

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, March 10, 2026, 6:30 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:31 p.m., on Tuesday, March 10, 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 Mayor McDavid

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 24, regular meeting, and approve them as written.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve the of Minutes February 24, 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

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) Joanne Saale, 21407 WJ Wicker Rd. addressed the Council about the sign for 593 Motorsports
 - b) Pete Charlet, 1161 Memorial Square addressed the Council about the 593 Motorsports race car, land issue of the race car track.
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 _____ 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 - 55638-EOP Scotland Heights Subdivision** — Proposed combination of lots on Lots 21 & 22 into Lot 21-A of the Scotland Heights Subdivision, on property located at 773 W.K. Gordon Street, Baton Rouge, La 70807.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve a recommendation of no objection of a **ZOI - 55638-EOP Scotland Heights Subdivision** — Proposed combination of lots on Lots 21 & 22 into Lot 21-A of the Scotland Heights Subdivision, on property located at 773 W.K. Gordon Street, Baton Rouge, La 70807.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

6. **Other Matters**

- a) Discussion and action to schedule a public hearing in accordance with Sec. 14.420(L) of the Unified Development Code to review compliance with conditions of the Conditional Use Permit CUP 1-25 for 593 Motor Sports.

The motion was made by Councilwoman Landry

The motion was seconded by Councilwoman DeVirgilio

To approve action to schedule a Special meeting, public hearing in accordance with Sec. 14.420(L) of the Unified Development Code to review compliance with conditions of the Conditional Use Permit CUP 1-25 for 593 Motor Sports, with a tentative dates of March 24, 2026, and/or April 14, 2026.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

J. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE

1. Receive accounts payable report as of February 2026.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve the accounts payable report as of February 2026.

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 2026-01](#) - Proposed Text

Amendments to add and revise the definitions of Bed & Breakfasts, drive-through hours, building materials and accessory buildings.

The PUBLIC HEARING was opened at 6:48 p.m. The Council members spoke on the ordinance. There being no one else to speak in favor or against, the PUBLIC HEARING was closed at 7:15 p.m.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve and **Adopt Ordinance 2026-01** - Proposed Text Amendments to add and revise the definitions of Bed & Breakfasts, drive-through hours, building materials and accessory buildings with removal of section C3B.

YEAS: Westmoreland, LeBlanc, DeVirgilio

NAYS: Graves, Landry

ABSENT: None

ABSTAINED: None

2. Public Hearing and Adoption 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 PUBLIC HEARING was opened at 7:18 p.m. There being no one to speak in favor or against, the PUBLIC HEARING was closed at 7:18 p.m.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

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

The PUBLIC HEARING was opened at 7:20 p.m. There being no one to speak in favor or against, the PUBLIC HEARING was closed at 7:20 p.m.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve and **Adopt Ordinance 2026-03 AMENDED VERSION** – 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

4. Presentation of the 2025 CRAFT PPI Annual Report.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve to accept the PPI so the City can remain a participant in this regional effort and continue receiving the benefits associated with the Community Rating System.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None
ABSTAINED: None

5. Request to go into Executive Session of the Council and of the Mayor pursuant to LSA- R.S. 42:17 (A)(2) with regard to specific civil litigation matter - *Goodson vs. CoZ- 19th JDC No. 667,741.*

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve to recess the regular meeting and enter into an executive session at 7:25 p.m.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilman LeBlanc

To approve to approve to reconvene the regular meeting at 7:33 p.m.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

6. Authorization for Mayor to attend meditation and to settle (if appropriate) specific civil litigation matter – *Goodson v. City of Zachary - 19th JDC No. 667,741.*

The motion was made by Councilman Graves

The motion was seconded by Councilwoman DeVirgilio

To approve Authorization for Mayor to attend meditation and to settle specific civil litigation matter – *Goodson v. City of Zachary - 19th JDC No. 667,741*

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 stated there was no Condemnation Board meeting in February, nothing new to report.

P. REPORTS FROM DEPARTMENT HEADS

1. Receive the February Monthly Inspection Report.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve to receive the February Monthly Inspection Report.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

Q. COUNCIL DISCUSSION OF BUSINESS NOT ON AGENDA

(No Action May Be Taken Unless Declared an Emergency)

Councilwoman Westmoreland reviewed the current council committees and asked whether any updates are needed. The Mayor stated he will review the committee structure on Monday.

Councilwoman DeVirgilio asked whether the Economic Development District (EDD) needs to be restructured. The Mayor said he will look into the matter.

Councilwoman Westmoreland raised concerns regarding food trucks. The Mayor responded that food truck issues are being addressed as they arise.

Councilwoman Landry announced that she will be holding a District 5 meeting on March 17th at 6:00 p.m. at the Zachary Branch Library. The meeting will review the results of the community survey, and the public is welcome to attend.

The Mayor announced that a Planning and Zoning Director has been hired.

R. ADJOURNMENT

The meeting was adjourned at 7:39 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, March 10, 2026, a proper quorum being there and then present.

Karen Burdette, Clerk of the City Council