

RESOLUTION NO. 2024 - 024

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING THE FIRST AMENDMENT TO THE AGREEMENT WITH C DANNER, LLC FOR POLICE CIVILIAN COORDINATOR SERVICES; APPROVING A BUDGET AMENDMENT TO THE FISCAL YEAR 2023-2024 TOWN BUDGET; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO EXECUTE THE AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on May 13, 2021, pursuant to Resolution No. 2021-052, the Town Council approved an agreement with C Danner, LLC to provide police civilian coordinator services; and

WHEREAS, during the term of the agreement C Danner, LLC has taken on additional responsibilities including crime analysis and reporting for police personnel to present at HOA meetings, creation of reports that detail citations issued by council district, and performed research to assist in the creation of Town policies; and

WHEREAS, the Police Civilian Coordinator budget has not increased over the past two years although the level of service provided to the Town over this period has increased substantially; and

WHEREAS, the Town desires to amend its Agreement with C Danner, LLC to increase C Danner's compensation, as specifically set forth herein, to accomplish the aforementioned goals.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA:

SECTION 1. ADOPTION OF RECITALS. The foregoing recitals are true and correct and are incorporated herein by reference.

SECTION 2. The Town Council hereby approves the First Amendment to the Agreement with C Danner, LLC as specifically delineated in Exhibit "A", attached hereto and incorporated herein by reference.

SECTION 3. The Town Council hereby authorizes the Mayor, Town Administrator, and Town Attorney to enter into the amendment in substantially the same form as that attached hereto as Exhibit "A" and to make such modifications, additions and/or deletions which they deem necessary to effectuate the intent of this Resolution.

SECTION 4. EFFECTIVE DATE. This Resolution shall be effective immediately upon its adoption.

PASSED AND ADOPTED by the Town Council of the Town of Southwest Ranches,

This 25th day of January, 2024 on a motion by Chm Jablonski, seconded by V M Kuczynski.

Breitkreuz	<u>Yes</u>
Kuczynski	<u>Yes</u>
Allbritton	<u>Yes</u>
Hartmann	<u>Yes</u>
Jablonski	<u>Yes</u>

Ayes	<u>5</u>
Nays	<u>0</u>
Absent	<u>0</u>
Abstaining	<u>0</u>



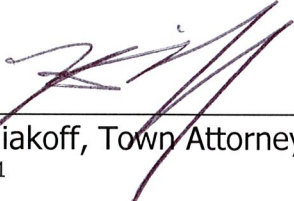
Steve Breitkreuz, Mayor

Attest:



Debra Ruesga, Town Clerk

Approved as to Form and Correctness:



Keith Poliakoff, Town Attorney
1001.2024.01

EXHIBIT "A"

FIRST AMENDMENT TO THE AGREEMENT

THIS FIRST AMENDMENT TO THE AGREEMENT entered into as of the 25th day of January, 2024 between the Town of Southwest Ranches, a municipal corporation of the State of Florida (the "Town") and C Danner, LLC, a corporation of the State of Florida ("Consultant"), for the purpose of amending the Agreement between the Town and Consultant dated May 13, 2021 (the "Original Agreement").

WITNESSETH:

WHEREAS, on May 13, 2021, pursuant to Resolution No. 2021-052, the Town Council approved an agreement with C Danner, LLC ("DANNER") to provide Police Civilian Coordinator Services to the Town of Southwest Ranches ("Town"); and

WHEREAS, the Town and DANNER desire to modify its Agreement to increase DANNER's compensation, as specifically stated herein, to recognize additional responsibilities assigned and incentivize longevity, prevent employee turnover, and account for the increased cost of living attributable to the current economic climate.

WHEREAS, this First Amendment to the Agreement seeks to effectuate the agreement of both parties as specifically described herein.

NOW, THEREFORE, for and in consideration of the premises and for Ten Dollars (\$10.00) and for other good and valuable consideration the receipt and sufficiency whereof is hereby acknowledged, the parties hereto agree that the Original Agreement shall be amended as follows:

1. The foregoing recitals are true and correct.
2. Section 2.1 of Article 2 "Scope of Services" shall be amended to read as follows:
 - 2.1 C. Danner, LLC agrees to provide Police Civilian Coordinator Services pursuant to the expanded list of responsibilities enumerated in Exhibit "A" attached (hereinafter referred to as "Scope of Services", "Services", or "Work").
3. Section 4.1 of Article 4 "Compensation" shall be amended to read as follows:
 - 4.1 C DANNER, LLC shall provide Police Civilian Coordinator Services, as described in Exhibit "A", to the TOWN for an Annual Fee of Forty-Five Thousand Dollars and Zero Cents (\$ 45,000.00), which shall be paid in monthly installments in the amount of Three Thousand Seven Hundred

and Fifty Dollars and Zero Cents (\$ 3,750.00) with an annual increase, subject to budget approval of up to 4% based on performance, in accordance with the Town's internal payment processing guidelines.

4. All other terms and conditions not modified herein shall remain of full force and effect and binding upon the parties.

IN WITNESS WHEREOF, this Modification is accepted and executed as of this 25th day of January, 2024.

TOWN OF SOUTHWEST RANCHES



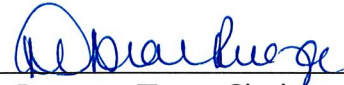
Steve Breitkreuz, Mayor

C DANNER, LLC




Cheryl Danner, Manager

Attest:



Debra Ruesga, Town Clerk

Approved as to form and correctness:



Keith M. Poliakoff, J.D., Town Attorney
1001.2024.01

EXHIBIT "A"

POLICE CIVILIAN COORDINATOR SERVICES

- Handle walk-in police related issues
- Draft police reports & answers basic law enforcement questions
- Serve as a liaison between the residents and the Town of Davie Police Department
- Provide weekly reports to the Town
- Fingerprint services
- Pull and print Town police reports
- Assist Town at Board and Council Meetings, as needed
- Coordinate Davie Police attendance at Council and Code Enforcement meetings
- Operate Davie Police radio to transmit and to receive messages
- Route non-emergency calls for service placed to Town Hall
- Operate Davie Police computer system, copiers, and other office equipment
- Access criminal database and Department of Motor Vehicle Records
- VIN identification
- Respond to resident calls within twenty-four (24) business hours
- Issue Parking Tickets when requested
- Keep track of and create spreadsheet for every citation written in SWR during a monthly period.
- Monitor the SWR calendar each month to notify and request officers be present at all Advisory Board meetings.
- Research and document all crime trends/ statistics that occur in the town and provide for Detectives and Community Oriented Police Officers to present at HOA meetings.
- Update and maintain the police link on the town website and provide links to the necessary Davie Police website, vacation extra watches, non-emergency info, records, etc.
- Other duties that may be assigned by the TOWN from time to time