

**TUESDAY, JANUARY 29, 2026
CITY COMMISSION MEETING – 5:30 P.M.**

Present: Dave Lowery, Mayor
Sam Peebles, Mayor Pro Tem
Pat Perno, Commissioner
Jamie Warrick, Commissioner
Judy Tinder, Commissioner
Chris Lightfoot, Interim City Manager
Sergeant at Arms
Amy Myers, City Legal Counsel

Apologies: None

Item # 1. Call to order.

Mayor Lowery called the meeting to order at 5:30 P.M.

Item # 2. Invocation and the Pledge of Allegiance.

The invocation was given by Police Chaplain Frank Stephens followed by the Pledge of Allegiance.

Item # 3. Additions, Deletions, and/or Modifications to the Agenda.

Commissioner Peebles - to discuss the way forward for selecting a new city manager (15)

Commissioner Tinder - to add an item to discuss the city clerk.(16)

Mayor Lowery - to discuss zoning in preparation for the next meeting. (17)

Motion by Commissioner Peebles to add all three items.

Second to the Motion: Commissioner Tinder

On Vote:

Peebles aye
Tinder aye
Perno aye
Warrick aye
Lowery aye

Motion passed: 5-0

CONSENT AGENDA

Item # 4. Approval of Minutes dated 01/13/26 - Regular meeting & 01/20/26 Special Meeting.

Item # 5. Approval to declare Thermal Imager Cameras as surplus back to Municipal Equipment for buy back program credit of \$4,500.

Motion by Commissioner Perno to approve all items on the consent agenda.

Second to the Motion: Commissioner Peebles

On Vote:

Perno aye
Peebles aye
Tinder aye
Warrick aye
Lowery aye

Motion passed: 5-0

OLD BUSINESS

None.

TABLED BUSINESS

None

NEW BUSINESS

Item # 6. Employee of the 4th Quarter 2025.

The Assistant City Manager explained and presented the award to Harold Bramton from the IT department.

Item # 7. Discussion and possible approval of Resolution 2026-01-514 FY 2025-2026 Budget Adjustment.

The Director of Finance explained the item.

The Interim City Manager Read the resolution by title only.

Mayor Lowery opened the floor to the commission for discussion. There were none.

Motion by Commissioner Perno to approve of Resolution 2026-01-514 FY 2025-2026 Budget Adjustment.

Second to the Motion: Commissioner Peebles

Mayor Lowery opened the floor to the public for comments.

Commissioner Tinder – What happens to the purchase orders if those prices change? Mrs. Roman – those prices are locked in the purchase orders.

On Vote:

| | |
|---------|-----|
| Perno | aye |
| Peebles | aye |
| Warrick | aye |
| Tinder | aye |
| Lowery | aye |

Motion passed: 5-0

Item # 8. Discussion and possible approval of Resolution 2026-01-515 Amending the Fee Schedule.

The Interim City Manager read the resolution by title only.

The Deputy Director of Finance explained the item as reported.

Mayor Lowery opened the floor for discussion by the commission.

Commissioner Peebles – Keep the proposed prices the same for Lynn Haven and increase them by \$10 for non-residents. Mrs. Marsh – Mr. Ward said it was difficult to determine who are residents and who are not. Commissioner Peebles – let’s put it in the policy now and we can sort out the implementation later.

Commissioner Peebles – for a future agenda item to discuss contracted naming rights to the fields with those funds going toward an enterprise fund. Commissioner Peebles will get together with Mr. Ward to discuss presenting this. Commissioner Warrick – we don’t normally transfer funds from general to enterprise though, do we? Mrs. Roman – that is not our normal practice. It would make more sense for it to go straight to the stormwater.

Commissioner Peebles - \$100 fee to use the gazebo at Cain Griffin – would like to put that back in there to allow someone to reserve it if they wish.

Commissioner Warrick – had a handout comparison for water meter re-read rates throughout the county and has no problem with lowering our re-read fee. Mrs. Roman – last fiscal year we had 12 re-reads. Further discussion ensued. Commissioner Warrick would like to keep the meter testing fee at \$50 and the re-read fee at \$25.

Motion by Commissioner Perno to approve of Resolution 2026-01-515 Amending the

Fee Schedule, with three provisions that non-residents be charged an additional \$10 for non-residents; putting the \$100 rental fee & \$100 refundable cleaning fee back for the gazebo at the Cain Griffin Park; and reduce re-read fee to \$25.

Second to the Motion: Commissioner Tinder

Mayor Lowery opened the floor for discussion by the public.

Mr. Beshearse – charging non-residents extra should not be a problem because we already charge extra for the garden club and other things for non-residents. Plus, additional for pickleball etc.

Mr. Scray – you have a list of all Lynn Haven residents to collect trash. Concerned about the construction fees going up, specifically about when it will be assessed, and having to pay additional for reinspection. Encourages the commission to review the ULDC. Commissioners should be doing workshops to update the ULDC line-by-line.

Mr. Langford – thanks for the idea of alternative ways to fund stormwater. The commission needs to come up with what the top priorities are in Lynn Haven, then discuss funding. Spoke further about the fee increases with the sports and get ready to explain why. Mr. Lightfoot – even the proposed fees are cheaper than anywhere else in the county, and we operate at a revenue loss with the sports department.

On Vote:

| | |
|---------|-----|
| Perno | aye |
| Tinder | aye |
| Peebles | aye |
| Warrick | aye |
| Lowery | aye |

Motion passed: 5-0

QUASI-JUDICIAL PUBLIC HEARING – Opens (6:06pm)

Item # 9. Discussion and possible approval of Development Order Application – Bay Breeze Shores parcel #08550-000-000.

The City Attorney swore in all who wished to speak and checked with the commissioners for ex-parte communications.

Commissioner Perno - spoke with a few residents who were all against the development.

Mayor Lowery - spoke with one resident who was against the development.

Commissioner Warrick – spoke with a resident who was against the development.

Commissioner Tinder - spoke with three residents who were all against the development.

The Planning & Development Specialist explained the item in the attached report.

Mayor Lowery opened the floor to the commission for discussion.

Mayor Lowery asked what the staff analysis is and the recommendation? Ms. Harrison – it meets all the requirements.

Mayor Lowery – The Planning Board denied the request for DO.

Commissioner Tinder – does this have a lot to do with incompatibility? Mrs. Myers – the rules state that the city shall determine the compatibility when they hear all the public comments.

Commissioner Warrick – did the Planning Commission not deny the proposal? Mrs. Myers – no, the motion to deny was voted down so it defaults to an approval.

APPLICANT/REPRESENTATIVE:

Brad Harris (engineer for the proposal) – happy to take questions. There were none.

Comments by affected parties:

Mr. Stone – spoke against the development.

Mrs. Outwell – spoke against the development.

Mr. Flynn – spoke against the development.

Ms. Turpen – spoke against the development.

Commissioner Tinder – isn't this the same project that was approved last year for 34 apartments?

Mrs. Harrison – it was approved for duplexes.

Mr. Paul Sims – spoke against the development.

Mayor Lowery asked Mrs. Harrison if there were compatibility concerns with this application when it was submitted and reviewed. Ms. Harrison explained this property does have permissible use. Mrs.

Myers – staff's analysis will simply be if it is a pass or fail regarding the minimum requirements.

Mayor Lowery – we probably need to add a next level of analysis for next time, like impact on neighbors. Mrs. Myers – at this stage in the process certainty is not required.

Commissioner Warrick – the city needs to update the comprehensive plan and ULDC – that is the commission's job. Staff's job is just to check if it passes the current code or not.

Mayor Lowery – would like to set a workshop for some time in the next 60 days to discuss the ULDC.

Commissioner Warrick – there are development order applications he does not like, but if they follow our codes, we cannot deny them. This one says we can determine this individually depending on compatibility. More discussion ensued.

Mr. Sims – spoke out against the development.

Mr. Scray – spoke against the development.

Mr. Turpen – spoke against the development.

Mr. Shands – spoke against the development.

Mr. Detweiler – was sworn in – spoke against the development.

Mrs. Moore – was sworn in - spoke against the development.

APPLICANT RESPONSE:

Ms. Dana – said they believed the residents don't want any development of any kind on this property. Stated that these are not trailer homes. They are modular homes. The county has approved of this development.

Commissioner Tinder – asked if there is a particular reason they are not building the previous development. Applicants said they were unable to sell those homes, so they decided to build something less expensive.

Commissioner Tinder – will they be on stilts? Applicant – no, there will be infill and blocks.

Mayor Lowery – other trailer parks are generally located near main amenities. Was this considered?

Applicant – we are reducing the number of homes that were originally approved. Those residents can walk to various locations or ride a golf cart.

Commissioner Perno – you can't take a golf cart through that grassy point, so you don't have access.

Commissioner Tinder – are you planning on building one completely as a sales tool like a demo home? Applicant - Yes.

Mr. Sims – spoke against the development again.

Mr. Beshearse – spoke against the development.

Commissioner Tinder – based on all we are hearing do not see how its compatible.

Mrs. Outwell – refuted that they were trying to be nasty.

Mrs. O’Neil – spoke against the development.

APPLICANT representative – spoke about the public comment complaints.

Commissioner Peebles – we are not telling people they cannot live in trailer homes. These are already citizens living here.

Mayor Lowery deferred to the city attorney. City Attorney reminded them to make their decision based ONLY on what they have heard in today’s testimony.

Commissioner Warrick – there is a reason the comprehensive plan has the compatibility clause, and he doesn’t feel it is compatible.

Motion by Commissioner Tinder to deny Development Order Application – Bay Breeze Shores parcel #08550-000-000.

Second to the Motion: Commissioner Warrick

On Vote:

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|---------|-----|
| Tinder | aye |
| Warrick | aye |
| Peebles | aye |
| Perno | aye |
| Lowery | aye |

Motion passed: 5-0

QUASI-JUDICIAL PUBLIC HEARING – Closed (7:21pm)

Meeting adjourned for a short break at 7.21pm.

Meeting was reconvened at 7.28pm.

QUASI-JUDICIAL PUBLIC HEARING – Opens (7.28pm)

Item # 10. Discussion and possible approval of Development Order – Central Pentecostal Ministries Building Addition – Parcel#11794-000-000.

The City Attorney swore in all who wished to speak and checked for ex-parte communications. There was no ex-parte communication.

The Planning & Development Specialist explained the item in the attached report.

Mayor Lowery opened the floor to the commission for discussion. There was none.

APPLICANT Representative:

Derek McCarty from North Star Engineering – explained the addition on behalf of the applicant.

Commissioner Perno – additional parking? No, because there was already excess parking in existence.

Commissioner Perno – stormwater meet the 100-year plan? Mr. Richard Futner from Dewberry – yes.

Motion by Commissioner Tinder to approve of Development Order – Central Pentecostal Ministries Building Addition – Parcel#11794-000-000.

Second to the Motion: Commissioner Perno

Mayor Lowery opened the floor to the public for comments. There were none.

On Vote:

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| Tinder | aye |
|--------|-----|

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|---------|-----|
| Perno | aye |
| Peebles | aye |
| Warrick | aye |
| Lowery | aye |

Motion passed: 5-0

QUASI-JUDICIAL PUBLIC HEARING – Closed (7:35pm)

Item # 11. First Reading only of Ordinance 1176-AR Comp Plan Amendments.

The Interim City Manager read the Resolution by title only.

Motion by Commissioner Warrick to approve Ordinance 1176-AR.

Second to the Motion: Commissioner Perno

Mayor Lowery opened the floor to the public for comments. There were none.

On Vote:

| | |
|---------|-----|
| Warrick | aye |
| Perno | aye |
| Peebles | aye |
| Tinder | aye |
| Lowery | aye |

Motion passed: 5-0

Item # 12. Discussion and possible approval of Resolution 2026-01-516 Updating and Amending the Public Records Request Policy.

The Interim City Manager read the Resolution by title only.

The city Attorney explained the Item.

Mayor Lowery opened the floor to the commission for discussion.

Commissioner Tinder – spoke briefly about not wanting to burden residents with high fees.

Mayor Lowery – asked Mrs. Myers to explain.

Mrs. Myers – explained as it was reported.

Commissioner Warrick – what does Florida statute say about commissioners being charged for records? Mrs. Myers – that is up to the city because the statute does not address that. Mrs. Myers to amend the policy to include that Commissioners will not be charged for public records requests related to records they require for upcoming business.

Mayor Lowery asked commissioners how they felt about the time and the costs. Consensus was they were happy with that.

Commissioner Tinder – we also need to be aware that we have so many files still sitting in storage boxes.

Mrs. Hodges spoke about recent experiences with extensive requests.

Motion by Commissioner Warrick to approve of Resolution 2026-01-516 Updating and Amending the Public Records Request Policy, with a provision included that Commissioners will not be charged for records requested for official related duties.

Second to the Motion: Commissioner Perno

Mayor Lowery opened the floor to the public for comments.

Mr. Scray – is there a plan to scan in those boxes of records. Mr. Lightfoot – at \$30k. Mr. Scray – apparently the elected officials can request retired DOD staff to come in and do the work at no cost

to the city. Mr. Lightfoot – we have researched this. The documents need preservation and special scanners. Mayor Lowery will liaise with relevant staff to discuss this.

Mr. Detweiler – number one fault with these types of projects is that they didn't have the good data points. Spoker further about other options.

On Vote:

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|---------|-----|
| Warrick | aye |
| Perno | aye |
| Peebles | aye |
| Tinder | aye |
| Lowery | aye |

Motion passed: 5-0

Item # 13. Discussion and possible approval of Resolution 2026-01-517 – Raftelis WWTP Rate Study Agreement.

The Interim City Manager read the Resolution by title only.

The Interim City Manager explained the Item as reported.

Mayor Lowery opened the floor to the commission for discussion.

Motion by Commissioner Warrick to approve of Resolution 2026-01-517 – Raftelis WWTP Rate Study Agreement.

Second to the Motion: Commissioner Perno

Commissioner Warrick opened the floor to the public for comments. There were none.

On Vote:

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|---------|-----|
| Warrick | aye |
| Perno | aye |
| Peebles | aye |
| Tinder | aye |
| Lowery | aye |

Motion passed: 5-0

Item # 14. Discussion and possible approval to submit the Safe Routes to School application (Phase II) to FDOT.

The Director of CRA explained the item as reported.

Mayor Lowery opened the floor to the commission for discussion. There was none.

Motion by Commissioner Warrick to approve submitting the Safe Routes to School application (Phase II) to FDOT.

Second to the Motion: Commissioner Perno

Mayor Lowery opened the floor to the public for comments. There were none.

On Vote:

| | |
|---------|-----|
| Warrick | aye |
| Perno | aye |
| Peebles | aye |
| Tinder | aye |
| Lowery | aye |

Motion passed: 5-0

Item # 15. To discuss about the way forward for selecting a new city manager (15)

Commissioner Peebles – all commissioners received the packets and are reviewing them. Based on the number of qualified applicants we should each submit our top 5 and work with the overlaps. Or

do a public workshop to talk about them in the sunlight.

Commissioner Perno – happy with that plan. He already knows a reputable guy who he would be willing to give the contract to.

Commissioner Tinder – has been trying to read them all and has been calling candidates. Is happy to follow that plan.

Mrs. Myers – has prepared a ballot where they can list up to 10 names in order of choice. Then hand them in to Jerrod to score. Then they will be rated and return to them with the top 5 candidates.

Commissioners Consensus – top 10.

Commissioner Warrick – can it include the people that qualified in the first round? Yes.

Mayor Lowery – can review them and get his choices back next week.

Mr. Holton – when the scores are back he can do a 5-minute presentation?

Commissioner Warrick – what if you don't have 10? Then just fill in your top picks.

Mayor Lowery would like the scoring returned in an excel worksheet. Would the commissioners like to use some of the processes from the police chief appointment in this process? No.

More discussion ensued.

Close of business Wednesday next week is the deadline for submitting their inputs to Mr. Holton by email.

Item # 16. To add an item to discuss the city clerk.

Commissioner Tinder – Said that seeing Mr. Lightfoot had sent everyone an email about how Panama City does it she was wondering how everyone is leaning.

Warrick – was under the assumption that is what the charter review committee is supposed to decide and tell us.

Mayor Lowery – his vision is to have a city manager and then a chartered administrative financial person. Two peers reporting to the city commission. He would like to do a special referendum in the spring/summer for the clerk position and the broader charter updates in April 2027. He would like to spend time building the city clerk / treasurer.

Ms. Myers – if they go with Super Tuesday in April – need action at first meeting in Feb (next meeting); if they do a stand-alone in May – action by March 20th; or if they piggyback general election in August (slightly less in cost) – action by June 12th. April or May would cost about \$20k and August would be slightly less.

Commissioner Tinder – you were combining the city clerk with the financial? Mayor Lowery – yes, they would oversee the clerk administrative as well as the financial.

Mayor Lowery – invited Mr. Langford to speak. Mr. Langford – consensus that there needs to be a clerk outlined in the charter to report to the city commission; also, to not handcuff the commission to detail for them what those duties would be.

Mayor Lowery – how much time will the committee need to do the other big issues? Mr. Langford – at least 2 more charter review committee meetings. Mayor Lowery – can you get this by March for the May meeting? Mr. Langford - Maybe.

Mayor Lowery – then we will look at the May or August meeting for the referendum.

Commissioner Warrick – would prefer doing it during the general election to ensure maximum input by voters, and we can give the charter review committee time to get it right.

Commission Consensus – general election.

Mr. Scray – lot of work to be done throughout the charter. Knowledge of having a clerk or not determines a lot of the language further on in the charter. Also – not everyone participates in the primary elections.

Mayor Lowery – if you come back at the end of Feb with just the city clerk then we can press forward in May or August.

Further discussion ensued.

Mayor Lowery prefers not to have it on Super Tuesday.

City Attorney – you can start spending money now marketing to the citizens until the ballot question has been posted. After the ballot question has been posted the city can no longer spend money marketing/educating the citizens.

Commissioner Peebles – prefers August for the ballot.

Commissioner Perno – feels the same.

Commissioner Tinder – all for having the clerk, but would like to discuss more about the separation of responsibilities.

Item # 17. To discuss zoning in preparation for the next meeting.

Mayor Lowery – has asked the ICM to present him with a brief on the current situation for zoning.

Item # 18. Public Commentary. (was 15)

Mrs. Parker – Rett Place – said public commentary needs to be changed and put back to item 7, and the mayors report, commission report and attorney report before that item.

Mr. Scray – zoning – would like to see a good evening workshop on the topic of zoning separate from the commission meeting.

Ms. Moore – Amhurst Place – wished they would keep the speakers to 3 minutes e.g. the applicant or the lawyer. Regarding the city manager – be very careful who you choose as it is a very, very careful decision. Maybe the top three candidates should come in for a meet and greet with the residents? Mayor Lowery – we are not allowed to restrict the applicant and his lawyer for time.

Mr. Langford – spoke about his flock camera data which he is more than willing to share. This experiment showed that the system is not as smart as everyone thinks. The system noted his car as a grey Acura, and he drives a blue corolla. Commissioner Tinder – she too got her data, and it stated her car as so many different types to what she actually drives.

Mayor Lowery – hears the feedback about moving public commentary agenda item. It is something he requested himself. Apologies for it being such a long meeting.

Item # 19. Mayor's Reports. (was 16)

Mayor Lowery shared some of his experience during his visit to Tallahassee for the appropriations sessions.

Item # 20. Commissioners' Reports. (was 17)

Commissioner Perno – shared his experience at the MLK festival. Shared some of his experience during his visit to Tallahassee for the appropriations sessions.

Commissioner Peebles – shared some of his experience during his visit to Tallahassee for the appropriations sessions. He would like to meet in public to talk about their priorities.

Commissioner Warrick – shared some of his experience during his visit to Tallahassee for the appropriations sessions. Something we should have been doing every year, at least once a year.

Regarding public commentary – Panama City do not have public commentary. They do Town halls once a month on a Saturday morning. It is very productive. It is scheduled for maximum two hours and people can talk more than once. Commissioners can also take that time to talk about things in the sunshine. It is just the commissioners, city manager, city attorney and the public. The purpose of public commentary / town hall is to hear the concerns of the citizens.

Mayor Lowery – we can try it and see if it works.

Commissioner Tinder – Called Deputy Chief Enfinger forward to thank him for the good work he does. Thinks he needs a letter of commendation for recent feedback she received from a resident. Mayor Lowery – we are going ahead with obtaining challenge coins, and she has just found her first awardee.

Mayor Lowery – thanked Mayor Pro Tem Peebles for managing as Acting Mayor so seamlessly in the transition.

Item # 21. Interim City Manager’s Report. (was 18)

The Interim City Manager gave his report. Another resolution for more funding for the Yates Plumbing work to operate the wastewater treatment plant as they are out of money on the previous resolution that was approved.

Named a few projects that are currently ongoing or going to be started. Feb 16th – BHM artwork will be put up. He listed a few other events.

A. Finance Report: Commissioner Tinder will text her queries through to Ms. Roman.

Item # 22. City Attorney’s Report. (was 19)

City Attorney – Nothing to report.

Item # 23. Adjournment. (was 20)

There being no further business, the meeting was adjourned at 9.20 P.M.

APPROVED THIS 10TH DAY OF FEBRUARY 2026.



Dr. Dave Lowery, Mayor

ATTEST:



Chris Lightfoot, Interim City Manager

prepared by
Cicelia Rushing

01.29.26 Minutes

Final Audit Report

2026-02-13

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|-----------------|---|
| Created: | 2026-02-12 |
| By: | Cicelia Rushing (crushing@cityofflynnhaven.com) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAA_N_0zYujXjwXtUo4QXj8clcSQEHvfHha |

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