



**VILLAGE OF LAKE ORION  
COUNTY OF OAKLAND  
STATE OF MICHIGAN**

**RESOLUTION 2025-011**

**A RESOLUTION APPROVING THE SPECIAL EVENT PERMIT APPLICATION FOR  
LAKE ORION LION'S CLUB JUBILEE AND TO APPROVE THE LICENSE AGREEMENT**

**VOTING YEA:**

**VOTING NAY:**

**MOTION:**

**RESOLVED:** To approve the Special Event Permit Application submitted by Chris Ophus and Dan Hartwell on behalf of the Lake Orion Lions Club for the Lake Orion Lion's Club Jubilee to be held on Thursday, June 19, 2025, through Sunday, June 22, 2025, at various Village properties, as outlined in the application.

**Event Hours:**

- Thursday, June 19, 2025, from 5:00PM to 12:00AM
- Friday, June 20, 2025, from 12:00PM to 12:00AM
- Saturday, June 21, 2025, from 12:00PM to 12:00AM
- Sunday, June 22, 2025, from 12:00PM to 6:00PM

**Public Areas to be utilized are as follows:**

- Children's Park and Parking Lot for the Beer Tent
- Downtown Streets for the carnival

**Setup and Tear Down:**

- Set-up is on Wednesday, June 18, 2025, from 5:00AM to 5:00PM
- Tear Down is on Sunday, June 22, 2025, from 6:00PM to 10:00PM

**Parking Lot and Steet Closures from Wednesday, June 18, 2025, at 6:00AM to Sunday, June 22, 2025, at 10:00PM:**

- Broadway: Front Street to Shadbolt
- Flint Street: Lapeer to Anderson
- Children's Park Parking Lot
- Public Parking Lot: Anderson and Front Street
- Parking Lot at the southeast corner of Shadbolt and Lapeer Street (owned by Sagebrush)

**Municipal Equipment and Utility:**

- 8 Archer Barricades
- 4 Class 3 Barricades
- 2 Detour Signs
- 2 Stop Signs
- Electrical Connections (power distribution panels at Children's Park)
- Water (Front/Anderson and Flint/Broadway)

**FURTHER RESOLVED:** To approve the License Agreement between the Village of Lake Orion and the Lake Orion Lions Club and to authorize the Village President and Village Clerk to execute the Agreement on behalf of the Village.

**FURTHER RESOLVED:** This approval is conditioned on the following:

**Administrative Requirements**

1. Proof of Insurance and Liquor License must be provided to the Village Clerk prior to the event. Required insurance coverage includes:
  - General Liability – minimum coverage of \$1,000,000
  - The Village of Lake Orion must be listed as a Certificate Holder and named as an Additional Insured
2. The applicant is responsible for cleaning up any trash generated during the event.
3. All tents and temporary structures must be securely anchored to withstand inclement weather or wind conditions to prevent potential injury.
4. Any temporary electrical wiring or equipment used during the event must be approved by the Electrical Inspector.
5. Tents or temporary structures that include cooking or heating devices must have a minimum 10-pound multi-purpose (ABC) fire extinguisher on-site.
6. All food vendors participating in the event must be approved by the Oakland County Health Department.
7. All food trucks must receive approval from the Orion Township Fire Department prior to operating at the event.
8. Portable restrooms must be removed following the event, including 10 units from the Children's Park Lot, 1 from Broadway/Flint, 1 from Broadway/Shadbolt and 1 from Flint/Anderson.

**DPW Requirements**

1. Village Orange Cones will be provided based on availability.
2. The DPW will not supply extension cords or cord covers.
3. The DPW will provide barricades and detour signage for street and parking lot closures.
4. Village properties will be properly maintained before and after the event.

**Police Department Requirements**

1. Event staff and on-scene manager's cellular phone numbers must be provided to the Police Department at least 24 hours before the event.
2. The Police Department will direct the placement of all required barricades for parking lot and any approved street closures.

**Please Note:** This event is ***not approved*** by the Orion Township Fire Department. See the attached letter dated March 24, 2025, for reference.

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON MONDAY, APRIL 28, 2025.



Sonja Stout  
Village of Lake Orion Clerk/Treasurer

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**CERTIFICATION**

I, Sonja Stout, who was duly appointed Clerk/Treasurer of the Village of Lake Orion, Oakland County, Michigan, do hereby certify that the foregoing is a true and correct copy of Resolution 2025-011 adopted by the Village of Lake Orion Village Council at its Regular Meeting held on the 28<sup>th</sup> day of April 2025.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan on this 28<sup>th</sup> day of April 2025.



Sonja Stout  
Village of Lake Orion Clerk/Treasurer

DATED: April 29, 2025