



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

**RESOLUTION NO. 2026-001**

**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 25, 2026, through Sunday, June 28, 2026, at various Village properties, as outlined in the application.

**Event Hours:**

- Thursday, June 25, 2026, from 5:00PM to 12:00AM
- Friday, June 26, 2026, from 12:00PM to 12:00AM
- Saturday, June 27, 2026, from 12:00PM to 12:00AM
- Sunday, June 28, 2026, 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 starts on Wednesday, June 24, 2026, at 6:00AM
- Tear Down ends on Monday, June 29, 2026, at 12:00AM

**Parking Lot and Steet Closures from Wednesday, June 24, 2026, at 6:00AM to Monday, June 29, 2026, at 12:00AM:**

- Broadway: Front Street to Shadbolt
- Flint Street: Lapeer to Anderson
- Children’s Park Parking Lot
- Public Parking Lot: Anderson and Front Street

**Municipal Equipment and Utility:**

- Barricades
- Traffic Cones
- Temporary Closure Signs
- Detour Signs
- Electrical Connections
- Water

**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 \$2,000,000
  - 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 Flint/Lapeer, 1 from Flint/Anderson, 1 from Broadway/Front, and 1 from Broadway/Shadbolt.

**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.
3. The event organizer is responsible for ensuring that no alcoholic beverages are served or provided to individuals under the age of 21. Adequate measures must be in place to verify the age of all individuals being served alcohol, in compliance with Michigan Liquor Control Commission regulations.
4. Alcohol Licensing shall be obtained as required by the Michigan Liquor Control Commission and the Lake Orion Police Department at the appropriate time of application.
5. The event holder shall be solely responsible for providing adequate security and staffing for the beer tent.
6. The applicant shall be responsible for reimbursing the Village for all police resources and related ancillary costs dedicated exclusively to this event. This policy is intended to ensure full cost recovery, and the applicant will be billed for the actual costs incurred. This includes, but is not limited to, staffing of the event, time spent on event planning, coordination meetings, site inspections, and setup.
7. At a minimum, one dedicated police officer must be assigned to the event from start to finish. The need for additional staffing will be evaluated during planning meetings with the Chief of Police or their designee.
8. Upon request, the Chief of Police may provide a preliminary cost estimate for police services. The final invoice will reflect only the actual costs of police services provided.
9. A pre-planning meeting with the Chief of Police or their designee is required for all events involving dedicated police resources. To schedule this meeting, please contact Chief Mark Amundson at [amundsonm@lakeorionpolice.org](mailto:amundsonm@lakeorionpolice.org).
10. A list of all approved vendors conducting sales within the event shall be provided to the Police Department if applicable.

**Please Note:** This event is ***not approved*** by the Orion Township Fire Department. See the attached letter dated October 28, 2025, for reference.

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON MONDAY, JANUARY 12, 2026.



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 No. 2026-001 adopted by the Village of Lake Orion Village Council at its Regular Meeting held on the 12<sup>th</sup> day of January 2026.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan on this 12<sup>th</sup> day of January 2026.

A handwritten signature in black ink that reads "Sonja Stout". The signature is written in a cursive style with a horizontal line at the end.

Sonja Stout  
Village of Lake Orion Clerk/Treasurer

DATED: January 13, 2026