

SPECIAL ORDER
Decatur Police Department

SUBJECT	DECATUR CELEBRATION 2017		Index No. S-177
DATE OF ISSUE	EFFECTIVE DATE	RESCINDS	SPECIAL ORDER
07/11/2017	08/03/17-08/06/17	16-02	17-01

I. GENERAL INFORMATION

The Decatur Police Department and Decatur Police Auxiliary will be providing continuous security coverage for the Decatur Celebration activities beginning at 1530 hours Thursday, August 3, 2017 through 2330 hours and from 1500 hours Friday, August 4, 2017, through conclusion, Sunday, August 6, 2017.

The Emergency Command Post will be located near the south entrance of the Civic Center and will serve as the Command Post for personnel assigned to the function. Other emergency services will also be in close proximity and one first aid station will be located within the Celebration perimeter as per area map. Access to the Command Post will generally be via East North Street from Martin Luther King.

Barricading/Fencing of streets will begin during early morning hours of August 4, 2017, and will basically include an area bound on the north by Eldorado, south by East Main, west by North Main and east by Franklin. A carnival will also be set up on the Civic Center parking lot. Fencing for the carnival and areas not blocking traffic routes may begin on Thursday, August 3rd, prior to the start of the carnival. Northbound Franklin Street traffic will be detoured to Martin Luther King at Cantrell. Southbound Martin Luther King will be detoured east and west at Cerro Gordo Street.

We will be using a quadrant coverage approach with two-men walking teams composed of a city police officer in combination with a city auxiliary officer. Quadrant coverage will be facilitated during activity hours by two-man Wild Teams. A schedule of assigned personnel will be provided.

All assigned personnel are expected to report to the Mobile Command Post at their designated shift start time. Vans will be available at Headquarters (**707 W. South Side Drive**) for personnel shuttle. Police Command personnel scheduled to work the Celebration will be furnished a roster indicating personnel assigned to their shifts. It will be the responsibility of the Command Officer to arrange for van drivers for their respective shift from the roster. **Vans will leave Headquarters 15 minutes prior to the designated shift starting time or officers working the Decatur Celebration may park in public areas downtown and walk to the Mobile Command Post.**

The Mobile Command Post may serve as a hub for persons requesting assistance with lost children, lost and found property, etc. The general information booth is located in

front of the Decatur Public Library, 130 N. Franklin Street. Refer lost property, lost children, and parents to the lost and found booth at the main doors on the south side of the Decatur Civic Center. The Emergency Communications Center (dispatch) will be contacted regarding matters which require offense reports, prisoner transport, property tagging, children who are unable to be re-united with guardians within a reasonable time, etc. Post commanders will be responsible to see that supplement reports are filed regarding any information directly known to Post personnel as soon as practicable.

The Decatur Celebration is expected to draw increased attendance of persons of all ages. It will be our mission to ensure that the event can be safely attended by all members of the family. Officers assigned to the function will be highly visible and opportunities for public contact of a favorable nature will be numerous. As in previous years, it is expected that personnel will represent members of the Police Department in the highest standards of appearance and conduct.

II. OPERATION INFORMATION

Decatur Celebration, Inc., Headquarters will be located in the Civic Center. The phone number is 423-4222. Several golf carts will be located at, or near, this location. One cart will be available to Post Command for their use during activity hours and all carts will be available for night security patrol. Post commanders will need to secure keys to carts they need for their operations.

Celebration Security, coordinated by **Auxiliary Lieutenant Dave Stout** will monitor the Decatur Celebration Radio frequency during the Celebration hours and will communicate any requests for assistance to the Command Officer on duty in the Command Post.

Macon County Sheriff's deputies will be providing security for Celebration personnel receipt drops and the main carnival area. **MSO** will clear the carnival area at closing time each night, **as DPD Officers will remain inside the main event, at their assigned quadrant, during closing time.** **DPD will assist MSO**, if requested, with general security of the carnival area.

Civilian Volunteer's will be located at each admission gate, and several of the emergency/vendor entry/exit gates. These civilian volunteers will be wearing yellow security vests; however, are not consider credentialed security, thus no authority to take any action on behalf of the Decatur Celebration. A Civilian Security Group has been formed (consisting of 10 total members) which will consist of two-men walking teams during activity hours. These teams will wear red security shirts and will wear security credentials around neck. This group will serve to report matters needing police attention to Decatur Celebration Headquarters via portable communications. Coordination for these teams will be through Celebration Security. Civilian Security will staff a trailer which will be located next to the City of Decatur Command Post.

In addition to maps showing **entry, exits, emergency gates, audio/video cameras, stages and vending/display locations**, the Command Post will be furnished with samples of

all official Decatur Celebration, Inc., security items such as t-shirts, vendor/exhibitor passes, colored hand stamp for alcohol purchases, etc.

For specific inquiry regarding Decatur Celebration, Inc., operations contact:

Lori Sturgill, Promoter

Work: 423-4222

Mobile: 413-1080

Aux. Lt. Dave Stout, Civilian Security

Cell: 520-2120

III. RESPONSIBILITIES

Deputy Chief Walker will be responsible for overall security and will serve as Incident Commander. Sgt. Pruitt and Sgt. Wise will be responsible for placement of the Emergency Command Post and equipping the Post with necessary communication and reporting equipment prior to 1500 hours August 4, 2017. Sgt. Pruitt and Sgt. Wise will also ensure that the Post contains samples of all security items authorized for use within Celebration boundaries. Sgt. Pruitt and Sgt. Wise will secure the motor home at the conclusion of activities on August 6, 2017, and arrange for dismantling and removal as soon as practicable.

This year's Decatur Celebration will include fencing around the exterior perimeter and require the purchase of a wristband to enter. The purpose of the fencing is to improve event security and to limit entry by those who do not purchase a wristband. However, DPD personnel will not be responsible for enforcing complaints regarding "fence jumpers" or those in the event without a wristband. These complaints will be the responsibility of Decatur Celebration Personnel.

Additionally, this year's Decatur Celebration will include audio/video cameras located throughout the Decatur Celebration grounds. The cameras will record to a server located inside the permanent Decatur Celebration Headquarters (160 E. Main St. Suite 200). Auxiliary Lt. Dave Stout can stream live video on his cell phone, and should be contacted in the event a recording of an incident is needed. The location of the camera's will be marked on the Decatur Celebration Map located inside the Mobile Command Post.

Sgt. Pruitt and Sgt. Wise will coordinate with Capt. Schollenbruch on Police Auxiliary coverage of the scheduled activities for Saturday morning to include the Razzle-Dazzle Good Times Parade and any authorized escorts.

Post Commanders will be responsible for maintaining a continuous log indicating the assignment of shift personnel by designation of Quadrant or Wild Team, any incidents occurring during their shift requiring security enforcement, arrests made, and any general information pertaining to problems encountered on shift or expected problems on succeeding shifts. The Post Log will be used to identify future security needs as well as

maintaining a record of shift activity and post-incident debriefing with City Administrators.

Post Commanders will be responsible for an orderly shift change ensuring that continuous staffing of Quadrants is maintained and drivers are furnished for shuttle purposes. **VAN KEYS WILL BE LEFT WITH THE SHIFT COMMANDERS IN THE HEADQUARTERS COMMAND OFFICE.**

Patrol Command will be responsible for monitoring traffic congestion problems and providing temporary relief where needed. Shift Command will coordinate perimeter property security needs with the Post Commanders utilizing district cars normally assigned to the area.

Third shift will assign **two (2) officers** to report to Post Command with assigned vehicle at 2130 hours, August 6, 2017, to assist the Street Department as per their traffic control needs. Such assigned Officer will receive direction from Dan Mendenhall MSC Traffic Supervisor, 433-9562, or his representative.

Assigned Post Officers will notify their respective Post Command of any reasons they are unable to fill their shift commitment as soon as possible so their vacancy can be covered.

BY ORDER OF:



James E. Getz Jr.
Chief of Police

- DISTRIBUTION:**
- Chief**
 - Deputy Chief Dickerson**
 - Deputy Chief Walker**
 - Deputy Chief Brandel**
 - All Lieutenants**
 - All Sergeants**
 - City Manager Gleason**
 - Deputy City Manager Tyus**
 - Fire Chief Abbott**
 - Bulletin Board**
 - Sgt. Pruitt (2)**
 - Sgt. Wise**
 - Auxiliary Command**
 - Auxiliary Unit**
 - Mobile Command Post**