RESOLUTION 2018-076  PASSED: JUNE 25, 2018

SEEKING PERMISSION TO REGULATE TRAFFIC ON ILLINOIS ROUTE 38 BETWEEN FIRST STREET AND TENTH STREET, AND THE INTERSECTION OF ILLINOIS ROUTE 23 AND ILLINOIS ROUTE 38, ON FRIDAY, JULY 27, 2018, FROM 6:00 P.M. TO 9:00 P.M. FOR THE PURPOSE OF HOLDING THE KISHWAUKEE FESTIVAL PARADE, AND AUTHORIZING A SPECIAL EVENT AGREEMENT FOR THE KISHWAUKEE FESTIVAL.

WHEREAS, the Kishwaukee Fest, is sponsoring the annual Kishwaukee Fest in the City of DeKalb, which event constitutes a public purpose; and

WHEREAS, this event will require the temporary closure of Illinois Route 38, a State Highway in the City of DeKalb, between Seventh and Second Street, and to detour IL Route 23 on July 27, 2018, between the hours of 6:00 p.m. until 9:00 p.m.; and

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State highways for such public purposes.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DEKALB, ILLINOIS, that permission to close Illinois Route 38 between Seventh and Second Streets and to detour Illinois Route 23 on July 27, 2018 from 6:00 p.m. until 9:00 p.m. The closure of IL Route 38 and detour of IL Route 23 are requested of the Department of Transportation.

BE IT FURTHER RESOLVED that this closure shall occur during the approximate time period between the hours of 6:00 p.m. until 9:00 p.m. Friday, July 27, 2018.

BE IT FURTHER RESOLVED that traffic from that closed portion of highway shall be detoured over routes with an all-weather surface that can accept the anticipate traffic, which will be maintained to the satisfaction of the Illinois Department of Transportation and, which is conspicuously marked for the benefit of traffic diverted from the State highway. The detour route shall be as follows:

Route 38 Westbound traffic – Beginning at the intersection of Route 38 (Lincoln Highway) and Tenth Street turn right (north) on Tenth Street, turn left (west) on Pleasant Street, turn right (north) on Seventh Street, turn left (south) on the Sycamore Road extension at Clinton Rosette Middle School, turn right (southwest) on the Sycamore Road extension past said school, turn left (south) on First Street to Lincoln Highway; turn right (west) on Route 38 (Lincoln Highway).

Route 38 Eastbound traffic: Beginning at the intersection of Route 38 (Lincoln Highway) and First Street, turn left (north) on First Street, turn right (northeast) on Sycamore Road
extension, turn right (south) on Seventh Street, turn left (east) on Pleasant Street, turn right (south) on Tenth Street, turn left (east) on IL Route 38 (Lincoln Highway).

Route 23 Northbound/Southbound traffic: From on Route 23 (South Fourth Street) at Harvestore Drive, turn right (east) on Fairview Dr., turn left (north) on Peace Road, turn left (west) on Route 38, turn right (north) on Tenth Street, turn left (west) on Pleasant Street, turn right (north) on Seventh Street to Route 23 (Sycamore Road).

From Route 23 (Sycamore Road) at Hillcrest Road, turn left (south) on the Sycamore Road extension at Clinton Rosette Middle School, turn right (southwest) on the Sycamore Road extension past said school, turn left (south) on First Street to Lincoln Highway, turn right (west) on Route 38 (Lincoln Highway), turn left (south) on South Annie Glidden Road, turn left (east) on Fairview Drive, turn right (south) on South First Street, turn left (east) on Harvestore Drive, turn right (south) on Route 23.

BE IT FURTHER RESOLVED that the City of DeKalb assumes full responsibility for the direction, protection, and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED that police officers or authorized flaggers shall at the expense of the City of DeKalb, Illinois be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED that police officers, flaggers, and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

BE IT FURTHER RESOLVED that all debris shall be removed by the City of DeKalb, prior to reopening the State Highway.

BE IT FURTHER RESOLVED that such signs, flags, barricades, etc., shall be used by the City of DeKalb as may be approved by the Illinois Department of Transportation. These items shall be provided by the City of DeKalb.

BE IT FURTHER RESOLVED that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED that to the fullest extent permitted by law, the City of DeKalb shall be responsible for any and all injuries to persons or damages to property, and shall indemnify and hold harmless the Illinois Department of Transportation, its officers, employees and agents from any and all claims, lawsuits, actions, costs and fees (including reasonable attorneys' fees and expenses) of every nature or description, arising out of, resulting from or connected with the exercise of authority granted by the Department, which is the subject of this Resolution. The obligation is binding upon the City of DeKalb, regardless of whether or not such claim, damage, loss or expense is
caused in part by the act, omission or negligence of the Department or its officers, employees or agents.

BE IT FURTHER RESOLVED that the City of DeKalb shall provide a comprehensive general liability policy or an additional named insured endorsement in the minimum amount of $1,000,000 per person and $2,000,000 aggregate, which has the Illinois Department of Transportation, its officials, employees and agents as insureds and, which protects them from all claims arising from the requested road closing. A copy of said policy or endorsement will be provided to the Department before the road is closed.

BE IT FURTHER RESOLVED that a copy of this Resolution will be forwarded to the Illinois Department of Transportation to serve as a formal request for the permission sought in this Resolution and to operate as part of the conditions of said permission.

BE IT FURTHER RESOLVED that the City Manager is authorized and directed to prepare and execute a special event agreement substantially similar to that utilized for the DeKalb Corn Fest, to authorize the conduct of the Kish Fest event, including but not limited to the sale of alcoholic beverages during the course of the event, and to address encroachment into and utilization of public spaces during the event.

BE IT FURTHER RESOLVED, that the Deputy City Clerk of the City of DeKalb, Illinois be authorized and directed to attest the Mayor's signature and shall be effective thereupon.

PASSED BY THE CITY COUNCIL of the City of DeKalb, Illinois, at a Regular meeting thereof held on the 25th day of June 2018, and approved by me as Mayor on the same day. Passed by an Omnibus 7-0-1 roll call vote under the Consent Agenda. Aye: Jacobson, Finucane, Marquardt, Fagan, Verbic, Faivre, Smith. Nay: None. Absent: Noreiko.

ATTEST:

RUTH A. SCOTT Deputy City Clerk

JERRY SMITH, Mayor
July 11, 2018

City of DeKalb
Attn: Aaron Stevens
200 South Fourth Street
DeKalb IL  60115

Dear Mr. Stevens:

In accordance with your request and in reliance upon the conditions noted in your resolution adopted June 25, 2018, the Illinois Department of Transportation grants the City of DeKalb permission, subject to the aforesaid conditions, to temporarily close Illinois 38, from Seventh Street to Second Street, and the intersection of Illinois 38 and Illinois 23, from 6:00 p.m. to 9 p.m. on July 27, 2018 for the purpose of a Kishwaukee Fest parade.

Your cooperation in minimizing confusion and delay to through traffic is earnestly solicited and a reminder that the roadway needs to be open to clear traffic after 15 minutes if there is no detour route available for through traffic to utilize.

If you have any questions, please contact Tom Schaefer, Traffic Engineer, at 815-434-8446.

Sincerely,

Kevin Marchek, P.E.
Region Two Engineer

By: Tom Hufnagel, P.E.
District Operations Engineer

cc: Illinois State Police, District 2
DeKalb Police Department
S Meiborg / D Rennels
Julie Wielgopolan
Staging begins at 6:00 p.m. at
Founders Elementary School (Formerly Huntley Middle School), 821 South 7th Street, DeKalb, IL 60115.
Your entire unit must be properly in line before 7:00 p.m. or it will be scratched from the parade.
Special Event Guide and Application

City of DeKalb
opportunity - innovation
<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
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<tbody>
<tr>
<td>Event Application Checklist</td>
<td>Pg 3</td>
</tr>
<tr>
<td>Fees</td>
<td>Pg 4</td>
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<tr>
<td>Instructions for Completing Event Application</td>
<td>Pg 5</td>
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<td>General Event Information</td>
<td>Pg 6</td>
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<td>Police/Security Plan</td>
<td>Pg 8</td>
</tr>
<tr>
<td>Public Works Street Closure Request</td>
<td>Pg 9</td>
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<tr>
<td>Public Works Service Request</td>
<td>Pg10</td>
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<tr>
<td>Fire Medical Plan</td>
<td>Pg 11</td>
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<tr>
<td>Fire Prevention &amp; Accessibility Plan</td>
<td>Pg12</td>
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<tr>
<td>Terms and Conditions/Agreement</td>
<td>Pg13</td>
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EVENT APPLICATION CHECKLIST

Thank you for completing your Special Event Permit Application.

* Before you submit your application to the City of DeKalb, please make certain that the following steps have been completed.

**Have you?**

☐ Signed and dated your application?

☐ Attached your event site map with clearly marked street closures, barricades, and course routes?

☐ Attached your event security plan?

☐ Provided a certificate of your insurance?

☐ Attached a copy of your event medical plan?

☐ Attached a copy of your event accessibility plan?

☐ Included letters of support or endorsement from impacted entities and community groups within your venue area?

☐ Provided samples of communications that will be distributed to impacted residents, businesses, schools, places of worship, and other entities?

☐ Included your payment?

* Complete only those documents required for your Special Event.

Please submit your completed permit application to:
City of DeKalb
Attn: Special Events
200 S. Fourth St
DeKalb, IL 60115

FEES
- All fees must be paid at the time of permit application and are non-refundable.
- Payment of fees does not guarantee permits will be granted.

SPECIAL EVENT FEE................................................................. $200.00 per day

ADDITIONAL FEES FOR CITY SERVICES MAY APPLY
Police Assistance
Fire Department
Street Sweeping
INSTRUCTIONS FOR COMPLETING THE SPECIAL EVENT PERMIT APPLICATION

1. *Completed applications for all events must be submitted at least 60 days prior to the event date. Any late applications will be subject to rejection.*
2. Careful completion of the form will help to avoid delays in processing. It is important that you follow the instructions and provide clear and accurate information.
3. *Submit all necessary documents and payment/checks with the application. The application will not be processed until all documents are completed and payment is made.*
4. The following sections MUST be completed by the event coordinator for ALL events:
   - General event information
   - Security plan
   - Site plan with clearly marked maps (geography of area, street closures, barricades, cooling and warming stations, and security stations)
   - Insurance and liability certificates
   - Fire Prevention Plan
   - Medical Plan
   - Signature of event organizer and of the alderman of the ward the event takes place

In addition you may need to complete:

Are you serving alcoholic beverages at your Event?  ☐ Yes ☐ No  
*If yes, a City of DeKalb Liquor Licensee must complete and submit the Outdoor Special Event Liquor License Application and show proof of Dram shop insurance.*

Does your event include a carnival?  ☐ Yes ☐ No  
*If yes, you must clearly mark on the event map the location.*

Are you closing any streets or sidewalks for your event?  ☐ Yes ☐ No  
*If yes, you must attach an event map with clearly marked street closures and barricades.*

Will there be an athletic event or a parade?  ☐ Yes ☐ No  
*If yes, an athletic course or parade route must be attached.*

Does your event include live entertainment?  ☐ Yes ☐ No  
*If yes, you must clearly mark on the event map the location.*

* Please note that closures of state-funded roads (Route 23 or Route 38) requires a minimum 30 day notice to IDOT and City Council Approval
**GENERAL EVENT INFORMATION**

<table>
<thead>
<tr>
<th>Name of Event:</th>
<th>First time event?</th>
<th>If no, how long has this event been in existence:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kish Fest</td>
<td>□ Yes</td>
<td>□ No, multiple years</td>
</tr>
</tbody>
</table>

**Type of Event:** (Check all that apply)
- [X] Parade
- [ ] Run
- [ ] Walk
- [X] Festival
- [ ] Neighborhood Event
- [ ] Athletic Event
- [ ] Farmer’s Market

**For parades, runs, & walks, please identify the length of your course:**

<table>
<thead>
<tr>
<th>Date(s) of Event:</th>
<th>Time/Hours of Event:</th>
<th>Step-off time (athletic events, parades)</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/27-28 2018</td>
<td>6-9 am/10-4 pm</td>
<td>7 pm - parade</td>
</tr>
</tbody>
</table>

**Exact Address of Event:**
- Parade - Start at Taylor 7th Street → north - west on Lincoln → 2nd St.
- North - Loyst St. Bamplaza is held at Van Ever Plaza / Farmers Market

**Estimated Attendance:**
- 400

**Last Year’s Attendance:**
- 400

**Phone number/website for publication**
- 815-756-1263

**Describe the event’s community and/or cultural benefit:**
- Community Event

**Name of Sponsoring Organization:**
- FEN Me Events

**Event Contact:**
- Michael Embrey

**Sponsoring Organization’s Address:**
- P.O. Box 463 - Dekalb, IL 60115

**Contact email address:**
- M. Embrey@fendmevents.com

**Contact Phone:**
- 815-756-1263

**You must provide the name and cell phone number of two contacts during the event:**

1. **Contact #1 name and phone number**
   - Michael Embrey
   - 815-760-1263

2. **Contact #2 name and phone number:**
   - Same
COMPREHENSIVE SITE MAP

*MANDATORY*

Please use the Comprehensive Site Plan to illustrate the layout of your event.
If you need additional space, please attach a separate page.

If applicable, the following must be included: (please use the codes indicated)
- Location of First Aid (+)
- Location of food vendors (FV)
- Location of alcoholic beverage vendors (AB) along amplified with number of serving stations at each location
- Location of non-alcoholic beverage vendors (NAB)
- Location of garbage receptacle (G) and recycling event receptacles (R)
- Location of tents (T) and/or canopies (C) event (use arrows)
- Location of carnival set up (CA)
- Position of barricades (B)
- Public entrances and exits
- Location of sound stages (SS) and sound systems (AS)
- Location of residential streets surrounding event that will be impacted by flow of traffic from Show walk, run, and bike routes if athletic
SECURITY PLAN – Must be approved by the DeKalb Police Department

<table>
<thead>
<tr>
<th>Security Contact Person:</th>
<th>Contact Phone:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Private Security Company: (if applicable)</td>
<td></td>
</tr>
<tr>
<td>Address of Private Security Company:</td>
<td></td>
</tr>
<tr>
<td>Name of Contact Private Security Company:</td>
<td>Phone:</td>
</tr>
<tr>
<td>Email:</td>
<td></td>
</tr>
<tr>
<td>Number of Private Security Personnel hired per shift:</td>
<td></td>
</tr>
</tbody>
</table>

* Please clearly mark security stations on comprehensive site map.

If hiring DeKalb Police for security, a minimum of 30 days’ notice is required.

Additional Information:
Liquor will be served:

| Number of booths | Number of serving locations @ each booth |

* If alcoholic beverages are being served, please attach a detailed plan describing procedures for carding minors and preventing over-consumption of alcohol. Also, please include the locations where alcohol will be served on comprehensive site map.

N/A - DeKalb Police to provide assistance if needed.
**DEPARTMENT OF PUBLIC WORKS - STREET CLOSURE REQUEST**

**WILL ANY STREETS NEED TO BE CLOSED?**  YES [ ] NO [ ]

Identify street name with numerical address range(s) with direction

**FOR: Event “Set Up”**

<table>
<thead>
<tr>
<th>Street Name:</th>
<th>From</th>
<th>To</th>
<th>Dates</th>
<th>Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: State St.</td>
<td>400(E)</td>
<td>400(W)</td>
<td>6/1/10-6/5/10</td>
<td>8am-11pm</td>
</tr>
<tr>
<td>Taylor St.</td>
<td>7th</td>
<td>R+ 38</td>
<td>6/27/18</td>
<td>6pm - 9pm</td>
</tr>
<tr>
<td></td>
<td>2nd</td>
<td></td>
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</tbody>
</table>

**FOR: Actual Event**

<table>
<thead>
<tr>
<th>Street Name:</th>
<th>From</th>
<th>To</th>
<th>Dates</th>
<th>Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: State St.</td>
<td>400(E)</td>
<td>400(W)</td>
<td>6/1/10-6/5/10</td>
<td>8am-11pm</td>
</tr>
<tr>
<td>Van Bueren</td>
<td>Fermer</td>
<td>Lowes</td>
<td>6/25/18</td>
<td>8am - 5pm</td>
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<tr>
<td>Plaza</td>
<td></td>
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</table>

**FOR: Event “Tear Down”**

<table>
<thead>
<tr>
<th>Street Name:</th>
<th>From</th>
<th>To</th>
<th>Dates</th>
<th>Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: State St.</td>
<td>400(E)</td>
<td>400(W)</td>
<td>6/1/10-6/5/10</td>
<td>8am-11pm</td>
</tr>
</tbody>
</table>

*Please attach a map with marked street closures, barricades, security stations, cooling stations, and including athletic course or parade course if applicable*

*Please attach plans for traffic control and crowd control if necessary (traffic control plan is required for all outdoor events)*

**BARRICADES ARE REQUIRED FOR ALL STREET CLOSURES.**
## DEPARTMENT OF PUBLIC WORKS – CITY SERVICE REQUESTS

Please indicate if any of the following city services are needed:

<table>
<thead>
<tr>
<th>City Service</th>
<th>Location</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barricades</td>
<td>Taylor 11th; 10th/R+38</td>
<td></td>
</tr>
<tr>
<td>Reflective Vest for Staff</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Street Sweeping</td>
<td>1st/R+38</td>
<td></td>
</tr>
</tbody>
</table>

* The above services and equipment are subject to availability.

## WASTE MANAGEMENT PLAN

Method of Garbage Collection:

### Additional Information:

- Is there appropriate signage to direct public to the event?  
  - Yes [ ]  
  - No [ ]

- Are all entry and exit areas clearly marked and easily accessible?  
  - Yes [ ]  
  - No [ ]

- Are all indoor and outdoor restroom facilities easily accessible?  
  - Yes [ ]  
  - No [ ]

- Is adequate accessible parking planned for the number of expected attendees?  
  - Yes [ ]  
  - No [ ]
Will emergency medical services be summoned through 911 only? Yes ☐ No ☐

If NO, please complete the form below. Parades, athlete events, and events with attendance over 500 MUST complete the form.

Name of medical contact (someone involved w/ event):
Contact Phone:

Will you have an on-site Licensed Emergency Medical Services Provider?
	Yes ☐ No ☑

Name and address of on-site Licensed Emergency Medical Services Provider, if applicable

Phone:
Email:

Number of ambulances and staging locations at your event:
Hours of coverage for ambulance and staff:
Number of medical staff and level of certification:

Plan for back up services in case your medical staff becomes unavailable:

Number of aid stations and their hours at event:
Resources available at each aid station (cooling/warming):

Detail how medical staff will be identified:
The Fire Department requires an inspection be completed for a number of conditions. Please complete the questionnaire below to provide the details of your event.

Is this an outdoor venue?  
- Yes ☑  
- No  
- Partial In/Out  

Will your event use temporary structures/tents? If so, how many:  
- Yes  
- No  

Will you be cooking on site?  
- Yes  
- No  

What type of fuel will be used for cooking purposes?  

Will you have pyrotechnics (fireworks) associated with your event?  
- Yes  
- No  

Will your event include any bonfires or recreational fires?  
- Yes  
- No  

Does your event require any audience seating?  
- Yes  
- No
After submitting all forms, your application will be reviewed by the Special Events Coordinator. The completed application will be sent to all departments that will be involved in providing services or permits for the event. You will be notified if the event has been approved.

Please initial each box and sign below.

**TERMS AND CONDITIONS**

☐ The applicant must promptly reimburse the City for any and all damages of any kind to City property which may result from the use by the applicant of the City's premises under the permission granted herein, and the applicant further agrees that it will not hold liable the City for, or in account of, any loss or damage to property owned by it or controlled by the applicant or for, or on account of, any loss or damage sustained by the applicant as a result of injuries to employees or agents of the applicant.

☐ I understand that I cannot assume that all aspects of the event will be approved; I may be asked to make some changes to my plan based on the availability of services, costs, and scheduling of other events.

☐ I understand that I should not advertise or make any other arrangements for our event until approval from the city has been received.

☐ I agree to promptly reimburse the city for costs associated with city services, police assistance, materials, equipment, etc.

☐ I agree to inform the Special Events Coordinator of any changes in this application.

☐ I agree that the City of DeKalb may close my event should we violate city ordinance, or deviate from the defined, permitted activity.

☐ I agree that the information in this application is true and correct to the best of my knowledge.

☐ I understand that I am liable for city incurred expenses for events which may be cancelled or postponed for any reason. Additionally, events plans are not transferable to a later date for events that have been cancelled for any reason.

☐ I agree to the terms and conditions listed above.

Event Coordinator Signature: [Signature]
Date: 08/25/2018
**CERTIFICATE OF LIABILITY INSURANCE**

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFER NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: if the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<table>
<thead>
<tr>
<th>PRODUCER</th>
<th>INSURED</th>
</tr>
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<tbody>
<tr>
<td>HCC Specialty</td>
<td>FunME Events, Inc.</td>
</tr>
<tr>
<td>401 Edgewater Place, Suite 400 Wakefield, MA 01860</td>
<td>650 Peace Road Ste. F DeKalb, IL 60115</td>
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<thead>
<tr>
<th>COVERAGES</th>
<th>CERTIFICATE NUMBER:</th>
<th>REVISION NUMBER:</th>
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<tbody>
<tr>
<td>A GENERAL LIABILITY</td>
<td>SEL016951408</td>
<td>07/18/2018</td>
</tr>
<tr>
<td>X COMMERCIAL GENERAL LIABILITY</td>
<td>CLAIMS-MADE</td>
<td>OCCUR</td>
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<tr>
<td>X Host Liquor</td>
<td></td>
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<tr>
<td>B Medical Expense</td>
<td>US973153</td>
<td>07/18/2018</td>
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<tr>
<td>GENL AGGREGATE LIMIT APPLIES PER:</td>
<td>POLICY PROJECT LOC</td>
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<tr>
<th>INSR LTR</th>
<th>TYPE OF INSURANCE</th>
<th>ADDL SUBBR INSR WXV</th>
<th>POLICY NUMBER</th>
<th>POLICY EXP (MM/DD/YYYY)</th>
<th>LIMITS</th>
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<tbody>
<tr>
<td>A GENERAL LIABILITY</td>
<td>X</td>
<td></td>
<td>SEL016951408</td>
<td>07/18/2018 07/18/2019</td>
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<td>EACH OCCURRENCE $1,000,000</td>
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<td>DAMAGE TO RENTED PREMISES (Ex occurrence) $300,000</td>
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<td>MED EXP (Any one person) $5,000</td>
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<td>PERSONAL &amp; ADV INJURY $1,000,000</td>
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<td>GENERAL AGGREGATE $2,000,000</td>
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<td>PRODUCTS - COMPOP AGG $1,000,000</td>
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<thead>
<tr>
<th>AUTOMOBILE LIABILITY</th>
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<tbody>
<tr>
<td>ANY AUTO</td>
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<tr>
<td>ALL OWNED AUTOS</td>
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<td>SCHEDULED AUTOS</td>
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<td>HIRED AUTOS</td>
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<tr>
<td>NON-OWNED AUTOS</td>
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| EXCESS LIAB | CLAIMS-MADE | |
| DEDUCTIBLE | | |
| RETENTION | | |

| WORKERS COMPENSATION | | |
| AND EMPLOYEES’ LIABILITY | | |
| ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICE/REMEMBER EXCLUDED? | | |
| (Mandatory in NH) | | |
| If yes, describe under DESCRIPTION OF OPERATIONS below | | |

| DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES | |
| (Attach ACORD 101, Additional Remarks Schedule, if more space is required) | |

<table>
<thead>
<tr>
<th>CERTIFICATE HOLDER</th>
<th>CANCELLATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of DeKalb</td>
<td>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</td>
</tr>
<tr>
<td>200 S 4th DeKalb, IL 60115</td>
<td></td>
</tr>
</tbody>
</table>

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July 11, 2018

City of DeKalb  
Attn: Aaron Stevens  
200 South Fourth Street  
DeKalb IL 60115

Dear Mr. Stevens:

In accordance with your request and in reliance upon the conditions noted in your resolution adopted June 25, 2018, the Illinois Department of Transportation grants the City of DeKalb permission, subject to the aforesaid conditions, to temporarily close Illinois 38, from Seventh Street to Second Street, and the intersection of Illinois 38 and Illinois 23, from 6:00 p.m. to 9 p.m. on July 27, 2018 for the purpose of a Kishwaukee Fest parade.

Your cooperation in minimizing confusion and delay to through traffic is earnestly solicited and a reminder that the roadway needs to be open to clear traffic after 15 minutes if there is no detour route available for through traffic to utilize.

If you have any questions, please contact Tom Schaefer, Traffic Engineer, at 815-434-8446.

Sincerely,

Kevin Marchek, P.E.  
Region Two Engineer

[Signature]

By: Tom Hufnagel, P.E.  
District Operations Engineer

cc: Illinois State Police, District 2  
DeKalb Police Department  
S. Meiborg / D. Rennels  
Julie Wielgopolan