



# City of Milwaukee

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

## 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*

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Thursday, December 12, 2024

3:00 PM

Virtual Teams Meeting:  
Call-in Number: (414) 251-0392  
Pass Code: 301 107 739#

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#### Call to Order

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

#### Roll Call

**Present:** 7 - McCarthy, Hines, Jr., Gotzler, Crosby, Hurtado, Zepecki, Barbeau

**Excused:** 2 - Manzanet, Guskowski

1. [T358](#)

Approval of the minutes of the regular meeting held on November 14, 2024

**Sponsors:** THE CHAIR

**Attachments:** [November 14, 2024 Meeting Minutes](#)

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

**Aye** 7 - McCarthy Hines, Jr. Gotzler Crosby Hurtado Zepecki Barbeau

**No** 0

**Excused** 2 - Manzanet Guskowski
2. [T359](#)

Motion to approve the proposed 2025 schedule for the Travaux Board of Directors

**Sponsors:** THE CHAIR

**Attachments:** [2025 Travaux Board Schedule - Tentative](#)

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 Hines, Jr. Gotzler Crosby Hurtado Zepecki Barbeau

**No** 0

**Excused** 2 - Manzanet Guskowski

3. [T361](#) Motion accepting the appointment of Karen Gotzler to the Travaux Board of Directors

**Sponsors:** THE CHAIR

**Attachments:** [Resume Karen Gotzler](#)

*Willie L. Hines Jr., Travaux's President, spoke about the new members of the HACM Board of Commissioners and the appointment of HACM Commissioner Karen Gotzler to the Travaux Board of Directors. President Hines explained that HACM has historically had a member of the HACM Board participate as a member of the Travaux Board of Directors so that actions happening on one Board could be communicated at a Board member level to the other. Previously, it was HACM Chair Mark Wagner, who passed away in 2023. President Hines introduced Director Gotzler to the Travaux Board, stating that he's had the pleasure of working with her previously in prior positions. He added that Director Gotzler brings a vast amount of experience and talents that will help HACM's Board, and that she will also be an addition to the Travaux Board because of her skill set, passion, and commitment to work with various people across the spectrum. Director Gotzler thanked the Board for the opportunity to work with them and is looking forward to meeting in person.*

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

**Aye** 7 - McCarthy Hines, Jr. Gotzler Crosby Hurtado Zepecki Barbeau

**No** 0

**Excused** 2 - Manzanet Guskowski

4. [T360](#) Report from the President

**Sponsors:** THE CHAIR

**Attachments:** [Summary of DNS Violations Status & Data Pgs Packet](#)  
[Public Housing 12Mo Occupancy & 2 Mo Work Order Report Nov 2024](#)  
[Affordable LLC -12Mo Occupancy & 2 Mo Work Order Report Status](#)  
[Market Rate -12Mo Occupancy & 2 Mo Work Order Report Dec 2023 - Nov 2024](#)

*Greg Anderson, Travaux's Vice President of Asset Management, reported on the DNS Violations Status report provided with the agenda and answered the Directors' questions regarding the fines due to violations that the Department of Neighborhood Services (DNS) issued HACM. President Hines explained how some of the fines were in error due to miscommunication between DNS and the housing managers. However, he also stated that new processes have been established to improve communication, especially when certain parts are unavailable, which may cause longer wait times to complete work orders.*

*Mr. Anderson also 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. Mr. Anderson answered Directors' questions about higher numbers of work orders at Hillside and Parklawn, explaining that staff are conducting pre-inspections and issuing work orders before HUD inspections which are*

*anticipated to be scheduled soon.*

*Ken Barbeau, HACM's Chief Operation Officer – Program Services, shared with the Board that HACM awarded CVR the contract for the operation of HACM's voucher program at the end of October 2024. Since then, seven of CVR's team have conducted onboarding activities with newly-hired, former HACM staff. CVR is working toward a full transition to operator of the Rent Assistance Program (RAP) as of January 2, 2025, at the current RAP building at 5011 West Lisbon Avenue. In the meantime, they are continuing to interview existing staff as potential hires. Once that process is complete, CVR will proceed to post positions to the general public. Right now, they are determining their training schedules for customer service and soft skill procedures. They will also bring in additional tools for inspections and quality control.*

*Mr. Barbeau also summarized the Voucher Utilization Update report included with the agenda and noted that HACM continues to work toward achieving the utilization goal of 98%. He stated that RAP did a waiting list update, and withdrew people who did not respond to the notice. This will reduce the amount of people on the waiting list, and also make sure that those individuals are still interested. Mr. Barbeau mentioned there are a few more steps in the application process that staff are guiding individuals through, however it is getting done.*

*President Hines stated that as CVR transitions on January 2nd, HACM is looking forward to working with them. He is confident that their expertise will elevate the delivery of services to our recipients, landlords, and partners and return HACM to a high performer. CVR will be making a presentation before the HACM and Travaux Boards soon, once they become acclimated with the staff, residents, and workflow of day-to-day operations.*

*President Hines stated that serving the City of Milwaukee and its residents has been an honor as he departs the organization in his last official position. He thanked the Travaux Board for all they have done to make HACM what it has become.*

## **Adjournment**

*There being no further business, Director Hurtado made a motion to adjourn the meeting at 4:17 p.m. Director Gotzler seconded the motion. There being no objections, the motion carried.*

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