

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, October 22, 2024, 6:30 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:30 p.m., on Tuesday October 22, 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 Firefighter Jacob Rome

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 October 08, 2024, regular meeting, and approve them as written.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve the Minutes of October 08, 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

Fire Chief Danny Kimble introduced five new firefighters for the Zachary Fire Department.

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. Change Order Request 035 – Stuart & Company, LLC – Zachary Police Department & Training Center.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve a Change Order Request 035 – Stuart & Company, LLC – Zachary Police Department & Training Center.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

- b. Carmel Breaux – Presentation of Insurance

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve the report for the renewal of Insurance and to reject the uninsured motorist and to give Mayor McDavid authority to sign the rejection.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

G. PRESENTATION OF DELEGATIONS

ALTER AGENDA

1. **Requests to Speak**

- b. Updates from Economic Development Director Ashleigh McHugh

No one was present to give n update.

Zachary Food Pantry Volunteers were present to thank Mayor McDavid and council members for their support and everything they do for the Food Pantry.

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 October 07, 2024, of the Planning Commission and the Minutes of the Regular meeting of October 07, 2024, of the Zoning Commission.**

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

- To **Receive Minutes of the Regular meeting of October 07, 2024, of the Planning Commission and the Minutes of the Regular meeting of October 07, 2024, of the Zoning Commission.**

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

- 2. **Planning Matters REQUIRING a Public Hearing**

- a. **FP-2-24 (Fairview Gardens, 6th – 7th Filing)** – Proposed Final Plat for Lots 245-323 and Tracts CA-3 & CA-4 of Fairview Gardens, 6th & 7th Filing on property located at 2000-2100 Flonacher Road, Zachary, La 70791.

Mayor McDavid opened the PUBLIC HEARING at 7:07 p.m. There being no one to speak in favor or against the Final Plat Mayor McDavid closed the PUBLIC HEARING at 7:08 p.m.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

- To approve a **FP-2-24 (Fairview Gardens, 6th – 7th Filing)** – Proposed Final Plat for Lots 245-323 and Tracts CA-3 & CA-4 of Fairview Gardens, 6th & 7th Filing on property located at 2000-2100 Flonacher Road, Zachary, La 70791.

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

- 2. **Requests to Speak**

- a. Mayor-President Candidate Sid Edwards

Mayor-President Candidate, Sid Edwards spoke to Mayor McDavid and council members and discussed his campaign.

RETURN TO REGULAR ORDER

- 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 September 2024.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

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

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

L. OLD BUSINESS PENDING FOR FINAL ACTION

M. OLD BUSINESS PENDING

N. NEW BUSINESS

1. 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.

No action was taken on this matter.

2. **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.

Mayor McDavid opened the PUBLIC HEARING at 7:16 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 7:17 p.m.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve the **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, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

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

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilman LeBlanc

To deny modification to the TMC Mavericks lease covering the Train Depot and actions in conjunction therewith.

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

4. Approval of the 2025 City of Zachary Holiday Schedule

The motion was made by Councilman Graves

The motion was seconded by Councilwoman DeVirgilio

To approve to add Juneteenth to the 2025 City of Zachary Holiday Schedule and approve the schedule.

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

5. Public hearing to consider whether or not to adopt proposed amendments to UDC Article 5 Commercial, Business and Industrial Zoning Districts Section 5.101 - A. Generally and Table 5.202 Residential, Institutional, and Overlay Special Uses.

Mayor McDavid opened the PUBLIC HEARING at 7:44 p.m. Councilwoman DeVirgilio Spoke regarding the ordinance. There being no one else to speak in favor or against the Adoption Mayor McDavid closed the PUBLIC HEARING at 7:50 p.m.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve to hold a special meeting on October 29, 2024.

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

6. Public hearing to consider whether or not to adopt UDC Text Amendment 2024-5 concerning amending the minimum lot area of Zoning District RR to ten (10) acres and Zoning District RE to three (3) acres.

Mayor McDavid opened the PUBLIC HEARING at 8:05 p.m. Councilwoman Westmoreland spoke regarding the ordinance. There being no one else to speak in favor or against the adoption Mayor McDavid closed the PUBLIC HEARING at 8:09 p.m.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve to hold a special meeting on October 29, 2024.

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)**

Mayor McDavid reminded everyone of the Mayor's Prayer Luncheon, and Trick or Treating. John Hopewell gave a brief update regarding the ABC subpoenas.

R. ADJOURNMENT

The meeting was adjourned at 8:13 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, October 22, 2024, a proper quorum being there and then present.

Dana LeJeune, Clerk of the City Council