

CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: December 16, 2025

To: Honorable Mayor and City Council Members

From: Travis Grimm, Chief of Police

Subject: Approval of Contract Pedestrian & Bicycle Safety High Visibility Enforcement and Support Program FY 2026

Summary:

The Police Department requests Council approval to enter into a contracted services agreement with the Institute of Police Technology and Management (IPTM) at the University of North Florida for the Pedestrian and Bicycle Safety High Visibility Enforcement and Support Program. The program is funded by the Florida Department of Transportation (FDOT). This contract authorizes the Belle Isle Police Department to conduct high-visibility education and enforcement details focused on pedestrian and bicycle safety. Activities include targeted enforcement at pre-approved roadway segments, media outreach, and required reporting. The contract amount shall not exceed \$5,000 and covers eligible overtime reimbursement, officer training requirements, activity reports, media documentation, and compliance with FDOT grant rules. All activities must be completed between execution and May 8, 2026, with invoices due no later than June 3, 2026.

Background:

Key obligations outlined in the agreement include:

- Conducting **a minimum of 20 media engagements** and multiple high-visibility enforcement operations.
- Submitting **officer activity reports, Bicycle Light Distribution forms, and monthly documentation.**
- Completing **mandatory training** for all sworn personnel participating in enforcement details.
- Using only the **approved enforcement locations** provided in Exhibit C (e.g., McCoy Road/Gondola Drive corridor).
- Ensuring compliance with all state and federal grant requirements, reporting schedules, and reimbursement rules.

Staff recommends:

Approval of the Letter of Agreement and Contract between the City of Belle Isle and IPTM to participate in the FY 2025–2026 Pedestrian and Bicycle Safety High Visibility Enforcement and Support Program.

Suggested Motion:

“To approve the contract between the City of Belle Isle and the University of North

Florida / IPTM for the FY 2026 Pedestrian and Bicycle Safety High Visibility Enforcement and Support Program and authorize the City Manager to execute the agreement.”

Alternatives:

N/A

Fiscal Impact:

- Total reimbursement not to exceed **\$5,000**.
- Funds are provided fully by FDOT through UNF/IPTM.
- No City match is required.
- Overtime is reimbursable only for eligible officers following all activity and training requirements.

Attachments:

Grant Award Agreement