

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



Office of the Mayor

City of Tallulah
Regular Council Meeting Agenda
Thursday, January 11, 2024
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 December 14, 2023 Regular Meeting
6. Approve Section 8 2024 Fair Market Rent and 2024 Utility Allowance Schedule
7. Approve Hiring for Tallulah Police Department:
 - a. Antrone Whitley
 - b. James Brooks
 - c. Anthony Simmons
 - d. Robert Thompson (re-hire)
 - e. Mar'Kaja Johnson
8. Approve Resolution for Local Match for DOTD Transportation Alternatives Program (TAP) Grant
9. Mayor's Report
 - a. Dabney Street Project
 - b. Update on University Street/Florida Street/Tank Street Project
 - c. Water Update
10. Public Comments

Special Accommodations

"This Institution is an Equal Opportunity Employer/Provider"

Note to file:

The City of Tallulah was chosen as a Rec Trails grant recipient. This is the sidewalks project in front of the post office and down to Van Zelfden Street. \$100,000 grant where Tallulah was responsible for 20% (or \$20,000) local match.

With the help of our friends at the State, Tallulah has also been chosen as a TAP grant recipient. The TAP grant is going to take over the Rec Trails grant. All funds will come through TAP who will pay for the entire cost of the project. See attached email.

Tallulah's local match will now only be \$15,000!

ExternalRE: ExternalRE: Tallulah TAP Paperwork

Brian Nunes <Brian.Nunes@LA.GOV>

Fri 1/5/2024 9:32 AM

To: Yvonne Lewis <ylewis@tallulah-la.gov>

We're going to cancel the Rec Trails application since it was for the same area. We will plan on \$150,000 from TAP but we will adjust that total as necessary once we start design. Even if we go above \$150,000 in the project cost, I don't expect that you will have to pay more than \$15,000 total.

Brian D. Nunes, P.E.

Assistant Road Design Engineer Administrator

Louisiana Department of Transportation and Development

P.O. Box 94245 | Baton Rouge, LA 70804

1201 Capitol Access Road | Baton Rouge, LA 70802

(225) 379-1585 | Brian.Nunes@LA.GOV



From: Yvonne Lewis <ylewis@tallulah-la.gov>

Sent: Wednesday, January 3, 2024 2:12 PM

To: Brian Nunes <Brian.Nunes@LA.GOV>

Subject: Re: ExternalRE: Tallulah TAP Paperwork

EXTERNAL EMAIL: Please do not click on links or attachments unless you know the content is safe.

That's so weird. It was in my junk email. So just so I'm crystal clear, we will get \$150,000 from TAP to go along with our \$100,000 from Rec Trails, for a total of \$250,000 and we would be responsible for a 15,000 match? Correct? I understand about the estimates.

Please advise.

From: Brian Nunes <Brian.Nunes@LA.GOV>

Sent: Tuesday, December 12, 2023 2:35 PM

To: Yvonne Lewis <ylewis@tallulah-la.gov>

Subject: ExternalRE: Tallulah TAP Paperwork

Hi Miss Yvonne.

I have met with Michael Domingue. It seems that your project with Recreational Trails and with TAP were identical so it will be less expensive for us to do all of the work under the TAP program.

Your application was for approximately \$150,000. The City would owe 10% of that, or \$15,000.

We spoke about the work on US 65 being completed at the State's expense under the ADA program. That is still my intention. That would reduce your responsibility a good bit, almost in half. However, I think that some of the numbers in the estimate might be a little bit low and I don't want you to get caught short on the back end. If you plan for a match of \$15,000 you should be all set for the project and hopefully you will not need that much. Your match will most likely be less but we won't know for sure until we get into design.

We will take care of all design and inspection costs. Please let me know if you have any questions.

Brian D. Nunes, P.E.

Assistant Road Design Engineer Administrator

Louisiana Department of Transportation and Development

P.O. Box 94245 | Baton Rouge, LA 70804

1201 Capitol Access Road | Baton Rouge, LA 70802

(225) 379-1585 | Brian.Nunes@LA.GOV



From: Yvonne Lewis <ylewis@tallulah-la.gov>

Sent: Tuesday, November 21, 2023 1:33 PM

To: Brian Nunes <Brian.Nunes@LA.GOV>

Subject: Tallulah TAP Paperwork

EXTERNAL EMAIL: Please do not click on links or attachments unless you know the content is safe.

Brian:

Just to remind you that I cannot do the resolution about the local match until I find out from you how much it is. I'm working on the other items.

RESOLUTION _____

RESOLUTION OF THE CITY OF TALLULAH APPROVING THE LOCAL MATCH COSTS ASSOCIATED WITH THE 2023 TRANSPORTATION ALTERNATIVES PROGRAM (TAP) GRANT APPLICATION

WHEREAS, the US Federal Government provides funds to the State of Louisiana for grants to state, local and non-profit organizations to acquire, develop and/or maintain motorized and non-motorized trails; and

WHEREAS, the LDOT has been delegated the responsibility for the administration of the TAP program within the state and setting up necessary procedures governing project application under the program; and

WHEREAS, said procedures require the applicant to certify by resolution the approval of local match funds associated with said application;

NOW, THEREFORE, BE IT RESOLVED that the City of Tallulah __ does hereby:

1. Approve the local match funds in the amount of \$15,000 for the LDOT Transportation Alternatives Program Grant
2. Certify that the said applicant has or will have available prior to commencement of any work on the project, sufficient funds to build, operate and maintain the project; and
3. Appoint the _____ Mayor as agent of the City of Tallulah _____ to conduct all negotiations, execute and submit all documents, including, but not limited to application, letter of commitment agreement, amendments, payment requests and completion report, which may be necessary for the completion of the aforementioned project.

Approved and Adopted the ____ day of _____, 20____.

I, the undersigned, hereby certify that the foregoing resolution was duly adopted following a roll call vote:

Yeas:

Nays:

Absent:

Abstain:

Charles Finlayson, Mayor

ATTEST

Gerald Odom, City Clerk



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	
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		
Unit Address						Cooking		
						Other Electric		
						Air Conditioning		
Number of Bedrooms						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		
Unit Address					Air Conditioning		
					Water Heating		
					Water		
					Sewer		
					Trash Collection		
Number of Bedrooms					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 C - MULTI-FAMILY						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			
					Water Heating			
Number of Bedrooms					Water			
					Sewer			
					Trash Collection			
					Other			
					Range/Microwave			
					Refrigerator			
					Total			

Merunda Brown

From: Maggie Thompson <maggie@caring.com>
Sent: Wednesday, December 6, 2023 1:52 PM
To: Merunda Brown
Subject: ExternalEssential guide for emergency senior housing - following up

Hi Merunda,

I wanted to send you a quick message since I haven't heard from you. I would like to connect with someone about including our emergency housing guide <https://www.caring.com/caregivers/emergency-housing-guide/> on your website <https://cots8.org/>. Can you please direct me to the right person?

Thank you in advance. If you have any questions, please do not hesitate to let me know.

Sincerely,

Maggie Thompson
Community Outreach and Senior Advocate

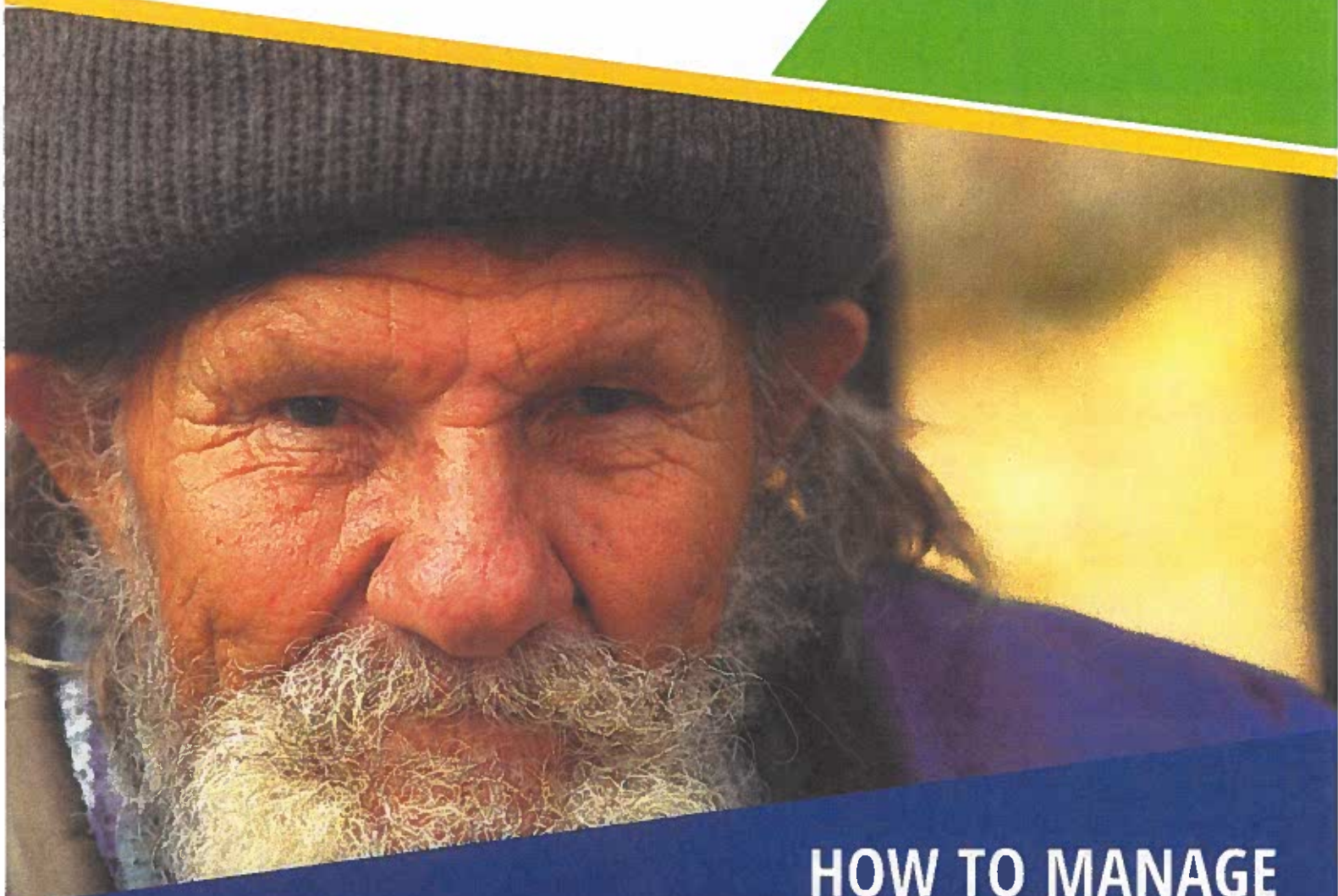
Caring.com is a leading senior care resource for family caregivers seeking information and support as they care for aging parents, spouses, and other loved ones. We have been featured by AARP, The Administration for Community Living, The National Legal Resource Center, and Forbes, as well as referenced by many governmental agencies and organizations across the Internet.

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HOMELESSTRAINING
BY EMILY DAVIS

HOMELESS TRAINING



HOW TO MANAGE
PROBLEMATIC BEHAVIOR

(compassionately!)

WWW.HOMELESSTRAINING.COM

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HOMELESSNESS 101

People experiencing homelessness break down into **three groups**:



CHRONICALLY HOMELESS INDIVIDUALS (> 1 YEAR)

SCHIZOPHRENIA	18%
BIPOLAR DISORDER	19%
TRAUMATIC BRAIN INJURY	_____
SUBSTANCE ABUSE	72%
PERSONALITY DISORDER	79%
TRAUMA	100%

THE MOST *vulnerable*
CAN BE
THE MOST *challenging*

#1 CAUSE OF PROBLEMS

_____ of chronically homeless individuals have experienced **TRAUMA**.

PHYSICAL OR SEXUALLY ASSAULTED IN THE PRIOR YEAR

Per 10,000 Men

**GENERAL
POPULATION**

3

**HOMELESS
POPULATION**

2,710

This often leads to
POSTTRAUMATIC STRESS DISORDER (PTSD).



**Iraq/Afghanistan
Veterans**
29% PTSD



**Chronically Homeless
Individuals**
~100% PTSD

In fact, 60% of chronically homeless individuals have an extreme form of _____ caused by repeated traumatic events called Complex PTSD (C-PTSD).

Handwriting practice area with horizontal lines.

#1 CAUSE OF PROBLEMS

PTSD changes the brain.

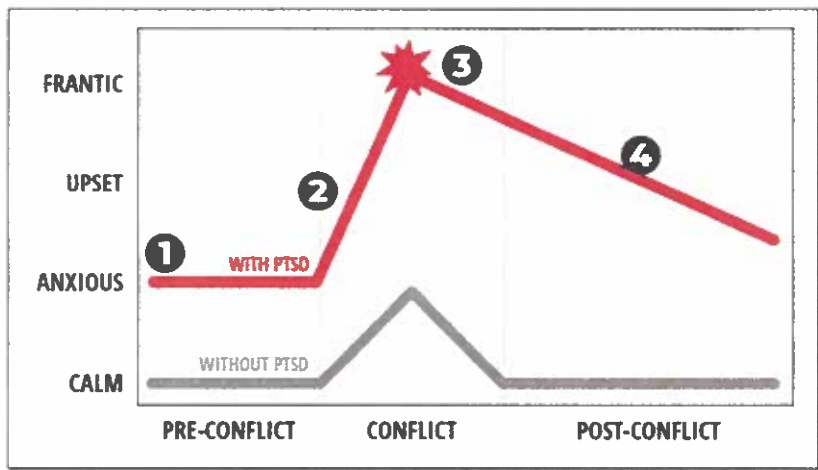
THE KEY TO DE-ESCALATION
Do not trigger the person's Amygdala.



AMYGDALA
Fight or Flight

PTSD makes the amygdala **"hyperactive."**

The hyperactive **AMYGDALA** is like a **GUARD DOG** protecting the person from _____.



- 1 ANXIOUSNESS "Hypervigilance"**
Heightened state of tension even before an issue arises
- 2 OVERREACTION "Misperceiving threat stimuli"**
Becomes upset easily over minor issues
- 3 AGGRESSION "Emotional Dysregulation"**
Increased anger and reactive _____
- 4 DIFFICULTY CALMING DOWN "Hyperarousal"**
Trouble calming down after becoming upset

“THE FIVE SECOND RULE”

FIRST

Show that you are not a **threat... nonverbally!**

STANCE

15-degree pivot

DON'T

Stand squared off with the person (shoulders facing them).

DO

Stand at a slight angle (_____ facing next to them).



EYE CONTACT

~3.3 seconds

DON'T

- Death glare
- Avoid eye contact

DO

Back and forth between eye contact and looking at your feet.

SECOND

Lead with **respect** through _____.

USE THIS SPECIFIC ORDER:



BONUS: Shake hands!

“THE FIVE SECOND RULE”

THIRD

If **red flags**... test for **compliance**.

ASK TO MOVE 8-10’ AWAY FROM OTHERS

**This also removes the ‘audience factor’*

How about we talk over here?



There is a lot more here than at first glance:

- Audiences create _____
- Compliance increases compliance
- Testing determines your next step

IF THEY COMPLY

GOOD SIGN

Proceed with basic respect and de-escalation.

IF THEY DON'T COMPLY

RED FLAG

- Give 100% attention
- Don't _____
- “Special” rules
- May need crisis measures

FILL-IN-THE-BLANK ANSWERS
 Page 2 53%
 Page 3 100%, PTSD
 Page 4 threats, aggression
 Page 5 Respect, amygdala
 Page 6 shoulders, introduction
 Page 7 problems, rush

100% of chronically homeless individuals have experienced **TRAUMA**

This often leads to **POSTTRAUMATIC STRESS DISORDER (PTSD)**.



In fact, 60% of chronically homeless individuals have an extreme form of PTSD caused by repeated traumatic events called Complex PTSD (CPSTD).

PTSD changes the **BRAIN**



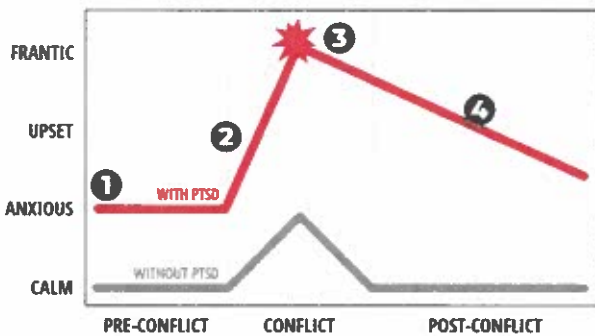
AMYGDALA **FIGHT OR FLIGHT**

PTSD makes the amygdala "hyperactive."

The hyperactive Amygdala is like a **GUARD DOG** protecting the person from threats.



FOUR WAYS PTSD can change how a person responds to **CONFLICT**



- 1 ANXIOUSNESS** "Hypervigilance"
Heightened state of tension even before an issue arises
- 2 OVERREACTION** "Misperceiving threat stimuli"
Becomes upset easily over minor issues
- 3 AGGRESSION** "Emotional Dysregulation"
Increased anger and reactive aggression
- 4 DIFFICULTY CALMING DOWN** "Hyperarousal"
Trouble calming after becoming upset

The first **5 SECONDS** of conflict are crucial.



The person's brain "Misperceives Threat Stimuli" causing **OVERREACTION**.

YOUR goal

Make it **VERY** clear that you are not a threat.

THREAT

Danger
Disrespect

NONTHREAT

Safety
Respect

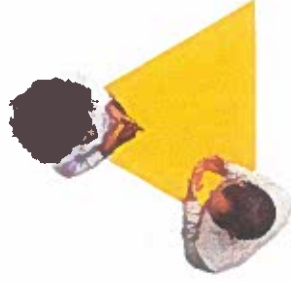


Remember "THE 5 SECOND RULE"

THE **5 SECOND RULE**
PREVENT OVERREACTION. ASSESS SITUATION.

FIRST

**SHOW YOU ARE NOT
A THREAT...**
nonverbally!



STANCE
15-degree pivot



EYE CONTACT
~3.3 seconds

*Alternate between eye contact
and looking at your feet*

SECOND

**LEAD WITH RESPECT
THROUGH**
introduction

USE THIS SPECIFIC ORDER

1

Hello

2

My name is...
(first name only!)

3

What's your
name?

BONUS: Shake hands!

THIRD

**IF RED FLAGS...
TEST FOR**
compliance

**ASK TO MOVE 8-10' AWAY
FROM OTHERS**

**This also removes the 'audience factor'*



How about
we talk
over here?

Other tests:

- Move bag
- Lower volume
- Remove hat

Want to *see more?*



FREE 2-WEEK TRIAL

One person per organization

SIGN UP TODAY!

www.homelesstraining.com/free-trial/



Our homeless training is the pathway to **resolving conflict with empathy**.
During your trial, you can explore the following courses:

Start here!

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CRISIS SERIES



SPECIAL POPULATIONS



SPECIAL SITUATIONS



MANAGEMENT



204 North Cedar Street
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Office of the Mayor

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

To: Traci Watts – Water Sector Program

From: Charles Finlayson

Subject: Tallulah Water Rehabilitation Project

Date: January 10, 2024

As you are aware, The City of Tallulah went out to bid and only received one bid in the amount of \$18,000,000 for our Water Plant Rehabilitation Project. With all of our combined funding, we have \$15,000,000. I want to thank you for sharing the information on how to request additional funding from the Water Sector Program, should that be needed.

After discussing this with both funding sources, I will be presenting this information at our Council meeting on January 11, 2024. It has been suggested by multiple parties that we go back out to bid on the project. We hope that this will provide us the opportunity to receive more than one bid. With more than one bid, we will have a better sense of whether or not additional funding may be needed.

I will be in constant communication with your office as we go forward. Please plan on receiving correspondence from me NLT COB on Friday, January 12, 2024. I will update you on the outcome of our Council meeting and our next steps.

"This Institution is an Equal Opportunity Employer/Provider"

January 10, 2024

Email Only: mayorfinlayson@tallulah-la.gov

City of Tallulah
204 North Cedar Street
Tallulah, Louisiana 71282

Attn: Hon. Charles M. Finlayson, Mayor

Re: City of Tallulah
Contract A – New Water Well
LAWSP 10947
Project No. 18-04-663E

Dear Mayor Finlayson:

Bids were received and opened publicly on Thursday, December 14, 2023, 10:00 AM, at City Hall, Tallulah, Louisiana. Only one (1) bid was received. The bid amount exceeded available funds, therefore, it is recommended the one (1) bid be rejected. The project can be revisited at a later date at such time as sufficient funding becomes available.

Upon your review, if there are any questions or need for additional information, please contact this office at your convenience.

I remain sincerely,

McManus Consulting Engineers, Inc.


Kenneth C. McManus, P.E.

Copy To: Ms. Katina Spencer, USDA RD, Email: katina.spencer@usda.gov
Mr. David Suire, P.E., USDA RD, Email: david.suire@usda.gov
Ms. Traci Watts, State of Louisiana, DOA, OCD, Email: traci.watts@la.gov
Mr. Jeff Tessier, P.E., LA., DOA, OCD, Email: jefferson.tessier@la.gov
Ms. Yvonne Lewis, Tallulah, Email: ylewis@tallulah-la.gov
MCE File

McManus Consulting Engineers, Inc.
Telephone: (318) 343-5600

Post Office Box 4318
Facsimile: (318) 343-5717

Monroe, Louisiana 71211
Email: mcmanusengineers@yahoo.com

January 10, 2024

Email Only: mayorfinlayson@tallulah-la.gov

City of Tallulah
204 North Cedar Street
Tallulah, Louisiana 71282

Attn: Hon. Charles M. Finlayson, Mayor

Re: City of Tallulah
Contract D
Water Treatment Plant Rehabilitation
LAWSP 10947
Project No. 18-04-663E

Dear Mayor Finlayson:

Bids were received and opened publicly on Thursday, December 14, 2023, 10:00 AM, at City Hall, Tallulah, Louisiana. Only one (1) bid was received. The bid amount exceeded available funds, therefore, it is recommended the one (1) bid be rejected and authorization granted to re-advertise the project for bids.

In addition, USDA RD, at a meeting with cognizant parties on Tuesday, January 9, 2024, recommended the project be re-bid.

Upon your review, if there are any questions or need for additional information, please contact this office at your convenience.

I remain sincerely,

McManus Consulting Engineers, Inc.


Kenneth C. McManus, P.E.

Copy To: Ms. Katina Spencer, USDA RD, Email: katina.spencer@usda.gov
Mr. David Suire, P.E., USDA RD, Email: david.suire@usda.gov
Ms. Traci Watts, State of Louisiana, DOA, OCD, Email: traci.watts@la.gov
Mr. Jeff Tessier, P.E., LA., DOA, OCD, Email: jefferson.tessier@la.gov
Ms. Yvonne Lewis, Tallulah, Email: ylewis@tallulah-la.gov
MCE File

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Facsimile: (318) 343-5717

Monroe, Louisiana 71211
Email: mcmanusengineers@yahoo.com

January 10, 2024

Email Only: mayorfinlayson@tallulah-la.gov

City of Tallulah
204 North Cedar Street
Tallulah, Louisiana 71282

Re: City of Tallulah
Contract C – Painting Elevated Tank
LAWSP 10947
Project No. 18-04-663E

Notice to Bidders

The proposed bids for the above referenced contract, scheduled to be received and publicly opened on, Thursday, January 31, 2024, at 3:00 PM, have been cancelled. There will not be a bid opening on Thursday, January 31, 2024. At such time as sufficient funds are available, the project will be revisited.

Thank you for your interest in this project. We look forward to your bidding other similar projects. If there are any question or need for additional information, please contact this office at any time.

I remain sincerely,

McManus Consulting Engineers, Inc.


Kenneth C. McManus, P.E.

Copy To: Ms. Katina Spencer, USDA RD, Email: katinal.spencer@usda.gov
Mr. David Suire, P.E., USDA RD, Email: david.suire@usda.gov
Ms. Traci Watts, State of Louisiana, DOA, OCD, Email: traci.watts@la.gov
Mr. Jeff Tessier, P.E., LA., DOA, OCD, Email: jefferson.tessier@la.gov
Ms. Yvonne Lewis, Tallulah, Email: yLewis@tallulah-la.gov
All Plan Holders
MCE File

McManus Consulting Engineers, Inc.
Telephone: (318) 343-5600

Post Office Box 4318
Facsimile: (318) 343-5717

Monroe, Louisiana 71211
Email: mcmanusengineers@yahoo.com

December 28, 2023

City of Tallulah
204 North Cedar Street
Tallulah, Louisiana 71282

email and mail: mayorfinlayson@tallulah-la.gov

Attn: Hon. Charles M. Finlayson,
Mayor

Re: City of Tallulah
Rehabilitate the Water Treatment Plant
LA WSP 10947
Project No. 18-04-663E

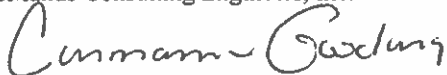
Dear Mayor Finlayson:

Per the City's request, we have assessed the cost for a new water treatment plant. Accurately estimating the cost of a completely new water treatment plant is dependent on variables that cannot be quantified or accounted for. Supply chain issues, work force issues and government regulation issues can cause wide variations in costs. Considering the recent bid, which would replace large treatment components and factoring in relocating the treatment plant to a new site, site work, electrical service, piping to and from the new plant site and the above variables, a probable cost for a new water treatment plant would be \$28,000,000 to \$35,000,000.

Upon your review, if there are questions or need for additional information, please contact me at any time.

I remain sincerely,

McManus Consulting Engineers, Inc.



Cinnamon Gooding, P.E.,
Chief Engineer

Copy To: City of Tallulah, Ms. Yvonne Lewis, email only: ylewis@tallulah-la.gov
MCE File



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Tallulah, Louisiana 71282
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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

To: US Senator Bill Cassidy
US Congresswoman Julia Letlow
Senator Katrina Jackson
Representative Francis Thompson
Representative C. Travis Johnson

From: Mayor Charles Finlayson

Subject: Tallulah Water Plant Rehabilitation Project

Date: December 22, 2023

Thank you all for taking the time to speak with myself and my team regarding the Tallulah Water Plant Rehabilitation. To capture the information we shared, please see below for a synopsis of our discussions:

Administrative Orders

C-18-065-055-REQ – Related to infrastructure not in compliance at the Water Plant
C-19-065-020-REQ – Related to lack of needed number of Certified Water Operators

The State has worked diligently and closely with us on our water issues. There are fines being assessed but we have not been ordered to pay any fines at this time.

Rehabilitation Project and Funding

When the engineer presented the project to us in 4th quarter 2020, the total project cost was \$7.8 million. Since that time, the council has approved going forward with the project, we applied to USDA for funding, applied to the Water Sector Program for funding and we have diligently held on to the majority of our American Rescue Plan Act funding (see rounded numbers below):

USDA	\$7.8 Million	(\$4,065,000 million in loan and \$3.8 million in grant)
Water Sector	\$5 Million	
ARPA Funds	<u>\$2.4 Million</u>	
	\$15,265,000 secured funding	

We have relayed this information to USDA and we have a meeting with the Monroe Staff as well as the State Director, Ms. Deidre Robert, to discuss the possibility of additional funds. That meeting is set for January 11, 2024 at 11:00 am in Monroe.

"This Institution is an Equal Opportunity Employer/Provider"

We have also reached out to Traci Watts, with the Louisiana Office of Community Development, to see if the Water Sector Program has any additional funds left over.

Bid Process

We initially went out to bid with a bid opening date of November 15, 2023. We extended the bid opening date by 30 days to accommodate requests from contractors. Their (the contractors) reason for asking for the extension was that the project is very complex in nature, and they needed more time to evaluate and put together their bids.

The second bid opening date was December 14, 2023. We received one bid only from Womack and Sons in the amount of \$18,388,340 (bid package enclosed).

Amount of Bid	\$18,388,340
Tallulah Funds	<u>\$15,265,000</u>
	\$ 3,123,340

In terms of the \$18,000,000 bid, we find ourselves just over \$3,000,000 short of funds. It should be noted that the \$18,000,000 does not include the painting/repairing of the elevated tower (expected to be \$1.2 million) nor the addition of a new well (expected to be \$800,000 to \$1 million). We have talked internally and if we can get the rehabilitation portion of the plant done, we could potentially put off the elevated tower work and the new well and focus on funding for those two items with appropriations (earmarks) or some other type of funding in the very near future.

We have made a decision to rebid the project and we hope that this will bring in bids that are more financially feasible. In the last round of bids, while we had five companies request the bid package, we only received one bid. I am taking the time to reach out to each of the other four companies to encourage them to participate in the second round of bidding.

Rehabilitation versus New Plant

Per our discussion with the engineer, the current plans and specifications for the rehabilitation project amounts to the current plant being at least 75% new, with almost every aspect of the plant fitted with new equipment or existing equipment repaired. The biggest ticket item not included in the rehab project are two new clarifiers, which are estimated to be close to \$2 million per clarifier. The current plans and specs call for repairs to the existing clarifiers to help keep costs down.

At this date, we do not have an estimated cost for a new plant. We have expressed to the engineer that our federal/state elected officials would like to see an estimated cost so that you all have a more rounded overall picture. **We anticipate having an estimate cost for a new plant NLT Jan 1, 2024.** The engineer is working on the estimate now.

It should be noted that a new plant is likely to be much more expensive than the rehabilitation project. Additionally, a new plant would call for new plans and specifications, which would have to be approved. That is a process that takes no less than 8-10 months. This means that we would have to rely on the existing plant to continue to supply water for our citizens. I will be honest. I do not think our plant has that much life left in it. I, as anyone else, would love a new plant. But because of the condition of our existing plant, I'm not sure if that is realistic.

As my team relayed in our conversations with you all, we are in a dire situation with our water plant and we are easily working towards a situation similar to Flint, Michigan. My level of concern is very high. My water operator has told me that our ground storage tank, which holds our emergency water supply, is in terrible shape and **IF** we even make it through the rehabilitation project, it will be a miracle.

Since coming in as Mayor, I have strived to be as financially responsible as I can. The ARPA funds that we received, we have held on to the majority of that funding – even in the face of repeated attempts by our citizens to get me to spend it in other areas. But I knew the daunting task that we would be facing with our water and made the decision to hold on to the funds. When the large influx of infrastructure money came in from President Biden’s Infrastructure Bill, we took advantage and applied. We also worked with USDA to secure funding for this project. Along the way, we have used CWEF money for repairs as well as currently using funds from Act 397 for repairs. Under my leadership I think we have done everything that we can.

We turn to you all now for additional assistance. I will forward the new plant numbers once I receive that information. Thank you all for your review and I will definitely stay in close contact with you all.

January 10, 2024

Email Only: mayorfinlayson@tallulah-la.gov

City of Tallulah
204 North Cedar Street
Tallulah, Louisiana 71282

Attn: Hon. Charles M. Finlayson, Mayor

Re: City of Tallulah
Contract A – New Water Well
LAWSP 10947
Project No. 18-04-663E

Dear Mayor Finlayson:

Bids were received and opened publicly on Thursday, December 14, 2023, 10:00 AM, at City Hall, Tallulah, Louisiana. Only one (1) bid was received. The bid amount exceeded available funds, therefore, it is recommended the one (1) bid be rejected. The project can be revisited at a later date at such time as sufficient funding becomes available.

Upon your review, if there are any questions or need for additional information, please contact this office at your convenience.

I remain sincerely,

McManus Consulting Engineers, Inc.


Kenneth C. McManus, P.E.

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January 10, 2024

Email Only: mayorfinlayson@tallulah-la.gov

City of Tallulah
204 North Cedar Street
Tallulah, Louisiana 71282

Attn: Hon. Charles M. Finlayson, Mayor

Re: City of Tallulah
Contract D
Water Treatment Plant Rehabilitation
LAWSP 10947
Project No. 18-04-663E

Dear Mayor Finlayson:

Bids were received and opened publicly on Thursday, December 14, 2023, 10:00 AM, at City Hall, Tallulah, Louisiana. Only one (1) bid was received. The bid amount exceeded available funds, therefore, it is recommended the one (1) bid be rejected and authorization granted to re-advertise the project for bids.

In addition, USDA RD, at a meeting with cognizant parties on Tuesday, January 9, 2024, recommended the project be re-bid.

Upon your review, if there are any questions or need for additional information, please contact this office at your convenience.

I remain sincerely,

McManus Consulting Engineers, Inc.

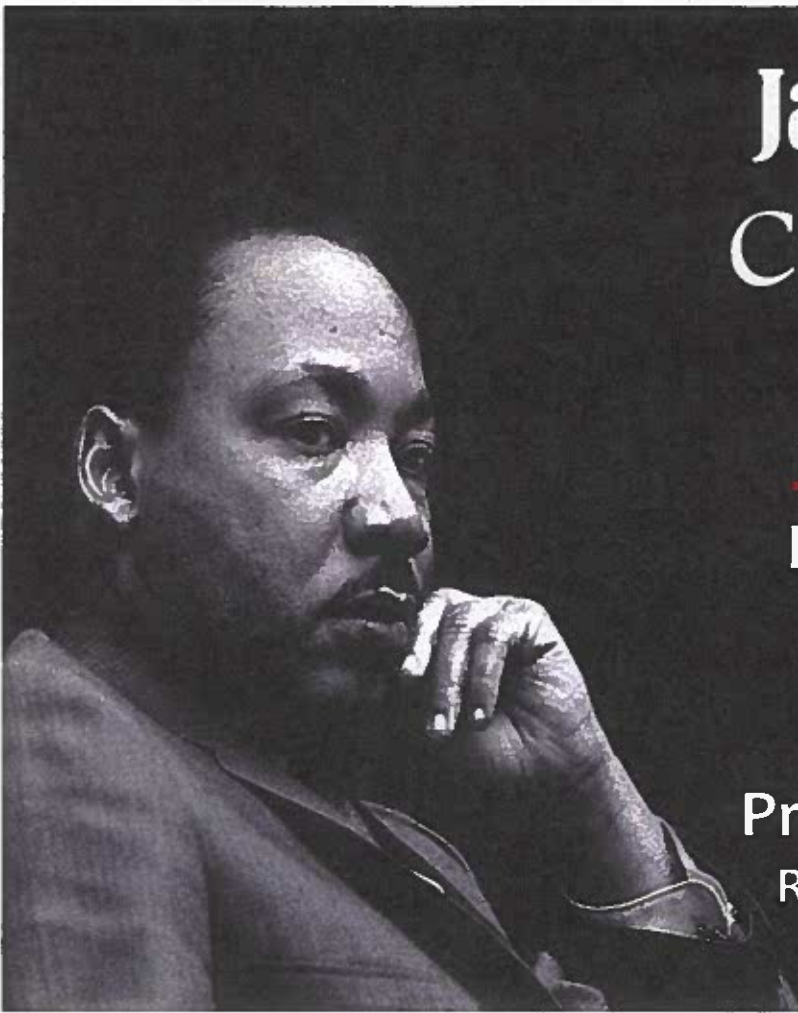

Kenneth C. McManus, P.E.

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Ms. Yvonne Lewis, Tallulah, Email: ylewis@tallulah-la.gov
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January 14, 2023
City of Tallulah

MLK 2024

Parade Grand Marshals
Mr. and Mrs. Donald Frazier

Program Keynote Speaker
Reverend Anthony Bridgewater

January 14, 2023

Parade Info

Lineup at 1:30 pm

Start Time: 2:00 pm

From Tallulah

Elementary School

Program Info

Start Time 3:00 pm

Mt. Olive

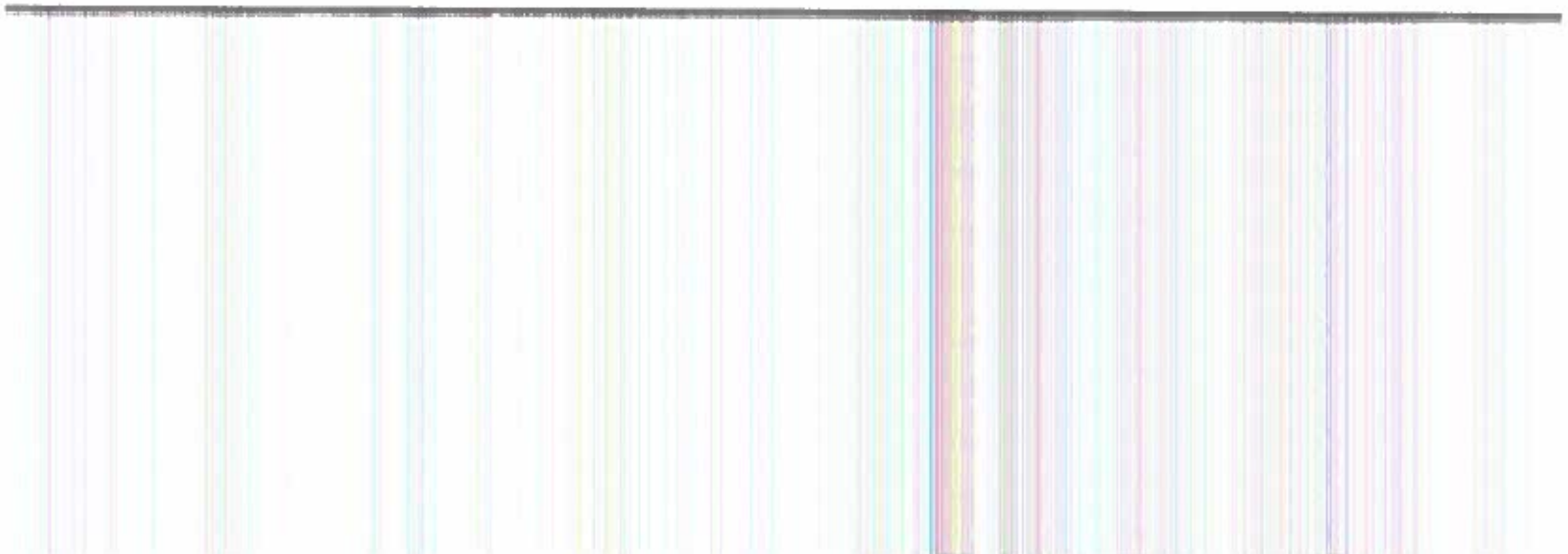
Missionary Baptist Church

314 N. Walnut Street

Tallulah, LA 71282

2024 Theme:
“LOVE in Action!”

Donna Lisa Crockett 🌀 Joyce Williams – Committee Chairs



MANDATORY TRAINING

SEXUAL HARASSMENT

Prevention Training

AND



THURSDAY,

JANUARY 25, 2024

**TALLULAH MADISON
COMMUNITY CENTER**

SEXUAL HARASSMENT

9:00 AM

ETHICS TRAINING

10:00 AM

Hosted by the City of Tallulah

