

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, June 09, 2026, 6:30 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:31 p.m., on Tuesday, June 09, 2026, at the Zachary City Hall located at 4700 Main Street, Zachary, LA.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Councilman 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 May 26, 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 Minutes May 26, 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

a) **Resolution 2026-07** - A RESOLUTION OF SUPPORT FOR THE SUBMITTAL OF ROADWAY IMPROVEMENTS AND COMMITMENT OF LOCAL MATCHING FUNDS THROUGH THE CAPITAL REGION PLANNING COMMISSION BATON ROUGE URBANIZED AREA - METROPOLITAN PLANNING ORGANIZATION'S PROJECT SELECTION PROCESS.

The motion was made by Councilman Graves

The motion was seconded by Councilwoman Landry

To approve **Resolution 2026-07** - A RESOLUTION OF SUPPORT FOR THE SUBMITTAL OF ROADWAY IMPROVEMENTS AND COMMITMENT OF LOCAL MATCHING FUNDS THROUGH THE CAPITAL REGION PLANNING COMMISSION BATON ROUGE URBANIZED AREA - METROPOLITAN PLANNING ORGANIZATION'S PROJECT SELECTION PROCESS

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

b) McHost Road Water Main Improvements, Project # 11593 – Pay Request #3.

The motion was made by Councilman Graves

The motion was seconded by Councilman LeBlanc

To approve McHost Road Water Main Improvements, Project # 11593 – Pay Request #3 in the amount of \$41,937.75

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

2. Hardship Waivers

3. Other Variances

4. Exceptions of Regulations

H. ACTION MANDATED BY HOME RULE CHARTER

1. Approval of Special Prosecutor Contract for Borghardt Law Firm.

The motion was made by Councilwoman DeVirgilio
The motion was seconded by Councilman Graves
To approve Special Prosecutor Contract for Borghardt Law Firm.
YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry
NAYS: None
ABSENT: None
ABSTAINED: None

2. Approval of Special Prosecutor Contract for Philip House, Attorney at Law.
The motion was made by Councilwoman DeVirgilio
The motion was seconded by Councilman LeBlanc
To approve Special Prosecutor Contract for Philip House, Attorney at Law.
YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry
NAYS: None
ABSENT: None
ABSTAINED: None

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

J. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE

1. Receive accounts payable report as of May 2026.
The motion was made by Councilwoman DeVirgilio
The motion was seconded by Councilwoman Westmoreland
To approve the accounts payable report as of May 2026.
YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry
NAYS: None
ABSENT: None
ABSTAINED: None

K. BUDGET AND FINANCIAL MATTERS

1. Public Hearing and Adoption of Ordinance 2026-06 - 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 1,2026 AND ENDING JUNE 30, 2027.
(Tabled on May 26, 2026, meeting)

Mayor McDavid opened the PUBLIC HEARING at 6:58 p.m. There being no one to speak in favor of or against the ordinance, Mayor McDavid closed the PUBLIC HEARING at 6:58 p.m.

The motion was made by Councilman Graves

The motion was seconded by Councilwoman Landry

To approve **Public Hearing and Adoption of Ordinance 2026-06** - 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 1,2026 AND ENDING JUNE 30, 2027.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

2. Discussion of and scheduling of millage workshop and public hearing on millage rate for the year 2026.

The motion was made by Councilman Graves

The motion was seconded by Councilwoman Landry

To approve of scheduling a millage workshop.

YEAS: Graves, Landry

NAYS: Westmoreland, LeBlanc, DeVirgilio

ABSENT: None

ABSTAINED: None

L. OLD BUSINESS PENDING FOR FINAL ACTION

M. OLD BUSINESS PENDING

N. NEW BUSINESS

1. Introduction of Ordinance 2026-11 - 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 Councilman Graves

The motion was seconded by Councilwoman Westmoreland

To approve **Introduction of Ordinance 2026-11** - 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

2. **Resolution 2026-08** – A RESOLUTION TO SELECT AND TO RECOGNIZE THE ADVOCATE AS THE OFFICIAL JOURNAL AS SELECTED BY THE CITY COUNCIL FOR FY 2026-2027, PURSUANT TO LSA-R.S. 43:140 ET SEQ.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilman Graves

To approve **Resolution 2026-08** – A RESOLUTION TO SELECT AND TO RECOGNIZE THE ADVOCATE AS THE OFFICIAL JOURNAL AS SELECTED BY THE CITY COUNCIL FOR FY 2026-2027, PURSUANT TO LSA-R.S. 43:140 ET SEQ.

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

1. Receive the minutes from April 23, 2026, Condemnation Board meeting.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman Graves

To approve receiving the minutes from April 23, 2026, Condemnation Board meeting.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: None

ABSTAINED: None

P. REPORTS FROM DEPARTMENT HEADS

1. Receive the May Monthly Inspection Report.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve receiving the May 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)

Councilman LeBlanc expressed concerns about motorists running the traffic signal at Newell Street and requested increased police presence in the area. He also asked the Mayor to look into installing "Signal Ahead" warning signs for eastbound and westbound traffic approaching the Newell Street intersection.

Councilwoman DeVirgilio inquired about the availability of a map showing the City's fiber optic infrastructure. Mayor McDavid stated that a map is not currently available but that he will work with the City-Parish to obtain one. He also stated he would follow up with AT&T, Cox, and REV regarding fiber optic service.

Councilwoman DeVirgilio also asked about the status of the proposed one-acre zoning district resolution and whether the process could be expedited, noting the resolution was introduced approximately six months ago. Planning and Zoning Director D'Monda Hill stated the item is expected to be on July 28, 2026, meeting agenda.

Councilwoman Landry stated that she has a candidate to fill her district vacancy on the ABC Board and has provided the candidate's information to the Council members.

Councilwoman Westmoreland stated that she is still seeking a candidate for her vacancy and expects to have one by the next meeting. Councilwoman Landry asked the Clerk to place the ABC Board appointments on the next Council agenda.

Councilwoman Westmoreland discussed livestreaming for Planning and Zoning meetings. Mayor McDavid stated that funding for livestreaming is not currently in the budget.

R. ADJOURNMENT

The meeting was adjourned at 7:36 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, June 9, 2026, a proper quorum being there and then present.

Karen Burdette, Clerk of the City Council