



Memorandum

Date: February 17, 2023  
To: Mayor and City Council Members  
From: Karin Schnaider, Assistant City Manager  
CC: Midori Lichtwardt, Assistant City Manager  
Sekou Millington, Chief of Police  
James Jackson, Director of Operations and Utilities  
Subject: Tracy Interim Shelter site/Homelessness Initiatives

---

This memo is to provide an update to City Council regarding the Temporary Emergency Housing Facility (Interim Shelter and Transition Plan).

**Construction Update**

- ACM Schnaider and Director Jackson met with Custom Containers CC915 (John Glavin and Gabriel Williams) over the last two weeks to discuss deficiencies identified with the custom containers.
  - CC915 has hired a California Construction Contractor to perform the work and a walk through took place Wednesday with Director Jackson.
- City Engineer received bids for installation of fire alarms and smoke detectors for custom containers: estimate is \$60K.
- City Engineer is reworking bid documents for site to separate out wastewater lift station and electrical supply for north end of site (Phase 2 Sprung Structure) as possible solution to expedite completion of site improvements.

**Electricity Update**

1. **Main Site (Phase 1 & 2) – 370 Arbor Permanent Power - Approved**
  - PG&E Contract No. 50034392 V2: Approved on April 15, 2022 (Permanent connection)
  - Capacity: 2,500 AMP, 208Y/120 Volt, 3 Phase, 4 wire
  - Switchgear will be procured through a new project, e.g., part of new bids – a lead time for switchgear is approximately 40-50 weeks.
  - Surland is assisting the City to find any available switchgear
2. **Interim Site (Phase 3 & 4) - 384 Arbor Temporary Power (in PG&E Design Review)**
  - Fees paid to move this into PG&E Design process.
  - Scheduling information not yet received on timeline for PG&E's design work
  - Upon PG&E approval, competitive bid process for this work and equipment will begin
  - Application No. 125451159: (This is for a temporary connection as directed)
  - Capacity: 1,600 AMP 208Y/120 Volt, 3 Phase, 4 wire

- SC fuels started emptying fuel pod at Tracy Shelter this week. Director Jackson has requested its removal by PowerGen.

### **Security Update**

- Director Jackson, City Manager Rogers, Homeless Services Manager Carney and Lt. Contreras met at the Shelter and inspected a nearby location where a Shelter resident had started a fire. The following action items have been assigned:
  - A. Code enforcement will patrol Arbor Rd weekly for illegal dumping.
  - B. Operations will post “Illegal Dumping” and “No Parking Anytime” signage on every post along Arbor Road right-of-way.
  - C. Lt. Contreras will get with Parks and Rec. on assessment to place cameras along Arbor Road right-of-way.
  - D. Homeless Service Manager will work with CityNet to revise policy(ies) for shelter residents prohibiting undesirable behaviors and work with Operations to get signage completed once policy(ies) has been addressed.
- City Net requested additional lighting at the back of the shelter property line. Police and Trine Security provided lighting recommendations to mitigate security concerns. Engineering has identified a temporary lighting solutions (string lights) and will consider a permanent lighting solutions in the new bid documents for the full buildout of the Arbor Avenue Site.