



Dane County

Minutes - Final Unless Amended by Committee

Community Development Block Grant (CDBG) Commission

Thursday, December 17, 2015

5:30 PM

McFarland Municipal Center
5915 Milwaukee Street
McFarland, WI 53558

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A. Call To Order

The meeting was called to order at 5:30 p.m.

Staff and others present: Patti and Barry Levenson, National Mustard Museum; Peter Ouchakof, staff.

Richard Oberle was counted present at 5:35 p.m.

Cynda Solberg was counted present at 5:37 p.m.

Matt Egerer was counted present at 5:40 p.m.

Godwin Amegashie was counted present at 5:41 p.m.

Present 9 - Supervisor CYNDA SOLBERG, RON JOHNSON, RICHARD OBERLE, BRIAN BIGLER, DONNA VOGEL, GODWIN AMEGASHIE, NEIL STECHSCHULTE, WESLEY SPARKMAN, and MATT EGERER

Excused 2 - DAVE RIPP, and GAIL SHEA

B. Public Comment on Items not on the Agenda

None.

C. Consideration of Minutes

[2015](#)
[MIN-414](#)

MINUTES OF THE 10/22/2015 CDBG COMMISSION MEETING.

Attachments: [Minutes22-Oct-2015 Revised](#)

Vogel noted an error in the vote count listed in the narrative of Action Item D, stating that the motion carried 9-1 rather than 10-0.

Motion by Johnson, seconded by Stechschulte, to approve the minutes of the October 23, 2015 meeting with the corrected motion for Action Item D. Motion carried 9-0.

This Minutes was approved

[2015](#)
[MIN-508](#)

MINUTES OF THE 11/19/15 CDBG COMMISSION MEETING.

Attachments: [11.19.15 Minutes- Draft](#)

Motion by Johnson, seconded by Bigler, to approve the minutes of the November 19, 2015 meeting as presented. Motion carried 9-0.

This Minutes was approved

D. Action Items

[2015](#)
[ACT-416](#)

MUSTARD MUSEUM LOAN MODIFICATION REQUEST

Attachments: [MM Loan Modification Request and November 2015 Financial Statement](#)
[MM loan restructuring summary](#)
[Support Letter--121515](#)

Mr. Levenson reviewed the financial condition of the Mustard Museum. He stated that internet sales for the month of December are down from the previous year, and that two large holiday orders placed in 2014 were not re-ordered in 2015. He also stated his concern of the negative impact that a recently approved downtown development project in Middleton will have on Mustard Museum sales in 2016.

Due to the aforementioned conditions, Mr. Levenson stated the difficulty of increasing monthly payments from the \$1,221.36 approved through 12/31/2015. Mr. Levenson's request to the Commission was to maintain monthly payments of \$1,221.36 at an interest rate of 4.5% through March 2016. After the March payment, the original loan terms, as amended in January 2012 (10-year note at an interest rate of 4.5%), will resume. Should Mr. Levenson solicit a loan modification from the Commission for payments beginning in April 2016, a formal written request must be submitted by Mr. Levenson and received by staff by noon on March 3, 2016 to be considered on the March 10, 2016 Commission agenda.

Commissioners requested that an employment report be presented by Mr. Levenson if he requests another loan modification from the Commission, and that the Commission members discuss and consider any fines for failing to meet the job creation requirement specified in the Loan Agreement.

Motion by Johnson, seconded by Stechschulte, to approve the request as stated. Motion carried 8-1.

This Action Item was approved

[2015](#)
[ACT-417](#)

2016 CDBG COMMISSION MEETING SCHEDULE

Attachments: [2016 meeting schedule](#)

2016 meeting dates for the CDBG Commission were discussed. Due to Maundy Thursday falling on March 24th, the March CDBG Commission meeting is scheduled for March 10, 2016.

It was also noted that a County Board meeting is scheduled on the same evening as the September CDBG Commission meeting; however, since the County Board is scheduled to meet on the second, third, and forth Thursdays in September, the CDBG Commission meeting will remain scheduled on September 22, 2016.

Motion by Stechschulte, seconded by Sparkman, to approve the 2016 CDBG Commission meeting schedule as seen on the attached calendar. Motion carried 9-0.

This Action Item was approved

E. Reports to Committee

[2015](#)
[RPT-631](#)

CDBG AND HOME EXPENDITURE REPORTS AND RLF LOAN
REPORT

Attachments: [Loan and Expenditure reports](#)

Ouchakof reported on the December 2015 CDBG and HOME Expended Funds report and RLF Loan Report.

F. Adjourn

Upon a motion by Stechschulte, seconded by Egerer, the meeting was adjourned at 6:05 p.m. Motion passed unanimously.

This was approved