

**RESOLUTION NO. 3175-15**

**A RESOLUTION OF THE TOWN COUNCIL  
OF THE TOWN OF WINDSOR RATIFYING PRIOR EXPENDITURES FOR A  
FACILITATED COMMUNITY WORKSHOP,  
APPROVING AMENDMENT NO. 1 TO THE STANDARD SERVICES AGREEMENT  
BETWEEN THE TOWN OF WINDSOR AND GATES + ASSOCIATES  
FOR THE PARKS AND RECREATION MASTER PLAN UPDATE CONSULTING  
SERVICES, AND AUTHORIZING THE TOWN MANAGER TO EXECUTE  
AMENDMENT NO. 1 TO THE AGREEMENT WITH GATES + ASSOCIATES ON  
BEHALF OF THE TOWN**

**WHEREAS**, on June 18, 2014, the Council approved the execution of a standard services agreement with Gates + Associates (Gates) to update the Parks and Recreation Master Plan (Master Plan); and

**WHEREAS**, the success of the Master Planning Update process hinges upon community input; and

**WHEREAS**, the current agreement with Gates included two facilitated community workshops; which occurred on October 12, 2014 and January 11, 2015; and

**WHEREAS**, a teen workshop was held at Windsor High School on February 5, 2015; and

**WHEREAS**, a final workshop is scheduled for April 19, 2015; and

**WHEREAS**, additional public service advertisement opportunities were identified to increase community awareness; and

**WHEREAS**, the Town and Gates wish to amend the scope and not to exceed amount of the original agreement adding these two additional community workshops and public service advertisement pieces at a cost of \$10,705; and

**WHEREAS**, increasing the Town Manager's contract authorization by \$20,000, from \$128,785 to \$148,785, will provide the Town Manager contract authorization for the additional community workshops as well as future contingencies.

**NOW, THEREFORE BE IT RESOLVED** that the Town Council of the Town of Windsor hereby ratifies the expenditure of funds for a facilitated community workshop held on February 5, 2015; and

**BE IT FURTHER RESOLVED** that the Town Council of the Town of Windsor approves the attached amendment to the Standard Services agreement with Gates + Associates, increasing the agreement amount to \$139,490; and

**BE IT FURTHER RESOLVED** that the Town Council of the Town of Windsor authorizes the Town Manager to execute the amendment and any additional increases up to a total not to exceed amount of \$148,785; and

**BE IT FURTHER RESOLVED** that the Town Council of the Town of Windsor hereby approves amending the fiscal year 2014-15 budget as follows:

**Section I – Increase in Appropriations:**

220-74-00-0000-4450-000 Professional Services \$20,000

**Purpose: To cover the cost of agreement.**

**Section II – Source of Funding**

Park Development Fund Unappropriated fund balance \$20,000

**Impact: Decreases the fund balance.**

**PASSED, APPROVED AND ADOPTED** this 4<sup>th</sup> day of March 2015, by the following vote:

**AYES: COUNCILMEMBERS FOPPOLI, FUDGE, MILLAN, SALMON AND  
MAYOR OKREPKIE**

**NOES: NONE**

**ABSTAIN: NONE**

**ABSENT: NONE**

  
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**BRUCE OKREPKIE, MAYOR**

**ATTEST:**

  
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**MARIA DE LA O, TOWN CLERK**