



# Dane County

## Minutes - Final Unless Amended by Committee

### Community Development Block Grant (CDBG) Commission

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Thursday, November 10, 2016

5:30 PM

Village of McFarland- Municipal Center (Conference  
Room A)

5915 Milwaukee Street  
McFarland, WI 53558

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Village of McFarland- Municipal Center (Conference Room A)  
5915 Milwaukee Street  
McFarland, WI 53558

#### A. Call To Order

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

*Staff and others present: Bob Roth and Barry Levensen, National Mustard Museum;  
Peter Ouchakof, staff.*

*Amegashie was counted present at 5:35 p.m.*

**Present** 7 - CYNDA SOLBERG, RON JOHNSON, RICHARD OBERLE, DONNA VOGEL,  
OSCAR MIRELES, GAIL SHEA, and GODWIN AMEGASHIE

**Excused** 3 - DAVE RIPP, BRIAN BIGLER, and WESLEY SPARKMAN

#### B. Public Comment on Items not on the Agenda

*None.*

#### C. Consideration of Minutes

[2016](#)  
[MIN-334](#)

MINUTES OF THE 09.22.2016 CDBG COMMISSION MEETING.

**Attachments:** [Minutes of the 09.22.16 CDBG Commission meeting](#)

*Motion by Johnson, seconded by Mireles, to approve the Minutes. Motion carried by a  
voice vote (Vogel abstained).*

**A motion was made by JOHNSON, seconded by MIRELES, that the Minutes be  
approved. The motion carried by a voice vote.**

#### D. Action Items

[2016](#)  
[ACT-427](#)

ADOPTING THE FAIR HOUSING EQUITY ASSESSMENT AS DANE COUNTY'S ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING REPORT.

**Attachments:** [FHEA- Summary Page](#)  
[FHEA](#)

*Staff reviewed information as it pertains to the County's commitment to affirmatively further fair housing, the process by which the County submits its Fair Housing Plans, and an overview the Fair Housing Equity Assessment report.*

*Motion by Mireles, seconded by Shea, to adopt the FHEA as Dane County's Analysis of Impediments to Fair Housing report. Motion carried by a voice vote.*

**This Action Item was approved**

## E. Presentations

*Barry Levenson of the National Mustard Museum was joined by his accountant Robert Roth. Mr. Levenson provided an update on the status of the loan, and asked the Commission to consider a succession plan for the business. The Mustard Museum's lease is up in May 2017, and Mr. Levenson does not think it prudent nor feasible to re-sign the lease considering the financial struggles and declining year-over-year sales. There is no appraised value to the business since it does not generate income, making the sale of the business unattractive at any price to a potential buyer. If the business closed and the County collected on its security interests, Mr. Levenson and his accountant expect that the realized value of the County's assets would yield less than \$5,000. The current remaining balance on his loan is \$160,000.*

*Mr. Levenson's proposal to the Commission is to sell the business to a current employee for \$25,000; the proceeds would be applied towards the balance of the County's loan and the remaining balance would be forgiven. The new owner would be expected to keep the museum in Dane County.*

*After much questioning, discussion, and deliberation, the Commission decided to defer any action until the January meeting. The Commission requested that Mr. Levenson prepare a formal written request including supporting documents to provide clarity and transparency to the request, and submit to staff at least two full weeks prior to the January meeting. Specifically, Mr. Levenson shall provide 1) Formal written request stating exactly what he is asking for from the Commission. Request needs to be detailed and provide context to the situation, including enough factual and situational information that it can be reviewed and offered an opinion by Corp Counsel and/or HUD; 2) Updated financial, with explanations for any discrepancies and include a description of the accounting lines; 3) Accounting statements of the non-profit; 4) Costs for subsidies to the non-profit from the retail- include how much money comes to the non-profit each month and how much comes to the retail; 6) Plans and stipulations for the business if the purchase of the business were to occur.*

*Legal counsel will be given information as soon as it is made available for review prior to the January meeting. Staff will also review HUD guidance regarding forgivable CDBG loans and the feasibility of such a transaction.*

## F. Reports to Committee

[2016](#)                    October 2016 Loan Report  
[RPT-452](#)

**Attachments:** [October 2016 Loan Report](#)

*Staff reported on the October Loan Report.*

*CamRock Cafe is still in default, and it was requested that Counsel be at the January meeting to provide a recommendation on a remedy to the default.*

[2016](#)                    CDBG/HOME EXPENDED FUNDS REPORT- OCT. 2016  
[RPT-453](#)

**Attachments:** [Expended Funds Report](#)

*Staff reported on the October Expended Funds Report.*

*The County's timeliness ratio as of November 2nd (date at which jurisdictions must be below the 1.5x spending timeliness ratio) was 1.47.*

## G. Adjourn

*Motion by Johnson, seconded by Mireles, to adjourn. Motion carried by voice vote and meeting adjourned at 7:02 p.m.*