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Office of the Mayor

City of Tallulah
Regular Council Meeting Agenda
Thursday, March 27, 2025
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 March 13, 2025 Regular Meeting
6. Review Proposals for Office Expansion of the Tallulah Police Department
7. Accept Lowest and Most Responsible Proposal for Office Expansion of the Tallulah Police Department
8. Presentation from Messenger & Associates regarding Tallulah City Boundaries
9. Review of General Fund Financials through January 2025
10. Water Update
11. Public Comments on the Agenda
12. Adjourn

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"

Tallulah Regular City Council Meeting
Thursday, March 13, 2025
5:30 PM

A Regular Meeting of the Mayor and City Council was held on Thursday, February 27, 2025 at 5:30 P.M., in the Council Room Chamber of Tallulah City Hall. The meeting began with a prayer by Councilmember Wells followed by the Pledge of Allegiance.

A roll call of councilmembers is shown as follows:

Scott	Present
Houston	Absent
Harris	(Absent at roll call. Late arrival.)
Day	Present
Wells	Present

Motion by Councilmember Wells to add "Public Comments" to the agenda. Motion was seconded by Councilmember Harris. Roll call vote followed:

Scott	Yea
Houston	Absent
Harris	Yea
Day	Yea
Wells	Yes

Motion carried. "Public Comments" added to agenda prior to meeting adjournment.

Under Public Comments on the Agenda:

1. Councilperson Harris (a) requested packets be sent out earlier to ensure the Council has time to review and research and (b) asked about random testing of water lines at various locations.
2. Councilperson Wells asked (a) Why the Financials, which were on the February 27, 2025 meeting but not presented due to Mr. Odom's sudden illness, were not on the March 13, 2025 agenda. Mr. Odom said the Financials, through January, would be presented at a subsequent meeting and (b) Asked when the Council would receive a report from the Auditor (LaPorte) regarding the FY 23/24 Audit. Mayor Finlayson said the matter would be placed on the next agenda.

Approval of February 27, 2025 Minutes, with the correction under the Section 8 report the "Letter with no Audit Findings" was not presented made by motion from Councilperson Day and seconded by Councilperson Scott. The motion carried unanimously.

Approval of Police Chief hirings of De'Zarria Sanders (Part Time Dispatch) LaDarrion Wiley (Full Time Patrol Officer) and TaKorriya Threats (Part Time Patrol Officer) made by motion from Councilperson Wells and seconded by Councilperson Day. Motion carried unanimously.

Approval of a Resolution Accepting the 2025 Municipal Water Pollution Prevention Audit for the Tallulah Wastewater Treatment Plant made by Motion from Councilperson Day and seconded by Councilperson Harris. A roll call vote followed:

Scott	Yea
Houston	Absent
Harris	Yea
Day	Yea
Wells	Nay

Motion carried.

Mayor Finlayson gave an update on work being done at the Tallulah Water Plant by Patterson Professional Services and Ms. Lewis provided information on how water billing, etc. would be processed under Magnolia Water UOC. Citizens requested copies of the weekly water updates provided to the State from Magnolia. Ms. Lewis will make the weekly reports available for the general public.

Under Public Comments on the Agenda:

1. Councilperson Wells offered comments on the water plant, potential tie-in with Walnut Bayou and the current water source.
2. Citizen Joy Jackson asked about the payment for engineering fees for the Water Plant Rehabilitation Project paid to McManus Engineering.
3. Citizen Tony Barber asked whether the previous Ordinance related to water/sewer/garbage bills would need to be amended since water revenues will be going to Magnolia.
4. Citizen Linda Lee asked questions regarding water payments and locations.

With no further business, the meeting was adjourned.

Attest

Gerald Odom, City Clerk

Charles Finlayson, Mayor



Tallulah Police Department



500 East Green Street
Tallulah, Louisiana 71282

Contacts:
(318) 574-3230
(318) 574-3231

Chief Buster McCoy
Executive Officer

TO: MAYOR CHARLES FINLAYSON
TALLULAH CITY COUNCIL

FROM: CHIEF BUSTER MCCOY

RE: EXPANSION OF POLICE DEPARTMENT BUILDING

DATE: MARCH 24, 2025

I previously informed you that the Tallulah Police Department is cramped and overcrowded with the current facility. It has been my desire to obtain a new building for the police department to accommodate the department's growth. You, the Mayor and the Council, approved the money to be appropriated for this project. These funds were part of the American Rescue Plan Act (ARPA), which was appropriated to the city by the federal government. The police department is entitled to a percentage of this money as provided by law.

The City Clerk has copies of the proposals submitted by the contractors. This is my formal request to place this item on the agenda for the city meeting scheduled for March 27, 2025. The request is to move forward to complete this project.

Chief Buster McCoy
Ex Officio
Tallulah Police Department
500 East Green St.
Tallulah, Louisiana

Facsimile
1 (318) 574-1444

Q.3. What types of contracts are covered by Louisiana’s Public Bid Law?

A.3. For State Agencies, Boards and Commissions:

- All contracts for public works (defined in [Q.4](#)) are governed by the Public Bid Law.
- Contracts by State Agencies for professional services by architects, engineers, and landscape architects for projects estimated to cost greater than \$1,000,000* are subject to the Public Bid Law. [R.S. 38:2310, et seq.](#) See [Q.85](#)

* As amended by [Act 427 of the 2024 Regular Session](#), Effective June 3, 2024.

For Local Entities:

- Contracts for the purchase of materials and supplies are governed by the Public Bid Law unless the political subdivision has elected to follow the State Procurement Code.
- All contracts for public works (defined in [Q.4](#)) are governed by the Public Bid Law.
- Contracts for Printing Services, other than certain specialized printing, as defined in [R.S. 38:2255](#) are required to comply with the same thresholds and bidding requirements as contracts for materials and supplies under [R.S. 38:2212.1](#). See [AG Op. No. 14-0217](#) for additional information on the requirements for printing service contracts under the Public Bid Law.



II. Public Works

R.S. 38:2211

Q.4. What are public works?

A.4. Public work, as defined in [R.S. 38:2211\(A\)\(13\)](#), includes any contract for the erection, construction, alteration, improvement, or repair of any public facility or immovable property owned, used, or leased by a public entity. These contracts also include labor and materials.

Q.5. Are contracts for routine maintenance considered public work contracts?

A.5. Routine maintenance is specifically exempted from the definition of “public works” and contracts for routine maintenance are not required to be publicly bid unless the contract exceeds two years in duration. [R.S. 38:2212\(U\)](#) and [\(W\)\(1\)](#)

The difference between routine maintenance and a “repair” (and therefore a public work) is a fact specific determination that is made on a case by case basis. Examples of routine maintenance are replacing shingles on a roof; preservative repainting of a building; and the preventative dredging of a port’s finger pier and docks. See, [AG Op. No. 16-0082](#).

Q.6. Are contracts for demolition considered public works?

- A.6.** There is not unanimous agreement as to the answer to this question, as noted below. However, public entities can ensure that their contracts for demolition are properly let by bidding them out through the Public Bid Law.

The Attorney General (AG) in [AG Op. No.10-0026](#) opined that a contract for demolition was not a public work as demolition was not included in the definition of a public work (i.e. erection, construction, alteration, improvement or repair), and therefore not subject to the provisions of the Public Bid Law. The AG stated that a contract for demolition should be treated as a contract for services. The AG has not formally withdrawn this opinion.

In 2011, the Fourth Circuit Court of Appeal in *Concrete Busters of Louisiana, Inc. v. The Board of Commissioners of the Port of New Orleans* held that a contract for demolition was a public work, as demolition would result in an alteration of the immovable property of the public entity. Alteration is included within the definition of a public work. The Supreme Court and the other Appellate Courts have not issued a published opinion regarding the status of a contract for demolition being considered a public work. The Fourth Circuit's decision, while persuasive, is not binding on public entities in other Louisiana Appellate Circuits.


The Fourth Circuit's decision in *Concrete Busters* was mentioned by the AG in [AG Op. No. 12-0066](#), but was not fully addressed by the AG. In this opinion, the AG opined that, when a public entity elects to utilize the bid process to execute a contract for demolition, it must comply with the requirements set forth in its bid documents. The AG did not address whether a contract for demolition is a public work in [AG Op. No. 12-0066](#), as the contract for demolition at question was valued below the contract threshold for a public works.

Given these differing determinations, it is possible that another appellate court may ultimately hold that a public entity's contract for demolition is not a public work, or may instead choose to adopt the reasoning of the Fourth Circuit and hold that it is a public work. Public entities should consult with their legal counsel to review these AG opinions and court decision to determine how it should proceed with any contract for demolition.

Q.7. What are the procedures for executing contracts for public works?

R.S. 38:2212(A)

- A.7.** All contracts for public works exceeding the current contract threshold of **\$250,000** must be advertised for bid and let for contract with the lowest responsible and responsive bidder.

 The Legislative Auditor recommends that contracts for public works valued at **\$250,000** or less, be administered through a Request for Proposal (RFP) process and/or solicitation of at least three bids, even though the statute does not require them to be bid.

Public entities through their employees may undertake contracts for public works projects costing less than the contractual limit. All materials and supplies used in the construction must, however, be purchased in accordance with the Public Bid Law pursuant to [R.S. 38:2212.1. AG Op. No. 04-0079](#) **R.S. 38:2212(N)**

**CPL Construction LLC
539 Pine Street
Oak Ridge, LA 71264
(318) 275 - 8777**

**Construction Proposal to Convert
Tallulah Police Department Sally Port into Office Space**

**City of Tallulah Police Department
500 E. Green Street
Tallulah, LA 71282**

February 12, 2025

CPL Construction, LLC, hereinafter referred to as “Contractor,” proposes the following scope of work for the City of Tallulah Police Department, hereinafter referred to as, “Department,” of said property located at 500 E. Green Street in Tallulah, LA.

The following is a summation of proposed work to be done on said property. This bid does not include any outstanding debts owed to previous workers who may have started/completed any work on this jobsite prior to Contractor and Department agreeing to start construction on the said project. This proposal is written and understood to be a Cost – Plus proposal. The Cost – Plus Proposal is defined as an agreement between the Department and the Contractor in which the Contractor is paid a percentage to oversee the building through its entirety. This percentage is based on the total cost of material and labor of said job. Once the proposal is agreed upon by the Department and Contractor, an official contract will be prepared for signature.

The following is an itemization of the work to be performed by the Contractor for the Department:

- Will obtain any necessary permits as well as work with inspectors if or when necessary.
- A representative of CPL Construction examined the site, and the bid proposal reflects what services will be necessary to remodel the Sally Port according to the specifications of the Department.

- Demolition Work – All materials will meet commercial standards.

Reconstruct the foundation, 3000 psi concrete with proper footing;
Build two (2) offices 10X10 with a 10 feet ceiling;
Build three work (3) stations with counter tops;
Build new inner wood frame wall consisting of 2X4 and energy efficient cellulose insulation;
Install interior sheetrock walls with orange – peel finish and square corners;
Install new exterior and interior doors and windows with energy efficient double pane windows;
Build new hallway;
Install new floors of Department's choice; and
Build a Holding Cage.

- Wiring - All wiring will be done by a Certified License Electrical Contractor.

Install a new Electrical Panel;
Install phone jacks in both offices and workstations; and
Install receptables in hall, Install exit signs and carbon monoxide smoke detectors.

- Ceiling

Will be dropped to 10ft. with a 2X4 drop in ceiling;
Install with quality TS runners and wall angles tiles, custom tile or sheetrock based on Department's selection;
LED interior and exterior lights fixtures throughout with separate light switches.

- Heating and Air Unit

Install a high quality properly rated, energy efficient HVAC system; and
Install air vent throughout the building along with 7- and 8-inch duct system.

- Paint

Quality custom paint grade will be used on all walls throughout the building.
Install base molding 5 ¼ inch with a 2-step crown molding throughout.

- Inner Staircase

A new inner quality reinforced staircase will be built per code standards.

- **Cleaning and Prepping the job site**

Will remove all debris and materials from the sally port before the initial work starts and block off the work area for safety measures.

- **Total Bid cost of construction: \$ 182,089.56**

We appreciate the opportunity to work for you.

William "Bill" Sherman, Owner
CPL Construction, LLC
(318) 275 – 8777

TALLULAH CONSTRUCTION INC.

P.O. Box 224 Tallulah, LA 71282

Residential License: 86385

Commercial License: 41269

Telephone: 318-512-5025

Fax: 318-574-4153

PROPOSAL

January 24, 2025

City of Tallulah
Police Office
Tallulah, LA 71282

Our company, Tallulah Construction Inc. (Tallulah Const.), has visited the site and we would like to give a bid to provide close the garage and convert it into an office.

A. Close area according to plan and specification

1. Perform the demolition for work to be done (remove garage door, correct foundation, cutout rails, wire and braces)
2. Level the foundation
3. Build two offices
4. Build three stalls
5. Build one cage
6. Build new wall with door
7. Build new hall
8. Install new doors
9. Install new floors
10. Install countertop
11. Install nine feet walls in all offices

12. Build all walls out of 2 x 4 spruce studs and lumber
13. Install VCT tile or owner's choice of vinyl flooring on all floors
14. Sheetrock all walls with a three-coat process, tape, bed and float
15. Install 3'0" x 6" 8" doors

B. Wiring

1. All wiring will be done by Southern National Electrical Code
2. Install new braker box with 100 amp
3. Install phone jacks in all offices
4. Install six receptacles in all offices
5. Install two receptacles in hall
6. Install exit lights and smoke detectors

C. Ceiling

1. Ceilings will have 2' x 4' drop in ceilings
2. Install Ts, runners and wall angles on wall for ceiling
3. Ceiling will have a 2 x 4 drop in tiles
4. Install led lights with separate switches

D. Heating and Air Unit

1. Install a three-ton HVAC Electrical Unit
2. Unit will be a split system
3. There will be a 2 x 2 drop in vent
4. Install two vents per office
5. Install four vents in open areas
6. Run 7" and 8" ducts

7. Install digital thermostat

E. Paint

1. All offices and walls will have two coats of primer
2. Walls will have two coats of paint
3. All walls will have baseboard and trim

F. Stairs

1. Build a set of stairs up to code
2. Stairs will have handrail
3. Stairs will be painted the choice of owner

G. Clean-up

1. Cleanup and remove debris each day
2. Keep the job broom clean every day
3. Block off work area

Furnish all labor, materials, equipment, and insurance.

All work will be performed in a work like manner for the sum of \$148,400.00.