

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

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:33 p.m., on Tuesday, March 24, 2025, at the Zachary City Hall located at 4700 Main Street, Zachary, LA.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Travis Barber, student athlete of Zachary High School

Pledge of Allegiance by Ava Raymond, student athlete of Zachary High School

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 March 10, 2026, regular meeting, and approve them as written.

The motion was made by Councilman Graves

The motion was seconded by Councilwoman Westmoreland

To amend and to approve the Minutes of March 10, 2026, regular meeting as amended.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

E. HONORS, RECOGNITIONS, AND INTRODUCTIONS

1. April 2026 Flood Awareness Month Proclamation
Mayor McDavid read a proclamation declaring April 2026 as Flood Awareness Month. Assistant Planning and Zoning Director, Calesia Anderson, addressed Mayor McDavid and Council members regarding flood awareness.
2. Recognition of Zachary High School Boys and Girls Basketball teams for their back-to-back Division 1 Non-Select State Championships.

F. CONTRACT ITEMS/CONTRACTS OR ITEMS RELATING TO PROJECTS

1. Street/Road Projects

- a) Pay Request #1 - Project #11593 – McHost Road Water Main Improvements.

Steven Pike, 20650 McHost Rd., addressed Council about a water line pipe that was fractured and would like it to be repaired by the City of Zachary. Brian Gould, 20661 McHost Rd., would like someone to better manage this project.

The motion was made by Councilman Graves

The motion was seconded by Councilwoman Landry

To approve Pay Request #1 - Project #11593 – McHost Road Water Main Improvements in the amount of \$105,435.75 to Jose Serra Construction, LLC.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

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

G. PRESENTATION OF DELEGATIONS

1. Request to Speak

a) Updates from Economic Development Director Ashleigh McHugh
Economic Development Director Ashleigh McHugh provided an update on current and upcoming initiatives. Planet Fitness and 7 Brew are performing well locally. Recruitment of a grocery store remains a top priority, and efforts continue to attract family-friendly and children’s entertainment options. A letter of interest has been received for a potential restaurant development on the east side of Zachary. The City is under contract with Downtown Strategies and received a draft of the downtown plan last week. The City was also awarded a \$10,000 grant for a new mural in downtown Zachary. Benny's Car Wash is expected to begin construction in April 2026, and an incentives package recommendation is being developed in coordination with ZHF (Zaino Hall Farrin). Council members discussed the possibility of forming a citizen economic development committee versus reassigning responsibilities, with further review planned for 2027. Mayor David McDavid noted a potential development of Duke's Restaurant at the former Sammy’s location and reported that traffic signal boxes and light timing adjustments are currently being evaluated and implemented to improve traffic flow.

- 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 March 02, 2026 of the Planning Commission and the Minutes of the Regular meeting of March 02, 2026, of the Zoning Commission.**

The motion was made by Councilman Graves

The motion was seconded by Councilwoman DeVirgilio

To approve to Receive Minutes of the Regular meeting of March 02, 2026 of the Planning Commission and the Minutes of the Regular meeting of March 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**

- a) **CUMPH -4-25 (9400-9500 Munson Road)** - Proposed placement of manufactured home on Lot 7-B of the Zachary Estates Subdivision, on property located at 9400-9500 Munson Road, Zachary, La 70791.

Mayor McDavid opened the PUBLIC HEARING at 7:19 p.m. Shane Nichols, 4211 Spring Hollow Ct. Surveyor for Engineering & Land Surveying and owner, Glen Lane, 7491 Hwy 951 East, Ethel, LA 70730, were there to speak in favor of the CUMPH. Pete Charlet, 1161 Memorial Square, not for or against, made public comment. Brandon Bankston, 9393 Munson Rd., Donnell Barger, 9435 Munson Dr., Stephanie Campbell, 4010 Yardley Dr., Gerald Boyette 4051 Vernon Rd., and Karl Cheek, 3910 Yardley Dr. were there to speak against the CUMPH. Attorney Wilson addressed Council regarding public comments made. There being no one else to speak in favor or against the CUMPH Mayor McDavid closed the PUBLIC HEARING at 7:38 p.m.

The motion was made by Councilman Graves

The motion was seconded by Councilwoman Landry

To approve **CUMPH -4-25 (9400-9500 Munson Road)** - Proposed placement of manufactured home on Lot 7-B of the Zachary Estates Subdivision, on property located at 9400-9500 Munson Road, Zachary, La 70791.

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

The motion was made by Councilman Graves

The motion was seconded by Councilwoman Landry

To approve **CUMPH -4-25 (9400-9500 Munson Road)** - Proposed placement of

manufactured home on Lot 7-B of the Zachary Estates Subdivision, on property located at 9400-9500 Munson Road, Zachary, La 70791. With conditions that it match or meet the subdivision it is in, with exterior building and material standards.

YEAS: DeVirgilio, Graves, Landry
NAYS: Westmoreland, LeBlanc,
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

6. Other Matters

a) Request to Issue Subpoenas for 4/14/26 Hearing regarding CUP-1-25.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve to Issue Subpoenas for 4/14/26 Hearing regarding CUP-1-25.

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

J. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE

1. Receive the balance sheet and income statement as of March 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 to receive the balance sheet and income statement as of March 2026 and the natural gas bill when it is received.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Landry
NAYS: None
ABSENT: Graves
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 2026-04 - ORDINANCE PERTAINING TO THE DECLARATION BY THE CITY TO HAVE CERTAIN MOVABLE PROPERTY DECLARED TO BE SURPLUS AND ALLOWING FOR THE DONATION OF THE SAME.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve **Introduction of Ordinance 2026-04 - ORDINANCE PERTAINING TO THE DECLARATION BY THE CITY TO HAVE CERTAIN MOVABLE PROPERTY DECLARED TO BE SURPLUS AND ALLOWING FOR THE DONATION OF THE SAME.**

YEAS: Westmoreland, LeBlanc, DeVirgilio, Landry

NAYS: None

ABSENT: Graves

ABSTAINED: None

2. Discussion of Alcohol-to Food Sales Percentage Requirements for Restaurants.

Councilwoman Landry explained instructions for sales percentages to Council members. She noted that a constituent has appeared before both Planning and Zoning and the ABC Board and is seeking clear guidance on the required sales thresholds. Attorney Wilson indicated she would draft a resolution providing language for referral back to Planning and Zoning.

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

Attorney Wilson stated there will be a Condemnation meeting on Thursday, March 26, 2026.

P. REPORTS FROM DEPARTMENT HEADS

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

Mayor McDavid spoke about his comments at the previous AEDD meeting and addressing beautification to the roundabout in front of Americana.

Mayor McDavid recognized Zachary High School senior Alexander Knight, who has spent his senior year job shadowing all City of Zachary departments as part of a leadership initiative program. He was also acknowledged for being selected as a recipient of the Stamps Scholarship at Tulane University, a full cost-of-attendance scholarship.

R. ADJOURNMENT

The meeting was adjourned at 8:25 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 24, 2026, a proper quorum being there and then present.

Karen Burdette, Clerk of the City Council