
CITY OF LEESBURG – AGREEMENT FOR PROFESSIONAL SERVICES

TASK ORDER NO. 2014-01

TASK I – VISIONING PROCESS FOR VENETIAN GARDENS

LPG Urban & Regional Planners, Inc. (LPGURP) will facilitate three (3) visioning workshop (each workshop will be 4 hours) with local property owners, residents, clubs/organizations and the City Commission to discuss the future of the Venetian Gardens. Venetian Gardens includes the community building, swimming pool, marina, Pat Thomas Stadium and passive recreation. The main goal of the visioning process is to derive input pertaining to potential infrastructure, existing and proposed land uses, public uses and recreation/open space options. Results from these workshops will be incorporated into a final master plan. The workshop will consist of the following:

Workshop Series: Visioning

The purpose of Workshop Series 1 will be threefold:

- First, to have participants identify existing elements of the park area that they value and to brainstorm what they would like the park to become; Topics of discussion will include the community building, pool, marina, Pat Thomas Stadium and existing access (both vehicular and pedestrian);
- Second, to have participants think seriously about the physical infrastructure required to support their vision; and
- Third, to have participants link the costs of infrastructure improvements to their vision as well as to suggest funding options for the City.

Gathering visioning, infrastructure, and funding information from stakeholders is critical for the successful implementation of a Master Plan and a long-range infrastructure plan that will address the needs of the community and anticipated growth. Master Plan development and implementation can be facilitated in a more realistic and financially feasible manner if significant stakeholders are involved early in the planning process.

Workshop Organization

Workshop participants will receive a packet containing an agenda, a comment sheet, a prompt sheet listing the main topics and related concepts, and the following maps:

- Venetian Gardens Exhibit
- Existing Access
- Aerials



Workshop participants will divide into small groups. Each group will be assisted by a LPGURP facilitator.

The format of the breakout groups will consist of a nominal group facilitation technique in which participants will sit in small groups and use the prompt sheets to think about the proposed questions. The workshop facilitators will provide additional prompts to encourage individual comments. Workshop facilitators will encourage group discussions and ask each participant to comment on each of the major topics. This format enables each person in the group an opportunity to speak and provide their opinion. These opinions will be summarized into flip charts for all group members to review.

When all ideas have been captured on the flip charts, participants will categorize and indicate by levels of importance.

TASK II – CONCEPTUAL MASTER PLAN

LPGURP will prepare a Conceptual Master Plan based on the results of Task I above.

TASK III – SUMMARY REPORT

LPGURP will prepare a Summary Report outlining the entire Workshop Series. This report will summarize the input received and general conclusions reached during the Visioning process. The report will identify proposed projects, cost estimates, and funding options.



TASK ORDER NO. 2014-1 - FEE AND PAYMENT SCHEDULE

TASK	DESCRIPTION	FEE
I	Visioning Process Venetian Gardens	\$ 13,000
II	Conceptual Master Plan	\$ 4,500
III	Summary Report	\$ 5,500
	Non-Labor	T/M
	Total*	\$ 23,000

* DOES NOT INCLUDE NON-LABOR ITEMS



**LPG URBAN & REGIONAL
PLANNERS, INC.**

By: *[Signature]*
Printed: GREG A. BELINCO
Its(Title): Treas
Date: 1/24/14

CITY OF LEESBURG, FLORIDA

By: _____
Mayor
Attest: _____
City Clerk
Date: _____