

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, September 24, 2024, 6:30 P.M.**

A. CALL TO ORDER

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

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Tonja Miles

Pledge of Allegiance by Sgt. Sims

C. OPENING PROCEDURES

1. ROLL CALL

MAYOR

David McDavid

COUNCIL MEMBERS

John LeBlanc– District 2

Ambre DeVirgilio – District 3

James Graves – District 4

Jennifer Boyd – District 5

ABSENT

Brandy Westmoreland – District 1

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 September 10, 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 September 10, 2024, regular meeting, and approve them as written.

YEAS: LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: Westmoreland
ABSTAINED: None

E. HONORS, RECOGNITIONS, AND INTRODUCTIONS

1. Recognition of the Zachary Police Department for a recent seizure of the largest amount of narcotics in the City's history.
Councilman LeBlanc congratulated the Zachary Police Department regarding a recent seizure of the largest sum of narcotics in the City's history.

F. CONTRACT ITEMS/CONTRACTS OR ITEMS RELATING TO PROJECTS

1. **Street/Road Projects**
2. **Sewer**
3. **Subdivision Inspections**
4. **Water and Gas Projects**
 - a. Pay Application #20 – Stuart & Company, LLC for the Zachary Police Station.

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

To approve a Pay Application #20 – Stuart & Company, LLC for the Zachary Police Station in the amount of \$301,974.18.

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

- b. RFC #031 – Stuart & Company, LLC for the Zachary Police Station.
The motion was made by Councilwoman DeVirgilio
The motion was seconded by Councilman LeBlanc

To approve an RFC #031 – Stuart & Company, LLC for the Zachary Police Station.

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

G. PRESENTATION OF DELEGATIONS

1. **Requests to Speak**
 - a. Tonja Miles – National Recovery Month
Ms. Miles spoke to Mayor McDavid and Council members regarding addictions and recovery.
 - b. Jim Verlander – EBAR Communication District
Jim Verlander, the director of EBAR communication District, spoke to Mayor McDavid and Council members regarding the 911 dispatch system.

c. Ms. Lynn Rollins – Prayer vigil for Madison Allen
Ms. Rollins was present to speak to Mayor McDavid and Council members regarding her missing daughter and a vigil to be held.

Ashleigh McHugh and Calesia Anderson were present to speak regarding September 30, 2024 through October 6, 2024, as National Week without driving.

2. Hardship Waivers

3. Other Variances/Waivers

a. Roy and Sadie Johnson – 6989 Lower Zachary Road – a request to add sewer and water to an existing building on property.

The motion was made by Councilwoman Boyd

The motion was seconded by Councilman Graves

To approve Roy and Sadie Johnson – 6989 Lower Zachary Road – a request to add sewer and water to a future building on property.

YEAS: LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: Westmoreland

ABSTAINED: None

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 September 09, 2024, of the Planning Commission and the Minutes of the Regular meeting of September 09, 2024, of the Zoning Commission.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Boyd

To Receive Minutes of the Regular meeting of September 09, 2024, of the Planning Commission and the Minutes of the Regular meeting of September 09, 2024, of the Zoning Commission.

YEAS: LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: Westmoreland

ABSTAINED: None

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 August 2024.

The motion was made by Councilman Graves

The motion was seconded by Councilwoman DeVirgilio

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

YEAS: LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: Westmoreland

ABSTAINED: None

L. OLD BUSINESS PENDING FOR FINAL ACTION

M. OLD BUSINESS PENDING

N. NEW BUSINESS

1. Receive the minutes of the September 19, 2024, meeting of the Home Rule Charter Commission.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman Graves

To Receive the minutes of the September 19, 2024, meeting of the Home Rule Charter Commission.

YEAS: LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: Westmoreland

ABSTAINED: None

2. **Introduction 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.
(Tabled at the September 10, 2024, meeting)

The motion was made by Councilman Graves

The motion was seconded by Councilwoman Boyd

To approve the **Introduction 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: LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: Westmoreland

ABSTAINED: None

3. Discussion of modification to the CMC Mavericks lease covering the Train Depot and actions in conjunction therewith.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman Graves

To defer the discussion until the October 8, 2024, meeting.

YEAS: LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: Westmoreland

ABSTAINED: None

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

P. REPORTS FROM DEPARTMENT HEADS

1. Inspection Report for August 2024.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman Graves

To receive the Inspection Report for August 2024.

YEAS: LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: Westmoreland

ABSTAINED: None

Q. DISCUSSION OF BUSINESS NOT ON AGENDA

(No Action May Be Taken Unless Declared an Emergency)

Ty Stephens, the City of Zachary Emergency Manager, gave a brief update regarding the debriefing that was held after hurricane Helene. Mayor McDavid spoke regarding the junk vehicle ordinance and enforcement of the ordinance. Councilman LeBlanc thanked Mr. Stephens for recently helping a citizen remove a downed tree due to the storm.

R. ADJOURNMENT

The meeting was adjourned at 7:52 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, September 24, 2024, a proper quorum being there and then present.

Dana LeJeune, Clerk of the City Council