

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, June 13, 2023, 6:35 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:30 p.m., on Tuesday June 13, 2023, at the Zachary City Hall located at 4700 Main Street, Zachary, LA

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Councilman LeBlanc

Pledge of Allegiance by Councilman Graves

C. OPENING PROCEDURES

1. ROLL CALL

MAYOR

David McDavid

COUNCIL MEMBERS

John LeBlanc– District 2

Ambre DeVirgilio – District 3

James Graves – District 4

Jennifer Boyd – District 5

ABSENT

Brandy Westmoreland – District 1

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 May 23, 2023, regular meeting, June 05, 2023, Special Meeting, and approve them as written.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To approve the Minutes of the May 23, 2023, regular meeting, June 05, 2023, Special Meeting, and approve them as written.

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

E. HONORS, RECOGNITIONS, AND INTRODUCTIONS

a. Recognition of the Zachary High School Welding Students, Golf Students, and Track Students.

Mayor McDavid and Council members recognized these students and coaches with certificates for their outstanding awards.

b. Recognition of Jaden Richard for Outstanding Achievement in the Visual Arts
Councilwoman DeVirgilio recognized Jaden Richard for his Outstanding Achievement in the Visual Arts.

F. CONTRACT ITEMS/CONTRACTS OR ITEMS RELATING TO PROJECTS

1. Street/Road Projects

a. Pay Request No. 6 (Retainage) for the 2022 Road Rehabilitation Project
The motion was made by Councilwoman DeVirgilio
The motion was seconded by Councilman LeBlanc

To approve Pay Request No. 6 (Retainage) for the 2022 Road Rehabilitation Project in the amount of \$132,706.34.

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

- 2. Sewer
- 3. Subdivision Inspections
- 4. Water and Gas Projects
- 5. Other Projects

G. PRESENTATION OF DELEGATIONS

1. Requests to Speak

a. BREC Superintendent – Corey Wilson
BREC Superintendent, Cory Wilson, spoke to Mayor McDavid and council members and gave an update regarding local BREC parks and what to expect in the future.

- 2. Hardship Waivers
- 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**
6. **Other Matters**

- a. Sign Waiver – 20377 Old Scenic Highway – Zachary Commerce Center
The motion was made by Councilwoman DeVirgilio
The motion was seconded by Councilman LeBlanc

To approve a Sign Waiver – 20377 Old Scenic Highway – Zachary Commerce Center.

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

7. Consent Agenda

J. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE

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

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

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

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

K. BUDGET AND FINANCIAL MATTERS

L. OLD BUSINESS PENDING FOR FINAL ACTION

M. OLD BUSINESS PENDING

1. Update 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.

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

To defer enforcement action until the June 27, 2023, meeting.

YEAS: LeBlanc, DeVirgilio, Graves, Boyd

NAYS: None
ABSENT: Westmoreland
ABSTAINED: None

2. Update on subpoena request – 1711 Debby Avenue – notice to clean premises (Deferred at the May 23, 2023, meeting) No action was taken on this item. Bryant Dixon gave an update and said the property has been cleaned up.
3. Update on subpoena request – 5738 Avenue K – Junk Vehicles violations (Deferred at the May 23, 2023, meeting) No action was taken on this item. Council members requested that action be taken on the subpoena.

N. NEW BUSINESS

1. Update to Flood Hazard Reduction Previsions Introduction. Bryant Dixon spoke to council members and said that the introduction to this ordinance will be added to the next agenda.

2. **Public Hearing and Adoption of Ordinance 2023-06 ORDINANCE AUTHORIZING THE CITY OF ZACHARY TO IMPLEMENT THE GENERAL FUND, UTILITY FUND, SPECIAL REVENUE FUND AND CAPITAL IMPROVEMENT FUND BUDGETS FOR THE FISCAL YEAR COMMENCING JULY 1, 2023, AND ENDING JUNE 30, 2024.**

The PUBLIC HEARING was opened by Mayor McDavid at 7:28 p.m. There being no one to speak in favor of or against the adoption Mayor McDavid closed the PUBLIC HEARING at 7:29 p.m.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve the **Adoption of Ordinance 2023-06 ORDINANCE AUTHORIZING THE CITY OF ZACHARY TO IMPLEMENT THE GENERAL FUND, UTILITY FUND, SPECIAL REVENUE FUND AND CAPITAL IMPROVEMENT FUND BUDGETS FOR THE FISCAL YEAR COMMENCING JULY 1, 2023, AND ENDING JUNE 30, 2024.**

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

3. **Public Hearing and Adoption of Ordinance 2023-07 ORDINANCE AUTHORIZING THE CITY OF ZACHARY TO AMEND AND CORRECT CERTAIN DEPARTMENTAL BUDGETS IN THE GENERAL FUND UTILITY FUND AND SPECIAL REVENUE FUND FOR THE FISCAL YEAR COMMENCING JULY 1, 2022, AND ENDING JUNE 30, 2023.**

The PUBLIC HEARING was opened by Mayor McDavid at 7:32 p.m. There being no one to speak in favor of or against the adoption Mayor McDavid closed the PUBLIC HEARING at 7:32 p.m.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman Boyd
To approve the **Adoption of Ordinance 2023-07** ORDINANCE AUTHORIZING THE CITY OF ZACHARY TO AMEND AND CORRECT CERTAIN DEPARTMENTAL BUDGETS IN THE GENERAL FUND UTILITY FUND AND SPECIAL REVENUE FUND FOR THE FISCAL YEAR COMMENCING JULY 1, 2022, AND ENDING JUNE 30, 2023.

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

3. **Council Approval of Resolution 2023-01** of the City of Zachary, State of Louisiana authorizing the City to write down and to write off uncollectable utility payment obligations and providing for other matters in connection therewith.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To approve **Resolution 2023-01** of the City of Zachary, State of Louisiana authorizing the city to write down and to write off uncollectable utility payment obligations and providing for other matters in connection therewith.

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

4. Adoption of the City of Zachary Mission Statement.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve the Adoption of the City of Zachary Mission Statement.

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

6. Adoption of The Advocate as the City of Zachary Official Journal

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve the Adoption of The Advocate as the City of Zachary Official Journal.

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

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

1. Review/Reports relative to Proposed/Active Condemnations

Councilwoman Boyd gave a brief update on the properties that were heard at the meeting.

- 2. Receive minutes of the May 25, 2023, meeting.
 The motion was made by Councilman Graves
 The motion was seconded by Councilwoman DeVirgilio
 To Receive minutes of the May 25, 2023, meeting.
 YEAS: LeBlanc, DeVirgilio, Graves, Boyd
 NAYS: None
 ABSENT: Westmoreland
 ABSTAINED: None

P. REPORTS FROM DEPARTMENT HEADS

- 1. Receive Inspection Report from May 2023.
 The motion was made by Councilwoman DeVirgilio
 The motion was seconded by Councilman LeBlanc
 To Receive Inspection Report from May 2023.
 YEAS: LeBlanc, DeVirgilio, Graves, Boyd
 NAYS: None
 ABSENT: Westmoreland
 ABSTAINED: None

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

John Hopewell spoke to council members and explained that this item is not intended to discuss all things that need to be discussed at a meeting and recommended council members to add items to the agenda as new business to be discussed.

R. ADJOURNMENT

The meeting was adjourned at 7:44 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, June 13, 2023, a proper quorum being there and then present.

Dana LeJeune, Clerk of the City Council