

**For the Meeting of Mayor and Council  
City of Zachary, LA  
Council Chambers, 4700 Main Street  
Tuesday, March 14, 2023, 6:30 P.M.**

**A. CALL TO ORDER**

Mayor McDavid called the meeting to order at 6:30 p.m., on Tuesday March 14, 2022, at the Zachary City Hall located at 4700 Main Street, Zachary, LA

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

Invocation by Mayor McDavid

Pledge of Allegiance by Assistant Police Chief Ennis

**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

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve to amend the agenda to add the addendum.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

**D. READING OF THE MINUTES**

1. Approval of Minutes of the February 28, 2023 regular meeting and approve them as written.

The motion was made by Councilwoman DeVirgilio  
The motion was seconded by Councilwoman Westmoreland  
To approve Minutes of the February 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 Wrestling
- b. Zachary High School Indoor Track
- c. Zachary High School Bronco Belles

Mayor McDavid presented each student with a certificate congratulating them on their accomplishments.

**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. Pay Request #4 (final retainage) for 2022 Youth Park Improvements (turbing of two fields)

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

To approve Pay Request #4 (final retainage) for 2022 Youth Park Improvements (turbing of two fields)

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

- b. Pay Request #1 – New Zachary Police Station – Montegudo Blvd.

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

To approve Pay Request #1 – New Zachary Police Station – Montegudo Blvd.

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

**G. PRESENTATION OF DELEGATIONS**

1. **Requests to Speak**
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)  
The motion was made by Councilman DeVirgilio  
The motion was seconded by Councilman Westmoreland

To defer until further notice.

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

**I. PLANNING & ZONING MATTERS**

1. **Receive Minutes of the Regular meeting of \_\_\_\_\_ of the Planning Commission and the Minutes of the Regular meeting of \_\_\_\_\_ of the Zoning Commission.**

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

- a. **FP-2-23 (Evergreen Estates)** – Proposed Final Plat for Lots 1 – 64 and Tracts CA-1 – CA-4 of Evergreen Estates, on property located at 3100-3200 Holly Street, Zachary, La 70791

Mayor McDavid opened the PUBLIC HEARING at 6:59 p.m. Mickey Robertson, MR Engineering, was present to speak in favor of the final plat. Ross Berthelot, 15335 Lake Crest View Dr, Baton Rouge, LA 70810, was also present to speak in favor of the final plat. There being no one else to speak in favor or against the final plat Mayor McDavid closed the PUBLIC HEARING at 7:01 p.m.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilman LeBlanc

To approve a **FP-2-23 (Evergreen Estates)** – Proposed Final Plat for Lots 1 – 64 and Tracts CA-1 – CA-4 of Evergreen Estates, on property located at 3100-3200 Holly Street, Zachary, La 70791.

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

3. **Planning Matters NOT requiring a Public Meeting**

**4. Zoning Matters REQUIRING a Public Hearing**

- a. **CUPHB-1-23 (Total Upgrade)** – Proposed home-based business, located on Lot 67, on property located at 3436 Little Farms Drive, Zachary, La 70791

Mayor McDavid opened the PUBLIC HEARING at 7:10 p.m. Bertram Davis, 3436 Little Farms Drive, Zachary, was present to speak in favor of the conditional use permit. There being no one else to speak in favor or against the conditional use permit, Mayor McDavid closed the PUBLIC HEARING at 7:15 p.m.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve a **CUPHB-1-23 (Total Upgrade)** – Proposed home-based business, located on Lot 67, on property located at 3436 Little Farms Drive, Zachary, La 70791.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

**5. Zoning Matters NOT Requiring Public Hearing**

**6. Other Matters**

**7. Consent Agenda**

- a. **COB-1-23 (27156 & 27166 Sonoma Avenue)** – Proposed combination of lots of Lots 14 and 15 into Lot 15-A, on property located at 27156 and 27166 Sonoma Avenue, Zachary, La 70791

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Boyd

To approve a **COB-1-23 (27156 & 27166 Sonoma Avenue)** – Proposed combination of lots of Lots 14 and 15 into Lot 15-A, on property located at 27156 and 27166 Sonoma Avenue, Zachary, La 70791.

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 February 2023 and the natural gas bill when it is received.

The motion was made by Councilwoman Boyd

The motion was seconded by Councilman LeBlanc

To Receive accounts payable for February 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 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.

Mr. May was present to speak to council members to let them know that everything that was required to be completed has been done. Bryant Dixon, Planning and Zoning Director was present to explain that the site has been cleaned up. Mr. Dixon also explained that a report still had to be done by an engineer.

**N. NEW BUSINESS**

- 1. **Introduction Of 2023-02 Ordinance** Pertaining To The Declaration Of Intent By The City Of Zachary To Have Certain Movable Property Declared To Be Surplus And Allowing For The Disposal Or Abandonment In Place

The motion was made by Councilman Graves

The motion was seconded by Councilwoman DeVirgilio

To approve the **Introduction Of 2023-02 Ordinance** Pertaining To The Declaration Of Intent By The City Of Zachary To Have Certain Movable Property Declared To Be Surplus And Allowing For The Disposal Or Abandonment In Place.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

- 2. Request for authority of the Mayor’s Office for issuance of a City Council ordered subpoena to Michael S. Jarreau, Jr. 21366 Hwy 964 (Old Scenic), Zachary LA 70791 to appear at a City Council Meeting to answer for his non-compliance with a written request to cease and desist the keeping of horses on referenced premises in violation of Zachary Code of Ordinances §10-12, et seq.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve authority of the Mayor’s Office for issuance of a City Council ordered subpoena to Michael S. Jarreau, Jr. 21366 Hwy 864 (Old Scenic), Zachary LA 70791 to appear at a City Council Meeting to answer for his non-compliance with a written request to cease and desist the keeping of horses on referenced premises in violation of Zachary Code of Ordinances §10-12, et seq.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

3. Update regarding the MovEBR crosswalk project on Mt. Pleasant Road near Zachary Youth Park.

Mayor McDavid spoke to council members regarding the connectivity of the entire city. Mayor McDavid plans to meet with Fred Rayford and Mayor Sharon Weston Broome to discuss grants and to hold workshops to promote connectivity throughout the city.

4. Discussion regarding the Annison House

Mayor McDavid asked to defer this item until a meeting can be scheduled with the family who donated the house to the city.

5. Discussion and Council approval to order an evaluation of the Maverick's equipment.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To defer an evaluation for the Maverick's equipment.

YEAS: LeBlanc, DeVirgilio, Graves

NAYS: None

ABSENT: None

ABSTAINED: Westmoreland, Boyd

6. Discussion regarding live streaming the Planning and Zoning meetings.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To defer live streaming the Planning and Zoning meetings.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

## **ALTER AGENDA**

1. 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.

Deborah Scott 6625 Sumrall Drive, Baton Rouge, was present to speak to council members regarding the person living in the house on the property.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To leave the subpoena open and to defer the hearing until the May 9, 2023 meeting.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

2. Council Approval of a Change Order Request to remove & replace the existing soil material at the building pad area for the referenced project, as recommended by the geotechnical engineer. This recommendation is based on some failed soils testing of that material.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To approve a change order request to remove & replace the existing soil material at the building pad area for the referenced project, as recommended by the geotechnical engineer.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

#### RETURN TO REGULAR ORDER

#### **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**

1. Receive Inspection report for the month of February 2023.

The motion was made by Councilwoman Boyd

The motion was seconded by Councilwoman Westmoreland

To Receive Inspection report for the month of February 2023.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

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

#### **R. ADJOURNMENT**

The meeting was adjourned at 8:12 p.m.

#### **CERTIFICATION**

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**Dana LeJeune, Clerk of City Council**  
**CITY OF ZACHARY**  
**PARISH OF EAST BATON ROUGE**  
**STATE OF LOUISIANA**

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**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, March 14, 2023, a proper quorum being there and then present.

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**Dana LeJeune, Clerk of the City Council**