



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, April 11, 2024

3:00 PM

Virtual Call-in No. (866) 899-4679

Access Code: 542-351-901#

Call to Order

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

Roll Call

Present: 6 - McCarthy, Hines, Jr., Manzanet, Crosby, Guskowski, Zepecki

Excused: 1 - Hurtado

- 1. [T333](#) Approval of the minutes of the regular meeting held on February 15, 2024

Sponsors: THE CHAIR

Attachments: [February 15, 2024 Meeting Minutes](#)

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

Aye 6 - McCarthy Hines, Jr. Manzanet Crosby Guskowski Zepecki

No 0

Excused 1 - Hurtado

- 2. [T334](#) Resolution approving a contract with the Housing Authority of the City of Milwaukee to be the Construction Manager as Adviser for the construction of the Market-Rate Homes at Westlawn Gardens

Sponsors: THE CHAIR

Attachments: [Travaux C123-2019 CMA Market-Rate TH Ph 5C-1 WG2 - Final - \(1\) \(1\) with Exhibits \(003\)](#)

Fernando Aniban, HACM's Assistant Secretary, presented the Board with a draft of the contract between the Housing Authority and Travaux, Inc. Mr. Aniban specified that HACM's engagement with Travaux is for Travaux to manage the project. Mr. Aniban stated, that these future townhome units will be Market Rate units, meaning that they are not funded by Capitol Fund grant dollars from HUD. These five buildings, consisting of 11 units, will be funded by the state's allotment of the American Rescue Plan Act through the City of Milwaukee, and a portion will be funded by non-federal sources. Warren Jones, Travaux's Vice President of

Construction, answered Directors' questions regarding risk types covered in the contract and future change orders.

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

Aye 6 - McCarthy Hines, Jr. Manzanet Crosby Guskowski Zepecki

No 0

Excused 1 - Hurtado

3. [T335](#)

Report from the President

Sponsors: THE CHAIR

Attachments: [Section 8 Voucher Utilization Update](#)
[Public Housing Occupancy Report Apr 2023 - Mar 2024](#)
[Public Housing Work Order Report Mar 2024](#)
[Public Housing Work Order Yardi Gen w-graph](#)
[Affordable LLC Occupancy Report Apr 2023 - Mar 2024](#)
[Affordable LLC Work Order Report Mar 2024](#)
[Affordable LLC Work Order - Yardi Gen w-graph](#)
[Market Rate Occupancy Report Apr 2023 - Mar 2024](#)
[Market Rate Work Order Report Mar 2024](#)
[Market Rate Work Order Yardi Gen w-graph](#)

Jackie Martinez, HACM's Section 8 Program Director, summarized the Section 8 Utilization Update data provided with the agenda. Director McCarthy applauded how the information in the report is being presented. Ms. Martinez responded to Directors' questions regarding applicants suitability for a unit versus eligibility and leasing dips in the reporting metrics. Director McCarthy requested that for the next Board meeting information be provided on what the projections have been for Westlawn Renaissance lease up, and the impact thus far.

Greg Anderson, Travaux's Vice President of Asset Management, summarized the Occupancy and Work Order Reports for the Public, Affordable and Market Rate Housing provided with the agenda. Directors discussed developing a work order system to provide a trigger that will alert staff when a work order has exceeded 30, 60, and 90 days.

4. 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.

Director Manzanet made a motion to convene in closed session at 3:40 p.m. Director Crosby seconded the motion. There being no objections, the motion carried.

President Hines convened the Travaux Board 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.

Adjournment

There being no further business, Director McCarthy made a motion to adjourn the meeting at 4:28 p.m. Director Guskowski 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.

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