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

LANSING

GRETCHEN WHITMER
GOVERNOR

BEVERLY WALKER-GRIFFEA
DIRECTOR

June 24, 2025

Brendan Shiemke
City of Madison Heights Recreation
801 Ajax Drive
Madison Heights, MI 48071

RE: Application #: CD630419468 & SD630419469
Madison Heights Summer Camp
621 East Katherine Avenue
Madison Heights, MI 48071

Dear Brendan:

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 Vanden Heuvel

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		
CD630419468	Madison Heights Summer Camp		4/17/2025		
PROGRAM Phone Number	**PROGRAM Applicant Address**		**City**	**State**	**Zip**
(248) 589-2294	801 Ajax Drive		Madison Heights	MI	48071
SITE License Number	**SITE Name**	**Camp SITE Address**	**City**	**State**	**Zip**
SD630419469	James B Edmonson Elementary School	621 East Katherine Avenue	Madison Heights	MI	48071Mad
Camp SITE Telephone	**Applicant/Licensee Designee Name**		**E-Mail**		
(586) 305-7007	Brendan Shiemke		bshiemke@madison-heights.org		

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

Terms: Gender: Both Capacity: 60
From Age: 6 To Age: 12

PROGRAM Type
☒ Day ☐ Residential ☐ Troop ☐ Travel

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

METHODOLOGY

04/17/2025	Enrollment
04/23/2025	File Transferred to Field Office
04/23/2025	PSOR on Address Completed No Findings
05/09/2025	Inspection Completed On-site
05/15/2025	Written Policies Received for Review
05/27/2025	Written Policies Approved
05/27/2025	Recommend License Issuance

DESCRIPTION OF FINDINGS

A. SITE DESCRIPTION

Outdoor
- ☒ Acreage: 3.2 acres
- ☒ Water Supply: Public
- ☒ Sewage: Public
- Bodies of Water: ☐ Lake(s) ☐ Pond(s) ☐ River(s) ☐ Pool(s)
- ☒ Other: school building/playground

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 located at Edmonson Elementary School, part of Lamphere Public Schools located in Oakland County (Madison Heights, MI). The school building includes indoor space use of the gym, cafeteria, and up to three classrooms. The school playground includes fenced in fields, a playground, and sport activity areas. The nearest hospital is Ascension Providence Hospital, less than 2 miles south on John R Road. This children's campsite meets applicable camp licensing rules.

B. PROGRAM DESCRIPTION

Operation Schedule Period (days, times, season)	Summer Only, 8-weeks of programs
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: This children's day camp is a weekly summer camp program for children and youth between the ages of 5 to 12 years of age. This summer camp includes weekly field trips to locations like bowling, outdoor adventure center (OAC), the zoo, and other community settings. The day camp provides age-appropriate camp activities such as arts and crafts, field games, and outdoor activities. This children's 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	6/23/2025
Consultant's Signature	Printed Name/Licensing Consultant	Date
D. S. Ramsey	Deondra S. Ramsey	6/23/2025
Approved By:	Printed Name/ Manager	Date

MiLEAP is an equal opportunity employer/program.

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

Commented [DR2R2]: signed