

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, March 22, 2016, 6:30 P.M.**

A. CALL TO ORDER

Mayor Amrhein called the special meeting to order at 6:30 p.m., on Tuesday March 22, 2016 at the Zachary City Hall located at 4700 Main Street, Zachary, LA.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Councilman Nezianya
Pledge of Allegiance by Councilman Cavin

C. OPENING PROCEDURES

1. ROLL CALL

MAYOR

David Amrhein

COUNCIL MEMBERS

Francis Nezianya – District 1

Brandon Noel – District 2

Laura O'Brien – District 3

Ben Cavin – District 4

Tommy Womack – District 5

ABSENT

2. READING OF CITY POLICY RELATIVE TO OPEN MEETINGS

Before proceeding with the meeting, Mayor Amrhein read a statement into the record regarding the Open Meetings Law, and citizens' right to participate in public meetings. The statement set forth general rules of conduct of the public meeting and outlined the process through which a citizen can have items placed on the Council agenda. A copy of the rules is available at City Hall, Mayor's Office or by calling the Clerk of the City Council. The rules will also be available at every Council meeting.

3. CHANGES/ADDITIONS TO AGENDA

D. READING OF THE MINUTES

1. Minutes of the March 08, 2016 Regular Meeting
The motion was made by Councilwoman O' Brien
The motion was second by Councilman Womack
To waive the reading of the minutes of the February 23, 2016 regular meeting and approve them as presented.
YEAS: Nezianya, Noel, O'Brien, Cavin, Womack
NAYS: None
ABSENT: None
ABSTAINED: None

E. HONORS, RECOGNITIONS AND INTRODUCTIONS

Mayor Amrhein introduced, Coach Brewerton, the head football coach for Zachary High School and Lindsey Scott, the recipient of the prestigious Warrick Dunn Award. Mayor Amrhein congratulated Lindsey on his award and presented him with a key to the city. The Mayor recognized Lindsey's selfless career at ZHS.

F. CONTRACT ITEMS/CONTRACTS OR ITEMS RELATING TO PROJECTS

1. **Street/Road Projects**
 - a. Pay Estimate #2 Road Rehabilitation Program
The motion was made by Councilman Womack
The motion was seconded by Councilman Cavin
To approve Pay Estimate #2 Road Rehabilitation Program in the amount of \$79,015.50 to RWB Contracting, LLC.
YEAS: Nezianya, Noel, O'Brien, Cavin, Womack
NAYS: None
ABSENT: None
ABSTAINED: None

2. **Sewer**

3. **Subdivision Inspections**

4. **Water and Gas Projects**

G. PRESENTATION OF DELEGATIONS

1. **Requests to Speak**

2. **Hardship Waivers**

3. Other Variances

4. Exceptions to Regulations

H. ACTION MANDATED BY HOME RULE CHARTER

Mayor Amrhein addressed the audience and spoke of an article that was in the paper regarding annexation. He said that the article misrepresented the annexation. Mayor Amrhein explained that the state of Louisiana has a process to do annexations. He said that the city would not force anyone to annex into the city limits but the city has to annex the road to get to people who do want to be annexed into the city limits.

I. PLANNING & ZONING MATTERS

1. Receive Minutes of the Regular meeting of March 07, 2016 of the Planning Commission and the Minutes of the Regular meeting of March 07, 2016 of the Zoning Commission.

The motion was made by Councilman Womack

The motion was second by Councilman Noel

To receive the minutes of the March 07, 2016 Regular Meeting of the Planning Commission and the March 07, 2016 Regular Meeting of the Zoning Commission as presented.

YEAS: Nezianya, Noel, O'Brien, Cavin, Womack

NAYS: None

ABSENT: None

ABSTAINED: None

2. Planning Matters REQUIRING a Public Hearing

a. Resubdivision- Tract Z-2-A of the T.N. Jeffress Property into Tracts Z-2-A-1 and Z-2-A-2

Mayor Amrhein declared a PUBLIC HEARING to be opened at 6:44 pm. Amy Schulze was present to speak. She explained that this tract was located on Plank Road near WJ Wicker Road. She noted that this tract received the minimum arterial lot frontage and access spacing variances at the March 08, 2016 council meeting. Jerry Neyland, 21154 Plank Rd., Zachary, was present to speak in favor of the resubdivision. He said he wanted to buy the tract to add to his existing property located next to it. There being no one to speak against the resubdivision Mayor Amrhein declared the PUBLIC HEARING to be closed at 6:46 pm.

The motion was made by Councilman Womack

The motion was second by Councilwoman O'Brien

To approve a **Resubdivision**- Tract Z-2-A of the T.N. Jeffress Property into Tracts Z-2-A-1 and Z-2-A-2.

YEAS: Nezianya, Noel, O'Brien, Cavin, Womack
NAYS: None
ABSENT: None
ABSTAINED: None

b. **Site Plan**- EMS Station #8 (Carpenter Road)

Mayor Amrhein declared a PUBLIC HEARING to be opened at 6:47 pm. Amy Schulze was present to speak. She explained that there were changes made to the site plan. She said the dumpster had been eliminated and the external facing was upgraded to a stucco panel. There being no one to speak in favor or against Mayor Amrhein closed the PUBLIC HEARING at 6:48 pm.

The motion was made by Councilwoman O'Brien

The motion was second by Councilman Womack

To approve a **Site Plan**- EMS Station #8 (Carpenter Road)

YEAS: Nezianya, Noel, O'Brien, Cavin, Womack
NAYS: None
ABSENT: None
ABSTAINED: None

3. Planning Matters NOT requiring a Public Meeting

4. Zoning Matters REQUIRING a Public Hearing

a. **Rezone**- Tract F-4 of the E. D. Annison Tract - from AF to RS

Mayor Amrhein declared a PUBLIC HEARING to be opened at 6:49 pm. Amy Schulze was present to speak. She explained that this tract had completed the annexation process and that the owners planned for the property to be developed into a subdivision. Travis Woodard, 6767 Perkins Road Suite 200, Baton Rouge, was present to speak in favor of the rezoning and to answer any questions if needed. There being no one to speak against the rezoning Mayor Amrhein closed the PUBLIC HEARING at 6:50 pm.

The motion was made by Councilman Cavin

The motion was second by Councilman Womack

To approve a **Rezone**- Tract F-4 of the E. D. Annison Tract - from AF to RS.

YEAS: Nezianya, Noel, O'Brien, Cavin, Womack
NAYS: None
ABSENT: None
ABSTAINED: None

b. **Conditional Use** – Lot B-2-A of the James Pickering Tract
(1661 E. Mt. Pleasant Rd)

Mayor Amrhein declared a PUBLIC HEARING to be opened at 6:52 pm. Amy Schulze was present to speak. She explained that this permit is for a restaurant to serve alcohol after the property is developed. She said that it was approved by the planning and zoning commission.

Randy Herring, 23221 Sunnyside Lane, Zachary, was present to speak in favor of the conditional use permit. He explained that this was the last step to complete before the buyers could purchase the property. There being no one to speak against the conditional use permit Mayor Amrhein declared the PUBLIC HEARING to be closed at 6:53 pm.

The motion was made by Councilwoman O'Brien

The motion was second by Councilman Womack

To approve a **Conditional Use** – Lot B-2-A of the James Pickering Tract (1661 E. Mt. Pleasant Rd)

YEAS: Nezianya, Noel, O'Brien, Cavin, Womack

NAYS: None

ABSENT: None

ABSTAINED: None

- c. **Conditional Use** - 4663 Avenue G for placement of new manufactured home to replace existing mobile home.

Mayor Amrhein declared the PUBLIC HEARING to be opened at 6:54 pm. Amy Schulze was present to speak. She explained that there was an existing mobile home there and the owner was replacing it with a much newer one. The owner was present to hand out information for the request and explain the description of the mobile home and how it is to be placed on the property. There being no one to speak in favor or against the conditional use permit Mayor Amrhein closed the PUBLIC HEARING at 6:56 pm.

The motion was made by Councilman Womack

The motion was second by Councilman Noel

To approve a **Conditional Use** – 4663 Avenue G for placement of new manufactured home to replace existing mobile home.

YEAS: Nezianya, Noel, O'Brien, Cavin, Womack

NAYS: None

ABSENT: None

ABSTAINED: None

5. Zoning Matters NOT Requiring Public Hearing

6. Other Matters-Requiring a Public Hearing

J. APPROVE PAYMENT OF BILLS

K. BOOKKEEPING AND BUDGET CHANGES

L. OLD BUSINESS PENDING FOR FINAL ACTION

M. OLD BUSINESS PENDING

1. Brown Property – MacHost Road
Subpoena issued to Laurie Brown to attend Jan 28, 2014 meeting pertaining to failure to abide by Ordinance (46-53) and continued violation of same.

Laurie Brown represented by her father Joseph Brown
Remains under Subpoena, remains on the agenda until removed by Council.

N. NEW BUSINESS

1. Introduce Ordinance #2014-07 – Petition of Annexation East Mt. Pleasant Rd. & the remainder of the Marshall Bond Property – Located on Hwy. 61 & Hwy.64 (Remains Tabled)
2. Introduce Ordinance #2014-12 – Calling for the Annexation of Tracts 1 & 2 of the J. A. Carruth Subdivision (Remains Tabled)
3. Discussion for the 2016 Ad Valorem Millage Rates. (Mayor Amrhein)
Remains on Agenda until removed by Council.

No Action was taken at this meeting.

4. **Adoption** of ORDINANCE 2016-02 AUTHORIZING THE CITY OF ZACHARY TO AMEND §13.503 OF THE UNIFIED DEVELOPMENT CODE FOR THE CITY OF ZACHARY TO PROVIDE FOR AMENDMENTS TO THE SITE PLAN / TECHNICAL REVIEW COMMITTEE AND THE COMPOSITION OF THE SAME WITHIN THE CITY OF ZACHARY AND FOR OTHER MATTERS IN FUTHERANCE OF THIS PROVISION.

Mayor Amrhein declared a PUBLIC HEARING to be opened at 7:01 pm. Amy Schulze was present to speak. She explained that this is one of the first items to change in the Unified Development Code that she spoke about at previous meetings. She said it was approved by the planning and zoning commission. There being no one to speak in favor or against the adoption Mayor Amrhein closed the PUBLIC HEARING at 7:02 pm.

The motion was made by Councilman Womack

The motion was seconded by Councilman Cavin

To approve the **Adoption** of ORDINANCE 2016-02 AUTHORIZING THE CITY OF ZACHARY TO AMEND §13.503 OF THE UNIFIED DEVELOPMENT CODE FOR THE CITY OF ZACHARY TO PROVIDE FOR AMENDMENTS TO THE SITE PLAN / TECHNICAL REVIEW COMMITTEE AND THE COMPOSITION OF THE SAME WITHIN THE CITY OF ZACHARY AND FOR OTHER MATTERS IN FUTHERANCE OF THIS PROVISION.

YEAS: Nezianya, Noel, O'Brien, Cavin, Womack

NAYS: None

ABSENT: None

ABSTAINED: None

5. **Adoption** of ORDINANCE 2016-04 AUTHORIZING THE CITY OF ZACHARY TO ESTABLISH POLICIES FOR THE IMPLEMENTATION OF FEES FOR THE MAINTENANCE AND UPKEEP OF THE ZACHARY COMMUNITY CENTER AND THE RENAMING OF THE SAME TO THE DAVID HORTON / JESSE SPEARS COMMUNITY CENTER AND FOR OTHER MATTERS IN FUTURE OF THIS PROVISION.

Mayor Amrhein declared a PUBLIC HEARING to be opened at 7:03 pm. John Hopewell was present to speak. He explained that there would be a \$100.00 refundable deposit that would be paid in advance to insure the maintenance of the facility after use. He said the deposit will not be waivable. There being no one to speak in favor or against the adoption Mayor Amrhein closed the PUBLIC HEARING at 7:05 pm.

The motion was made by Councilwoman O' Brien

The motion was seconded by Councilman Noel

To approve the **Adoption** of ORDINANCE 2016-04 AUTHORIZING THE CITY OF ZACHARY TO ESTABLISH POLICIES FOR THE IMPLEMENTATION OF FEES FOR THE MAINTENANCE AND UPKEEP OF THE ZACHARY COMMUNITY CENTER AND THE RENAMING OF THE SAME TO THE DAVID HORTON / JESSE SPEARS COMMUNITY CENTER AND FOR OTHER MATTERS IN FUTURE OF THIS PROVISION.

YEAS: Nezianya, Noel, O'Brien, Cavin, Womack
NAYS: None
ABSENT: None
ABSTAINED: None

6. **Introduction** of ORDINANCE 2016-03 PERTAINING TO THE DECLARATION OF INTENT BY THE CITY OF ZACHARY TO HAVE THE CERTAIN MOVABLE PROPERTY DECLARED TO BE SURPLUS AND ALLOWING FOR THE DISPOSAL OF SAME.

The motion was made by Councilman Noel

The motion was seconded by Councilman Nezianya

To approve the **Introduction** of ORDINANCE 2016-03 PERTAINING TO THE DECLARATION OF INTENT BY THE CITY OF ZACHARY TO HAVE THE CERTAIN MOVABLE PROPERTY DECLARED TO BE SURPLUS AND ALLOWING FOR THE DISPOSAL OF SAME.

YEAS: Nezianya, Noel, O'Brien, Cavin, Womack
NAYS: None
ABSENT: None
ABSTAINED: None

7. **Introduction** of ORDINANCE 2016-05 AUTHORIZING THE CITY OF ZACHARY TO AMEND THE CODE OF ORDINANCES RELATING TO THE PROSECUTION OF CRIMINAL AND TRAFFIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF ZACHARY AND FOR ALL OTHER MATTERS RELATED THERETO.

The motion was made by Councilman Womack

The motion was seconded by Councilman Nezianya

To approve the **Introduction** of ORDINANCE 2016-05 AUTHORIZING THE CITY OF ZACHARY TO AMEND THE CODE OF ORDINANCES RELATING TO THE PROSECUTION OF CRIMINAL AND TRAFFIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF ZACHARY AND FOR ALL OTHER MATTERS RELATED THERETO.

YEAS: Nezianya, Noel, O'Brien, Cavin, Womack

NAYS: None

ABSENT: None

ABSTAINED: None

O. REPORTS FROM DEPARTMENT HEADS

Mayor Amrhein noted that Zachary Elementary would be holding Louisiana Day on March 24, 2016 starting at 9:00 am. He encouraged everyone to come and visit.

P. DISCUSSION OF BUSINESS NOT ON AGENDA

(No Action May Be Taken Unless Declared an Emergency)

Q. ADJOURNMENT

The meeting was adjourned at 7:15 pm.

CERTIFICATION

Dana Poole, Clerk of City Council
CITY OF ZACHARY
PARISH OF EAST BATON ROUGE
STATE OF LOUISIANA

David Amrhein, Mayor

I, Dana Poole, do hereby certify that I am the duly appointed and acting Clerk of the City Council for the City of Zachary, Parish of East Baton Rouge, Louisiana.

I further certify that the above and foregoing is a true and correct copy of the minutes of the regular meeting of the Mayor and Council of the City of Zachary, Louisiana, held on Tuesday, March 22, 2016, a proper quorum being there and then present.

Dana Poole, Clerk of the City Council