



## Memorandum

Date: May 26, 2023 (**updated on May 27, 2023**)  
To: Mayor and City Council Members  
From: Adriana Castaneda, Director of Mobility and Housing  
CC: Michael Rogers, City Manager  
Karin Schnaider, Assistant City Manager  
Midori Lichtwardt, 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 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).
      - Bid Opened: May 17, 2023.
    - Equipment & Installation of permanent power to the South side (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.
- CC915 Construction Progress
  - As of the week of May 22, 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 continues to engage with the City Attorney's Office to address this item.
- Electrical Update
  - A cost proposal for the required electrical connection work has been received 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 based on completed infrastructure plans.
- Inspections
  - As of the week of May 22, 2023, CC915 has not been on-site.
  - Inspector conducted a Site Filed Observation Assessment based on the email list provided by CC915 on May 15, 2023 (without CC915 or Best Electric on-site) to assess the indicated completed tasks and tasks requesting additional clarification from City. Please refer to **Attachment 1** with site observations report completed on May 18, 2023.

#### Site Completion, including Sprung Structure

- Final site design improvements for Phase III and Phase IV are 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

- No update.

#### Police Department

- Please refer to **Attachment 2** provided by Tracy Police Department.

#### Homeless Services Division

- The City continues to work closely with operators on identifying gaps in services and procedural updates.
- Staff is preparing the correspondence to our service providers regarding the file City Operators files review assessment.
- City Net continues to seek the hiring of an additional case manager.
- Staff is collaborating with Tracy Police Department and Familiar Faces on potential trainings and strategic planning for homeless and provider services.
- Staff has teamed up with the City's PIO on creating a brochure/flyer to the community to highlight the City of Tracy's Homeless Services. PIO is collaborating with the graphic designer to finalize this brochure/flyer.
- Most recent shelter update: Total Clients in Shelter: 45, Female: 13, Male: 32 Pets: 14.

- Funding Opportunities Status (No Change)

| Funding Source  | Amount Requested         | Submittal Date               | Award Date  | Point of Contact          | Status/Notes  |
|---|--------------------------|------------------------------|---|---------------------------|---|
| Earmarks (Congressman Harder) Community Project Funding         | \$3 Million construction | Submitted Spring/Summer 2022 | Award notification March 2, 2023  | Homeless Services Manager | Pending on a NEPA* addendum – potential 110 days to complete. Confirming scope of work with Consultant. |
| American Rescue Plan Act (ARPA) funding from San Joaquin County | \$TBD construction       | October 2022                 | County earmarked funding for Tracy  | Assistant City Manager    | Pending further direction.  |
| State Encampment Resolution Fund                                | \$8.5 Million operations | February 28, 2023            | Pending - April 30 <sup>th</sup> However, the state is behind in the review process | Homeless Services Manager | Have reached out to the state and they are behind 2 weeks in reviewing.                                 |

\* The additional NEPA addendum will require additional consulting hours and funding with a timeline of 110 days to complete. The additional NEPA is required to add the additional beds to the site along with this new funding stream.

**Responses to Inquiries submitted on May 15, 2023, to the City Manager from Councilmember Evans:**

Generator Update:

1. Include costs to date (from inception): Generator rental cost, fuel cost, other related cost.

**Response: Please refer to Table below.**

2. Include fuel consumption (from inception): Gallons consumed to date, daily average consumption.

**Response: Please refer to Table below.**

3. Include who owns the issue of the generators and fuel.

**Response: Director Jackson receives all delivery tickets, invoices, verifies quantities, delivery dates, and then submits to CMO for processing.**

| <b>PowerGen Inc</b>   |                    |                    |                      |                    |                    |                    |                      |
|---|--------------------|--------------------|----------------------|--------------------|--------------------|--------------------|----------------------|
| Month   | Oct-22             | Nov-22             | Dec-22               | Jan-23             | Feb-23             | Mar-23             | Apr-23               |
| 750-Gallon Fuel Tank<br>Cable ramps, male pig tails,<br>4/0 Cable, 800 Amp Panel,<br>1200 Amp Panel, 4x<br>Containment Berms, 2 x 400<br>Amp ATS's, 4 x 200KW<br>Generators |                    | \$69,935.42        | \$ 68,315.42         | \$68,315.42        | \$67,016.42        | \$67,016.42        | \$ 67,016.42         |
| Supply Panels for Rental*   | \$ 6,650.44        |                    |                      |                    |                    |                    |                      |
| 100kw and 200kw Generator<br>Rental and Hook-up*  | \$25,755.18        |                    |                      |                    |                    |                    |                      |
| Fuel Costs + Tax^   |                    | \$ 3,567.18        | \$ 38,173.84         | \$16,356.81        |                    |                    |                      |
| Gallons   |                    | 504.8              | 4534.3               | 1833               |                    |                    |                      |
| Daily Avg Consumption   |                    |                    | 151.14               | 107.82             |                    |                    |                      |
| Labor, Connect Cables to<br>Panels, Install Containment<br>Berm*  | \$ 1,440.00        | \$ 540.00          |                      |                    |                    |                    |                      |
| <b>Total Costs</b>  | <b>\$33,845.62</b> | <b>\$74,042.60</b> | <b>\$ 106,489.26</b> | <b>\$84,672.23</b> | <b>\$67,016.42</b> | <b>\$67,016.42</b> | <b>\$ 67,016.42</b>  |
| <b>Total Cost-through April 2023</b>  |                    |                    |                      |                    |                    |                    | <b>\$ 500,098.97</b> |
| <i>*Startup Costs</i>   |                    |                    |                      |                    |                    |                    |                      |
| <i>^PowerGen supplied fuel from Nov 29, 2022 through Jan 22, 2023</i>   |                    |                    |                      |                    |                    |                    |                      |
| <b>SC Fuels</b>   |                    |                    |                      |                    |                    |                    |                      |
| Month   | Jan-23             | Feb-23             | Mar-23               | Apr-23             | TOTAL              |                    |                      |
| Fuel Costs  | \$12,514.12        | \$16,448.06        | \$ 22,347.52         | \$16,807.73        | <b>\$68,117.43</b> |                    |                      |
| Gallons consumed  | 2006.2             | 2817.1             | 3992.8               | 3087.1             | <b>11903.2</b>     |                    |                      |
| Daily Avg Consumption   | 133.7467           | 100.6107           | 128.8                | 102.9033           | <b>466.0607</b>    |                    |                      |
| <i>*Fuel contract began 1/16/2023</i>   |                    |                    |                      |                    |                    |                    |                      |