

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, July 14, 2026, 6:30 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:30 p.m., on Tuesday, July 14, 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 Scott Masterson

C. OPENING PROCEDURES

1. ROLL CALL

MAYOR

David McDavid

COUNCIL MEMBERS

John LeBlanc– District 2

Ambre DeVirgilio – District 3

James Graves – District 4

Jennifer Landry – District 5

MEMBERS ABSENT

Brandy Westmoreland – District 1

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

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To approve adding a request to speak, Sabrina Jones, to item G1B

YEAS: LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: Westmoreland

ABSTAINED: None

D. READING OF THE MINUTES

1. Approval of Minutes June 23, 2026, regular meeting, and approve them as written. Approval of the Millage Minutes of June 23, 2026, Council Meeting and approve them as written.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve minutes June 23, 2026, regular meeting, and approve them as written.

Approval of the Millage minutes of June 23, 2026, Council Meeting and approve them as written.

YEAS: LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: Westmoreland

ABSTAINED: None

E. HONORS, RECOGNITIONS, AND INTRODUCTIONS

1. A Proclamation declaring July as Parks and Recreation Month and Parks and Recreation Professionals Day. Accepting the proclamations on behalf of BREC were Dr. RaHarold Lawson, Director of Park Operations for the East Baton Rouge Parish Recreation and Park Commission, Katrina Ward, Director of Recreation, and several Zachary residents who proudly serve as BREC employees.

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) Staff Sergeant Kristen A. Kimble, Louisiana Army National Guard. Staff Sergeant Kimble, introduced herself to the Council, as a recruiter for the Louisiana Army National Guard. Staff Sergeant Kimble's mission is to help young adults and families explore career opportunities, discover their next path in life, and provide support during times of natural disasters.
- b) Sabrina Jones, 9041 Angus Ave., addressed the Council regarding drainage issues she believes were caused by a neighboring property owner removing dirt and installing concrete blocks, resulting in water draining onto her property. She also expressed concerns about a business being operated from the residence, including trucks blocking driveways and excessive noise. Planning and Zoning Director D'Monda Hill stated that the department is actively addressing the matter.
- c) Elizabeth Lockhart, 20483 Plank Rd., addressed the Council regarding

questions about a hardship request to place a mobile home behind her residence. Ms. Anderson, on behalf of the Planning and Zoning Department, stated that the department is awaiting a survey from Mrs. Lockhart. Attorney Wilson stated that a meeting will be scheduled with Mrs. Lockhart this week to ensure all parties are on the same page.

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**
 - a) **TA-001-26 (One Acre Minimum)**

Mr. Fred Neal, Jr. with Villavaso and Associates spoke to the Council regarding the revisions of the TA-001-26 that the Planning and Zoning Commission made at their meeting on July 6, 2026. Mrs. Wilson stated that the next step would be to introduce an ordinance.

5. **Zoning Matters NOT Requiring Public Hearing**

- a) **ZOI - 55786-EOP E.M. Treacle Subdivision** — Proposed exchange of property between Lot 7-A-6-A and 7-B-6-B into Lots 7-A-6-A-1 and 7-B-6-B-1 of the E.M. Treacle Subdivision (Holloway Plantation), on property located at 25701 and 35700-35800 Adams Lane.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve a recommendation of no objection - **ZOI - 55786-EOP E.M. Treacle Subdivision** — Proposed exchange of property between Lot 7-A-6-A and 7-B-6-B into Lots 7-A-6-A-1 and 7-B-6-B-1 of the E.M. Treacle Subdivision (Holloway Plantation), on property located at 25701 and 35700-35800 Adams Lane.

YEAS: LeBlanc, DeVirgilio, Landry

NAYS: None

ABSENT: Westmoreland, Graves

ABSTAINED: None

6. **Other Matters**

J. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE

1. Receive accounts payable report as of June 2026.

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

K. BUDGET AND FINANCIAL MATTERS

L. OLD BUSINESS PENDING FOR FINAL ACTION

M. OLD BUSINESS PENDING

N. NEW BUSINESS

1. Approval of a special event permit to Dana Tucker to sell alcohol for the 2026 Zachary Really Hot Air Ballon Festival in August.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve of a special event permit to Dana Tucker sell alcohol for the 2026 Zachary Really Hot Air Ballon Festival in August.

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

2. Approval of a special event permit to Daiquiri Shack 2 Geaux to sell alcohol for the 2026 Zachary Really Hot Air Ballon Festival in August.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve of a special event permit to Daiquiri Shack 2 Geaux to sell alcohol for the 2026 Zachary Really Hot Air Ballon Festival in August.

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

3. Request to go into Executive Session of the Council and Mayor pursuant to La. R.S. 42:17(A)(2) with regard to specific civil litigation matter – Moore v. East Baton Rouge Parish et al, 19th JDC No. 777,371.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman Graves

To approve to enter into executive session in order to discuss a specific litigation matter and enter into an executive session at 7:41 p.m.

YEAS: LeBlanc, DeVirgilio, Graves, Landry

NAYS: None
ABSENT: Westmoreland
ABSTAINED: None

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve returning from executive session and re-entering into the public meeting at 7:52 p.m.

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

4. Request for authorization for Mayor to enter into Special Counsel Contract for Faircloth Melton Bash & Green, LLC - Moore v. East Baton Rouge Parish et al, 19th JDC No. 777,371.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve request for authorization for Mayor to enter into Special Counsel Contract for Faircloth Melton Bash & Green, LLC - Moore v. East Baton Rouge Parish et al, 19th JDC No. 777,371.

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

5. To vote for District 1 ABC Board Appointee, Darion Williams.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve District 1 ABC Board Appointee, Darion Williams.

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

6. Discussion of acquisition of property - Mae Street at Old Baker Road.

The Mayor discussed that the City of Zachary is looking into the purchase of the property.

7. Discussion and Adoption of Council Meeting Procedures.

Discussion of Council Meeting Procedures that were presented to Council by the Mayor. Councilwoman DeVirgilio and Councilwoman Landry discussed adopting 'Robert's Rule of Order'.

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

City Attorney, Mrs. Wilson stated the next meeting is Thursday, July 23, 2026.

P. REPORTS FROM DEPARTMENT HEADS

1. Receive the June Monthly Inspection Report.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman Graves

To approve receiving the June Monthly Inspection Report.

YEAS: LeBlanc, DeVirgilio, Graves, Landry

NAYS: None

ABSENT: Westmoreland

ABSTAINED: None

Q. COUNCIL DISCUSSION OF BUSINESS NOT ON AGENDA

(No Action May Be Taken Unless Declared an Emergency)

Councilman LeBlanc stated he will be riding around looking at AT&T boxes that are damaged in his district.

R. ADJOURNMENT

The meeting was adjourned at 8:04 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, July 14, 2026, a proper quorum being there and then present.

Karen Burdette, Clerk of the City Council