

**204 North Cedar Street  
Tallulah, Louisiana 71282  
Telephone (318) 574-0964  
Fax (318) 574-2773  
www.cityoftallulah.org**



**City of Tallulah**  
**Office of the Mayor**  
Regular Council Meeting Agenda

Thursday, December 14, 2023  
5:30 P.M., City Hall

**Charles M. Finlayson**  
**Mayor**  
**Joseph Scott**  
**District 1**  
**Lisa Houston**  
**District 2**  
**Carla Turner-Harris**  
**District 3**  
**Marjorie Day**  
**District 4**  
**Toriano Wells**  
**District 5**

1. Call to Order
2. Pledge of Allegiance & Prayer
3. Roll-Call
4. Public Comments on the Agenda
5. Approve Minutes of the November 9, 2023 Regular Meeting
6. Discuss Tensas Parish Police Jury Request for Use of Madison Tallulah Community Center for Emergency Use
7. Discuss Madison Parish Police Jury Request for Assistance with Bayou Cleaning
8. Approve Section 8 2024 Fair Market Rent and 2024 Utility Allowance Schedule
9. Accept Bid for Dabney Street Rehabilitation Project
10. Discuss Receival of Water Rehabilitation Project Contracts Bids
11. Mayor's Report
12. Public Comments

**Special Accommodations**

*Any person needing reasonable accommodations to attend a public meeting held by the Tallulah City Council should contact Gerald Odom at 318-574-0964 three (3) days prior to the meeting date. If further information is needed, please contact Mr. Odom at the number listed above.*

**"This Institution is an Equal Opportunity Employer/Provider"**

Regular Council Meeting  
City of Tallulah  
November 9, 2023

A regular meeting of the Mayor and City Council was held on Thursday, November 9, 2023, at 5:30 P.M., in the Council Room Chamber of Tallulah City Hall.

Mayor Charles M. Finlayson called the meeting to order, led the Pledge of Allegiance, and allowed for a moment of silence.

A roll call of Council Members is listed as follows:

Scott	Present
Houston	Present
Harris	Present
Day	Present
Wells	Present

Mayor Finlayson allowed time for members of the public to voice any comments they might have regarding items listed on the agenda, but there was none.

Motion and second to approve minutes of the October 24, 2023, meeting were made by Councilmembers Day and Scott respectively and carried. Councilmember Wells voted "Nay."

Councilmember Wells moved for approval of an occupational license submitted by Mr. William McElroy (DBA) M3A Architecture, PLLC with second from Councilmember Harris. Motion carried unanimously.

Councilmember Houston moved for approval of: A Resolution Stipulating Completion of The Louisiana Compliance Questionnaire by The Mayor's Staff for the City of Tallulah, Louisiana. Councilmember Day seconded, and motion carried unanimously. This resolution is passed each year as an adjunct to the City's Fiscal 2023 Fiscal and Procedures audits.

Motion to approve A Resolution for Canvassing the Returns and Declaring the Results of the Special Election held in the City of Tallulah, on Saturday, October 14, 2023, and to Promulgate the Results thereof, was made by Councilmember Day, seconded by Councilmember Houston, and carried unanimously.

Councilmember Houston requested approval of: A Resolution to Levy the Ad Valorem Taxes Authorized for Tax Year 2023, for the City of Tallulah, Louisiana. City Clerk Gerald Odom explained the process and stated that the City would levy a total of 30.24 mils to property owners of which the total levy would be about \$510,000. Most of it, consisting of about \$380,000 would go to the General Fund, and the remaining \$130,000 would be received by the Street Fund. Councilmember Day seconded the motion, and it carried unanimously.

In a discussion period, topics of discussion/comments included: need for debris removal at specified locations, Community Center needs repair and a clean-up; several water leaks need repairing; need for a code enforcer; when will the street project begin?

There being no further business to discuss, the meeting was adjourned on motion and second of Councilmembers Houston and Day respectively which carried unanimously.

Attest:

\_\_\_\_\_  
Gerald L. Odom, City Clerk

\_\_\_\_\_  
Charles M Finlayson, Mayor

**MEMORANDUM OF UNDERSTANDING  
BY AND BETWEEN  
TENSAS PARISH POLICE JURY  
AND  
CITY OF TALLULAH**

This agreement is entered into on the dates set forth herein by and between:

**TENSAS PARISH POLICE JURY**, a political Subdivision of the State of Louisiana, herein represented by Robert Rushing, President of Tensas Parish Police Jury, ("TPPJ"): and,

**CITY OF TALLULAH** , a political subdivision of the State of Louisiana, herein represented by Charles Finlayson, Mayor, ("COT").

**WHEREAS**, La. R.S. 33:1324 provides any parish or political subdivision of the state may make agreements among themselves to engage jointly in the construction or improvement of any public project or the promotion of and maintenance of any undertaking provided that at least one of the participants to the agreement is authorized under a provision of general or special law to perform such activity or exercise such power as may be necessary for completion of the undertaking; and

**WHEREAS**, TPPJ, through its President, during an emergency event in the Parish, is empowered to take steps and measures necessary to protect the lives and property of the citizens of Tensas Parish; and

**WHEREAS**, TPPJ and COT wish to memorialize an arrangement to grant use of the Tallulah Madison Community Center as an emergency shelter in the event of a mandatory evacuation of the Parish of Tensas emergency planning zone of Grand Gulf Nuclear Station GGNS, and

**WHEREAS**, TPPF and COT find that entering into this Memorandum of Understanding will serve a public safety purpose and have a public benefit; and

**NOW, THEREFORE, BE IT AGREED** by and between TPPJ and COT that:

1.

Upon the formal declaration of an emergency and/or a mandatory evacuation in Tensas Parish as a result of an immediate threat to life and property due to an incident at GGNS, the City of Tallulah grants use of the Tallulah Madison Community Center, with on-site parking for transport vehicles, and to the Tensas Parish Government Office of Homeland Security and Emergency Preparedness in order to provide Tallulah Madison Community Center for up to a maximum of 250 Tensas Parish residents during and in the aftermath of a Grand Gulf incident.

2.

In such event, the President or his designee will contact the COT along with the Madison Parish Office Homeland Security and Emergency Preparedness Director and provide an estimated time of arrival, an estimate of the number of evacuees, and estimated period of use of the Tallulah Madison Community Center. Once occupied, the estimated period of use of the Tallulah Madison Community Center shall be updated on an on-going and regular basis.

3.

The COT shall not assume responsibility or have any obligation for any expenses involved in providing the use of the Tallulah Madison Community Center under this Memorandum of Understanding (MOU). Access to the Tallulah Madison Community Center shall be made available by the Mayor of the COT who may appoint a designee to provide access and oversee the use of the Tallulah Madison Community Center by TPPJ. TPPJ shall be informed of the Tallulah Madison Community Center contact person information.

4.

Rental fee for the Tallulah Madison Community Center will be \$250.00 per day. TPPJ shall also be responsible for overtime pay for such reasonably required overtime for all employees

and/or contractors of the COT for the proper operation of the Tallulah Madison Community Center. If the COT provides items requested by the Tallulah Madison Community Center manager on behalf of the evacuees, TPPJ will reimburse the cost of such items to COT. COT shall also have the right to charge TPPJ for all costs and loss incurred due to the required cancellation of any previously scheduled events at the Tallulah Madison Community Center, including loss of revenue.

TPPJ anticipates providing deputies to assist with the operation of the Tallulah Madison Community Center, as well as providing a vehicle available for local transport of the evacuees. If evacuees from TPPJ are present at the Tallulah Madison Community Center for shelter, a sheriff deputy shall be assigned to be on premises at all times when evacuees are in the facility, at the expense of the TPPJ. The failure of TPPJ to do so may result in additional charges by the COT or others, as necessary, to provide those services intended to be provided by TPPJ.

COT will provide an itemized invoice to TPPJ for all cost and expense accrued and will provide TPPJ with all necessary documents requested by TPPJ in order to verify the correctness of the invoice and/or to allow TPPJ to obtain further reimbursement from governmental and/or insurance sources. However, the obligations of TPPJ for the amounts owed to COT under this MOU are not contingent upon TPPJ obtaining payments or reimbursements from any other source, and all amounts owed by TPPJ to the COT shall be promptly remitted following receipt of invoice.

5.

To the fullest extent permitted by law, TPPJ shall protect, defend, indemnify, save and hold harmless the COT, including all Municipal Departments, its elected and appointed officials, Agencies, Councils, Boards and Commission, Districts, their officers, agents, servants, contractors, and employees, including volunteers, from and against any and all claims, demands, expense, losses, suits, costs, actions, fines, penalties, actions, and liability, whether actual or alleged, arising out of or resulting from injury, sickness, disease or death to any person or the damage, loss, expense or destruction of any property, including loss of use resulting therefrom, which may occur, be caused by, or in any way resulting from any actual or alleged act, omission, negligence, misconduct, or strict liability of TPPJ, its agents, its sub-contractors, partners, servants, officers, employees, volunteers, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, related to the performance or non-performance of the contract herein entered into, including any and all costs, fines, penalties, expense and/or attorney fees including but not limited to expert witness fees, incurred by the COT, all Municipal Departments, its elected and appointed officials, Agencies, Councils, Districts, Boards and Commissions, their officers, agents, servants, contractors, and employees, including volunteers, as a result of any such claims, demands and/or causes of action including any costs associated with the enforcement of this indemnity provision excepting only those arising out of the sole negligence of COT, all Municipal Departments, its elected and appointed officials, Districts, Agencies, Councils Board and Commissions, their officers, agents, servants, contractors, and employees, including volunteers and, however, this provision shall not waive any governmental immunity available to TPPJ under Louisiana Law including the Louisiana Homeland Security and Emergency assistance and Disaster Act and without waiving any defenses of the parties hereto.

6.

This MOU shall be terminated under any or all of the following conditions:

- A. By written mutual MOU and consent of the parties hereto.
- B. By TPPJ or COT as a consequence of the failure of either party to comply with the terms and conditions of this MOU in a satisfactory manner, proper allowance being made for circumstances beyond the control of either party, by ninety (90) days written notice by TPPJ or COT.
- C. Either entity (TPPJ or COT) may terminate this MOU with stated cause with ninety (90) days written notice to the other.

7.

The COT shall allow TPPJ a pre-inspection of the Tallulah Madison Community Center to establish its condition prior to occupancy by TPPJ. TPPJ shall return the Tallulah Madison Community Center to the COT in substantially the same condition as it was received by TPPJ. All damages caused by any person or entity during the time of use of the Tallulah Madison Community Center by the TPPJ shall be promptly reimbursed to COT by TPPJ upon receipt of written request.

8.

TPPJ shall be responsible for any damages to the Tallulah Madison Community Center facility, resulting from residents of Tensas Parish taking shelter at the Tallulah Madison Community Center.

TPPJ shall maintain for the duration of this MOU a policy or policies of insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the terms of this MOU by the parties, their employees and agents with the following minimum limits:

1. General Liability: \$1,000,000.00 combined single limit per occurrence for bodily injury, personal injury and property damage.
2. Automobile Liability: \$500,000.00 combined single limit per accident, for bodily injury and property damage.
3. Worker's Compensation Insurance to meet the applicable statutory requirements and Employer's Liability Insurance with limits of not less than \$1,000,000.00 and which shall include:
  - a. Alternate Employer Endorsement
  - b. Voluntary Compensation Endorsement

COT shall be named as an additional insured on all policies; all policies shall contain a "waiver of subrogation" in favor of COT and those for whom it may be responsible; and COT shall receive a correct certificate of insurance reflecting those coverages and provisions.

9.

This MOU shall remain in effect from the date of execution until December 31, 2026 subject to written amendment upon mutual consent or termination as provided for otherwise herein.

#### Compliance with Laws

The parties hereto and their employees, contractors, and agents shall comply with all applicable federal, state, and local laws and ordinances in carrying out the provision of this MOU.

#### Choice of Law

This MOU shall be governed by Louisiana law, and the provisions of this MOU shall be enforced through, and any proceedings brought only in the 6th Judicial District Court, Tensas Parish, Louisiana.

#### Legal Construction

In case any one or more of the provisions contained in this MOU shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions thereof and this MOU shall be considered as if such invalid, illegal, or unenforceable provision had never been contained in this MOU.

#### Amendment

No amendment to this MOU shall be effective unless it is in writing, signed by the duly authorized representatives of both parties.

No Waiver

The failure of TPPJ or COT to enforce any of the terms of this MOU or to provide any of the supporting documentation in any particular instance shall not constitute a waiver of, or preclude the subsequent enforcement of, any or all of the terms or conditions of this MOU.

No Assignment

TPPJ shall not have the right to assign any or all of its rights or obligations under this MOU without the prior express written approval of COT.

IN WITNESS WHEREOF, the parties hereto have signed this Memorandum of Understanding, in duplicate original as of the \_\_\_\_\_ day of \_\_\_\_\_, 2026, in the presence of the undersigned witnesses, after due reading of the whole.

WITNESSES:

\_\_\_\_\_  
\_\_\_\_\_

TENSAS PARISH GOVERNMENT

By: \_\_\_\_\_  
Robert Rushing, President

Date: \_\_\_\_\_

WITNESSES:

\_\_\_\_\_  
\_\_\_\_\_

CITY OF TALLULAH

By: \_\_\_\_\_  
Charles Finlayson, Mayor

Date: \_\_\_\_\_

Current contacts are as follows:

City of Tallulah

Charles Finlayson, Mayor  
504 East Green Street  
Tallulah, LA. 71282  
318-574-0964 (office)

Ed Atcheson,  
Homeland Security &  
Emergency Preparedness  
402 East Green Street  
Tallulah LA. 71282  
318-341-1005 (cell)

Tensas Parish Police Jury

Robert Rushing, President  
212 Hancock Street  
St. Joseph, LA. 71366  
318-481-4040 (cell)

Kiley Sanders, Director  
Homeland Security & Emergency Preparedness  
212 Hancock Street  
St. Joseph, LA. 71366  
318-766-3992 (office)  
318-557-8983 (cell)

DISTRICT 1  
JERRY HICKS

DISTRICT 2  
STANLEY OGDEN

DISTRICT 3  
DAVE WILSON

DISTRICT 4  
JOHNNY HUGHES

DISTRICT 5  
JANE G. SANDERS

# Madison Parish Police Jury

Courthouse Building  
Ofc (318) 574-3451



100 North Cedar Street  
Fax (318) 574-3122

MARGARETT DEW  
SECT/TREAS

ROSIE ROACH  
BOOKKEEPER

CLINTON EPPS  
SUPERINTENDENT

LARRY HEARN  
ASST SUPERINTENDENT

Tallulah, Louisiana 71282

December 12, 2023

Honorable Mayor C. Finlayson  
City of Tallulah  
204 North Cedar Street  
Tallulah, LA 71282

Re: Cleaning of the Bayou

Dear Mayor Finlayson:

The Madison Parish Police Jury (Jury) has obtained a bid for clearing of brush along the bank of the bayou. The contractor's equipment will extend out approximately seven feet, which can clear the undergrowth. The brush will be grind up and removed. Attached is a copy of the bid with specifics of the area to be cleaned.

The Jury would like to make cleaning of the bayou a joint venture. Therefore, we are requesting financial assistance. We would like fifty percent of the cost (\$14,500.00) to be contributed by the City.

Juror Jerry Hicks will represent the jury at your meeting on Thursday, December, 14<sup>th</sup>.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jane Sanders".

Jane Sanders,  
President

Attachment



CONTRACTORS INVOICE

WORK PERFORMED AT:

TO: Madison Parish

Tahleah on Bayou Bank  
Using John Deere skider  
323-E with mower on  
front.

DATE 12/6/2023

YOUR WORK ORDER NO.

OUR BID NO. Phase of  
Comp. 341-6723

DESCRIPTION OF WORK PERFORMED

1. Using John Deere skider with mower on front to cut down all bunches & trees
2. Grid up grass, bunches & young trees along bayou bank side. Cut as close as can to water edge.
3. Remove all bottles, cans & paper, then remove it.
4. Starting Point Kansas City Railroad tracks.
5. Finishing Point Bridge at cross to Chevron Station to I-20. Tahleah  
Phase  
Company # 318-341-6723

All Material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work, and was completed in a substantial workmanlike manner for the agreed sum of \_\_\_\_\_

Dollars (\$ \_\_\_\_\_)

This is a  Partial  Full Invoice due and payable by: \_\_\_\_\_

Year

**CITY OF TALLULAH SECTION 8 HOUSING**  
204 NORTH CEDAR STREET TALLULAH, LOUISIANA 71282  
PHONE (318) 574-0051 FAX (318) 574-2773

**Monthly Board Meeting**

December 14, 2023

To the Honorable Mayor, Chief of Police, Council Members, Clerk & Attorney:

In lieu of my scheduled absence for 12/14/2023, I ask that you review the enclosure and accept this report from the Section 8 Department.

- Accept & approve the 2024 Fair Market Rent Documentation System for all bedroom sizes.
- Accept & approve the 2024 Utility Allowance Schedule used in the calculation of all rents.
- **This concludes Section 8 Report.**

**Enjoy your Holidays!!!**

Respectfully Submitted,



Merunda Brown  
Executive Director



# FY 2024 FAIR MARKET RENT DOCUMENTATION SYSTEM

## The FY 2024 Madison Parish, LA FMRs for All Bedroom Sizes

Final FY 2024 & Final FY 2023 FMRs By Unit Bedrooms					
Year	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
FY 2024 FMR	\$621	\$626	\$822	\$1,068	\$1,395
FY 2023 FMR	\$563	\$566	\$740	\$1,026	\$1,247

Madison Parish, LA is a non-metropolitan county.

### Fair Market Rent Calculation Methodology

[Show/Hide Methodology Narrative](#)

Fair Market Rents for metropolitan areas and non-metropolitan FMR areas are developed as follows:

1. **Calculate the Base Rent:** HUD uses 2017-2021 5-year American Community Survey (ACS) estimates of 2-bedroom adjusted standard quality gross rents calculated for each FMR area as the new basis for FY2024, provided the estimate is statistically reliable. For FY2024, the test for reliability is whether the margin of error for the estimate is less than 50% of the estimate itself and whether the ACS estimate is based on at least 100 survey cases. HUD does not receive the exact number of survey cases, but rather a categorical variable known as the count indicator indicating a range of cases. An estimate based on at least 100 cases corresponds to a count indicator of 4 or higher.

If an area does not have a reliable 2017-2021 5-year estimate, HUD checks whether the area has had at least 2 minimally reliable estimates in the past 3 years, or estimates that meet the 50% margin of error test described above. If so, the FY2024 base rent is the average of the inflated ACS estimates.

If an area has not had a minimally reliable estimate in the past 3 years, HUD uses the estimate for the area's corresponding metropolitan area (if applicable) or State non-metropolitan area as the basis for FY2024.

2. **Calculate the Basis for Recent Mover Adjustment Factor:** HUD calculates a recent mover adjustment factor by comparing an ACS 2021 1-year 40th percentile recent mover 2-bedroom rent to the ACS 2017-2021 5-year 40th percentile adjusted standard quality gross rent. If either the recent mover and non-recent mover rent estimates are not reliable, HUD uses the recent mover adjustment for a larger geography. For metropolitan areas, the order of geographies examined is: FMR Area, Entire Metropolitan Area (for Metropolitan Sub-Areas), State Metropolitan Portion, Entire State, and Entire US; for non-metropolitan areas, the order of geographies examined is: FMR Area, State Non-Metropolitan Portion, Entire State, and Entire US. The recent mover adjustment factor is floored at one.

HUD has traditionally defined recent movers as those who have moved into their residence within the current year or preceding year of the ACS survey. Newly for FY2024, HUD is electing to first examine recent movers who have moved within the current year of the ACS. Upon determining a reliable recent mover estimate, HUD calculates the appropriate recent mover adjustment factor between the 5-year data and the 1-year data.

3. **Adjust for Inflation:** In order to calculate rents that are "as of" 2022, HUD applies a gross rent inflation adjustment factor using data from commercial rent data sources and the Consumer Price Index. HUD uses a local measure of private rent inflation for markets that are covered by at least three of the six available



The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA		Unit Type					Date (mm/dd/yyyy)	
TALLULAH, LOUISIANA		SCHEDULE A - SF HOMES					11-2-2023	
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	6	9	10	13	16	19	
	Bottled Gas							
	Electric	6	8	11	13	16	19	
	Electric – Heat Pump	4	6	7	9	12	13	
	Fuel Oil							
	Other							
Cooking	Natural Gas	2	3	4	5	6	7	
	Bottled Gas							
	Electric	1	2	3	4	4	5	
	Other							
Other Electric		9	12	16	19	25	30	
Air Conditioning		6	9	11	14	18	21	
Water Heating	Natural Gas	5	7	9	11	15	17	
	Bottled Gas							
	Electric	6	8	11	13	17	19	
	Electric – Heat Pump							
	Fuel Oil							
Water		35	42	55	69	82	96	
Sewer		23	23	26	29	32	35	
Trash Collection		15	15	15	15	15	15	
Other – specify		CC-23/7	CC-23/7	CC-23/7	CC-23/7	CC-23/7	CC-23/7	
Range/Microwave		15	15	15	15	15	15	
Refrigerator		15	15	15	15	15	15	
<b>Actual Family Allowances – May be used by the family to compute allowance while searching for a unit.</b>						Utility/Service/Appliance	Allowance	
Head of Household Name						Heating		
Unit Address						Cooking		
						Other Electric		
Number of Bedrooms						Air Conditioning		
						Water Heating		
						Water		
						Sewer		
						Trash Collection		
						Other		
						Range/Microwave		
						Refrigerator		
						Total		

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA		Unit Type					Date (mm/dd/yyyy)
TALLULAH, LOUISIANA		SCHEDULE B - MOBILE HOMES					11-2-2023
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	7	9	12	15	18	22
	Bottled Gas						
	Electric	7	9	12	15	19	22
	Electric – Heat Pump	5	7	8	11	13	15
	Fuel Oil						
	Other						
Cooking	Natural Gas	2	3	4	5	6	7
	Bottled Gas						
	Electric	1	2	3	4	4	5
	Other						
Other Electric		9	12	16	19	25	30
Air Conditioning		8	10	13	16	20	24
Water Heating	Natural Gas	5	7	9	11	15	17
	Bottled Gas						
	Electric	6	8	11	13	17	19
	Electric – Heat Pump						
	Fuel Oil						
Water		35	42	55	69	82	96
Sewer		23	23	26	29	32	35
Trash Collection		15	15	15	15	15	15
Other – specify		CC-23/7	CC-23/7	CC-23/7	CC-23/7	CC-23/7	CC-23/7
Range/Microwave		15	15	15	15	15	15
Refrigerator		15	15	15	15	15	15
Actual Family Allowances – May be used by the family to compute allowance while searching for a unit.						Utility/Service/Appliance	Allowance
Head of Household Name						Heating	
						Cooking	
						Other Electric	
						Air Conditioning	
Unit Address						Water Heating	
						Water	
						Sewer	
						Trash Collection	
						Other	
Number of Bedrooms						Range/Microwave	
						Refrigerator	
						Total	

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA TALLULAH, LOUISIANA		Unit Type SCHEDULE C - MULTI-FAMILY					Date (mm/dd/yyyy) 11-2-2023	
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	5	7	9	11	14	16	
	Bottled Gas							
	Electric	5	7	9	11	14	16	
	Electric – Heat Pump	4	5	6	8	14	16	
	Fuel Oil							
	Other							
Cooking	Natural Gas	2	3	4	5	6	7	
	Bottled Gas							
	Electric	1	2	3	4	4	5	
	Other							
Other Electric		9	12	16	19	25	30	
Air Conditioning		6	8	9	12	15	18	
Water Heating	Natural Gas	5	7	9	11	15	17	
	Bottled Gas							
	Electric	6	8	11	13	17	19	
	Electric – Heat Pump							
	Fuel Oil							
Water		35	42	55	69	82	96	
Sewer		23	23	26	29	32	35	
Trash Collection		15	15	15	15	15	15	
Other – specify		CC-23/7	CC-23/7	CC-23/7	CC-23/7	CC-23/7	CC-23/7	
Range/Microwave		15	15	15	15	15	15	
Refrigerator		15	15	15	15	15	15	
Actual Family Allowances – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance		
Head of Household Name					Heating			
					Cooking			
Unit Address					Other Electric			
					Air Conditioning			
Number of Bedrooms					Water Heating			
					Water			
					Sewer			
					Trash Collection			
					Other			
					Range/Microwave			
					Refrigerator			
					Total			

November 9, 2023

City of Tallulah  
204 N. Cedar St.  
Tallulah, LA 71282

email and mail: [mayorfinlayson@tallulah-la.gov](mailto:mayorfinlayson@tallulah-la.gov)

Attn: Hon. Charles M. Finlayson, Mayor

Re: City of Tallulah  
Dabney Street Rehabilitation  
DRA LA-54663  
Project No. 2210-47-EN

Dear Mayor Finlayson:

Pursuant to bids that were opened at 10:00 AM, Thursday, November 2, 2023, the following documents are enclosed:

1. Attendance Roster (1 copy).
2. Bid Opening Report (1 copy).
3. Bid Tabulation (1 copy).
4. Budget Summary (1 copy).

Three (3) bids were received, publicly opened and read aloud. The apparent lowest responsible bid was received from D&J Construction Company, LLC, West Monroe, Louisiana, with a total bid in the amount of \$ 225,450.00.

Whereas, the total project amount exceeds available funds by approximately \$ 69,190, it is our recommendation to hold the bid in abeyance to determine if additional funds can be made available. It should be noted that bids can be held for only 45 days.

Should you have any questions, please feel free to contact us at your convenience.

Service Group Unlimited, LLC



Cinnamon Gooding, P.E.,

Copy to: SGU File (w/ enclosure)

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**Service**  
**Group** UNLIMITED

Service Group Unlimited,  
Post Office Box 9386  
Monroe, Louisiana 71211  
Email: [servicegroupunlimited@gmail.com](mailto:servicegroupunlimited@gmail.com)

Telephone: (318) 331-1171  
Facsimile: (318) 343-5717





Service Group Unlimited, LLC  
Monroe, LA 71202

BID OPENING REPORT

BIDS WERE OPENED ON: November 2, 2023

TIME: 10:00 AM

FOR: City of Tallulah

PROJECT NO. 2210-47-EN

PRE-BID ESTIMATE: \$ 146,000

PROJECT NAME: Dabney Street Rehabilitation

1. Amethyst Construction, Inc. \$ 238,025<sup>00</sup>  
215 Industrial Parkway  
West Monroe, LA 71291
  
2. D & J Construction Company, LLC \$ 225,450<sup>00</sup>  
602 Well Road  
West Monroe, LA 71292
  
3. Dreher Contracting, LLC \$ 227,825<sup>00</sup>  
1115 Elm Street  
Bastorp, LA 71220

Signed: \_\_\_\_\_

*Cinnamon Goding*

Dated: \_\_\_\_\_

November 2, 2023

NOTE: THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED. THE BID TOTALS ARE SUBJECT TO CORRECTION AFTER THE BIDS HAVE BEEN COMPLETELY REVIEWED.

**CITY OF TALLULAH  
DABNEY STREET REHABILITATION  
PROJECT NO. 2210-47-EN**

**BID TABULATION**

Bids Opened

Date: Thursday, November 2, 2023

Time: 10:00 A.M.

Place: City of Tallulah, 204 N. Cedar Street, Tallulah, LA 71282

Computed by: Cinnamon Gooding, P.E.

1	2	3
D & J CONSTRUCTION COMPANY, LLC WEST MONROE, LA	DREHER CONTRACTING, LLC WEST MONROE, LA	AMETHYST CONSTRUCTION, INC. WEST MONROE, LA

ITEM NO.	DESCRIPTION	QUANTITY & UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
<b>I. Base Bid</b>								
401(01)	Shoulder Material (Aggregate)	13 CY	\$ 200.00	\$ 2,600.00				
502(01)	Asphaltic Concrete, Type 3, Wearing Course (2" Thick)	310 TONS	225.00	69,750.00	\$ 250.00	\$ 3,250.00	\$ 350.00	\$ 4,550.00
510(01)	Pavement Patching (12" Thick)	330 SY	215.00	70,950.00	190.00	62,700.00	175.00	57,750.00
702	Manhole Adjustment	1 EA	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
702	Water Valve Adjustment	1 EA	900.00	900.00	2,500.00	2,500.00	300.00	300.00
200, 706(01)	Concrete Sidewalks and ADA Ramps, Complete	295 SY	150.00	44,250.00	175.00	51,625.00	265.00	78,175.00
713(01)	Temporary Signs & Barricades	JOB	LS	12,000.00	LS	10,000.00	LS	6,500.00
727(01)	Mobilization	JOB	LS	22,000.00	LS	25,000.00	LS	18,000.00
				<b>\$225,450.00</b>		<b>\$227,825.00</b>		<b>\$238,025.00</b>

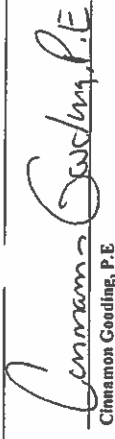
TOTAL BASE BID AMOUNT

TWO HUNDRED TWENTY-FIVE THOUSAND, FOUR HUNDRED FIFTY DOLLARS & 00/100	TWO HUNDRED TWENTY-EIGHT THOUSAND, EIGHT HUNDRED TWENTY-FIVE DOLLARS & 00/100	TWO HUNDRED THIRTY-EIGHT THOUSAND, TWENTY FIVE DOLLARS & 00/100
-----------------------------------------------------------------------	-------------------------------------------------------------------------------	-----------------------------------------------------------------

AMOUNT OF PROPOSAL GUARANTEE

5%	5%	5%
Nationwide Mutual Insurance Company	Western Surety Company	Merchants Bonding Company (Mutual)

SURETY COMMENTS

  
 Cinnamon Gooding, P.E.

I hereby certify that the above is a true and correct summary of proposals received.

City of Tallulah  
Dabney Street Rehabilitation  
DRA LA-54663  
Project No. 2210-47-EN  
November 2, 2023

BUDGET SUMMARY

1. D&J Construction Company, LLC  
West Monroe, LA  
Contract Base Bid \$225,450.00

Construction Total \$225,450.00

ITEM NO.	CATEGORY	FUNDING SOURCES		TOTAL PROJECT BUDGET	"AS-BID" BUDGET
		DRA	Local		
1.	Construction	\$ 130,895	\$ 15,140	\$ 146,035	\$ 225,450
2.	Contingencies	9,164	1,061	10,225	0
3.	Professional Services	14,040	1,560	15,600	15,600
4.	Construction Observation	4,896	544	5,440	5,440
5.	DRA Administration	5,750	-	5,750	5,750
<b>TOTALS</b>		<b>\$ 164,745</b>	<b>\$18,305</b>	<b>\$183,050</b>	<b>\$252,240</b>

Funding Summary  
As BID Construction Amount \$ 252,240  
Project Budget (183,050)  
Additional Funds Required \$ 69,190



Service Group Unlimited.  
Post Office Box 9386  
Monroe, Louisiana 71211

Telephone: (318) 331-1171  
Facsimile: (318) 343-5717  
Email: [servicegroupunlimited@gmail.com](mailto:servicegroupunlimited@gmail.com)

November 9, 2023

City of Tallulah  
204 N. Cedar St.  
Tallulah, LA 71282

email and mail: [mayorfinlayson@tallulah-la.gov](mailto:mayorfinlayson@tallulah-la.gov)

Attn: Hon. Charles M. Finlayson, Mayor

Re: City of Tallulah  
Dabney Street Rehabilitation  
DRA LA-54663  
Project No. 2210-47-EN

Dear Mayor Finlayson:

Pursuant to bids that were opened at 10:00 AM, Thursday, November 2, 2023, the following documents are enclosed:

1. Attendance Roster (1 copy).
2. Bid Opening Report (1 copy).
3. Bid Tabulation (1 copy).
4. Budget Summary (1 copy).

Three (3) bids were received, publicly opened and read aloud. The apparent lowest responsible bid was received from D&J Construction Company, LLC, West Monroe, Louisiana, with a total bid in the amount of \$ 225,450.00.

Whereas, the total project amount exceeds available funds by approximately \$ 69,190, it is our recommendation to hold the bid in abeyance to determine if additional funds can be made available. It should be noted that bids can be held for only 45 days.

Should you have any questions, please feel free to contact us at your convenience.

Service Group Unlimited, LLC



Cinnamon Gooding, P.E.,

Copy to: SGU File (w/ enclosure)

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**Service**  
**Group** UNLIMITED

Service Group Unlimited.  
Post Office Box 9386  
Monroe, Louisiana 71211  
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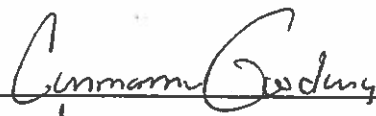
Service Group Unlimited, LLC  
Monroe, LA 71202

BID OPENING REPORT

BIDS WERE OPENED ON: November 2, 2023  
FOR: City of Tallulah  
PRE-BID ESTIMATE: \$ 146,000

TIME: 10:00 AM  
PROJECT NO. 2210-47-EN  
PROJECT NAME: Dabney Street Rehabilitation

1. Amethyst Construction, Inc. \$ 238,025<sup>00</sup>  
215 Industrial Parkway  
West Monroe, LA 71291
  
2. D & J Construction Company, LLC \$ 225,450<sup>00</sup>  
602 Well Road  
West Monroe, LA 71292
  
3. Dreher Contracting, LLC \$ 227,825<sup>00</sup>  
1115 Elm Street  
Bastorp, LA 71220

Signed:   
Dated: November 2, 2023

NOTE: THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED. THE BID TOTALS ARE SUBJECT TO CORRECTION AFTER THE BIDS HAVE BEEN COMPLETELY REVIEWED.

**CITY OF TALLULAH  
DABNEY STREET REHABILITATION  
PROJECT NO. 2210-47-EN**

**BID TABULATION**

**Bids Opened**

**Date: Thursday, November 2, 2023**

**Time: 10:00 A.M.**

**Place: City of Tallulah, 204 N. Cedar Street, Tallulah, LA 71282**

Computed by: Cinnamon Gooding, P.E.


1	2	3
D & J CONSTRUCTION COMPANY, LLC WEST MONROE, LA	DREHER CONTRACTING, LLC WEST MONROE, LA	AMETHYST CONSTRUCTION, INC. WEST MONROE, LA

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	<b>TOTAL BASE BID AMOUNT</b>			<b>\$225,450.00</b>		<b>\$227,825.00</b>		<b>\$238,025.00</b>

TWO HUNDRED TWENTY-FIVE THOUSAND, FOUR HUNDRED FIFTY DOLLARS & 00/100	TWO HUNDRED TWENTY-SEVEN THOUSAND, EIGHT HUNDRED TWENTY-FIVE DOLLARS & 00/100	TWO HUNDRED THIRTY-EIGHT THOUSAND, TWENTY FIVE DOLLARS & 00/100
-----------------------------------------------------------------------	-------------------------------------------------------------------------------	-----------------------------------------------------------------

AMOUNT OF PROPOSAL GUARANTEE  
SURETY  
COMMENTS

5%	5%	5%
Nationwide Mutual Insurance Company	Western Surety Company	Merchants Bonding Company (Mutual)

  
 Cinnamon Gooding, P.E.  
 Cinnamon Gooding, P.E.

I hereby certify that the above is a true and correct summary of proposals received.

City of Tallulah  
 Dabney Street Rehabilitation  
 DRA LA-54663  
 Project No. 2210-47-EN  
 November 2, 2023

BUDGET SUMMARY

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Funding Summary  
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 Project Budget (183,050)  
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W. D. Cotton (1904-1989)  
George W. Bolton, Jr. (1913-2011)  
John Hoychick, Jr.  
David P. Doughty  
Thomas E. Allen  
John B. Hoychick  
M. Kyle Moore

Alex M. Mize



[ddoughty@cottonbolton.com](mailto:ddoughty@cottonbolton.com)

**RAYVILLE OFFICE:**

607 Madeline Street  
P. O. Box 857  
Rayville, Louisiana 71269  
Phone: (318) 728 - 2051  
FAX: (318) 728 - 5293

**MONROE OFFICE:**

1220 North 18<sup>TH</sup> Street Suite 301  
Monroe, Louisiana 71201  
Phone: (318) 322 - 9499  
FAX: (318) 322 - 8141

December 8, 2023

VIA Email: [mayorfinlayson@tallulah-la.gov](mailto:mayorfinlayson@tallulah-la.gov)  
and U.S. Mail

Mayor Charles Finlayson and  
City Council of Tallulah  
204 N. Cedar Street  
Tallulah, LA 71282

RE: Meetings  
CBHD File No. 10587.001

Dear Mayor Finlayson and City Council:

I greatly appreciate the opportunity to have served as City counsel for the City of Tallulah. However, my busy litigation schedule is preventing me from being able to regularly attend meetings. As a result, I hereby tender my resignation as City counsel for the City of Tallulah. I will be glad to finish out any pending litigation that is involved.

Again, thank you for letting me be of service to you.

Sincerely,

COTTON, BOLTON, HOYCHICK  
& DOUGHTY, L.L.P.

  
DAVID P. DOUGHTY

204 North Cedar Street  
Tallulah, Louisiana 71282  
Telephone (318) 574-0964  
Fax (318) 574-2773  
www.cityoftallulah.org



Charles M. Finlayson  
Mayor  
Joseph Scott  
District 1  
Lisa Houston  
District 2  
Carla Turner-Harris  
District 3  
Marjorie Day  
District 4  
Toriano Wells  
District 5

## Office of the Mayor

December 11, 2023

Christine Cosnahan  
LDEQ – Enforcement Division  
PO Box 4312  
Baton Rouge, LA 70821-4312

Re: City of Tallulah Compliance Order & Notice of Penalty  
We-CN-22-00071  
AI# 24837

Dear Ms. Cosnahan:

Please accept this correspondence as our monthly update for the City of Tallulah Wastewater Treatment Plant.

As I stated in our last letter, we are in possession of two newly rebuilt aerators. Entergy would not give permission for the two aerators to be tied into the existing electricity pole. They preferred us to have a new pole installed. Entergy has given us a verbal confirmation that the new pole will be installed by December 29, 2023. Upon installation, we have a contractor prepared to connect the aerators to the electricity source.

We believe once installed and operating, we can begin fine tuning the aerators to help us achieve compliance at the treatment plant.

Below, are our monthly updates for the Tallulah Wastewater Treatment Plant:

1. **Aerators – (NEW UPDATE)** Two rebuilt aerators have been delivered and installed to the Tallulah Wastewater Treatment Plant. Entergy required a new electricity pole for the aerators to be hooked up to. Entergy will install the new pole by December 29, 2023. Contractor is prepared to hook aerators up thereafter.
2. **Flow Meter and Composite Sampler** –Both components are now working in unison and providing proper and timely readings.
3. **DMR's** – CENLA Environmental will continue to submit DMRs for the City of Tallulah. We have corrected the DMRs from September of 2021 and all DMRs since that time have been submitted correctly.

**“This Institution is an Equal Opportunity Employer/Provider”**

4. **Pond Liner** – We are seeking funding for this project from a variety of different sources. As of this time, we cannot bear the cost of the pond liner. We will continue to apply for funding for the completion of this project.
5. **Achieving Compliance** – **(NEW UPDATE)** At this time, we are working towards achieving compliance by January 31, 2024.
6. **Reporting** – We will continue to self-report on a monthly basis (by the 22<sup>nd</sup> of each month), as well as submitting our required quarterly reports.

Again, I thank you for your assistance. We look forward to bringing our plant into compliance for the well-being of our community. I

Sincerely,



Charles Finlayson  
Mayor

cc: McManus Engineers  
Skylan Construction

December 7, 2023

Division of Administration  
Office of Community Development  
1201 North Third Street  
Claiborne Building, Suite 3-150  
Baton Rouge, LA 70802

Attn: Mr. Jeff Tessier, P.E.  
Community Development Engineer

Re: City of Tallulah  
LCDBG-CV LLOP Park Improvements  
Project No. 2205-42-EN

Dear Mr. Tessier:

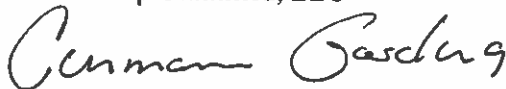
The project has been split into two separate contracts, the park improvements and the tennis court rehabilitation, in an effort to receive more bids from the contractors. The plans and specifications have been revised. Enclosed are the following documents for the above referenced project:

- Revised Park Improvements Contract Plans and Specifications (1 copy)
- Tennis Court Rehabilitation Contract Plans and Specifications (1 copy)

Upon your review and approval, both projects will advertise for bids. Upon your review, should you have any questions, please feel free to contact us at your convenience.

I remain sincerely,

Service Group Unlimited, LLC



Cinnamon Gooding, P.E.

Copy to: City of Tallulah, 204 N. Cedar St., Tallulah, LA 71282,  
c/o Mayor Charles Michael Finlayson (w/o enclosures)  
Office of Community Development, Ms. Fenishia Favorite,  
email only: fenishia.favorite@la.gov (w/ enclosures)  
SGU File (w/enclosures)

---

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**Group** UNLIMITED

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