

Department of City Development

Brian F. O'Connell, AICP
Director of City Development

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Assistant Director of City Development



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June 9, 2010

Mayor John Dickert
Racine Common Council
730 Washington Avenue
Racine, WI 53403

Honorable Mayor and Members of the Council:

Recently NorthStar Economics, Inc. completed a study of the feasibility of utilizing the kitchens at Festival Hall, Memorial Hall, and the Homeless Assistance Leadership Organization (HALO) shelter as commercial kitchen incubators. A copy of the study (and accompanying PowerPoint presentation) is attached for your information and reference.

As a result of the study, HALO Executive Director Kevin Cookman has confirmed that HALO wishes to become the lead agency in implementing the kitchen incubator concept and to have the balance of the CDBG-funded Kitchen Incubator grant transferred to his organization. A copy of Mr. Cookman's letter is attached.

Please refer this matter to the Community Development Committee for review and recommendation.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian F. O'Connell". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Brian F. O'Connell
Director of City Development



shelter

support

success

June 3, 2010

Brian O'Connell
Director of City Development
City Hall - Rm. 102
730 Washington Ave.
Racine, WI 53403

Dear Brian,

I am writing to confirm that the Homeless Assistance Leadership Organization Inc. (HALO) is willing to assume the lead agency role for the CDGB Grant Funding for the City of Racine Kitchen Incubator Project. We expect to begin implementation with our first incubator business within the next month or two and to build upon that start to attract and support additional food based businesses with their startup.

I will plan to work with you and Kristin Niemiec to build and revised budget and contract plan that will meet all the requirements of the grant funding. Thank you for the support of HALO and our efforts to support those in our community who have become homeless through the journey of returning to stability and self-maintenance.

Please feel free to call me with any questions, comments or concerns.

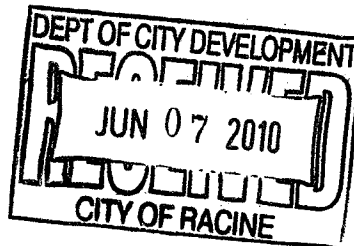
Sincerely,

Kevin J. Cookman
Executive Director, HALO

Mission Statement

The Homeless Assistance Leadership Organization is committed to preventing chronic homelessness in Racine County by meeting shelter needs, coordinating supportive services and providing community leadership.

*Kevin Cookman
Executive Director*



United Way
of Racine County
Partner Provider