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

GRETCHEN WHITMER
GOVERNOR

MICHELLE RICHARD
ACTING DIRECTOR

April 8, 2024

William Keppen
Jack E. Kirksey Recreation Center/Camp Swoosh
15100 Hubbard
Livonia, MI 48154

RE: License #: SD820296594 and CD820296593
Jack E. Kirksey Recreation Center
15100 Hubbard
Livonia, MI 48154

Dear Mr. Keppen:

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 VandenHeuvel

James VandenHeuvel, Lead Camp Licensing Consultant
Bureau of Community and Health Systems
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
(616) 901-3730

enclosure

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

I. IDENTIFYING INFORMATION

License #:	SD820296594
Licensee Name:	Jack E. Kirksey Recreation Center
Licensee Address:	15100 Hubbard Livonia, MI 48154
Licensee Telephone #:	(734) 466-2900
Administrator	William Keppen
Name of Facility:	Jack E. Kirksey Recreation Center
Facility Address:	15100 Hubbard Livonia, MI 48154
Facility Telephone #:	(734) 466-2900
Capacity:	80
Program Type:	CAMP SITE - DAY and CAMP PROGRAM

II. Purpose of Addendum

The licensee requested the day camp PROGRAM license and day camp SITE license capacities be modified to 80 campers.

III. Methodology

09/17/2023	Contact Document Received
09/20/2023	Inspection Completed – Onsite
03/26/2024	Contact Document Received

IV. Description of Findings and Conclusions

On 9/17/23, I received an email from camp administrator Billy Keppen. The email read “our license is incorrect at a number of 60 when it should be 70- and the license I received in the mail today says 40.”

I reviewed the Bureau Information Tracking System (BITS) and found the Camp Swoosh (CD820296593) license had a capacity of 60. I found the Jack E. Kirksey Recreation Center camp site license (SD820296594) had a listed capacity of 40.

I responded to Mr. Keppen’s email by stating the align the licenses and onsite inspection needed to be completed to determine the appropriate capacities of the licenses.

On 9/20/23, I conducted an onsite inspection at the Jack E. Kirksey Recreation Center with camp administrator Billy Keppen. Mr. Keppen stated he is the director for the day camp program that occurs in the summer. The Jack E. Kirksey Recreation Center is a community athletic center used by the public for recreation, fitness, and community events. The building includes gymnasiums, fitness equipment, swimming pools, climbing wall, classrooms, and locker rooms. The outdoor environment includes playgrounds, outdoor splash pad, skate park with pavilion, track, roller hockey rink, and sport fields.

I reviewed the indoor, outdoor, and bathroom spaces the day camp uses. The inside spaces use areas include the dance studio (45ft x 20ft), the party room (63ft x 21 ft), and the climbing wall area (22ft x 25ft.). The campers have access to bathrooms within the recreation center close to the use areas. The toilets and sinks support the proposed capacity increase. I reviewed the outside spaces used by campers. I found the facility has 18 acres of outdoor recreation environment

including track, roller hockey rink, open sport fields, and a pavilion. The outdoor space supports the proposed capacity increase.

On 3/26/24, Mr. Keppen sent an email requesting a capacity increase to 80 campers. He provided maps for the building including space identified for camper use. He identified bathroom areas that will be used by campers. Mr. Keppen identified indoor camper use areas including: party rooms and cooridor, climbing wall area, activity room, and lounge. The total area of indoor space is 2, 886 sq/ft. Mr. Keppen also provided the list of restroom's available for campers. The number of toliets available support a capacity of 80 campers.

V. Recommendation

I recommend the capacity terms of day camp PROGRAM and day camp SITE license increase to 80 campers.

James Vanden Heuvel 04/08/24

James Vanden Heuvel Date
Lead Licensing Consultant