



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
ACTING DIRECTOR

August 30, 2023

Shannon Phelps  
Northwest Michigan Community Action Agency Inc  
3963 Three Mile Rd  
Traverse City, MI 49686

RE: License #: DC400409755  
**NMCAA Preschool Rapid City**  
**5258 River Street**  
**Rapid City, MI 49676**

Dear Ms. Phelps:

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 local office at (517) 284-9730.

Per MCL 722.113g, this report must be filed in your licensing notebook.

Sincerely,

A handwritten signature in black ink that reads "Sharon Riebel".

Sharon Riebel, Licensing Consultant  
Bureau of Community and Health Systems  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(231) 262-3833

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF COMMUNITY AND HEALTH SYSTEMS  
ADDENDUM TO ORIGINAL LICENSING STUDY REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC400409755
<b>Licensee Name:</b>	Northwest Michigan Community Action Agency Inc
<b>Licensee Address:</b>	3963 Three Mile Rd Traverse City, MI 49686
<b>Licensee Telephone #:</b>	(231) 947-3780
<b>Administrator/Licensee Designee:</b>	Shannon Phelps, Designee
<b>Name of Facility:</b>	NMCAA Preschool Rapid City
<b>Facility Address:</b>	5258 River Street Rapid City, MI 49676
<b>Facility Telephone #:</b>	(231) 360-6175
<b>Capacity:</b>	16
<b>Program Type:</b>	CHILD CARE CENTER

**II. Purpose of Addendum**

The licensee requested to decrease the capacity from 20 to 16, and to add Fridays to the terms.

**III. Methodology**

Modification Request Received July 27, 2023

**IV. Description of Findings and Conclusions**

The terms of the original license were modified on October 14, 2021, September 6, 2022, and August 30, 2023.

**V. Recommendation**

I recommend to decrease the capacity to 16 children, and to add Fridays to the terms.

*Sharon Riebel*

08/30/2023

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Sharon Riebel  
Licensing Consultant

Date