

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, April 09, 2024, 6:30 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:30 p.m., on Tuesday April 09, 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 Councilwoman DeVirgilio

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 Councilman LeBlanc

The motion was seconded by Councilman Graves

To approve to amend the agenda to add a waiver to the agenda at item G3.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

D. READING OF THE MINUTES

1. Approval of Minutes of the March 26, 2024, regular meeting and approve them as written.

The motion was made by Councilwoman Boyd

The motion was seconded by Councilwoman DeVirgilio

To approve the Minutes of the March 26, 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

1. Proclamation in Memoriam honoring Police Chief John Herty.
2. Proclamation in Memoriam honoring Firefighter & Officer Chris Lawton.
Mayor McDavid presented each family with a proclamation in memoriam honoring each employee and their service to the City of Zachary.

3. Recognition of former Councilwomen Latil and Lantrip and female members of the administration.
Councilwoman DeVirgilio recognized all female members of council and administration for their service to the City of Zachary.

F. CONTRACT ITEMS/CONTRACTS OR ITEMS RELATING TO PROJECTS

1. Street/Road Projects

a. Approval of bids - Contract NO. 2 – Concrete Road Crack Sealing and Joint Sealing PEC Project No. 11705-2.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve the bids - Contract NO. 2 – Concrete Road Crack Sealing and Joint Sealing PEC Project No. 11705-2 and to award the bid to Gulf States Services, LLC in the amount of \$1,064,286.00.

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

2. Sewer

3. Subdivision Inspections

4. Water and Gas Projects

a. Pay request – FY2020-21 LCDBG Water System Improvements Contract 2 – New Water Well.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman Westmoreland

To approve a Pay request – FY2020-21 LCDBG Water System Improvements Contract 2 – New Water Well to Griner Drilling Service, Inc. in the amount of \$144,105.21.

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

5. Other Projects

- a. Change Order Request – Zachary Youth Park Restrooms
The motion was made by Councilwoman DeVirgilio
The motion was seconded by Councilman LeBlanc

To approve a Change Order Request – Zachary Youth Park Restrooms in the amount \$11,297.65.

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

- b. Change Order Request 020 – Zachary Police Department & Training Center.

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

To approve a Change Order Request 020 – Zachary Police Department & Training Center.

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

- c. Recap of historic payment request for Zachary Police Department & Training Center.

No action was needed on the item.

G. PRESENTATION OF DELEGATIONS

1. Requests to Speak

- a. Proclamation establishing April as Flood Awareness Month.

Mayor McDavid read the Proclamation announcing April 2024 as Flood awareness month and Bryant Dixon gave a brief presentation.

ALTER AGENDA

3. Other Variances – Mr. Williams – 6630 Woodland Drive – to build an accessory building before a residence.

The motion was made by Councilwoman Westmoreland
The motion was seconded by Councilwoman DeVirgilio

To table the waiver located at 6630 Woodland Drive until the April 23, 2024, council meeting.

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

2. Hardship Waivers

RETURN TO REGULAR ORDER

4. Exceptions to Regulations

H. ACTION MANDATED BY HOME RULE CHARTER

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

3. Planning Matters NOT requiring a Public Meeting

4. Zoning Matters REQUIRING a Public Hearing

5. Zoning Matters NOT Requiring Public Hearing

a. **ZOI - 54721-EOP** - A 1.502-acre lot and a 3.503-acre lot into Lot M-1 and Lot M-2, located on Ligon Road, Zachary, LA 70791 (Bryant Dixon)

The motion was made by Councilman Graves

The motion was seconded by Councilwoman Westmoreland

To approve a recommendation of no objection of a **ZOI - 54721-EOP** - A 1.502-acre lot and a 3.503-acre lot into Lot M-1 and Lot M-2, located on Ligon Road, Zachary, LA 70791.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

6. Other Matters

a. Parking Waiver - 4524 Virginia Street - McHugh House

No action was taken on this item.

J. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE

1. Receive accounts payable for March 2024 and the natural gas bill when it is received.

The motion was made by Councilman Graves

The motion was seconded by Councilwoman Westmoreland

To Receive accounts payable for March 2024 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. Discussion and approval of issuance of a City Council ordered subpoena for enforcement action to adhere to local ordinances regarding the following:
(Deferred until the May 14, 2024, meeting)
 - Illegal sign at property located at **4524 Virginia Street**
 - Junk property located at **4735 Avenue G**
 - Junk property located at **4633 Avenue C**
 - Junk property located at **5236 E Mae Street**

N. NEW BUSINESS

1. **PUBLIC HEARING and Re-Adoption OF ORDINANCE 2023-04**
ORDINANCE AUTHORIZING THE CITY OF ZACHARY TO AMEND CHAPTER 18 -BUSINESS AND BUSINESS REGULATIONS TO IMPLEMENT ARTICLE 6 §1 THROUGH §8 TO ALLOW THE CITY TO ADOPT REGULATIONS DESIGNED TO REGULATE THE OPERATION OF MASSAGE THERAPY BUSINESSES WITHIN THE CITY LIMITS AND FOR ANY AND ALL RELATED MATTERS IN FURTHERANCE
(Tabled until the April 23, 2024)
2. **PUBLIC HEARING and ADOPTION OF ORDINANCE 2024-06**
ORDINANCE AUTHORIZING THE CITY OF ZACHARY TO AMEND 38-86 OF THE CODE OF ORDINANCES FOR THE CITY OF ZACHARY RELATING TO JUNKED AND ABANDONED VEHICLES CONSIDERED TO BE PUBLIC NUISANCES AND PROVIDING FOR THEIR IMPOUNDMENT AND DISPOSITION AND FOR OTHER MATTER IS FURTHERANCE THEREOF
(Tabled until the April 23, 2024)
3. Discussion of salaries for Chief of Police, Mayor, and Council members. Mayor McDavid spoke to council members and said that he will gather information for a salary comparison for all elected officials.

O. CONDEMNED BUILDINGS - PUBLIC HEARINGS OR OTHER ACTION REGARDING BUILDINGS BEING CONSIDERED FOR CONDEMNATION

1. Review/Reports relative to Proposed/Active Condemnations
2. Minutes of the March 26, 2024, Condemnation Meeting.
 - The motion was made by Councilwoman Boyd
 - The motion was seconded by Councilwoman WestmorelandTo receive the Minutes of the March 26, 2024, Condemnation Meeting.
YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd
NAYS: None
ABSENT: None
ABSTAINED: None

P. REPORTS FROM DEPARTMENT HEADS

1. Building report for the month of March 2024.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman Graves

To receive the Building report for the month of March 2024.

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)**

Mayor McDavid spoke regarding the upcoming storm and announced that the emergency preparedness office of East Baton Rouge Parish called to speak regarding the storm. Mayor McDavid announced that the City offices would close and that all essential workers would report to work and were prepared for the storms. Councilwoman Boyd regarding the Crime Prevention Commission.

R. ADJOURNMENT

The meeting was adjourned at 7:43 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 Thursday, April 09, 2024, a proper quorum being there and then present.

Dana LeJeune, Clerk of the City Council