

SUBJECT: Appropriation of Department of Public Safety Grant

PREPARED BY: Recreation Services

DATE: April 21, 1998

FOR AGENDA OF: April 27, 1998

SUMMARY:

This is to appropriate a \$1,500 grant awarded by the Department of Public Safety Bicycle/Pedestrian Safety Program to Recreation Services for the 1998 Bicycle Rodeo to be held May 16, 1998. The money will be used for overtime salaries of police officers and clerical, bicycle safety equipment to be distributed at the rodeo, and to buy materials needed to put on the rodeo.

FISCAL IMPACT: No Yes, amount requested: \$ 1,500 Fund: General

RECOMMENDED ACTION:

Introduce ordinance and set for public hearing.



Reviewed by: SARAH PALIN, Mayor

Attachments: E-mail confirming grant award

Subject: Re: Bicycle Safety Mini-grant

Date: 20 Apr 98 14:28:54 KDT

From: PRKAREEN@psafety.state.ak.us (ROMAYNE KAREEN)

To: museum@ci.wasilla.ak.us

Hi Kay - Thanks for the confirmation regarding overtime for the bicycle safety mini-grant. The grant has been approved and a formal letter and reporting forms will be mailed shortly. It is ok to proceed with the project and begin activities listed in the grant application. Thanks for all your efforts to promote safety of children and adults in Wasilla!

Sincerely -

Romayne Kareen

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Romayne Kareen

Department of Public Safety

Alaska Highway Safety Planning Agency

Tel: (907) 465-2446

FAX: (907) 463-5860

Internet: prkareen@psafety.state.ak.us
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STATE OF ALASKA
 DEPARTMENT OF PUBLIC SAFETY
 Alaska Highway Safety Planning Agency
 P.O. Box 111200
 Juneau, Alaska 99811-1200
 Tel: (907) 465-4371
 FAX: (907) 463-5860

MINI-GRANT APPLICATION

BICYCLE / PEDESTRIAN SAFETY PROGRAM

March - September, 1998

APPLICANT INFORMATION

City or Borough	<u>City of Wasilla</u>	Project Coordinator	<u>Kaye Sloan</u>
Department	<u>Recreation Services</u>	Title	<u>Recreation Assistant</u>
Address	<u>290 E. Herning Ave.</u>	Telephone	<u>(907) 373-9053</u>
	<u>Wasilla, AK 99654</u>	FAX	<u>(907) 373-9092</u>

Project Location City Wasilla, Alaska

PROJECT BEGINNING DATE: May 1, 1998 PROJECT ENDING DATE: May 16, 1998
 (No later than September 30, 1998)

Total Estimated Cost: \$ 3,080.00 Funds Requested from AHSPA (Maximum \$1,500) \$ 1,500.00
 Local Match (Minimum 25% match required)
 (Match may be cash, in-kind or combination) \$ 1,580.00

ACCEPTANCE OF CONDITIONS

It is understood and agreed by the undersigned that any funds received as a result of the approval of this application are subject to State and Federal governmental regulations. The undersigned also agree to perform those activities detailed in the attached program/project proposal and maintain records documenting expenditure of funds for the activities. The expenditure of any and all funds per this agreement are subject to the availability of federal funding. Payment will be made upon submission of a final evaluation report, Reimbursement Voucher and receipts following completion of grant activities.

Mayor or City Manager: *Sarah Palin* Date: 3/12/98
 Mayor (signature) Sarah Palin

Project Coordinator: *Kaye Sloan* Date: 3/12/98
 (signature) Kaye Sloan

AHSPA Director: _____ Date: _____
 (signature)

Return completed grant application by March 25, 1998 to:
 ALASKA HIGHWAY SAFETY PLANNING AGENCY
 P.O. BOX 111200
 JUNEAU, ALASKA 99811-1200

***Part A:* DESCRIPTION OF PROJECT**

include activities that are planned, when and where activities will take place, and number of individuals anticipated to participate. Also include organizations that will assist with activities. Use additional pages if needed.

The Valley Bicycle Rodeo will be held Saturday, May 16, 1998, noon to 4 p.m. at the Cottonwood Creek Mall in Wasilla, Alaska. Weather permitting, the rodeo course, bike washing and decorating stations will be held outside in the back parking lot of the mall, otherwise they will be set up inside. The mall merchants have requested us to keep some events inside, because the day we held the rodeo last year was one of their biggest selling days!

The Wasilla Police registered 65 bikes last year, with a total of approximately 150 participants in the rodeo. We anticipate at least 300 to participate this year. The committee consists of representatives from the Rotary Club, Girl Scouts, Boy Scouts, State Troopers & Wasilla Police, Kids Are People, Valley Hospital, Wasilla Parks & Recreation, Central Mat-Su Fire Department, and the Cottonwood Creek Mall Merchant Association. We will advertise on the local TV, radio and newspaper through public service announcements. We will also send flyers to the schools to post and send home with the students. We will ask the local newspaper and radio station to donate additional ad space.

Swap/Bargain Booth

The week preceding the rodeo, we would like to hold a swap meet or second-hand sale of bicycles and accessories. We would like to hold this at the mall in their community room as an advertising lead to the Rodeo being held there the following weekend. This will take lots of advertising and manpower. The organization, Kids Are People, Inc. took this on last year and will be asked to host it again this year.

Inspection Booth

When the children arrive, this will be the 1st stop. The Rotary Club has agreed to take this over. They will inspect chains, oil & adjust if necessary, pump up tires, adjust seats and handlebars and assess the general condition of the bike. They will have an inspection list to check off and give to the child or parent. They will also find the serial number of the bike and write it on the list, ready for the next station. At this point they will also inspect helmets, and if the child indicates that he/she has none, Valley Hospital/Safe Kids Program has provided some helmets to give out.

Bike Wash

We will enlist the help of the Boy Scouts to wash the bikes after or before inspection.

Bike Registration

The Wasilla Police Department will provide registration forms for the children's bicycles. This is an official record for the Police Department in case of theft or loss. One of the reserve officers will swear in little Deputy Officers and give them police badge stickers. The presence of Police Officers is a great influence on the little ones!

Safety First

Central Mat-Su Fire Dept will set up a safety display and give out literature to the kids. Safety Bear will make a special appearance. We will have a room set up with safety videos that the kids must view at least one before going on to another station. They will also have to pass a test on hand signals and rules of the road as a requirement before running the rodeo course.

Bicycle Policemen

We will ask the Anchorage Bicycle Patrol to appear at the rodeo and answer any questions the people may have about their special bikes or assignments. This was a great attraction last year!

First Aid Station

Valley Hospital Association is working in conjunction with the Safe Kids Program and will have helmets to give to those needing them. The Inspection Booth volunteers will refer children to this station if they find the child needing a helmet. Valley Hospital Association will also provide the first aid station in case of any mishaps. They have a great safety display using eggs that really stresses safety measures for kids and adults. We are also looking into the possibility of having a special appearance by "Preventor" a new safety action hero from the Anchorage TV station KIMO, channel 13. This would also give us some good advertising coverage.

Rodeo Course

The participants must have gone through the Inspection Booth, Bike Registration and Safety Booths before completing the rodeo course. They must have a helmet to participate. Alaska State Troopers and Wasilla Police will be in charge of setting up the course, either inside or outside, depending on the weather. Student Troopers will also be asked to help. The troopers have a book with bike rodeo courses mapped out for them to use. After demonstrating his/her skills on the rodeo course, the participant will be given a certificate of completion signed by the policeman or trooper.

Bike Decorating

With the help of the Girl Scout Troops in the valley, we will decorate bikes with spoke reflectors, horns, flags, licenses and any other decorations we may have. This will be done after completion of the rodeo course.

Bicycle Parade

At the end of the rodeo, approximately 3:30 p.m., we will have a Bicycle Parade for all who have passed the course and visited all the stations. Checklists will be turned in as registration for prizes. We will give away door prizes to those who have participated, and make sure that all who completed the rodeo will have a certificate.

Alaska State Troopers, Don Bowman, 453 S. Valley Way, Palmer, AK 99645
APD Bicycle Policeman, Mark Hollskoetter, c/o Lt. Chris Miller, APD, 4501 S. Bragaw St,
Anchorage, 99507
Central Mat-Su Fire Dept. 680 N. Seward Meridian Parkway, Wasilla, AK 99654
Cottonwood Creek Mall, Nancy Cameron, 1801 parks Hwy, Suite M-1, Wasilla, AK, 99654
Donna Kimball, P. O. Box 875553, Wasilla, AK, 99687
Dorothy Saxon Shelter, HC01, Box 6026C, Palmer, AK 99645
Girl Scouts: Camille Moritz-Lewis, P. O. Box 940475, Houston, AK 99654-475
Rotary Club: Andy Reimer, 861 E. Westpoint, #102, Wasilla, AK 99654
Or Steve Miller, Raven Engineering, 376-9614
Wasilla Police Chief, Charlie Fannon, 290 E. Hering Ave, Wasilla, 99654
John Stein, Kids Are People, Inc. 851 E. Westpoint Dr. #104, Wasilla, AK 99654
Valley Hospital, Elizabeth Ripley, Community Health Planning, PO Box 1687, Palmer, 99645
Kaye Sloan, Wasilla Parks & Recreation, 290 E. Hering, Wasilla, 99654

Part B: BUDGET

(Attach additional pages if needed)

Please list items to be purchased for grant activities. Federal funds may not be used to purchase paid advertising in the mass media (although development of advertisements, PSA's, etc. is ok), office furniture and fixtures, alcoholic beverages, food, costs for entertainment, or any kind of supplanting (using federal funds to replace routine and/or existing state or local expenditures). Local funds, however, may be used for these purposes. For personal services, please indicate title of position, number of hours anticipated to be worked, and amount anticipated to be paid. Please indicate the total value of local cash and in-kind contributions for each cost category.

ITEMS TO BE PURCHASED WITH FEDERAL (AHSPA) FUNDS (Maximum Grant \$1,500)

PERSONAL SERVICES \$ 156.00

Wasilla Police Officer
4 hrs @ \$21 = \$84
Wasilla Police Secretary
4 hrs @ \$18 = \$72

TRAVEL \$ 0

CONTRACTUAL \$ 152.00
Anchorage Bike Police Officer
5 hrs @ \$21 = \$105
Travel 32
Per Diem 15

COMMODITIES \$ 1,192.00

See attached list

TOTAL \$ 1,500.00

VALUE OF LOCAL MATCH CONTRIBUTIONS (Cash, In-Kind or Combination) (Minimum 25% Match)

PERSONAL SERVICES \$ 370.00

Recreation Assistant
16 hrs @\$18.55+ benefits

TRAVEL \$ 0

CONTRACTUAL \$ 150.00

Printing of posters, flyers,
and certificates, inspection tags

COMMODITIES \$ 1,060.00

2 small bikes donated \$200
Valley Hospital donation \$860
Helmets \$375, spoke reflectors \$485

TOTAL \$ 1,580.00

Cash Total \$ 1,060.00

In-Kind Total \$ 520.00

ITEMS TO BE PURCHASED FOR
VALLEY BICYCLE RODEO

Rope with flags 8@\$9	72
Helmets 24@\$5	
through Safe Kids Prog.	120
Cones 25@\$3.80	95
McGruff Items:	
Coloring Books (100)	99
Crayons (100)	41
Stickers (100)	75
50 Seat Reflectors	50
Water bottles & holder (10)	80
Poster board & markers	50
Bike Locks 30@\$7	210
Bike Safety Flags (100)	<u>300</u>
 TOTAL	 \$ 1,192

Part C: EVALUATION

Describe how you will measure effectiveness and success of the project.

Last year was the 1st time Wasilla Parks & Recreation had put together a bicycle rodeo, so it was a learning experience. We provided a station by station evaluation form at the end of the event with comments from everyone who helped. Then we met for a wrap-up meeting and the attached summary was written. At that time we set the date for the 1998 rodeo as May 16.

This year we plan to measure the effectiveness of the program through the checklist tags, which will record:

- 1) the condition of the bike with description,
- 2) registration with the Police Department,
- 3) the rider's receipt of safety literature,
- 4) the rider's comprehension of bicycle safety rules and signals, and
- 5) ability to maneuver his/her bicycle.

These tags will also help us keep track of how many children attended the rodeo, since they will be used for door prize drawings. We will also have suggestion sheets available for parents to fill out for our evaluation data. Last year we registered 65 bicycles and the Police Department did refer to that information later in one of their investigations. This was the first time bicycles had ever been registered in Wasilla, so by advocating and supporting this valuable service at every bicycle rodeo, we are sure that the effectiveness of this program will soon be evident.

One measurement of the success of this program will be the number of bicycles we can register, and the number of participants who successfully complete the course. We will also keep track of Police Department usage of the registration files during the year.