



# Louisiana Housing Finance Agency

September 7, 2011

## ASSET MANAGEMENT COMMITTEE MEETING

Notice is hereby given of an Asset Management Committee meeting to be held on **Tuesday, September 13, 2011, at 12:00 p.m.**, Louisiana Housing Finance Agency, **Committee Room 2**, located at 2415 Quail Drive, Baton Rouge LA, by order of the Chairman.

### AGENDA

1. Call to order, roll call, and introduction of guests.
2. Approval of the minutes for July 13, 2011 Asset Management Committee Meeting.
3. Follow up on prior Committee requests.
4. Discussion and Resolution regarding **Willowbrook Apartments** (East New Orleans, Louisiana); and providing for other matters in connection therewith.

Budget Variance Report and Actual Budget  
Occupancy Report  
Advertising and Signage Budget  
Market Analysis  
Rent Incentives  
RFP for Property Management

5. Discussion and Status Update on the **construction of Capital City South Apartments** (East Baton Rouge, Louisiana).

Architect Field Reports  
Critical Path Timeline  
Budget Report  
Completion Date  
Capital Needs  
Operation of Community Center

6. Discussion and Status Update on the **construction of Village de Jardin Apartments** (East New Orleans, Louisiana).

Status of Construction  
Architect Field Reports  
Critical Path Timeline  
Furniture, Fixtures, and Equipment

Budget Report  
Property Manager RFP  
Senior Village and Rent Rates  
Commercial Space

7. Resolution to select **Property Manager for Village de Jardin Apartments** (East New Orleans, Louisiana); and providing for other matters in connection therewith.
8. Discussion of **LHFA Main Office Building Assets.**

Bond Balance  
Reorganization of Space  
Capital Improvements  
Air Conditioning Improvements  
IT Hardware Requirements

9. Discussion of **Asset Management Department.**

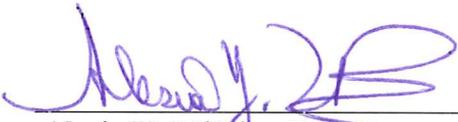
Establish and Define  
Review Staff Capabilities  
Establish Budget

10. Discussion of **Other Real Estate.**

Disposition

11. Other Business.

12. Adjournment.



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**Alesia Y. Wilkins-Braxton**  
LHFA Acting-President

**If you require special services or accommodations, please contact Board Coordinator/Secretary  
Barry E. Brooks at (225) 763 8773, or via email [bbrooks@lhfa.state.la.us](mailto:bbrooks@lhfa.state.la.us)**

Pursuant to the provisions of LSA-R.S. 42:17, upon two-thirds vote of the members present, the Board of Commissioners of the Louisiana Housing Finance Agency may choose to enter executive session, and by this notice, the Agency reserves its right to go into executive session as provided by law.