

RESOLUTION NO. 2422-09

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WINDSOR APPROVING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH WINDSOR CHAMBER OF COMMERCE FOR SERVICES RELATED TO THE OPERATION OF THE VISITORS' CENTER AND MARKETING AND PROMOTIONS DURING THE PERIOD NOVEMBER 1, 2008– JUNE 30, 2009 AND AUTHORIZING THE TOWN MANAGER TO EXECUTE THE AMENDMENT ON BEHALF OF THE TOWN

WHEREAS, on December 5, 2007, the Town Council approved a professional services agreement with the Windsor Chamber of Commerce (Chamber) that covered an eighteen month period January 1, 2008 – June 30, 2009; and

WHEREAS, under the terms of the agreement, the Chamber hired two part-time positions to provide two services. More specifically:

- The Town agreed to provide \$2875 monthly (\$34,500 annually) to hire a part-time coordinator for the Chamber's Visitor Center which operates out of the Town's Windsor Depot building. This position oversaw the recruitment and training of volunteers, coordinated activities with other regional centers, and completed information requests
- The Town agreed to provide \$2875 monthly (\$34,500 annually) to fund a part-time position to develop and implement the Chamber and Old Downtown Windsor Business Improvement District (BID) marketing program.

WHEREAS, recent staffing and organizational changes at the Windsor Chamber require an amendment to the current agreement thereby slightly changing its scope of work; and

WHEREAS, the amendment does not increase the current level of Town funding to the Chamber; and

WHEREAS; as stated in the revised scope of work, the Chamber will continue to operate the Visitor's Center 40-50 hours per week and coordinate the Center's activities with Windsor business and with other centers in the regions; and

WHEREAS; the portion of the current scope of work that provides funding for a part-time marketing and promotions position has been revised slightly to remove reference to the Old Downtown Windsor Business Improvement District; and

WHEREAS; the part-time position will implement the Chamber's 2009 Marketing Program which includes marketing and promotions that benefit downtown business and the Town of Windsor as a whole.

NOW, THEREFORE BE IT RESOLVED that the Town Council of the Town of Windsor approves an amendment to the existing Professional Services Agreement with the Windsor Chamber of Commerce for services related to the operation of the Windsor Visitors' Center and marketing and promotions during the period November 1, 2008 – June 30, 2009 and authorizes the Town Manager to execute the amendment on behalf of the Town.

BE IT FURTHER RESOLVED that the Town Council authorizes the Administrative Services Director to pay all proper claims for the performance of said services.

PASSED, APPROVED AND ADOPTED this 21st day of January 2009, by the following vote:

- AYES:** COUNCILMEMBERS ALLEN, FUDGE, SCHOLAR AND MAYOR GOBLE
- NOES:** NONE
- ABSTAIN:** NONE
- ABSENT:** VICE MAYOR SALMON



ROBIN R. GOBLE, MAYOR

ATTEST:



MARIA DE LA O, TOWN CLERK