

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, July 09, 2024, 6:30 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:30 p.m., on Tuesday July 09, 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 the June 25, 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 June 25, 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 023– Electrical Changes in ASI 009 (exterior entry canopy lighting revisions)

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve an RFC 023– Electrical Changes in ASI 009 (exterior entry canopy lighting revisions).

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

- b. RFC 024 – Owner Requested Roller Shade at Records Area

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilman LeBlanc

To approve an RFC 024 – Owner Requested Roller Shade at Records Area.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

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

I. PLANNING & ZONING MATTERS

- 1. Receive Minutes of the Regular meeting of _____, of the Planning Commission and the Minutes of the Regular meeting of _____, of the Zoning Commission.**
- 2. Planning Matters REQUIRING a Public Hearing**
- 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. **ZOI - CS-5-24: Charles P. Woodside Tract** – Proposed flag lot subdivision of A Certain 2.065 acres, 1.29 acres, 1.68 acres & 27.985 acres into Lots L-1, L-2, L-3 & L-4 of the George Lormand Property, on property located south of Flonacher Road on Samuels Road.

The motion was made by Councilwoman Boyd

The motion was seconded by Councilman Graves

To approve a recommendation of no objection for a **ZOI - CS-5-24: Charles P. Woodside Tract** – Proposed flag lot subdivision of A Certain 2.065 acres, 1.29 acres, 1.68 acres & 27.985 acres into Lots L-1, L-2, L-3 & L-4 of the George Lormand Property, on property located south of Flonacher Road on Samuels Road.

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

J. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE

1. Receive accounts payable for June 2024 and the natural gas bill when it is received.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To Receive accounts payable for June 2024 and the natural gas bill when it is received.

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

K. BUDGET AND FINANCIAL MATTERS

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, council 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. Discussion and approval of the 2024-2025 Crossing Guard and SRO agreement.

The motion was made by Councilwoman Boyd

The motion was seconded by Councilman Graves

To approve the 2024-2025 Crossing Guard and SRO agreement with the Zachary Community School District.

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

2. Council reconsideration of the Amendments to the Zachary Commercial Park restrictions.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Boyd

To approve and give authorization to Mayor McDavid to enter into an agreement and sign the contract including the two amendments without termination regarding the Zachary Commercial Park restrictions.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

3. Planned Urban Development Ordinance Update Proposal Discussion

There was brief discussion regarding this item. No action was taken.

4. Approval of a special event permit to serve alcohol at the Zachary Ballon festival.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve a special event permit to serve alcohol at the Zachary Ballon festival.

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. Review/Reports relative to Proposed/Active Condemnations
2. Receive the minutes of the June 27, 2024, Condemnation board meeting.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To Receive the minutes of the June 27, 2024, Condemnation board meeting.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

P. REPORTS FROM DEPARTMENT HEADS

Q. DISCUSSION OF BUSINESS NOT ON AGENDA

(No Action May Be Taken Unless Declared an Emergency)

Mayor McDavid thanked everyone for their cooperation during the meeting. Mayor McDavid thanked the school district for their patience during the discussions regarding the SRO and Crossing Guard contract. Councilman Graves thanked Chief Lawrence and the Crime Prevention Committee discussions. Councilman LeBlanc asked the Planning and Zoning questions regarding the speed limit signs.

R. ADJOURNMENT

The meeting was adjourned at 7:00 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, July 09, 2024, a proper quorum being there and then present.

Dana LeJeune, Clerk of the City Council