

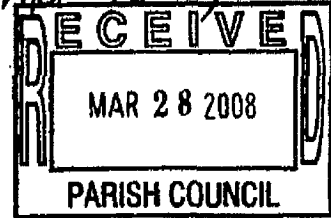
Council (Persons to Address the Council); Library (EB Regional Expansion)

2008-0209

PETITION TO ADDRESS THE COUNCIL

St. Charles Parish Council Chairman  
P. O. Box 302  
Hahnville, LA 70057  
(985) 783-5000

Today's Date: March 28, 2008



Dear Chairman:

Please place my name to address the Council on:

DATE:

April 7, 2008

SPECIFIC TOPIC:

East Regional Library Expansion,  
newsite and Library (cont.)

(\*see specific guidelines on reverse and refer to Parish Charter- Article VII., Sec. I.)

DOCUMENTS, IF ANY:  YES  NO

NAME:

Gwen Duffene

MAILING ADDRESS:

3551 Hwy. 306  
Des Allemands, LA 70030

PHONE:

(985) 758-7570

SIGNATURE:

Gwen Duffene

Dear Constituent:

Thank you for your active participation. Your views and comments will be considered by the Council in making our decisions. The Council has a considerable amount of business to conduct in a limited amount of time, therefore, please note the following items that are expected of you:

- > The Home Rule Charter provides for citizens to address the Council. It makes no provision for initiating debate, discussion, or question and answer sessions with Councilmembers or Administration Officials. Your right is also guaranteed to examine public documents as you prepare your presentation. Should you have any questions for Councilmembers and/or Department Heads as you prepare, please forward such inquiries to the Council Office to insure a timely response. Should you wish to speak to any Official or Department personally, a complete list of contact information will be furnished at your request.
- > Please be brief and limit your comments to the specific subject matter on which you have requested to address the Council.
- > Please forward supporting documents to the Council Secretary for distribution to the Parish Council before your scheduled appearance in order for the Council to prepare themselves, if necessary.
- > Upon completion of your allotted time to address the Council, please respect the time given to Councilmembers to respond to your comments by not interrupting or interjecting remarks.
- > **Slanderous remarks and comments will not be tolerated.** If slanderous remarks or comments are made, your opportunity to address the Council will end, regardless of the remaining time left to address the Council.
- > Repetitious comments and subject matter will be strictly limited.

A confirmation letter will follow when your name is placed on the agenda.

Sincerely,  
  
DENNIS NUSS  
COUNCIL CHAIRMAN

(OVER)



# ST. CHARLES PARISH LIBRARY

January 7, 2003

Mr. Greg Bush  
Director  
St. Charles Parish Department of Public Works  
P.O. Box 705  
Luling, LA 70070

Dear Mr. Bush:

The Library Board of Control is requesting that a public notice for "Request for Qualification Statement" be published for selection of an architect to design, etc. the expansion of the East Regional Branch Library in Destrehan.

Attached is information developed in a feasibility study of the East Regional branch produced in 1997, which describes the project, including projected costs, as well as information from the building program, which was written in 2000. The library's 2003 budget funds construction (not including furniture, technological equipment or architectural fees) at approximately \$2,750,000. I will be happy to supply you with any additional information which you require.

Thank you very much your attention to this important library matter.

Sincerely;

A handwritten signature in black ink, appearing to read "Mary desBordes".

Mary desBordes  
Library Director and  
Secretary, Library Board of Control

Cc: Tim Vial, Chief Administrative Officer, St Charles Parish

## NEEDS ASSESSMENT

Based on the expected population growth of the east bank of St. Charles Parish over the next 20 years, the East Regional Library will be unable to properly serve the community. With an estimated population increase from 25,511 to 30,870 persons, the East Regional Library will need to expand to accommodate the needs of the east bank communities.

## ZONING

According to the zoning maps of the St. Charles Parish Planning and Zoning Department, the existing site and contiguous properties are presently zoned C-2, which allows public libraries.

## EXISTING SITE

The existing site is 157.71' fronting on River Road (LA 48), by 301.27' on River Oaks Drive, by 157.61' along the rear (north) line, by 304.39' along the side (east) line. Total site area is 47,595 square feet. There exists a 10' wide utilities servitude along the full length of the east line and halfway across the north line, precluding any building expansion in these areas. An enclosed service yard fronting on River Road measures 16' by 60' and contains the building's cooling tower and a utility company transformer. Relocating these items would be cost prohibitive and should remain in place. Thus, the existing site has an available area of 50' by 160' for a possible expansion 8,000 square feet. (See Section 9 - Drawings, Existing Site Plan.)

## ADJACENT SITE

There exists a vacant piece of land adjacent to the north property line composed of three lots and portions of two other lots, totaling approximately 25,700 square feet. (See Section 9 - Drawings, Site Expansion Plan.)

The property is presently owned by Hibernia Bank and either all or part of it would need to be acquired to accommodate the additional parking required. In 1994, this property appraised for \$1.50 per square foot. According to Charles Mullin of The Mullin Company, a St. Rose-based commercial real estate

firm, the owner has indicated that all offers would be considered.

### EXISTING BUILDING AREA

Existing building has a roofed area of 12,675 square feet, of which 11,794 square feet is enclosed floor area. Approximately 500 square feet of this unenclosed area could be converted to usable space.

### BUILDING EXPANSION

Having established the required total building area previously (see Section 2, Establish Building Size), the area of the proposed expansion is calculated as follows:

Minimum expansion: 6,728 s.f.

Maximum expansion: 19,076 s.f.

Recommended expansion: 10,706 s.f.

### PARKING

The existing parking area, of approximately 16,200 square feet, provides 36 parking spaces, of which 34 spaces are required by the parish zoning ordinance. There are presently 2 handicap accessible spaces.

Any building expansion will result in additional parking requirements. The adjacent site would provide more than enough space for these additional parking spaces.



## EAST REGIONAL LIBRARY EXPANSION

### A. APPROPRIATENESS OF THE EXISTING SITE

The existing site is 157.71' fronting on River Road (LA 48), by 301.27' on River Oaks Drive, by 157.61' along the rear (north) line, by 304.39' along the side (east) line. Total site area is 47,595 square feet. Existing building has a roofed area of 12,675 square feet, of which 11,794 square feet is enclosed floor area, and a parking area of approximately 16,200 square feet providing 36 parking spaces, of which 30 spaces are required by the parish zoning ordinance. There are 2 handicap accessible spaces.

There exists a 10' wide utilities servitude along the full length of the east line and halfway across the north line, precluding any building expansion in these areas. An enclosed service yard fronting on River Road measures 16' by 60' and contains the building's cooling tower and a utility company transformer. Relocating these items would be cost prohibitive and should remain in place. Thus, the existing site has an available area of 50' by 160' for possible expansion totaling 8,000 square feet. By enclosing approximately 500 square feet of currently unused area on the east side of the building, approximately 8,500 total square feet can be added to the building without impacting the existing parking area.

Should an 8,500 square foot expansion be considered, then an additional 22 parking spaces would be required, which would require approximately an additional 9,000 square feet of paving. The existing parking area is efficiently designed and there is no surplus area that could be used to accommodate the additional parking required.

There is, however, a vacant piece of land adjacent to the north property line having a total area of approximately 25,700 square feet. The property is presently owned by Hibernia Bank and either all or part of it would need to be acquired to accommodate the additional parking required.

### B. ZONING IMPLICATIONS AND REQUIREMENTS

According to the zoning maps of the St. Charles Parish Zoning Ordinance, the existing site and contiguous properties are presently zoned C-2 (general commercial district - retail sales), which allows public libraries. No zoning changes would be required.


According to the St. Charles Parish Zoning Ordinance, minimum building setbacks for C-2 zoning are 20' for the front, 5' for the sides, and 10' for the rear. There should be no problems complying with these requirements for any proposed building expansion.

According to the St. Charles Parish Zoning Ordinance, parking requirements for public libraries are 1 space for each 400 square feet of floor area, plus 1 space for each 2 employees. Assuming the adjacent property is acquired, there should be no problems complying with these requirements for any proposed building expansion.

## C. ESTIMATED SIZE OF AN ADDITION

The State Library of Louisiana uses the rule-of-thumb that the building size should be between 0.60 square feet and 1.00 square feet per capita served. Using this guideline and based on projected population figures, the Regional Library (serving the entire east bank) should be expanded to contain approximately 18,522 to 30,870 s.f. The expansion area would be approximately 6,728 to 19,072 square feet. By completing the Space Needs Worksheet (see Section 6), it can be more accurately determined that the expansion should be approximately 10,706 square feet, for a total building area of 22,500 square feet.

The largest addition possible on the existing site without impacting the existing parking area is 8,500 square feet. If an addition of greater than 8,500 square feet is chosen, i.e., the recommended area of 10,706 s.f., then the building expansion would move into the area presently used for parking and the parking lot would be redesigned and expanded into the adjacent site.


 D. ADDITIONAL PARKING REQUIREMENTS AND SPACE

According to the St. Charles Parish Zoning Ordinance, parking requirements for public libraries are 1 space for each 400 square feet of floor area, plus 1 space for each 2 employees. Depending on the size of the expansion, and assuming 2 additional employees, the additional parking and space requirements are as follows:

<u>Building Expansion Area</u>	<u>Parking Spaces Required</u>	<u>Paved Area Required</u>
6,728 s.f.	18	7,200 s.f.
8,500 s.f.	23	9,200 s.f.
10,706 s.f.	27	10,800 s.f.
19,072 s.f.	48	19,200 s.f.

The vacant piece of property to the north of the existing site, presently owned by Hibernia Bank, could be acquired to accommodate the additional parking required. This site, approximately 25,700 square feet, would be more than adequate for the parking needs of the expanded facility.

## E. FUNCTIONAL AND AESTHETIC INTEGRATION WITH THE EXISTING BUILDING

Functionally, the stack areas could be simply expanded into the existing side yard area. The existing loadbearing columns on the exterior wall must remain, but the enlarged stack area could still have the open effect it has now.

The architectural characteristic of the existing building lends itself quite nicely to an expansion that could mirror the existing building easily. The structural bay spacing of the exterior columns, the clear-span interior exposed laminated wood beam construction, the

exterior exposed aggregate plaster wall finish, the oversized roof scuppers, and the exterior window arrangement could all be duplicated in an expansion. This would seamlessly integrate the building expansion with the existing structure.

#### F. NEIGHBORHOOD IMPACT

The adjacent properties are all zoned C-2 and consist of a bank on the east side, a hardware store across the street on the west side, and a vacant lot on the north side. An expansion would have no detrimental impact on these existing uses.

X Parking for the expansion must be provided as required in the zoning ordinance so that library patrons would not impose on neighboring businesses, which could happen if adequate parking is not available for the library.

#### G. CONSTRUCTION STAGING DIFFICULTIES

Depending on the size of the addition, and depending on the acquisition of the adjacent vacant site, the construction staging should pose no problems. For a smaller expansion, the open space next to the building and possibly a small portion of the existing parking lot should provide enough space for a construction trailer and materials storage. For a larger expansion, the adjacent site, which would have to be acquired, would provide more than adequate space for staging. In any case, supply trucks serving the project should use River Oaks Drive for unloading of all materials, since River Road is heavily traveled and is only two lanes wide.

#### H. ESTIMATED COST OF CONSTRUCTION

The estimated cost of an expansion project of this type, based on published historical data for similar construction, is \$70.00 to \$90.00 per square foot. To provide a clearer picture of the probable cost, Section 10 of this report analyzes the cost of construction based on the preliminary design studies shown on the drawings in Section 9 of this report, and are summarized below:

<u>Size of Expansion</u>	<u>Estimated Cost</u>	<u>Cost per s.f.</u>
8,500 s.f.	\$629,000	\$74.00
10,706 s.f.	\$799,500	\$74.68

The cost of the adjacent site of 25,700 square feet has been estimated at \$38,550, based on the 1994 appraised value of \$1.50 per square foot. (Note that land acquisition is not included in the construction cost estimate.)

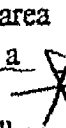
## I. ESTIMATED TIME OF CONSTRUCTION

A construction project of this type could be normally accomplished in approximately 9 months or 270 calendar days. However, depending on when the construction begins, the normal seasonal rainfall amounts could directly affect the progress and scheduling of the project. The foundation work would be seriously affected by a great deal of rain at the start of the project. The roof is another item that the rainy season affects. To address the worst case scenario, 12 months should be allowed for construction.

## J. PRELIMINARY DESIGN STUDY

Section 9 (Drawings) of this report shows two preliminary design studies, each assuming that the library acquires the adjacent available property.

Study #1 describes an expansion of 8,500 square feet, which is the largest expansion possible without losing any of the existing parking lot. The parking lot has been expanded into the adjacent lots to provide the additional parking spaces required for the building addition. In this scheme, the stack areas would realize the greatest benefit of the expansion.

Study #2 indicates a larger expansion of 10,706 square feet, which is the recommended area based on the Space Needs Worksheet. The existing parking lot has been modified, with a new parking lot on the adjacent lots providing the balance of the total parking spaces required for the new total building area. In this scheme, the library support areas, as well as the stack areas, could be expanded if necessary. 

These two schemes are presented for comparison purposes only, and may or may not be representative of the final design of the actual project.





# ST. CHARLES PARISH LIBRARY

## Request for Proposal

St. Charles Parish Library, established in 1955 and headquartered in Luling, Louisiana, is a parish (county) wide public library system consisting of two regional libraries, two small branches, a bookmobile and a planetarium. St. Charles Parish is a mix of small, non-incorporated towns and rural areas adjacent to the New Orleans metropolitan area (25 miles from downtown New Orleans), with a population of 48,000.

The library owns more than 180,000 books and subscribes to more than 450 magazines. The library also provides videos, books on tape, pamphlets, newspapers, maps, telephone directories, college catalogs, etc. Since 1989, the Library has been automated using the Dynix automation for cataloging, circulation, and public access. Since 1994, the Library has had Internet access which was expanded in 1998 to include all branches. The library's webpage offers indexes to more than 2700 online magazine and over 1200 full-text magazine articles, and has links to a steadily growing number of quality websites. In addition, the library is available via dial-in (via computer modem) access 24 hours a day, seven days a week, offering the capability of searching for materials owned in the library's collections, placing a hold on any library item desired, searching our on-line magazine collection, and offering text-based access to the internet.

The library system has been funded through a dedicated property tax since its establishment, currently collected at a rate of 2.95 mills. The library will be on a ballot in July 2000 for an increase to a collection rate of 4.9 mills for the next ten years.

The library system is governed by a board of control, consisting of five appointed members, and the parish president (ex officio). The President of the Board is Mr. Willie D. Scott, Sr., the Vice-president position is currently vacant. The remaining members are Mrs. Billie Bumgarner, Mrs. Sue Landry, Mrs. Regenia Fortenberry, Mrs. Janel Ryan, and Parish President, Mr. Albert Laque. The library director and board secretary is Mary desBordes.

In 1997 a needs assessment was made regarding additional branch and space requirements for communities on the east bank of the river. As a result of this study, a 7,000 sq. ft. branch is planned for the community of St. Rose, as well as an expansion of the existing East Regional Library.

The site of the St. Rose Branch has been determined, the property purchased, and an architect selected. The site is approximately four miles south of the I-310 bridge on about one acre (55,000 sq. ft.). The area is home to some industry as well as residences, with some small new subdivisions currently being developed. The area immediately around the site is primarily apartment complexes, with one side of the site on River Road.



## Request for Proposal

The East Regional Library is currently 11,794 sq. ft. The expansion of this facility is expected to be an additional 10,700 sq. ft. The property adjacent to the existing building, a lot approximately 25,700 sq. ft., has been purchased for this purpose. The community surrounding the regional library runs the gamut from low-cost rental housing immediately adjacent, to middle-income residences to the south, and high-end homes to the north.

The library board of control would like a survey of the specific library service needs and requirements of the east bank communities, from Ormond (Destrehan) to the north, to the southeastern parish line in St. Rose, with particular concern for the changing needs over the next ten to fifteen years. Recommendations for library services in the face of new technologies and patron demands are also part of the scope of the project. This information will be used to determine the building programs for both the St. Rose Branch and the expansion of the East Regional facility.

In selecting a library consultant, the library board of control would like to have the following information:

- Legal name, address and phone number.
- Resumes or vitae
- Reference list of previous clients
- A statement reciting the consultant's understanding of what the client wants performed
- Copy of similar projects
- Financial proposal detailing the cost basis and total cost of the consultant's fee such as study team personnel, clerical support, travel expenses, and all other expenses (postage, reprography, etc.)

The library board of control and library director will evaluate the proposals. In evaluating the consultant proposals the team will look at experience with projects of similar scope, cost references, and availability of consultant to work on a regular and timely basis with this project. The next regular library board of control meeting is August 15<sup>th</sup>, 2000, so review and discussion of these proposals will likely be made at a special meeting called for this purpose. The library board and staff are very eager to get this project started. After the library board discusses the proposals, an interview may be required for the selection process. The St. Charles Parish Library Board of Control meets the equal opportunity requirements and has a right to reject any and all proposals.

To accompany any material in your proposal, the library system has the following available audiovisual equipment: slide projector, overhead projector, and video player/monitor.

If you are interested in submitting a proposal the deadline is June 16, 2000. Mail packages to Mary desBordes, St. Charles Parish Library, P.O. Box 949, Luling, Louisiana 70070-0949. If you have any questions the telephone number is (504) 785-8464 or e-mail address <mdesbord@stcharles.lib.la.us>

## STATEMENT OF LIBRARY BUILDING PROGRAM

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An expanded facility is required not only to provide additional space, but to provide more efficient, more service-oriented space. The present building is too small to house effectively the services and materials presently offered without relinquishing the space currently devoted to a Public Meeting Room. And even if that space were to be made available to house collections and patron seating, the solution would be a temporary one. The current facility is clearly too small to accommodate future growth or enhanced services. The building program is written so that the architect will understand what constitutes an optimal arrangement of space from an operational point of view.

\* This program consists of a single phase. The planning for an expanded facility should be done with the idea of keeping open the option for possible future additions, even if not currently envisioned. \*

The program provides for an addition of 13,905 sq. ft. to the library's existing building of approximately 11,795 sq. ft. The existing building does not provide the space required to provide excellent or even adequate library service for a projected East Bank service population of 30,870 by the year 2017.

The program has been written on the assumption that all traditional public library services will be conducted on a single level. However, the building should be constructed so that it provides support capacity for a possible future second floor.

EVEN THOUGH A NEW BUILDING IS NOT TO BE CONSTRUCTED, THIS BUILDING PROGRAM IS WRITTEN AS IF AN ENTIRELY NEW BUILDING WERE TO BE CONSTRUCTED, so that the architect will understand what constitutes an optimal arrangement of space, from an operational point of view, and will feel free to design new space in such a way that the new space will combine with the old space to accommodate to as great a degree as possible the spatial relationships suggested here. In the planning designed to meet the requirements of this building program (and thereby assure optimal functional use of the total space), THE ARCHITECT IS NOT TO FEEL CONSTRAINED BY THE MANNER IN WHICH THE CURRENT SPACE IS PRESENTLY USED.

It is anticipated that the space provided at the conclusion of construction will be sufficient for 15 years. \*

The minimum number of parking spaces required by the square footage of the expanded building should be provided. Local zoning ordinances should be checked in this regard.

Ideally, parking in excess of that required by local zoning ordinances will be provided, given the projected heavy use of the expanded building.

arcbrw2a.wp

January 16, 2007

Ms. Mary desBordes  
St. Charles Parish Library  
P.O. Box 949  
Luling, LA 70070

Re: St. Charles Parish: East Regional Library  
Chenevert Architects Project No: 22097.00

Dear Ms. desBordes:

As a part of our Programming Submittal, dated March 14, 2006, Chenevert Architects included a statement of probable cost depicting a base building cost of \$7,996,705.55, for a library of 29,100 square feet. The current cost estimate for this project depicts a base building cost of \$8,275,342.00, for a library of approximately 33960 square feet. The increase in cost for this project can be attributed to the following factors:

First, to accommodate the expanding needs of the library and its surrounding community, the square footage of the proposed building was increased by approximately 4,860 square feet. This increase in square footage was required to facilitate the library's growth and to improve the building's efficiency; as a result the cost of the building was increased.

Second, in August of 2005, Hurricane Katrina impacted the economic climate of South Louisiana. The post Katrina economic condition continues to affect the construction industry. This impact accounts for increases in labor and material cost, as well as flooding the market with numerous construction projects occurring at the same time. Chenevert Architects had adjusted the initial cost estimate to more accurately reflect current market conditions at the programming submittal phase and this has been updated and reflected in each concurrent submittal. These adjustments have been verified for accuracy by multiple local contractors.

Third, the original design presented during the schematic design phase, incorporated low sloped roofs for the majority of the building. Per the owner's request, the design was revised so that the majority of the roofing system now incorporates pitched roofing. The additional pitched roofing systems add approximately \$155,000.00 to the cost of the project.

Chenevert Architects hopes you find the explanation above acceptable. Please call if you have any questions or comments

Sincerely,

Chenevert Architects LLC

John Streva

**St. Charles Parish Library Board  
Minutes, 9/15/03, p. -2-**

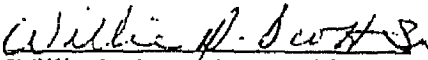
Next Mr. John Campo, representing the St. Charles Parish Council's Beautification Task Force, spoke. Mr. Campo, who has been retained in connection with the Historic Mile Project, shared drawings of his work at the East Bridge Park, which is meant to help recapture the spirit of the old Destrehan High School via murals and new fencing. He requested that the East expansion keep the concept of the local historical style.

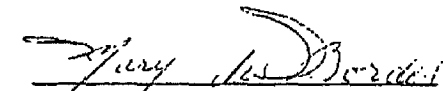
The only item of business was the East expansion project. Mr. Chenevert introduced himself and Mr. Nelson, and explained the change of name of his architectural firm. He discussed the fact that the current building structure is sound, and how the firm proposes to use the existing structural components in conjunction with the new expansion, incorporating a new façade and roofline. He showed a series of rooflines which had been considered, and indicated the massing and roofline which was considered preferable. Mr. Nelson then presented the firm's initial proposal of the interior layout, and the exterior elevations. There was a great deal of discussion, much of which centered on the Board's dissatisfaction with the exterior treatment. There was a general consensus that the building was too modern, and needed a variety of modifications to be more in line with the community's historic ambience. Mr. Chenevert and Mr. Nelson responded by noting the areas of concern, and offering to return with a new design within two weeks. The Board set a date for a special meeting on September 30, at 6:00 at the East large meeting room.



There being no further business the meeting was adjourned.

APPROVED:

  
Willie D. Scott, Sr., President  
St. Charles Parish Library Board

  
Mary des Bordes, Secretary  
St. Charles Parish Library Board

**St. Charles Parish Library Board**  
**Minutes, 9/30/03, p. -2-**

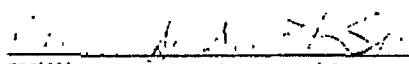
There was discussion, feedback, and questions. An informal polling of the Board and those present showed an equal division of preference between the two roof designs. There was concern expressed about the clearstory causing glare within the building. Ms desBordes will investigate whether the St. Rose staff is experiencing this problem.

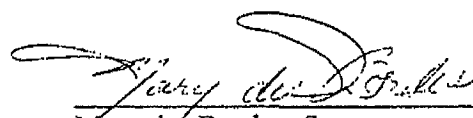
As there was not a clear consensus on the building design, Mr. Chenevert and Mr. Nelson were asked to submit both finalized schematic designs with anticipated budgets to Ms desBordes in one week. The documents will be distributed to the Board immediately, and the Board would meet to make a decision on the acceptance of the design on October 13.

Mr. Chenevert then discussed the sequencing of the construction and informed the Board that the construction would require that the building be vacated for a minimum of twelve months, with the possibility of taking up to eighteen months. Ms desBordes is to begin investigating venues available for rental, to serve as a temporary library during this period.

There being no further business the meeting was adjourned.

APPROVED:

  
\_\_\_\_\_  
Willie D. Scott, Sr., President  
St. Charles Parish Library Board

  
\_\_\_\_\_  
Mary des Bordes, Secretary  
St. Charles Parish Library Board

**ST. CHARLES PARISH LIBRARY**

Board of Control Meeting

October 13, 2003

6:00 p.m.

MINUTES

A special meeting of the St. Charles Parish Library Board of Control was held at 6:00 p.m., Monday, October 13, 2003, in the large meeting room of the East Regional Library in Destrehan.

Members present: Delores Chauffe, Janel Ryan, Carolyn Tregre, Regenia Fortenberry.

Members absent: Willie D. Scott, Sr.

Staff present: Nancy Anderson, Vicki Nesting, Lauren Campo, and Mary desBordes.

Others: Sean Pitz, Norman Chenevert, Dyke Nelson.

Mr. Scott being absent, Mrs. Fortenberry called the meeting to order and asked for a moment of silent prayer, which was followed by the Pledge of Allegiance.

Mr. Fortenberry asked for approval of the minutes of the September 30, 2003 meeting. Mrs. Chauffe moved that the minutes be approved as mailed. Mrs. Tregre seconded the motion, and the motion passed.

The attendance report for Board members was completed.

Under the Librarian's report, Ms desBordes advised the Board that she had begun searching for rental space to move the East library into during the construction of the expansion. At that point she had located two possibilities, both in the Plantation Business Park. She had also asked Corey Faucheaux in the Parish Planning and Zoning Office for assistance on locating other rental space available. She advised the Board that a decision should be made concerning the temporary location no later than mid-November. She also read a letter to the Board from Mr. Laque, stating that he had seen the design for the East Expansion, and was very pleased. Additionally he indicated that the St. Rose branch set a new standard for Parish facilities.

The only item of business was the East expansion project. Mr. Chenevert reviewed the materials covered in the September 30 meeting. He discussed the schematic design packet, which had been distributed to the Board the previous week, and displayed a rendering of the building designs with the requested modifications. He also showed the Board a faux slate product, which they were investigating for possible use on the roof of the building. There was some discussion, followed by Mrs. Fortenberry asking the Board to indicate their preference for the design of the building. The Board was unanimously in favor of the clearstory design.





# ST. CHARLES PARISH LIBRARY

November 13, 2003

TO: Library Board  
FROM: Mary des Bordes

Enclosed is a copy of the revised agenda for our November 18<sup>th</sup> meeting. In addition, I'm sending for your review the four options for library service to the Destrehan community during the construction of the East Regional expansion. I strongly recommend that you not share this information with any non-Board member before the meeting. Option IV, in particular, is in the most preliminary stage, and widespread knowledge could complicate the process.

I look forward to seeing you next Tuesday.

Upon resuming the meeting, the first item of business was the decision of library service level to the Destrehan community during the construction of the East expansion. Ms desBordes outlined the options available. She clarified items as requested, including the possibility of adding Saturday hours at Norco during the construction at East if necessary. Mrs. Chauffe moved that as a back up to option IV (receive donated land in Plantation Business Park and build new building on that site), the Board approve Option I (to close East Regional and route all service to St. Rose). Mrs. Tregre seconded the motion. Following discussion, Mrs. Chauffe moved to amend the motion to the Board approve as the primary option Option IV (receive donated land in Plantation Business Park and build new building on that site), with Option I (to close East Regional and route all service to St. Rose) being secondary. Mrs. Tregre seconded the motion and the motion to amend carried. The Board then took up the motion as amended, and the motion carried. Mr. Scott asked that the record show that Mrs. Ryan, being ill, had contacted him and expressed her support for option IV also. Ms desBordes indicated that she would contact the parties involved and report back to the Board with additional information.

The next item of business was the Board's public hearing on the proposed 2004 budget. Mrs. Scott led the Board through a line-by-line discussion of the proposed budget. During the discussion, Mrs. Chauffe asked that Gary Miebaum present a report on Planetarium activities and projections at the January meeting. Ms desBordes said that she would make the arrangements.

At the conclusion of the budget review, Mrs. Tregre moved that the Board *adopt the following resolution:*

#### 2004 Budget Resolution

**A Resolution** adopting an Operating Budget of Revenues and Expenditures for the fiscal year beginning January 1, 2004, and ending December 31, 2004.

**Be It Resolved** by the Board of Control of the St. Charles Parish Library that,

SECTION 1: The attached detailed estimate of Revenues for the fiscal year beginning January 1, 2004, and ending December 31, 2004, be and the same is hereby adopted to serve as an Operating Budget of Revenues for the Library for the same period.

## **EAST REGIONAL BRANCH LIBRARY**

### **FACT SHEET**

**January 7, 2003 letter to Mr. Greg Bush, Director St. Charles Parish Department of Public Works from Mary des Bordes \_ “The Library board of Control is requesting that a public notice for “Request for Qualification Statement” be published for selection of an architect to design, etc. the expansion of the East Regional Branch Library in Destrehan.**

**STATEMENT OF LIBRARY BUILDING PROGRAM – This program consists of a single phase. The planning for an expanded facility should be done with the idea of keeping open the option for possible future additions, even if not currently envisioned....The program has been written on the assumption that all traditional public library services will be conducted on a single level. However, the building should be constructed so that it provides support capacity for a possible future second floor....It is anticipated that the space provided at the conclusion of construction will be sufficient for 15 years. ...Ideally, parking in excess of that required by local zoning ordinance will be provided, given the projected heavy use of the expanded building. “**

**Request for Proposal – The East Regional Library is currently 11,794 sq. ft. The expansion of this facility is expected to be an additional 10,700 sq. ft. The property adjacent to the existing building, a lot approximately 25,777 sq. ft. has been purchased for this purpose. The community surrounding the regional library runs the gamut from low-cost rental housing immediately adjacent, to middle-income to the south, and high-end houses to the north, \* the library board of control would like a survey of the specific library service needs and requirements of the east bank communities, from Ormond (Destrehan) to the north, to the southeastern parish line in St. Rose, with particular concern for the changing needs over the next ten to fifteen years. Recommendation for library services in the face of new technologies and patron demands are also part of the scope of the project. **The information will be used to determine the building programs for both the St. Rose Branch and the expansion of the East Regional facility. (2000)****

**St. Charles Parish Library Feasibility Study (not all the pages were in the minutes but there was nothing saying that the building would have to be evacuated.)**

**St. Charles Parish Library Board Minutes- 1/21/03 pg. 2 – “The next item of old business was the East expansion project. Ms. des Bordes reported that the building program as written in 2001 had been reviewed and revised with the architects, Norman Chenevert and Dyke Nelson of Chenevert Architects, and that the project was now in the schematic phase. ( NOTE: Why would they do this when on the next page of these minutes, the selection board will meet in mid-May to select the architectural firm for the project? G.D.)**

**St. Charles Parish Library Board Minutes 1/21/03 pg. 3 – The next item of new business was the East Expansion project. Ms. des Bordes reported that the request for qualifications for professional services, which was published in early April, resulted in seven responses form architects. The selection board will meet in mid May to review the proposals, and select the architectural firm for the project.**

**St. Charles Parish Library Board Minutes 4/15/03 pg. 3 - The next item of new business was the East Expansion project. Ms. desBordes reported that the request for qualifications for professional services, which was published in early April, resulted in seven responses form architects. The selection board will meet in mid May to review the proposals, and select the architectural firm for the project.**

**May 14, 2003, To: Library Board, From: Mary desBordes- Bringing you up-to-date: The QBS committee met this morning to select the architect for the East Regional expansion. I'm please to tell you that CSRS, who were our architects for the West office space, the St. Rose, and the Hahnville renovation projects, was selected. The Parish will be negotiating the contract for the current project, and I will let you know when there is more progress.**

**August 5, 2003 To Library Board, From Mary des Bordes The Staff East Expansion committee will be meeting with the architects again before the next Board meeting, but the information in the building program is not expected to change substantially.....**

**St. Charles Parish Library Board Minutes 8/19/03 pg. -2 -The next item of old business was the East expansion project. Ms. des Bordes reported that the building program as written in 2001 had been reviewed and revised with the architects, Norman Chenevert and Dyke Nelson of Chevevert Architects. .....These will be ready in the next few weeks, and the Board will need to approve the plans well before the November meeting in order to keep the process moving.....**

**St. Charles Parish Library board Minutes, 9/15/03, p. -2- the only item of business was the East expansion project. Mr. Chenevert introduced himself and Mr. Nelson, and explained the change of name of his architectural firm. He discussed the fact that the current building structure is sound, and how the firm proposes to use the existing structural components in conjunction with the new expansion incorporating a new façade and roofline.**

**St. Charles Parish Library Board Minutes, 9/30/03 – pg 2 As there was not a clear consensus on the building design, Mr. Chenevert and Mr. Nelson were asked to submit both finalized schematic designs with anticipated budgets to Mrs. Des Bordes in one week. The documents will be distributed to the Board immediately, and the Board would meet to make a decision on the acceptance of the design on October 13.....Mr. Chenevert then discussed the sequencing of the construction and informed the Board that the construction would require that the building be vacated for a minimum of twelve months, with the possibility of taking up to eighteen months. Ms. des Bordes is to begin investigating venues available for rental to serve as a temporary library during this period.**

**October 13, 2003, Albert Laque to Mr. Willie Scott Sr. Chairman St. Charles Parish Library Board, “I recently had the opportunity to meet with Mr. Norman J. Chenevert of Chenevert Architects LLC and I viewed the Schematic Design for the East Regional ...Library renovations or should I say transformation! I want to commend you, your fellow board members and the staff on the excellent job you have done planning the Project.”**

**St. Charles Parish Library Board of Control Meeting, October 13, 2003 6:00 p.m Minutes: “ Under the Librarian’s report, Ms. des Bordes advised the Board that she had begun searching for rental space to move the East**

library into during the construction of the expansion. At that point she had located two possibilities, both in the Plantation Business Park. She had also asked Corey Fauchaux in the Parish Planning and Zoning Office for assistance on locating other rental space available. She advised the Board that a decision should be made concerning the temporary location no later than mid-November. She also read a letter to the Board from Mr. Laque, stating that he had seen the design for the East Expansion, and was very pleased. Additionally he indicated that the St. Rose branch set a new standard for Parish facilities.

The only item of business was the East expansion project. Mr. Chenevert reviewed the material covered in the September 30 meeting. He discussed the schematic design packet, which had been distributed to the Board the previous week, and displayed a rendering of the building designs with the requested modifications. He also showed the Board a faux slate product, which they were investigating for possible use on the roof of the building. There was some discussion, followed by Mrs. Fortenberry asking the Board to indicate their preference for the design of the building. The Board was unanimously in favor of the clearstory design."

November 13, 2003 – TO: Library Board, From Mary des Bordes –  
“Enclosed is a copy of the revised agenda for our November 18<sup>th</sup> meeting. In addition, I’m sending for your review the four options for library service to the Destrehan community during the construction of the East Regional expansion. I strongly recommend that you not share this information with any non-Board member before the meeting. Option IV, in particular, is in the most preliminary stage, and widespread knowledge could complicate the process. “

11/18/03, St. Charles Parish Library Board Minutes, p. -2-: “Upon resuming the meeting, the first item of business was the decision of library service level to the Destrehan community during the construction of the East expansion. Ms. des Bordes outlined the options available. She clarified items as requested, including the possibility of adding Saturday hours at Norco during the construction at East if necessary. Ms. Chauffe moved that as a back up to Option IV (receive donated land in Plantation Business Park and build new building on that site), the Board approve Option I (to close East Regional and route all service to St. Rose). Ms. Tregre seconded the motion. Following

**discussion, Mrs. Chauffe moved to amend the motion and the motion to amend carried.** The Board then took up the motion as amended, and the motion carried. Mr. Scott asked that the record show that Mrs. Ryan, being ill, had contacted him and expressed her support for option IV also. Ms. Des Bordes indicated that she would contact the parties involved and report back to the Board with additional information.”

**St. Charles Parish Library Board of Control Meeting, January 20, 2004 pg. 1 – “The first item of old business taken up was the status of the East Expansion Project. Ms. des Bordes reported that the proposal for donation of land in the Plantation Business Campus had generated the decision by BP to have a master plan drawn up for the entire property. Planners were being selected, and the planning process would probably take about six months. She asked if the Board wished to postpone further work on the project until the master plan was completed and a decision on the donation was made, or to simply pursue the expansion as originally planned at the current site. Mrs. Ryan moved that the planned expansion/construction off eh East facility be put on hold until the master plan for the Plantation Business Campus by BP is completed. Mrs. Chauffe seconded the motion, and the motion passed.**

**The next item of old business was the feasibility study for “branch six””. Mr. Chenevert brought the Board up to date on the status of the study. The preliminary work has been completed and the project is at the point at which we would normally produce a **request for proposal for sites for the branch.** However, we have learned that Cheveron’s purchase of the Texaco tract in the desired area may make some property available for donation. The question was raised whether we should pursue a donation of property first, or proceed with the RFP. There was general agreement that we pursue the donation first.” (Des Allemands, Paradis, Bayou Gauche Branch (G.D.)**

**St. Charles Parish Library Board Meeting p. -2- “ The first item of old business taken up was the status of the East Expansion project. Ms. des Bordes reported that the proposal for donation of land had generated a response from BP through Norman Chenevert. Although they were not willing to donated the site we had proposed, they are willing to offer us a parcel between the Hale Boggs Bridge and the small fire station on River Road, Ms. des Bordes suggested that the Board ask for 5 acres of this property, moving from the downriver side of the parcel toward the**

bridge, and include also a small piece behind the fire station. She also indicated that should this donation be made, the Board might want to consider moving some library offices to the new location, opening up space in the West library for public use.

**NOTE: All 4 Options, including Option IV have the heading of “OPTIONS FOR LIBRARY SERVICE TO THE DESTREHAN COMMUNITY DURING THE CONSTRUCTION OF THE EAST REGIONAL EXPANSION (G.D.)**

## **SERVICE POLICY**

**Recognizing that the St. Charles Parish Library was established by ordinance of the parish governing body in conformity with state law covering public libraries, and funded by public funds authorized by the Parish electorate together with certain state public funds allocated for public library use; and recognizing further that the Library Board of Control was and is appointed by the parish governing body with delegated powers to oversee and control the management of the library in the capacity of a trustee body to serve and protect the interests of the citizens, it shall be the policy of the board with respect to the following:**

### **1. Service**

**Provide courteous service of excellent quality patterned to satisfy the needs and interest of the people of the parish as assessed by the Board and/or the library administration, and to reflect the expressed desires and comments of the people. This service should show balance between the various interests served based upon the use and relative cost practicalities.**



**Subj:** RE: Library Board meeting held in council chambers.  
**Date:** 3/18/2008 8:48:50 A.M. Central Standard Time  
**From:** sheila@st-charles.la.us  
**To:** Dfgwen@aol.com

Good Morning Gwen: Here is your list of meeting dates of the Library Board (that was held in the Council Chamber) from 2000 to the present:

01-18-00	04-15-03	08-17-04	07-18-06	05-15-07
04-13-00	08-19-03	04-19-05	09-19-06	09-18-07
08-21-01	01-20-04	08-16-05	11-21-06	
04-16-02	04-20-04	01-17-06	01-16-07	

There were no meetings in 2008 held in the Council Chambers (as of yet). If you need anything else, please let me know.  
Hope you and your family have a Happy Easter!  
Sheila

-----Original Message-----

**From:** Dfgwen@aol.com [mailto:Dfgwen@aol.com]  
**Sent:** Tuesday, March 18, 2008 6:52 AM  
**To:** Hymel, Sheila  
**Subject:** Library Board meeting held in council chambers.

Could you e-mail me a list of Library Board meetings held in Council Chambers from 2000 to the present.

Thanks and have a Nice day.

Gwen D.

It's Tax Time! Get tips, forms and advice on AOL Finance & Finance.

Tuesday, March 18, 2008 AOL: Dfgwen



# ST. CHARLES PARISH

*DENNIS NUSS*  
CHAIRMAN  
COUNCILMAN, DISTRICT VII

FILE

April 1, 2008

Ms. Gwen Dufrene  
3551 Highway 306  
Des Allemands, LA 70030

Dear Ms. Dufrene:

Your Petition to Address the Council was received on March 28, 2008. Due to the pending lawsuit and with the approval of Legal Counsel I am requesting that you postpone your request to Address the Council until a later date. The Parish Council is scheduled to go into Executive Session at the April 7<sup>th</sup> Meeting for an update on the pending lawsuit. Postponing your request will hopefully grant us the time needed to address your issues regarding the East Bank Regional Library. As it stands, at the present time because of the lawsuit, all remarks and any questions asked cannot be addressed by the Council.

I thank you for your understanding.

Sincerely,

DENNIS NUSS  
COUNCIL CHAIRMAN  
(COUNCILMAN, DISTRICT VII)

DN/BJT:ag

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Fax: (985) 308-1238  
Cell: (504) 915-4062  
Email: [dnu:s@st-charles.la.us](mailto:dnu:s@st-charles.la.us)

**Barbara Jacob-Tucker**

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**From:** Breaux, Nicole  
**Sent:** Monday, April 07, 2008 9:17 AM  
**To:** Barbara Jacob-Tucker  
**Subject:** FW: Petition to Address the Council

-----Original Message-----

**From:** Dfgwen@aol.com [mailto:Dfgwen@aol.com]  
**Sent:** Monday, April 07, 2008 8:08 AM  
**To:** dnuss@st-charles.la.us  
**Cc:** scpcouncil@st-charles.la.us  
**Subject:** Petition to Address the Council

Dear Council Chairman Nuss,

I received your letter asking that I "postpone your request to Address the Council until a later date". I will honor your request.

I am very concerned that because this was a project under prior councils and administration that the present council does not have the documented facts. I'm concerned that the council and administration are going by what they're being told by people who were involved in the documented deception involved in this project.

Please regard this as my second request that the Council investigate the deceptive actions of Ms. des Bordes, Norman Chenevert, the Library Board members and others concerning the changing of the Expansion of the East Regional Library in Destrehan to the acceptance of the donated BP land and the building of the new library under the disguise of **Option IV** (receive donated land in Plantation Business Park and build new building on that site) under **OPTIONS FOR LIBRARY SERVICE TO THE DESTREHAN COMMUNITY DURING CONSTRUCTION OF THE EAST REGIONAL EXPANSION.**

Respectfully

Gwen Dufrene  
3551 Hwy. 306  
Bayou Gauche, LA 70030  
(985) 758-7510 or 758-5533

---

Planning your summer road trip? Check out [AOL Travel Guides](#).

Gwen Dufrene  
# denied  
-asked to have to  
postponed deviated  
take-up

**OPTIONS FOR LIBRARY SERVICE TO THE DESTREHAN COMMUNITY  
DURING THE CONSTRUCTION OF THE EAST REGIONAL EXPANSION**

**OPTION I**

**Close the East Regional Library and route all service to St Rose branch.**

- Increase St. Rose hours of operation to Regional level
- Send East staff to St. Rose, or other locations as needed during construction
- Lease storage facilities to house the furniture and most of the collection
- Move some of the collection to St. Rose branch

**Costs:**

Lease storage space for furniture and boxed books: (\$500/mo for 12 – 18 mos) \$6,000-  
\$9,000

**Total: \$6,000 - \$9,000**

**Advantages**

Lowest cost  
Least physically difficult  
Storage on-site would require no moving fees

**Disadvantages**

Loss of library service to those who must  
walk to building  
Loss of access to those materials stored  
Double the distance those at Norco would  
have to travel for evening and Saturday  
service  
Loss of visibility in community

**OPTIONS FOR LIBRARY SERVICE TO THE DESTREHAN COMMUNITY  
DURING THE CONSTRUCTION OF THE EAST REGIONAL EXPANSION**

**OPTION II**

**Close the East Regional Library and open a small temporary library**

- Lease 4000 sf space available in the Red Church shopping strip
- Open temporary location with Norco/Hahnville hours of operation
- Use some East furniture and a basic collection at the temporary location
- Run the smaller temporary location with three to four East staff
- Increase St. Rose hours of operation to Regional level
- Send the balance of East staff to St. Rose, or other locations as needed during construction
- Move some of the collection to St. Rose branch
- Lease storage facilities to house unused furniture and most of the collection

**Costs:**

Lease for 12 to 18 months: (\$2,800/mo for 12 – 18 mos) \$33,600 –50,400

Utilities at temporary location: \$6,200 - \$9,400

Moving materials and furniture to temporary location: \$1,000

Installing computer and phone lines at temporary location: \$1,150

Leasing storage facilities: (\$500/mo for 12 – 18 mos) \$6,000-\$9,000

Moving materials and furniture back into building at close of construction: \$6,500-\$8,000

**Total: \$54,450 - \$69,950**

**Advantages**

Maintains presence in and service to community

Good location

Parking in area

**Disadvantages**

Severely diminished level of service

Loss of access to those materials stored

Limited parking during business hours

Double the distance those at Norco would have to travel for evening and Saturday service

**OPTIONS FOR LIBRARY SERVICE TO THE DESTREHAN COMMUNITY  
DURING THE CONSTRUCTION OF THE EAST REGIONAL EXPANSION**

**OPTION III**

**Close the East Regional Library and open a large temporary library**

- Lease 9000 sf office space available in Plantation Business Park
- Move entire East Regional collection, furniture, etc., to office space
- Retain Regional hours of operation, services, etc.

**Costs:**

Lease for 12 to 18 months: (\$10,150/mo) \$121,500 – \$182,250

Installing computer and phone lines at temporary location: \$1,700

Moving materials and furniture to temporary location, and back into building at close of construction: \$25,000

**Total: \$148,200 - \$208,950**

**Advantages**

Maintains presence in and service to community  
Parking is adequate  
East team is maintained as a unit  
Entire collection is available  
No storage costs

**Disadvantages**

Lower Visibility  
Loss of library service to those who walk to the building  
Cost of lease, etc. high  
Need to move entire facility twice  
Isolation of patrons/staff leaving the building after dark  
The barrier of I-310

**OPTIONS FOR LIBRARY SERVICE TO THE DESTREHAN COMMUNITY  
DURING THE CONSTRUCTION OF THE EAST REGIONAL EXPANSION**

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The barrier of I-310

**OPTIONS FOR LIBRARY SERVICE TO THE DESTREHAN COMMUNITY  
DURING THE CONSTRUCTION OF THE EAST REGIONAL EXPANSION**

**OPTION IV**

**Receive donated land in Plantation Business Park and build new building on that site**

- East Regional would stay open during construction of new building
- New building would be designed and built on new site
- Library would move into new facility when complete
- Possibly expand building scope (e.g., move administrative offices and Tech Services into new building)
- Old building/property could be sold to pay for construction costs for East Expansion or for possible new facility in Paradis/Des Allemands/Bayou Gauche area

**Costs:**

Additional architectural fees for re-design: unknown

Moving materials and furniture into building at close of construction: \$6,500-\$14,000

\*Possibly expanded building size: (3,000sf @\$135/sf): \$405,000

**Total: minimum \$6,500 – \$14,000**

**\*or \$411,500 - \$419,000 +  
architectural fees**

**Advantages**

New building could be re-designed without constraints of existing building

Major cost savings

Ability to expand building (either immediately or in future)

Tie-ins with Destrehan Plantation for publicity, etc., in future

Possible move of Administration/Tech Services would free up space and provide more parking in lot at West Regional

Additional funds for long range building plans

Transition easier on community

**Disadvantages**

Possible fall-through of the donation

Donor could offer site well off River Rd. with low visibility

Delay in service at new building over expanded building

Not in residential area/loss of walk-in use

Isolation of patrons/staff leaving the building after dark

Destrehan Festival, etc., parking disruption

The barrier of I-310