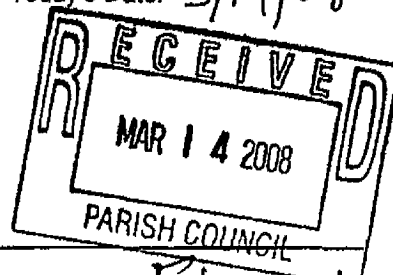


2008-0161

PETITION TO ADDRESS THE COUNCIL

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

Today's Date: 3/14/08



Dear Chairman:

Please place my name to address the Council on:

DATE: March 24, 2008

SPECIFIC TOPIC: East Regional Library Expansion and donated land & new library building

(*see specific guidelines on reverse and refer to Parish Charter- Article VII., Sec. 1.)

DOCUMENTS, IF ANY: YES NO
NAME: Gwen Dufrene

MAILING ADDRESS: 3551 Hwy. 306
Bayou Gouche, LA 70030

PHONE: 985-758-1570
SIGNATURE: Gwen Dufrene

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:

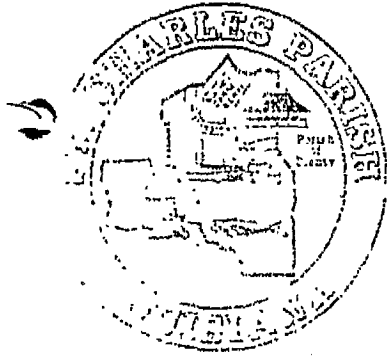
- > The Home Rule Charter provides for citizens to address the Council. It makes no provision for initiating debate, discussion, or question and answer sessions with Councilmembers or Administration Officials. Your right is also guaranteed to examine public documents as you prepare your presentation. 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

OFFICE OF THE PARISH PRESIDENT

P.O. BOX 202 - HAHNVILLE, LOUISIANA 70057
(985) 783-5000 • FAX (985) 783-2111

ALBERT D. LAQUE
PARISH PRESIDENT

October 13, 2003

Mr. Willie D. Scott, Sr.
Chairman
St. Charles Parish Library Board
Post Office Box 949
Luling, LA 70070

Dear Mr. Scott,

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 in the planning of this project.

The St. Rose Branch Library has set a new standard for our facilities and this one is just as outstanding.

Again, I want to thank you and your fellow board members for your service to the Library system and the citizens of our parish.

Sincerely,

Albert D. Laque
Parish President

ADL/kr



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 18th 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.

*** 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**

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

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 of the parish, 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 interests 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.

2. Finance

Spend monies as needed, within the limits of the revenues and funds available, to provide for the expressed level of service and personnel and books-material requirements, in a sound and prudent business-like manner.

Request periodic tax millage approvals based upon the projected needs of the library for the millage period.

Request annual tax assessments within the authorized millage based upon the ensuing year's projected needs, and to maintain about a 12 month operating surplus at the year's end, exclusive of taxes assessed and collected during the year.

3. Personnel

Employ and/or cause to be employed qualified people at all levels in the organization and require high quality job performance.

Compensate employees on the basis of merit within the various job classification and rate structures.

Maintain rate structures to reflect balance with those of other public employees in jobs requiring approximately the same level of skill and responsibility. Comparisons with other public employees should be made with parish employees first, state employees second, and other local nonpublic employees third.

General salary increases should approximate those of other public employees in a comparative fashion considering other parish employees first, state employees second, and other nonpublic employees third.

Benefits to employees, other than salary should equal or approximate those of other parish employees.

4. Books-Materials

Books and non-book materials added to the collection will normally be selected by the library administration from lists provided by various sources such as the Louisiana

St. Charles Parish Library Board
Minutes, 4/20/04, p. -2-

Ms desBordes reported on the dedication of the Margaret Herman Memorial Children's Room on April 9. Mrs. Herman's family was very pleased with the gesture, and the staff and children have been enjoying the renovated room.

St. Charles Parish Libraries participated in the One Book, One New Orleans project March 1 - April 15 - a community-wide effort across the New Orleans metro area intended to get everyone reading and talking about the same book at the same time, and to increase awareness of literacy problems. Three discussion programs were held at West and East Regional Branches. East Regional Branch Librarian Vicki Nesting coordinated the library's participation.

Ms. Christine Fong from Trey Wah Restaurant presented a Chinese fairy tale "The Seven Fairies" and taught the children some Chinese writing March 27th at the East Regional Library. Attendance for this very special event was 75, including Parish President Laque. There was a very nice write-up of the event in the Times Picayune River Parishes Picayune April 8.

Baton Rouge author Lynn Emery spoke at St. Rose March 6 on "What Editors and Agents Want - Writing to Sell." Ms. Emery was an excellent speaker and the audience of potential authors was unanimous in their enjoyment of her presentation.

Vicki Nesting has been appointed to the ALA Video Round Table's Notable Videos for Adults Committee, which selects up to 15 notable documentary, how-to, performance and educational videos each year.

The 2004 SRP theme has been announced as "Buggy for Books". We will be offering approximately 115 programs for children & young adults this summer. AquaVan, ZooMobile, Johnette Downing, Philip Melancon, & a YA Drama workshop presented by Neil & Mary Early are some of the programs we will have.

The Friends have decided to give the Library \$500 for the purchase of additional unabridged audiobooks. They will issue the check in May.

The current financial report was also distributed to the Board.

X The first item of old business taken up was the status of the East Expansion project. Ms desBordes reported that the proposal for donation of land had generated a response from BP through Norman Chenevert. Although they were not willing to donate 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 desBordes 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. Mrs. Umoved



ST. CHARLES PARISH LIBRARY

March 13, 2000

Dr. Ernest Heymsfield, Assistant Professor
Department of Civil Engineering
3508C CEBA Building
Louisiana State University
Baton Rouge, LA 70803-6405

Dear Dr. Heymsfield:

I will be serving with you on the St. Charles Parish Qualification Based Selection Committee in the selection of an architect for the parish library's new St. Rose Branch. As a professional librarian with many year's experience, I have concerns about the qualifications of person we will be selecting for this project, and I would like to share those concerns with you.

Naturally, I am interested in selecting a professional who is more than merely a competent architect. As with any building, choosing an architect who is willing to listen is of extreme importance. But more than that, my major concern is that library architecture is unlike the architecture of any other building. The traffic flow, load-bearing capabilities, acoustics, lighting, and climate factors are significantly different that those of an office building or commercial or industrial facility. So it is critical that the architect selected should be familiar with the special needs of library buildings. *

At the same time, it should be obvious that not every architect who has designed a library, or even several libraries, has been successful in his or her designs. It would be difficult, if not impossible, to establish the success of previously designed library buildings based on the criteria from which we are to judge the initial applicants. However, perhaps we could consider requiring the top applicants to make a presentation to the committee as a secondary determinant in the final ranking.

I'm sure that you will agree that these are serious concerns, but I know that if we work together, we can make the best possible selection of an architect in spite of the special requirements of the project. I am looking forward to meeting and working with you in this process.

Sincerely,

Mary desBordes
Library Director



ST. CHARLES PARISH LIBRARY

July 17, 2000

TO: Library Board
FROM: Mary des Bordes

It is with a happy heart that I write to you today. It is gratifying to know that our public was willing to fund the library for an additional ten years. I'm enclosing the official vote count by precinct, as well as copies of newspaper articles, etc., connected with the election. Thank you all for your support and assistance in making this a successful millage campaign.

In other news, we have had two responses to our request for proposal for a consultant for our building projects. Copies of the RFP advertisements and both proposals are enclosed for your review. We are scheduled to meet in one month. We can either discuss the proposals at that meeting, or alternately, we can schedule a meeting before then in order to move the process more rapidly. Please let me know if you are interested in calling a special meeting. If I do not hear from any board members on this subject by Monday, July 24th, I will assume that you would all prefer to wait.

X In a similar vein, we still have not heard from the Parish Attorney concerning the contract for the St. Rose architect. If we do not hear from him within the next week or so, it might be more expedient to pay another attorney to review and draw up the contract. X

I do have two unfortunate items to share with you. The first is that the property across the street from West Library, which we had requested the parish purchase for us, to be used as a parking lot, has apparently been sold to be the site of a car wash. I regret that I have been unable to get more information in this matter. In addition, the Shell station across from West has once more applied for a permit to sell alcoholic beverages. I've sent a letter to the parish attorney, but frankly do not expect this attempt to be any more successful than the previous attempts.

I am also sending you copies of newspaper articles on our summer programs. We have had some wonderful programs

Finally, I wanted to share with you that I had an e-mail from Garland Strother congratulating us on our achievement.

November 4, 2003

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

Re: CSRS Project No. 20058.00 St. Rose Branch
20123.00 West Branch Renovations
22067.00 Hahnville Branch



Dear Ms. desBordes

We received your letter dated October 30, 2003 requesting that the above named projects be transferred to Chenevert Architects, LLC. We will be more than glad to honor this request but need the request to either be signed by the President of the Library Board or attach a resolution from the Board to your letter granting you the authority to make the request.

Should you have any questions, please contact us.

Sincerely,



D. Stephen LaPlace

DSL:dsl

Enclosures

6767 Perkins Road, Suite 200
Baton Rouge, LA 70808
PH 225 769-0546
FX 225 767-0060
WEB www.csronline.com



Louisiana Secretary of State
COMMERCIAL DIVISION
Corporations Database



**Louisiana Secretary of State
Detailed Record**

Charter/Organization ID: 32130960D

Name: CSRS, INC.

Prior Name: CHENEVERT, SONGY, RODI, SODERBERG, INC. (8/12/2003)

Prior Name: CHENEVERT, SONGY, RODI, SODERBERG, AN (7/26/1999)

Prior Name: CHENEVERT/SODERBERG, A PROFESSIONAL ARCHITECTURAL (1/06/1994)

Prior Name: CLS DESIGN GROUP, INC., A PROFESSIONAL CORPORATION (1/05/1981)

Prior Name: CLS DESIGN GROUP, INC. (8/30/1979)

Type Entity: Business Corporation

Status: Active

Annual Report Status: In Good Standing **Add Certificate of Good Standing to Shopping Cart**

Last Report Filed on 02/06/2008

Mailing Address: 6767 PERKINS RD., #200, BATON ROUGE, LA 70808

Domicile Address: 6767 PERKINS RD., #200, BATON ROUGE, LA 70808

File Date: 03/10/1978

Registered Agent (Appointed 11/01/1990): CURTIS D. SODERBERG, 6767 PERKINS RD., #200, BATON ROUGE, LA 70808

President: MICHAEL B. SONGY, 6767 PERKINS RD., #200, BATON ROUGE, LA 70808

Vice President: CURTIS D. SODERBERG, 6767 PERKINS RD., #200, BATON ROUGE, LA 70808

Secretary: RONALD J. RODI, 6767 PERKINS RD., #200, BATON ROUGE, LA 70808

Amendments on File
NAME CHANGE (08/12/2003)



Louisiana Secretary of State
COMMERCIAL DIVISION
Corporations Database



***Louisiana Secretary of State
Detailed Record***

Charter/Organization ID: 35500872K

Name: CHENEVERT ARCHITECTS LLC

Type Entity: Limited Liability Company

Status: Active

Annual Report Status: In Good Standing [Add Certificate of Good Standing to Shopping Cart](#)

Last Report Filed on 05/22/2007

Mailing Address: C/O NORMAN J. CHENEVERT, 6767 PERKINS ROAD, STE. 101, BATON ROUGE, LA 70808

Domicile Address: 6767 PERKINS ROAD, STE. 101, BATON ROUGE, LA 70808

File Date: 06/16/2003

Registered Agent (Appointed 6/16/2003): NORMAN J. CHENEVERT, 6767 PERKINS ROAD, STE. 101, BATON ROUGE, LA 70808

Member: NORMAN J. CHENEVERT, 6767 PERKINS ROAD, STE. 101, BATON ROUGE, LA 70808

Member: JOSEPH DYKE NELSON, 6237 RIVERBEND, BATON ROUGE, LA 70820

Member: REGINA CHERYL ARCENEUX, 1068 OAK HILLS PARKWAY, BATON ROUGE, LA 70810

Amendments on File

RESTATED ARTICLES (11/08/2006)

AMENDMENT (11/08/2006)

AMENDMENT (10/28/2005)

[New Search](#)

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

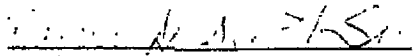
There was discussion, feedback, and questions. An informal polling of the Board and those present showed an equal division of preference between the two roof designs. There was concern expressed about the clearstory causing glare within the building. Ms desBordes will investigate whether the St. Rose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

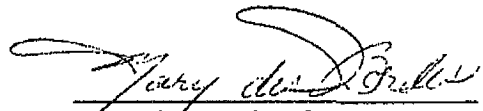
As there was not a clear consensus on the building design, Mr. Chenevert and Mr. Nelson were asked to submit both finalized schematic designs with anticipated budgets to Ms desBordes in one week. The documents will be distributed to the Board immediately, and the Board would meet to make a decision on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

2006-0398

INTRODUCED BY: ALBERT D. LAQUE, PARISH PRESIDENT

ORDINANCE NO. 06-12-19

An ordinance to approve and authorize the execution of an Act of Donation of Immovable Property with Dedication and Grant of Servitudes by BP Products North America, Inc.

ACT OF DONATION
PROPERTY AND GRANT

BY
BP

WHEREAS, St. Charles Parish has been working with BP Products North America, Inc. to secure a site in the Plantation Business Campus in Destrehan to construct a new East Bank Regional Library; and,

WHEREAS, the Parish, the Library Board, and BP have reached an agreement on a certain 5.18 acre tract of land along the future West Campus Drive and Destrehan Boulevard; and,

WHEREAS, it is the desire of the Parish Council to accept said Donation.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That the Act of Donation of Immovable Property with Dedication and Grant of Servitude by BP Products North America, Inc. is hereby approved.

SECTION II. That the Parish President is hereby authorized to execute said Act of Donation on behalf of St. Charles Parish.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS: MARINO, FAUCHEUX, HILAIRE, FABRE, RAMCHANDRAN, WALLS, BLACK, DUHE, MINNICH

NAYS: NONE

ABSENT: NONE

And the ordinance was declared adopted this 18th day of December, 2006, to become effective five (5) days after publication in the Official Journal.

Act of Donation - BP Products North America

CHAIRMAN:

Brian C. Fer

SECRETARY:

Barbara Jacob Tucker

DLVD/PARISH PRESIDENT:

December 19, 2006

APPROVED:

DISAPPROVED:

PARISH PRESIDENT:

Albert D. Laque

RETO/SECRETARY:

December 19, 2006

AT: *11:45*

RECD BY:

BP

St. Charles Parish Library Board
Minutes, 10/4/05, p. -2-

desBordes reported that she had received a copy of the draft document of donation from Mr. Studdard the day before. The final item necessary will be a No Further Action Letter from LDEQ to BP. The donation document will require a thorough review by Parish Attorney Bobby Raymond. *(has he experience?)*

→ provide Board w/ precis

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



DEPARTMENT OF ENVIRONMENTAL QUALITY

KATHLEEN BABINEAUX BLANCO
GOVERNOR

MIKE D. McDANIEL, Ph.D.
SECRETARY

7004 1360 0001 9950 9509

OCT 1 2 2007

John Allaire
Environmental Business Manager Building
BP America Inc.
Amegy Building, MC: AMG-2
2501 Palmer Hwy, Suite 200
Texas City, TX 77590

Re: No Further Action Notification
Areas of Investigation (AOI) and Named Sites
Former Pan American Refinery, Agency Interest Number (AI) 4356

Dear Mr. Allaire:

The Louisiana Department of Environmental Quality – Remediation Services Division (LDEQ-RSD) has completed its review of the record for the entire AI. The primary focus of this review was the Areas of Investigation (AOI) including "Named Sites" and numbered AOI that are within boundaries of the Former Pan American Refinery south of the Illinois Central / Canadian National Railroad switchyard located on LA Highway 48 (River Road) in Destrehan, St. Charles Parish. Based on this review, we have determined that no further action is necessary at this time on all but two areas, "Sites 9 & 18" and "AOI-3A". The Basis of Decision for this notification is attached.

No soils may be removed from this site without prior approval from LDEQ unless they are removed and disposed at a permitted disposal facility.

If you have any questions or need further information, please call Thomas L. Stafford at (225) 219-3222. Thank you for your cooperation in addressing these areas.

Sincerely,

Keith L. Casanova, Administrator
Remediation Services Division

Attachments; BOD, AI /AOC / AOI Drawings

Cc: Robert N. Jennings, P.E; URS Corporation;
9801 Westheimer, Suite 500; Houston, TX 77042

ENVIRONMENTAL SERVICES

: PO BOX 4313, BATON ROUGE, LA 70821-4313
P:225-219-3181 F:225-219-3309
WWW.DEQ.LOUISIANA.GOV

BASIS OF DECISION FOR NO FURTHER ACTION

Former Pan American Southern Refinery

Agency Interest Number (AI) 4356

INTRODUCTION

The Louisiana Department of Environmental Quality -- Remediation Services Division (LDEQ-RSD) has determined the regulatory status of all of the Areas of Investigation (AOI) on the land between La. Hwy 48 (River Road) and the railroad switch yard, approximately two-hundred and thirty-eight acres, which was used by the Former Pan American Southern Refinery, the Area of Concern (AOC), except AOI-3A. A drawing of the AI, with outlines of the various AOI is attached to this Basis of Decision (BOD) (Attachment 1).

Many of these AOI including AOI-A, AOI-B, AOI-C, AOI-2, AOI-4, AOI-8, AOI-9, AOI-10, Undeveloped Area, and Destrehan Plantation License Area comply with "Louisiana Department of Environmental Quality Risk Evaluation Corrective Action Program" (RECAP) "non-industrial Screening Standards" (SS_{ni}), "Management Option - 1 RECAP Standards" (RS) (MO-1 RS_{ni}), or Management Option - 2 (MO-2) RECAP Standards (RS) (MO-2 RS_{ni}). Therefore, they have been granted No Further Action - At This Time (NFA - ATT) status for non - industrial uses.

LDEQ-RSD has determined that AOI-1, AOI-3B, AOI-5, AOI-6, and AOI-7, while not meeting SS_{ni}, MO-1 RS_{ni}, or MO-2 RS_{ni}, do meet industrial SS_i, MO-1 RS_i, or MO-2 RS_i. Therefore, they have been granted NFA - ATT status based upon industrial use. Conveyance notifications have been recorded with the St. Charles Parish Clerk of Court for each of these AOI. These conveyance notifications provide plats with surveyed boundaries tied to Lambert State Plane Coordinate System for Louisiana, South Zone, NAD 27 benchmarks. The notifications include drawings that show where samples that contained contaminant concentrations that exceeded RS_{ni} standards were collected.

AOI-3A is excluded from NFA - ATT status at this time. It is contaminated with petroleum coke, which was pressed into the ground by the weight of the piles in which it was stored during the operation of the facility. The final remedy for this parcel is currently under consideration. The area is temporarily fenced off until its use and final remedy are determined.

The "Capped Area" (Sites 9 & 18) does not meet non-industrial or industrial RS. Therefore, it is excluded from NFA - ATT status at this time. This parcel was contaminated by releases from fuel, tetraethyl lead & phenol storage units and blending facilities during the operation of the refinery. The concerns of the public and the depth and nature of the contamination made removal impractical. Therefore, it is capped with a geo-synthetic material (Clay-Max®) comprised of geo-synthetic fibers impregnated with clay, a plastic liner, and nine inches of topsoil, which was seeded to develop and maintain a good vegetative cover of shallowly rooted plants. This combination is equivalent to two feet of compacted clay, which was the cap required for a waste unit at the time it was constructed. Utilization of the "Capped Area" will require cooperation between any one who

BOD, AI 4356, British Petroleum, Former Pan American Refinery
Page 7

investigation. The table below lists compounds detected in excess of SS_{ni}, their concentrations, and the applicable RS are listed in the table below.

Compound	Maximum Concentration	SS	Limiting Standards
TPH-DRO	370 mg/kg	64.9 mg/kg ¹	2,600 mg/kg ²
TPH-ORO	1,900 mg/kg	180 mg/kg ¹	2,500 mg/kg ³

- 1 SS for soil to GW1. AOI is in a GW3NDW zone. The Point Of Exposure is >4000' away.
- 2 RECAP Standard Calculated for a 30 acre area in an industrial setting.
- 3 Screening Standard for direct contact with soil in an industrial setting.

Results of the RI and RECAP investigation demonstrate that AOI-3B meets RECAP criteria for industrial use. A conveyance notice for this AOI has been recorded in St. Charles Parish

*** AOI-5**

This AOI comprises 11.5 acres located just north and west of the Undeveloped Area, License Area, and Destrehan Plantation. It was used for offices, laboratories, repair shops, and other small facilities. Two samples were collected from two locations in the course of the RI. Ten samples were collected from four locations during the RECAP investigation. The contaminants that were detected in excess of RS_{ni}, their concentrations, and the applicable RS are listed in the table below.

Compound	Maximum Concentration	SS	Limiting Standards
methylene chloride	0.088 mg/kg	0.017 mg/kg ¹	1.0 mg/kg ²
TPH-ORO	1,600 mg/kg	180 mg/kg ¹	2,500 mg/kg ³

- 1 SS for soil to GW1. AOI is in a GW3NDW zone. The Point Of Exposure is >4000' away.
- 2 RECAP Standard Calculated for a 30 acre area in an industrial setting.
- 3 Screening Standard for direct contact with soil in an industrial setting.

Results of the RI and RECAP investigation demonstrate that AOI-5 meets RECAP criteria for industrial use. A conveyance notice for this AOI has been recorded in St. Charles Parish.

AOI - 6

AOI-6 comprises 11.5 acres located north of the Undeveloped Area and Destrehan Plantation License Area. Thirty samples were collected from sixteen locations during the RI. Sixteen samples were collected from seven locations during the RECAP investigation. The contaminants that were detected in excess of RS_{ni}, their concentrations, and the applicable RS are listed in the table below.

Compound	Max. Conc.	SS	UCLM 95% ¹	Limiting Standard
benzene	0.13 mg/kg	0.051 mg/kg ²		1.5 mg/kg ³
benzo(a)anthracene	1.1 mg/kg	0.62 mg/kg ²		2.9 mg/kg ³

ST. CHARLES PARISH LIBRARY

2007 Budget Message

Members of the Board of Control:

Presented herein for your review, revision, and adoption is the library's consolidated budget for fiscal year 2008, which begins January 1, 2008, and which ends December 31, 2008. The budget meeting is scheduled for 6 p.m., Tuesday, November 13, 2007, in the Council Chambers at the Courthouse in Hahnville.

The library's mission as stated in the Library Board's "Service Policy" is "to provide courteous service of excellent quality patterned to satisfy the needs and interests of the people of the parish . . . and to reflect the expressed desires and comments of the people."

The budget is the annual plan that is adopted to carry out that mission. The budget supports the mission through its funding of productive staff, useful materials, and suitable facilities. The budget should build on existing services and enhance them when feasible and desirable.

The budget is fiscally conservative in that expenditures are budgeted within revenues, as required by the Local Government Budget Act. Revenues are estimated realistically in order to avoid unexpected shortfalls.

Projected major current revenues (which include ad valorem taxes, state revenue sharing, and interest earnings) should be adequate to fund ongoing operating services.

Capital Projects funded in this budget include the anticipated replacement of the East Regional branch.

The Parish Council purchased the property for the expansion of East Regional Library in 2000. With the St. Rose branch completed, we have begun the process of design of the expansion of the East branch. The library system completed and opened an addition to the West Regional Library in 1996. With the addition, the West Regional Library now contains approximately 25,000 square feet of space. The East Regional Library contains approximately 12,000 square feet.

The West Regional Library, of course, houses the planetarium, the bookmobile, and technical services, functions that do not need to be duplicated at East. Nevertheless,

St. Charles Parish Library

2008 Budget Message

Page -2-

* East serves a population comparable to the west bank population and it is heavily used. The building has been opened for 26 years. The Board has decided to pursue a donation of land from BP, and build a replacement building that would include administrative offices. This building would help prepare the library system for continuing growth and enable us to enhance the materials collection on the east bank. Funding is included in the 2008 budget. *

* Financing for this project will be provided by the library's fund balance and anticipated revenues. The library should not have to ask for additional millage or bonds for the project, and the ending fund balance should still have some backup reserves. *

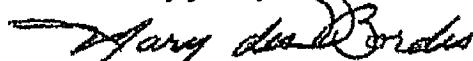
The personnel section of the budget includes a proposed 2.6% increase in the pay scale for full-time employees. The amount of the increase is based on the increase in the Consumer Price Index for the twelve-month period used as a basis for annual adjustments to the pay scale (April to April.). Part-time hourly employees will receive raises as eligible based on the pay scale for these employees. A revised scale is included in the notes following the proposed budget itself.

When costs for the capital projects are excluded, personnel costs represent approximately 65% of the remaining operating budget, a relatively low figure since libraries are very labor-intensive agencies. Direct employer payments for employee benefits amount to about 19% of personnel costs. Indirect employee benefit costs (for annual leave, sick leave, and holidays) are also significant but more difficult to calculate.

The estimated fund balance for the beginning of 2007 is \$10,488,809. The total amount of estimated new revenues to be collected in 2006 is \$4,719,439. Together they total \$15,208,248, the estimated amount of funds that will actually be available to the library for use in 2008. The total amount of estimated expenditures for 2008 is \$14,379,631. If that total is budgeted and expended, the library will have a projected ending fund balance of \$832,617 at the end of 2008.

Notes explaining specific line items in greater detail are contained in a separate document provided to you following the budget itself. I will be glad to provide further information or assistance in interpreting specific items within the budget.

Sincerely yours,



Mary des Bordes
Library Director

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 o 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. desBordes 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. desBordes reported that the request for qualifications for professional services, which was published in early April, resulted in seven responses from 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 from 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 Stall 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 18th 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.”

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”

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.



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 cursive script, appearing to read "Mary desBordes".

Mary desBordes
Library Director and
Secretary, Library Board of Control

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

STATEMENT OF LIBRARY BUILDING PROGRAM

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.

a:cbnw2a.wp



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 15th, 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>

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.

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.

- A respected member of the community.
- Involved in St. Charles Parish community activities/organizations.
- Free of conflicts of interest.

Thank you.

-1-

**St. Charles Parish Library Board
Minutes, 1/21/03, p. -2-**

Mrs. ^I moved that the letter be sent to the council as read. Mrs. ^C seconded the motion, and the motion passed.

The next item of old business was the Hahnville renovation. Ms desBordes reported that the renovation was complete, and that the building had been reopened May 12. The reaction by patrons and staff has been unanimously positive. She encouraged those board members who had not seen the building to visit the facility to see the improvements.

The next item of old business was the East expansion project. Ms desBordes 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.

Why would they review and revise and begin schematic phase (see next page)

9/15 (?) L.D.

Handwritten notes and scribbles

The first item of new business was honoring Mrs. Margaret M. L. Herman. Mrs. Chauffe ^{was} ~~filled~~ ^{filled} about Mrs Herman starting the 1st lending lib in Hahnville

**St. Charles Parish Library Board
Minutes, 1/21/03, p. -4-**

March 9 - anniversary of death

Mrs T - moved

establish memorial to Mrs Herman and her service to children

There being no further business the meeting was adjourned.

Mrs C 2nd present

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, 1/21/03, p. -3-

days before the meeting to notify the board they will be speaking at the board meeting. All speakers are limited to a maximum presentation of three (3) minutes. Groups wishing to present to the board are asked to designate one person to make the presentation.

A copy of the board agenda is available for public view at the West Regional library, at the Council Office at the courthouse, and on the library web page approximately one and a half weeks prior to the scheduled board meeting.

Speakers should not expect the board to respond at the same meeting to questions or requests for information or action. The board will note all requests and respond at an appropriate later time, after the board members have had the opportunity to deliberate about the request.

And insert in Article 6 (The Order of Business) as

3. Public Comment

Mrs. ¹seconded the motion, and the motion passed.

The next item of old business was the recommendation of new Board members to the Council. Ms. desBordes indicated that this item had been raised at the last meeting, and asked if there was any further interest.

to send on committee, Mrs. desBordes Mrs. Chauffe is concerned to put together report

The first item of new business was the Hahnville Renovation. Ms desBordes reported that the Hahnville Branch was closed on Friday, March 28. The next three workdays were spent packing and storing the books in the collection. As of this morning, the contractor had removed the shelving and the old carpeting, installed the walls for the renovated bathroom and staff area, and replaced the ceiling tiles and ceiling light fixtures. Painting will begin shortly, and the new carpet will be laid. She said that she was confident that the project would be completed in less than the contracted sixty days.

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 from 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, p. -3-

Report. Persons wishing to speak before the board must notify the board secretary (Library Director) at least two days before the meeting to notify the board they will be speaking at the board meeting. All speakers are limited to a maximum presentation of three (3) minutes. Groups wishing to present to the board are asked to designate one person to make the presentation.

A copy of the board agenda is available for public view at the West Regional library, at the Council Office at the courthouse, and on the library web page approximately one and a half weeks prior to the scheduled board meeting.

Speakers should not expect the board to respond at the same meeting to questions or requests for information or action. The board will note all requests and respond at an appropriate later time, after the board members have had the opportunity to deliberate about the request.

And insert in Article 6 (The Order of Business) as

3. Public Comment

Mrs. Fortenberry seconded the motion, and the motion passed.

The next item of old business was the recommendation of new Board members to the Council. Ms desBordes indicated that this item had been raised at the last meeting, and asked if there was any further interest. After some discussion, the Board chose to form a committee to put together a procedure for this purpose, to be added to Board Policy. The Committee will be made up of Mrs. Chauffe, Mrs. Fortenberry, and Mrs. Tregre, and will report at the August meeting.

The first item of new business was the Hahnville Renovation. Ms desBordes reported that the Hahnville Branch was closed on Friday, March 28. The next three workdays were spent packing and storing the books in the collection. As of that morning, the contractor had removed the shelving and the old carpeting, installed the walls for the renovated bathroom and staff area, and replaced the ceiling tiles and ceiling light fixtures. Painting will begin shortly, and the new carpet will be laid. She said that she was confident that the project would be completed in less than the contracted sixty days.

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ST. CHARLES PARISH LIBRARY

May 14, 2003

TO: Library Board
FROM: Mary des Bordes

Bringing you up-to-date:

Hahnville Branch re-opened this past Monday, May 12th, about three weeks earlier than we had expected. I think you will find the library much more inviting. The Friends were kind enough to fund a large flowerpot by each door, which are a very pretty touch. Please stop by when you have a chance.

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.

We're gearing up for our Summer Reading Program. Don't forget to mention it to your family and friends !



ST. CHARLES PARISH LIBRARY

August 5, 2003

TO: Library Board
FROM: Mary des Bordes

The next meeting of the Library Board is scheduled for 6:00 p.m., Tuesday, August 19, 2003, in the Council Chambers at the Courthouse in Hahnville. An agenda is enclosed.

Also enclosed are 2004 Budget documents, and a copy of the current building program for the expansion of the East Regional library.

This year the Parish Council requested that our budget for 2004 be submitted to them by July 31. Since the materials are available, you are receiving them earlier than normal. The Board takes up the approval of the 2004 budget at its November 19th meeting.

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. Norman Chenevert will be at the August meeting to review the progress of the project and answer any questions you may have. *

I look forward to seeing you on the 19th.



ST. CHARLES PARISH LIBRARY

August 28, 2003

TO: Library Board
FROM: Mary des Bordes

A special meeting of the Library Board is scheduled for 6:00pm, Monday, September 15, 2003, in the small meeting room of the East Regional Library in Destrehan, for the purpose of review and approval of the design for the expansion of the East Regional Library.

Our architects, Norman Chenevert and Dyke Nelson, will be at the meeting to present their designs. The Staff East Expansion Committee will be meeting with the architects again before the Board meeting to comment on the designs. We have also had some interest shown by the St. Charles Historical Society.

An agenda is enclosed. I look forward to seeing you on the 15th.

St. Charles Parish Library Board
Minutes, 8/19/03, p. -2-

The St. Charles Parish Council has the responsibility of appointing members of the Library Board of Control on an annual and occasional basis.

When considering members for the Library Board of Control, we ask that you select a person who is

- A current library card holder, and patron in good standing.
- A respected member of the community.
- Involved in St. Charles Parish community activities/organizations.
- Free of conflicts of interest.

Thank you.

Mrs. Tregue moved that the letter be sent to the council as read. Mrs. Chauffe seconded the motion, and the motion passed.

The next item of old business was the Hahnville renovation. Ms desBordes reported that the renovation was complete, and that the building had been reopened May 12. The reaction by patrons and staff has been unanimously positive. She encouraged those board members who had not seen the building to visit the facility to see the improvements.

The next item of old business was the East expansion project. Ms desBordes 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. The project is now in the schematic phase. She showed the board the preliminary drawings of the site plan and the interior layout of the expanded building. The staff East expansion committee will be reviewing these plans and making recommendations to the architects, who will then work on more detailed interior and exterior plans. 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. The members present agreed that a special meeting should be held on September 15 at 6:00pm at for that purpose.

The first item of new business was honoring Mrs. Margaret M. L. Herman, who passed away on March 9, 2003. Mrs. Chauffe shared the history of Mrs. Herman's involvement in the Hahnville community, including

- Opening her home as the area's first lending library in 1949, prior to the establishment of the St. Charles Parish Library.
- Serving as the Hahnville High Librarian from 1947 through 1967.
- Initiating and coordinating caroling by the young people in Hahnville during the Christmas season.
- Inspiring and encouraging others to pursue librarianship as a profession.

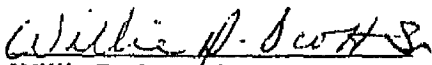
St. Charles Parish Library Board
Minutes, 9/15/03, p. -2-

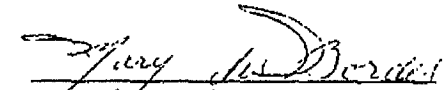
Next Mr. John Campo, representing the St. Charles Parish Council's Beautification Task Force, spoke. Mr. Campo, who has been retained in connection with the Historic Mile Project, shared drawings of his work at the East Bridge Park, which is meant to help recapture the spirit of the old Destrehan High 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 of Control Meeting

September 30, 2003

6:00 p.m.

MINUTES

A special meeting of the St. Charles Parish Library Board of Control was held at 6:00p.m., Tuesday, September 30, 2003, in the large meeting room of the East Regional Library in Destrehan.

Members present: Delores Chauffe, Janel Ryan, Carolyn Tregre, Regenia Fortenberry and Willie D. Scott, Sr.

Members absent: none

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

Others: Joan Becnel, Roland Becnel, Marilyn Richeloux, Glenda Clement, Norman Chenevert, Dyke Nelson.

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

Mr. Scott asked for approval of the minutes of the September 15, 2003 meeting. Mrs. Chauffe moved that the minutes be approved as mailed. Mrs. Tregue 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 the old library van had been sold by public bid. She also indicated that the 2002 statistical report from the State Library had been received, and that we were above the national average in a significant number of positive areas.

The only item of business was the East expansion project. Mr. Chenevert reviewed the materials covered in the September 15 meeting. He reminded the Board that the design was limited by the restraints of the existing structurally sound library envelope.

Mr. Nelson then presented the firm's redesigned proposals for the building's exterior design, and Mr. Chenevert discussed the finishes suggested for the exterior surfaces. The two designs offered differed only in the roofline; one having dormer windows, and the other clearstory windows. The lower elevations were acceptable to the Board, with a few suggestions made.

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 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 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
Board of Control**

Resolution Number 01-3

Resolution to amend the 2001 Budget


Whereas the Parish Finance Department has requested that architectural fees occurred in connection with the St. Rose Branch be coded in fund 681; and

Whereas no expenditures were approved in the 2001 budget for fund 681;

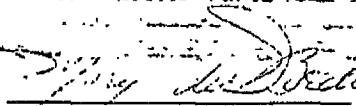
And Whereas, sufficient funds were approved in line 59 (Architectural; [286]) of the 2001 budget to cover the fees for architectural services for the St. Rose Branch;

Now, therefore, be it resolved by the St. Charles Parish Library Board of Control at its regular meeting of November 20, 2001, that the Library's 2001 budget be amended by moving \$150,000 from line 59 (Architectural; [286]) to Line 86.5 (Architectural/Engineering fees, [681]).

Approved:


Willie D. Scott, Sr., President
Library Board of Control

Attest:


Mary des Bordes, Secretary
Library Board of Control