



AGENDA

SPECIAL MEETING OF THE VILLAGE COUNCIL

Monday, January 12, 2026

5:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

ADDRESSING THE VILLAGE COUNCIL: Each person wishing to address the village council shall be afforded an opportunity to do so. If you wish to comment, please stand or raise a hand to indicate that you wish to speak. When recognized, give your name and address and direct your comments to the Chair.

1. Call to Order

2. Roll Call and Determination of Quorum

3. Call to the Public

4. Other Items

A. Fire Department Concerns on Lions Club Jubilee Event

5. Adjournment

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the Village, at least three (3) business days in advance of the meeting, if requesting accommodations. The Village of Lake Orion will provide foreign language or hearing impaired interpretation services for those individuals who contact the village to request such services at least seven (7) days prior to the meeting.

En el espíritu de la observancia de la Ley de Estadounidenses con Discapacidades, las personas con discapacidad debe sentirse libre para ponerse en contacto con el pueblo, por lo menos tres (3) días hábiles de antelación a la fecha de la reunión, si se solicitan alojamiento. El municipio de Lake Orion proporcionará idioma extranjero o personas con problemas de audición servicios de interpretación para las personas que se ponen en contacto con el pueblo de solicitar dichos servicios con no menos de siete (7) días antes de la reunión.



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: January 12, 2026

TOPIC Fire Department Concerns on Lions Club Jubilee Event

BACKGROUND BRIEF:

Orion Township Fire Chief Allen has requested a special meeting of the Village Council to provide an opportunity for open, constructive dialogue and to provide an effective environment for ensuring decision-makers clearly understand the fire department’s rationale for denying the event prior to Council taking action on the Lions Club’s special event permit application.

Both the Fire Department and the Lions Club have been invited to this special meeting. The meeting will be held in the Council Chambers to accommodate any public attendance exceeding the capacity of the conference room.

Attached are the special event permit application and the request from the Fire Department for the information of the Council. The event application is on the January 12, 2026, regular meeting consent agenda for disposition by Council.

SUMMARY OF PREVIOUS COUNCIL ACTION:

None

FINANCIAL IMPACT:

None

RECOMMENDED MOTION:

None

Darwin McClary

From: Ryan Allen <rallen@oriontownship.org>
Sent: Monday, November 17, 2025 11:49 AM
To: Darwin McClary; Jeff Williams; Lynsey Blough
Cc: John Pender; Sonja Stout; Chris Barnett
Subject: Re: Lions Jubilee Special Event Permit – Village Council Review on November 24, 2025

Darwin,

While much of the information may be similar to what was presented previously, changes in council membership and the questions raised during last year's discussions suggest that additional dialogue would be valuable. Given the significant public-safety considerations involved, the department believes it is important to revisit these concerns to ensure all decision-makers are fully informed.

We recognize that individual one-on-one meetings could create the perception of limited transparency. Could we request small-group discussions, with just a couple councilmembers at a time which would promote open, constructive dialogue and provide an effective environment for ensuring decision-makers clearly understand the fire department's rationale for denying the event. We would welcome your participation in such discussions.

If you feel this approach does not offer sufficient transparency, would you be open to the option of a special meeting prior to the council session. This would allow all parties to review the fire department's concerns collectively and engage in a comprehensive, transparent discussion before any decisions are made.

Thank you for your attention and considerations in this matter.



Ryan Allen, Fire Chief

Orion Township Fire Department - Fire Administration

3365 Gregory Road Lake Orion, MI 48359

Office: 248.391.0304 ext. 2001 Cell: 947-500-1120

From: Darwin McClary <mclaryd@lakeorion.org>
Sent: Thursday, November 6, 2025 11:38 AM
To: Jeff Williams <jwilliams@oriontownship.org>; Lynsey Blough <bloughl@lakeorion.org>
Cc: John Pender <jpender@oriontownship.org>; Sonja Stout <stouts@lakeorion.org>; Ryan Allen <rallen@oriontownship.org>; Chris Barnett <cbarnett@oriontownship.org>
Subject: RE: Lions Jubilee Special Event Permit – Village Council Review on November 24, 2025

Jeff:

If I may ask, what information is different from in years past that would warrant additional consideration of the Lions Club Jubilee event? Any new information you may have should be discussed with me prior to presentation to the Council so that I can determine whether the item should be rescheduled and whether Administration’s recommendation should be reconsidered. Administrative departments do not sidestep the Village Manager to make recommendations to the Village Council, just as I would hope that you would not sidestep the Township Supervisor when making recommendations to the Township Board.

Also, it is very important to the Village that it operates in the sunshine and strives to be as transparent to the public as possible in deliberation on policy matters. Any concerns the Fire Department has regarding the Jubilee event are important, relevant, and worthy of public discussion.

I appreciate your kind attention and cooperation with this matter.



DARWIN D. P. McCLARY (he, him, his)

Village Manager

21 East Church Street
Lake Orion, Michigan 48362-3212
O: (248) 693-8391 ext. 101
F: (248) 693-5874
www.lakeorion.org

From: Jeff Williams <jwilliams@oriontownship.org>
Sent: Thursday, November 6, 2025 11:11 AM
To: Lynsey Blough <bloughl@lakeorion.org>; Darwin McClary <mcclaryd@lakeorion.org>
Cc: John Pender <jpender@oriontownship.org>; Sonja Stout <stouts@lakeorion.org>; Ryan Allen <rallen@oriontownship.org>; Chris Barnett <cbarnett@oriontownship.org>
Subject: RE: Lions Jubilee Special Event Permit – Village Council Review on November 24, 2025

Lynsey, thank you for reaching out.

At this time, the Fire Department is requesting that this item be pulled off the November 24th meeting agenda.

It is well understood that the Jubilee event does not take place for another 8 months. In the upcoming weeks, the fire department intends to reach out to each of the Village board members to discuss and provide further education on this item.

It may be unjust for the Village Board members to vote on something they may not have all the information on.



Jeffrey Williams, CFPS – Fire Marshal
Orion Township Fire Department - Fire Prevention
3365 Gregory Road Lake Orion, MI 48359
Office: 248.391.0304 ext. 2004 Cell: 248.978.5143
Fax: 248.309.6993

From: Lynsey Blough <bloughl@lakeorion.org>
Sent: Thursday, November 6, 2025 10:16 AM
To: Ryan Allen <rallen@oriontownship.org>
Cc: John Pender <jpender@oriontownship.org>; Jeff Williams <jwilliams@oriontownship.org>; Sonja Stout <stouts@lakeorion.org>; Darwin McClary <mcclaryd@lakeorion.org>
Subject: Lions Jubilee Special Event Permit – Village Council Review on November 24, 2025

Good afternoon, Chief Allen,

I wanted to let you know that the **Lions Jubilee Special Event Permit Application** is scheduled to go before the **Village Council** for consideration at their **Regular Meeting on Monday, November 24, 2025**.

We understand that the **Fire Department did not approve** the application as submitted, and we’ve included your department’s review and comments for the Council’s reference.

Please let us know if you or a representative from the Fire Department plan to attend the meeting, or if there is any additional information you would like us to share with the Council ahead of time.

Thank you, Chief, for your time and for your input on this matter.

Best regards,

Lynsey Blough, CMC
Deputy Clerk/Treasurer



Village of Lake Orion
21 East Church Street | Lake Orion, MI 48362
Office: (248) 693-8391 ext. 103 | Fax: (248) 693-5874
Office Hours: Mondays – Thursdays | 7:00 AM – 4:30 PM
<https://www.lakeorion.org/>



Special Event
SE-2026-002

Balance
\$0.00

Applicant	Application #	Submitted	Issued	Starts	Expires
LAKE ORION LIONS CLUB	TXW-OCW	Aug 12, 2025	Oct 28, 2025	Jun 25, 2026	Jun 24, 2027

Identifier
--

Applicant Information

APPLICANT
LAKE ORION LIONS CLUB

✉ rtbrodeur@gmail.com

☎ (248) 975-6378

📄 PO BOX 255, LAKE ORION, MI 48361

📍 *Same as mailing address*

Agent

AGENT
Dan Hartwell

✉ dan17278@gmail.com

☎ (810) 766-3862

📄 PO BOX 255, LAKE ORION, MI 48369

📍 *Same as mailing address*

Internal

Conditions

Alcohol:

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.

Licensing shall be obtained as required by the Michigan Liquor Control Commission and the Lake Orion Police Department at the appropriate time of application.

Beer Tent:

The event holder shall be solely responsible for providing adequate security and staffing for the beer tent.

Police Reimbursement:

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 planning, coordination meetings, site inspections, and setup.

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. 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.

Pre-Planning Meeting with Chief of Police:

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.

Vendors:

A list of all approved vendors conducting sales within the event shall be provided to the Police Department if applicable.

Fire Administration would like to have a meeting with all council members to discuss application as soon as possible.

The Fire Department is not able to approve event as submitted. Please see attached documents.

Issued By: 


N/A

Internal Notes - Employee Communication 

Village Council directed Administration to forward the event application to the appropriate departments for review, with final approval contingent upon all requirements being met. The motion was carried on August 25, 2025.

Applicant will submit the Certificate of Insurance, Liquor Liability Insurance, Liquor License closer to the event. - LBlough on 9/3/2025.

Lions confirmed on 10/6/2025 that they are holding the main event back on Broadway. - LBlough

Approved Event: 

N/A

General Information

Event Location



▶ **24 N BROADWAY ST**
LAKE ORION, MI 48362-3100

Event Locations

FLINT ST FROM LAPEER ST TO ANDERSON
BROADWAY FROM SHADBOLT TO FRONT
CHILDRENS PARK PARKING LOT
PUBLIC LOT @ ANDERSON & FRONT

Zoning District

N/A

Event Name

Lake Orion Lions Club Jubilee

Event Details

CARNIVAL DOWNTOWN AND BEER TENT LOCATED IN THE CHILDREN PARKING LOT

Date / Hours of Event

6/25 Thursday 5pm-10pm; 6/26 Friday 12pm-12am; 6/27 Saturday 12pm-12am; Sunday 6/28 12pm-6pm

Date / Hours of Set-up and Tear Down

6/24 WEDNESDAY 6AM-10PM; 6/28 SUNDAY 6PM-12AM

Event Map

[jubilee layout.jpg](#)

Street Closures and / or Parking Lot closures necessary?

Yes

If yes, how many days?

5

If yes, describe

THE FOLLOWING AREAS WOULD NEED TO BE CLOSED FOR THE FOLLOWING DATES AND TIMES 6/24/26
6AM - 6/28/26 12AM
FLINT ST FROM LAPEER ST TO ANDERSON
BROADWAY FROM SHADBOLT TO FRONT
CHILDRENS PARK PARKING LOT
PUBLIC LOT @ ANDERSON & FRONT

Green's Park Reservation?

No

Green's Park Reservation Date/Hours

N/A

Gazebo Rental?

No

Gazebo Rental Date/Hours

N/A

Coordinating Event Details

N/A

Coordinating with Another Event?

No

Section 4, Item A.

If yes, Event Name

N/A

Event Details

Type of Event

Individual

Status

Non-Profit

If Non-Profit, provide proof of non-profit status

Is this event expected to occur next year?

Yes

If Yes, provide next year's specific dates

6/24/27 - 6/27/27

If this event a Fund raiser?

Yes

If YES, indicate beneficiary information

LAKE ORION LIONS CLUB TO USE THE FUNDS TO HELP IN THE COMMUNITY

Is this the first time the event is being held in Village of Lake Orion?

No

Describe above selection

THIS EVENT HAS BEEN HELD FOR OVER 30 YEARS

Was this event previously held outside the Village of Lake Orion?

Yes

Describe above selection

WHEN THE ROADS WERE UNDER CONSTRUCTION

Event Details (continued)

Total estimated attendance each day

3000

What parking arrangements will be necessary to accommodate attendance?

UTILIZATION OF public parking areas as they have used in the past

Parking Plan

How will trash be handled?

A DUMPSTER WILL BE BROUGHT IN AT OUR EXPENSES AND WE COLLECT TRASH

Is amplification of music or speakers planned or anticipated?

Yes

If yes, describe

THE BEER TENT WILL HAVE BANDS ON FRIDAY AND SATURDAY 8PM-12AM BOTH NIGHTS MAXIMUM VOLUME CAN ONLY BE DESCRIBED AS A RESPECTABLE VOLUME

Will tents be used?

Yes

If yes, indicate number of tents, use of each, location and size

2 TENTS ARE USED IN CHILDRENS PARK PARKING LOT FOR THE BEER TENT AND ARE SHOWN ON THE MAP

Portable restrooms

Yes

If yes, number of portable restrooms and location

14 TOTAL

10 - CHILDRENS PARK PARKINGLOT

1 - FLINT & LAPEER

1 - FLINT & ANDERSON

1 - BROADWAY & FRONT

1 - BROADWAY & SHADBOLT

Food / Alcohol / Merchandise

Will alcoholic beverages be served?

Yes

If yes, describe

beer tent only Friday and Saturday 5pm -12am

Is liquor license issued by the State of Michigan?

Yes

If yes, whose name is the license issued to

lake Orion lions club charities

Copy of License

Will food and beverages be sold?

Yes

If yes, describe

carnival brings food trucks/trailers

Will merchandise be sold?

Yes

If yes, describe
carnival items only

Request Use of Village Equipment ONLY

Use of Equipment Start (Day / Time)

6/24/26 at 6am

Use of Equipment End (Day / Time)

6/28/26 at 12:00am (midnight)

Barricades/Traffic Cones

Yes

If yes, describe

N/A

Temporary Closure Signage

Yes

Trash Cans

No

Electrical Connections

Yes

If yes, describe

all outlet usage at children's park parking lot

Water

Yes

If yes, describe

fire hydrant hook up in town as well as at children's park

Emergency Fire Equipment, such as ambulance

No

If yes, describe

N/A

Other Village Services

Yes

If yes, describe

detour signs

Municipal Equipment

Event Signs

Will this event include the use of signs?

No

Location(s) of Sign

N/A

Sign Dimensions

Sign Sketch Plan

N/A

Location Map

Temporary Display Start

Temporary Display End

Quantity of Temporary Signs

N/A

Certifications and Signatures

Signature of Sponsoring Organization's Agent

[signed copy certifications.pdf](#)

Certificate of Insurance naming the Village of Lake Orion as Certificate Holder and Additional Insured

Hold Harmless Agreement

Hold Harmless Agreement

Fees

Application Fee	\$25.00
Special Event - Right Of Way	\$75.00
TOTAL	\$100.00
PAID	\$100.00
BALANCE DUE	\$0.00

Transaction Log

09/03/2025	Payment	Check	\$100.00
Receipt #52065. Received check in the mail on 9/3/2025.			

Communication

Lynsey B September 3, 1:43 PM
Hi Mr. Hartwell,

We just received the two check payments in the mail today for the 2025 Jubilee invoice for Use of Village Equipment and the 2026 Jubilee Special Event Application Fee (Right-of-Way)—thank you for sending those!

Section 4, Item A.

For 2026, will the LIONS be reverting back to placing most rides on Broadway instead of Anderson Street? We just want to confirm that this is what you intend to submit.

Also, the event map file that was submitted appears very small when zoomed out and does not include street names. Could you provide an updated version with the street names labeled?

Thanks!

Receipt No. 52064 for Invoice to Use Village Equipment.pdf

Receipt No. 52065 for ROW.pdf

Lynsey B October 1, 9:33 AM
Good morning, Mr. Hartwell,

Do the Lions intend to have the main event back on Broadway St again? Just double-checking.

Workflow

1. Payment - COMPLETED

Assignee: Lynsey Blough

2. Administrative Review - COMPLETED

Assignee: Lynsey Blough

3. Dept. of Public Works Review - COMPLETED

Assignee: Wes Sanchez

4. Public Safety Review - COMPLETED

Assignee: Mark Amundson

5. Fire Department Review - COMPLETED

Assignee: John Pender

6. Planning & Zoning Review - ACTIVE

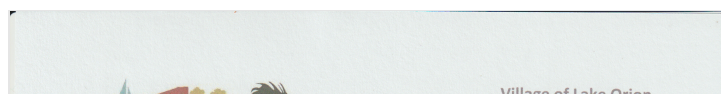
Assignee: Mario Ortega

7. Village Manager / Council Review - INACTIVE

Assignee: Darwin McClary

8. Issue Permit - INACTIVE

Assignee: Lynsey Blough







21 E. Church Street
Lake Orion, Michigan 48362
Tel 248.693.8391
Fax 248.693.5874
www.lakeorion.org

HOLD HARMLESS AGREEMENT

FOR AND IN CONSIDERATION of the granting by the Village of Lake Orion to permit/allow *

LAKE ORION LIONS CLUB JUBILEE

6/25 Thursday 5pm-10pm; 6/26 Friday 12pm-12am; 6/27 Saturday 12pm-12am; Sunday 6/28 12pm-6pm

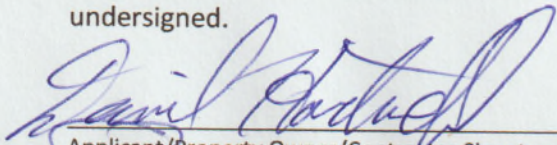
Activity/Event

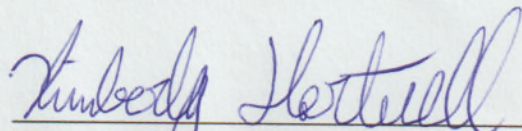
Dates and Time

DOWNTOWN STREETS OF LAKE ORION

General Description of Location

as requested by the undersigned, the undersigned does hereby agree to fully hold harmless, defend and indemnify the Village of Lake Orion, and all of its officers, officials, agents and employees, with respect to all claims, losses, damages, causes of action, judgments, costs and expenses, including reasonable attorney fees, whether or not the same are now known, liquidated, discovered, discoverable or justifiable, which may be asserted, brought or rendered against, incurred or suffered by, and/or imposed upon, the Village of Lake Orion and/or its officers, officials, agents and employees, by reason of or arising out of the grant or exercise of the rights stated above granted by the Village of Lake Orion to the undersigned.


Applicant/Property Owner/Contractor Signature**


Witness One Signature ***

DANIEL HARTWELL

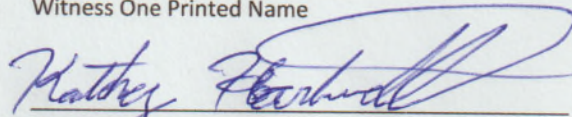
Applicant/Property Owner/Contractor Printed Name

KIMBERLY HARTWELL

Witness One Printed Name

8/19/25

Date


Witness Two Signature ***

KATHY HARTWELL

Witness Two Printed Name

* Applicant MUST provide information regarding what the activity is, date(s), times activity will be held and the areas (public sidewalks, streets, parking spaces, etc.) that are affected.

** If the activity is obstructing public right-of-way for work on private property, the property owner or contractor MUST provide their signature.

*** The signatures from two (2) witnesses are required.



Charter Township of Orion

3365 Gregory Rd., Lake Orion MI 48359
www.oriontownship.org

Fire Department

Phone: (248) 391-0304, ext. 2000
Fax: (248) 309-6993

To: Lake Orion Village Council
Lake Orion Village Manager
From: Jeff Williams, Fire Marshal
Re: 2026 Lions Jubilee
Date: October 28, 2025

The Orion Township Fire Department has completed its review of the 2026 Lake Orion Lions Jubilee for the limited purpose of compliance with Charter Township of Orion Ordinances, Michigan Building Code, and all applicable Fire Codes.

Based upon the application and documentation provided, the Fire Department has the following recommendation:

- Approved
- Approved with Comments (See below)
- X Not approved with Comments

Comments:

Over the past several years, the Village has experienced a tremendous amount of growth with additional businesses, residences, and visitors within the Downtown area. With this growth, the Fire Department has responded to several emergency situations, including building and structure fires. These types of fire emergencies in an historic Downtown setting, lead to multiple agencies from surrounding communities responding to the Downtown area, filling Village streets with firefighters and apparatus attempting to extinguish the fire before it spreads to nearby structures.

When events like the Jubilee are held in the Downtown area, it creates roadblocks and obstacles that place both life safety and properties at higher risk. To reduce these risks, our fire staff have critiqued and modified ride locations in the past. These past changes opened additional space for our apparatus but did not alleviate buildings and properties from being obstructed by ride locations. This was made evident by the fire that occurred on January 14, 2022, located at 35 North Broadway Street. As seen on page 3 images 2, 3, and 4, the fire department had two ladder trucks operating this fire from North Broadway Street. By having these trucks in their specific locations, it allowed our department to save and reduce exposure to the adjacent properties. If this fire event were to occur while the Jubilee event was taking place, neither of the apparatus would have been able to access these locations. This type of scenario would have increased the probability of fire exposure, damage, and risk of life safety if occupants were inside the home when the fire occurred.

With this, the Orion Township Fire Department has reviewed the proposed documentation and will be recommending **denial** of the Lions Jubilee to take place in the Downtown area at any time, in its current set-up. Please understand that this non-approval is for this event only and will not be reflected for any

other existing event held within the Village. Our department has worked diligently over the past several years with event coordinators to ensure all other events, such as the flower fair, Golling Car Show and Dragon on the Lake, create no additional life safety risks and obstructions to building and properties.

It must be understood that life safety, property conservation, and supporting a thriving downtown area will always be the Fire Department's highest priorities. Our goal is to ensure Village residents, business owners, and patrons of these events have the same understanding and can enjoy these events knowing that safety is always accounted for.

If there are any questions, the Fire Department may be reached at 248-391-0304 ext. 2004.

Sincerely,

Jeffrey Williams

Jeff Williams, Fire Marshal
Orion Township Fire Department

Attachments

IMAGE 1

Location: Infront of 35 North Broadway

Description: Jubilee Event - Ride location obstructing access to all buildings located on the left side.



IMAGES 2,3,4

Date: January 14, 2022

Location: 35 North Broadway – Structure Fire

Description: Location of white Ford F150 is the exact location of rides when the Jubilee event is taking place.



IMAGE 3

Description: Note the amount of access required for this apparatus to operate. If this area was used for a ride location the ladder truck would not be able to access buildings or properties.

**IMAGE 4**

Description: Note all fire damage was confined to the structure it originated in (35 N. Broadway). No fire exposure was noted on either of the adjacent properties. This was due to the location of each of the ladder trucks and fire staff that worked this fire.



IMAGE 5

Description: Lions Jubilee Event Location Map highlighting obstructed building access



IMAGE 6

Location: East Side of Hanson’s Running Shop to Nutz About Chocolate

Description: Note the overhead utilities located on the East side of the entire block. If a fire were to occur in one of these occupancies, the overhead utilities may not allow our fire personal and apparatus to access the buildings from the East side.



VILLAGE OF LAKE ORION

Receipt: 000052065

09/03/25

Section 4, Item A.

21 E CHURCH
LAKE ORION, MI 48362-3287
United States

(248) 693-8391

Cashier: BLOUGHL
Received Of: LAKE ORION LIONS CLUB CHARITIES

PO BOX 255
LAKE ORION MI 48361

The sum of: 100.00

APPL FEE	1 @ 25		25.00
		101-000-607-000	25.00
UTSPROW	1 @ 75		75.00
		101-000-607-000	75.00
		Total	100.00

TENDERED: CHECK 1115 100.00

Signed: _____