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

LANSING

GRETCHEN WHITMER
GOVERNOR

BEVERLY WALKER-GRIFFEA
DIRECTOR

November 26, 2025

Raven Rawson
City of Eaton Rapids
200 S. Main Street
Eaton Rapids, MI 48827

RE: Application #: CD230419574 and SD230419575
City of Eaton Rapids Summer Day Camp
200 Howe Drive
Eaton Rapids, MI 48827

Dear Raven Rawson

Attached is the Original Licensing Study Report for the above-mentioned 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. If I am not available, and you need to speak to someone immediately, please contact the licensing unit at 517-284-9730.

Sincerely,

James Vanden Heuvel

James Vanden Heuvel
Camp Licensing Unit
105 W. Allegan St. 2nd Floor
Lansing, MI 48933
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		
CD230419574	City of Eaton Rapids Summer Camp		5/2/2025		
PROGRAM Phone Number	**PROGRAM Applicant Address**		**City**	**State**	**Zip**
517-663-8818	City of Eaton Rapids, 200 S. Main Street		Eaton Rapids	MI	48827
SITE License Number	**SITE Name**	**Camp SITE Address**	**City**	**State**	**Zip**
SD230419575	City of Eaton Rapids Summer Day Camp	200 Howe Drive	Eaton Rapids	MI	48827
Camp SITE Telephone	**Applicant/Licensee Designee Name**		**E-Mail**		
517-663-8818	Raven Rawson		rrawson@cityofeatonrapids.gov		

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

Terms: Gender: Both Capacity: 60
From Age: 8 To Age: 14

PROGRAM Type
☒ Day ☐ Residential ☐ Troop ☐ Travel

SITE Type
☒ New Day Site ☐ New Residential Site
☐ Existing Day Site ☐ Existing Residential Site

METHODOLOGY

05/02/2025	Enrollment
05/21/2025	PSOR completed on address
05/22/2025	Inspection completed onsite
06/24/2025	Contact-Document Received: Policies/Procedures
06/27/2025	Contact-Document Sent: WPR sent requesting updates
07/07/2025	Contact-Document Received- updated policies/procedures
07/09/2025	Inspection Completed-Full Compliance
07/09/2025	Recommend license issuance

DESCRIPTION OF FINDINGS

A. SITE DESCRIPTION

Outdoor
- ☒ Acreage: 60 acres
- ☒ Water Supply: Public
- ☒ Sewage: Public
- Bodies of Water: ☐ Lake(s) ☐ Pond(s) ☒ River(s) ☐ Pool(s)
- ☒ Other: Public 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 camp is hosted at Howe Memorial City Park. This park includes 2 pavilions designated for camp use and a large amphitheater for sheltering. The 60-acre park includes sport fields and playgrounds for camp use. The camp utilizes port-johns for bathroom access for students and staff. The park is adjacent to the Grand River. The camp site is suitable for hosting a children's day camp.

B. PROGRAM DESCRIPTION

Operation Schedule Period (days, times, season)	Summer only, 6-weeks
Staffing (Adult Staff to Camper Ratio)	1 Adult to 10 Campers max

Training (Staff Training Content and Time)	☒ proper supervision ☒ behavior management ☒ program development for age groups ☒ child protection ☒ plans for emergencies, rain, and regular camp operations. Proposed Staff Training Hours (3 hours per week of service): ☒Yes ☐No

Findings: This children's day camp is offered for children between the ages of 5 to 14 years of age. Its mission is to provide a safe, supportive, and enriching summer experience that promotes imagination, confidence, and teamwork through weekly themed adventures and hands-on activities. The camp staff are trained in the applicable policies and procedures. This day camp meets applicable camp licensing rules.

C. RULE/STATUTORY VIOLATIONS

The camp PROGRAM and SITE were found to be in substantial compliance 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	7/29/2025
Consultant's Signature	Printed Name/Licensing Consultant	Date
D. S. Ramsey	Deondra S. Ramsey	7/29/2025
Approved By:	Printed Name/ Manager	Date

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