



# 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*

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Thursday, August 28, 2025

3:00 PM

Teams Meeting ID: 297 891 837 100 2

Passcode: Uy6Rf3fp

Call-in Number: 414.251.0392

Phone ID: 835-454-45#

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#### Microsoft Teams Link:

<https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting>

#### Call to Order

*The meeting was called to order by President Barbeau at 3:00 p.m., and upon roll call, it was determined that a quorum had not been met. After a reasonable time, there appeared to be no prospect that a quorum would be assembled. Items on the agenda requiring a vote were not acted upon and were determined to be held over until the next regular meeting of the Travaux, Inc. Board of Directors. As the revised Conflict of Interest Policy and the President's Report are a communication not requiring action by the Directors, they were able to be presented.*

#### Roll Call

**Present:** 3 - McCarthy, Hurtado, Barbeau

**Excused:** 4 - Gotzler, Crosby, Guskowski, Zepecki

1. [T386](#) Approval of the minutes from the regular meeting held on June 26, 2025

**Sponsors:** THE CHAIR

**Attachments:** [Travaux Meeting Minutes for June 26, 2025](#)

**This Motion was NOT ACTED ON**

2. [T387](#) Discussion of the revised Conflict of Interest Policy for the Housing Authority of the City of Milwaukee's Existing Employee Handbooks

**Sponsors:** THE CHAIR

**Attachments:** [Conflict of Interest Policy](#)  
[Conflict of Interest Disclosure Form for Board Members or Employees](#)  
[Sample form for Requesting PH or S8 Exception from HUD for Conflict of Interest](#)

*Ken Barbeau, HACM's Interim Secretary-Executive Director, stated that the policy*

update is a result of an investigation which originated in July 2024 following a series of complaints from a Locust Court resident regarding the property manager. As one of the staff involved was related to a member of HACM management, the decision was then made to engage an independent third party to investigate. Mr. Barbeau later requested that the investigation be broadened to assess all instances of employees in positions of influence or decision-making with relatives employed by HACM. The report of the investigation addressed the initial complaints and the nepotism investigation, which included five potential cases and concluded some needed no action taken, and made suggestions on the others. The Acting Secretary-Executive Director also supplemented the investigation report with an additional memo to clarify facts and timelines. Additionally, the report suggested that HACM's Employee Handbook be changed to match various HUD documents and policies. He explained that the full report and the attached, updated policy were presented to the HACM Board of Commissioners at their September 10th Board meeting. Both were discussed and the updated Conflict of Interest Policy was approved. It is being presented here, with no vote required, to ensure transparency and information-sharing with the Travaux Board.

He noted that the language in the updated policy was adapted from the HUD Exchange website and modeled after HUD's Conflict of Interest policies, with additional provisions added to address HACM Board members and the organization's instrumentalities, including their Boards of Directors. The resolution outlines what the policy covers and to whom it applies, as detailed in the attached document. Directors discussed the process for distribution and for the signing of the policy by employees and Board members, and the review of those documents by staff and Todd Slusar, HACM's Senior Human Resource Business Partner, to determine if any action is to be taken. Mr. Barbeau confirmed that the Conflict of Interest Policy will be reviewed and updated annually.

(ed. note: This item will be held over for an official presentation at the September 25th meeting.)

3. [T388](#)

Report from the President

**Sponsors:** THE CHAIR

**Attachments:** [Travaux Projects Summary as of August 13, 2025](#)  
[Highland Gardens Buyout & Change Order Tracking](#)  
[Public Housing 12Mo Occupancy & 2Mo Work Order Report Aug. 2024 -Jul 2025 w- Graph](#)  
[Affordable LLC 12Mo Occupancy & 2Mo Work Order Report Aug. 2024 - Jul 2025 w- Graph](#)  
[BNS Market Rate -12Mo Occupancy & 2Mo Work Order Report Aug. 2024 - Jul 2025 w- Graph](#)  
[HUD Letter PHARS Update 8/22/2025](#)  
[HUD Letter SEMAP Update 8/22/2025](#)  
[NSPIRE Property Summary Report](#)

Alison Woznicki, Travaux's Vice President of Construction, presented an overview of the Travaux Project Summary included in the agenda. She reported that Travaux has reached the not-to-exceed value on contracts with four different contractors. In order to continue the work at the Scattered Sites properties, Travaux has decided to extend each of its contracts and issue Change Orders, each valued at \$200,000, which will be

*presented to the HACM Board of Commissioners for approval. Ms. Woznicki clarified that these Change Orders represent the authority to spend funds if, and as, needed; they are not a requirement to expend the funds, and are only intended to address unforeseen costs if necessary. She also provided an update, included with the agenda, on the Highland Gardens Buyout & Change Order Tracking document. In response to the Directors' questions, she explained the figures in line items 44 through 48, noting that they reflect contingency budget amounts and other related project fees.*

*Dena Hunt, HACM's Chief Operating Officer – Real Estate, reviewed the Public, Affordable LLC, and Market Rate Housing 12-Month Occupancy and 2-Month Work Reports for the period ending July 2025, as provided with the agenda. She noted that overall occupancy remains stable, with anticipated improvements expected for the Affordable LLC Housing properties. Ms. Hunt explained that the chart for the Public Housing Occupancy Report for July 2025 does not include units that were put on hold due to significant repair needs. The occupancy rate for Public Housing, when those significant repair On Hold units are removed, is 98%. This is the metric HUD uses to track occupancy, and will be reflected in this chart going forward, and they are very satisfied with that 98% figure. She further highlighted that, given all the other challenges going on in the organization, especially due to recent flooding, the occupancy numbers are one of the strongest metrics reported for Public Housing.*

*Ms. Hunt discussed the inspections in the NSPIRE Property Summary Report, attached to the agenda, highlighting a key takeaway that the Scattered Sites portfolio continues to present significant maintenance challenges, creating a financial strain for HACM, while understanding the appeal the portfolio has for residents. Ms. Hunt explained that any score above 60 is considered passing. She concluded by recognizing HACM's Maintenance Director, Mike Wellman, Maintenance Operations Field Supervisor, Bill Gorski, and the entire maintenance team for their hard work and dedication in preparation for the inspections. Brad Leak, HACM's Chief Financial Officer, stated that the Scattered Sites development model has proven difficult nationwide. He emphasized that these properties consistently receive the lowest NSPIRE scores across agencies. Mr. Leak explained that multifamily buildings are far easier to maintain compared to standalone homes.*

*Ms. Hunt referred to a recent correspondence sent to the Directors regarding personnel changes at HACM properties and the reasons behind it. She specifically addressed Westlawn, citing records discrepancies with the project-based voucher office and inconsistencies in accounting practices, resulting in tenants residing at Westlawn without subsidy. Ms. Hunt explained that, as a result, Derek Weiler has been appointed Associate Director of Property Management, working at Westlawn, due to his proven skill set and experience. She added that Mr. Weiler has also received additional Low-Income Housing Tax Credit training to further strengthen his role at the property. As a result of Mr. Weiler's transition and other staff turnovers, a handful of property managers were reassigned to new developments to better align staff with each property's needs. Ms. Hunt concluded by expressing her gratitude to all staff involved for their efforts in implementing and communicating these changes promptly.*

*Brad Leak, HACM's Chief Financial Officer, provided a brief, informal financial update. He reported that HACM has engaged a short-term consultant who has updated all of the 2025 financials. In the meantime, the audits are still being finalized. Mr. Leak noted that the occupancy rates and financials at Westlawn remain areas of focus for its investors and the staff.*

*President Barbeau expressed his gratitude to Dena Hunt and Amy Hall for their efforts during the recent flooding, particularly for working with property managers to compile the damage cost assessments. He reported that 10% of HACM's inventory was affected, including all the units at Northlawn, 100 units at Berryland, 93 units at Southlawn, and 75 Scattered Sites units. Westlawn, one of the newer properties, had 50 units that sustained significant water damage. President Barbeau also thanked all staff members who assisted residents with debris removal and cleanup efforts.*

## **Adjournment**

*No Adjournment*

*Comments prepared by: Patricia Dee and Maria Martinez-Planas*

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