



MINUTES
OXFORD HOUSING ADVISORY COMMISSION
20 SOUTH ELM STREET
OXFORD, OHIO 45056
THURSDAY, FEBRUARY 5, 2026 AT 5:00 PM

Approval of Agenda

Members Present: Mary Piper, Ann Fuehrer, Jock Pitts, Nicola Rodriguez, Anne Bailey, Jason Bracken

Staff Liaison: Jessica Greene

Called to Order at 5:08 PM

Approval of Agenda:

First: Anne Bailey

Second: Jason Bracken

Approved

Approval of Minutes

Approval of Minutes:

First: Mary Piper

Second: Jason Bracken

Modifications: Roxanne's last name was listed incorrectly under adjournment.

Minutes approved with this correction.

1. Minutes from the January 8th, 2026 Meeting

New Business

1. Continued Review of HAC Establishing Ordinance

Jessica reviewed the proposed changes to the Housing Advisory Commission Establishing Ordinance in response to the conflict with the Planning Commission nomination.

Here is the summary of the proposed change:

- Membership should include:
 - One (1) City Councilor
 - One (1) Planning Commission member (who may also be a Councilor)
- Five (5) total members must reside within the City of Oxford
- Up to four (4) additional members should:
 - Have relevant housing experience (e.g. housing nonprofit, legal developer/builder, advocate, etc.)
 - Reside within the Talawanda School District
- Any member who misses three (3) consecutive meetings without an excuse may be removed from the commission, and the resulting vacancy will be posted.

Public Comment:

Shana Rosenberg explained her position from the Planning Commission and expressed her interest in serving on the HAC as the Planning Rep.

Commission Discussion:

There was a robust discussion around the membership criteria. Some members wanted 2 Councilors and 1 Planning Commission Rep; others wanted more general citizens and less Council representation.

There was also significant discussion about the excused absence language or adding "reasonable excuse." Jessica shared that being asked to define "reasonable excuse" was challenging. In her opinion, if someone took the time to respond with an excuse, it was almost always reasonable. The bigger issue was no communication regarding absences.

There was discussion about how Commission members apply to Council and are appointed. It was clarified that Planning Commission members apply and are appointed by Council, and then the Planning Commission members nominate a representative to the HAC.

With that information, Jessica was asked to make a minor change to the membership language that the Planning Representative was appointed by the Planning Commission.

Ann Fuehrer made the motion to amend the Housing Advisory Commission Establishing Ordinance and recommend these changes to the City Council. This was seconded by Anne Bailey. All approved. This will be brought forward to Council on February 17th, 2026.

2. Update on Housing Grants

Jessica shared that Habitat will proceed with 10 homes this year, and this will mean an amendment to the Welcome Home Ohio grant. Instead of \$30K for 30 homes, this has been decreased to 10 homes. The remaining funds will be returned.

In the first round, only governments could apply for WHO funding. Now, applications are open to housing developers as well. Habitat then intends to apply for the 2nd round of funding for all of SW Ohio. The 2nd round of WHO funding provides \$100K per house, instead of \$30K. They believe that, as a broad SW Ohio application, they will be more competitive.

Jason asked about future uses of the 2nd round of funding and whether the city could apply. Jessica shared that we could apply, but we likely needed a project that is further along in planning to have a strong application.

Jessica shared that both Habitat and the New Roots Development were on track to begin their infrastructure build-out in March/April 2026.

Public Comment: If Habitat is only building 10 homes with their infrastructure funding be less?

Jessica answered: No, their development is still for 30 homes, and so their infrastructure costs remain the same.

3. Approach to Communications Campaign

Jessica provided an update that she is working with Dr. Arbuckle's Public Administration Senior Capstone class to provide research and proposed content for the housing rights education campaign as part of the eviction diversion grant program. The students will present their findings at the April HAC meeting.

4. Affordable Housing Trust Fund

Jessica then reported that she did not have time to look into the establishment of the Affordable Housing Trust Fund or the current balance. She suggested moving this to the next agenda in March.

Jason shared his idea of draft legislation to try to build the Affordable Housing Trust fund.

Public Comment: Where does the funding from the affordable housing trust fund come from?

Jessica explained about the short-term rental tax and how hard it is to track it down.

Adjournment

Anne asked Jessica to follow up with the absent member, Wade Warren.

Motion to Adjourn at 6:06 PM:

First: Jason Bracken

Second: Nicola Rodriguez

Approved

Upcoming Meetings:

- Thursday, April 2nd, 2026 at 5 PM
- Thursday, May 7th, 2026 at 5 PM