



Meeting Minutes

TRAVAUX INC. BOARD OF DIRECTORS

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

Thursday, July 13, 2023

3:00 PM

Virtual Call-in: (866) 899-4679

Access Code: 881-700-365#

Call to Order

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

Roll Call

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

Excused: 2 - Rainey, Hurtado

- 1. [T312](#) Approval of the minutes of the regular meeting held on May 11th, 2023

Sponsors: THE CHAIR

Attachments: [Travaux Minutes for May 11, 2023](#)

A motion was made by Grady Crosby, seconded by Willie Hines, Jr., that this Motion be APPROVED. This motion PREVAILED by the following vote:

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

No 0

Excused 2 - Rainey Hurtado

- 2. [T310](#) Resolution approving the execution of property management agreements

Sponsors: THE CHAIR

Attachments: [Property Management Agreement](#)

Fernando Aniban, HACM's Assistant Secretary, explained that this Property Management Agreement for Southlawn, Northlawn, and Berryland was recently approved by the HACM Board of Commissioners. Mr. Aniban answered Directors' questions regarding the current management of these properties, added responsibilities, and new hires with this agreement.

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

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

No 0

Excused 2 - Rainey Hurtado

3. [T313](#) Report from the President

Sponsors: THE CHAIR

Attachments: [Presentation HACM Repositioning](#)

Willie L. Hines, Jr., HACM's Secretary-Executive Director, opened the floor to Kaylin Nuss, HACM's Chief Operating Officer – Real Estate Operations, who summarized the Repositioning Presentation included in the agenda.

Mr. Hines directed the Board to Scott Simon, Travaux's Vice President of Development, who gave a brief summary of HACM's and Travaux's possible future projects. Mr. Simon stated that Travaux is looking to provide better facilities for residents by exploring mixed-income opportunities and researching other potential cash flows from Travaux into HACM. Currently, Travaux is exploring two sites for future undertakings: the Caroline, new construction, and Hillside, which is being considered for RAD and reconstruction. Mr. Simon stated that these plans are in the preliminary stages and will be proposed to the HACM Board for further consideration. Mr. Hines thanked Scott for his synopsis of the future direction of HACM and Travaux, Inc. Staff answered Directors' questions regarding partners, their roles, and how they can engage with our organization.

Greg Anderson, Travaux's Vice President of Asset Management, provided an update on the property management metrics which are part of HACM's Recovery Plan. The U.S. Department of Housing and Urban Development (HUD) had implemented a goal of a 98% occupancy rate, and as of June 30th, the public housing portfolio is at a 96% occupancy rate. HUD also set a goal of 30 days turnaround time for vacant units, HACM is at 43 days, a difference of 13 days to reach the goal. Mr. Anderson explained HACM is concentrating on making older units lease-ready in order to considerably reduce the vacancy percentages. During the month of June, there were 30 move-outs and 42 move-ins. Mr. Anderson also mentioned that an incentive of a free month of rent is being offered to applicants, temporary staff are being considered for permanent positions, and the Intake office is continuing its goal to get property managers five names for each vacancy. Director McCarthy stated that as a Board member, he has a great interest in this area of information, which is necessary in order to manage his fiduciary responsibilities appropriately. Mr. Hines added that HACM recently received a letter from HUD stating the organization went from a Sub-standard performer to a Standard performer, 13 points away from a high performer. Mr. Anderson further reported that HACM is currently at 90% occupancy at the tax-credit affordable-housing portfolio and at 95% occupancy at the market rate portfolio.

Mr. Hines concluded his report by thanking the Directors for their time and service.

Adjournment

There being no further business, Director Crosby made a motion to adjourn the meeting at 4:00 p.m. Director Manzanet seconded the motion. There being no objections, the motion carried.

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