

**Zachary Home Rule Charter
City of Zachary, LA
Council Chambers, 4700 Main Street
Thursday, July 25, 2024, 6:00 P.M.**

A. CALL TO ORDER

Mr. Kline called the meeting to order at 6:06 p.m., on Thursday July 25, 2024, at the Zachary City Hall located at 4700 Main Street, Zachary, LA.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Commissioner Noel offered the Invocation

Commissioner Kline offered the Pledge of Allegiance

C. OPENING PROCEDURES

1. ROLL CALL

PRESENT

Billy Kline

Adam Kwentua arrived at 6:12 p.m.

LT Dupre'

John Hopewell

Brandon Noel

Ben Cavin

Darin David arrived at 6:06 p.m.

2. READING OF CITY POLICY RELATIVE TO OPEN MEETINGS

An opportunity for public comment shall be observed before a vote is taken on any agenda item. Once recognized by the presiding officer, the person afforded the floor, shall identify the agenda item upon which he or she wishes to provide comment and shall limit his or her comments to matters that are strictly relevant to that agenda item.

Commentary shall not exceed three (3) minutes per person. No dialogue between Zachary Home Rule Charter board members and the public shall be permitted at these meetings, except to clarify the nature of questions and/or comments. The presiding officer reserves the right to limit and/or terminate any commentary when deemed necessary or outside of public decorum.

3. CHANGES/ADDITIONS TO AGENDA

D. READING OF THE MINUTES

1. Approval of minutes from the March 19, 2024, meeting, and approve them as written.

The motion was made by Commissioner Dupre'

The motion was seconded by Commissioner Cavin

YEAS: Kline, Noel, Cavin, Hopewell, Dupre
NAYS: None
ABSENT: David, Kwentua
ABSTAINED: None

E. OLD BUSINESS

F. NEW BUSINESS

1. Review, Discussion, and approval of Home Rule Charter proposed changes.

The PUBLIC HEARING was opened at 6:08 p.m. There being no one to speak in favor or against the proposed change the PUBLIC HEARING was closed at 6:08 p.m.

The Commissioners reviewed ARTICLE V– FINANCIAL PROCEDURES
Section 5-02 Operating Budget Preparation and Adoption.

The motion was made by Commissioner Noel

The motion was seconded by Commissioner Cavin

To approve the proposed changes to ARTICLE V – FINANCIAL PROCEDURES
Section 5-02 Operating Budget Preparation and Adoption as follows:

A. At least forty-five (45) days prior to the beginning of each fiscal year, the mayor shall submit to the council a proposed operating budget in the form required by Section 5-03. At the meeting of the council at which the operating budget is submitted, the council shall order a public hearing on it and shall cause to be published in the official journal, at least ten (10) days prior to the date of such hearing, the time and place thereof, and the times and places where copies of the proposed budget are available for public inspection. At the time and place so advertised, the council shall hold a public hearing on the budget as submitted.

B. The proposed budget and the attendant budget adoption instrument may be amended to the extent deemed appropriate by the governing authority at any point prior to final adoption. The operating budget program shall be finally adopted no later than the second to last regular meeting of the fiscal year. Upon final adoption, the budget shall be in effect for the ensuing fiscal year.

C. The budget as finally adopted shall be reproduced and sufficient copies shall be made available for the use of all offices, departments and agencies of the City, and for the use of interested persons.

D. If, at the end of any fiscal year, the proposed operating budget for the support of the political subdivision for the ensuing fiscal year have not been approved, then ninety (90%) percent of the amounts appropriated in the appropriation ordinance or resolution for the immediate last completed fiscal year shall be deemed reappropriated for the several objects and purposes specified in such appropriation ordinance.

YEAS: Kline, Noel, Kwentua, Cavin, David, Hopewell, Dupre
NAYS: None
ABSENT: None
ABSTAINED: None

2. The PUBLIC HEARING was opened at 6:19 p.m. There being no one to speak in favor or against the proposed change the PUBLIC HEARING was closed at 6:19 p.m.

The Commissioners reviewed ARTICLE V– FINANCIAL PROCEDURES
Section 5-08 Bonded Debt.

The motion was made by Commissioner Hopewell
The motion was seconded by Commissioner Noel

To approve the proposed changes to ARTICLE V – FINANCIAL PROCEDURES
Section 5-02 Bonded Debt as follows:

The City is empowered to incur bonded debt in accordance with this charter and the constitution and statutes of the state, when approved by a majority of the authorized membership of the council. No ordinance shall be passed to incur a bonded debt until an engineering and economic feasibility report shall have been made to the council and a summary thereof published in the official journal at least sixty (60) days prior to the proposed date of the final adoption.

YEAS: Kline, Noel, Kwentua, Cavin, David, Hopewell, Dupre
NAYS: None
ABSENT: None
ABSTAINED: None

3. Adoption of Provisional Suggestions.

The PUBLIC HEARING was opened at 6:31 p.m. There being no one to speak in favor or against the proposed change the PUBLIC HEARING was closed at 6:32 p.m.

The motion was made by Commissioner Hopewell
The motion was seconded by Commissioner Kline

To approve the provisional suggestions made by Commissioner Hopewell as follows:

- “City Clerk” was replaced with the more correct “Clerk of the Council” throughout the document.
- 2-08 (A) addressing the frequency and number of required meetings.
- 2-09 (A) (12) concerning the ability of the City to convey property.
- 3-07 addressing descriptions of compensation, salary, and employment benefits for the Mayor.
- 4-06 (D) addressing consistent descriptions of compensation, salary, and employment benefits for the Police Chief
- 4-06 (E) addressing selection of the Marshal for the Zachary City Court

- 4-10 concerning the proper application of Act 557 of 1974 as it related to the Charter

YEAS: Kline, Noel, Kwentua, Cavin, David, Hopewell, Dupre
NAYS: None
ABSENT: None
ABSTAINED: None

4. Approval of the Home Rule Charter Draft

The PUBLIC HEARING was opened at 6:44 p.m. There being no one to speak in favor or against the proposed change the PUBLIC HEARING was closed at 6:45 p.m.

The motion was made by Commissioner Hopewell

The motion was seconded by Commissioner Noel

To approve the Home Rule Charter Draft.

YEAS: Kline, Noel, Kwentua, Cavin, David, Hopewell, Dupre
NAYS: None
ABSENT: None
ABSTAINED: None

G. REPORT OF THE CHAIRMAN

Commissioner Kline thanked everyone for their time and effort to serve on the commission. Commissioner Kline gave a special thank you to Commissioner Hopewell and to Emily Harr.

H. ADJOURNMENT

The meeting was adjourned at 6:49 p.m.

CERTIFICATION

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

William Kline, Chairman

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 Zachary Home Rule Charter Commission of the City of Zachary, Louisiana, held on Thursday, July 25, 2024, a proper quorum being there and then present.

Dana LeJeune, Clerk of the City Council