

**For the Meeting of Mayor and Council  
City of Zachary, LA  
Council Chambers, 4700 Main Street  
Tuesday, May 02, 2023, 6:30 P.M.**

**A. CALL TO ORDER**

Mayor McDavid called the meeting to order at 6:30 p.m., on Tuesday May 02, 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 Graves

**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

**D. READING OF THE MINUTES**

1. Approval of Minutes of the April 11, 2023, regular meeting and the April 11, 2023, workshop, and the April 25, 2023 regular meeting and approve them as written.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve the Minutes of the April 11, 2023, regular meeting, and the April 11, 2023, workshop, and the April 25, 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**

1. Recognition of Council Clerk, Dana LeJeune

Council members thanked Council Clerk Dana LeJeune for her dedication and service to the City of Zachary.

**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. Receipt and Notice for Pay Application 003 for the new Zachary Police Department to Stuart & Company.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To receive Pay Application 003 for the new Zachary Police Department to Stuart & Company.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

**G. PRESENTATION OF DELEGATIONS**

1. **Requests to Speak**

- a. Presentation of drainage study (Stokka Brown, CSRS)

Stokka Brown, CSRS, was present to speak to Mayor McDavid and council members regarding a drainage study and gave a presentation.

2. **Hardship Waivers**
3. **Other Variances**
4. **Exceptions to Regulations**

**H. ACTION MANDATED BY HOME RULE CHARTER**

**I. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE**

1. Receive the Balance Sheet and Income statement as of March 2023.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To Receive the balance sheet and income statement as of March 2023.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

**J. 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.

**ALTER AGENDA**

**2. Consent Agenda**

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve to alter the agenda to remove item J2B Lane Regional Medical Center (Sign Waiver) from the consent agenda and place it on the regular agenda.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve to alter the agenda to remove item J2A CUPMH-3-23 (5220 Saint Louis Street) from the consent agenda and place it on the regular agenda.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None

ABSENT: None

ABSTAINED: None

- a. **CUPMH-3-23 (5220 Saint Louis Steet)** – Proposed manufactured home to be placed on Lot 5 of Marshall Bond Tract, on property located at 5220 Saint Louis Street, Zachary, LA 70791

Mayor McDavid opened the PUBLIC HEARING at 7:13 p.m. Anwar Naji, 5227 Harlem Street and Tiffany, 5227 Harlem Street, Zachary, were 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 7:20 p.m.

The motion was made by Councilman Graves

The motion was seconded by Councilman Westmoreland

To deny **CUPMH-3-23 (5220 Saint Louis Steet)** – Proposed manufactured home to be placed on Lot 5 of Marshall Bond Tract, on property located at 5220 Saint Louis Street, Zachary, LA 70791.

YEAS: Westmoreland, LeBlanc, Graves

NAYS: Boyd

ABSENT: None

ABSTAINED: DeVirgilio

- b. **Lane Regional Medical Center (Sign Waiver)** – 6300 Main Street

Mayor McDavid opened the PUBLIC HEARING at 7:21 p.m. There being no one to speak in favor or against the sign waiver, Mayor McDavid closed the PUBLIC HEARING at 7:21 p.m.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To approve the **Lane Regional Medical Center (Sign Waiver)** – 6300 Main Street.

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

**RETURN TO REGULAR ORDER**

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**
7. **Other Matters**

**K. BUDGET AND FINANCIAL MATTERS**

**L. OLD BUSINESS PENDING FOR FINAL ACTION**

**M. OLD BUSINESS PENDING**

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.(Deferred until the May 9<sup>th</sup> meeting) (John Hopewell)

**N. NEW BUSINESS**

1. Discussion and clarification regarding the speed limit reduction on Hwy 64 East of the Hwy 964 intersection.  
Bia Hillhouse, PEC Engineering, was present to clarify the speed limit on Hwy 64 East of the Hwy 964 intersection. Mrs. Hillhouse clarified that the 35-mph speed limit will go from the trailer park to the red light at Hwy 964. No action was required on this item.

2. Council subpoena request – 1711 Debby Avenue – notice to clean premises  
The motion was made by Councilman Graves  
The motion was seconded by Councilwoman DeVirgilio  
To approve a Council subpoena request – 1711 Debby Avenue – notice to clean premises.

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

3. Council subpoena request – 5738 Avenue K – Junk Vehicles violations  
The motion was made by Councilwoman Boyd  
The motion was seconded by Councilwoman Westmoreland  
To approve a Council subpoena request – 5738 Avenue K – Junk Vehicles violations.

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

4. Council approval for a special event permit for May 5, 2023 (Cinco De Mayo) at Agave Blue restaurant.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve for a special event permit for May 5, 2023 (Cinco De Mayo) at Agave Blue restaurant.

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

5. **Discussion 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

No action was taken on this item.

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

**P. REPORTS FROM DEPARTMENT HEADS**

1. Inspections Report from the month of March 2023.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Boyd

To receive the Inspections Report for the month of March 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)**

Chief Lawrence was present to speak to council members regarding the existing noise ordinance and the ordinance related to parking on public streets. Bryant Dixon, gave a brief update on the process of collecting delinquent occupation licenses.

**R. ADJOURNMENT**

The meeting was adjourned at 7:45 p.m.

**CERTIFICATION**

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**Dana LeJeune, LMMC  
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 Tuesday, May 02, 2023, a proper quorum being there and then present.

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