

**Minutes  
City of Dunnellon  
Planning Commission Meeting  
January 19, 2021, 5:30 p.m.**

Chairwoman D'Arville called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance

**Roll Call**

Members Present: Brenda D'Arville, Lisa Sheffield, John Pierpont, David Lancaster, David Short, Kathy Dunn

Members Absent: Mary Ann Hilton

Staff Present: Mike McQuaig, Patrick Brackins, Teresa Malmberg

**Proof of Publication:** The Agenda was posted on City's website and City Hall bulletin board on Tuesday, January 12, 2021.

Chairwoman D'Arville recognized Police Chief Mike McQuaig, Interim City Administrator, who introduced Matthew Leibfried as the 90-day emergency hire to fill the Community Development Manager position. The position will be advertised in the near future at which time Mr. Leibfried may apply and be considered with other candidates who might apply. Until then, Mr. Leibfried's experience with the City of Ocala will be beneficial to maintaining progress in Community Development. Mr. Leibfried provided a summary of his work with the City of Ocala and said he looks forward to working with the commission and staff. Chairwoman D'Arville welcomed Mr. Leibfried, and thanked Chief McQuaig for his efforts on behalf of community development and the planning commission.

**1. Welcome & Recognition:**

Chairwoman D'Arville welcomed new board member, 2<sup>nd</sup> Alternate, Kathy Dunn, and thanked her for volunteering. Commissioner Dunn gave a brief personal and career history. Chairwoman D'Arville recognized the reappointments of Mary Ann Hilton, full member and David Short, 1<sup>st</sup> Alternate.

**2. Nominations for Chair / Vice-Chair:**

Chairwoman D'Arville called for nominations as required January of each year. Commissioner Sheffield made a motion to nominate and approve Brenda D'Arville for Chair. Commissioner Lancaster seconded. The motion passed by unanimous vote, 5-0. Commissioner Lancaster made a motion to nominate and approve Lisa Sheffield as Vice-chair. Commissioner Pierpont seconded. The motion passed by unanimous vote, 5-0.

**3. Comprehensive Plans - Review & Discuss Designs:**

Chairwoman D'Arville provided an overview of the commission's long-standing desire to address the format and design of the city's comprehensive plan. She distributed copies of plans from other cities to assist in developing ideas and encouraged members to do the same throughout this process. Members discussed several ideas and direction including dropping the Volume II, adding a usable table of contents, and identify weaknesses, i.e., no business zone

and the city lacks accommodations for visitors. In future discussions, commissioners will need to consider how to approach reformatting.

Chairwoman D'Arville noted the next step in the Economic Development Strategy was brought up in a previous meeting, and the commission will need to take the next step. Information from the previous discussion with Lonnie Smith will be necessary, and requested staff provide at a future meeting. She also recommended commissioners refer to their Economic Development Strategy reports as a refresher. Please request a copy from staff if needed.

**4. Public Comment:**

Mayor Bill White thanked the Planning Commissioners for their continued dedication, and he congratulated the new member, Commissioner Dunn and reappointments, Commissioners Hilton and Short.

**5. Adjournment:**

There being no further comments, Chairwoman D'Arville called for a motion to adjourn. Commissioner Lancaster made a motion to adjourn at 6:41 p.m. Commissioner Short seconded. The motion passed by unanimous vote, 5-0.

Brenda D'Arville  
Chairwoman

Teresa A. Malmberg  
Recording Secretary

Minutes approved at the January 19, 2021 Planning Commission Meeting.