

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, May 28, 2024, 6:30 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:30 p.m., on Tuesday May 28, 2024, at the Zachary City Hall located at 4700 Main Street, Zachary, LA.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Councilwoman Boyd
Pledge of Allegiance by Councilman Graves

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 May 14, 2024, regular meeting and the May 14, 2024, Council Workshop and approve them as written.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve the minutes of May 14, 2024, regular meeting and the May 14, 2024, Council Workshop and approve them with corrections as noted.

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. **Pay Request #16 – Zachary Police Station – Stuart & Company, LLC.**
The motion was made by Councilwoman Westmoreland
The motion was seconded by Councilman LeBlanc

To approve a Pay Request #16 – Zachary Police Station – Stuart & Company, LLC in the amount of \$868,638.83.

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

G. PRESENTATION OF DELEGATIONS

1. Requests to Speak

Metro Councilman Brandon Noel spoke to Mayor McDavid and Council members and gave an update regarding the Rollins Road project. Kenneth Arnold, 5665 Rush Drive, Slaughter was present to speak regarding his water bill.

2. **Hardship Waivers**
3. **Other Variances/Waivers**
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 _____, the Planning Commission and the Minutes of the Regular meeting of _____, of the Zoning Commission.**
2. **Planning Matters REQUIRING a Public Hearing**

- a. **CUPMH-1-24 (22135 W.J. Wicker Road)** – Proposed manufactured home being placed on Tract 1-C-1-C of the William J. Wicker Placed, on property located at 22135 W.J. Wicker Road, Zachary, La 70791

Mayor McDavid opened the PUBLIC HEARING at 6:45 p.m. Shane Nicholas, 4211 Spring Hollow, Zachary, was present to speak in favor of the conditional use permit. There being no one else to speak in favor or against the conditional use permit, Mayor McDavid closed the PUBLIC HEARING at 6:45 p.m.

The motion was made by Councilman Graves
The motion was seconded by Councilman LeBlanc

To approve a **CUPMH-1-24 (22135 W.J. Wicker Road)** – Proposed manufactured home being placed on Tract 1-C-1-C of the William J. Wicker Placed, on property located at 22135 W.J. Wicker Road, Zachary, La 70791.

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

b. PUD-1-24 (Americana Crossing Concept Plan) – Proposed Concept Plan for Americana Crossing, a planned unit development on property located at 1333, 1203, 1126 & 1136 Mount Pleasant-Zachary Road, 21104 Barsket Road, located on lots Tract 2-E, 3-A, & 3-C, Zachary, LA 70791
Mayor McDavid opened the PUBLIC HEARING at 6:49 p.m. Charles Landry, 100 North Blvd. Baton Rouge, was present to speak in favor of the PUD. There being no one else to speak in favor or against the PUD, Mayor McDavid closed the PUBLIC HEARING at 6:51 p.m.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman Westmoreland

To approve **PUD-1-24 (Americana Crossing Concept Plan)** – Proposed Concept Plan for Americana Crossing, a planned unit development on property located at 1333, 1203, 1126 & 1136 Mount Pleasant-Zachary Road, 21104 Barsket Road, located on lots Tract 2-E, 3-A, & 3-C, Zachary, LA 70791.

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

c. PUD-1-24 (Americana Crossing Final Development Plan) – Proposed Final Development Plan for Americana Crossing, a planned unit development on property located at 1333, 1203, 1126 & 1136 Mount Pleasant-Zachary Road, 21104 Barsket Road, located on lots Tract 2-E, 3-A, & 3-C, Zachary, LA 70791.
Mayor McDavid opened the PUBLIC HEARING at 6:53 p.m. Charles Landry, 100 North Blvd. Baton Rouge, was present to speak in favor of the PUD. There being no one else to speak in favor or against the PUD, Mayor McDavid closed the PUBLIC HEARING at 6:53 p.m.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve a **PUD-1-24 (Americana Crossing Final Development Plan)** – Proposed Final Development Plan for Americana Crossing, a planned unit development on property located at 1333, 1203, 1126 & 1136 Mount Pleasant-Zachary Road, 21104 Barsket Road, located on lots Tract 2-E, 3-A, & 3-C, 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**

K. BUDGET AND FINANCIAL MATTERS

1. Receive the Balance Sheet and Income statement as of April 2024.
The motion was made by Councilwoman DeVirgilio
The motion was seconded by Councilman Westmoreland
To receive the Balance Sheet and Income statement as of April 2024.
YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd
NAYS: None
ABSENT: None
ABSTAINED: None

L. OLD BUSINESS PENDING FOR FINAL ACTION

M. OLD BUSINESS PENDING

1. Discussion and approval of issuance of a City Council ordered subpoena for enforcement action to adhere to local ordinances regarding the following:
(Deferred until the July 23, 2024, meeting)
 - Illegal sign at property located at **4524 Virginia Street**
 - Junk property located at **4735 Avenue G**
 - Junk property located at **4633 Avenue C**
 - Junk property located at **5236 E Mae Street**

N. NEW BUSINESS

1. Council approval regarding sublease to Posh Pop Gourmet Popcorn
The motion was made by Councilwoman Westmoreland
The motion was seconded by Councilman LeBlanc
To defer sublease to Posh Pop Gourmet Popcorn until the June 11, 2024, meeting.
YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd
NAYS: None
ABSENT: None
ABSTAINED: None

2. **ADOPTION of Ordinance 2024-11 ORDINANCE PERTAINING TO THE DECLARATION OF INTENT BY THE CITY OF ZACHARY TO HAVE CERTAIN MOVABLE PROPERTY DECLARED TO BE SURPLUS AND ALLOWING FOR THE DISPOSAL, DONATION OR ABANDONMENT IN PLACE.**

Mayor McDavid opened the PUBLIC HEARING at 7:07 p.m. John Hopewell was present to speak in favor of the adoption. There being no one else to speak in favor or against the adoption, Mayor McDavid closed the PUBLIC HEARING at 7:07 p.m.

The motion was made by Councilman LeBlanc
The motion was seconded by Councilwoman DeVirgilio

To approve an **ADOPTION of Ordinance 2024-11** ORDINANCE PERTAINING TO THE DECLARATION OF INTENT BY THE CITY OF ZACHARY TO HAVE CERTAIN MOVABLE PROPERTY DECLARED TO BE SURPLUS AND ALLOWING FOR THE DISPOSAL, DONATION OR ABANDONMENT IN PLACE.

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**
- P. REPORTS FROM DEPARTMENT HEADS**
- Q. DISCUSSION OF BUSINESS NOT ON AGENDA
(No Action May Be Taken Unless Declared an Emergency)**

Councilman LeBlanc spoke regarding No Parking Signs. Councilwoman Boyd spoke to council members regarding a workshop date for the Crime Prevention Committee Workshop.

R. ADJOURNMENT

The meeting was adjourned at 7:22 p.m.

CERTIFICATION

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

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, May 28, 2024, a proper quorum being there and then present.

Dana LeJeune, Clerk of the City Council

