

**Zachary Home Rule Charter  
City of Zachary, LA  
Council Chambers, 4700 Main Street  
Monday, May 15, 2023, 6:00 P.M.**

**A. CALL TO ORDER**

The meeting was called to order at 6:00 p.m., on Monday, May 15, 2023, at the Zachary City Hall located at 4700 Main Street, Zachary, LA.

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

**C. OPENING PROCEDURES**

1. ROLL CALL

PRESENT

John Hopewell  
Ben Cavin  
Billy Kline  
Emily Harr  
Adam Kwentua  
Brandon Noel  
Darrin David

2. READING OF CITY POLICY RELATIVE TO OPEN MEETINGS

An opportunity for public comment shall be observed before a vote is taken on any agenda item. Once recognized by the presiding officer, the person afforded the floor, shall identify the agenda item upon which he or she wishes to provide comment and shall limit his or her comments to matters that are strictly relevant to that agenda item. Commentary shall not exceed three (3) minutes per person. No dialogue between Zachary Home Rule Charter board members and the public shall be permitted at these meetings, except to clarify the nature of questions and/or comments. The presiding officer reserves the right to limit and/or terminate any commentary when deemed necessary or outside of public decorum.

3. CHANGES/ADDITIONS TO AGENDA

**D. READING OF THE MINUTES**

**E. NEW BUSINESS**

1. Discussion and approval of Home Rule Charter proposed changes

The Commission members agreed that for an item to be presented to the council it will need to be passed by a majority of the authorized membership of the Charter Commission. Will need 4 votes to have an item presented.

Brandon Noel made a motion to elect Billy Kline as the Chairman. Billy Kline was elected Chairman by unanimous vote

No one had any issues with Article 1 of the Charter although Billy Klein and Ben Cavin had not had a chance to review prior to the meeting and will look again before the next meeting.

#### Section 2-01

- Emily proposed striking the last sentence in 2-01 (D) ~~Should the legal domicile and the actual residence of a council member change from that district within which elected for a period exceeding one hundred eighty (180) consecutive calendar days, the office shall automatically thereafter become vacant, which vacancy shall be filled as set out hereinafter.~~
  - Everyone was generally in agreement to strike this language, but agreed to think through the revision to make sure there aren't any unintended consequences.
  - The Commission agreed to look at Title 18 in the election code and look at vacancy language.
- Brandon requested that language from state law stating that you still qualify for office if your residency changes because of reapportionment be added to 2-01.
  - The Commission agreed to look up state law and mirror the language.

#### Section 2-02

- Emily proposed changing the forfeiture of office provisions as follows:

##### Section 2-02. - Vacancies.

A. The office of a council member shall become vacant upon death, resignation, removal from office in any manner authorized by law, forfeiture of office or failure to take office for any reason.

B. A council member shall forfeit the office if such member during the term of office: (1) lacks at any time during the term of office any qualification for the office prescribed by this charter, or (2) is convicted of a state or federal felony.

~~B. C.~~ A vacancy on the council shall be filled by appointment of a person meeting the qualification for office by a majority of the remaining members of the council. If one (1) year or less of the unexpired term remains when the vacancy occurs, the appointee shall serve out the remainder of the term. If the vacancy occurs more than one (1) year prior to the expiration of the term, the appointee shall serve until the office is filled by the vote of the qualified electors voting in a special election called by the council for that purpose, which election shall be held according to the timetable and procedures established by state law generally for the filling of vacancies in elected municipal offices. An appointee shall be eligible as a candidate for council member at the election to fill the vacancy.

- Everyone was agreeable to this change, but requested that a temporal limit be added.

#### Section 2-03 Compensation

- Everyone was in agreement to leave this provision alone for councilmembers, and that the Chief of Police could be examined separately in Article IV.

Section 2-04 Prohibition

- Ben brought up that the language in 2-04 prohibits a council member from holding any other elected office for one year from the end of the term. However, what about the situation where you resign?
- We agreed to think about this for the next meeting and look at the Code of Ethics.

Section 2-08 (C)

- Brandon brought up that the Council has not set a procedure. He asked if we needed to add something like Robert's Rules, but we all agreed to leave it alone.

**F. REPORT OF THE CHAIRMAN**

**G. ADJOURNMENT**

**Respectfully Submitted,**

**Emily Harr, Commissioner  
Zachary Home Rule Charter Commission**