

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, July 28, 2026, 6:30 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:32 p.m., on Tuesday, July 28, 2026, at the Zachary City Hall located at 4700 Main Street, Zachary, LA.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Councilwoman Westmoreland

Pledge of Allegiance by Councilman LeBlanc

C. OPENING PROCEDURES

1. ROLL CALL

MAYOR

David McDavid

COUNCIL MEMBERS

Brandy Westmoreland – District 1

John LeBlanc– District 2

Ambre DeVirgilio – District 3

ABSENT MEMBERS

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.

D. READING OF THE MINUTES

1. Approval of Minutes July 14, 2026, regular meeting, and approve them as written.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To approve minutes of July 14, 2026, regular meeting, and approve them as written.

YEAS: Westmoreland, LeBlanc, DeVirgilio

NAYS: None

ABSENT: Graves, Landry

ABSTAINED: None

E. HONORS, RECOGNITIONS, AND INTRODUCTIONS

F. CONTRACT ITEMS/CONTRACTS OR ITEMS RELATING TO PROJECTS

1. Street/Road Projects

a) McHost Road Water Main Relocation – Pay Request #4

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve McHost Road Water Main Relocation – Pay Request #4 in the amount of \$106,768.12.

YEAS: Westmoreland, LeBlanc, DeVirgilio

NAYS: None

ABSENT: Graves, Landry

ABSTAINED: None

b) Mt Pleasant Crosswalks – Change Order #1 and Pay Request #3

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve Mt Pleasant Crosswalks – Change Order #1, pay increase in the amount of \$34,217.36 and Pay Request #3 in the amount of \$122,019.34.

YEAS: Westmoreland, LeBlanc, DeVirgilio

NAYS: None

ABSENT: Graves, Landry

ABSTAINED: None

c) Request authorization to go out for Bids for 2026 Road Rehabilitation Project.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve an authorization to go out for Bids for 2026 Road Rehabilitation Project.

YEAS: Westmoreland, LeBlanc, DeVirgilio

NAYS: None

ABSENT: Graves, Landry

ABSTAINED: None

d) Main Street Improvements – Retainage Pay Request #2

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve Main Street Improvements – Retainage Pay Request #2 in the amount of \$8,152.50.

YEAS: Westmoreland, LeBlanc, DeVirgilio

NAYS: None

ABSENT: Graves, Landry

ABSTAINED: None

2. Sewer

3. Subdivision Inspections

4. Water and Gas Projects

5. Other Projects

G. PRESENTATION OF DELEGATIONS

1. Request to Speak

- a) Joel Aslin, 1331 East Plains-Port Hudson Road, addressed the Council regarding concerns about individuals hunting near property adjacent to his land. He requested that the Council consider adopting an ordinance to prohibit this activity. Mayor McDavid stated that the matter would be discussed by the Council and would require a decision by the governing body.

2. Hardship Waivers

- a) Waiver Application – 3010 North Vernon Rd.
The motion was made by Councilwoman Westmoreland
The motion was not seconded
To deny Waiver Application – 3010 North Vernon Rd.

The motion was made by Councilman LeBlanc
The motion was made by Councilwoman DeVirgilio
To table Waiver Application – 3010 North Vernon Rd.

YEAS: LeBlanc, DeVirgilio

NAYS: Westmoreland

ABSENT: Graves, Landry

ABSTAINED: None

The motion failed, no action taken on the agenda item.

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 **July 06, 2026**, of the Planning Commission and the Minutes of the Regular meeting of **July 06, 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 **July 06, 2026**, of the Planning Commission and the minutes of the Regular meeting of **July 06, 2026**, of the Zoning Commission.

YEAS: Westmoreland, LeBlanc, DeVirgilio

NAYS: None

ABSENT: Graves, Landry

ABSTAINED: None

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 the balance sheet and income statement as of July 2026 and the natural gas bill when it is received.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilman LeBlanc

To approve receiving the balance sheet and income statement as of July 2026 and the natural gas bill when it is received.

YEAS: Westmoreland, LeBlanc, DeVirgilio

NAYS: None

ABSENT: Graves, Landry

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 2026-13** - ORDINANCE AUTHORIZING THE CITY OF ZACHARY TO AMEND AND UPDATE THE UNIFIED DEVELOPMENT CODE FOR THE CITY OF ZACHARY TO CREATE A ONE (1) ACRE RESIDENTIAL ZONING DESIGNATION.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve **Introduction of Ordinance 2026-13** - ORDINANCE AUTHORIZING THE CITY OF ZACHARY TO AMEND AND UPDATE THE UNIFIED DEVELOPMENT CODE FOR THE CITY OF ZACHARY TO CREATE A ONE (1) ACRE RESIDENTIAL ZONING DESIGNATION.

YEAS: Westmoreland, LeBlanc, DeVirgilio

NAYS: None

ABSENT: Graves, Landry

ABSTAINED: None

2. **Introduction of Ordinance 2026-14** - ORDINANCE AUTHORIZING THE CITY OF ZACHARY, STATE OF LOUISIANA, TO ENTER INTO A LEASE AGREEMENT WITH RESPECT TO CERTAIN PROPERTY OF THE CITY; APPROVING THE FORM AND TERMS OF SUCH AGREEMENT; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilwoman Westmoreland

To approve **Introduction of Ordinance 2026-14** - ORDINANCE AUTHORIZING THE CITY OF ZACHARY, STATE OF LOUISIANA, TO ENTER INTO A LEASE

AGREEMENT WITH RESPECT TO CERTAIN PROPERTY OF THE CITY;
APPROVING THE FORM AND TERMS OF SUCH AGREEMENT; AND
PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

YEAS: Westmoreland, LeBlanc, DeVirgilio

NAYS: None

ABSENT: Graves, Landry

ABSTAINED: None

3. Presentation - The Power of Arrival: Creating Iconic Gateways through Placemaking.

Presentation given by Councilwoman DeVirgilio.

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

City Attorney, Mrs. Wilson stated the next meeting will be held next month.

P. REPORTS FROM DEPARTMENT HEADS

Q. COUNCIL DISCUSSION OF BUSINESS NOT ON AGENDA

(No Action May Be Taken Unless Declared an Emergency)

Councilwoman Westmoreland announced that the Vietnam Traveling Memorial Wall will be coming to Zachary for the first time in 30 years. The memorial will be displayed in front of Zachary High School, arriving on Thursday, November 12, and will be open to visitors from Friday, November 13, through Monday, November 16. She requested that the City assist with promoting the event through social media to help inform the community.

R. ADJOURNMENT

The meeting was adjourned at 7:33 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 28, 2026, a proper quorum being there and then present.

Karen Burdette, Clerk of the City Council