

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, May 13, 2025, 6:30 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:32 p.m., on Tuesday May 13, 2025, at the Zachary City Hall located at 4700 Main Street, Zachary, LA.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Councilwoman Landry

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 Landry – 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 April 22, 2025, regular meeting, and the May 08, 2025, Budget Workshop and approve them as written.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve the Minutes of April 22, 2025, regular meeting, and the May 08, 2025

Budget Workshop and approve them as written.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

E. HONORS, RECOGNITIONS, AND INTRODUCTIONS

F. CONTRACT ITEMS/CONTRACTS OR ITEMS RELATING TO PROJECTS

1. Street/Road Projects

a. Award Church Street Improvements Project.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve and Award the Church Street Improvements Project bid to M-Trak, Inc. in the amount of \$308,069.00.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

b. Award Main Street Improvements Project.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilman LeBlanc

To approve and Award the Main Street Improvements Project bid to Alonso, LLC in the amount of \$98,000.00.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

c. Concrete Road Crack Sealing & Joint Sealing - Pay Request No. 6 - Final Retainage.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve the Concrete Road Crack Sealing & Joint Sealing - Pay Request No. 6 - Final Retainage in the amount of \$47,882.45 to Gulf States Services, LLC.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

ALTER AGENDA

Mayor McDavid recognized the Baker/Zachary area Delta Sigma Theta Sorority Alumnae Chapter who was present at the meeting.

2. Sewer

3. Subdivision Inspections

4. Water and Gas Projects

5. Other Projects

a. Remaining Pay Application #23 in the amount of \$44,064.90 (10% of the retainage) to Stuart & Company, LLC – Zachary Police Station

The motion was made by Councilwoman Landry

The motion was seconded by Councilwoman Westmoreland

To approve to pay Application #23 in the amount of \$22,032.45 (10% of the retainage) to Stuart & Company, LLC – Zachary Police Station.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

G. PRESENTATION OF DELEGATIONS

- 1. Requests to Speak**
- 2. Hardship Waivers**
- 3. Other Variances**
- 4. Exceptions to Regulations**

H. ACTION MANDATED BY HOME RULE CHARTER

I. PLANNING & ZONING MATTERS

- 1. Receive Minutes of the Regular meeting of May 05, 2025, of the Planning Commission and the Minutes of the Regular meeting of May 05,2025 of the Zoning Commission.**

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To Receive Minutes of the Regular meeting of May 05, 2025, of the Planning Commission and the Minutes of the Regular meeting of May 05,2025 of the Zoning Commission.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

2. Planning Matters REQUIRING a Public Hearing

- a. (APPEAL REQUEST)(Acting as Board of Adjustment) RESUB-2-25 (5011 Newell Street) — Proposed resubdivision of Lot 13 into Lots 13-A & 13-B of the Marita Terrace, 2nd Filing Subdivision , on property located at 5011 Newell Street, Zachary, La 70791.**

Mayor McDavid opened the PUBLIC HEARING at 6:48 p.m. Stephen LaCour, L and L Surveying, was present to speak in favor of the appeal. There being no one to speak in favor or against the appeal Mayor McDavid closed the PUBLIC HEARING at 6:49 p.m. James Peay was present to speak on behalf of the Planning and Zoning Commission.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman Westmoreland

To deny (APPEAL REQUEST)(Acting as Board of Adjustment) RESUB-2 25 (5011 Newell Street) — Proposed resubdivision of Lot 13 into Lots 13-A & 13-B of the Marita Terrace, 2nd Filing Subdivision , on property located at 5011 Newell Street, Zachary, La 70791.

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

The motion failed to deny the appeal and a second motion was made as follows:

The motion was made by Councilwoman DeVirgilio
The motion was seconded by Councilwoman Landry
To defer the **(APPEAL REQUEST)(Acting as Board of Adjustment) RESUB-2 25 (5011 Newell Street)** — Proposed resubdivision of Lot 13 into Lots 13-A & 13-B of the Marita Terrace, 2nd Filing Subdivision, on property located at 5011 Newell Street, Zachary, La 70791 until the May 27, 2025, meeting.
YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry
NAYS: None
ABSENT: None
ABSTAINED: None

b. **Sign Waiver** — 4524 Virginia Street
Mayor McDavid opened the PUBLIC HEARING at 7:14 p.m. Jenn Generro was present to speak in favor of the sign waiver. There being no one to speak in favor or against the sign waiver Mayor McDavid closed the PUBLIC HEARING at 7:15 p.m.
The motion was made by Councilwoman DeVirgilio
The motion was seconded by Councilwoman Landry
To approve a **Sign Waiver** — 4524 Virginia Street.
YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry
NAYS: None
ABSENT: None
ABSTAINED: None

c. **Waiver** — 5256 Harlem Street — Build home with 5ft side setbacks
Mayor McDavid opened the PUBLIC HEARING at 7:20 p.m.. There being no one to speak in favor or against the waiver Mayor McDavid closed the PUBLIC HEARING at 7:20 p.m.
The motion was made by Councilwoman Landry
The motion was seconded by Councilman Graves
To approve a **Waiver** — 5256 Harlem Street — Build home with 5ft side setbacks.
YEAS: Graves, Landry
NAYS: DeVirgilio
ABSENT: None
ABSTAINED: Westmoreland, LeBlanc

The motion failed and a second motion was made as follows:

The motion was made by Councilwoman Landry
The motion was seconded by Councilman Graves

To defer a **Waiver** — 5256 Harlem Street — Build home with 5ft side setbacks until the May 27, 2025, meeting.

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

3. Planning Matters NOT requiring a Public Meeting

4. Zoning Matters REQUIRING a Public Hearing

5. Zoning Matters NOT Requiring Public Hearing

- a. **ZOI — PA-2-25 (17050 Old Scenic Highway)** — To amend the Comprehensive Land Use Plan from Agricultural/Rural to Industrial on Lot 1 of the Hector Young property, on property located at 17050 Old Scenic Highway, Baker, La 70714.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve a recommendation of no objection for a **ZOI — PA-2-25 (17050 Old Scenic Highway)** — To amend the Comprehensive Land Use Plan from Agricultural/Rural to Industrial on Lot 1 of the Hector Young property, on property located at 17050 Old Scenic Highway, Baker, La 70714.

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

- b. **ZOI — Case -15-25 (17050 Old Scenic Highway)** — Proposed rezoning from Rural to M1 for an Industrial development use on Lot 1 of the Hector Young property, on property located at 17050 Old Scenic Highway, Baker, La 70714.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve a recommendation of no objection for a **ZOI — Case -15-25 (17050 Old Scenic Highway)** — Proposed rezoning from Rural to M1 for an Industrial development use on Lot 1 of the Hector Young property, on property located at 17050 Old Scenic Highway, Baker, La 70714.

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

6. Other Matters

- a. Discussion regarding Sign Review Fees.

Calesia Anderson, Planning and Zoning Assistant Director, was present to speak to Mayor McDavid and council members regarding sign review fees in surrounding areas.

J. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE

1. Receive accounts payable for April 2025 and the natural gas bill when it is received.

The motion was made by Councilwoman Landry

The motion was seconded by Councilwoman Westmoreland

To Receive accounts payable for April 2025 and the natural gas bill when it is received.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

K. BUDGET AND FINANCIAL MATTERS

L. OLD BUSINESS PENDING FOR FINAL ACTION

M. OLD BUSINESS PENDING

N. NEW BUSINESS

1. **Public Hearing and Adoption of Ordinance 2025-08 ORDINANCE PERTAINING TO THE ENLARGEMENT OF THE BOUNDARIES OF THE CITY OF ZACHARY BY THE ANNEXATION OF TRACT B-2-D-1-C-2 CONTAINING 5.00 ACRES AND BEING A RE-SUBDIVISION OF G. H. BLANKENSHIP PROPERTY IN §§ 59 & 60 T5S R1W & §§ 75 & 78 T4S R1W LESS AND EXCEPT PARCEL 19-04 CONTAINING .0287 ACRES (STATE PROJECT) AND TRACT B-1-D-2-A-2 CONTAINING 7.985 ACRES AND BEING A RE-SUBDIVISION OF G. H. BLANKENSHIP PROPERTY IN §§ 59 & 60 T5S R1W & §§ 75 & 78 T4S R1W, EAST BATON ROUGE PARISH, STATE OF LOUISIANA WITHIN EAST BATON ROUGE PARISH LOUISIANA INTO THE MUNICIPAL LIMITS OF THE CITY OF ZACHARY.**

Mayor McDavid opened the PUBLIC HEARING at 7:37 p.m.. There being no one to speak in favor or against the adoption Mayor McDavid closed the PUBLIC HEARING at 7:38 p.m.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve the **Adoption of Ordinance 2025-08 ORDINANCE PERTAINING TO THE ENLARGEMENT OF THE BOUNDARIES OF THE CITY OF ZACHARY BY THE ANNEXATION OF TRACT B-2-D-1-C-2 CONTAINING 5.00 ACRES AND BEING A RE-SUBDIVISION OF G. H. BLANKENSHIP PROPERTY IN §§ 59 & 60 T5S R1W & §§ 75 & 78 T4S R1W LESS AND EXCEPT PARCEL 19-04 CONTAINING .0287 ACRES (STATE PROJECT) AND TRACT B-1-D-2-A-2 CONTAINING 7.985 ACRES AND BEING A RE-SUBDIVISION OF G. H. BLANKENSHIP PROPERTY IN §§ 59 & 60 T5S R1W & §§ 75 & 78 T4S R1W, EAST BATON ROUGE PARISH, STATE OF LOUISIANA WITHIN EAST BATON ROUGE PARISH LOUISIANA INTO THE MUNICIPAL LIMITS OF THE CITY OF ZACHARY.**

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

2. **Introduction of Ordinance 2025-09** 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, Donation Or Abandonment In Place.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve the **Introduction of Ordinance 2025-09** 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, Donation Or Abandonment In Place.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

3. **Introduction of Ordinance 2025-10** Ordinance To Establish Contract Authority And Require Legislative Approval For Certain City Agreements, And Otherwise To Provide With Respect Thereto.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve the **Introduction of Ordinance 2025-10** Ordinance To Establish Contract Authority And Require Legislative Approval For Certain City Agreements, And Otherwise, To Provide With Respect Thereto.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

4. **Introduction of Ordinance 2025-11** Authorizing The City Of Zachary To Amend Chapter 58 Of The City's Code Of Ordinances To Allow The City To Adopt Regulations Designed To Improve Public Safety By Regulating The Parking Of Wreckers, Buses, Trucks And Semitrailers On Public Streets And To Be Designated At §58-41 To Be Regulated Within The City Limits And For Any And All Related Matters In Furtherance.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve the **Introduction of Ordinance 2025-11** Authorizing The City Of Zachary To Amend Chapter 58 Of The City's Code Of Ordinances To Allow The City To Adopt Regulations Designed To Improve Public Safety By Regulating The Parking Of Wreckers, Buses, Trucks And Semitrailers On Public Streets And To Be Designated At §58-41 To Be Regulated Within The City Limits And For Any And All Related Matters In Furtherance.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

5. Discussion of creation of Industrial Development Board and special counsel proposals.

Councilwoman DeVirgilio speaks in regard to the meeting that was held with ZHF Consulting. Councilwoman DeVirgilio asked for council feed back of the creation of the Industrial Development Board. Councilwoman Westmoreland expressed holding a workshop. Asleigh McHugh, Economic Development Coordinator was present to speak to give an update on future development in the city.

6. Discussion of RS 42:23 relative to Council meetings and workshops.

There was discussion regarding live streaming all public meetings. Councilwoman DeVirgilio asked Mr. Hopewell and Mr. Dupré for clarification of live streaming council committee meetings and explain the language used in RS 42:23.

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

1. Receive the minutes of the April 24, 2025, Condemnation Board meeting.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To receive minutes of the April 24, 2025, Condemnation Board meeting.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

P. REPORTS FROM DEPARTMENT HEADS

1. Receive the April 2025 Inspection Report.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To receive minutes of the April 2025 Inspection Report.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

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

Ashleigh McHugh spoke again on the Economic Development of the city. Councilman LeBlanc asks if anyone had given thought regarding the Mardi Gras parade. Mayor McDavid spoke and said that maps of sidewalks and bike paths were available to review.

R. ADJOURNMENT

The meeting was adjourned at 8:40 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 Tuesday, May 13, 2025, a proper quorum being there and then present.

Dana LeJeune, Clerk of the City Council