

TENTATIVE AGENDA
FOR REGULAR MEETING OF THE
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL
BREC ADMINISTRATION BUILDING
BOARD ROOM
6201 FLORIDA BOULEVARD
BATON ROUGE, LA 70806
SEPTEMBER 15, 2011
4:00 P.M.

I. ROLL CALL

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF AUGUST 18, 2011

III. REPORTS BY THE DIRECTOR

- A. FINANCIAL REPORT
- B. SYSTEM REPORTS
- C. OTHER REPORTS

IV. OLD BUSINESS

- A. REPORT ON FOLLOW-UP ACTIVITIES WITH PARISH ATTORNEY IN REGARD TO PUBLIC COMMENTS AT LIBRARY BOARD MEETINGS AND FORMAT FOR ITEMS ON BOARD MEETING AGENDAS – MR. DAVID FARRAR
- B. DISCUSSION, AND CONSIDERATION OF LEGAL COURSE OF ACTION REGARDING CONSTRUCTION OF INFRASTRUCTURE AND RECOMMENDATION BY THE LIBRARY BOARD REGARDING THE ROUZAN BRANCH LIBRARY SITE - MR. DONALD BROWNING
- C. REPORT ON MEETINGS WITH METROPOLITAN COUNCIL MEMBERS, DISCUSSION OF METROPOLITAN COUNCIL’S WISHES FOR THE RIVER CENTER BRANCH LIBRARY AND VOTE ON COURSE OF ACTION FOR THE RIVER CENTER BRANCH LIBRARY – MS. KIZZY PAYTON

V. COMMENTS BY THE LIBRARY BOARD OF CONTROL

ALL MEETINGS ARE OPEN TO THE PUBLIC

THE PUBLIC IS ALLOWED TO MAKE COMMENTS RELATIVE TO AN AGENDA ITEM AT THE DISCRETION OF THE LIBRARY BOARD PRESIDENT. ANY COMMENTS NOT RELATED TO AN AGENDA ITEM MAY BE RECEIVED AND DISCUSSED OR DEFERRED TO A FUTURE MEETING UNDER PROCEDURES DIRECTED BY THE LIBRARY BOARD PRESIDENT.

Minutes of the Meeting of the

East Baton Rouge Parish Library Board of Control

September 15, 2011

The regular meeting of the East Baton Rouge Parish Library Board of Control was held in the Board Room of the BREC Administration Building at 6201 Florida Boulevard on September 15, 2011. Ms. Kizzy Payton, President of the Board, called the meeting to order at 4:05 p.m. Members of the Board present were Mr. Stanford O. Bardwell, Jr., Mr. Donald Browning; Mr. Derek Gordon; Ms. Tanya Freeman; Mr. Laurence Lambert; and Ms. Beth Tomlinson. Also in attendance were Mr. David Farrar, Library Director; Ms. Mary Stein, Assistant Library Director of Administration; Ms. Patricia Husband, Assistant Library Director of Branch Services; Ms. Rhonda Pinsonat, Library Business Manager; Mr. Ronnie Pierce, Assistant Library Business Manager; and Ms. Liz Zozulin, Executive Assistant to the Library Director. Metropolitan Councilman Rodney “Smokie” Bourgeois of District 12; Mr. Rip Manint of the Parish Attorney’s Office; and Sgt. Patricia Carr, of the East Baton Rouge Parish Sheriff’s Office were also present. Mr. Ken Tipton; Ms. Lisa Hargrave; Mr. Steve Jackson; and Mr. Benjamin Bradford, architects with The Library Design Collaborative; Mr. Brian McCullough, attorney for 2590 Associates and Mr. Mike Sullivan, architect with Looney Ricks Kiss LLC were also in attendance. Ms. Amy Wold, reporter, and Mr. Rick Hannon, photographer both with *The Advocate*; Ms. Ashley Rodrique, reporter, and Mr. Chris Sasser, videographer both with Channel 2 News; Ms. Cheryl Mercedes of Channel 9 News and Mr. Mike Davis, videographer with Metro 21 along with approximately 15 people from the community were also at the meeting.

Ms. Payton opened the meeting by asking for the approval of the minutes of the regular meeting of the Library Board on August 18, 2011. The minutes were unanimously approved on a motion by Ms. Freeman, seconded by Mr. Gordon with three corrections.

Ms. Payton then recognized Metropolitan Councilman Rodney “Smokie” Bourgeois of District 12. She welcomed him and thanked him for attending the meeting.

Reports by the Director

A. Financial Reports

Ms. Payton asked Mr. Farrar to present his financial and system reports. Mr. Farrar gave his reports noting that the Statement of Revenues, Expenditures, and Encumbrances as of August 31, 2011 shows operating expenditures of \$16,770,206.32 or 48.57% of the operating budget. Through the end of August, the Library should have spent no more than 66.67% of the operating budget. Cash collections from property taxes for 2011 remain steady as we are at \$461,000 and 1.31% higher than the same nine months in 2010. Interest earnings on investments of \$111,111.90 are almost identical to those given last month.

C. Other Reports

Mr. Farrar said that at last night's Metropolitan Council meeting the Council voted to accept the bid to construct the new Goodwood Main Library made by Milton J. Womack Contractors. The vote included the acceptance of the three alternates for the project. As a result of the Council's action, the project will be exempt from sales tax reducing the total cost of the construction. The groundbreaking for this project will be held on Wednesday, October 19th at 2:00 p.m. behind the current Main Library and at the site of the new building. Mr. Farrar invited all to attend this historic event.

Mr. Farrar then gave an update on the construction of the Fairwood Branch Library. He noted that the groundbreaking occurred on Tuesday, September 6th at 9:30 a.m. The weather was clear after the tropical storm had moved out of the area. Construction of this branch should be completed in the fall of 2012.

In regard to the Rouzan Branch Library, Mr. Farrar said he has spoken to representatives of 2590 who own the Rouzan development. He said Mr. Brian McCullough, a representative for 2590 is present today to answer questions from the Board. Mr. Farrar added that 2590 has been unable to proceed with the project because the State Department of Transportation and Development (DOTD) have not approved the plans submitted in March of 2010 for the construction of the infrastructure. The plans involve the cut-ins to build the access road allowing construction of the infrastructure. In another matter, the construction documents will be delivered to the Library staff in three weeks for their final review. The presentation of the construction documents will be made at the November Library Board meeting. Upon acceptance of these documents by the Library Board, the City-Parish Department of Public Works (DPW) will produce the bid package in order to hire the contractor to build the library.

Mr. Farrar then said in regard to the River Center Branch Library, the contract for architectural services by Washer, Hill, Lipscomb, Cabaniss Architects has not yet been submitted to the Metropolitan Council.

Mr. Farrar added that the Library Board receives frequent construction project updates from him during the month and at the Board meetings. As requested by Ms. Freeman the construction updates are now posted on the Library's website under *Library Capital Improvements*. Also on the website are Ms. Stein's "Around the Parish in 90 Seconds" PowerPoint presentations and Ms. Husband's building maintenance reports. Updates will be posted each month as requested by Ms. Freeman.

Mr. Farrar said that the new multi-seat passenger van is back from the repair shop in Slidell. The repairs were under warranty and included a leaking windshield, a window problem, and a broken air conditioner. The older and smaller bookmobile, the Elf, used for several years for outreach to nursing homes and other senior citizen facilities is now in the shop for repair. So the multi-seat passenger van is being used for senior outreach. Once the Elf is back in service, the van will be wrapped with the customary Library signage.

Mr. Farrar mentioned several upcoming Library programs. Those listed were as follows:

- The 34th Annual Author-Illustrator Program featuring Jack Gantos at the Bluebonnet Regional Branch Library on Thursday, September 29th at 7:00 p.m. and Friday, September 30th at 8:00 a.m.
- Attic Treasures on Saturday, October 15th from 9:00 a.m. to 1:00 p.m. at the Bluebonnet Regional Branch Library.
- Author's Row on Saturday, October 15th from 10:00 a.m. to 2:00 p.m. at the Greenwell Springs Road Regional Branch Library.
- The *Ripples of Wisdom* book talk on Friday, October 21st at 3:00 p.m. at the Carver Branch Library.
- Community History Day on Saturday, October 29th from 10:00 a.m. to 2:00 p.m. at the Pride-Chaneyville Branch Library.

Mr. Farrar referred people to the Library's newsletter, *The Source* for detailed information on these and other events at the various branches. He encouraged the public to participate in the diversity of programs being held each month.

Mr. Farrar then asked Ms. Stein to make her presentation about children's outreach services and other programs offered by the Library. Ms. Stein said the Louisiana Book Festival will return this year on Saturday, October 29th from 9:00 a.m. to 5:00 p.m. at Capitol Park. The Library's bookmobile will be at the Festival and the Library staff will also be present at a special booth. The day's events will include visits by several Louisiana authors, workshops, exhibits, music, and food.

Ms. Stein also noted that "Save the Date" cards for the Goodwood Main Library groundbreaking are available at the door to remind the public of this special event. She then encouraged patrons to take the "Impact" survey on the home page of the Library's website. This is a national study about how computers are used in everyday life. This survey is sponsored by the Online Computer Library Center, Inc. (OCLC) and the Bill & Melinda Gates Foundation. As a participant, the Library will be given a report of the results of the study.

Ms. Stein's August/September presentation highlighted some of the following activities:

- Fairwood Branch Groundbreaking
- Library Outreach Vehicle on Metropolitan Council Facebook Page
- Hurricane Lee vs. the Main Library
- Music is FUNdamental at Baker Branch Library
- Lighting Retro-fit at Bluebonnet Regional Branch Library
- On-going Staff Training throughout the Library System
- Reading Buddies Stuffed Animals through a grant by Target Stores
- Doll Displays at Eden Park Branch Library

- Patron Computer Classes throughout the Library System
- Writer’s Workshop with Author Toni Teepall at Carver Branch Library
- “Crafting for a Cause” (knitted/crocheted items for Battered Women’s Shelter) held at Pride-Chaneyville Branch Library
- New Patron Computers at River Center Branch
- Monday Night Madness Program and Tutoring at Scotlandville Branch Library
- Caught Reading in the Library Children’s Rooms

Ms. Payton thanked Ms. Stein for the new spreadsheet outlining outreach activities by the Library in the last month. Ms. Payton noted that it is very detailed and thorough.

Then Mr. Farrar then asked Ms. Husband to give an update on maintenance projects at the Library branches. The lighting upgrade at the Bluebonnet Regional Branch Library has been completed. In preparation for the Author-Illustrator and the Attic Treasures Programs at this branch, the meeting rooms will be painted, the windows will be washed and the sidewalks and front of the building will be pressure washed. New benches have been installed at Bluebonnet, Greenwell Springs and Recycled Reads. At the Greenwell Springs Road Regional Branch Library as a result of an Energy Management System (EMS) audit the contractor will make some adjustments to the system. DPW has issued an order to proceed with the installation of the partition walls in the meeting rooms at Bluebonnet and Jones Creek. The bid for the installation of sliding glass doors at Jones Creek is ready to submit.

Old Business

D. Report On Follow-up Activities with Parish Attorney in regard to Public Comments at Library Board Meetings and Format for Items on Board Meeting Agendas – Mr. David Farrar

Ms. Payton then read item A under *Old Business* and asked Mr. Farrar to report on his findings. Mr. Farrar said he asked the Parish Attorney for a recommendation on a process that would permit an orderly dialog with the public in asking factual questions to the Library Board during Board meetings. The Parish Attorney replied that a dialog is acceptable adding that the open meetings law provides minimum standards for meetings of public bodies. The suggested policy would be in excess of what is required by the law. The Library Board could establish a dialog period as long as it does not conflict with the present public comment policy.

In regard to the parameters to be used in formatting items for the Library Board agenda to include a more enriched and specific statement, the Parish Attorney said this could be done, but was not required by *Robert’s Rules of Order*. She suggested using the Metropolitan Council agenda as a guide on how to word Library Board meeting agenda items. She noted that the Library Board might not have as many action items as the Council, but more presentations. She added that it would be the responsibility of the Library Board to craft the wording of the agenda items.

Ms. Payton asked, using the revised policy of asking for public comments after the presentation of the item, did any of the members of the public wish to make a comment? Mr. John Berry, a member of the public, spoke. He said he wished to restate the five procedures he feels the public should be allowed during Board meetings. Those were as follows:

1. The public can speak on any topic relevant to the Library; not just those on the agenda.
2. Comments and questions by the public should be allowed.
3. The public should be allowed to make comments throughout the meeting.
4. The public should be allowed to speak more than one time during the discussion of an item.
5. The public should be allowed to speak more than three minutes per item.

Ms. Kathy Wascom, another member of the public, spoke next. She disagreed with Mr. Berry's desire that comments on any topic regarding the Library be allowed. Ms. Wascom added that the purpose of the agenda is to inform people ahead of time about what will be discussed. Those that are interested in speaking about a particular topic can come to the meeting. This is part of the open meetings process. She also said that in the past there have been problems with the dialog between the public and the Library Board. This has never happened at the Metropolitan Council meetings other than a Council member asking a question of someone in the audience.

Mr. James George, a member of the public, then asked to speak. He said he seconds what Mr. Berry said. He added that he was not active in Board meetings under the prior policy, but since adding several meetings under the new policy, he asked why the Board does not consider functioning under the old policy again. He said it makes a lot of common sense and would help the Board with its relationship with the public. He said the current relationship with the public is not at its healthiest. The old policy would be in line with the open meetings law and the First Amendment of the Constitution.

Ms. René Singleton, a member of the public, commended the Board on how they are handling comments by the public. She said if a member of the public wishes that an item be placed on the agenda, a Board member, or Mr. Farrar or his staff can be contacted. The Board would then decide if the item merited being added to the agenda. Ms. Singleton noted that these monthly meetings are not public forums which allow for questions and comments about any pertinent topic between the Board and the public. She said the old policy made for time consuming meetings that were divisive. She concluded by saying the current policy works well and she commended the Board for the work it does.

Mr. George then asked if he could speak again on this time to which Ms. Payton said no. He asked why and Ms. Payton replied that the public comment policy allows one to speak one time per agenda item. This policy has not been changed at this time. There being no further comments the public comment period was closed.

Ms. Payton then asked if the Board members wished to speak about this item. Ms. Tomlinson said that she wished to ask a question to those for whom Mr. Berry was speaking. She wondered

if they have asked that these five procedures be followed by the Metropolitan Council, the Planning Commission, BREC and all the other public bodies when they have their meetings. She said if they haven't, then why is the Library Board held to a different standard? Mr. Berry replied that he does not attend the Council meetings, the Planning Commission, or BREC meetings. He attends the Library Board meetings because he doesn't agree with what is happening at the Library Board meetings and as a citizen he can attend and express his opinion.

Mr. Farrar added that the Library Board is an advisory body and the Metropolitan Council decides whether the Library can spend money. Ms. Tomlinson agreed with Mr. Farrar. She then said that Mr. Berry had been to Metropolitan Council and Planning Commission meetings in the past, so that's why she has asked the question about the Board being held to a different standard.

Mr. Berry was asked by Ms. Freeman to approach the microphone if he wished to reply further. He came to the microphone and told Ms. Tomlinson he did not know why she was asking the question. He said he has attended Council and Planning Commission meetings when the subject was important to him such as Rouzan and the downtown library. He said as a citizen he sees so much that he does not agree with in terms of the Board's actions and the way they are spending money.

Mr. George then approached the microphone to reply to Ms. Tomlinson's question. He said that he has been to a couple of Council meetings and no Planning Commission or BREC meetings. He began attending the Library Board meetings in March of this year because he had heard many comments about how these meetings were being conducted. He added that Ms. Tomlinson said he was disrespectful at this meeting and he was also escorted out of the meeting by an armed guard.

Ms. Payton thanked Mr. George for his comments and asked if any other Board members wished to speak. Mr. Gordon said that the Board wants to hear from the public about their thoughts and concerns. But the Board has a responsibility to complete the items on the agenda while ensuring that every voice is heard. He added that the public needs to respect the Library Board in their need to conduct their business. There is a limit on the length of time allowed for each person to speak to avoid repetition of the same comments and questions. There is a balance needed between the amount of public comment and the actions of the Board at the meetings. Mr. Gordon noted that some changes in the public comment policy have been made since the last meeting and that the Board can review the additional recommendations that have been made. Some may be considered and others may not, but not because the public was not heard.

Mr. Browning said that he thought the Louisiana open meetings laws only allows the public to make comments on items that are on the agenda. Doing otherwise violates the open meetings law. He asked Mr. Rip Manint of the Parish Attorney's Office if this was correct. Mr. Manint replied that Mr. Browning was correct. Mr. Browning added that Ms. Wascom was correct about posting the agenda items before the meeting so that people wishing to be present for a particular discussion can do so. Therefore, he said allowing discussions on items not on the agenda needs to be dropped. Ms. Payton then moved to the next agenda item.

B. Discussion, and Consideration of Legal Course of Action Regarding Construction of Infrastructure and Recommendation by the Library Board Regarding the Rouzan Branch Library Site - Mr. Donald Browning

Ms. Payton read Item B and said that Mr. Browning asked that this item placed on the agenda. Ms. Payton asked Mr. Browning introduce the item. Mr. Browning said he discussed the Rouzan Branch Library project with Mr. Farrar several weeks ago because he believes the contractor is not in compliance with the Cooperative Endeavor Agreement (CEA) that was signed for the Rouzan project. Mr. Browning added that Mr. Farrar spoke to the Parish Attorney about this agreement. Mr. Farrar replied that Mr. Leo D'Aubin and Mr. Rip Manint were at the meeting and they concluded that there are some questions about following the timeline placed in the CEA. But as far as deadlines for approvals by the DOTD, there are no provisions for that in the CEA.

Mr. Farrar said he then met with Mr. Tommy Spinosa, Jr. Mr. Spinosa said he would make phone calls and place as much pressure on DOTD as he can to ensure the cut-ins can be made for the access road to the branch library. Mr. Farrar added that he has not received an update from Mr. Spinosa about his latest discussions with DOTD. Mr. Farrar noted that Mr. Mike Sullivan, architect for the project and Mr. Brian McCullough, one of the attorneys for 2590 are present to answer any questions on those details. Mr. Browning concluded that there was no way for the Board to know when the library construction would begin. Mr. Farrar replied that Mr. Browning was correct. Ms. Freeman expressed her surprise at this answer. Mr. Farrar said 2590 applied to DOTD in March of 2010 for approval of the plans for a cut-in at Perkins Road, but did not get a response that they could go forward.

Mr. Gordon asked if they could review the policies and procedures of DOTD to see if there is a process to get the cut-in approval and get DOTD to take action on this item. Mr. Gordon said there must be a process to get either approval or denial and he encouraged Mr. Farrar to investigate this with the advice of the Parish Attorney. He added if there is a denial he would like the reasons for that and if there is a corrective action that can be taken. Mr. Farrar then said that 2590 told him they did not want to put in the infrastructure until they had received word from DOTD. Once DOTD gives the approval 2590 will begin work on the infrastructure.

Ms. Freeman then asked Mr. Farrar if he had been in communication with DOTD to which he said no. So Ms. Freeman confirmed that Mr. Farrar will now speak to DOTD.

Mr. Bardwell said he disagreed with Mr. Farrar about there being no timelines in the CEA. Mr. Farrar replied that he said there were no parameters to hold 2590 accountable to meet certain parts of the timeline. Mr. Bardwell agreed with that. He then said the timeline in regard to the completion of the infrastructure that is in one of the exhibits of the CEA states the deadline as April of 2011. Mr. Bardwell said the Board has received today several e-mails containing the communications between 2590 and DOTD regarding the curb cuts on Perkins Road. DOTD is involved in this approval because Perkins is a state road. In order for the Library to have the servitude cut through to Perkins Road, DOTD will need to give the approval. He added that the problem is that the last communication between 2590 and DOTD was in April of 2010. So Mr. Bardwell questioned what had been done in the last 18 months. He said 2590 is not operating in

good faith in establishing the ability of the Library to begin construction of the building once the construction documents are completed around the beginning of October. Mr. Bardwell noted that the completion of the infrastructure by April of 2011 was never tied into the approval of the cut-ins by DOTD. He said that possibly he should have made it a condition of the agreement, but the developer did not.

Mr. Bardwell said in his view Mr. Spinosa is in default of the agreement. He added the question now is what are they going to do. He said the Library Board could either stop the project at Rouzan or keep working on it until it is completed. He noted that there is a provision for the Library to build the road, and the water and sewer lines if Mr. Spinosa has not completed the infrastructure in a timely manner. Then they could possibly have a claim against 2590 for the reimbursement of these costs. But Mr. Bardwell said that Mr. Spinosa has the plans and is therefore, in control of this project. He speculated that at times Mr. Spinosa has slowed down the work on the plans and that the Library should have had the plans well before now. Mr. Bardwell said he did not think the Library Board wants to shut this project down. He suggested that the Parish Attorney send a letter to Mr. Spinosa stating that the Library wants the plans and will proceed to construct the branch library. If the infrastructure is not completed the Library will do so.

Mr. Gordon then asked if there was a deadline specified for the completion of the construction documents to which Mr. Bardwell said no. Mr. Gordon said they should continue to work with 2590 and also contact DOTD. He added that if 2590 is saying the reason they have not proceeded on this project is because of the lack of a response from DOTD, the Library could possibly mitigate the issue to move it forward. Then the Board will know if 2590 is going to move forward in good faith.

Ms. Payton then said that Mr. Farrar had forwarded to the Board a series of e-mails just before the Board meeting. Ms. Payton asked Mr. Farrar to summarize the content of the correspondence in the e-mail messages. Mr. Farrar replied that these were the communications between 2590 and DOTD. Some of the content is about getting the cut-ins accomplished at the Rouzan site so that the Library can get the building constructed.

Mr. Bardwell said he wanted to ask Mr. Lambert for his expertise on the cut-ins because Mr. Lambert's is their expert on transportation and engineering. Mr. Bardwell said that Mr. Lambert spoke with DOTD recently about the Rouzan site. Mr. Lambert said he spoke with a district traffic engineer and was told that the traffic count that had been originally submitted had expired. They will do a new traffic count in order to redo the traffic study. Mr. Lambert added that the concern that the DOTD engineer expressed is that they are going to look at the project as a whole and not just the library. They will not allow a driveway permit until they have addressed all of the traffic issues as a project. Mr. Lambert said that the library is a part of the whole Rouzan development. Mr. Lambert said 2590 will need to work with DOTD to address all of the issues before anything can be constructed.

Ms. Tomlinson said she believed that the last communication between 2590 and DOTD was not in April of 2010, but rather there were several communications in 2011 also. Ms. Tomlinson asked two questions. She asked Mr. Farrar if the Parish Attorney had said there was no problem

because the Library is waiting for DOTD and if the Library proceeded with the project itself the Library would also need to wait on DOTD approval. Mr. Farrar answered affirmatively and added that if the Library built the infrastructure it would have to pay for that work itself. Mr. Farrar added at the meeting the other day, the Parish Attorney said the Library has to wait on DOTD unless it wants to proceed on its own. He said the Library and 2590 are both at the mercy of the state.

Mr. Browning then asked what the circumstances were under which Mr. Spinosa would need to post a bond. Mr. Bardwell said that the opinion of Mr. Manint is that it is a subdivision bond, and not a performance bond. The bond would be in favor of the City-Parish and not just the Library and it would be in regard to permitting. Mr. Manint agreed with Mr. Bardwell's statement. Mr. Farrar said it is not a performance bond that forces the Library to act.

Ms. Freeman then said the Board receives updates from Mr. Farrar on the building projects. She asked why this problem had not been discussed prior to today. Mr. Farrar said that when Mr. Browning asked last month that this project be discussed at a Board meeting, Mr. Farrar met with Mr. Spinosa and the Parish Attorney. This is when he discovered these most recent developments. Prior to these meetings he had been told that the architect would deliver the construction documents and so he proceeded as he had been doing with the other construction projects. He said he had never had to ask for dates of when documents would be delivered. Ms. Freeman asked if this is a sign that they need a different strategy with this project. Mr. Farrar said that possibly on this project they will need more communication with 2590.

Ms. Payton said that in the past they had asked Mr. Spinosa to attend every other Library Board meeting. She said that they need to resume this practice by asking Mr. Spinosa or his representative to attend every other Board meeting starting next month.

Mr. Gordon said they had talked about the Library proceeding to construct the building on its own. He asked if DOTD would have the same concerns with the Library as with 2590 or would DOTD be willing to consider it a separate and isolated construction. Mr. Gordon added that he doubted DOTD would consider the library as a separate entity because it is clear that it is part of a larger development. So Mr. Gordon concluded that he does not think considering to build independent of 2590 is a viable solution. Mr. Lambert said his opinion is that DOTD would not be willing to consider the library project as a separate entity.

Ms. Payton then opened the meeting for public comment. Mr. Browning said this is a discussion between 2590 and the Library Board. He said the public should leave personalities out of the discussion and should not name call or talk about the financial status of the parties involved. He said the public should limit their comments to 2590, the Library Board and City-Parish government. Ms. Payton thanked Mr. Browning for his comments.

Ms. Payton recognized Metropolitan Councilman Rodney "Smokie" Bourgeois of District 12. Councilman Bourgeois said he wished to congratulate Mr. Farrar on his responses to a very difficult situation. He said the Board is asking Mr. Farrar questions that are hard to answer. He likened it to playing with mercury. When mercury is spilled, it is very difficult to get a grasp on it. He said it is hard to get answers to the questions being asked. Councilman Bourgeois noted

that people including DOTD, read the paper and so he would not go into details. Money is tight and they don't want to waste any. He noted that the Board can see that they are in a situation that is less than ideal. He said he appreciates everyone skirting around the issue, but eventually the project will come before the Metropolitan Council as Ms. Freeman had come to understand. He again said he appreciated that Mr. Farrar was trying to get answers to the questions Mr. Browning was asking. He concluded his comments by saying he would say no more because there was no use in stating the obvious. Ms. Payton thanked Councilman Bourgeois for his comments.

Ms. Gayle Smith, a member of the public, said the comments she had to make were prepared last month because she thought the Rouzan project might be on the agenda then. She added that the Board has had a wonderful discussion today on the topic. She noted that in the past at Board meetings there were discussions of the various Library projects. But since the meetings have been recorded and are available for public viewing, no questions are allowed. The Rouzan project has been covered in the Director's report by a simple statement that they are working on construction documents.

Ms. Smith said that two or three years ago questions were raised about the financial viability of Mr. Tommy Spinoso in regard to the proposed Rouzan development. Mr. Dan Reed, Library Board President, was asked to talk to the bank involved in funding Rouzan. Mr. Reed reported back to the Board then, but Ms. Smith wondered what the current status of the bank financing for Rouzan was. She said this Library Board has not pursued that question.

Ms. Smith noted that in the 4,000 block of Perkins Road at Perkins Lane, a subdivision is being built. Paved streets, utilities and fire hydrants are in place and a structure is going up. She added that at Rouzan there is no visible infrastructure going up.

Ms. Smith also said that the building containing the library branch at Rouzan will also have two commercial units attached. She added that at the May 2008 Library Board meeting the Board stated that every other month Mr. Spinoso would attend the Board meeting to give a status report. She said the last meeting that Mr. Spinoso attended was on April 20, 2010. A change in the attendance requirement by Mr. Spinoso has not been made. Ms. Smith said that what concerns her is that the Board has never questioned the Rouzan project. She added that their tax dollars are being spent to build a centerpiece for downtown and Rouzan, and there is something wrong with this picture.

Mr. John Berry then spoke about the updated traffic count that DOTD would need to do. He said Mr. Spinoso had told them years ago that there would be approximately 10,000 vehicle trips per day once Rouzan was in full operation. Mr. Berry said they have been waiting on Rouzan for five years and eleven months. Mr. Berry cited the traffic every afternoon on Perkins Road. It is bumper to bumper from Kenilworth Parkway heading down past College Drive. He wondered who would want to go the library when the traffic is that bad. He added that people will begin to avoid Perkins Road by cutting through their neighborhoods and subdivisions such as Woodchase, and Southdowns. That is a problem when one is planning to put a library in a heavily traveled area.

Mr. Berry added that in regard to deadlines, this is the fifth missed deadline by Mr. Spinosa. He said that in May of 2008 Mr. Bardwell requested that Mr. Spinosa attend every other Board meeting. The last time Mr. Spinosa attended a meeting was in June of 2010. His son has attended a couple of Board meetings, but his son is not 2590. Mr. Berry asked why the Board is not enforcing the requirement that Mr. Spinosa attend the Board meetings.

Mr. Berry then discussed the property on Burbank Drive which had been donated to the Library for a branch construction. He said the Library Board did nothing and let the property go back to the donors. Ms. Payton then told Mr. Berry his time to speak had expired. He asked to finish his comment in one sentence pointing out that the Burbank property was to come before the Planning Commission for approval as a PUD. He concluded that some Board members were against building on Burbank and chose Rouzan. If Burbank had been chosen, they would be building there.

Ms. Kathy Wascom said she lives in the Rouzan area on the same street as Mr. Berry. She said she is looking forward to a library near her home. She added a library in a neighborhood helps it to thrive. She noted that former Library Director John Richard had looked at the Ford property (now Rouzan) as a location for a branch long before the Burbank land donation. Ms. Wascom added that as a member of the environmental community, they opposed a public building in a wetlands area that had reached its capacity. She said she did not know if the developers of the PUD would be able to get the permits on Burbank because of water quality and wetlands issues.

Ms. Wascom said in regard to traffic, it is very difficult to go to the Bluebonnet Regional Branch Library because there is a lot of traffic on Bluebonnet. She noted that the traffic is also bad on Lee near Burbank. She encouraged the Library Board to get into a dialog with the owners of the Rouzan property and DOTD in order to get this branch library built. She said we don't know what will happen to the Rouzan development, but the Library does own prime property in a wonderful area and should proceed quickly to build the branch there.

Ms. Payton asked if there were any more comments from the public. There being none the public comment period closed and Ms. Payton asked if the Board members wished to speak further about the Rouzan development.

Ms. Tomlinson then said there was a lot of action going on at the Rouzan site including putting in infrastructure. She said a couple of houses are going up. She noted that this is occurring in the back of the property and is not visible from Perkins Road. She said the reason nobody sees infrastructure on Perkins is because of the DOTD curb-cut issue with Perkins Road. Ms. Tomlinson said she wanted the Board to be aware of this.

Mr. Gordon asked if they could make a recommendation that they ask Mr. Spinosa to attend the next Board meeting. Ms. Payton agreed with Mr. Gordon who added that this was the Board's responsibility to ask Mr. Spinosa to speak for himself. Ms. Payton replied that Mr. Spinosa or a representative from his team should be asked to attend the next meeting and every other meeting after that.

Ms. Freeman asked if they could have a letter sent to him with this request to which Ms. Payton said yes. Mr. Freeman said she would like a letter sent because he was verbally asked to attend which he did for a time, but then stopped coming. She asked if the Parish Attorney could send the letter on behalf of the Board so that Mr. Spinosa would be clear that the Library Board is doing business with him. Ms. Tomlinson asked if this would be appropriate. She added that she could see the Board sending the letter with a copy being sent to the Parish Attorney. Mr. Manint replied that they could send a letter, but that in his opinion, it is better coming from the Library Board. He added that it is a letter asking that Mr. Spinosa honor an agreement to attend Board meetings. It is not a legal issue, so he advised the Board not to get attorneys involved unless it is absolutely necessary. Ms. Freeman then agreed with Mr. Manint. Mr. Farrar then said he would write the letter with a copy to the Library Board.

Mr. Browning then asked Mr. Bardwell if he still wished to have a letter sent to Mr. Spinosa by the Parish Attorney. Mr. Bardwell said he did want a letter sent telling Mr. Spinosa that he is in default of getting the infrastructure in and that they need to get their permits approved as fast as they can. Mr. Bardwell said Mr. Leo D'Aubin of the Parish Attorney's office has a letter in mind. Ms. Payton asked if 2590 was actually in default or was that something that Mr. Manint would need to review. Mr. Bardwell added that Mr. D'Aubin who has worked on the Rouzan project for a while has talked about drafting the letter urging 2590 to move ahead.

Ms. Tomlinson asked if the Parish Attorney had said that Mr. Spinosa was not in default because he was waiting for the approval of DOTD. Mr. Bardwell said there is no condition about waiting on DOTD in order to start the infrastructure. Ms. Payton replied that they probably would not have put this in the agreement because they would not have foreseen this problem occurring. Mr. Lambert then said that it should not take 18 months to get a driveway permit to which Mr. Browning agreed. Ms. Tomlinson also agreed with that, but she said if one read all the e-mails between 2590 and DOTD, one would understand why it has taken 18 months. She added that the communications were fairly constant over that time.

Ms. Payton then said that at this time they are asking Mr. Spinosa to attend every other Board meeting starting next month. She added that Mr. Farrar will send the letter for the Board. Ms. Tomlinson asked where they stood with the letter that Mr. Bardwell wished to send. Mr. Manint said the issue of default is a technical legal issue and it is a side line to the problem in that the timeline in the Cooperative Endeavor Agreement has not been met for a variety of reasons. He also said that the Parish Attorney sending a letter identifying things that are in the CEA and identifying that they did not meet the dead line is just another way of bringing the issues of this project up to the current time. Mr. Manint said after Mr. Spinosa meets with the Board he can speak with the attorneys for 2590 to discuss how they can move forward with the agreement. Mr. Manint concluded that default is a technical term and that they are not at that point yet, so that they should not contemplate default at this time.

Mr. Gordon asked if it were possible to get some information from DOTD on the status of the permit for Rouzan and what they view as the alternatives for the Library to begin construction of the building. Mr. Manint asked Mr. Lambert if DOTD would speak to the Library because 2590 applied for the permit. He felt that only 2590 could communicate with DOTD to get an answer on the status of the permit. Ms. Payton asked Mr. Farrar to also request from Mr. Spinosa that he

speak with DOTD and come to the Board meeting prepared with an update on the permitting issue. Ms. Tomlinson said they could also try to speak to DOTD. Mr. Lambert replied that he did speak to the traffic engineer at DOTD and was told that they won't issue the driveway permit to Perkins until they have the full recommendations on the full mitigation package for the development. The mitigation package refers to off-site improvements to offset the impacts of the generated trips to and from the development. They are not willing to say that, for example, the Library will only generate 100 trips per day so that would be all that must be mitigated. DOTD wants to see the whole plan for the whole development. Mr. Lambert added that the Library could have to get access to the city streets which would not require DOTD approval. But he noted that in the agreement the right of way for the Library is by Perkins Road which is a state road.

Mr. Gordon asked if 2590 could give the Library temporary access to one of the city streets while 2590 continues its discussions with DOTD. Mr. Lambert said they could issue a construction easement for the construction of the library, but to get the final driveway permit it would require a DOTD permit. Mr. Lambert said the city could allow access on its road regardless of the DOTD position on the state road.

C. Report on Meetings with Metropolitan Council Members, Discussion of Metropolitan Council's Wishes for the River Center Branch Library and Vote on Course of Action for the River Center Branch Library – Ms. Kizzy Payton

Ms. Payton then read item C on the agenda. Ms. Payton said it was very ambitious of the Board to say last month that she would be able to speak to each Metropolitan Council member in thirty days about the River Center Branch Library. She said she has met with most of the Council members, but due to scheduling issues she has not spoken to all of them. She said she would come back to the Board with a full report in October regarding the wishes of the Council and with suggestions on how the Board should proceed with the River Center Branch Library. Ms. Payton asked if there were any questions from the Board. Then she asked if there were any comments from the public.

Ms. Gayle Smith said that a recent article by Lanny Keller in *The Advocate* stated that the Library tax election passed "to expand libraries parish-wide including the hotly debated issue of a larger library downtown." Ms. Smith said this statement is absolutely not true. She added that taxpayers voted on a proposition to fund the Library system. That proposition did not specify how the money was to be spent. Taxpayers trusted and assumed that the Library Board of Control would make decisions in the public's best interest. Ms. Smith added that the fourth largest library branch in the system is the River Center Branch at almost 30,000 square feet. She noted that if only two floors of the four story building were used that would be twice as large as the three smallest branches in the system; Eden Park, Pride-Chaneyville and Carver Branch Libraries all of which have more circulation than the River Center Branch. Ms. Smith also said for the last three months the River Center Branch has been last in the number of items circulated. She asked why this facility needed to be doubled. She said if they need more meeting rooms downtown, soon the Career Center and the Baton Rouge Room that occupy most of the fourth floor will be moved to the new Main Library freeing up space at the River Center Branch for

more meeting areas. Ms. Smith noted that it would almost cost \$1 million to tear down the River Center Branch. She added that the building has a fire code rating of “1” which is the best rating. She said she felt that if a qualified architectural firm was given a budget to remodel the downtown library they could make it a wonderful library building. Ms. Smith said that many have a problem with the Library Board, the Downtown Development District (DDD) and several others hijacking the library tax dollars to create a centerpiece for downtown. She added that if the Board proceeds with this downtown proposal it might be difficult to get the public to vote for the next library tax proposal.

Ms. Kathy Wascom then said that they have had this discussion for years and they should start with the facts. She said they need to look at the costs to rebuild and fix the current building. These facts were given at a presentation about the River Center Branch Library. The cost benefit analysis needs to be reviewed. They discussed a remodel as opposed to building new. She said the cost to rebuild was in the range of \$17 million because the building was in such poor shape versus \$19 million to build new. Ms. Wascom said they need to rely on the architects and builders who are the experts in the field of how to build a modern library. She said in regard to circulation being down at the River Center Branch Library for the last three months, the construction around that facility has made it almost impossible to get to it. She also noted that when a new branch is built such as in the case of the Carver Branch Library, circulation does go up when the new building is opened. She said she believes this will happen also at the River Center Branch.

Ms. René Singleton then spoke and said she agrees with Ms. Wascom. She said she attended several meetings and the Board presented the feasibility studies. They said that the current River Center Branch building was a negative space. Even the son of the architect who designed the building said it was outdated and inefficient when they built it. Ms. Singleton added that the space precludes it being used along with the lack of parking and the construction currently going on downtown. She noted that she agreed with Ms. Wascom about the Carver Branch Library circulation increasing in a new building. She urged the Board to do what they said they would do regarding the downtown branch.

Ms. Payton asked if there were any more comments from the public. There being none the public comment period closed and Ms. Payton asked if the Board members wished to speak. Ms. Freeman said that a meeting was arranged yesterday by Ms. Payton and Councilman Mike Walker for her and Ms. Payton. Ms. Freeman said she and Mr. Lambert met with Councilman Walker, Councilman Bourgeois, Councilwoman Collins-Lewis and Councilman Addison. She said they got feedback from these Council members on what they wanted in regard to the downtown library. She added that it was quite a spirited discussion and at the end of it she was given a statement which she read. The statement said that the Councilman would submit as an agenda item for the September 28th Metropolitan Council meeting that the Library Board direct the staff work with the design consultants to come up with a plan to renovate and upgrade the existing downtown library; and that they do not move forward with any plans to tear down and replace the existing structure. Ms. Freeman said the Councilman wanted her to bring this to the Board meeting today. She added that she did not know if this item was submitted today or yesterday for the agenda on the 28th.

Ms. Payton thanked Ms. Freeman for her report. She said not all the Council members had been met with, but she would finish her discussions for next month's meeting. Ms. Freeman asked whom Ms. Payton had met with, but Ms. Payton said she would not discuss that at this meeting, but would give her full report next month.

Mr. Bardwell said Ms. Payton cannot just take the item off the agenda and wait until next month. He said there needs to be a motion for that. Ms. Payton asked for a motion to defer this item for thirty days. Mr. Gordon then made the motion to defer. The motion was seconded by Ms. Tomlinson. Ms. Payton asked if there was any discussion of the motion. Mr. Bardwell said he thought it was a waste of their time to defer. He added that the Council members are entrenched on this issue. He said Ms. Freeman had met with four of the strongest members yesterday and they were insisting that the Library Board propose some remodeling project. Mr. Bardwell added that he didn't know who Ms. Payton had met with, but that there is a majority of the Council expressing opposition. He said the Board is kidding itself if they think this is going to go forward. So Mr. Bardwell said he opposes a deferral. Mr. Bardwell said he will make another proposal if this one fails.

Ms. Freeman said she doesn't want to get into a deadlock with the Council. She said they are an Advisory Board. The Council looks to the Board to bring forth expertise. She said she and Mr. Lambert found out yesterday how utterly important it is to what you say you will do. She added if the Council is willing to work with the Board, they need to do what the Council wishes; otherwise, the Board will be told what to do. She noted that she and Mr. Lambert got a clear message on what the vote last year was about. She said the Board needs to listen to the Council. Ms. Payton thanked Ms. Freeman and Mr. Bardwell for their comments. Ms. Payton said she thought that some of the Council members would be shocked to know that the Board took action without speaking to every Council member. These Council members could think that they don't warrant a visit and that their opinions are not important. Ms. Payton said she intended to meet with all of them and that is what she is going to do. Ms. Freeman disagreed. She said she didn't want it to come across as these Council members were not important. Ms. Freeman said they need to work with all the Council members to which Ms. Payton said that is what she was trying to do. She added she is trying to keep her word to meet with each one.

Mr. Lambert said the original motion was 30 to 60 days, but they had to pick a number and so chose 30 days, but in reality it should have been 60 days. Mr. Lambert said they should give it a little more time so that all Council members can be spoken with. He would like to hear what all of the Council has to say, so that they can come back to work with all the Council members.

Mr. Gordon stated that last month he actually suggested 90 days because he knew how long it takes to have the kind of dialogue back and forth that is necessary in this situation. He said they need to speak to all the Council members. Mr. Gordon then said that when they were presented with the three options for the River Center Branch, the choice of renovating meant that the building would need to be gutted. This option was not much cheaper than building new. He suggested that Ms. Payton and Mr. Farrar present this information to the Council to be sure they have all of the information when making their decision. Mr. Gordon stated that he supports the motion.

Ms. Freeman asked when that question came up, was that part of the feasibility study and if it was, did Mr. Trahan consult with another professional or did he come up with the figures himself? Mr. Farrar replied that Mr. Trahan came up with the figures himself after consulting with several other professionals. Mr. Gordon said that is what they were contracted to do. They did the feasibility study that gave the Board three options. Ms. Freeman said she is concerned about the accuracy of the figures. Mr. Lambert replied that a licensed architect is qualified to provide the figures and Mr. Trahan is qualified. Ms. Freeman said they need to be sure that the constructions costs are accurate. Ms. Tomlinson then said that Mr. Trahan spoke to DPW and an outside engineer about those costs.

Mr. Browning then said that just before Mr. Farrar was hired, he and Mr. Bardwell asked the staff to submit a request for a contract for a professional engineer to study the downtown library in regard to new plumbing, electrical work and asbestos remediation. Somehow that request got lost and the Board ended up with the feasibility study. Mr. Browning added that he has never seen the figures for what it would cost to renovate that library. He said he made the motion and Mr. Bardwell seconded it. This occurred at the Board meeting at the Greenwell Springs Road Regional Branch and it never has been answered.

Mr. Lambert said he wanted to clarify his motion that as last month, they do not want DPW to submit the contract for the architectural services to the Council until the Board has spoken to all the Council members. Ms. Freeman seconded that motion. The motion passed with Mr. Bardwell and Mr. Browning opposing the motion. Ms. Payton said she will report next month on the discussions with the Council. He thanked Ms. Freeman and Ms. Lambert for meeting with the Council members. She said her work schedule prevented her from being present, so she asked Mr. Lambert to attend in her absence.

Comments by the Library Board of Control

There were no further comments, and so with no further business, the meeting was adjourned on a motion by Mr. Lambert, seconded by Ms. Freeman at 5:58 p.m.

Kizzy Payton, President

David Farrar, Library Director

MEMORANDUM

DATE: September 15, 2011

TO: Library Board of Control

FROM: David Farrar
Library Director

SUBJECT: Construction Report

Goodwood Main Library

Lisa Hargrave, architect with Tipton Associates reported for The Library Design Collaborative on the Goodwood Main Library. On Tuesday, August 2, 2011 competitive bids were received for the new Goodwood Main Library. The approved library budget for this work totals \$38,219,000 plus a BREC contribution of between \$1 and \$2 million for their portion of the shared work. The contract time allowed for this project is 720 calendar days. Milton J. Womack, Inc. submitted the low bid totaling \$36,770,000 for the total scope of work.

On Wednesday August 24, 2011 the Metropolitan Council considered approval of this contract. The Council members voted to defer voting for approval until the September 14, 2011 Council meeting. Among the items cited by the Council members were questions about the Library Board of Control's approval of the alternates and the inclusion of sales tax in the bid numbers. The Council asked the City-Parish Department of Public Works to negotiate a contemporaneous change order with low bidder, Milton J. Womack, Inc., for the removal of all city and state sales tax from the contract. Preparations are ongoing and are expected to be resolved in advance of the September 14th Council meeting.

Fairwood Branch Library

Mr. Richard Brown, architect with Bani, Carville & Brown reported the following from the job site:



Construction Report #1

Job Name: Fairwood Branch Library	Inspector: n/a
Date: August 19, 2011	Time: 11:00 am
Weather Condition: sunny - 95°	Contractor: Stuart & Company
Job Superintendent: Darren Thibodeaux	Report prepared by: James Sanders - Bani, Carville & Brown Architects

1. Clearing has begun at the job site. Significant progress has been made in removing underbrush and dead trees.
2. Trees to be removed have been tagged with spray paint and are to be removed within the next week.
3. There are several concrete drainage pipes existing on site. We have approached troy Matthis with DPW and asked if the City would like to take ownership of the pipes. He is checking into this and will let us know presently.



Construction Report #2

Job Name: Fairwood Branch Library	Inspector: n/a
Date: August 23, 2011	Time: 1:30pm
Weather Condition: sunny - 95°	Contractor: Stuart & Company
Job Superintendent: Darren Thibodeaux	Report prepared by: James Sanders - Bani, Carville & Brown Architects

Attendees:

- Jes Sanders – Bani, Carville and Brown, AIA
- Troy Mathis, DPW
- Chris Jaubert, Stuart & Co.
- Darren Thibodeaux, Stuart & Co.

1. The site has been significantly cleared. Nearly all of the trees, undergrowth and grass have been removed.
2. One tree is entangled in overhead utilities. Stuart & Co. has spoken with Entergy and they are going to remove the tree.
3. It was observed that silt fencing is being installed. It was discussed that it is very important to be diligent about keeping the roads clean and taking every measure to respect the adjacent residential developments.
4. The final site sign design has been commented on and approved by DPW and the Library. The sign is going in to production now and will be prepared in time for the Groundbreaking Ceremony, to be held at 9:30 am on September 6th. The sign will be fabricate to be free-standing. After the photographs are taken for the ceremony, the sign will be permanently installed on site facing Old Hammond Highway.
5. James from HCI – the company performing the clearing – mentioned concern about the roots of the trees at the Old Hammond property line being entangled with any existing utilities. Jes, from BCB Architects, Tommy Watson, the civil engineer, and Tom Vernik, from the testing agency, are going to meet on site, evaluate the conditions recommend a strategy for removing the trees.



Construction Report #3

Job Name: Fairwood Branch Library	Inspector: n/a
Date: September 1, 2011	Time: 3:00pm
Weather Condition: sunny - 90°	Contractor: Stuart & Company
Job Superintendent: Darren Thibodeaux	Report prepared by: James Sanders - Bani, Carville & Brown Architects

Attendees:

- Jes Sanders – Bani, Carville and Brown, AIA
- Troy Mathis, DPW
- Larry Cooper , DPW
- Duane Mizell, Stuart & Co.
- Darren Thibodeaux, Stuart & Co.

1. The site is completely cleared. All of the trees which were interfering with the drives have been safely removed, avoiding all utilities.
2. The earth beneath the building slab has been tested prepared in 9" lifts per the per the plans. Tom Vrenick from Terracon tested and approved soil the soil samples.
3. The tennis court which interfered with the footprint of the building has been removed. The second tennis court was not found. It is very likely that this court was removed when the adjacent neighborhood was developed.
4. Temporary power has been provided to the site. It has not been determined yet who will provide permanent power to the future building – DEMCO or Entergy.
5. The site sign has been printed and is on site.
6. We are exploring our options to have the two existing power poles along Old Hammond removed. These poles apparently served the previous country club, and no longer serve this purpose. There are lights mounted to these poles. But these could be easily relocated as there are power poles nearly directly opposite across the street.





Construction Report #4

Job Name: Fairwood Branch Library	Inspector: n/a
Date: September 6, 2011	Time: 1:30pm
Weather Condition: sunny – 80°	Contractor: Stuart & Company
Job Superintendent: Darren Thibodeaux	Report prepared by: James Sanders - Bani, Carville & Brown Architects

Attendees:

- Richard Brown, Bani, Carville and Brown, AIA
- Jes Sanders, Bani, Carville and Brown, AIA
- Troy Mathis, DPW
- Tim Bankston, EBR Library
- Tommy Watson, Watson-Ricks Civil Engineers
- Tim Verkaik, Calongne & Associates
- James, HCI Construction
- Darren Thibodeaux, Stuart & Co.

1. The ground breaking occurred earlier this same day.
2. Troy Mathis is working on getting the light poles along Old Hammond removed.
3. Bani, Carville and Brown are researching the costs and benefits of using either DEMCO or Entergy. DEMCO is reviewing the design of the rear porch and patio to see if they are able to get their power lines under the foundation at this location.
4. Re-steel drawings have been reviewed and approved.
5. The first Pay Application has been processed and approved by BCB.
6. Tommy Watson is currently reviewing the catch basin shop drawings.

Rouzan Branch Library

Looney Ricks Kiss/LRK L.L.C.

**5615 Corporate Blvd, Suite 100B
Baton Rouge, Louisiana 70808
Telephone 225 928 4905**

Mr. Mike Sullivan, architect with Looney Ricks Kiss/LRK LLC, reported the following:

- 1 On August 22, 2011 the design team, including mechanical, electrical and plumbing engineers met with the staff and reviewed coordination and staff comments. Final remarks are being integrated into the drawing documents.
- 2 On August 22, 2011 the project interior designer met with the library staff and made final reviews and comments on the interior finishes for inclusion into the final design drawings.
- 3 Construction documents are at 95% completed, with final staff comments and revisions being coordinated. Final drawings are anticipated on being delivered to the Library staff for consideration in three weeks.