

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, April 11, 2023, 6:30 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:30 p.m., on Tuesday April 11, 2022, at the Zachary City Hall located at 4700 Main Street, Zachary, LA

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Councilwoman Westmoreland
Pledge of Allegiance by Councilwoman DeVirgilio

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 March 28, 2023 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 the March 28, 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

- a. Zachary High School – First Place Drug Prevention Video – HOPE Initiative Program Contest.

Zachary High School students Tafari Beard and J’Marquise Elmore was recognized by Mayor McDavid and council members for filming their official drug prevention public service announcement for Blue Cross Blue Shield of Louisiana.

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**

Fire Chief Danny Kimble and Assistant Police Roderick Ennis was present to speak to Mayor McDavid and council members regarding an issue with vehicles being parked on neighborhood streets.

- 2. **Hardship Waivers**
- 4. **Exceptions to Regulations**

H. ACTION MANDATED BY HOME RULE CHARTER

- 1. Council approval of appointments to boards (Deferred until further notice)
This item was heard at the end of the meeting.

I. PLANNING & ZONING MATTERS

- 1. **Receive Minutes of the Regular meeting of April 03, 2023, of the Planning Commission and the Minutes of the Regular meeting of April 03, 2023, of the Zoning Commission.**

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To receive the Minutes of the Regular meeting of April 03, 2023, of the Planning Commission and the Minutes of the Regular meeting of April 03, 2023, of the Zoning Commission.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd
NAYS: None
ABSENT: None
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**
- 7. **Consent Agenda**

- a. **RESUB-3-23 (Munson Hills)** – Proposed resubdivision of Tract X-1-E and Lot 1-B-A-1-A into Tract X-1-E-1, Lots 1-B-A-1-A-1, 1-B-A-1-A-2, 1-B-A-1-A-3 of the C&M Properties, Inc. Tract, on property located at 3200-3300 Safer Drive and 3750 Munson Drive, Zachary, LA 70791.
- b. **CUPMH-4-23 (6380 Woodland Drive)** – Proposed manufactured home to be placed on Lot 16-Q of the Pace Properties Tract, on property located at 6380 Woodland Drive, Zachary, LA 70791.

The motion was made by Councilman Graves
The motion was seconded by Councilwoman DeVirgilio

To approve the consent agenda.

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

J. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE

- 1. Receive accounts payable for March 2023 and the natural gas bill when it is received.

The motion was made by Councilman LeBlanc
The motion was seconded by Councilwoman DeVirgilio

To Receive accounts payable for March 2023 and the natural gas bill when it is received.

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 discussion regarding the Annison House (Deferred at the March 28, 2023 meeting)

John Hopewell, City Attorney, gave a brief update regarding the remaining issues of the Annison House. Mr. Hopewell explained that two of the family members would like the house to come back to the family but is unsure of the proper and legal way to handle it. Mr. Hopewell discussed the issue with the grant money that the City received for renovations to the property.

ALTER AGENDA

2. Discussion of delinquent Occupational Licenses

Councilman LeBlanc spoke and asked Bryant Dixon to explain the process of the delinquent occupational licenses.

N. NEW BUSINESS

1. Discussion and approval of Special Counsel Contract for Becker & Hebert (Michael Hebert) related to legal representation concerning Annexation related matters.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve a Special Counsel Contract for Becker & Hebert (Michael Hebert) related to legal representation concerning Annexation related matters.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

RETURN TO REGULAR ORDER

3. Hearing of issuance of a City Council ordered subpoena to Lou Bertha Gayden 4763 Ford Street, Baton Rouge, La 70811; Enforcement action on refusal to adhere to local ordinances relating to 4839 Old Slaughter Rd. Zachary, La 70791; Lot 4 Block 62 Bond S/D; East Baton Rouge Parish, State Of Louisiana. (Deferred until the May 9th meeting) (John Hopewell)

4. **Public Hearing and Adoption of Ordinance 2023-03** Ordinance Authorizing The City Of Zachary To Amend The Code Of Ordinances §70 Relating To Streets, Sidewalks And Public Places Regulations Within The Corporate Limits Of The City Of Zachary And For All Other Matters Related Thereto

Mayor McDavid opened the PUBLIC HEARING at 7:29 p.m. There being no one to speak in favor or against the adoption of the ordinance, Mayor McDavid closed the PUBLIC HEARING at 7:45 p.m.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilman Graves

To approve the **Adoption of Ordinance 2023-03** Ordinance Authorizing The City Of Zachary To Amend The Code Of Ordinances §70 Relating To

Streets, Sidewalks And Public Places Regulations Within The Corporate Limits
Of The City Of Zachary And For All Other Matters Related Thereto.

YEAS: LeBlanc, Graves
NAYS: Westmoreland, DeVirgilio, Boyd
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

Mr. Hopewell gave a brief update on the condemnations.

P. REPORTS FROM DEPARTMENT HEADS

**Q. DISCUSSION OF BUSINESS NOT ON AGENDA
(No Action May Be Taken Unless Declared an Emergency)**

Mayor McDavid spoke to council members regarding the introduction of an ordinance pertaining to massage parlors. There was discussion regarding street signs.

ALTER AGENDA

H. ACTION MANDATED BY HOME RULE CHARTER

The motion was made by Councilman Graves

The motion was seconded by Councilman LeBlanc

To amend the agenda to read Council approval of City Attorney and Assistant City Attorney.

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

1. Council approval of appointments to boards (Deferred until further notice)

Mayor McDavid recommended John Hopewell/ Graham Arnold as City Attorney.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Boyd

To deny the appointment of John Hopewell and Graham Arnold as the City Attorney.

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

Mayor McDavid then recommended for approval John Hopewell/Adam Kwentua as the City Attorney and Graham Arnold as the Assistant City Attorney.

The motion was made by Councilwoman Boyd

The motion was seconded by Councilman LeBlanc
To deny the appointment of John Hopewell/ Adam Kwentua as the City Attorney and
Graham Arnold as the Assistant City Attorney.

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

R. ADJOURNMENT

The meeting was adjourned at 8:15 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, April 11, 2023, a proper quorum being there and then present.

Dana LeJeune, Clerk of the City Council