



### **Hospitality Center Conditional Use Permit Application**

- A. Please see materials submitted in Fall 2018.
- B. Please see materials submitted in Fall 2018
- C. Please see materials submitted in Fall 2018.
- D. 1. The Hospitality Center is a ministry of the Episcopal Diocese of Milwaukee. Our mission is to provide hospitality to the homeless and underserved in Racine. We provide a professionally staffed daytime shelter and resource center, including access to computers, a free hot meal, visits from a wide range of community resource providers, monthly haircuts in a licensed portable salon, bi-weekly AA meetings, a weekly "Share and Care" support group for those living with mental illness, and access to spiritual care and prayer. In collaboration with St. Michael's Episcopal Church, we provide a weekly free clothes closet.

The Hospitality Center has been operating since May 2011. Since that time, we have grown from a drop-in center for a handful of guests to serving a hot meal to an average of 110 people each day we are open. In the past year, we have made several improvements to our kitchen operation, as we seek to serve our guests in a professional manner. One of these improvements is the installation of a commercial grade steam table which keeps hot dishes hot. Another improvement is training courses for our volunteers, including CPR/First Aid, nutrition/dietary instruction, and food handling and preparation instruction from the City of Racine Health Department.

In response to the conditions agreed to in December 2018, we have instituted a practice of active monitoring, assigning a volunteer or staff member to monitor the block surrounding St. Luke's Episcopal Church, encouraging guests to move away from neighboring businesses, keep noise at a minimum, and discourage loitering. Our active monitors are easily identifiable, wearing reflective safety vests with the Hospitality Center logo. We have placed two permanent 'no loitering' signs on the front of the St. Luke's building. We have also submitted an updated policies and procedures manual to the City for their records. We believe these measures have demonstrated consistent and ongoing compliance with the conditions agreed to under our current conditional use permit.

The Hospitality Center is staffed with a full-time program manager who coordinates our volunteer teams. Each day we welcome 12-20 volunteers from a wide range of citizens. Volunteers cook, clean, and maintain a safe and healthy environment for our guests.

The Hospitality Center regularly brings in partners from area agencies to provide resources to our guests. In the past year these partners have included Carthage College Nursing Students (currently completing a community health clinical rotation on site), Racine County Workforce Development, ResCare, Familia Dental, United Healthcare, UW Extension Nutrition, UWM Nursing students, and HOPES Center case management.

Our guests represent a diverse mix of Racine residents. Approximately 30% of our guests are homeless, either living on the street or in emergency homeless shelters. The remainder of our guests are residents of our neighborhood. Many of our guests live on subsistence income due to permanent disability. Others live and work in the area and rely on the Hospitality Center for a safe environment to connect with friends.

The Hospitality Center has become actively involved in the Homelessness and Housing Alliance of Racine County (formerly CoC), participating in the Resource Development Committee and the HHARC strategic planning process. We seek to amend our conditional use permit in order to better coordinate our services with HALO and other emergency shelter and food sites. Currently there is no meal provided for those in need during the daytime on Wednesdays. Also, there is no hot meal served on Saturdays. Expanded days and hours would allow the Hospitality Center to serve as a more fully complimentary day shelter to the services provided by HALO.

2. The Hospitality Center receives donations on a regular basis from individuals. These donors utilized metered street parking for short term drop-off needs. Our volunteers and employees park in the downtown area, either at McMynn parking ramp or other on street parking nearby.

### 3. Site maintenance plan

The Hospitality Center is a tenant of St. Luke's Episcopal Church. St. Luke's contracts with John's Disposal for weekly garbage and recycling removal, utilizes church volunteers for lawn/garden upkeep, Racine County Opportunities Center for facility cleaning, and Eric Langenfeld for snow removal. If the increased hours are improved we will increase our weekly garbage and recycling removal to two times/week in order to accommodate the increased waste. The Hospitality Center is a SER-SCSEP job training site and contracts with this program for 4-6 site interns. These interns perform janitorial duties, including cleaning the sidewalk, occasional snow and ice removal, garbage collection and disposal, and maintaining the interior of the building utilized by the Hospitality Center.

4. No current plans for site expansion are underway. We are seeking an expansion of service hours and days with no major modifications to our programming or site use.