



Memorandum

Date: April 14, 2023  
To: Mayor and City Council Members  
From: Adriana Castaneda, Director of Mobility and Housing  
CC: Midori Lichtwardt, Acting City Manager  
Karin Schnaider, Assistant City Manager  
Sekou Millington, Chief of Police  
James Jackson, Director of Operations and Utilities  
Subject: Tracy Interim Shelter Site/Homelessness Initiatives

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

**Construction Update**

- Engineering Division continues to focus on finalizing the identified priorities for construction bid advertisement.
  - Construction Bid Advertisement Package:
    - Anticipated for bid advertisement scheduled is as follows:
      - Equipment & Installation of permanent power to the North side (future improvement area).
        - Anticipated Bid Advertisement: April 21 and April 28, 2023
        - Anticipated Bid Opening: May 17, 2023.
      - Equipment & Installation of permanent power to the South (to the 5 current active modulars and 8 containers).
        - Anticipated Bid Advertisement: April 28 and May 5, 2023
        - Anticipated Bid Opening: May 25, 2023.
      - Construction of sewer lift station.
        - Anticipated Bid Advertisement: April 28 and May 5, 2023
        - Anticipated Bid Opening: May 25, 2023.
  - Preliminary estimates for the infrastructure package for the Phase IV dorms have been received. Additional necessary items of work have been identified and a final cost estimate is anticipated the week of April 17, 2023.
  - Preliminary design for expanded restroom & laundry facilities will move forward once the tasks above are nearing completion.

- Custom Containers
  - Fire Sprinkler System
    - Coordination continues to move forward between South San Joaquin County Fire Authority, Fire/Sprinkler Contractor, Custom Containers 915 (CC915), and the City. The coordination efforts include addressing required corrections, pressure testing, and fire inspection that all must occur prior to spray foam and wall board re-installation. Fire/Sprinkler Contractor is working on finalizing the design of the interior fire/sprinkler components for CC915 so that fire permits can be applied for. The City has identified the final scope of work to install and test the exterior connections. CC915 has submitted an updated project schedule to complete punch list correction by end of April 2023, contingent upon any unforeseen conditions.
  - CC915 Construction Progress
    - Below are pictures providing an update on the custom containers.



- Electrical Update
  - Plans for infrastructure to the containers are near completion. The final component involves the power distribution system, conduit installations, additional capacity available in the distribution panels, and available power options. Engineering and the architect are working with the generator vendor to resolve outstanding electrical questions.
- Inspections
  - Container door frames have been removed.
    - All frames have been sanded down and are being prepped for primer.
    - Half of the doors have primer.
  - HVAC units are in preparation for sanding and for primer.



Site Completion, including Sprung Structure

- No update for this section.

Generator Update

- No outstanding items for this section.

**Park Clean Up**

- No update for this section.

**Police Department (activity as April 14, 2023)**

- 40 tents and 42 unsheltered individuals at El Pescadero Park.
- PD continues to receive daily reports from Trine Security regarding activity at El Pescadero Park.
- Familiar Faces team engaged with 21 individuals. Of the 21 individuals, 2 were referred to case management coordinated with City Net, 1 medical referral to San Joaquin County mobile team, 3 referrals for other housing resources, and 4 clients were provided case management.

**Homeless Division**

- The City continues to work closely with operators on identifying gaps in services and procedural updates.
- A tour is scheduled with Sutter Hospital leadership to visit the Interim Shelter Site.

- The Homeless Services Manager is collaborating with the CoC to draft a Request For Proposals (RFP) for a contractor to support the Point in Time Count for 2024.
- The State released the third round of the Homekey application. Staff is currently assessing the viability of a potential future project.
- Staff is assessing submitting a potential application for the SJ County HOME ARP Grant to assist with the additional construction and operational needs.
- City Net is actively searching for an additional case manager to join the shelter team.
- Staff is completing the acceptance package for the \$3 million Federal Earmarks (Congressman Harder) Community Project Funding from the Housing and Urban Development Agency (HUD). A National Environmental Policy Act (NEPA) addendum is required to add this additional funding stream.
- Staff is working with our PIO on providing a flyer to the community to highlight The City of Tracy's Homeless Services.
- The Homeless Services Division Administrative Technician will begin on April 24<sup>th</sup>, 2023.