

**For the Meeting of Mayor and Council  
City of Zachary, LA  
Council Chambers, 4700 Main Street  
Tuesday, March 26, 2024, 6:30 P.M.**

**A. CALL TO ORDER**

Mayor McDavid called the meeting to order at 6:30 p.m., on Tuesday March 26, 2024, at the Zachary City Hall located at 4700 Main Street, Zachary, LA

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

Invocation by Councilman LeBlanc

Pledge of Allegiance by Police Chief Darryl Lawrence

**C. OPENING PROCEDURES**

1. ROLL CALL

MAYOR

David McDavid

COUNCIL MEMBERS

Brandy Westmoreland – District 1

John LeBlanc– District 2

Ambre DeVirgilio – District 3

James Graves – District 4

Jennifer Boyd – District 5

2. READING OF CITY POLICY RELATIVE TO OPEN MEETINGS

Before proceeding with the meeting, Mayor McDavid 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. Approval of Minutes of March 12, 2024, regular meeting and approve them as written.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve the Minutes of the March 12, 2024, regular meeting and approve them as written.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

**E. HONORS, RECOGNITIONS, AND INTRODUCTIONS**

**F. CONTRACT ITEMS/CONTRACTS OR ITEMS RELATING TO PROJECTS**

1. **Street/Road Projects**
2. **Sewer**
3. **Subdivision Inspections**
4. **Water and Gas Projects**
5. **Other Projects**

- a. RFC 019 – Electrical Revisions as Required by Entergy – Zachary Police Department & Training Center.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve an RFC 019 – Electrical Revisions as Required by Entergy – Zachary Police Department & Training Center in the amount of \$18,343.49.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

**G. PRESENTATION OF DELEGATIONS**

**1. Requests to Speak**

John Hopewell, City Attorney spoke to Mayor McDavid and Council members regarding payments being made for the new Police Training Center and said that an update of the payments will be given to them at the next meeting. Christy Blalock, 1633 Birdie Drive, Zachary, was present to speak to Mayor McDavid and Council members regarding the shrubs in the medians on Hwy 64. Ms. Blalock explained that they interfere with the view of the highway.

2. **Hardship Waivers**
3. **Other Variances**
4. **Exceptions to Regulations**

**H. ACTION MANDATED BY HOME RULE CHARTER**

**I. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE**

**J. PLANNING & ZONING MATTERS**

1. **Receive Minutes of the Regular meeting of March 04, 2024, the Planning Commission, and the Minutes of the Regular meeting of March 04, 2024, of the Zoning Commission.**

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

**To Receive Minutes of the Regular meeting of March 04, 2024, the Planning Commission and the Minutes of the Regular meeting of March 04, 2024, of the Zoning Commission.**

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

**2. Planning Matters REQUIRING a Public Hearing**

- a. RESUB-2-24 (3053 Shaffett Lane)** - Proposed resubdivision of Lot C-1-A into Lots C-1-A-1, C-1-A-2 & C-1-A-3 of the B.F. Pope Estate, on property located at 3053 Shaffett Lane, Zachary, LA 70791.

Mayor McDavid opened the PUBLIC HEARING at 6:42 p.m. Shane Nicholas, 4211 Spring Hollow Court, Zachary, was present to speak in favor of the resubdivision. There being no one else to speak in favor or against the resubdivision Mayor McDavid closed the PUBLIC HEARING at 6:42 p.m.

The motion was made by Councilwoman Boyd

The motion was seconded by Councilman LeBlanc

To approve a **RESUB-2-24 (3053 Shaffett Lane)** - Proposed resubdivision of Lot C-1-A into Lots C-1-A-1, C-1-A-2 & C-1-A-3 of the B.F. Pope Estate, on property located at 3053 Shaffett Lane, Zachary, LA 70791.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd  
NAYS: None  
ABSENT: None  
ABSTAINED: None

- b. FP-1-24 (Brook Hollow, 1st Filing)** - Proposed final plat for Lots 1 -14, 34-54, 65-82, 118-137, & 174-181 (inclusive), Tracts CA-1, CA-2, CA-3 & CA-5, Tracts P-1 & P-2, & Lot 7-A of the E.B. Harrell Tract, on property located at 3401 Rollins Road, Zachary, LA 70791.

Mayor McDavid opened the PUBLIC HEARING at 6:45 p.m. Mickie Robertson, M and R Engineering, 9305 Interline Blvd. Baton Rouge, was present to speak in favor of the resubdivision. Ginger Lumpkins, 23231 Sunnyside Lane, Zachary, was present to speak against the final plat. Ms. Lumpkins spoke in regard to the city infrastructure and roads, and said the building needs to stop. There being no one else to speak in favor or against the resubdivision, Mayor McDavid closed the PUBLIC HEARING at 6:49 p.m.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman Westmoreland

To approve a **FP-1-24 (Brook Hollow, 1st Filing)** - Proposed final plat for Lots 1 -14, 34-54, 65-82, 118-137, & 174-181 (inclusive), Tracts CA-1, CA-2, CA-3 & CA-5, Tracts P-1 & P-2, & Lot 7A of the E.B. Harrell Tract, on property located at 3401 Rollins Road, Zachary, LA 70791.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd  
NAYS: None  
ABSENT: None  
ABSTAINED: None

**3. Planning Matters NOT requiring a Public Meeting**

**4. Zoning Matters REQUIRING a Public Hearing**

**5. Zoning Matters NOT Requiring Public Hearing**

**6. Other Matters**

- a.** Parking Waiver - 4524 Virginia Street - McHugh House (Bryant Dixon)  
No action was taken on this item.

**K. BUDGET AND FINANCIAL MATTERS**

1. Receive the Balance Sheet and Income statement as of February 2024.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilman Graves

To Receive the Balance Sheet and Income statement as of February 2024.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

**L. OLD BUSINESS PENDING FOR FINAL ACTION**

**M. OLD BUSINESS PENDING**

**N. NEW BUSINESS**

1. Receive minutes of the Home Rule Charter Commission meeting held on March 19, 2024.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To Receive minutes of the Home Rule Charter Commission meeting held on March 19, 2024.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

2. **PUBLIC HEARING and Re-Adoption OF ORDINANCE 2023-04**  
ORDINANCE AUTHORIZING THE CITY OF ZACHARY TO AMEND CHAPTER 18 -  
BUSINESS AND BUSINESS REGULATIONS TO IMPLEMENT ARTICLE 6 §1  
THROUGH §8 TO ALLOW THE CITY TO ADOPT REGULATIONS DESIGNED TO  
REGULATE THE OPERATION OF MASSAGE THERAPY BUSINESSES WITHIN THE  
CITY LIMITS AND FOR ANY AND ALL RELATED MATTERS IN FURTHERANCE  
(Tabled until the April 09, 2024)

No action was taken on this item.

3. **PUBLIC HEARING and ADOPTION OF ORDINANCE 2024-04**  
ORDINANCE PERTAINING TO THE INTENT BY THE CITY OF ZACHARY TO  
AMEND § 1 ARTICE 2 OF THE CODE OF ORDINANCES FOR THE CITY  
ENTITLED DEFINITIONS AND RULES OF CONSTRUCTION AND FOR ACTIONS  
IN ACCORDANCE THEREWITH.

Mayor McDavid opened the PUBLIC HEARING at 7:03 p.m. There being no one to speak in favor or against the adoption, Mayor McDavid closed the PUBLIC HEARING at 7:03 p.m.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve the **ADOPTION OF ORDINANCE 2024-04** ORDINANCE PERTAINING TO THE INTENT BY THE CITY OF ZACHARY TO AMEND §1 ARTICE 2 OF THE CODE OF ORDINANCES FOR THE CITY ENTITLED DEFINITIONS AND RULES OF

CONSTRUCTION AND FOR ACTIONS IN ACCORDANCE THEREWITH.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd  
NAYS: None  
ABSENT: None  
ABSTAINED: None

At this time Councilwoman DeVirgilio recognized former Councilwoman Laura O'Brien.

4. **PUBLIC HEARING and ADOPTION OF ORDINANCE 2024-06**  
ORDINANCE AUTHORIZING THE CITY OF ZACHARY TO AMEND 38-86  
OF THE CODE OF ORDINANCES FOR THE CITY OF ZACHARY  
RELATING TO JUNKED AND ABANDONED VEHICLES CONSIDERED TO  
BE PUBLIC NUISANCES AND PROVIDING FOR THEIR IMPOUNDMENT  
AND DISPOSITION AND FOR OTHER MATTER IS FURTHERANCE  
THEREOF (Tabled until the April 09, 2024)  
No action was taken on this item.

5. Request to go into Executive Session of the Council and of the Mayor  
pursuant to LSA- R.S. 42:17 (A)(2) with regard to civil litigation - Goodson vs.  
CoZ- 19th JDC EBR #667741- 24.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve to recess the regular council meeting and enter into executive session at 7:08  
p.m. A two thirds vote was met to recess.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd  
NAYS: None  
ABSENT: None  
ABSTAINED: None

To reconvene the regular council meeting at 7:41 p.m.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd  
NAYS: None  
ABSENT: None  
ABSTAINED: None

**O. CONDEMNED BUILDINGS - PUBLIC HEARINGS OR OTHER ACTION  
REGARDING BUILDINGS BEING CONSIDERED FOR CONDEMNATION**

1. Receive the Condemnation minutes of the February 29, 2024, meeting.

The motion was made by Councilwoman Boyd

The motion was seconded by Councilwoman DeVirgilio

To Receive the Condemnation minutes of the February 29, 2024, meeting.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd  
NAYS: None  
ABSENT: None  
ABSTAINED: None

**P. REPORTS FROM DEPARTMENT HEADS**

1. Receive Building Permit Report for the month of February 2024.  
The motion was made by Councilwoman DeVirgilio  
The motion was seconded by Councilman LeBlanc  
To Receive Building Permit Report for the month of February 2024.  
YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd  
NAYS: None  
ABSENT: None  
ABSTAINED: None

**Q. DISCUSSION OF BUSINESS NOT ON AGENDA  
(No Action May Be Taken Unless Declared an Emergency)**

Mayor McDavid spoke to council members regarding the Annison House. The Mayor gave an update on the condition of the house and said that it is on the condemnation list. John Hopewell spoke and gave options to council members on what can be done to alleviate the issue that the city has with the house. Mayor McDavid spoke and said that another arrest was made at a local massage parlor. Mr. Eugene, 4750 New Weis Road spoke and thanked Mayor McDavid, Councilwoman Boyd, and Scott Masterson for correcting the drainage issues at his home. Councilwoman DeVirgilio reminded everyone of the construction on Hwy 964 that will begin April 1, 2024.

**R. ADJOURNMENT**

The meeting was adjourned at 7:58 p.m.

**CERTIFICATION**

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**Dana LeJeune, LMMC**  
**Clerk of the City Council**  
**CITY OF ZACHARY**  
**PARISH OF EAST BATON ROUGE**  
**STATE OF LOUISIANA**

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**David McDavid, Mayor**

I, Dana LeJeune, 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 Thursday, March 26, 2024, a proper quorum being there and then present.

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**Dana LeJeune, Clerk of the City Council**