



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, June 13, 2024

3:00 PM

Conference Call-in Info: (877) 309-2073

Access Code: 226-053-581#

<https://meet.goto.com/226053581>

Call to Order

Meeting called to order at 3:05 p.m.

Roll Call

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

- 1. [T336](#) Approval of the minutes of the regular meeting held on April 11, 2024

Sponsors: THE CHAIR

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

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

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

No 0

- 2. [T337](#) Resolution approving an award of contract to Roman Electric Co., Inc. (West Allis, WI) for electrical and fire alarms at Highland Gardens in the amount of \$995,833.00 (Official Notice 58135)

Sponsors: THE CHAIR

Attachments: [Roman Electric Highland Gardens \(Official Notice 58135\)](#)

[Highland Gardens G703 Ties to Proforma-Buyout tracking](#)

Warren Jones, Travaux’s Vice President of Construction, stated that Roman Electric was the lowest respondent for this bid and has done satisfactory work in the past. Directors discussed the difference between the budget amount/cost estimate and the final bid amount. Director Hurtado commented that in addition to giving the organization a great price, Roman Electric is also giving Travaux a large amount of Emerging Business Enterprise participation.

A motion was made by Grady Crosby, seconded by Eugene Guskowski, 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

3. [T338](#)

Resolution approving an award of contract to DMJ Services LLC dba Action Heating Cooling and Plumbing, Inc. (Milwaukee, WI) for Heating, Ventilation and Air Conditioning at Highland Gardens in the amount of \$903,000.00 (Official Notice 58136)

Sponsors: THE CHAIR

Attachments: [DMJ Services LLC Highland Gardens \(Official Notice 58136\)](#)
[Highland Gardens G703 Ties to Proforma-Buyout tracking](#)

TECHNICAL CORRECTION: The title for the resolution T338 originally stated that the award amount for the contract was \$623,400.00, this amount was the Cost Estimate amount. the correct amount of the contract award is \$903,000.00.

Warren Jones, Travaux's Vice President of Construction, clarified that the actual contract award amount is \$903,000.00, not the \$623,400.00 originally listed in the resolution title and agenda, which was actually the Budget Amount/Cost Estimate. Mr. Jones stated that DMJ Services LLC has satisfactorily performed similar work in the past. Mr. Jones noted that the award amount was higher than the budgeted cost estimate, however, the bid was vetted to the scope of the work and found to be appropriate. DMJ Services LLC is a certified Women's Business Enterprise with the State of Wisconsin and has not identified a need to subcontract or hire at this time.

A motion was made by Eugene Guskowski, seconded by Kimberly Hurtado, 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. [T339](#) Resolution approving an award of contract to Faust Company, Inc. (Milwaukee, WI) for Plumbing at Highland Gardens in the amount of \$349,500.00 (Official Notice 58137)

Sponsors: THE CHAIR

Attachments: [Faust Company Inc for plumbing at Highland Gardens \(Official Notice 58137\)](#)
[Highland Gardens G703 Ties to Proforma-Buyout tracking](#)

TECHNICAL CORRECTION: The title for the resolution T339 originally stated that the award amount for the contract was \$464,000.00, this amount was the Cost Estimate amount. the correct amount of the contract award is \$349,500.00.

Warren Jones, Travaux's Vice President of Construction, clarified that the actual contract award amount is \$349,500.00, not the \$464,000.00 originally listed in the resolution title and agenda, which was actually the Budget Amount/Cost Estimate. Mr. Jones stated that Faust Company, Inc. has performed satisfactorily with similar work in the past. If needed, Faust Company, Inc. has committed to a 25% goal for Minority Business Enterprise/Women Business Enterprise subcontracting participation for this contract.

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. [T340](#) Report from the President

Sponsors: THE CHAIR

Attachments: [Section 8 Voucher Utilization Update](#)
[Public Housing Occupancy & Work Order Reports](#)
[Affordable Housing Occupancy & Work Order Reports](#)
[Market Rate Housing Occupancy & Work Order Reports](#)

Jackie Martinez, HACM's Section 8 Program Director, reported on the Section 8 Utilization metrics summarizing the documents provided with the agenda. She stated that staff recently conducted a waitlist pull of 800 applications among all the developments to increase the lease-up efforts. Ms. Martinez pointed out that Westlawn Renaissance IV and V percentages are lower than the other averages, mostly due to the foster youth not completing the process, however, the partner agencies, WellPoint and the Wisconsin Department of Children and Families, continue to make referrals of youth who fit the criteria. Ms. Martinez also commented on the National Soldiers Home and the VA Surgeons Quarter's low utilization, stating that HACM has received some referrals and continues to have bi-weekly meetings with the Veterans Administration on this issue to ensure the greatest number of veterans possible can be served by these vouchers. If it is decided that the need is filled, the vouchers could be used by the regular population.

President Willie L Hines, Jr. asked Ken Barbeau, HACM's Chief Operation Officer – Program Services, to give a status report on one item from the QAD Corrective Action Plan, the Request for Proposal (RFP) for the Management and Operation of the Housing Choice Voucher program. Mr. Barbeau stated that the RFP included a 100% participant file review, in addition to the normal management and operation of the voucher program. HACM received six proposals, currently being evaluated by a review committee, who are also inviting proposers to come in and interview. Mr. Barbeau stated that in addition to interviewing, the committee is also doing reference checks and vetting other information related to the proposals. The review committee is expecting to bring a recommendation to the HACM Board of Commissioners by the July or August Board meeting.

Greg Anderson, Travaux's Vice President of Asset Management, summarized the Recovery Plan Monthly Update included with the agenda, along with the metrics for Public, Affordable, and Market Rate Housing work orders. Mr. Anderson answered the Directors' questions regarding the Yardi-generated reports for the Public and Affordable Housing work orders.

Patricia Dee, HACM's Administrative Services Supervisor, stated that a Closed Session was listed on the agenda, however, staff and counsel had not yet received the information for that item and, therefore, there was no need to go into a Closed Session.

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.**

Adjournment

There being no further business, Director Hurtado made a motion to adjourn the meeting at 3:46 pm. Director Manzanet seconded the motion. There being no objections, the motion carried.

Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities through sign language interpreters or auxiliary aids. For additional information or to request this service, contact the Housing Authority ADA Coordinator, Marquette Treadway at 286-5100, (FAX) 286-3456, (TDD) 286-3504 or by writing to the Coordinator at 650 West Reservoir, Milwaukee, WI 53212.

Persons engaged in lobbying as defined in s. 305-43-4 of the Milwaukee Code of Ordinances are required to register with the City Clerk's Office License Division. Registered lobbyists appearing before a Common Council committee are required to identify themselves as such. More information is available at <http://city.milwaukee.gov/Lobbying>.