STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHELLE RICHARD
ACTING DIRECTOR

April 25, 2024

Mark McClenaghan
Covenant Hills Camp & Retreat
10359 E Farrand Rd
Otisville, MI 48463

RE: License #: CR250200521
Covenant Hills Camp & Retreat
10359 E Farrand Rd
Otisville, MI 48463

Dear Mr. McClenaghan:

Attached is the Addendum to the Original Licensing Study Report for the above referenced facility.

Please review the enclosed documentation for accuracy and contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the Grand Rapids licensing unit at (616) 356-0100.

Sincerely,

James Vanden Heuvel

James Vanden Heuvel, Lead Camp Licensing Consultant
Camp Licensing Unit
350 Ottawa Ave. NW, Unit #13
Grand Rapids, MI 49503
616-901-3730

enclosure

**MICHIGAN DEPARTMENT OF LIFELONG LEARNING, ADVANCEMENT, AND POTENTIAL**
**ADDENDUM TO ORIGINAL LICENSING STUDY REPORT**

## I. IDENTIFYING INFORMATION

| | |
|---|---|
| **License #:** | CR250200521 |
| **Licensee Name:** | Eastern Michigan Conference Free Methodist Church |
| **Licensee Address:** | 2186 West Vienna Road<br>Clio, MI 48420 |
| **Licensee Telephone #:** | (810) 631-4531 |
| **Administrator:** | Mark McClenaghan |
| **Name of Facility:** | Covenant Hills Camp & Retreat |
| **Facility Address:** | 10359 E Farrand Rd<br>Otisville, MI 48463 |
| **Facility Telephone #:** | (810) 631-4531 |
| **Capacity:** | 100 |
| **Program Type:** | CHILD CAMP - RESIDENTIAL |

## II. Purpose of Addendum

The director requested the capacity of the program license be reduced from 280 to 100 campers.

## III. Methodology

| | |
|---|---|
| 04/08/2024 | Contact Document-Received |
| 04/24/2024 | Contact Document-Received |
| 04/25/2024 | Contact-Telephone Call Made |

## IV. Description of Findings and Conclusions

On 4/8/24, the department received a renewal application submitted by camp director, Mark McClenaghan requesting a capacity change to 96 campers on box #30. In addition, Mr. McClenaghan submitted a payment of $50 for the license.

On 4/24/24, I received an email from camp licensing unit requesting I contact Mr. McClenaghan to discuss the request to lower the capacity and the steps to reduce the capacity of the license.

On 4/25/24, I contacted Mr. McClenaghan by telephone. Mr. McClenaghan stated his camp in the past 5 years has not had a capacity over 100. He stated he things a realistic capacity for his license is 100 campers. Mr. McClenaghan stated he wishes to keep the camp site license (SR250200265) at the 280 capacity because of the user groups that use the facility. Mr. McClenghan stated he understood the reducing of the capacity of the program license can be modified and a new license would be printed.

## V. Recommendation

I recommend a modified capacity from 280 to 100 on the program license.

James Vanden Heuvel 4/25/24

James Vanden Heuvel Date
Licensing Consultant