

**Minutes**

**Mirasol Task Force Meeting**

**June 13, 2007**

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

**COMMITTEE PRESENT:**

Estefana Adame-Battle  
Maricela Cavazos  
Carlos Contreras  
Dr. Fernando Guerra  
Gordon Hartman  
Cirila Lozano  
Phil Nelson  
Larry Zinn for Suzette Kinder-Patton  
Henry Rodriguez  
Ralph Velasquez  
Randy Zaragoza

**COMMITTEE MEMBERS ABSENT:**

**Item 1:                    Call to Order**

Gordon Hartman called the Mirasol Task Force meeting to order at 6:41 p.m.

**Item 2:                    Approval of Minutes for Meeting held June 6, 2007**

Carlos Contreras moved to approve the minutes for the meeting on June 6, 2007, and Dr. Fernando Guerra seconded the motion.

**Unanimous as follows:**

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

**Item 3: Report on hiring Residential Inspection Companies**

Gerry Avila with the San Antonio Housing Authority reported emailing requests for letters of interest to 78 residential inspection companies, and receiving responses back from 9 firms. Discussion about the SAHA procurement process followed. The Task Force agreed to table this discussion until next week's meeting.

**Item 4: Sub-Committee Report On Job Description and Candidate Review of Plan for Resolution Implementation Manager**

The Task Force members discussed the options of whether to proceed with additional home inspections or to hire an inspections manager first. The Task Force agreed to include this on next week's agenda.

**Item 5: Report on Seven (7) Home Inspections**

Amerispec's Matthew Gessner presented a report on 15 home inspections and delivered 6 of the written inspection reports to the Task Force. During his presentation, he indicated there were issues with: water intrusion around windows and doors; HVAC systems, insulation, drainage, and 2 foundations. Mr. Gessner also reported that the integrity of the physical structure of the homes meets the expected performance of seven-year-old homes.

**Item 6: Discussion of SAHA Board of Commissioners Comments Regarding the Approved Plan for Resolution**

Gordon Hartman reported he had presented the SAHA Board of Commissioners with the Plan for Resolution and received praise for the progress of the Task Force, understanding that additional Board comments regarding the plan would be forwarded to the Task Force after further review. Since the date of his presentation, Mr. Hartman received a memo with comments from SAHA Board Chairman Phil Nelson outlining the following issues: Finality, Scope of Inspections: Inspection Process, Determination of Work Required: Allocation of Payment Responsibility for Repairs/Inspections, and Vacant Home Sales. The memo indicates the Plan must undergo further analysis before the SAHA Board could vote on it. Mr. Nelson also recommended that the Task Force consider these issues for further discussion.

**Item 7: Review Agenda Items for Next Meeting**

- Review Procurement Process
- Hiring of Project Manager
- Presentation from Dr Guerra
- Report from Amerispec

**Item 8: Adjournment**

Mr. Hartman adjourned the meeting at 10:13pm.