



LEE'S SUMMIT MISSOURI

Special Event Permit Application Form

PERMIT NUMBER: _____ RECEIPT NUMBER: _____

SPECIAL EVENT: Race for the Future 5k

☒ Athletic Event ☐ Mobile Food Vendor ☐ Event Signage ☐ Other

EVENT DATE(S): Saturday, October 11, 2025 EVENT TIME(S): 7am to 10am

EVENT LOCATION/ADDRESS: Lee's Summit West High School Track/Field, Parking Lot
Grounds & Part of Ward Road b/w Lot & Scherer ZONING OF PROPERTY: _____

APPLICANT: Chrissy Symes PHONE: 816.986.1015 (w);

CONTACT PERSON: Chrissy Symes, Cindy Swatek FAX: 816.392.5920 (c)

ADDRESS: 301 NE Tudor Rd. CITY/STATE/ZIP: LSMO 64086

EMAIL: chrissy.symes@lsr7.net

PROPERTY OWNER: LSR7 School District PHONE: 816.986.1008

CONTACT PERSON: Dr. David Buck, Superintendent FAX: _____

ADDRESS: 301 NE Tudor Rd. CITY/STATE/ZIP: LSMO 64086

Dr. David Buck

Chrissy Symes

PROPERTY OWNER

APPLICANT

Print name:

David Buck

Chrissy Symes

Administrative Notes (do not write below this line)

Approved Development Services Department

City of Lee's Summit
Department of Planning and Development
Special Event Checklist

1. Applicant – Name, Address, and Telephone Number

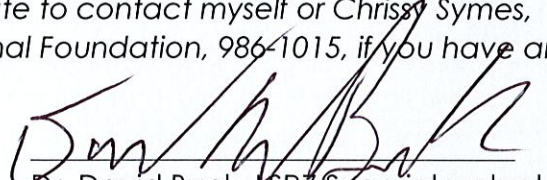
- i. Chrissy Symes, Lee's Summit R7 Schools/Educational Foundation
301 NE Tudor Rd, Lee's Summit, MO 64086
816-986-1015

2. Property Owner – Name Address and Telephone Number

- i. Dr. David Buck, Superintendent, Lee's Summit R-7 School District
301 NE Tudor Road, Lee's Summit, MO 64086
816-986-1008

3. Written approval from the property owner agreeing to proposed event.

"It is with full permission that the Lee's Summit R-7 School District supports having the 29th Annual Race for the Future 5k at Lee's Summit West High School. We appreciate the City, Police and Fire Department's cooperation in patrolling Ward Road during the timeframe of approximately 7:45-9:00 a.m. on Saturday, October 11, 2025. Please do not hesitate to contact myself or Chrissy Symes, Director of the Lee's Summit Educational Foundation, 986-1015, if you have any questions. Thank you."


Dr. David Buck, LSR7 Superintendent

4. Description of the site on which the proposed event is to be held.

Race for the Future 5K Run/Walk is proposed to begin at Lee's Summit West High School near the Activity Complex behind the high school. Participants will run up the drive toward Ward Road, turn left (north) on Ward (remaining next to the curb in south-bound lane to minimize traffic disruption) to a turnaround point South of Scherer Road, turn left and circle back on adjacent walking trail/sidewalk, then turn right into Lee's Summit West parking lot. Participants will continue along the tennis fields and back near the baseball fields and return to the football field. The race begins and ends on the track.

5. Date(s) of proposed event: Saturday, October 11, 2025

6. A narrative written description of the proposed event.

The Race for the Future 5K Run/Walk and Kids Dash is in its 29th year. This community-wide event is hosted by the Lee's Summit School District's Educational Foundation and is sponsored by many area businesses. The purpose of the event is to raise funds for classroom grants for teachers along with other funding provided to the school district for technology needs and special projects. A portion of the proceeds will go back to three different schools in the form of a grant from LSEF (based upon the number of participants that represent their school). This event is also intended to promote community spirit. The Race is always scheduled on the second Saturday of October and attracts 750-1,000 participants annually (including volunteers). The Race begins at 8 a.m. and participants are typically finished by approximately 8:45 or 9 a.m. at which time the Kids Dash begins on the track. The entire event is finished and cleaned up prior to noon. The only signs used are those promoting the race approx. 2-3 weeks leading up to the event. These yard signs and/or banners are posted at every school site and at approved business sites throughout the community. The only public street used will be Ward Road (from the high school to Scherer) for approx. 30-45 minutes in one lane.

7. A site plan: Attached

8. Location and number of proposed temporary public toilets

None. We will utilize the public toilets located within the LSW Activity Complex/Stadium. There are approximately 25 available per gender-specific restroom; 50 toilets in total.

9. Proposed temporary potable water supplies: Not applicable

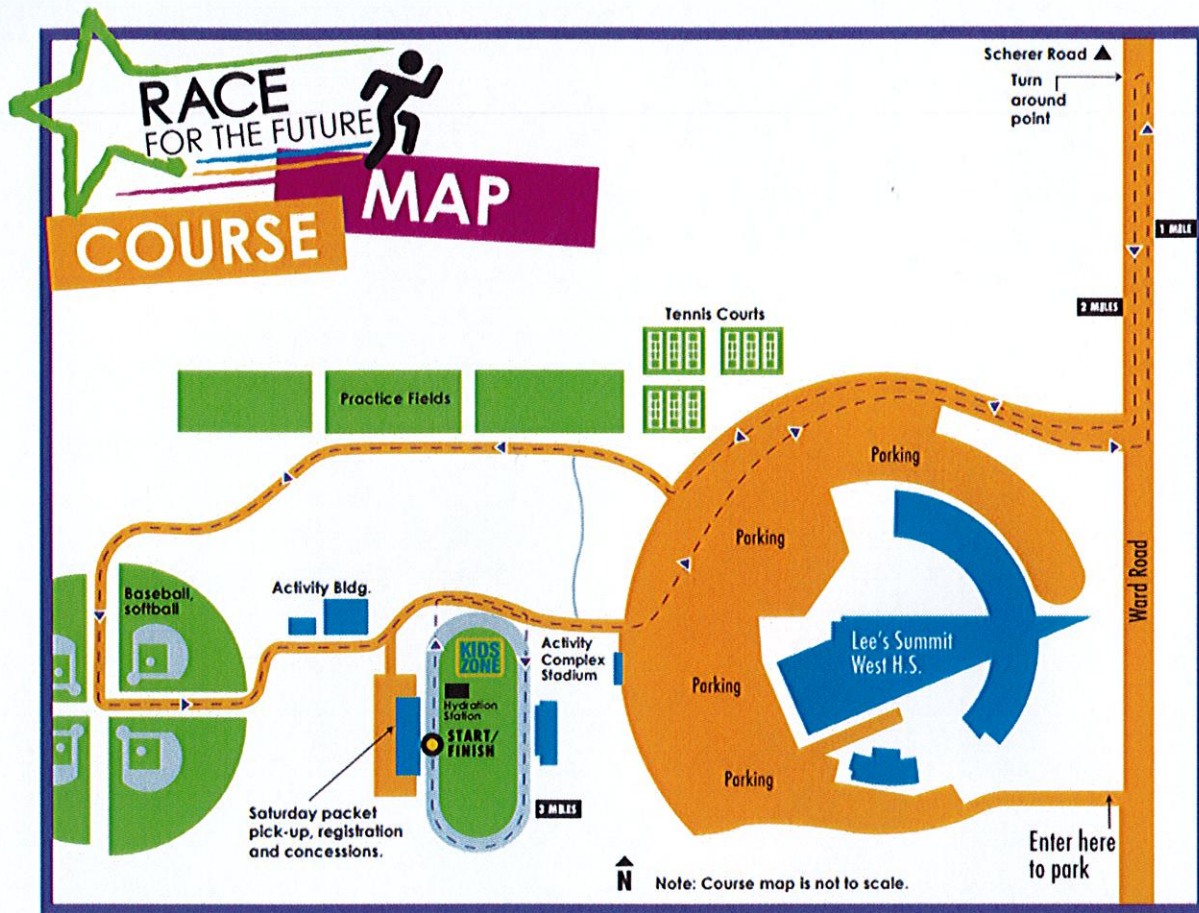
10. Proof of liability insurance: Attached

11. Any electrical needs will be supplied at the LSW Activity Complex/Stadium.

12. City Services/Public Streets: Our annual race route involves closure of a portion of one lane (South-bound) of Ward Rd. between Lee's Summit West High School's north entrance and Scherer Road. We'd request traffic control assistance from the LSPD to assist in oversight/enforcement of this road closure for safety.

If any information has been omitted, and/or additional details are needed, please feel free to contact: Chrissy Symes, 816.986.1015, Chrissy.symes@lsr7.net.

Thank you!





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/2/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS 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 have ADDITIONAL INSURED provisions or 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).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 12444 Powerscourt Drive Suite 500 St. Louis MO 63131	CONTACT NAME: MUSIC Staff PHONE (A/C, No, Ext): 314-800-2235 FAX (A/C, No): 866-372-7170 E-MAIL ADDRESS: musicprogram@ajg.com
INSURED Lee's Summit R-VII School District as a Member of M.U.S.I.C 301 NE Tudor Road Lee's Summit MO 64063	MUSIC00-01 INSURER(S) AFFORDING COVERAGE INSURER A: Missouri United School Insurance (MUSIC), a self i INSURER B: Safety National Casualty Corporation INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 15105

COVERAGES**CERTIFICATE NUMBER:** 865187346**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A B	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:		MUSIC-2025-00 FCA4064210	12/31/2024 12/31/2024	12/31/2025 12/31/2025	EACH OCCURRENCE \$ 3,500,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 3,500,000 MED EXP (Any one person) \$ EXCLUDED PERSONAL & ADV INJURY \$ 3,500,000 GENERAL AGGREGATE \$ UNLIMITED PRODUCTS - COMP/OP AGG \$ 3,500,000 \$
A B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY		MUSIC-2025-00 FCA4064210	12/31/2024 12/31/2024	12/31/2025 12/31/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 3,500,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	AGC4067892	12/31/2024	12/31/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A B	Auto Physical Damage Excess Workers Comp		MUSIC-2025-00 AGC4067892	12/31/2024 12/31/2024	12/31/2025 12/31/2025	ACV Less ** \$1,000 DedComp/Col See Below

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

** Safety National provides Excess WC to MUSIC above a Specific and Aggregate Retention **

* Fire Legal Liability Limit \$1,000,000

Commercial General Liability Safety National Provides \$2MM xs \$1.5MM

The City of Lee's Summit is shown as an additional insured solely with respect to general liability coverage as evidenced herein as required by written contract with respect to use of facility by the named insured. RE: "Race for the Future"

CERTIFICATE HOLDER**CANCELLATION**

CITY OF LEES SUMMIT
220 SE GREEN ST
LEES SUMMIT MO 64063
USA

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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