



City of Milwaukee

P.O. Box 324
Milwaukee, WI
53201-0324

Meeting Minutes

TRAVAUX INC. BOARD OF DIRECTORS

*Ken Barbeau, Acting President, Atty. Grady L. Crosby, Daniel
McCarthy, Eugene R. Guskowski, Atty. Kimberly Hurtado,
Joan Zepecki, and Karen Gotzler*

Thursday, October 30, 2025

3:00 PM

Convent Hill Community Room, First Floor
455 East Ogden, Milwaukee, WI

Call to Order

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

Roll Call

Present: 7 - McCarthy, Gotzler, Crosby, Hurtado, Guskowski, Zepecki, Barbeau

1. [T391](#) Approval of the minutes from the regular meeting held on September 25, 2025

Sponsors: THE CHAIR

Attachments: [Travaux Meeting Minutes for September 25, 2025](#)

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

Aye 7 - McCarthy Gotzler Crosby Hurtado Guskowski Zepecki Barbeau

No 0

2. [T392](#) Resolution approving the Amended and Restated Bylaws and Articles of Incorporation for Travaux, Inc.

Sponsors: THE CHAIR

Attachments: [Travaux, Inc. Articles of Incorporation - redlined](#)
[Travaux, Inc. Amended and Restated Bylaws changes accepted](#)

Tom Gartner, Counsel at Michael Best & Friedrich LLP, stated that these Travaux Bylaws were previously approved by the Housing Authority Board of Commissioners. To record the Articles of Incorporation, which change the status of Travaux, Inc. from a member to a non-member entity, he stated there should be Board concurrence.

In response to concerns raised by Director Hurtado regarding the role of Vice President in the Travaux Bylaws, Attorney Tom Gartner and Ken Barbeau, HACM's Interim Secretary-Executive Director, agreed to review and revise either Section 5.1 or 5.6 of the Bylaws. The Directors also agreed with Director Crosby's recommendation to ensure the Bylaws include language clarifying that the Travaux Board can still meet and conduct business if it has fewer than seven members.

The Directors agreed to approve the changes presented at this meeting, and made a recommendation for the Bylaws to be brought back after the updates discussed today have been incorporated and approved by the HACM Board of Commissioners.

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

Aye 7 - McCarthy Gotzler Crosby Hurtado Guskowski Zepecki Barbeau

No 0

3. [T393](#)

Report from the President

Sponsors: THE CHAIR

Attachments: [Audit Reports Holton Terrace LLC DRAFT](#)
[Audit Reports Merrill Park LLC DRAFT](#)
[Audit Reports Merrill Park LLC Recommendations & Suggestions](#)
[Travaux Projects 10.21.25](#)
[Highland Gardens G703 Buyout tracking](#)
[Public Housing 12Mo Occupancy & 2Mth Worth Order Reports Oct 2024 -Sep 2025 w- Graph](#)
[Affordable LLC -12Mo Occupancy & 2Mths Work Order Reports Oct 2024 - Sep 2025 w- Graph](#)
[Market Rate -12Mo Occupancy & 2Mth Work Order Reports Oct 2024 - Sept 2025 w- Graph](#)

Brad Leak, HACM's Chief Financial Officer, presented the draft financial statements for Holton Terrace LLC and Merrill Park LLC, as well as Recommendations and Suggestions for the Merrill Park LLC audit, as provided in the agenda. Mr. Leak noted that the auditors recommended closer monitoring of cash flow and security deposit accounts. To address this, HACM has hired a new technical accountant and restructured its accounting duties to ensure no single accountant manages the entire portfolio. The organization now has two technical accountants, one who focuses on HACM's LLC developments where PNC is the investor, and the other, who focuses on the LLCs where RBC is the investor, allowing HACM to respond more efficiently to investors with timely, quarterly financial statements and reconciled books. This adjustment has also enabled SVA Certified Public Accountants to conduct two audits simultaneously.

The Directors asked staff to come back with additional information on two points in the audits: in the Merrill Park LLC audit, there is a significant change in accrued interest from 2023 to 2024, an increase of nearly half a million dollars, and there is a \$477,092 payment received under "advances, related party," on page 7 of the Statements of Cash Flows for Holton Terrace LLC. The Directors also asked to see the Holton Terrace LLC Internal Controls letter, which was not included with the current reports.

Alison Woznicki, Vice President of Construction for Travaux, Inc., gave a summary of Travaux's current projects, as provided in the agenda. She stated that, even though Otis Elevator thought they might have a rocky start with the scheduling of the elevator modernization, they are on track to begin the work on time. She reported that the

HACM Board of Commissioners approved the Change Orders needed for Travaux to proceed with repairs, particularly at the Scattered Sites properties, in response to the NSPIRE inspections. Ms. Woznicki noted that all Physical Needs Assessments have been completed, and provided an update on the planned projects for several developments, adding that design decisions are still underway. She also reported that the Westlawn Park and Playground contractors are ready to begin work, but permits are still pending. All other items in her report were covered last month and remain unchanged.

Dena Hunt, HACM's Chief Operation Officer – Real Estate Operations, provided an update on items related to the Sustainability Plan submitted to HUD each month. Ms. Hunt reported that an inventory system has been developed with finance-tracking capability in Yardi, which will support more efficient inventory monitoring. Combined with a central warehouse and a designated Warehouse Coordinator, these improvements will strengthen internal controls and positively impact cost management. Ms. Hunt also reported on the flood damage across the Housing Authority. While Scattered Sites experienced some flooding, the most significant damage occurred at Westlawn, Berryland, and Northlawn, requiring the installation of 248 furnaces and multiple water heaters, which will also require permits. She noted that FEMA will not be reimbursing state, local government, or nonprofit agencies for this event, however, HACM's insurance will cover much of the repairs to its properties. She shared that Derek Weiler, the new Associate Director at Westlawn, has addressed 50 units that previously failed the NSPIRE inspections, and since his arrival in September, 42 of those units have now passed, allowing HACM to resume receiving payments for those units. Additionally, eighteen applicant files have been approved or are being finalized, and those households are expected to occupy units within the next few weeks. Ms. Hunt stated she is working closely with Todd Slusar, Senior Human Resource Business Partner, Mike Wellman, Maintenance Director, and Brad Leak, Chief Financial Officer, to optimize staffing and strategically address work orders and property damage. She reported that the centralized maintenance staffing model is performing well. Maintenance teams have been restructured from building-specific assignments to zone-based assignments, allowing HACM to hire additional maintenance specialists and strengthen HACM's competitiveness and retention. This change also enabled long-term temporary employees to transition into permanent positions. A similar restructuring occurred in custodial operations, which revealed approximately 2,600 work orders that were duplicates, unaddressed, or not properly closed. Ms. Hunt emphasized that the primary focus moving forward is aligning budgets and wage rates to ensure HACM remains competitive in attracting and retaining a skilled, high-quality workforce. Ms. Hunt next shared a comparison of INSPIRE metrics between 2024 and 2025. In 2024, there were 24 failed inspections throughout the HACM Public Housing portfolio, compared to only 2 in 2025, both at Scattered Sites properties. HACM's average inspection score increased from 54 in 2024 to 71 in 2025. Additionally, while none of the 72 required mitigations in 2024 were documented as completed on time, 56% have already been completed in 2025. Ms. Hunt noted that HUD commended HACM's progress, stating, "I don't see anybody else doing this." Ms. Hunt also informed the Board of Directors that this would be her final meeting, as she will be departing HACM effective October 31, 2025. The Board thanked her for her service.

Adjournment

There being no further business, Director Hurtado made a motion to adjourn the meeting at 4:56 p.m. Director Guszowski seconded the motion. There being no

objections, the motion carried.

Meeting minutes prepared by: Maria Martinez-Planas and Patricia Dee

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