



**MINUTES**  
**OXFORD HOUSING ADVISORY COMMISSION**  
**3RD FLOOR LOBBY**  
**20 SOUTH ELM STREET**  
**THURSDAY, SEPTEMBER 4, 2025 AT 5:00 PM**

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**Approval of Agenda**

**Members Present:** Amber Franklin, Jason Bracken, Nicole Rodriguez, Mary Piper, Anne Fuehrer, Cathryn Loucas, Jock Pitts  
**Staff Liaison:** Jessica Greene

**Called to Order at 5:03 PM**

**Approval of Agenda:**  
First: Amber Franklin  
Second: Jason Bracken  
Approved

**Approval of Minutes**

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1. Minutes from the August 7th, 2025 Meeting

**Old Business**

**New Business**

1. Introduction of New Housing Advisory Commission Member  
**New Member:** Anne Fuehrer joined the commission following her September 2, 2025, appointment by City Council.

## 2. Election of New Chair

- Jason Bracken nominated Anne Fuehrer as Chair, seconded by Amber Franklin.
- Anne accepted the nomination, and the motion passed. Anne assumed leadership of the meeting.

## 3. Presentation from Chase Walter, the Housing Stability Specialist with TOPSS

Chase Walter, the Housing Stability Specialist with TOPSS was onboarded two months ago. He shared his initial observations on evictions in Oxford.

See attached presentation: *Housing Stability Presentation* and *Tenant Landlord Obligations*.

**Public Comment:** *Oxford Free Press* asked if data on eviction numbers in Oxford is available.

### **Commission Comments:**

- Nicola: TOPSS can provide eviction data.
- Amber: Noted seasonal employment and summer job loss as important eviction factors.
- Cathryn: Raised concerns about black mold cases and loss of work leading to eviction; discussed escrow options.
- Jessica: Suggested involving city code enforcement staff.
- Chase: Clarified the case was in the township and being addressed with Butler County code enforcement.
- Jason: Requested Legal Aid tenant rights forms; Chase confirmed they are included.

## 4. Legal Aid of SW Ohio Meeting Update

- Jessica Greene reported on a recent meeting with Chase, Nicola, and Amber.
- Lori Hamilton is retiring; group met with Stephanie Moses to discuss future collaboration.
- Stephanie expressed strong interest in HAC's housing stability program and recommended consideration of:
  - **Pay-to-Stay legislation**
  - **Source of income discrimination ban**

## 5. Cold Shelter Update

- Jessica Greene invited Jennifer Bailer to share details of the faith coalition's proposal for a temporary winter shelter (2025-2026).
- Two models under review:
  - Rental housing
  - Rotating church-based shelter

- Proposal includes additional wraparound social services.
- Oxford Vineyard Church will serve as fiscal agent; estimated cost: \$70,000 (includes 24/7 staffing for 90 days).
- Funding source: American Rescue Plan interest.
- Proposal scheduled for **City Council review** on September 16, 2025.
- Jessica asked Amber and Jason to lead the discussion in her absence; both agreed.

## 6. 47 Acre Update

- Jessica reported early stages of drafting an RFP for market-rate housing with a percentage set aside for affordable units.
- Plan may include neighborhood-scale businesses along the trail, reflecting the 2019 design charrette and public input.
- Butler County Soil and Water recommended preserving 17 acres as natural space, leaving 30 acres for development.
- Anne Fuehrer requested that the charrette materials be re-shared and noted Mayor Snavelly's concerns about businesses.

### Public Comments:

- Roxanne Orneleas: Reported residents oppose businesses along the trail; inquired about rental housing for young professionals; referenced new housing development at Lake Forest Drive.
- Jennifer Bailer: Questioned affordability thresholds, noting that 80% AMI is too high.

## 7. Long Term Sheltering Discussion

- Jessica sought guidance on whether staff time should prioritize:
  - Permanent supportive housing models, or
  - Temporary shelter models
- Extended commission discussion held; topic to continue in October meeting.

## Adjournment

### Reminder by Chair, Anne Fuehrer, on HAC 2026 Goals:

1. Cold shelter initiative
2. 47-acre RFP development
3. Long-term sheltering solutions

### Motion to Adjourn: 6:08 PM

First Amber Franklin

Second: Cathryn Loucas  
Approved

**Next Meeting:** Thursday, October 2, 2025 at 5 PM