

Decatur Police Auxiliary Event Information Form

Date of Event: 10/07/17 Event: Millikin Homecoming Parade Time: 10:00 P.M. No.: 17-168

(Use 00:00 Format)

Event Command Officer: Lt. Janice Frankovich / Lt. R. Snoko Contact Person: Molly Berry Contacted: YES
 NO

Order Details: **Please assign Auxiliary Unit assistance to provide traffic control for Millikin University's Homecoming Parade on Saturday, October 7, 2017. The parade is set to begin at 1000 hours and be completed by 1100 hours.**

The parade will begin at the corner of Wood Street and Oakland Avenue, and proceed east on Wood Street, north on Pine Street, west on Main Street, ending just before South Fairview Avenue.

The contact person for this event is Molly Berry, 217-521-6257, mberry@mail.millikin.edu

Event Comments: **The Parade started at 1000 and was over by 1030. There were 15 entries in the parade. Millikin Police had one unit located at W. Main and Fairview Ave. The Parade ended at the intersection of W. Main and Fairview Ave. Next year it would help if we had an 2 Officers located at W. Main St. and Oakland to stop all traffic at the start of the Parade.**

Include any problems encountered and any information that would help to improve this event.

How many officers were assigned to this event? 11
Was this manpower sufficient? YES NO If No, how many officers are needed to sufficiently handle this event? _____

How many cars were assigned to this event? 11
Was this amount of cars sufficient? YES NO If No, how many cars are needed to sufficiently handle this event? _____

How many radios were assigned to this event? 11
Was this amount of radios sufficient? YES NO If No, how many radios are needed to sufficiently handle this event? _____

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Please fill in all information below for all officers working this event.

Officer	Time In	Time Out	Total	Radio #	Car # *	Location or Detail Assigned
Capt. Schollenbruch	9:30	11:30	2.00	306	841	Lead Car
Sgt. Street	9:30	11:30	2.00	277	815	Trail
Lt. Snoke	9:30	11:30	2.00	334	840	W. Wood St. and S. Oakland St. / Trail Car
Aux. Portis	9:30	11:30	2.00	280	814	W. Wood St. and S. Haworth Ave.
Aux. Tully	9:30	11:30	2.00	142	826	W. Wood St. and S. Crea St.
Aux. Barringer	9:30	11:30	2.00	278	825	W. Wood St. and S. Pine
Aux. Ruff	9:30	11:30	2.00	303	806	W. Main St. and S. Pine
Aux. Bales	9:30	11:30	2.00	276	812	W. Main St. and S. Haworth Ave.
Aux. Burns	9:30	11:30	2.00	335	821	W. Main St. and Home Ave.
Sgt. Bonnell	9:30	11:30	2.00	281	819	W. Main St. and S. Oakland St. / Trail Car
Aux. Tate	9:30	11:30	2.00	275	813	W. Main St. and Fairview Ave.

* If Applicable

The command officer in charge of the event should complete this form and forward it to the Community Services Lieutenant for approval and log the appropriate hours in each officers individual attendance record. Upon approval, the Community Services Lieutenant should forward to the Administrative Lieutenant for retention. If an event runs multiple days (ex: Macon County Fair, Decatur Celebration), complete this form for each day of the event. This form must be completed and submitted to the Community Services Lieutenant within one week of completion of the event.

FOR ADMINISTRATIVE USE ONLY					
Command Officer In Charge Of Event		Community Services Division		Administrative Division	
<u>10/08/17</u>	<u>Lt. R. Snoke</u>	<u>10/08/17</u>	<u>Lt. R. Snoke</u>	<u>10/08/17</u>	<u>Lt J Frankovich</u>
Date	Submitted By	Date	Approved By	Date	Processed By