



CITY OF HELENA
Housing Trust Fund Advisory Board Minutes
Wednesday, August 12, 2026
Recording Available Upon Request

(0:00:00) Call to Order and Roll Call

Members Present-In Person

Chair Michael O'Neil, Riley Hanson, Deana Mabry

Members Present-Virtually

Sara Shepard

Staff Present

Anne Pichette, Housing Coordinator; April Sparks, Administrative Assistant

Minutes

A. Approval of Minutes from July 2026

(0:00:29) Member Hanson made the motion to approve the July 2026 meeting minutes. Member Mabry seconded. Minutes approved unanimously (4-0).

Regular Items

A. Discussion of Program Guidelines Update

(0:01:33) The Board discussed the program guidelines update project. The discussion included an update of the discussion with the City Commission at the recent Administrative meeting. Members mentioned the importance of these funds acting as a leverage for access to larger funding opportunities and a show of support from the City of Helena for projects competing for funding. Members mentioned the possibility of a name change to the program. Helena Affordable Housing Fund was suggested as the new name to better reflect the use as a loan fund that does not operate as a true trust would. Discussion also included thoughts on the intent of the program which some thought included supporting permanent housing as a priority. The discussion included comments regarding other existing programs in the state and whether this program should focus on eligible uses that are not duplicated with other programs that currently exist across the state. Members mentioned the use of these funds as an incentive and reaffirmed the focus of providing gap financing for a project, not being the main funding source. Discussion included the addition of the Tax Increment Financing 10% set-aside language being included in the guidelines even though it is a separate program, to provide details for an applicant desiring to use both programs.



Public Comment

No members of the public were in attendance in person or virtually.

Member Communications / Proposals for next Agenda

(01:17:38) Members discussed their desire to continue to review the guidelines and provide their feedback prior to a final version going to City Commission for their adoption.

Meetings of Interest / Announcements

(01:19:50) It was noted that the next scheduled meeting is Wednesday, September 9, 2026. However, due to the discussing at today's meeting, the members have requested a special meeting to continue their work on the guidelines. The additional meeting will be held Wednesday, August 26, 2026 at 1:00pm in Room 401.

Adjournment

(01:29:39) The meeting was adjourned.