



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, November 14, 2024

3:00 PM

Convent Hill Community Room
455 East Ogden, Milwaukee, WI

Call to Order

Meeting called to order at 3:04 p.m.

Roll Call

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

- 1. [T356](#) Approval of the minutes of the regular meeting held on October 10, 2024

Sponsors: THE CHAIR

Attachments: [October 10, 2024 Meeting Minutes](#)

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

- 2. [T354](#) Resolution authorizing the execution and delivery of an Owner's Representation Agreement with Kinship MKE, Inc. for the construction of a Community Food Center at 421 East Locust Street

Sponsors: THE CHAIR

Attachments: [421 E. Locust Owner's Rep Agreement_Final](#)
[Kinship Presentation for Travaux Proposal](#)

Scott Simon, Travaux's Vice President of Business Development, stated that Travaux Inc. would work with Kinship MKE, Inc. to design, execute and build the project. Attorney Michelle Ebben of Michael Best & Friedrich LLP explained that the Owner's Representation Agreement provided the basic terms and conditions for Travaux Inc. as both the Owner's Representative and Developer. Kevin Theissen, Travaux's Senior Program Manager, answered the Directors' questions about how the total number of hours were established for the fee.

A motion was made by Dan McCarthy, seconded by Grady Crosby, 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. [T357](#) Report from the President

Sponsors: THE CHAIR

Attachments: [Summary of DNS Violations Status & Data](#)
[Section 8 Voucher Utilization Update](#)
[Public Housing 12 Mo Occupancy & 2 Mo Work Order Report](#)
[Affordable Housing 12 Mo Occupancy & 2 Mo Work Order Report](#)
[Market Rate Housing 12 Mo Occupancy & 2 Mo Work Order Report](#)

Director McCarthy stated he liked how the reports have developed and that they have become very meaningful. Since the reports are distributed to the Board prior to the Board Meeting, he asked, and Director Zepecki agreed, to shift the presentation to an overview of the report information and to concentrate on Director's questions versus a reading through of the full report, starting with the current meeting and moving forward.

Gregory Anderson, Travaux's Vice President of Asset Management, presented an overview of the October 2024 Summary of DNS Violations Status report. He answered the Directors' questions about the long-term outstanding work orders. Mr. Anderson explained that work orders are being completed, but there are some challenges with recording the work orders as "closed" in the system. Mr. Hines, Travaux's President, stated that the training of the administrative component of NSPIRE, HUD's new inspection protocol for property management, is currently in process with the HACM's Property Management staff.

Ken Barbeau, HACM's Chief Operating Officer – Program Services, summarized the Voucher Utilization Update included with the agenda. He explained that the Section 8 Program has partnered with the Public Housing Program to purge the waitlists, which helps to bring new people into the units. He stated that the Rent Assistance Department is in transition to a new management consultant, CVR Associates, Inc., and that Dena Hunt, HACM's Chief Operating Officer – Real Estate Operations, would be overseeing the department and consultants. Mr. Hines, President of Travaux Inc., stated he would introduce CVR and Dena Hunt to the Board of Directors.

Gregory Anderson, Travaux's Vice President of Asset Management, presented an overview of the October 2024 metrics for the Housing Authority of the City of Milwaukee's occupancy rates and work order status for Public-, Affordable- and Market-Rate Housing included with the agenda.

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; however, it is expected that the Board will adjourn the meeting in Closed Session**

Director Crosby made a motion to convene in closed session at 3:15 p.m. Director Manzanet seconded the motion. There being no objections, the motion carried.

President Hines convened the Travaux Inc. Board in closed session pursuant to Section 19.85(1)(g) Wis. Stats., to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body 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 McCarthy made a motion to reconvene in open session at 3:52 p.m. Director Guskowski seconded the motion. There being no objections, the motion carried.

Adjournment

There being no further business, Director McCarthy made a motion to adjourn the meeting at 4:18 p.m. Director Manzanet seconded the motion. There being no objections, the motion carried.

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