

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, January 24, 2023, 6:30 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:30 p.m., on Tuesday, January 24, 2023, 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 LeBlanc

C. OPENING PROCEDURES

1. ROLL CALL

MAYOR

David McDavid

COUNCIL MEMBERS

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 January 10, 2023, regular meeting and approve them as written.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman Boyd

To approve the Minutes of the January 10, 2023, 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**

G. PRESENTATION OF DELEGATIONS

1. **Requests to Speak**

- a. Presentation of Audit for the fiscal year end of 2021-2022
Margaret Prichard, Baxley and Associates, was present to present the 2021-2022 Audit.
The motion was made by Councilwoman Westmoreland
The motion was seconded by Councilman LeBlanc
To receive the annual audit for the fiscal year of 2021-2022.

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

2. **Hardship Waivers**

3. **Other Variances**

- a. **Waiver request - 6524 Rollins Rd – to allow for a gravel driveway in lieu of a concrete driveway per the municipal code.**
The motion was made by Councilman LeBlanc
The motion was seconded by Councilwoman Westmoreland
To deny a **Waiver request - 6524 Rollins Rd – to allow for a gravel driveway in lieu of a concrete driveway per the municipal code.**

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

4. **Exceptions to Regulations**

H. ACTION MANDATED BY HOME RULE CHARTER

- a. Appointment of the Clerk of Council
The motion was made by Councilwoman DeVirgilio
The motion was seconded by Councilman LeBlanc

To approve Dana LeJeune as the Clerk of Council.

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

I. PLANNING & ZONING MATTERS

1. Receive Minutes of the Regular meeting of January 11, 2023 of the Planning Commission and the Minutes of the Regular meeting of January 11, 2023 of the Zoning Commission.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To Receive Minutes of the Regular meeting of January 11, 2023 of the Planning Commission and the Minutes of the Regular meeting of January 11, 2023 of the Zoning Commission.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

2. Consent Agenda

- a. **CUPAB-1-23 – Spillway Boilers** - Proposed restaurant to serve alcoholic beverages, located on Lot 1-B-2 of the Robert Flanders Tract, on property located at 4696 Zachary-Slaughter Hwy, Zachary, LA 70791.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman Boyd

To approve a **CUPAB-1-23 – Spillway Boilers** - Proposed restaurant to serve alcoholic beverages, located on Lot 1-B-2 of the Robert Flanders Tract, on property located at 4696 Zachary-Slaughter Hwy, Zachary, LA 70791.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

3. Planning Matters REQUIRING a Public Hearing

4. Planning Matters NOT requiring a Public Meeting

5. Zoning Matters REQUIRING a Public Hearing

6. Zoning Matters NOT Requiring Public Hearing

- a. **ZOI-54044-EOP (V.E. Montan Property)**

The motion was made by Councilman Graves

The motion was seconded by Councilman LeBlanc

To approve a recommendation of objection for a **ZOI-54044-EOP (V.E. Montan Property)**

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

7. Other Matters

- a. Update on results for the Signal Warrant Evaluation at 39th Street and Church Street.

Calesia Anderson, Assistant Planning and Zoning Director, was present to explain the results of the Signal Warrant Evaluation at 39th Street and Church Street.

J. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE

1. Receive the Balance Sheet and Income statement as of December 31, 2022.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman Boyd

To Receive the Balance Sheet and Income statement as of December 31, 2022.

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. Update of Hearing of subpoena to Michael May 3700 Little Farms Dr. regarding non-compliance with requests regarding Flood Plain/Control Ordinances at 5100-5200 Lower Zachary Rd.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilman Graves

To table Update of Hearing of subpoena to Michael May 3700 Little Farms Dr. regarding non-compliance with requests regarding Flood Plain/Control Ordinances at 5100-5200 Lower Zachary Rd.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

N. NEW BUSINESS

1. Receive Zachary Police Department Crime Data report for the 2022 year.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To Receive Zachary Police Department Crime Data report for the 2022 year.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

2. Approval of bid packages 1-6 for the Zachary Fire Department tools.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilman DeVirgilio

To approve bid packages 1-6 for the Zachary Fire Department tools.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

3. **Introduction of Ordinance 2023-01** Ordinance authorizing the transfer of firearms to retiring peace officers pursuant to statute and in furtherance thereof.

The motion was made by Councilwoman Boyd

The motion was seconded by Councilman LeBlanc

To approve the **Introduction of Ordinance 2023-01** Ordinance authorizing the transfer of firearms to retiring peace officers pursuant to statute and in furtherance thereof.

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**

P. REPORTS FROM DEPARTMENT HEADS

Q. DISCUSSION OF BUSINESS NOT ON AGENDA

(No Action May Be Taken Unless Declared an Emergency)

John Hopewell was present to speak to council members to let everyone know that radio transmitters will be installed on all water meters city wide. Mr. Hopewell explained that project will last approximately eight months. Councilman LeBlanc spoke regarding synchronization of the traffic light at Home Depot. The Cooperative Endeavor Agreement has not been signed with City Parish regarding ownership of Hwy 64 as of yet. Mr. Masterson spoke regarding the letter that was sent to Mr. Michael May regarding flood plain issues.

R. ADJOURNMENT

The meeting was adjourned at 7:55 p.m.

CERTIFICATION

Dana LeJeune, Clerk of 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, January 24, 2023, a proper quorum being there and then present.

Dana LeJeune, Clerk of the City Council