

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, June 23, 2026, 6:35 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:34 p.m., on Tuesday, June 23, 2026, at the Zachary City Hall located at 4700 Main Street, Zachary, LA.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Rolled over from previous meeting.

C. OPENING PROCEDURES

1. ROLL CALL

MAYOR

David McDavid

COUNCIL MEMBERS

Brandy Westmoreland – District 1

John LeBlanc– District 2

Ambre DeVirgilio – District 3

Jennifer Landry – District 5

COUNCIL MEMBERS ABSENT

James Graves – District 4

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 June 09, 2026, regular meeting, and approve them as written.**

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve the minutes June 09, 2026, regular meeting, and approve them as written.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Landry

NAYS: None

ABSENT: Graves

ABSTAINED: None

E. HONORS, RECOGNITIONS, AND INTRODUCTIONS

F. CONTRACT ITEMS/CONTRACTS OR ITEMS RELATING TO PROJECTS

1. Street/Road Projects

- a) Mt. Pleasant Crosswalks and Walkways, Project #11681 – Pay Request #2

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve Mt. Pleasant Crosswalks and Walkways, Project #11681 – Pay Request #2 in the amount of \$66,999.65.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Landry

NAYS: None

ABSENT: Graves

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 Mrs. Nita Edwards with Zachary Farmers Market.

Mrs. Edwards invited the public to visit the Train Depot during the Farmers Market on June 27. Farmers Market will be closed on July 4 in observance of Independence Day. Mrs. Edwards also announced "Christmas in July" with Summer Santa, scheduled for July 11.

- b) Updates from Economic Development Director Ashleigh McHugh.

Mrs. McHugh reported that the contract with Retail Strategies has been renewed. Mrs. McHugh also reported that trees have recently been planted in downtown Zachary. She noted that request for preparer for the Train Depot and Old Town Hall concluded on June 30. The \$10,000 grant was awarded to support the creation of a new mural, that a partnership has been established with 225 Magazine, and that the Hot Air Balloon Festival is scheduled to take place in August.

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 June 01, 2026, of the Planning Commission and the Minutes of the Regular meeting of June 01, 2026, of the Zoning Commission.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve receiving the minutes of the Regular meeting of June 01, 2026, of the Planning Commission and the Minutes of the Regular meeting of June 01, 2026, of the Zoning Commission.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Landry

NAYS: None

ABSENT: Graves

ABSTAINED: None

2. Planning matters REQUIRING a Public Hearing

- a) RESUB-02-26 (4200-4300 Rollins Road)** — Proposed resubdivision of Lot 9 into Lots 9-A & 9-B of the Place Land & Cattle Company, LLC Tract, on property located at 4200-4300 Rollins Road, Zachary, La 70791.

Mayor McDavid opened the PUBLIC HEARING at 7:18 p.m. Shane Nichols, 4211 Spring Hollow Ct. Surveyor for Engineering & Land Surveying was there to speak in favor of the RESUB. There being no one else to speak in favor of or against the RESUB, Mayor McDavid closed the PUBLIC HEARING at 7:20 p.m.

The motion was made by Councilwoman Landry

The motion was not seconded

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilman LeBlanc

To table **RESUB-02-26 (4200-4300 Rollins Road)** — Proposed resubdivision of Lot 9 into Lots 9-A & 9-B of the Place Land & Cattle Company, LLC Tract, on property located at 4200-4300 Rollins Road, Zachary, La 70791, to the July 28, 2026, meeting.

YEAS: Westmoreland, LeBlanc, DeVirgilio

NAYS: Landry

ABSENT: Graves

ABSTAINED: None

- b) CUPMH-01-26 (7215 Lower Zachary Road)** — Proposed placement of manufactured home on Lot 2-A of the Pace Properties, on property located at 7215 Lower Zachary Road, Zachary, La 70791.

Mayor McDavid opened the PUBLIC HEARING at 7:33 p.m. Owner, Gabriel Mouton, 917 Feliciana Crossing Dr., Jackson, LA 70748, was there to speak in favor of the CUPMH. There being no one else to speak in favor of or against the CUMPH, Mayor McDavid closed the PUBLIC HEARING at 7:34 p.m.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To approve **CUPMH-01-26 (7215 Lower Zachary Road)** — Proposed placement of manufactured home on Lot 2-A of the Pace Properties, on property located at 7215 Lower Zachary Road, Zachary, La 70791.

YEAS: LeBlanc, DeVirgilio, Landry

NAYS: Westmoreland

ABSENT: Graves
ABSTAINED: None

c) CUPAB-02-26 (20191 Plank Road) — Proposed convenience store for the sale of liquor, on property located at 20190 Plank Road Zachary, La 70791. Mayor McDavid opened the PUBLIC HEARING at 7:36 p.m. Karanjit Singh, applicant, 20191 Plank Rd., was there to speak in favor of the CUPAB. There being no one else to speak in favor of or against the CUPAB, Mayor McDavid closed the PUBLIC HEARING at 7:38 p.m.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve **CUPAB-02-26 (20191 Plank Road)** — Proposed convenience store for the sale of liquor, on property located at 20190 Plank Road Zachary, La 70791.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Landry

NAYS: None

ABSENT: Graves

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) Waiver — 3535 Robert Street — Build single-family residence with side yard setbacks of less than the required 10 feet on each side.

ALTER AGENDA

The motion was made by Councilwoman Landry

The motion was seconded by Councilwoman DeVirgilio

To approve altering and amending the agenda to correct address as **3558 Robert Street** as a variance, not a waiver with Council acting as Board of Adjustments.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Landry

NAYS: None

ABSENT: Graves

ABSTAINED: None

a) Variance — 3558 Robert Street — Build single-family residence with side yard setbacks of less than the required 10 feet on each side.

Mayor McDavid opened the PUBLIC HEARING at 7:47 p.m. There being no one to speak in favor of or against the Variance, Mayor McDavid closed the PUBLIC HEARING at 7:47 p.m.

The motion was made by Councilwoman Landry

The motion was seconded by Councilwoman DeVirgilio

To approve **Variance — 3558 Robert Street** — Build single-family residence with side yard setbacks of less than the required 10 feet on each side.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Landry

NAYS: None
ABSENT: Graves
ABSTAINED: None

- b) Resolution 2026-09** – A RESOLUTION IN ACCORDANCE WITH THE UNIFIED DEVELOPMENT CODE TO DIRECT PLANNING & ZONING COMMISSION TO REVIEW, HOLD PUBLIC HEARING AND MAKE RECOMMENDATIONS MOBILE VENDORS, MOBILE VENDOR PERMITS AND SPECIAL EVENTS AND OTHERWISE PROVIDING WITH RESPECT THERETO.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve **Resolution 2026-09** – A RESOLUTION IN ACCORDANCE WITH THE UNIFIED DEVELOPMENT CODE TO DIRECT PLANNING & ZONING COMMISSION TO REVIEW, HOLD PUBLIC HEARING AND MAKE RECOMMENDATIONS MOBILE VENDORS, MOBILE VENDOR PERMITS AND SPECIAL EVENTS AND OTHERWISE PROVIDING WITH RESPECT THERETO.

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 June 2026 and the natural gas bill when it is received.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve receiving the balance sheet and income statement as of June 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. Public Hearing and Adoption 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.**

Mayor McDavid opened the PUBLIC HEARING at 7:56 p.m. There being no one to speak in favor of or against the Variance, Mayor McDavid closed the PUBLIC HEARING at 7:57 p.m.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve **and Adopt 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, Landry

NAYS: None

ABSENT: Graves

ABSTAINED: None

2. To vote for District 5 ABC Board Appointee.

The motion was made by Councilwoman Landry

The motion was seconded by Councilwoman DeVirgilio

To approve Jason Venable as District 5 ABC Board Appointee.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Landry

NAYS: None

ABSENT: Graves

ABSTAINED: None

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

Attorney Wilson stated the regular scheduled monthly meeting is Thursday, June 25, 2026.

P. REPORTS FROM DEPARTMENT HEADS

Q. COUNCIL DISCUSSION OF BUSINESS NOT ON AGENDA

(No Action May Be Taken Unless Declared an Emergency)

Councilwoman Landry recognizes Zachary Chamber of Commerce for helping with recent flooding in Avoyelles Parish.

Councilwoman Westmoreland is working on her ABC appointees, and should have names by next meeting. She also addressed Mayor, Council, and public regarding hostility in the Council body.

R. ADJOURNMENT

The meeting was adjourned at 8:03 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 23, 2026, a proper quorum being there and then present.

Karen Burdette, Clerk of the City Council