



Memorandum

Date: May 4, 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 finalized the identified priorities for construction bid advertisement.
  - Construction Bid Advertised Packages:
    - Equipment & Installation of permanent power to the North side (future improvement area).
      - 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 Opening: May 25, 2023.
    - Sewer Lift Station & Holding Tank:
      - Anticipated Bid Opening: May 25, 2023.
- Custom Containers
  - CC915's Local fire sprinkler designer has submitted the sprinkler system design for Fire permit review.
  - CC915 sub-contractor submitted an updated project schedule to complete punch list correction reflecting completion by end of April 2023 which was not achieved. There has not been any recent communication from the CC915 sub-contractor.
- CC915 Construction Progress
  - As of May 1, 2023, CC915 continues not to be on-site; therefore, no construction progress has been completed. Their continuous lapse of presence on-site, continues to affect their ability to complete the project.
    - Staff has engaged City Attorney's Office to address this item.

- Electrical Update
  - A cost proposal for the required electrical connection work has been received for based on completed infrastructure plans.
- Infrastructure for CC915 units
  - A cost proposal for the required infrastructure, conduits, water line and misc. improvements has been received for based on completed infrastructure plans.
- Inspections
  - As of May 1, 2023, CC915 has not been on-site.

#### Site Completion, including Sprung Structure

- Final site design improvements for Phase III and Phase IV are under discussion and anticipated to be completed in Summer 2023. Pending available funding, 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 – Monthly Update**

- 2 citations issued.
- 10-hazard tent site removals.
- Approximately 32-tons of trash/debris removed from the parks & drainage basins.
- 45 people staying at El Pescadero Park.
- 10 staying at Detention Basin 4.
- 7 people at Plascencia Fields.
- This number does not account for people living in vehicles and other properties to include Union Pacific Railroad and Caltrans.

#### **Police Department**

As of May 3, 2023, there are 34 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.
- The Familiar Faces (FF) team had a total of 35 engagements.
  - 2 clients referred for shelter resulting in shelter intake.
  - 2 FF transports.
  - 1 Case conference with City Net intake.
  - 2 TCCC referrals.
- FF coordinated a hot meals program between Public Health Advocates and CityNet for shelter residents on a weekly basis.
- FF was also instrumental in supporting a client to be transported to County hospital with a broken femur and discovering the client has cancer. The client was living in a tent at El Pescadero Park and initially refusing to exit his tent. Trust and rapport building was developed to have the client voluntarily seek medical treatment.

- FF received a request via PD dispatch, FF was able to immediately respond onsite where officers were engaging with a transient male from Manteca. Earlier that day there had already been several calls for service involving the same individual. FF was able to coordinate with the transient's mother for her to access services at a shelter in Manteca.
- FF new transportation van is in service.

### **Homeless Services Division**

- The City continues to work closely with operators on identifying gaps in services and procedural updates.
  - This week worked with City Net on updating their internal files for all current shelter guests.
  - This week worked with Tracy CCC on updating their internal files for all current and previous shelter intakes.
  - Begin administering the vulnerability tool with the outreach teams to help expedite the housing readiness process.
  - Updated our pet policy to include vaccinations with spay/neuter being required prior to shelter entry.
- City Net has hired one case manager that is Tracy resident and is looking to hire an additional case manager.
- Staff continues to work through 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 as well as an update to the bed capacity at the site.
- Staff continues to work with the City's PIO on creating a brochure/flyer to the community to highlight The City of Tracy's Homeless Services.
- City Council approved the acceptance of Health Plan of San Joaquin grant in the amount of \$1.2 Million to support construction and operations of the Temporary Emergency Housing Facility site.
- Homeless Services Division Administrative Technician is working through updating the division's website to include all homeless related items and provide additional supportive resources to better educate the community on homeless related issues within the City.
- Most recent shelter update: Total Clients in Shelter: 45, Female: 15, Male: 30 Pets: 14 (8 cats, 12 dogs)