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.

Standerous remarks and comments will not be toterated. If standerous 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,

DESMOND J. HILAIRE COUNCIL CHAIRMAN

RIGHT TO DIRECT PARTICIPATION COUNCIL GUIDELINES

No person shall be denied the right to observe and, within Council guidelines, to address the Council provided that the person has submitted a written request containing the nature of the subject to be discussed. All requests and pertinent information must be received



DEPARTMENT OF WASTEWATER

ST. CHARLES PARISH

P.O. BOX 705 . LULING, LOUISIANA 70070. (985) 783-5102 • (985) 783-5104 • FAX (985) 785-2207

ALBERT D LAQUE Panali President

GHEGORY E, BUSH ITC DEA Policed Cheer los

March 3, 2004

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

Dear Ms. Dufrene:

I sincerely apologize for the delay in responding to your requests. I was in fact on vacation and subsequently attended the LA DOTD Transportation Engineering Conference and the U.S. Army Corps of Engineers 2004 Partnering Conference. Parish holidays during Mardi Gras compounded the problem.

Your request for any and all documentation for the Luling Oxidation Pond and the Wastewater Regionalization project since January 2000 is staggering. In addition, many of the files contained in your request are located in various locations outside this building and possibly in other departments.

"If the files are thick" does not adequately describe the nature of your request. I will be more than happy to allow you access to the files. I have instructed my Administrative Assistant to contact you regarding this access.

Please be advised that you will have to compensate the Parish for the employee's manhours associated with your request. We can minimize this cost to you if you could be more specific in the nature of your request. In addition, any copies you may request during this review will be invoiced to you in accordance with applicable Parish Ordinance.



The same parameters apply for your requests for any and all documentation for the Aquatic Ecosystem Restoration. Even more monumentous is your request for any and all advertisements, letters, or other correspondence used in trying to secure engineers for the Parish's Wastewater and Public Works Departments. Without being specific as to project or projects, budget years or other definite time frame, or some other defining parameter, this department does not have the manpower or the resources to comply with your requests.

However, I will provide you full access to all of the above and invoice you accordingly. Please understand the magnitude of your request. The files you are requesting are contained in 68 individual file drawers, 90 map file drawers, and over 100 archived boxed files. These files are just for this department.

Again, I apologize for the delay in responding. When my staff realized the magnitude of your request, they chose to wait for my return for the appropriate guidance to properly and accurately respond to your request. They were reluctant to try to satisfy your request and possibly leave out something where you would feel your concerns were not adequately addressed.

Sincerely,

Gregory E. Bush, I.TC, USA, Retired Director of Public Works/Wastewater

GEB:red

ce; Attorney

Mr. Albert D. Laque, Parish President Mr. Bobby Raymond, Director of Legal Mrs. Lorrie Toups, Director of Finance

Mr. Lance Marino, Councilman-at-Large, Division A
Mr. Snookie Faucheux, Councilman-at-Large, Division B
Mr. Poochic Cheramte, Assistant Director of Public Works
Mr. Sammy J. Accardo, Assistant Director of Wastewater

St. Charles Parish Department of Public Works

Invoice No. 1

P.O Box 705 Luting, LA 70070 Phone Number (985) 763-5102

INVOICE ---Date 3/23/2004 Mrs. Gwen Duirena 3551 Hwy 306 Oes Allemands, La 70030 Public Records Request on Wednesday, March 16, 2004 RE: FIMANCE DEP TOTAL Description 22 Photopies from various project files \$ 5,50 \$ 0.25 Hour (Administrative Assistant services) \$ 21.84 5 21.84 27,34 **Total Invoice** Please issue a check made payable to The Parish of St. Charles P O. Box 705 Luling, LA 70070 , LTC, USA, Retired, Director of Public Works and Wastewater

