For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, October 13, 2026, 6:30 P.M.

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:30 p.m., on Tuesday, October 13, 2026, at the Zachary City Hall located at 4700 Main Street, Zachary, LA.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Councilwoman Landry
Pledge of Allegiance by Building Official, Scott Masterson

C. OPENING PROCEDURES

1. ROLL CALL

MAYOR
David McDavid
COUNCIL MEMBERS
Brandy Westmoreland – District 1
John LeBlanc– District 2
James Graves – District 4
Jennifer Landry – District 5
MEMBERS ABSENT
Ambre DeVirgilio – District 3

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 Councilwoman Westmoreland
The motion was seconded by Councilman LeBlanc

To approve additions to the agenda under G1B – Carmel Breaux – Presentation of City's Liability and Property Insurance/ Renewal Insurance.

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

D. READING OF THE MINUTES

1. Approval of minutes for September 22, 2026, regular meeting, and approve them as written.

The motion was made by Councilman LeBlanc
The motion was seconded by Councilwoman Westmoreland

To approve the minutes of September 22, 2026, regular meeting, and approve them as written.

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

E. HONORS, RECOGNITIONS, AND INTRODUCTIONS

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)** Tamara Dayton, spoke regarding candidacy for Zachary Community School Board, District 9.

   - **b)** Carmel Breaux – Presentation of City's Liability and Property Insurance/ Renewal Insurance.

The motion was made by Councilwoman Westmoreland
The motion was seconded by Councilman LeBlanc

To approve the various liability insurance coverages and premiums for the City of Zachary. And to reject the uninsured motorist coverage and give the Mayor authority to sign such rejection.

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

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

J. APPROVAL OF PAYMENT OF BILLS

1. Receive accounts payable report for September 2026.

The motion was made by Councilman Graves
The motion was seconded by Councilwoman Westmoreland

To approve receiving the accounts payable report as of September 2026.

YEAS:	Westmoreland, LeBlanc, Graves, Landry
NAYS:	None
ABSENT:	DeVirgilio
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 2026-16** - AN ORDINANCE PROVIDING FOR THE ANNEXATION OF TRACTS CA-1 & CA-2 OF THE J.N. LIPSCOMB TRACT INTO THE CORPORATE LIMITS OF THE CITY OF ZACHARY AND RELATED MATTERS.

   Mayor McDavid opened the PUBLIC HEARING at 6:49 p.m. There being no one to speak in favor of or against the annexation, Mayor McDavid closed the PUBLIC HEARING at 6:49 p.m.

   The motion was made by Councilwoman Westmoreland
   The motion was seconded by Councilman LeBlanc

To approve **Adoption of Ordinance 2026-16** - AN ORDINANCE PROVIDING FOR THE ANNEXATION OF TRACTS CA-1 & CA-2 OF THE J.N. LIPSCOMB TRACT INTO THE CORPORATE LIMITS OF THE CITY OF ZACHARY AND RELATED MATTERS.

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

2. **Introduction of Ordinance 2026-19** - ORDINANCE OF THE CITY OF ZACHARY PERTAINING TO THE CREATION OF DEPUTY CHIEF OF POLICE POSITION FOR THE CITY OF ZACHARY AND FOR OTHER RELATED MATTERS.

The motion was made by Councilwoman Westmoreland
The motion was seconded by Councilman LeBlanc

To approve **Introduction of Ordinance 2026-19 -** ORDINANCE OF THE CITY OF ZACHARY PERTAINING TO THE CREATION OF DEPUTY CHIEF OF POLICE POSITION FOR THE CITY OF ZACHARY AND FOR OTHER RELATED MATTERS.

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

3. Approval of setting the date and time for the 2026 Trick or Treat.

The motion was made by Councilwoman Westmoreland
The motion was seconded by Councilman LeBlanc

To approve the date and time for the 2026 Trick or Treat to Saturday, October 31, 2026 from 6:00 p.m. to 8:00 p.m.

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

4. Approval of the 2027 City of Zachary Holiday Schedule.

The motion was made by Councilwoman Landry
The motion was seconded by Councilwoman Westmoreland

To approve the 2027 City of Zachary Holiday Schedule.

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

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

1. Receive the minutes from the May 28, 2026, Condemnation Board Meeting.

The motion was made by Councilwoman Westmoreland
The motion was seconded by Councilman LeBlanc

To approve receiving the minutes from the May 28, 2026, Condemnation Board Meeting.

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

P. REPORTS FROM DEPARTMENT HEADS

1. Receive the September Monthly Inspection Report.

The motion was made by Councilwoman Westmoreland
The motion was seconded by Councilman LeBlanc

To approve receiving the September Monthly Inspection Report.

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

Q. COUNCIL DISCUSSION OF BUSINESS NOT ON AGENDA

(No Action May Be Taken Unless Declared an Emergency)

The Mayor expressed his sincere appreciation to everyone for their calls, messages, and support following the recent passing of his mother.

R. ADJOURNMENT

The meeting was adjourned at 6:58 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, October 13, 2026, a proper quorum being there and then present.

_____
Karen Burdette, Clerk of the City Council