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

LANSING

GRETCHEN WHITMER
GOVERNOR

BEVERLY WALKER-GRIFFEA
DIRECTOR

June 10, 2025

Adam Abraham
City of New Baltimore
36535 Green Street
New Baltimore, MI 48047

RE: Application #: CD500419320 & SD500419294
New Baltimore Parks and Rec Summer Camp
32900 24 Mile Road
New Baltimore, MI 48047

Dear Adam:

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. If I am not available, and you need to speak to someone immediately, please contact the licensing unit at 517-284-9730.

Sincerely,

James VandenHeuvel

James Vanden Heuvel, Lead Camp Consultant
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		
CD500419320	New Baltimore Parks & Rec Summer Camp		2/3/2025		
PROGRAM Phone Number	PROGRAM Applicant Address		City	State	Zip
(586) 725-0291	36535 Green Street		New Baltimore	MI	48047
SITE License Number	SITE Name	Camp SITE Address	City	State	Zip
SD500419294	Great Oaks Elementary	32900 24 Mile Road	New Baltimore	MI	48047
Camp SITE Telephone	Applicant/Licensee Designee Name		E-Mail		
(586) 725-0291	Adam Abraham		aabraham@cityofnewbaltimore.org		

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

Terms: Gender: Both Capacity: 90
From Age: 5 To Age: 12

PROGRAM Type
☒ Day ☐ Residential ☐ Troop ☐ Travel

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

METHODOLOGY

02/03/2025	Enrollment
03/12/2025	File Transferred to Field Office
03/26/2025	PSOR on Address Completed No Findings
04/23/2025	Written Policies Received for Review
05/14/2025	Written Policies Approved
05/21/2025	Inspection Completed On-site
06/06/2025	Recommend License Issuance

DESCRIPTION OF FINDINGS

A. SITE DESCRIPTION

Outdoor
- ☒ Acreage: 4
- ☒ Water Supply: Public
- ☒ Sewage: Public
- Bodies of Water: ☐ Lake(s) ☐ Pond(s) ☐ River(s) ☐ Pool(s)
- ☒ Other: School building/property

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 operates at Great Oaks Elementary School, 32900 24 Mile Road, New Baltimore, Michigan in Macomb County. The educational facility and property include the use of multiple classrooms, the cafeteria, the gym, and the indoor bathrooms. The outdoor space includes a playground structure, outdoor green space, and woodlands. This facility is conducive to host this day camp.

B. PROGRAM DESCRIPTION

Operation Schedule Period (days, times, season)	Summer only, 2 weeks of programming
Staffing (Adult Staff to Camper Ratio)	1 Adult to 10 Campers maximum.

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: New Baltimore Parks & Recreation offers a summer day camp program designed to keep children engaged, active, and entertained throughout the summer months. The camp's mission is to provide a safe and enjoyable environment where campers can participate in a variety of activities that promote physical health, creativity, and social interaction. Campers engage in group games, sports, arts and crafts, swimming at the beach, and weekly field trips to diverse locations, ensuring a well-rounded and enriching experience. To maintain a high standard of care and safety, the camp operator ensures that all staff members are thoroughly trained in applicable policies and procedures consistent with camp licensing rules, fostering a secure and supportive atmosphere for all participants.

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	6/6/2025
Consultant's Signature	Printed Name/Licensing Consultant	Date
D. S. Ramsey	Deondra S. Ramsey	6/9/2025
Approved By:	Printed Name/ Manager	Date

Commented [JV1]: @Ramsey, Deondra (MiLEAP) please review and sign.

Commented [DR2R2]: signed

MiLEAP is an equal opportunity employer/program.