



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF HUMAN SERVICES
OFFICE OF CHILDREN AND ADULT LICENSING

MARIANNE UDOW
DIRECTOR

May 31, 2005

Timothy Adams
Holton Management, LLC
8842 Cedar Creek Drive
Holton, MI 49425

RE: Application #: AS410261725
FRANCIS AVE. AFC
2101 Francis SE
Grand Rapids, MI 49507

Dear Mr. Adams:

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, a temporary license with a maximum capacity of 6 is issued.

Please review the enclosed documentation for accuracy and feel free to contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please feel free to contact the local office at (616) 356-0100.

Sincerely,

Terry Buit, Licensing Consultant
Office of Children and Adult Licensing
Unit 13, 7th Floor
350 Ottawa Avenue, N.W.
Grand Rapids, MI 49503
(616) 356-0110

Enclosure

**MICHIGAN DEPARTMENT OF HUMAN SERVICES
OFFICE OF CHILDREN AND ADULT LICENSING
LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #: AS410261725

Applicant Name: Holton Management, LLC

Applicant Address: 8842 Cedar Creek Drive
Holton, MI 49425

Applicant Telephone #: (616) 813-5471

Administrator/Licensee Designee: Timothy Adams, Designee

Name of Facility: **FRANCIS AVE. AFC**

Facility Address: 2101 Francis SE
Grand Rapids, MI 49507

Facility Telephone #: (616) 475-9603

Application Date: 10/15/2003

Capacity: 6

Program Type: MENTALLY ILL
DEVELOPMENTALLY DISABLED
AGED

II. METHODOLOGY

| | |
|------------|--|
| 10/15/2003 | Enrollment |
| 01/20/2005 | Inspection Completed On-site |
| 01/20/2005 | Inspection Completed-BFS Sub. Compliance |
| 03/31/2005 | Inspection Completed-BFS Full Compliance |
| 04/29/2005 | License issuance recommended. |

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

The facility is an older, two-story home in the Burton Heights area of the City of Grand Rapids. It is close to community resources.

The main level contains a double occupancy AFC bedroom, manager quarters, living room, kitchen, and bathroom. The AFC bedroom contains 169 square feet.

The second floor contains an AFC bedroom with 90 square feet, an AFC bedroom with 91 square feet, and an AFC bedroom with 130 square feet. There is also a smoking room.

The basement contains laundry, storage, heat plant, and water heater.

B. Program Description

The licensee is Holton Management LLC, which is owned by Timothy Adams. Holton Management LLC was duly registered on 05/27/2003. Mr. Adams also owns three AFC group homes in Muskegon County. Mr. Adams has been the administrator of this facility since July 2002.

For Holton Management LLC, Mr. Adams is called "Head Member" and is the administrator responsible for the annual educational requirements. York Adams (Timothy Adams' son) is called "Member" and is in charge of day-to-day operations. Deb Moore is the live-in manager. They are in the process of hiring a relief staff person.

The applicant has adequate procedures for determining the Good Moral Character of its employees.

The applicant has procedures in place for handling and accounting resident funds.

The applicant has submitted documentation determining financial stability and capability.

