

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, February 24, 2026, 6:30 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:31 p.m., on Tuesday, February 24, 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 Fire Chief Gordon Lipscomb

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 sets 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 February 10, 2026, regular meeting, and approve them as written.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve the of Minutes February 10, 2026, regular meeting, and approve them as written.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

E. HONORS, RECOGNITIONS, AND INTRODUCTIONS

The City of Zachary recognized Clarence Williams' retirement with 22 years of service.

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**

G. PRESENTATION OF DELEGATIONS

1. Request to Speak

- a. Jullie Miller – 4718 McHugh Dr. addressed the Council regarding the Mardi Gras parade, expressing concerns about the placement of barricades and the use of music containing profanity. After she concluded her remarks, Mayor McDavid informed her that he had received similar complaints and had already met with the appropriate staff following the Mardi Gras parade event to review and discuss those concerns.

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

H. ACTION MANDATED BY HOME RULE CHARTER

I. PLANNING & ZONING MATTERS

1. **Receive Minutes of the Regular meeting of February 02, 2026 of the Planning Commission and the Minutes of the Regular meeting of February 02, 2026, of the Zoning Commission.**

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve of receiving Minutes of the Regular meeting of February 02, 2026 of the Planning Commission and the Minutes of the Regular meeting of February 02, 2026, of the Zoning Commission.

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

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. **Approval of Resolution 2026-05** - Resolution in Accordance with the UDC to Direct Planning & Zoning Commission to Hold Public Hearing and Make Recommendations Regarding Zoning Map Amendments.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman Landry

To approve **Resolution 2026-05** - Resolution in Accordance with the UDC to Direct Planning & Zoning Commission to Hold Public Hearing and Make Recommendations Regarding Zoning Map Amendments.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

J. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE

- 1. Receive the balance sheet and income statement as of February 2026 and the natural gas bill when it is received.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve the balance sheet and income statement as of February 2026 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. **Introduction of Ordinance 2026-01** - Proposed Text Amendments to add and revise the definitions of Bed & Breakfasts, drive-through hours, building materials and accessory buildings.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman Westmoreland

To approve **Introduction of Ordinance 2026-01** - Proposed Text Amendments to add and revise the definitions of Bed & Breakfasts, drive-through hours, building materials and accessory buildings.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

- 2. Introduction of Ordinance 2026-02 - ORDINANCE AUTHORIZING AMENDMENT OF CODE OF ORDINANCES REGARDING OBLIGATIONS OF PERSONS PERFORMING EXCAVATION, GROUND DISTURBING, BORING OR GROUND BREAKING ACTIVITIES WITHIN THE JURISDICTION OF THE CITY OF ZACHARY AND ACTIONS IN FURTHERANCE THEREOF.**

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilman LeBlanc

To approve **Introduction of Ordinance 2026-02** - ORDINANCE AUTHORIZING AMENDMENT OF CODE OF ORDINANCES REGARDING OBLIGATIONS OF PERSONS PERFORMING EXCAVATION, GROUND DISTURBING, BORING OR GROUND BREAKING ACTIVITIES WITHIN THE JURISDICTION OF THE CITY OF ZACHARY AND ACTIONS IN FURTHERANCE THEREOF.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

- 3. Introduction of Ordinance 2026-03 - ORDINANCE AUTHORIZING AMENDMENT OF CODE OF ORDINANCES REGARDING CUSTOMER NONCOMPLIANCE WITH REPAIR OF BACKFLOW PREVENTION ASSEMBLIES OR METHODS.**

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To approve **Introduction of Ordinance 2026-03** - ORDINANCE AUTHORIZING AMENDMENT OF CODE OF ORDINANCES REGARDING CUSTOMER NONCOMPLIANCE WITH REPAIR OF BACKFLOW PREVENTION ASSEMBLIES OR METHODS.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

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

Attorney Wilson informed the Council that there is no update regarding the condemnation matter. A meeting is scheduled for Thursday, February 26, 2026; however, if no agenda items are submitted, the meeting may be canceled and there may be no meeting held for the month of February.

P. REPORTS FROM DEPARTMENT HEADS

Q. DISCUSSION OF BUSINESS NOT ON AGENDA

(No Action May Be Taken Unless Declared an Emergency)

Councilman LeBlanc asked the Mayor regarding grants for signs, the Mayor stated he is in the process of working on that.

R. ADJOURNMENT

The meeting was adjourned at 7:04 p.m.

**Karen Burdette
Clerk of City Council
CITY OF ZACHARY
PARISH OF EAST BATON ROUGE
STATE OF LOUISIANA**

CERTIFICATION

Karen Burdette
Clerk of the City Council
CITY OF ZACHARY
PARISH OF EAST BATON ROUGE
STATE OF LOUISIANA

David McDavid, Mayor

I, Karen Burdette, do hereby certify that I am the duly appointed 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, February 24, 2026, a proper quorum being there and then present.

Karen Burdette, Clerk of the City Council