



Memorandum

Date: April 28, 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

This memo is to provide an update to City Council on the Temporary Emergency Housing Facility (Interim Shelter and Transition Plan) and relevant information to Homeless Services Division.

Construction Update

- Engineering Division has finalized the identified priorities for construction bid advertisement.
 - Construction Bid Advertisement Package:
 - Advertised for Bid:
 - Equipment & Installation of permanent power to the North side (future improvement area).
 - Anticipated Bid Opening: May 17, 2023.
 - Bid advertisement scheduled is as follows:
 - 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.
 - Custom Containers
 - Fire Sprinkler System Coordination continues to move forward between South San Joaquin County Fire Authority, Fire/Sprinkler Contractor, and the City for the items of work the City is responsible. Custom Containers 915 (CC915) original Texas based fire sprinkler designer has been non-responsive to inquiries from SSJFA since September 2022.

- CC915's Local fire sprinkler designer has submitted the sprinkler system design for Fire permit review.
- The coordination efforts are necessary to address the required corrections, pressure testing, and fire inspection that must be addressed prior to spray foam and wall board re-installation. The City has identified the final scope of work to install and test the exterior connections.
- Additionally, CC915 sub-contractor submitted an updated project schedule to complete punch list correction reflecting completion by end of April 2023. Based on the above mentioned and recently identified conditions during inspections and lack of job-on the site presence, this date does not appear attainable.
- CC915 Construction Progress
 - As of April 26, 2023, CC915 continues not to be on-site; therefore, no construction progress has been completed. This continuous lapse of their presence on-site, continues to affect their ability to complete the project.
- Electrical Update
 - A cost proposal for the required electrical connection work has been received for completed infrastructure plans.
 - Final infrastructure plans have been provided to general contractor and the final cost estimate is expected by April 28, 2023.
- Inspections
 - As of April 26, 2023, CC915 has not been on-site.
 - On April 19, 2023, Inspections requested OPS & Utilities Director's presence at TEHF at Arbor Road site to assess efforts at sealing a/c unit openings. It was found that more than acceptable amounts of putty and 'blue' tape were used as an attempt to seal the excess areas around the a/c units. This effort was not / is not deemed sufficient to satisfy the City's requirement for weatherproofing the units.

Site Completion, including Sprung Structure

- Final site design improvement for Phase III and Phase IV are anticipated to be completed in Summer 2023. These will be combined with the completed Phase II improvement plans to be advertised for bids in Summer 2023.

Generator Update

- No outstanding items for this section.

Park Clean Up

- No update for this section.

Police Department

As of April 26, 2023, there are 42 tents at El Pescadero.

- PD continues to receive daily reports from Trine Security regarding activity at El Pescadero park.
- OPS, PD, and Code Enforcement continue to conduct weekly clean-ups at encampment locations.

- Homeless Services, PD and City Attorney's Office met with resident Jack Alvarez and attorney Steve Nicolaou regarding transient issues stemming from Detention Basin 4 (MacArthur near 6th Street)
- The Familiar Faces team had a total of 46 engagements.
 - 1 Client Case conference with City Net.
 - Attended 1 community event in Manteca.
 - 3 Familiar Faces transports.
 - 1 housing intake appointment.
- Familiar Faces assisted City Net with case management services and client transportations services. Familiar Faces is instrumental in coordinating between Tracy Community based organizations and faith-based groups.

Homeless Services Division

- The City continues to work closely with operators on identifying gaps in services and procedural updates.
 - This week we worked with City Net on updating their internal files. This includes updating their policies and internal shelter forms.
 - City Net is working with Tracy CCC on the updating of their homeless verification form for intake when referring individuals into shelter.
- The City is currently working with our Homeless Management Information System Lead agency to identify gaps in our reporting. This includes requesting additional training for our providers.
- Staff is currently working with Tracy CCC on their internal file systems to ensure proper processes and reporting procedures are efficient and the best use of City funding.
- Staff applied for the SJ County HOME American Rescue Plan (ARP) grant to provide additional employment coaching, job readiness skills and housing case management services to our unsheltered residents. This includes providing beautification services to the City.
- 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 to the Temporary Emergency Housing Facility (TEHF) project.
- 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 onboarded their new Administrative Technician on Monday, April 24th, 2023.
- City Net is documenting individuals that are not allowed back into shelter and Tracy PD is following up with these individuals in the community and assessing next steps for them.
- The City is working with our providers on better ways to communicate and support one another. They will begin weekly case conferencing calls to address individual client concerns.
- Most recent shelter update prior to posting this: Total Clients in Shelter: 45, Female: 16, Male: 29, Pets: 14 (8 cats, 12 dogs).

Tracy Homeless Advisory Committee (THAC)

- The rescheduled quarterly Special Meeting for the THAC scheduled for April 17, 2023, was cancelled due to technical difficulties.
 - The April 2023 Special Meeting material will be presented at the regularly Special Monthly meeting scheduled for May 18, 2023, at 7 pm. The Advisory Committee's request to staff to provide a full report on expenses and service contracts paid year to date will be shared.