



Dane County

Minutes - Final Unless Amended by Committee

Community Development Block Grant (CDBG) Commission

Consider:

Who benefits? Who is burdened?

Who does not have a voice at the table?

How can policymakers mitigate unintended consequences?

Tuesday, March 28, 2023

5:00 PM

Hybrid Meeting: Attend in person at the City-County Building in Room 354; attend virtually via Zoom. See below for additional instructions on how to attend the meeting and provide public testimony.

Hybrid Meeting: Attend in person at the City-County Building in Room 354; attend virtually via Zoom. See below for additional instructions on how to attend the meeting and provide public testimony.

Interpreters must be requested in advance; please see the bottom of the agenda for more information.

Los intérpretes deben solicitarse con anticipación; consulte el final de la agenda para obtener más información.

Yuav tsuam tau thov txog cov neeg txhais lus hau ntej; thov saib hauv qab kawg ntawm qhov txheej txheem rau cov ntaub ntawv ntxiv.

Present 8 - RON JOHNSON, GODWIN AMEGASHIE, TERESITA TORRENCE, JEREMIAH DEGOLLON, KAREN CROSSLEY, TAYLOR BROWN, Supervisor DAVE RIPP, and MAUREEN McCARVILLE

Excused 1 - RICHARD OBERLE

A. Call To Order

The meeting was called to order at 5:00 p.m.

Staff and others present: Supervisor Patrick Downing (Dane County Board); Nic Mink, Andy Zeigler, and Shanna Pacifico (Seven Acres Dairy Company); Sandra Morris (Kick Sauce); Casey Becker, Peter Ouchakof, Joanna Cervantes, and Michelle Bozema (staff).

B. Public Comment on Items not on the Agenda

None.

C. Consideration of Minutes

Motion by Ripp, seconded by McCarville, to approve the minutes of the February 27, 2023 CDBG Commission meeting. Motion carried unanimously by a voice vote.

[2023](#)
[MIN-005](#)

MINUTES OF THE FEBRUARY 27, 2023 CDBG COMMISSION MEETING.

Attachments: [02.27.2023 CDBG minutes](#)

Approved.

D. Presentations

Staff provided information to the public regarding the CDBG and HOME programs in accordance with Dane County's Citizen Participation Plan, including the expected amount of CDBG/HOME funds available; estimated amount of funds to benefit low- to moderate-income families; range of activities to be undertaken; plans to address displacement; and a review of the 2022 program year and CAPER.

E. Public Hearing

Chair Johnson opened the public hearing at 5:16 p.m.

An Nguyen, Loan Officer at the Wisconsin Women's Business Initiative Corporation (WWBIC), provided testimony thanking the Commission for their continued support, and summarized the accomplishments from WWBIC in 2022.

Chair Johnson closed the public hearing at 5:20 p.m.

F. Action Items

[2023](#)
[ACT-002](#)

RLF BUSINESS LOAN REQUEST FROM SEVEN ACRES DAIRY
COMPANY.

Attachments: [Seven Acre CDBG-RLF app condensed](#)

Members of the public providing testimony on 2023 ACT-002:

- 1. Supervisor Patrick Downing (Dane County Board), provided comment in support of 2023 ACT-002 noting that the site has been underused for years and that he is impressed with the operations and job creation of Seven Acres Dairy Company.*
- 2. Nic Mink, owner, Seven Acres Dairy Company, provided comment in support of 2023 ACT-002. Mr. Mink addressed the concerns from Review Team members on the complexity of the project, and ensured the County that they have the capacity, skills, and manpower to continue successful operations of the project. He also noted the important environmental, economical, and tourism benefits the project brings to the local community.*
- 3. Andy Zeigler, speaking on behalf and in support of Seven Acres Dairy Company, expressed his support of 2023 ACT-002 and stated the importance of the funding request to the business. He iterated the experience of the management team to lead the business, including his 20 years of experience in the hospitality industry.*
- 4. Shanna Pacifico, Director of Operations for Seven Acres Dairy Company, spoke in support of 2023 ACT-002. She started working for the company in 2022, and has over 25 years of professional experience in the hospitality industry.*

Upon discussion, Commissioner Amegashie, Chair of the Loan Review Team, summarized the applicant interview and stated his concerns that the public appears to be lobbying for approval of the loan. The Loan Review Team concluded that there was too much uncertainty in the income projections and financial feasibility of the loan request, and believes that the final funding determination should be made from the Review Team members who interviewed the applicant and are knowledgeable on the business financial documents.

Commissioner DeGollon, member of the Loan Review Team, echoed Amegashie's analysis and reiterated the in-depth review conducted by Loan Review Team members that led to their decision.

Commissioner Brown, member of the Loan Review Team, reviewed the application material but was unable to attend the applicant interview, and stated her request for a formal underwriting report prior to voting in favor of the loan request.

Motion by Ripp, seconded by McCarville, to postpone the item until an underwriting report has been completed and the Loan Review Team is able to review the report and meet again in its entirety. Motion carried by a voice vote (Amegashie abstained).

Postponed.

[2023](#)
[ACT-001](#)

2022 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER).

Staff summarized the 2022 Consolidated Annual Performance Evaluation Report (CAPER), stating that the County met the 2022 timeliness test conducted by HUD that ensures funds are being spent in a timely manner; and that programs are being administered in accordance with federal regulations per recent monitoring visits by the HUD field office staff.

Motion by McCarville, seconded by Ripp, to approve the 2022 CAPER. Motion carried unanimously by a voice vote.

Approved.

G. Reports to Committee

[2023](#)
[RPT-007](#)

WWBIC Q4 2022 RLF LOAN REPORT.

Attachments: [WWBIC RLF Q4 report to CDBG Commission](#)

An Nguyen, Loan Officer for WWBIC, was available for questions on the attached WWBIC Q4 2022 RLF Loan Report. Due to time constraints, no questions were asked from Commission members.

[2023](#)
[PRES-002](#)

2024 CDBG/HOME FUNDING CYCLE

Due to time constraints, this report was not discussed; however, staff will email notable meeting dates and deadlines to the Commission members, and discuss the 2024 RFP process at the next Commission meeting.

[2023](#)
[RPT-003](#)

HOME-ARP UPDATE

Staff will provide a status report on the HOME-ARP Plan at the next Commission meeting.

[2023](#)
[RPT-004](#)

CDBG/HOME EXPENDED FUNDS REPORT.

Staff will report on the latest CDBG/HOME Expended Funds Report at the next Commission meeting.

[2023](#)
[RPT-005](#)

CDBG-CV EXPENDED FUNDS REPORT.

Staff will report on the latest CDBG-CV Report at the next Commission meeting.

[2023](#)
[RPT-006](#)

RLF LOAN REPORT.

Staff will report on the latest RLF Loan Report at the next Commission meeting.

G. Future Meeting Items and Dates

April 17, 2023 at 5:00 p.m. (hybrid). Note- this is a change from the originally scheduled meeting on 4/18.

H. Adjourn

Motion by Crossley, seconded by McCarville, to adjourn. Motion carried unanimously by a voice vote, and the meeting adjourned at 6:15 p.m.

NOTE: If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

NOTA: Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

LUS CIM: Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

Contact: Peter Ouchakof, 283-1441. TDD/Call WI Relay 711.