



Meeting Minutes

TRAVAUX INC. BOARD OF DIRECTORS

*Willie L. Hines, Jr., President, Grady L. Crosby, Daniel
McCarthy, Eugene R. Guskowski, Atty. Kimberly Hurtado,
Eugene Manzanet, Ph.D., and Joan Zepecki*

Thursday, August 15, 2024

3:00 PM

Link: <https://meet.goto.com/312983509>

Virtual Call-in: (866) 899-4679

Access Code: 312-983-509#

Call to Order

Meeting called to order at 3:00 p.m.

Roll Call

Present: 7 - McCarthy, Hines, Jr., Manzanet, Crosby, Hurtado, Guskowski, Zepecki

1. [T347](#) Approval of the minutes of the regular meeting held on July 11, 2024

Sponsors: THE CHAIR

Attachments: [Meeting Minutes for July 11, 2024](#)

This Motion was **APPROVED**

2. [T348](#) Approval of the minutes of the special meeting held on August 1, 2024

Sponsors: THE CHAIR

Attachments: [Minutes for Special Meeting August 1, 2024](#)

A motion was made by Dan McCarthy, seconded by Eugene Manzanet, that this Motion be APPROVED. This motion PREVAILED by the following vote:

Aye 7 - McCarthy Hines, Jr. Manzanet Crosby Hurtado Guskowski Zepecki

No 0

3. [T349](#) Resolution approving an award of contract to Byco Incorporated (Mayville, WI) for flooring at Highland Gardens in the amount of \$420,000.00 (Official Notice 58140)

Sponsors: THE CHAIR

Attachments: [Bid Tab 58140 Byco Inc for flooring Highland Gardens](#)
[Highland Gardens G703 Ties to Proforma-Buyout tracking](#)

Alison Woznicki, Travaux's Assistant Vice President of Construction, summarized the bid documents included with the agenda. She stated that Tiles in Styles LLC

(Milwaukee, WI) had been previously awarded the contract, however, after they reviewed the calculations in the principal outline of the work, decided to rescind their bid. Travaux agreed that this was an honest mistake and allowed them to withdraw their bid. The next lowest bidder is Byco, Inc. (Mayville, WI) at \$420,000. President Hines directed the Board to the bid tab for the information regarding the Emerging Business Enterprise participation.

A motion was made by Eugene Manzanet, seconded by Dan McCarthy, that this Travaux Resolution be ADOPTED. This motion PREVAILED by the following vote:

Aye 7 - McCarthy Hines, Jr. Manzanet Crosby Hurtado Guskowski Zepecki
No 0

4. [T350](#)

Resolution approving Travaux, Inc. to take all actions necessary in connection with the transfer of Highland Gardens to the Housing Authority of the City of Milwaukee and the refinance and rehabilitation of Highland Gardens

Sponsors: THE CHAIR

Attachments: [Highland Gardens Background Information](#)
[Highland Gardens Development LLC](#)
[Highland Park Development LLC](#)

Fernando Aniban, HACM's Assistant Secretary, summarized the background information provided with the agenda. Director McCarthy asked about Columbia Housing SLP Corporation, Affordable Housing Fund III-I LLC, and Sugar Creek Capital mentioned in the materials as secondary investors. Mr. Aniban explained that Columbia is an entity of PNC, a special member, that Sugar Creek Capital is the buyer of the state credit and PNC is the federal credit investor. The Directors requested that going forward a narrative be provided as to the history of the item, who all the parties are, and what role the parties play. Mr. Aniban answered Director Manzanet's question regarding this item's 1% ownership transaction structure. Mr. Aniban agreed that he would provide additional information about this item following the Board meeting.

A motion was made by Grady Crosby, seconded by Eugene Manzanet, that this Travaux Resolution be ADOPTED. This motion PREVAILED by the following vote:

Aye 7 - McCarthy Hines, Jr. Manzanet Crosby Hurtado Guskowski Zepecki
No 0

5. [T351](#)

Report from the President

Sponsors: THE CHAIR

- Attachments:** [Section 8 Voucher Utilization Update](#)
[CLPHA THUD FY 25 Funding](#)
[Article - Mayor's Design Award - Maple & Hickory at Westlawn](#)
[Public Housing Occupancy \(12Mo\) & Work Order Status Report](#)
[Affordable Housing Occupancy \(12Mo\) & Work Order Status Report](#)
[Market Rate Housing Occupancy \(12Mo\) & Work Order Status Reports](#)

Jackie Martinez, HACM's Section 8 Program Director, reported on the Section 8 Utilization metrics summarizing the documents provided with the agenda. Ms. Martinez noted that staff have been challenged with obtaining documentation from families, which is delaying the leasing at some sites. She also stated that staff continue to work diligently with families via phone, email and mailings, emphasizing to residents the importance of providing needed documentation to complete the leasing process. In addition, weekly calls with the development managers have been successful in further expediting the leasing process.

Greg Anderson, Travaux's Vice President of Asset Management, summarized the Recovery Plan Monthly Update included with the agenda, along with the metrics for the Public, Affordable, and Market Rate Housing Occupancy and Work Order reports. Director McCarthy requested that last month's data be included with future work order reports, so the Board can compare them month-to-month. Directors discussed the value of an Asset Management Strategic Plan, and whether that was within the purview of Travaux, as the instrumentality. President Hines mentioned that HACM had begun the first stages of such a plan just as the pandemic began and the number of Commissioners on its Board decreased, which together put the plan on hold. Now, as it is hoped that the number of Commissioners will be increasing soon, President Hines is encouraged that the HACM Board will be able to revisit the development of the plan and he will keep the Travaux Board of Directors informed of the plan's progress. Mr. Anderson answered the Directors' questions regarding code violations, DNS inspections, and changes to the work order reports.

President Hines concluded his report.

- 6. The Board may receive a motion to convene in closed session pursuant to Section 19.85(1) (g) Wis. Stats. to confer with a representative of legal counsel who will render oral or written advice concerning strategy to be adopted by the Board with respect to litigation in which it is or is likely to become involved. The Board may then reconvene in open session concerning any such item following the Closed Session, however, it is expected that the Board will adjourn the meeting in the Closed Session**

Director Hurtado made a motion to convene into closed session at 3:40 p.m. Director McCarthy seconded the motion. There being no objections, the motion carried.

President Hines convened the Travaux Board in closed session pursuant to Section 19.85(1) (g) Wis. Stats. to confer with a representative of legal counsel who will render oral or written advice concerning strategy to be adopted by the Board with respect to litigation in which it is or is likely to become involved. The Board may then reconvene in open session concerning any such item following the Closed Session, however, it is expected that the Board will adjourn the meeting in the Closed Session

Adjournment

There being no further business, Director Manzanet made a motion to adjourn the meeting at 4:48 p.m. Director Zepecki seconded the motion. There being no objections, the motion carried.

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