



# City of Milwaukee

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

## Meeting Minutes

### TRAVAUX INC. BOARD OF DIRECTORS

*Antonio M. Perez, President, Willie L. Hines, Jr., Acting  
President, Grady L. Crosby, Daniel McCarthy, Mark Wagner,  
Eugene R. Guskowski, Ald. Khalif Rainey, Atty. Kimberly  
Hurtado, Eugene Manzanet, and Joan Zepecki*

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Friday, December 10, 2021

3:00 PM

Conference Call-in No.: (646) 749-3129

Access Code: 309-730-749#

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To view the meeting materials electronically, please go to: <https://milwaukee.legistar.com/MeetingDetail.aspx?ID=910742&GUID=1F865681-2885-4231-87A8-1E4EAF797B0&Options=info|&Search=>

#### Call to Order

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

#### Roll Call

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

**Excused:** 4 - Perez, Rainey, Crosby, Hurtado

1. [T212](#) Approval of the minutes of the regular meeting held on October 14, 2021

**Sponsors:** THE CHAIR

**Attachments:** [Travaux Minutes for October 14-2021.pdf](#)

**A motion was made by Willie Hines, Jr., seconded by Dan McCarthy, that this Motion be APPROVED. This motion PREVAILED by the following vote:**

**Aye** 6 - McCarthy Wagner Hines, Jr. Manzanet Guskowski Zepecki

**No** 0

**Excused** 4 - Perez Rainey Crosby Hurtado

2. [T213](#) Motion to approve the proposed 2022 schedule for the Travaux Board of Directors

**Sponsors:** THE CHAIR

**Attachments:** [2022 Travaux Board Schedule - Tentative.pdf](#)

**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 Wagner Hines, Jr. Manzanet Guskowski Zepecki

**No** 0

**Excused** 4 - Perez Rainey Crosby Hurtado

3. [T214](#) Resolution approving Travaux, Inc. Business Plan and Annual Operating Budget for the year 2022

**Sponsors:** THE CHAIR

**Attachments:** [2022 Business Plan and Annual Operating Budget.pdf](#)

*Fernando Aniban, HACM's Chief Financial Officer, gave a summary from the attachments provided regarding Travaux's current and projected budget for 2022. Directors discussed direct and indirect fees, development fees, overhead, and labor costs.*

*Director McCarthy requested in the next Board meeting that a Balance Sheet be presented for Travaux's fiscal year and especially how any liabilities will be handled in the upcoming year. Mr. Aniban said that a 2021 Balance Sheet could be provided at the February meeting. Director Manzanet requested in writing an Asset Management plan for Travaux in order to have a better understanding as to the organizations financial position. Kaylin Nuss, HACM's Director of Asset Management, stated that a plan is currently being drafted and will be presented to the Board.*

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

**Aye** 6 - McCarthy Wagner Hines, Jr. Manzanet Guskowski Zepecki

**No** 0

**Excused** 4 - Perez Rainey Crosby Hurtado

4. [T215](#) Report from the Acting President

**Sponsors:** THE CHAIR

**Attachments:** [HACM Section 3 New Final Rule Overview 12.2.21.pdf](#)

*Acting President Hines discussed the attached item and asked Kent Britton, HACM's Procurement Director, to speak on Section 3 and introduce HACM's new Section 3 contractor, J. Keith Swiney of Motivation, Inc. Mr. Swiney will serve HACM as a third party vendor to assist HACM in policies and reporting. Mr. Swiney summarized the information attached regarding HUD's old by-hire format and elaborated how the new reporting rule will be implemented going forward. Directors discussed the pros and cons of the new Section 3 rule. Mr. Britton stated that HACM has done several interviews, but has not hired a Section 3 Director and the search continues.*

*Kaylin Nuss, HACM's Director of Asset Management updated the Board on the 2022 Tax Credit Application for Highland Gardens and its submission. The application is for \$5 million that will go toward improvements and renovations. It is scheduled to be awarded by the Wisconsin Housing and Economic Development Authority (WHEDA) in April or May of 2022.*

*Mr. Hines informed the Board that in January or February, staff will be requesting an item for a "closed session" to discuss personnel issues as it pertains to HACM and how it will directly affect Travaux.*

*Director Wagner thanked the Directors and the staff for their hard work and wished them a safe and happy holiday.*

## Adjournment

*There being no further business, Director Zepecki made a motion to adjourn the meeting a 4:27 p.m. Director Manzanet seconded the motion. There being no objections, the motion carried.*

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