



### Special Event Permit

2025-16

All fees have been paid in full as required by this permit. This special event permit shall expire and be null and void at the conclusion of the event, if any conditions herein are breached, or if the permit is transferred to any other person, corporation, organization, or entity.

### Event Information

Event Name: **Conservice 5k Fun Run**  
Event Type: Running Event  
Event Date(s): September 10, 2025  
  
Promoting Entity: Conservice  
Applicant: Dax Madsen  
Phone: 435-713-2162  
Email: dmadsen@conservice.com

Approved by: Land Use Authority

Date

7/14/2025

### Conditions of Approval

1. All participants and volunteers shall comply with County Ordinance §8.40 governing special events.
2. Event organizers must comply with the information as submitted in the Special Event application.
3. Public safety will be handled by the applicant as outlined in the application.
4. If more than a 1,000 people are in or around the building for 2 or more hours before or after the race, a mass gathering permit from BRHD may be needed.
5. **Applicant must coordinate with individual jurisdictions where the event crosses from unincorporated county into an incorporated municipality.**

### Agreement of Acceptance

As the applicant for the special event described above, I hereby agree to comply with all Federal, State, and County laws, ordinances, and regulations before, during and after the event. I further agree to indemnify and save harmless Cache County, its officers, agents, and employees from and against any and all claims resulting from the use of the premises by the Applicant, the Applicant's invitees, licensees, agents and employees. I agree to permit law enforcement personnel the free and unrestricted access to and upon the premises at all times during the event for all lawful and proper purposes not inconsistent with the intent of the permit.



I understand and agree that this permit may be revoked upon breach of any of the conditions herein or at the discretion of the authorized officer. I understand that this permit is not transferable and agree not to transfer my permit to any person, corporation, organization or other entity.

In Accordance with Title 8 Section 8.40 of the Cache County Ordinance, I hereby submit and certify that the above information provided is accurate and complete to the best of my knowledge.

*Dax Madsen*

7/11/2025

Accepted by: Applicant

Date

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## Special Event Permit Proposal: Conservice 5K Fun Run

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Jacqui Shelton <jshelton@brhdut.gov>

Wed, Jul 9, 2025 at 4:15 PM

To: Mimi Calverley <mimi.calverley@cachecounty.gov>

Good afternoon,

I see that they anticipate participants finishing the race within an hour, but if they anticipate 1,000 or more people in or around their building for the event for 2 or more hours (before or after the race itself), they may need a mass gathering permit from BRHD.

[Quoted text hidden]

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## Conservice 5K Fun Run

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**Alex Hutchinson** <ahutchinson@brhdut.gov>  
To: mimi.calverley@cachecounty.gov

Fri, Jul 11, 2025 at 9:12 AM

Hi Mimi,

I think the Conservice 5K Fun run plan looks great to me, they shouldn't need any additional permits.

Thank you!

--

**Alex Hutchinson**  
Environmental Health Scientist

**Environmental Health Services**  
**BRHD Main Line:** (435) 792-6500  
**Office Phone:** 435-792-6500 x4125



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<https://brhdut.gov>



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## Special Event Permit Proposal: Conservice 5K Fun Run

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**Troy Fredrickson** <troy.fredrickson@cachecounty.gov>  
To: Mimi Calverley <mimi.calverley@cachecounty.gov>

Thu, Jul 10, 2025 at 7:56 AM

No Comments.

Troy Fredrickson  
Deputy Fire Marshal  
Cache County Fire District  
[1020 E 600 N](#)  
[Hyrum UT 84319](#)  
(435) 755-1676  
(435) 770-6099

On Wed, Jul 9, 2025 at 3:42 PM Mimi Calverley <mimi.calverley@cachecounty.gov> wrote:  
[Quoted text hidden]

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## Special Event Permit Proposal: Conservice 5K

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**Jeremy Hudson** <jeremy.hudson@cachecounty.gov>  
To: Mimi Calverley <mimi.calverley@cachecounty.gov>

Wed, Jul 9, 2025 at 4:00 PM

We should be clear of any maintenance work in these areas.

Thank you

Jeremy Hudson  
Road Superintendent  
[1020 E 600 N](#)  
[Hyrum UT 84319](#)  
Phone 435-755-1566  
Cell 435-757-4729  
Email [jeremy.hudson@cachecounty.gov](mailto:jeremy.hudson@cachecounty.gov)

**PLEASE NOTE: Cache County is moving to a .gov domain and all emails intended for me should be sent to the address in my signature above**

[Quoted text hidden]

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## Special Event Permit Proposal: Conservice 5K

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**Matt Phillips** <matt.phillips@cachecounty.gov>

Fri, Jul 11, 2025 at 1:28 PM

To: Mimi Calverley <mimi.calverley@cachecounty.gov>

No issues from my end.

Matt

On Wed, Jul 9, 2025 at 3:43 PM Mimi Calverley <mimi.calverley@cachecounty.gov> wrote:

[Quoted text hidden]



Cache  
County  
1857

## Development Services Department

Building | GIS | Planning & Zoning

### Application: Special Event Permit

| Date Received: | By:          | Receipt #: | Check #:    | Amount: |
|----------------|--------------|------------|-------------|---------|
| July 9, 2025   | Mimi Calvert | 21477      | credit card | \$75.00 |

### Event Information

Event: Conservice 5k Fun Run Type: 5k run

Dates with starting/ending times: September 10 4-5:30 PM

### Agent/Contact Information

Agent/Contact: Dax Madsen Email: dmadsen@conservice.com

Phone: 435-713-2162 Mailing Address: 750 S Gateway Dr, River Heights, UT 84321

Name of Promoting Entity: Conservice

### Acknowledgment

In accordance with Title 8 Section 8.40 of the Cache County Ordinance, I hereby submit and certify that the information contained in this application is accurate and complete to the best of my knowledge.

*Dax Madsen*

Applicant

7/8/2025

Date

**Application Deadline:** Completed application forms must be submitted to the Cache County Development Services Office forty-five (45) calendar days before an event is scheduled to take place. This allows sufficient time for evaluation of the application. Late applications shall be denied unless the applicant demonstrates that compliance with the 45 day deadline was impractical or impossible due to the nature of the event. A special event permit application may be approved and a permit issued to the applicant by the Director upon approval by all the agencies specified in Section 8.40.40.

**Authority:** Cache County has no authority to approve permits for events other than in the unincorporated area of Cache County. Permits issued by Cache County apply only to the unincorporated area of the county, and if an event crosses into a municipality within Cache County or across the county line, applicants should determine if a permit is necessary in the other jurisdiction.

**Right to Deny:** Cache County reserves the right to deny permit applications for proposed special events which may pose, or have posed a significant danger or threat to the public health, welfare or safety, or which may result in unreasonable inconvenience or cost to the public. In the event the application is denied, the applicant may appeal to the Cache County Executive.



## **Application Checklist**

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*A complete application must include the following unless specified otherwise:*

- 1) ☒ Completed application form and application fee (\$75 – no refunds) submitted 45 days prior to event. Additional fees for services provided by the Sheriff's Office, emergency services, or others may apply.
- 2) ☒ Proposed location, including a plat or map of the proposed area to be used, including any barricade, street route plans or perimeter/security fencing.
- 3) ☒ Total number of participants: Estimate must include event staff, participants, and spectators.
- 4) ☒ Public health plans, including plans for culinary water supplies, solid waste collections and disposal, and waste water (toilet facilities).
- 5) ☒ Proof of insurance in conformance with the County Ordinance 8.40.050(F) minimums: \$1,000,000 each occurrence, \$2,000,000 general aggregate, and \$100,000 property damage.
- 6) ☒ Fire prevention and emergency medical services plans.
- 7) ☒ Security plans and/or law enforcement response.
- 8) ☒ Admission fee, donation, or other consideration to be charged or requested.
- 9) ☒ Plans for parking
- 10) ☒ *If* the event will be held on private property, a current taxation certification for that property.
- 11) ☒ Further information may be required by staff, other departments and agencies, and/or the Board/Committee/Council that reviews the application based on the proposed event.

## **Project Review Process**

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- The applicant is encouraged to meet with staff prior to the deadline date to discuss the project and ensure that the information submitted is sufficient to provide a complete review of the project.
  - After the application is accepted, information packets are sent to various departments, agencies, and affected municipalities that provide comments and/or approval for the proposed event to the Director of Development Services.
  - In some instances a pre-event meeting may be held with planning staff and representatives from the departments and agencies that provide comments on the project review. Any issues present on a project will be discussed with the appropriate department or agency.
  - A draft permit is made available to the reviewing agencies, affected municipalities, staff, and the applicant.
  - Following agency/department review and approval, and correction of any outstanding concerns/issues, the permit can be issued.
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# ***Conservice 5K Fun Run***

Permit Proposal

Prepared by :

**Dax Madsen**

**[dmadsen@conservice.com](mailto:dmadsen@conservice.com)**

## **Conservice 5k 2025**

### **Celebrating 25 years and *Running***

### **Permit Proposal**

**Proposed Date: Wednesday, September 10, 2025**

**Set-up: 2:00-4:00 PM**

**Race Duration: 4:00-5:30 PM**

**Clean-up: 5:30-6:30 PM**

### **Sponsoring Entity: Conservice**

As America's largest utility management company, Conservice drives coast to coast sustainable utility practices while enhancing the cities where we operate. From internal diversity and inclusion programs to our company-wide *Conservice Cares* volunteer program, our employees dedicate hundreds of hours each year to cleaning, building, and giving back to their communities.

Planning Contact: Dax Madsen

Phone: 435-713-2162

Email: [dmadsen@conservice.com](mailto:dmadsen@conservice.com)

### **Description of Event:**

The Conservice 5K is a celebratory race organized for Conservice employees and their families in honor of the company's 25th anniversary. As a longstanding member of the Logan, Utah community, Conservice is proud to host this event at its corporate headquarters to recognize a quarter-century of service, growth, and community connection.

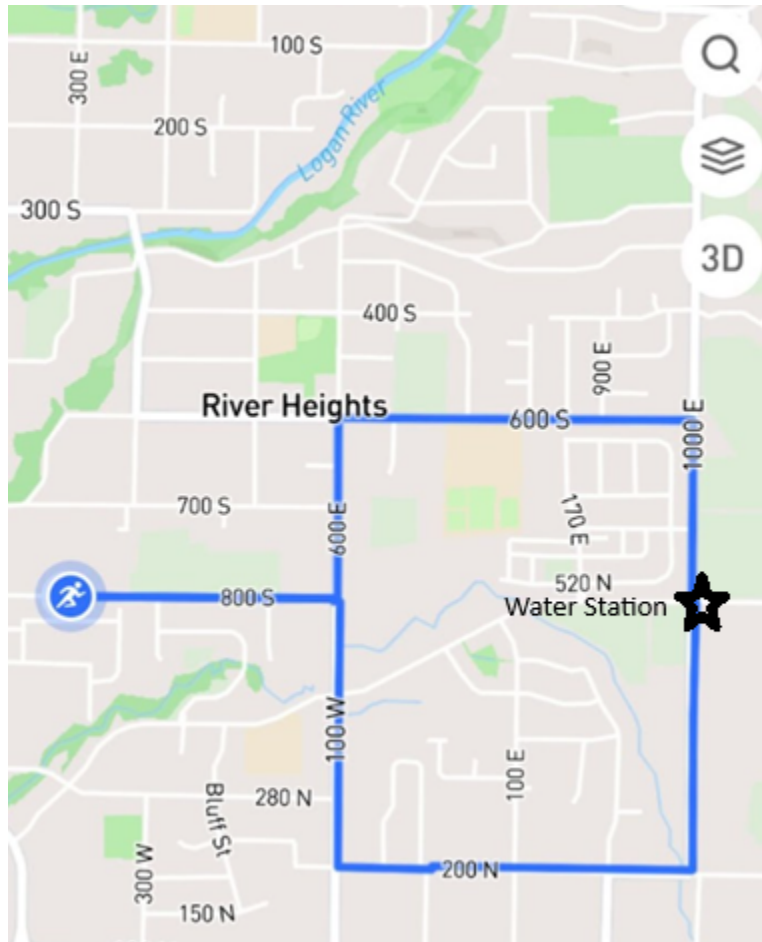
The race is designed to bring employees and their families together in a fun, inclusive environment that promotes wellness, team spirit, and healthy lifestyle choices. Open to participants of all ages and fitness levels, the 5K course begins and ends at the Conservice headquarters and follows a safe, family-friendly route through the surrounding area.

This event is part of a broader effort to strengthen company culture and celebrate the positive impact Conservice has had in the lives of its team members and the Logan community.

To ensure all employees can be part of the celebration, a virtual race component will also be offered. Employees who work remotely or outside of Logan will be encouraged to complete a 5K from wherever they are located. They'll be invited to share photos and race times through our internal channels, allowing everyone to participate in the milestone, no matter where they are.

## **Proposed Location:**

The start of the 5k course will be at the Conservice HQ parking lot. We will head East on 800 South. Take a right on 100 West. Left on 200 North. Left on 1000 East. Left on 600 South. Left on 600 East. Right on 800 South back to Conservice HQ.



## **Participants and Staff:**

We are anticipating between 1,000 and 2,000 participants, primarily made up of Conservice employees based in Logan, Utah, along with their families. All event volunteers will also be Conservice employees. The number of volunteers will range from approximately 20 to 50, depending on the final number of registered participants. Volunteers will be assigned to key areas such as water stations, course guidance, registration, and post-race cleanup to ensure a safe and organized event.

## **Public Health Plan**

### **Culinary Water Supplies**

Drinking water for the 5K race will be provided at multiple points along the course, with the primary source located at our corporate headquarters at 750 S Gateway Dr, River Heights, UT 84321, which serves as both the start and finish line. The headquarters is supplied with clean, potable water from the municipal water system and will serve as the source for all race-related hydration.

Volunteers will transport potable water from the headquarters to the one designated water station along the course. Water will be dispensed into single-use disposable cups and placed on sanitized tables for participant access. All volunteers handling water distribution will follow basic sanitation procedures, and no open-source or untreated water will be used at any time.

This plan ensures that participants have safe and sufficient access to clean drinking water before, during, and after the race, in accordance with public health best practices.

### **Solid Waste Collection and Disposal**

Solid waste generated during the 5K race will be managed through a combination of existing on-site services and event-specific cleanup efforts. Waste and recycling bins will be placed in the parking lot at the corporate headquarters, which serves as the start/finish location, as well as at each water station along the course.

All waste will be disposed of through our regular scheduled pick-up service at the corporate headquarters. Volunteer staff will monitor waste levels during the event and ensure bins are not overfilled.

To maintain cleanliness along the course, volunteers will conduct a complete sweep of the route within one hour of race completion to collect any litter or stray items. All collected waste will be brought back to headquarters and disposed of using the on-site facilities.

This plan ensures that all solid waste is handled responsibly and promptly, minimizing any impact on the environment or the surrounding community.

## **Wastewater (Toilet Facilities)**

Restroom facilities for the 5K race will be provided at the start/finish location, which is our corporate headquarters located at 750 S Gateway Dr, River Heights, UT 84321. These facilities include indoor, plumbed restrooms that are regularly maintained, meet ADA accessibility standards, and will be open and available to all race participants and spectators before and after the event.

Given the short nature of the race (5 kilometers / approximately 3.1 miles) and the centralized loop design, no additional portable restroom facilities will be placed along the race route. Participants are expected to complete the course in under one hour, and the majority of foot traffic will remain at or near the headquarters area. Signage and volunteers will clearly direct attendees to restroom locations.

This approach aligns with public health considerations for short-duration, centrally located events and is designed to ensure sufficient access to clean and sanitary facilities throughout the race.

## **Fire Prevention Plan:**

This will primarily be an outdoor event, which greatly decreases the chance of a fire hazard. As part of the special events permit in Cache County, the 5k plans will be reviewed with the Logan City Fire Department to sign off on the final plan.

## **Emergency Medical Services Plan:**

Sterling Medical will provide on-site medical support for the duration of the Conservice 5K. Trained medical staff will be stationed at the start/finish line area at the corporate headquarters and will be available to respond to any medical needs that arise during the event. The medical team will be equipped with basic first aid supplies and communication devices to coordinate with event organizers and, if needed, emergency services. Volunteers along the course will also have direct contact with the central event team to quickly report any incidents. Given the expected attendance of 1,000–2,000 participants and the presence of families, this medical plan ensures prompt, professional response and aligns with best practices for events of this size.

### **Security/Law Enforcement Plans:**

We have received approval from Sergeant Batt on our course and plan. Cache County Sheriff's office will be dispatching 3 officers to help with traffic control. 1 officer will lead the front runners, 1 officer will follow the final runners, and 1 officer will help where needed to support traffic flow.

### **Admission Fees:**

This event is fully funded by Conservice and is free for all participants. There will be no admission fees, registration costs, or donation requirements to take part in the race. The goal of the event is to celebrate our 25th anniversary and promote health and community among employees and their families, without any financial barriers to participation.

### **Parking:**

All event parking will be located at the Conservice corporate headquarters, which also serves as the start and finish line for the race. The on-site parking lot has sufficient capacity to accommodate participants, volunteers, and spectators (approximately 300 spaces as well as additional parking at the Synergy office building). No off-site or street parking will be necessary, and signage will be posted to help direct vehicles to the designated parking areas.

**ACORD**<sup>TM</sup>**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

6/17/2025

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 any rights to the certificate holder in lieu of such endorsement(s).

|                                                                                                                                                         |                                                                                                                                                                                                                                                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PRODUCER</b><br><b>USI Ins Svcs C/L Salt Lake Cty</b><br><b>1100 E. 6600 S., Suite 280</b><br><b>Salt Lake City, UT 84121</b><br><b>801 713-4550</b> | <b>CONTACT NAME:</b> Brandin Jones<br><b>PHONE (A/C, No, Ext):</b> 801 713-4550 <b>FAX (A/C, No):</b><br><b>E-MAIL ADDRESS:</b> brandin.jones@usi.com<br><b>INSURER(S) AFFORDING COVERAGE</b><br><b>INSURER A : Valley Forge Insurance Company</b> <b>NAIC #</b><br><b>20508</b> |
| <b>INSURED</b><br><b>Conservice, LLC</b><br><b>Attention: Corporate A/P</b><br><b>750 S. Gateway Drive</b><br><b>River Heights, UT 84321</b>            | <b>INSURER B :</b><br><b>INSURER C :</b><br><b>INSURER D :</b><br><b>INSURER E :</b><br><b>INSURER F :</b>                                                                                                                                                                       |

**COVERAGES****CERTIFICATE NUMBER:****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 INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                   |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|---------------|-------------------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC<br>OTHER: |           |          | 7095077577    | 12/31/2024              | 12/31/2025              | EACH OCCURRENCE \$1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$50,000<br>MED EXP (Any one person) \$15,000<br>PERSONAL & ADV INJURY \$1,000,000<br>GENERAL AGGREGATE \$2,000,000<br>PRODUCTS - COMP/OP AGG \$2,000,000<br>\$ |
| A        | AUTOMOBILE LIABILITY<br><input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY<br><input checked="" type="checkbox"/> HIRED AUTOS ONLY<br><input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY                                                                                                             |           |          | 7095077563    | 12/31/2024              | 12/31/2025              | COMBINED SINGLE LIMIT (Ea accident) \$1,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$                                                                           |
| A        | <input checked="" type="checkbox"/> UMBRELLA LIAB<br><input checked="" type="checkbox"/> EXCESS LIAB<br><input checked="" type="checkbox"/> RETENTION \$10000                                                                                                                                                              |           |          | 7095077613    | 12/31/2024              | 12/31/2025              | EACH OCCURRENCE \$10,000,000<br>AGGREGATE \$10,000,000<br>\$                                                                                                                                                                             |
| A        | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE/OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> Y / <input checked="" type="checkbox"/> N<br>(Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                    |           | N/A      | 7095077580    | 12/31/2024              | 12/31/2025              | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER<br>E.L. EACH ACCIDENT \$1,000,000<br>E.L. DISEASE - EA EMPLOYEE \$1,000,000<br>E.L. DISEASE - POLICY LIMIT \$1,000,000                                   |

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

**Proof Of Insurance****\*\*Complete Named Insured List\*\***

Conservice, LLC  
 Apex Billing Solutions, LLC  
 (See Attached Descriptions)

**CERTIFICATE HOLDER****CANCELLATION**

Cache County  
 Development Services Department  
 179 North Main, Suite 305  
 Logan, UT 84321

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





## DESCRIPTIONS (Continued from Page 1)

CCS-Capturis  
Champion Utility Billing Services LLC  
Community Utility Billing Services  
Conservice Corporate Sub, LLC  
Conservice Finance, LLC  
Conservice Grill LLC  
Conservice Medical, LLC  
Conservice Midco LLC  
Conservice Parent LLC  
Illuminar Energy LLC  
New Conservice, LLC  
Onepoint Technologies LLC  
Utility Smart, LLC  
Utility Submeter Applications, Inc  
Conservice Metering Solutions, Inc  
WaterWatch, LLC  
OnBoard RS, Inc.  
Re: 5k in Cache County.