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

GRETCHEN WHITMER
GOVERNOR

MICHELLE RICHARD
ACTING DIRECTOR

June 10, 2024

McKenna Speed
Muskegon YMCA
1115 Third Street
Muskegon, MI 49441

RE: Application #: CD610418427 and SD610418430
Muskegon YMCA Day Camp @ McGraft Park
2204 Wickham Rd.
Muskegon, MI 49441

Dear McKenna Speed

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and administrative rules. Therefore, original SITE and PROGRAM licenses have been issued.

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 VandenHeuvel

James Vanden Heuvel, Lead Camp Consultant
Camp Licensing Unit
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
616-901-3730

CAMP ORIGINAL LICENSING STUDY REPORT

Michigan Department of Lifelong Education, Advancement, and Potential

IDENTIFYING INFORMATION

PROGRAM License Number	PROGRAM (Camp) Name		Application Date		
CD610418427	Muskegon YMCA Day Camp		4/8/2024		
PROGRAM Phone Number	**PROGRAM Applicant Address**		**City**	**State**	**Zip**
231-894-4538	1115 Third Street		Muskegon	MI	49441
SITE License Number	**SITE Name**	**Camp SITE Address**	**City**		**Zip**
SD610418430	McGraft Park	2204 Wickham Rd	Muskegon		49441
Camp SITE Telephone	**Applicant/Licensee Designee Name**		**E-Mail**		
231-722-9622	McKenna Speed		mspeed@muskegonymca.org		

Is the PROGRAM applicant the same as SITE Applicant/Licensee?
☒ Yes ☐ No

Terms: Gender: Both From Age: 5 To Age: 13 Capacity: 50

PROGRAM Type
☒ Day ☐ Residential ☐ Troop ☐ Travel ☐ Adult Camp

Camp SITE Type
☒ Day Site ☐ Residential Site

METHODOLOGY

04/08/2024	Enrollment
4/24/2024	Applicant Complete/Onsite Needed
05/05/2024	Inspection Completed Onsite
05/31/2024	Written policies accepted
05/31/2024	PSOR on Address Completed
05/31/2024	Inspection Completed- Full Compliance

DESCRIPTION OF FINDINGS

A. SITE DESCRIPTION

Outdoor	☒ Acreage: 92	☒ Water Supply: Public	☒ Sewage: Public	Bodies of Water: ☐ Lake(s) ☒ River(s) ☐ Pond(s) ☐ Pool(s)		☒ Other: city park	
Indoor	**Sleeping** ☐ Dormitory ☐ Cabins ☐ Tents ☒ None	**Dining** ☐ Dining Hall ☒ Outdoor	**Health Area** ☐ Center ☐ Office ☒ Isolation	**Activity Area(s)** ☐ Classrooms ☐ Craft Rooms ☐ Gym ☒ Multipurpose ☐ Indoor pool(s)	**Bathroom(s)** ☒ Indoor ☐ Portable ☐ Accessible	**Fire Safety:** QFI N/A	**Env. Health:** EHI: N/A
High Adventure	**Aquatics** ☒ Swimming ☐ Sailing ☒ Canoe/kayak ☐ Waterskiing ☐ Tubing ☐ Waterslide	**Target** ☒ Archery ☒ Riflery ☐ Other:	**Trail Sport** ☒ Biking ☒ Horseback ☐ Go Carts ☐ Other:	**Adventure** ☐ Low Obstacle ☒ High Ropes ☐ Rappelling ☒ Climbing ☐ Zipline ☐ Gymnastics	**Travel** ☒ Day Trips ☐ Overnight Off-site	**Other:** ☐ ☐ **Winter Sports:** ☐ ☐	

Findings: This day campsite is a 92 acre public park in the city of Muskegon. The campsite includes exclusive use indoor space of the community building mutilpurpose room and bathrooms. The outdoor space includes an open air amphitheater, disc course, basketball and tennis courts, open space for field games, and hiking trails. The campsite is suitable to host a day camp operation and meets applicable licensing rules.

B. PROGRAM DESCRIPTION

Operation	Days and Times of Operation: The day camp operates Monday through Friday, 9:00am to 5:00pm with drop off at 8:30am and pick up ends at 5:30pm. The program operates 10 weeks in the summer months.

Staffing	Adult Staff to Camper Ratio: 1 adult to 10 campers minimum.
Training	Staff Training Content Covers: ☒ proper supervision ☒ program development for age groups ☒ behavior management ☒ child protection ☒ plans for emergencies, rain, and regular camp operations. Proposed Staff Training Hours (3 hours per week of service): ☒Yes ☐No

Findings: The day camp program operates weekly themed programs throughout the summer months. The program includes arts and crafts, nature hikes, sports, and field trips. The day camp will travel to Camp Pendalouan on Thursday's to participate in traditional camp high adventure activities like archery, boating, rock wall climbing, and swimming. The camp staff are trained adults in supervision, behavior management, child protection, and emergency procedures. This day camp operation meets the applicable licensing rules.

C. RULE/STATUTORY VIOLATIONS

The camp PROGRAM and SITE were found to be compliant with statute and administrative rules.

RECOMMENDATION

I recommend issuance of an original SITE and PROGRAM licenses to this day children's camp.

James Vanden Heuvel	James Vanden Heuvel	6/10/2024
Consultant's Signature	Printed Name/Licensing Consultant	Date
Richard Lower	Richard Lower	6/10/2024
Approved By:	Printed Name/ Manager	Date

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