

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, August 27, 2024, 6:30 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:30 p.m., on Tuesday August 27, 2024, at the Zachary City Hall located at 4700 Main Street, Zachary, LA.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Mayor McDavid

Pledge of Allegiance by Metro Councilman Brandon Noel

C. OPENING PROCEDURES

1. ROLL CALL

MAYOR

David McDavid

COUNCIL MEMBERS

Brandy Westmoreland – District 1

John LeBlanc– District 2

Ambre DeVirgilio – District 3

Jennifer Boyd – District 5

ABSENT

James Graves – District 4

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 August 13, 2024, regular meeting, and approve them as written.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilman LeBlanc

To approve the Minutes of August 13, 2024, regular meeting, and approve them as written.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Boyd

NAYS: None

ABSENT: Graves
ABSTAINED: None

E. HONORS, RECOGNITIONS, AND INTRODUCTIONS

ALTER AGENDA

2. Recognition of Metro Councilmember Brandon Noel
Councilwoman DeVirgilio recognized Brandon Noel as the first council member of District 1 to serve as Mayor Pro Tempore for the Metro Council.

1. Recognition of volunteer groups for their works and service to the Zachary Community: Dr. Martin Luther King, Jr. Committee of Zachary, Zachary Men's Club, ZEPTO, Zachary Really Hot Air Balloon Festival Committee, Zachary Family Day Committee, Zachary Charity League.

Councilwoman DeVirgilio and Councilman LeBlanc, along with other council members and Mayor McDavid recognized several volunteer organizations throughout the Zachary Community for their service.

RETURN TO REGULAR ORDER

F. CONTRACT ITEMS/CONTRACTS OR ITEMS RELATING TO PROJECTS

1. Street/Road Projects

a. Pay Request #3 for Concrete Road Crack Sealing Project to Gulf States Services, LLC.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman Westmoreland

To approve a Pay Request #3 for Concrete Road Crack Sealing Project to Gulf States Services, LLC. in the amount of \$160,181.51.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Boyd

NAYS: None

ABSENT: Graves

ABSTAINED: None

2. Sewer

3. Subdivision Inspections

4. Water and Gas Projects

5. Other Projects

a. RFC 028 – Electrical revisions issued in ASI 010.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve an RFC 028 – Electrical revisions issued in ASI 010.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Boyd

NAYS: None

ABSENT: Graves

ABSTAINED: None

- b. RFC 029 – Modifications to Package Drop at Records.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve an RFC 029 – Modifications to Package Drop at Records.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Boyd

NAYS: None

ABSENT: Graves

ABSTAINED: None

- c. Payment Application #19 to Stuart & Company, LLC – Zachary Police Complex.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve a Payment Application #19 to Stuart & Company, LLC – Zachary Police Complex in the amount of \$407,347.61.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Boyd

NAYS: None

ABSENT: Graves

ABSTAINED: None

G. PRESENTATION OF DELEGATIONS

1. Requests to Speak

- a. Must Luv Dogs Rescue – National Dog Day

Ashleigh McHugh was present to speak to Mayor McDavid and council members regarding National Dog Day and to bring awareness to citizens of the need to foster dogs in the Zachary area.

Julie Behrnes, Thomas Snowden, Lisa Boyd were present to speak to Mayor McDavid and council members regarding the 911 dispatch system.

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 _____, 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

K. BUDGET AND FINANCIAL MATTERS

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

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilman LeBlanc

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

YEAS: Westmoreland, LeBlanc, DeVirgilio, Boyd

NAYS: None

ABSENT: Graves

ABSTAINED: None

L. OLD BUSINESS PENDING FOR FINAL ACTION

M. OLD BUSINESS PENDING

N. NEW BUSINESS

1. **Public Hearing and Adoption of Ordinance 2024-14** ORDINANCE
AUTHORIZING THE CITY OF ZACHARY TO AMEND REQUIRED RATES
& CHARGES FOR THE PROVISION OF GARBAGE COLLECTION
SERVICES AND FOR ALL RELATED MATTERS IN FURTHERANCE.

Mayor McDavid opened the PUBLIC HEARING at 7:39 p.m. There being no one to speak in favor or against the adoption Mayor McDavid closed the PUBLIC HEARING at 7:39 p.m.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve the **Adoption of Ordinance 2024-14** ORDINANCE

AUTHORIZING THE CITY OF ZACHARY TO AMEND REQUIRED RATES

& CHARGES FOR THE PROVISION OF GARBAGE COLLECTION

SERVICES AND FOR ALL RELATED MATTERS IN FURTHERANCE.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Boyd

NAYS: None

ABSENT: Graves

ABSTAINED: None

2. Presentation of completed and proposed 2023-2024 Home Rule Charter by the Zachary Home Rule Charter Commission to the Mayor and City Council coupled with mandatory request for publication and eventual calling of election on approval or rejection of the same. (Tabled at the August 13, 2024, meeting)

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To table the Presentation of completed and proposed 2023-2024 Home Rule Charter by the Zachary Home Rule Charter Commission to the Mayor and City Council coupled with mandatory request for publication and eventual calling of election on approval or rejection of the same and 3. **Public Hearing and Adoption of Ordinance 2024-13** - To allow for amendments to the Home Rule Charter for the City of Zachary, calling for its publication and for the mandatory election to adopt or reject said amended and proposed charter pursuant to and under the provisions of LSA-R.S.18:402, and all in accordance with LSA-R.S. 33: 1395 et seq. and to provide for other matters in connection therewith.

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

4. Approval of a special event permit to sell alcohol at the Downtown Live event on September 27th and October 11th, 2024.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve a special event permit to sell alcohol at the Downtown Live event on September 27th and October 11th, 2024.

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

5. Discussion of the amendment to the current lease regarding the Zachary Train Depot.

David Gautreaux was present to speak to Mayor McDavid and council members regarding the current lease that is in place for the Zachary Depot.

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 reminded Calesia Anderson, Planning and Zoning Assistant of the report for the U-turns along Hwy.64. Councilwoman Westmoreland reminded everyone that Trick or Treat date and time needed to be decided and discussion of RE vs RR needed to be added to the September 10, 2024, meeting.

R. ADJOURNMENT

The meeting was adjourned at 7:57 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 Tuesday, August 27, 2024, a proper quorum being there and then present.

Dana LeJeune, Clerk of the City Council