



**CITY OF LITHONIA**  
**MINUTES–CITY COUNCIL VIRTUAL MEETING**  
**Monday, June 6, 2022 @ 5:30 PM**

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**I. Call to Order and Roll Call**

The City Council Virtual Meeting was called to order at 5:33 pm by Mayor Shameka S. Reynolds. A roll call was taken, and the following City Council Members were present: Diane Howard, Darold Honore, Amelia Inman, Vanneriah Wynn, and Yolanda Sheppard.

**II. Moment of Silence**

A moment of silence was observed.

**III. Approval of Agenda**

Councilman Honore motioned to accept the agenda as written for the June 6<sup>th</sup> City Council meeting, the motion was seconded by Councilwoman Wynn and approved by a vote of 5-0.

**IV. Approval of Council Meeting Minutes**

- a. April 18, 2022, Work Session (5:30 pm)
- b. April 28, 2022, Public Hearing for Special Exception Use that would allow a restaurant serving alcohol at 6926 Main Street (5:30 pm)
- c. May 2, 2022, City Council (5:30 pm)
- d. May 9, 2022, Special Called Film Application Approval (5:30 pm)
- e. May 12, 2022, Public Hearing Proposed Amendments to the Downtown Lithonia Form Based Code for the addition of certain uses / funeral homes and hospice facilities to the EG Edge District (5:30 pm)
- f. May 16, 2022, Work Session (5:30 pm)

Councilman Honore motioned to approve April 18, 2022 Work Session, April 28, 2022 Public Hearing for Special Exception Use that would allow a restaurant serving alcohol at 6926 Main Street, May 2, 2022 City Council, May 9, 2022 Special Called Film Application Approval, May 12, 2022 Public Hearing Proposed Amendments to the Downtown Lithonia Form Based Code for the addition of certain uses / funeral homes and hospice facilities to the EG Edge District, and May 16, 2022 Work Session Meeting Minutes, the motion was seconded by Councilwoman Inman and approved by a vote of 5-0.

**V. Public Comments Response**

City Administrator Sands indicated that in follow up to Mrs. Harper's concerns, the orange barrels were removed, reported the Bruce street speed limits, code enforcement indicated the property on Braswell Street was involved in a court case and no family members have been located, the city can place a lien on the property or place in abatement.

Councilwoman Inman asked the City Administrator to send out the fees associated with the lien process and if going the abatement route, what does that look like. City Administrator Sands will provide additional information on both items.

**VI. Action Item**

**a. City of Lithonia Property Transfer to LDDA**

Councilwoman Howard motioned to approve the transfer of City of Lithonia properties to LDDA; property addresses 2360 James Street, 7050 Bruce Court, and 2523 Bruce Street, pending the structuring of an agreement to include the percentages of distributing funds, by the attorney, the motion was seconded by Councilman Honore and approved by a vote of 5-0.

**b. 2022 LMIG RFP 2022-FB-001**

Councilwoman Howard motioned to approve CRM Services because they worked for another judicial Fulton County and their numbers are consistent, the motion was seconded by Councilwoman Inman and approved by a vote of 5-0.

**VII. New Business**

**a. Island Fest-West Indian Cultural Event for Kidney Awareness, July 16, 2022**

Mayor Reynolds stated this is an event scheduled to be held in the back of the park, confirming the organizer Phillip Pottinger was on the call. Requesting from Council to answer any questions.

Changes made May 2, applied before that time, event ends at 11:45 pm, costly to find another venue, thus far has invested \$75k into the event, wants to know where he stands at this point. Mayor acknowledged an apology and informed Mr. Pottinger that an approval was needed before council. Mr. Pottinger stated that he received a call from the park manager to move forward and provided a deposit of \$750 on April 22. Councilwoman Howard asked for a presentation. Mr. Pottinger stated there will be performers from Granada, Trinidad, West Indian, Virgin Islands, Jamaica, different foods, a cultural event, he would control the music, for kidney awareness. Councilman Honore expressed concern the need for maintaining the approval process with the city. Mr. Pottinger stated that he was unaware that a presentation was required, he was contacted last week by the City Clerk, and the park manager contacted him to refund his money. Councilwoman Howard asked what the hours would be, Mr. Pottinger stated starting at 12 noon and the last artist would perform at 10:00 pm and out in 30-45 minutes. Mayor Reynolds asked City Clerk what the timeline was on her contact with Mr. Pottinger. City Clerk Blount stated Mr. Pottinger reached out to the city on March 4 for his July 16 event and placed on the tracking sheet maintained by the clerk's office, no monies were collected from the park manager during May 3 and 20<sup>th</sup> when park manager provided monies for booked events. Mayor Reynolds requested Annette Radford to speak and asked her if she had records of dates. Annette Radford replied that she spoke to Mr. Pottinger on April 6 after receiving the calendar, he sent a cash app for the deposit amount of \$750. Mayor Reynolds asked city clerk if she had a copy of the application, city clerk replied that she only received the first page of the application. City Administrator Sands asked Annette Radford which application Mr. Pottinger received, Ms. Radford replied that he received the old application, City Administrator replied the copy of the application that she has before her is not the original application, it has been altered. Annette Radford stated he did not receive that application because he did not request additional parking. Mayor Reynolds stated the reason that Mr. Pottinger is on the call because there were 3 events scheduled at the park and to protect you and the city of Lithonia, to ensure the application process goes smoothly, to ensure to council and the community that there are family and community events held in the park to maintain good relationships, asking for your patience for council to understand what decision they will make through discussion only today and not approval unless council would like to, enhance our policies and procedures. Mr. Pottinger stated that he was offered to host the event at the Amphitheater, but that platform will not work.

Councilwoman Howard asked about the investment made again, asked if he is willing to pay for parking and the new fees for the venue, resubmit application, she would be in favor. Councilwoman Sheppard asked for clarity if the event is a benefit event, Mr. Pottinger stated yes. Councilwoman Sheppard asked for clarity on the ending time proposed, Mr. Pottinger stated 11:45 pm for close, Councilwoman Sheppard does not have an issue on the event but not in agreement on the ending time, would have to be packed up by 10:00 pm, Mr. Pottinger stated the last artist performs at 10 pm and finishes at 11 pm, could wrap up until 12 midnight/12:30 am, wrapping up at 10 pm would not work. Councilwoman Wynn asked what the festival entails, Mr. Pottinger replied singing, a DJ, and young artists in the community. Councilwoman Wynn agrees with Councilwoman Sheppard on the closing time of the event and asked if there would be security, Mr. Pottinger replied yes Dekalb and Lithonia, has not talked to Lithonia chief of police, how many attendees for the event,

800-900 it varies, highest number attendees at 1,000 or more, does not think this one will be widely held based on the ticket sales thus far but could not provide a head count on ticket sales, will check this week, just placed ticket sales on event bright the week prior. Chief DJ asked if Mr. Pottinger if he talked to Dekalb, Mr. Pottinger talked to a few off-duty officers, Chief DJ said there has been an issue of officers not showing up. Councilwoman Inman has nothing against having this event, however, does not recall this event being on her calendar for review, and suggesting if Mr. Pottinger is willing to modify the closing time of the event that she would be in favor, and asked if he would close the event at 10:00 pm. Mr. Pottinger asked if he could be met 1/2 way to wrap up at 11:00 pm. Councilwoman Inman asked council what time they want him to end his event, wants to be accountable to what was proposed to the community. Council is in favor the ending time of the event would not be waived after 10:00 pm. Mr. Pottinger was not flexible to end at 10:00 pm, with an 11:00 pm preference. Mayor Reynolds requested that Mr. Pottinger use Lithonia Police as a main and first resource, and he agreed. Further conversation endured regarding the event being over by 10:00 pm between Mayor Reynolds, Councilman Honore, and Mr. Pottinger remarked that 10:00 pm would not work.

Councilman Honore commented to park manager Annette Radford the disarray of the order of the park reservations process and her attendance during the meetings, this event, and the back and forth. Annette Radford explained the process as performed on her end. Mayor Reynolds asked City Clerk Blount if anyone had a conversation with Ms. Radford, City Clerk Blount replied the conversation with Ms. Radford was the sheet was used for tracking purposes only, in reviewing the sheet there is a column for council approval and no approvals were written in that column, informed Annette the events had not been approved and to have a conversation with Renee Miller Amphitheater Manager to prevent any double bookings. Annette Radford denied the conversation took place. Mayor Reynolds stated to Ms. Radford that she recalled receiving calls from city hall that she was complaining about making presentations before council. Ms. Radford denied this to be true, that she clarified with Councilwoman Howard that each event organizer must present their event before council. Councilman Honore asked City Clerk Blount the date when council approved this process and the park hours, concerned that the park manager ineffectively communicated the process to applicants after being present during the meetings that park management was discussed.

Mayor Reynolds asked a question regarding the application, the back of the application has been altered (5 parking lots) what lots does the city own, the pouring permit language was not on the original application, which was approved by our legal team, why were these additions added. Ms. Radford acknowledged the overflow parking was added (amphitheater 4 lots, basketball court behind the field), however did not acknowledge that she placed the pouring permit language on the application (instead referred to the alcohol application and did not acknowledge the altering of the park reservation application to add the pouring permit language) and placed her contact information on the application. Mayor Reynolds recognized that it is a City of Lithonia document and cannot be altered. Annette Radford referred to previous autonomy that she had when managing the Amphitheater. Councilman Honore stated the contracts are illegal and cannot be honored by the city. Ms. Radford stated that Mr. Pottinger had the original application. Mr. Pottinger asked if he could be grandfathered in to pay the original fee of \$750 per field.

Councilwoman Howard asked Ms. Radford referring to a discussion regarding who should give the presentation, the park manager, or the applicant, a few weeks ago or month ago, concluding that Ms. Radford attended both meetings when the topic of presentation was discussed and that she was aware.

Mayor Reynolds would like to invite 2 council members, city administrator, city clerk, interim chief of police, and Annette Radford for discussion on policy and procedures not a public meeting.

Mayor Reynolds asked Mr. Pottinger if he can agree to do the cutoff at 10:00 pm in order to move on. He was not prepared to make that decision, if he still has to pay \$4,800. Councilwoman Howard stated that he was not approved, and money was refunded, brand new right now. Mr. Pottinger not pleased with the new fee because he already paid, however refunded, mentioned that he contacted his lawyer. Mayor Reynolds asked that Mr. Pottinger get back with us before Friday and reiterated the time to close the event at 10:00 pm until we have better policies and procedures with our park manager. Councilwoman Howard asked council for confirmation on the fee, Councilman Honore concurred that the new fee would be in effect. Councilwoman Inman asked if any additional dates were on the save the date, Ms. Radford indicated the other one decided to go with another venue and received a refund back.

Councilwoman Inman motioned to approve this festival event on July 16, 2022, to end by 10:00 pm, to honor using Lithonia police for security, at the original rate of \$750 per park.

City Administrator Sands interrupted and stated that Epic paid at the new rate, Colorgasm and Epic deposits were made on May 3.

Councilwoman Inman amended her motion for the rate of \$200 per hour, the motion was seconded by Councilwoman Howard and approved by a vote of 3-0. Councilman Honore was opposed. Councilwoman Wynn did not respond.

Mr. Pottinger does not wish to move forward at the \$200 per hour rate and feels that he made his deposit before the new rate was made known.

Mayor Reynolds asked that Mr. Pottinger let the city know by Friday if he wishes to move forward.

**b. Lithonia Community Day, July 23, 2022**

Mayor Reynolds indicated that Mr. Moore came before council months ago, event at no cost because it is for the community but not approved and asked City Clerk Blount to provide council with information from the last meeting.

Councilwoman Sheppard motioned to approve Mr. Moore's Lithonia community day event for July 23, the motion was seconded by Councilwoman Wynn.

Councilwoman Howard asked for clarity on why the event would be free, Mayor Reynolds indicated that it is a community day event, that it is based on donations, and he will be giving back to the city for children in the community.

City Clerk Blount stated Mr. Moore contacted the city on March 24<sup>th</sup>, the event times are 7am-7pm, using 2 fields. On April 4<sup>th</sup> Mr. Moore stated Lithonia Community Day has been in effect since 1997 under Mayor Glen 4<sup>th</sup> Saturday of July, a proclamation was previously presented, reciprocated by Mayor Jackson, 25<sup>th</sup> year created by lodge off of Bruce Street, giving back to the community and asking the fee is waived to use the park, fellowship with one another, close to 300 school supply bags were given out, activities for children. Grandmom and Great on mom and fathers side went to Bruce St High School and went to church here, community work based in Lithonia. Lodge is sponsoring named by his father who started the Lithonia Community Day, has a scholarship fund with Lithonia High School at book scholarships, having an all-white affair party in June to raise money for scholarship and community day. City clerk has contact information for sharing.

*Council Questions were:*

Councilwoman Howard thanked Mr. Moore and asked what the hours are for the event (7am until 5pm to include set up). Councilman Honore thanked Mr. Moore and will contact clerk's office to obtain info. Councilwoman Inman thanked Mr. Moore and looks forward to attending the event.

Councilwoman Wynn thanked Mr. Moore, hopes to attend and will bring her father's checker table if she can find it. Mayor Reynolds acknowledged the Lithonia Community Day event will be on the agenda for approval during the month of May. Mr. Moore stated that he distributes flyers toward the end of June, can email it for posting on the website, or for emailing to others. Mayor Reynolds extended an invitation to allow the city's graphic designer to come up with the flyer. Mr. Moore will email the info to the clerk's office.

Councilwoman Inman wanted to know who would be responsible for picking up the trash. Mayor said Mr. Moore would be responsible for picking up the trash after the event. Councilwoman Inman is requesting in writing that everything will return back to normal when the event is over, and there should be security. Mayor Reynolds indicated a refundable deposit would be appropriate to ensure this, Councilman Honore suggested having insurance and completing a standard application. Council is asking that Mr. Moore provide another presentation for more questions.

## **VIII. Old Business**

### **a. Old City Hall Building**

Public Works Director Monson drew the conclusion to suggest renting out the building, whoever rents it can fix it the way they want it, to go ahead and get money coming in for the building. Councilwoman Inman felt the city would fix it up to charge a higher rent, Mr. Monson stated the money is really not there to do what was desired, it's just sitting for now. Councilman Honore stated that Georgia Peach Credit Union always had an interest to be in the city. Councilwoman Inman stated a lot of nonprofits have expressed an interest as well, issue of air flow, Mr. Monson stated the new units are in and there is new duct work, running water, toilets running, power/lights.

### **b. Masonic Lodge Repairs**

Public Works Director Monson had no new updates.

## **IX. Other Business**

### **a. City Administrator Report**

Elevator line up and working, switched from T1 to analog, IT to perform remaining work. Received applications for Chief of Police opening.

### **b. Police Department Report**

Interim Chief DJ provided a recap on the events, went over fairly well, issue Friday night with noise and worked it out with the promoter, issued a fair amount of parking tickets on Randall Street and will block the street off for future, otherwise no big issues with the events. Discovered that events are using outside agencies to help with security, some officers did not show up, preference that Lithonia is main resource used. Gun violence is really high right now, working on an initiative to prevent gun violence in the city, working with dekalb county, past 2 weeks taken several guns off the street. Emphasizing if you see something, say something, working with a few swat guys to work with citizens on what to look for with the wave of mass shootings, should have something set up in the next 2-3 weeks. Six violations.

Councilwoman Howard asked where are we with the trucking ordinance, Chief DJ responded that we are enforcing, had recent violation activity, six violations written, lost one full time officer who left for more pay, reserves helping to work the night shift. Talked to some of the plants to pass the word along for trucks. Councilwoman Howard asked how many reserve officers, Chief DJ responded for patrol there are 10, 5 on court, motor guys, 2 assigned to Roseberry for code enforcement, 2 CID, 4 trainers - 20-22 officers total.

**c. Mayors Report, Councilmember District Update**

Mayor Reynolds and City Administrator Sands interviewed 2 applicants for the Associate Judge position and has someone to highly recommend, will provide council with the information within the next week. Made council aware of meetings coming up, June 9<sup>th</sup> Millage Rate at 11:00 am and at 6pm, and on Friday Budget Work Session from 12-2 pm, be sure to mark your calendar to be present. Councilwoman Inman noted that she would not be able to attend Friday's budget meeting.

Councilwoman Howard has not updates. Councilman Honore yields his time to Mr. Moore for his presentation. Councilwoman Inman mentioned that on the city's website to update the changes being made for example the permit fee schedule is still saying \$750 for the park, Councilwoman Sheppard's picture has not been updated and Ric Dodd's picture is still on the website, does not see the calendar of events added to the website. Councilwoman Sheppard noted there are 2 websites and one of the sites contains her picture, AIC scholarship was awarded. Councilwoman Sheppard has no updates.

Mr. Moore enlightened council on the details, started in 1997, 25<sup>th</sup> year acknowledged by Mayor's Glen and Jackson, held 4<sup>th</sup> Saturday in July, fun for the community, hot dogs, hamburgers, games, football, all star lodge 502 in Lithonia since 1920 off of Bruce/Stone Street's, used to house Tri-Cities Funeral Home, set up time at 7am, start cooking, welcome people starting at 11 am, will have good family old school and hip hop music, Eastern Stars painting faces, open school supplies, paper, pencils, pens, no book bags, big tent out on the bottom field with all games, dodge ball, flag football, water guns, good wholesome fun, everyone on council invited, fund raiser in College Park this Friday, Roosevelt scholarship fund named after his father will be given to Chase Champion of Lithonia High School ceremonial check to his school account for books or meals. Remaining proceeds will go towards Lithonia Community Day, end at 5pm. Brothers will clean up and the end of the event. Held on Bruce street a few years. Welcome any school supply donations.

*Council Questions:*

Councilwoman Howard had no questions and thanked Mr. Moore. Councilwoman Inman asked if it is necessary to have security, Mr. Moore replied that in the past Lithonia Police always stopped by and participated, the parents will be there, lot of the brothers are teachers and used to dealing with kids, good at multi-tasking, police presence is always good, don't want to give the impression that we are policing the community, officers can stop by and get a hotdog, if needed there are brothers that can be suited. Councilwoman Inman's biggest concern is liability and asked for councils thoughts on at least having Lithonia Police presence. Councilman Honore commented that the park is all about events such as this for the community and those around the city, appreciates what Mr. Moore is doing for the community. Councilwoman Wynn enjoyed the presentation and looks forward to attending. Councilwoman Sheppard enjoyed the presentation and will have her family there.

Councilwoman Howard motioned to approve Lithonia Community Day for July 23, 2022 and requesting to have Lithonia Police provide occasional ride-thru' s for welfare checks, the motion was seconded by Councilwoman Sheppard and approved by a vote of 5-0.

Mr. Moore will send information to city clerk's office.

**VIII. Executive Session (None)**

**IX. Adjournment**

Councilwoman Howard motioned to adjourn the meeting, the motion was seconded by Councilwoman Wynn; the motion was approved by a vote of 5-0, and the meeting was adjourned at 8:25 pm.