YAMPA VALLEY HOUSING AUTHORITY

POLICY MEETING MINUTES

JUNE 24, 2026

10:00AM

Team members present included: Catherine Carson, Emily Katzman, Elizabeth Hinchman and Sarah Newman. Minutes are prepared via AI with formatting edits for ADA compliance by Sarah Newman.

Key Topics Discussed:

1. Stagecoach Mountain Ranch (SMR) Referral Letter

- Routt County Planning Department requested from referral agencies comments, recommendations, objections, and/or requirements with respect to the Stagecoach Mountain Ranch subdivision application resubmittal. The Policy Team met to discuss the matter and directed staff to prepare a memo with comments for the County.

- **Employee housing density:** Concern that SMR's proposal houses too many unrelated employees per unit (up to 1.5–2 people/bedroom in a 5-bedroom home = potential 10 people). Group agreed to explicitly call out these ratios in the letter and push back on "dorm-style" housing.

- **Family-oriented housing:** Emphasize need for housing that supports families, not just single/seasonal workers.

- **AMI/rental rates:** Recommend setting rents at 65–70% AMI (vs. proposed 120%) and tying future rent increases to real wage growth rather than AMI charts.

- **Transit:** Push for a *required* (not "potential") shuttle connecting SMR to Steamboat, Oak Creek, and Yampa, citing the gap between total employees (~500) and on-site employee housing (~130–180).

- **Amenities:** Retain requests for full kitchens and in-unit laundry. Add equal access to outdoor/recreational space, such as trails, for employees (not just homeowners).

- **Seasonal housing standard:** Propose max 2 unrelated people per bedroom for seasonal workers only; request SMR clarify seasonal vs. long-term unit breakdown.

- **Municipal housing location:** Support Oak Creek/Yampa's request that *affordable* (not employee) housing be built within their communities, paired with transit support/funding.

- **Process:** Elizabeth to draft revised letter, circulate to policy team (excluding Angelica), and submit as staff-driven referral comment (not full board review due to time constraints). Catherine offered to deliver public comment at the Planning Commission hearing.

2. Other Updates

- **Employee Handbook revamp:** In progress (FMLA/leave policy updates); targeting August meeting for team review.
- **21st Century ROAD to Housing Act:** Team to request a white paper/summary from regional Congressional representatives.
- **Legislative session recap:** Elizabeth drafting notes for Laraine, focusing on Mobile Home Protection Act and related wins (e.g., saved parks).
- **Grants:** Awaiting early July decision on Hillside Village pre-award from DOH (federal HOME funds).
- **Whitehaven Mobile Home Park:** Infrastructure request now ~$3.9–4M (27 lots); revised use covenant includes third-party budget review to prevent excessive rent increases and protect against redevelopment/profiteering.