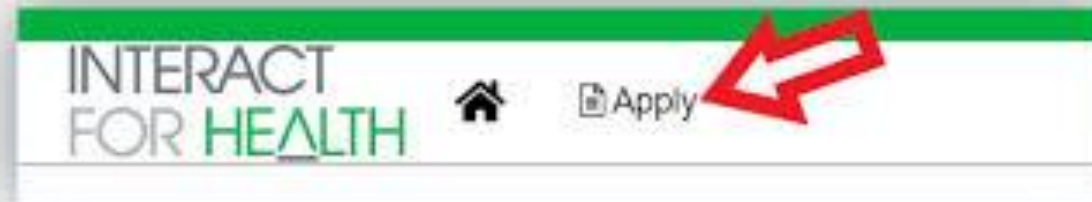
Answer: This is on the goal list from Council for HAC to review.

Mobile homes are a unique class of housing and regs under ORC.

We would start with the definition of a mobile home. I suspect the rental of mobile homes to tenants is very similarly, but one would need to see what makes a mobile home a mobile home and then consider what concerns need to be address.

This cannot be done with the flip of a switch. We will need to consider feedback from both the property owner and the residents. If after reviewing that feedback it is determined that it is appropriate to take this on, we will then need to write regulations specific to manufactured home rentals, which there are not any currently on the books.

Interact for Health Grant



Grant announced

The goal of the [Local Policy RFP](#) is to advance local policy and advocacy efforts focused on addressing the social, economic, and environmental factors that shape health. Grants are anticipated to range from \$75,000 - \$250,000 for 18-36 months, with \$700,000 to be awarded this year. **Applications are due Friday, April 4 at 5 p.m.**

Anticipating applying for \$75K, per year, for 3 years. Plus ***possible*** matching funds from city and possibly MHMH foundation.

Final budget TBD.

My draft:

Create “Maria’s Eviction Diversion and Housing Stability Program”.

Part 1- Apply together with TOPSS and have them create a ***housing stability staff role*** to help people understand their rights and walk them through how to get assistance and/or file complaints.

Part 2- Partner with TBD law firm and set aside funds at TOPSS for ***housing legal assistance*** for qualifying residents who may be experiencing illegal practices from their property manager or owner.

Part 3- Partner with HOME Cincy to provide ***2x a year housing education program***. This program will help educate tenants on their rights and assist with eviction diversion efforts. Target audience low income and student renter populations.

Part 4: City will work to evaluate existing housing policy update language to close gaps that put tenants at risk.

Request: If in support of this effort- motion and vote of recommendation to Council to apply?

Questions/Comments/Discussion

