

Minutes

**Mirasol Task Force Meeting
September 26, 2007**

SCHEDULED: 6:30 p.m. at 818 S. Flores, San Antonio, Texas 78204

COMMITTEE PRESENT:

Estefana Adame-Battle
Maricela Cavazos
Carlos Contreras
Gordon Hartman
Cirila Lozano
Phil Nelson
Henry Rodriguez
Ralph Velasquez
Randy Zaragoza
Larry Zinn

COMMITTEE MEMBERS ABSENT:

Dr. Fernando Guerra

Item 1: Call to Order

Gordon Hartman called the Mirasol Task Force meeting to order at 6:39 pm.

Item 2: Approval of Minutes for Meeting held September 12, 2007

Larry Zinn moved to approve the meeting minutes for September 12, 2007 and Maricela Cavazos seconded the motion.

Approved as follows:

Member	Aye	Nay	Absent at Time of Vote	Abstain
Estefana Adame-Battle	X			
Maricela Cavazos	X			
Carlos Contreras	X			
Gordon Hartman	X			
Cirila Lozano	X			
Phil Nelson	X			
Henry Rodriguez	X			
Ralph Velasquez			X	
Dr. Fernando Guerra			X	
Randy Zaragoza	X			
Larry Zinn	X			

Item 3: Report by the Operations Director on the Status of Work being Performed under the Plan for Resolution

- **Report on master plan to complete work on all the homes by Christmas to include budget and staffing requirements**

Operations Director Tony Scarnato distributed copies of his master plan to complete work in all homes by Christmas 2007. He proceeded with a presentation to the Task Force and explained how his plan would accomplish this. Mr. Scarnato stated it would take approximately eighty-six (86) days to complete two-hundred (200) homes. The equivalent of 2.3 homes could be completed every day with multiple teams working simultaneously. Mr. Scarnato added that each home would require forty (40) days of repair work and is based on initial AmeriSpec inspections. He discussed the possibility of accelerating the schedule once they have an opportunity to get through some of the homes. Mr. Scarnato proceeded by responding to questions from the Task Force.

- **Report on a reliable timeline to complete work on 16 homes**

Tony Scarnato presented the Task Force with a schedule outlining the completion of work in the initial sixteen (16) homes. He stated the repair work started on September 26th and completion is projected for November 21st. The window flashing was completed in two of the homes on September 26th. The Task Force reminded Mr. Scarnato that he agreed to provide sufficient notification to the residents, SAHA, and KB Home prior to beginning any work in these homes, and was encouraged to follow the process outlined in the Plan for Resolution. Phil Nelson addressed Tony Scarnato stating he is to define the type of problems as warranty-related, construction defects, or homeowner maintenance. The third-party contractor must receive forty-five (45) days notice when items are defined as a warranty or construction defect in order to seek reimbursement from them. Tony Scarnato agreed to provide daily e-mail updates to the Task Force outlining where he is in regards to his work schedule. The Task Force proceeded with discussion on the invoice submitted by Mr. Scarnato.

- **Update all the Critical Path Report data to assure all reports of inspections are noted (sold/lease-purchase/rental/vacant).**

Gordon Hartman stated Mr. Scarnato sent Critical Path Updates to the Task Force on September 26th via e-mail. The Task Force proceeded with Item 4.

Item 4: Update Report on Buy-Back Process

Gerald Avila distributed copies of his report to the Task Force Committee and gave a presentation on the Residents Electing the Buy-Back Option. Mr. Avila stated a total of nineteen (19) residents have inquired about the buy-back; sixteen (16) have asked to start the buy-back process; one (1) elected to wait for the repairs to be completed; and two (2) called to inquire about the process. A total of fifteen (15) residents have been presented with buy-back offers. Gordon Hartman asked if there is a time stipulation for residents who were offered Earnest Money Contracts. Mr. Avila stated there is not. Phil Nelson added that there is no problem with an open ended date as notices will have to be sent when resident contracts reach the end of the process, making their contract null and void. Mr. Nelson stated all future contracts will have a deadline on them.

Item 5: **Review Agenda Items for the Next Meeting**

Discussion: The Task Force agreed to schedule the next meeting on Wednesday, October 10th at 6:30 pm.

- Update from the Ops Director on the progress of the established benchmarks
- Discuss and schedule an on-site visit by the Task Force.
- Update report on the buy- back
- Update from the Metropolitan Health District
- Discussion on unoccupied SAHA owned homes
- Review options available to the renters

The Task Force was issued copies of the letter SAHA received from HUD regarding the buy-back and reinstatement of the first time homebuyer status.

Item 6: **Adjournment**

Gordon Hartman adjourned the meeting at 10:38 pm.