

NOTICE OF SPECIAL MEETING

Pursuant to Section 54956 of the Government Code of the State of California, a Special meeting of the **TRACY HOMELESS ADVISORY COMMITTEE** is hereby called for:

Date/Time: **Monday April 17, 2023, 7:00 p.m.**
(or as soon thereafter as possible)

Location: **Council Chambers, Tracy City Hall**
333 Civic Center Plaza, Tracy, CA.

THIS MEETING WILL BE OPEN TO THE PUBLIC FOR IN-PERSON AND REMOTE PARTICIPATION PURSUANT TO GOVERNMENT CODE SECTION 54953(e).

MEMBERS OF THE PUBLIC MAY PARTICIPATE REMOTELY IN THE MEETING VIA THE FOLLOWING METHOD:

Remote Public Comment:

During the upcoming Homeless Advisory Committee meeting public comment will be accepted via the options listed below. If you would like to comment remotely, please follow the protocols below:

- *Comments via:*
 - **Online by visiting** <https://cityoftracyevents.webex.com> and using the following **Event Number:** 2559 272 3030 and **Event Password:** THAC
 - **If you would like to participate in the public comment anonymously**, you may submit your comment in WebEx by typing “Anonymous” when prompted to provide a First and Last Name and inserting Anonymous@example.com when prompted to provide an email address.
 - **Join by phone by dialing +1-408-418-9388, enter 25592723030 #8422# Press *3 to raise the hand icon to speak on an item.**
- *Protocols for commenting via WebEx:*
 - *If you wish to comment on the “Consent Calendar”, “Items from the Audience/Public Comment” or “Regular Agenda” portions of the agenda:*
 - *Listen for the Chairperson to open that portion of the agenda for discussion, then raise your hand to speak by clicking on the Hand icon on the Participants panel to the right of your screen.*
 - *If you no longer wish to comment, you may lower your hand by clicking on the Hand icon again.*
 - *Comments for the “Consent Calendar” “Items from the Agenda/Public Comment” or “Regular Agenda” portions of the agenda will be accepted until the public comment for that item is closed.*

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Tracy Homelessness Advisory Committee on any item, before or during consideration of the item, however no action shall be taken on any item not on the agenda.

Full copies of the agenda are available on the City's website: www.cityoftracy.org

CALL TO ORDER
ROLL CALL

1. CONSENT CALENDAR

1.A ADOPTION OF FEBRUARY 16, 2023 SPECIAL MEETING MINUTES AND MARCH 16, 2023 SPECIAL MEETING MINUTES

2. ITEMS FROM THE AUDIENCE - *In accordance with Council Meeting Protocols and Rules of Procedure*, adopted by Resolution 2019-240, a five-minute maximum time limit per speaker will apply to all individuals speaking during "Items from the Audience/Public Comment". For non-agendized items, Advisory Committee members may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to the Tracy Homelessness Advisory Committee.

3. REGULAR AGENDA

3.A STAFF RECOMMENDS THAT THE TRACY HOMELESS ADVISORY COMMITTEE RECEIVE AN INFORMATIONAL REPORT REGARDING THE IMPLEMENTATION OF THE CITY COUNCIL STRATEGIC PLAN TO END AND PREVENT HOMELESSNESS AND THE MOST RECENT EMERGENCY INTERIM SHELTER ACTIVITIES.

3.B STAFF RECOMMENDS THAT THE TRACY HOMELESS ADVISORY COMMITTEE RECEIVE AN INFORMATIONAL REPORT REGARDING THE CITY'S SHELTER OPERATORS' APPROVED SERVICES AND A FINANCIAL SUMMARY OF THE IMPLEMENTATION OF THE CITY COUNCIL STRATEGIC PLAN TO END AND PREVENT HOMELESSNESS.

4. STAFF ITEMS

5. COMMITTEE ITEMS

6. ADJOURNMENT

Posting Date: April 14, 2023

The City of Tracy is in compliance with the Americans with Disabilities Act and will make all reasonable accommodations for the disabled to participate in employment, programs and facilities. Persons requiring assistance or auxiliary aids in order to participate, should contact the City Manager's Office at (209) 831-6000 at least 24 hours prior to the meeting.

TRACY HOMELESSNESS ADVISORY COMMITTEE REGULAR MEETING MINUTES

February 16, 2023, 7:00 p.m.

Tracy City Hall, 333 Civic Center Plaza, Tracy

CALL TO ORDER – Committee Member Davis called the meeting to order at 7:01 p.m.

ROLL CALL – Roll call found Committee Member Davis and Committee Member Bedolla present.

1. CONSENT CALENDAR – Motion was made by Committee Member Bedolla and seconded by Committee Member Davis to adopt the Consent Calendar. All in favor; passed and so ordered.
 - 1.A ADOPTION OF NOVEMBER 28, 2022 SPECIAL MEETING MINUTES – Minutes were adopted
2. ITEMS FROM THE AUDIENCE – There was no public comment.
3. REGULAR AGENDA
 - 3.A TRACY HOMELESS ADVISORY COMMITTEE RECEIVE AN INFORMATIONAL REPORT REGARDING THE IMPLEMENTATION OF THE CITY COUNCIL STRATEGIC PLAN TO END AND PREVENT HOMELESSNESS AND THE MOST RECENT EMERGENCY INTERIM SHELTER ACTIVITIES

Virginia Carney, Homeless Services Manager provided the staff report and responded to questions.

Bubba Paris stated that the City has come a long way with respect to the Strategic Homeless Plan and going from planning to working with people. Shared some of his educational experience in behavioral sciences and how that has assisted him and TCCC in how they respond to and assist the unsheltered and domestic violence victims.

Committee questions and comments followed.

ACTION: Motion was made by Committee Member Bedolla and seconded by Committee Member Davis to receive informational report on the implementation of the City Council strategic plan to end and prevent homelessness and the most recent emergency interim shelter activities. All in favor; passed and so ordered.

4. STAFF ITEMS – Karin Schnaider, Assistant City Manager, shared that out of an abundance of caution, Kimball High School was on lockdown in relation to a warrant being issued to a person in the neighborhood behind the high school and clarified that Tracy PD was only there to serve as support to the USPS in the issuance of that warrant.

5. COMMITTEE ITEMS – Committee Member Bedolla requested to agendize a council discussion to allow the Homeless Committee to meet monthly and to have staff provide weekly memo updates to the public on Homeless Services including but not limited to construction. Committee Member Davis supported.
6. ADJOURNMENT – Time: 8:09 p.m.

ACTION: Motion was made by Committee Member Bedolla and seconded by Committee Member Davis to adjourn. Roll call found all in favor; passed and so ordered.

The agenda was posted at City Hall on February 9, 2023. The above are action minutes.

Chairperson

ATTEST:

Deputy City Clerk

TRACY HOMELESSNESS ADVISORY COMMITTEE SPECIAL MEETING MINUTES

March 16, 2023, 7:00 p.m.

Tracy City Hall, 333 Civic Center Plaza, Tracy

CALL TO ORDER – Committee Member Davis called the meeting to order at 7:00 p.m.

ROLL CALL – Roll call found Committee Member Davis and Committee Member Bedolla present.

CONSENT CALENDAR – Minutes were pulled by Staff; they were not included with the agenda, will return at the next Tracy Homelessness Advisory Committee Meeting.

1.A ADOPTION OF FEBRUARY 16, 2023 SPECIAL MEETING MINUTES – Minutes were pulled.

1. ITEMS FROM THE AUDIENCE – There was no public comment.

2. REGULAR AGENDA

3.A COMMITTEE SELECTION OF A CHAIRPERSON

Karin Schnaider, Assistant City Manager provided the staff report.

Motion was made by Committee Member Bedolla to nominate Committee Member Davis as the Chairperson and himself as the Vice Chairperson. Committee Member seconded the motion. Roll call found all in favor; passed and so ordered.

Chairperson: Mayor ProTem Eleassia Davis
Vice Chairperson: Council Member Matt Bedolla

3.B TRACY HOMELESS ADVISORY COMMITTEE RECEIVE AN INFORMATIONAL REPORT REGARDING THE IMPLEMENTATION OF THE CITY COUNCIL STRATEGIC PLAN TO END AND PREVENT HOMELESSNESS AND THE MOST RECENT EMERGENCY INTERIM SHELTER ACTIVITIES

Virginia Carney, Homeless Services Manager provided the staff report and responded to questions.

Brad Navarra with Sutter spoke on the working relationship that Sutter has with CityNet and how they work together to provide care for the clients within the shelter.

Dave Keneski wanted further clarification on the per bed cost.

Mary Dokes, a Case Manager with Tracy Community Connections Center (TCCC) wanted to know what can be done to help the unsheltered during the current storms now that the Warming Center is closed.

Alice English brought up her concerns regarding how many providers the City is paying, and that it seems administration fees are the bulk of the expenses. Tracy PD is reaching out but people are refusing. Can the City stop paying for so many providers and use those funds for something else.

Dotty Nygard brought up her concerns with how much the City is spending trying to address the unhoused and believes that the City could have provided all its' unhoused with a "Tiny Home" and used the remaining funds to get them the assistance they need. Suggests that when the unhoused go through intake a member from Sutter should be involved to assess the needs of the clients. In addition, the City should be offering workforce assistance as well.

Cynthia Paris with TCCC spoke to the successes of TCCC over the last year and what type of services they have been providing.

Cynthia Camacho asked if the quotes from the other shelters for the per bed/per day costs, if the cost included services, if the City was paying for the service provider to travel here since they were an out of the area vendor, the limit to how long a client can stay at the shelter, what the client successful exit strategy is and if the removed tents were just moved to another park.

Burnell Shull spoke about her desire to shut down the shelter and start over and fire all the service providers. She does not support the sprung structure being built; she believes it's a waste of money.

Committee questions and comments followed.

ACTION: Motion was made by Vice-Chairperson Bedolla and seconded by Chairperson Davis to receive informational report on the implementation of the City Council strategic plan to end and prevent homelessness and the most recent emergency interim shelter activities. All in favor; passed and so ordered.

4. STAFF ITEMS – Karin Schnaider, Assistant City Manager, introduced the City of Tracy's newest Department Head for the new Department, Mobility and Housing.
5. COMMITTEE ITEMS – Chairperson Davis requested a financial audit of the expenses to date for the Temporary Emergency Housing Facility. Vice-Chairperson Bedolla supported.

6. ADJOURNMENT – Time: 8:54 p.m.

ACTION: Motion was made by Chairperson Davis and seconded by Vice-Chairperson Bedolla to adjourn. Roll call found all in favor; passed and so ordered.

The agenda was posted at City Hall on March 9, 2023. The above are action minutes.

Chairperson

ATTEST:

Deputy City Clerk

April 17, 2023

Agenda Item 3.A

RECOMMENDATION

STAFF RECOMMENDS THAT THE TRACY HOMELESS ADVISORY COMMITTEE RECEIVE AN INFORMATIONAL REPORT REGARDING THE IMPLEMENTATION OF THE CITY COUNCIL STRATEGIC PLAN TO END AND PREVENT HOMELESSNESS AND THE MOST RECENT EMERGENCY INTERIM SHELTER ACTIVITIES.

EXECUTIVE SUMMARY

This report provides an update on the City of Tracy's efforts to address the impacts of homelessness and quality of life issues in the community, including an update on the City's emergency interim shelter activities.

BACKGROUND

Recognizing the importance of responding to quality-of-life issues including the human services needs of the City's unsheltered population, the City has devoted significant resources toward addressing the impacts of homelessness within the community. Staff continues to coordinate efforts between various departments to conduct bi-weekly clean-ups of public spaces, foster partnerships with non-profit organizations to share information on services and programs with the unsheltered, secure grants to support homeless services, and continue with the construction activities of a temporary emergency housing shelter facility. City staff has worked vigorously to balance the circumstances of the unsheltered, as well as the needs of the community.

Tracy Homelessness Strategic Plan and Initiatives Updates

Pursuant to Council's reaffirmation of the emergency shelter crisis in August of 2022, the City Manager authorized staff to move forward on interim emergency shelter solutions, contracts for services, and selection of providers to run the interim site.

Goal 1: Increase Housing Options in the City of Tracy

Expansion of Interim Shelter Site

The expansion of the Interim Shelter site occurred on December 29, 2022, with the arrival of eight custom containers, which will add 38 beds to the site. This includes one container for those with American Disability Act (ADA) requirements. Staff continues to work with Custom Containers 915 on the construction punch list items for these containers.

Construction Update

Custom Containers

- The Fire Sprinkler System coordination is underway 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. Delays to the corrections and inspections could impact the work of CC915 to complete the rehabilitation of the containers. CC915 is working on updating the project schedule to complete the punch list items.

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.

Sprung Structure and Site Improvements

- Engineering Division continues to focus on moving forward with finalizing the identified priorities for construction bid advertisement.
 - Construction Bid Advertisement Package: Anticipated for bid advertisement by end of April 2023
 - Equipment & Installation of permanent power to the North side (future improvement area).
 - Equipment & Installation of permanent power to the South (to the 5 current active modulars and 8 containers).
 - Construction of sewer lift station.

Budget Update

The Homeless Services Division approved FY2022/23 operating budget totaled \$1.7 million, which is funded from the general fund and the American Rescue Plan Act (ARPA) funds the City received.

On November 1, 2022, the City Council approved an appropriation of \$2.6 million from ARPA, amending the FY2022/23 operating budget, to fund professional service agreements to provide operations services for the interim shelter. On December 6, 2022, the City Council approved an appropriation of \$470,000 from the general fund, amending the FY2022/23 operating budget, to fund improvements for the interim shelter site.

Budget Update as of March 31, 2023

<u>Revenue Sources</u>	<u>General Fund (City)</u>	<u>ARPA (City Staff)</u>	<u>ARPA (City)</u>	<u>Health Plan of San Joaquin</u>
Modulars				\$ 192,931
Custom Containers				\$ 701,756
Service Providers			\$ 2,600,000	
Staffing	\$ 200,000			
Operating (Supplies, Fuel)	\$ 1,892,834			\$ 305,313
Total Committed	\$ 1,892,834	\$ 200,000	\$ 2,600,000	\$ 1,200,000

<u>Expenditures</u>	<u>General Fund (City)</u>	<u>ARPA (City Staff)</u>	<u>ARPA (City)</u>	<u>Health Plan of San Joaquin</u>
Modulars				\$ 133,789
Custom Containers				\$ 636,156
Service Providers *			\$ 812,747	
Staffing	\$ 168,496			
Operating (Supplies, Fuel) **	\$ 1,111,431			\$ 155,313
Total Expended (as of 3/31/23)	\$ 1,111,431	\$ 168,496	\$ 812,747	\$ 925,258

Projected Budget Available	\$ 781,403	\$ 31,504	\$ 1,787,253	\$ 274,742
-----------------------------------	-------------------	------------------	---------------------	-------------------

* Service Providers for City Net and TCCC through January 2023. Further discussion is included in Agenda Item 3B.

** Fuel costs through February 2023.

Temporary Emergency Housing Facility – CIP 71112

<u>Funding Source</u>	<u>Budget</u>	<u>Expenses</u>	<u>Encumbered (Committed)</u>	<u>Balance</u>
Community Development Block Grant (s)	\$836,294	\$836,294	\$-	\$-
Homeless Housing, Assistance & Prevention	\$743,282	\$743,282	\$-	\$-
American Rescue Plan Act - SJ County	\$3,661,113	\$3,078,345	\$582,768	\$-
Housing Asset Funds (City)	\$690,000	\$239,256	\$60,000	\$390,744
American Rescue Plan Act - City of Tracy	\$4,500,000	\$-	\$-	\$4,500,000

Totals	\$10,430,689	\$4,897,177	\$642,768	\$4,890,744
---------------	---------------------	--------------------	------------------	--------------------

<i>Federal Funding (pending award)</i>	\$3,000,000	\$3,000,000
Total	\$13,430,689	\$7,890,744

Grant Update

The Homeless Services Division has been made aware that the City of Tracy is being awarded a portion of their application amount for Homeless Housing, Assistance and Prevention (HHAP) Grant Round 3. The City application was submitted in the amount of \$1.4 million for shelter operations, service coordination, and outreach. The City applied to the San Joaquin County application process, which includes additional allocations granted by the San Joaquin Continuum of Care (CoC). The County portion allotted the City of Tracy an award of \$251,795 for shelter operations. Additional award notifications for the CoC portion of the funding has not been released.

On March 29, 2023, the State of California released a Notice of Funding Availability (NOFA) for Round 3 of the Homekey application. Staff is currently conducting its due diligence to determine the feasibility of this program and/or how this program complements the current priority to complete the construction of the Tracy Emergency Homelessness Facility (TEHF) project. The deadline to submit this application is July 28, 2023.

The City has resubmitted its proposal for \$3.6 million to the County ARPA funds for completion of Phase 2: Sprung Structure and Site Improvements for the TEHF. Staff is awaiting further feedback from the County for completion of application.

Goal 2: Increase Access to Coordinated Support Services for People Experiencing Homelessness

Coordinated efforts between City departments continue, including Operations and Utilities Department, South County Fire Authority, Tracy Police Department, and the Code Enforcement team to proactively address issues related to homelessness and providing bi-weekly park clean-ups. The City teams meet weekly with one another and with our contracted providers to address any concerns with triage, referrals, or outreach efforts.

The continued bi-weekly deployment of “Operation Helping Hands” (OHH) is ongoing and productive – this team includes the Homeless Services Division, Tracy Police Neighborhood Resource Officers, San Joaquin County Behavioral Health Services (BHS), Care-Link, Whole Person Care, Community Medical Centers, The Salvation Army, and local non-profits. This team coordinates outreach to our identified encampments and provides additional behavioral health support to the Tracy Interim shelter site on these outreach days.

Continuum of Care (CoC) Update

Our Homeless Services Manager is a part of several CoC subcommittees, these include Housing, Point in Time Count and Strategic Planning. The CoC is currently working on drafting a Request For Proposals (RFP) for the County to come together and hire a consultant to perform the Point In Time (PIT) count for 2024. In addition, we are working closely with our Homeless Management Information System (HMIS) lead agency to ensure efficient and effective reporting from our providers to implement effective data sharing for our constituents.

Homeless Service Provider Updates

Homeless Services Providers (as of March 31, 2023)								
Homeless Service Provider	Clients in / Referred to Shelter	Total Number of Contacts	Clients on Waitlist	Client Refusal into Shelter	Exits / Negative	Exits / Positive	Warming Center Engagements	Total Approx. Unsheltered / Encampments
City Net (Shelter Operator)	46	95	N/A	N/A	41	6	N/A	N/A
Tracy CCC (Pre-shelter Intake and Referral)	105	161	21	51	N/A	42	100	63 Unsheltered / 3 Encampments
Familiar Faces (Tracy PD – Outreach Coordinators)	7	106	3	28	N/A	6	N/A	56 Unsheltered / 3 Encampments
Unique Total			24	79	41	54	100	

City Net Update through March 31, 2023

City Net processed 95 individuals into the shelter since November 14, 2022. They are providing ongoing case management support to all shelter residents. To date, six individuals have exited the shelter with a housing destination (positive exits).

As of March 31, 2023, the shelter has 46 individuals and 12 pets. There are an additional 21 individuals on the waiting list who have already been processed through Tracy Community Connection Center and are awaiting an open bed.

Tracy Community Connection Center Update through March 31, 2023

Tracy Community Connections Center (TCCC) has processed a total of 102 unique individuals through their Navigation Center for shelter intake to date. In addition, in March 2023, they were able to support four (4) individuals to receive substance use services, two (2) Veterans received housing, and three (3) individuals received motel vouchers so they could heal from an illness.

Park Clean Up

Areas of El Pescadero Park are being fenced off as a precautionary public safety measure to mitigate potential tree hazards, evaluate the safety and condition of the landscaping, and prepare for scheduled maintenance like tree trimming. The City's future plans for El Pescadero Park include the construction of the new multi-generational gymnasium center.

- March totals are: 1 cite, 3 hazard tent site removals & approximately 28 tons of trash & debris removed from the parks and detention basins.
- To date, no citations have been issued to any park residents for not accepting a bed at the shelter site due to the current shelter bed count.

Transit Update

The total ridership on the Arbor Avenue Shuttle route since inception through March 31, 2023 is 175 total individuals, which averages 1.5 people per day that are utilizing this route.

Goal 3: Develop Action Plans for Engaging with People Experiencing Homelessness

The Familiar Faces (FF) team continues to assist with shelter intake, organizing, and networking with non-profits and religious groups to identify gaps and solutions (reunification/habitat for humanity-like efforts). Police Patrol teams continue to work collaboratively on how to best utilize the FF team when out on patrol.

The FF team, alongside the Police Department are working with a consultant to ensure FF is meeting objectives and adopting operating policies and guidelines. The Police Department is working alongside this consultant in developing a Homeless Response System within our city-wide efforts that supports our City's Homelessness Strategic Plan.

The FF team received their transportation van from the Fleet Management team. The van will greatly enhance the transportation capabilities and services offered. The van has a workstation and an ADA compliant wheelchair lift.

TCCC, Police Department, and Trine Security have been monitoring an unsheltered female who was pregnant and residing at El Pescadero Park. She was accepted into our homeless shelter twice, however she refused to stay. Despite staff efforts to offer pre-natal care and services, she returned to the park. Over the weekend the female gave birth to a baby girl at Sutter Tracy Community Hospital (STCH) and left the baby at the hospital. The team's involvement with the homeless community results in staff's ability to know, gather information, and monitor Tracy's most vulnerable populations.

TCCC continues to provide daily outreach and engagement support in the City encampments and parks. They are working collaboratively with our FF to come alongside the shelter team ensuring direct access to beds when available.

Goal 4: Enact Specific Strategies for Vulnerable Subpopulations Experiencing Homelessness

The City's transition plan has focused on our most vulnerable residents who are residing in City encampments. This would include but is not limited to, transitional aged youth, veterans, the LGBTQ+ community, victims of crime and those with behavioral health needs. City staff is currently working with BHS to solidify additional resources to come alongside our shelter project.

On March 22, 2023, Tracy Police Department and Familiar Faces staff met alongside our County Behavioral Health Leadership, along with the Whole Person Care team to continue discussions on how we can collaborate on serving our most vulnerable unsheltered residents here in Tracy. These meetings have led to an increase in Behavioral Health support at the shelter. Our next meeting is scheduled for April 12, 2023.

In addition, the City is in conversations with our Managed Care Plans to provide support to subpopulations as we build in bed capacity over the coming months and year.

FISCAL IMPACT

This update is provided as informational. The City funds Homeless Services through the General Fund and various grants.

ACTION REQUESTED OF THE COMMITTEE

Staff recommends that the Tracy Homeless Advisory Committee receive an informational report regarding the implementation of the City Council Strategic Plan to end and prevent homelessness and the most recent emergency interim shelter activities.

Prepared by: Virginia Carney, Homeless Services Manager

Reviewed by: Adriana Castaneda, Director of Mobility and Housing

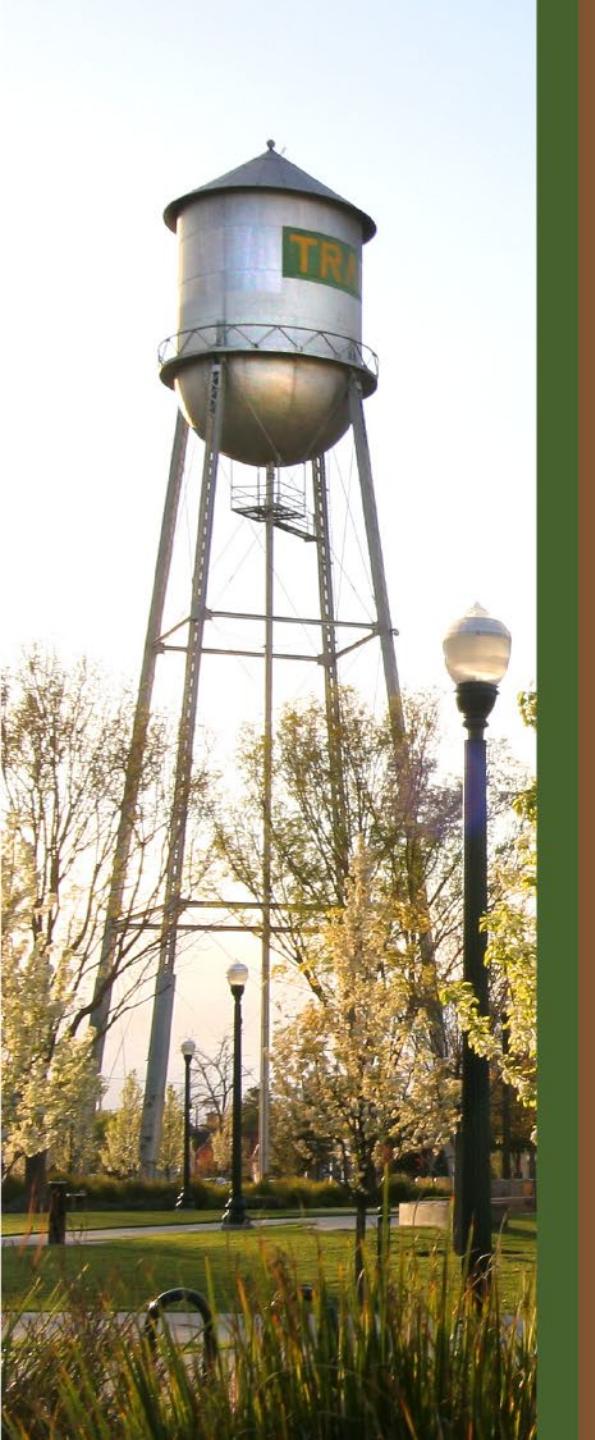
Approved by: Karin Schnaider, Assistant City Manager

ATTACHMENT A: Tracy Homeless Advisory Committee Update PowerPoint Presentation

ATTACHMENT A



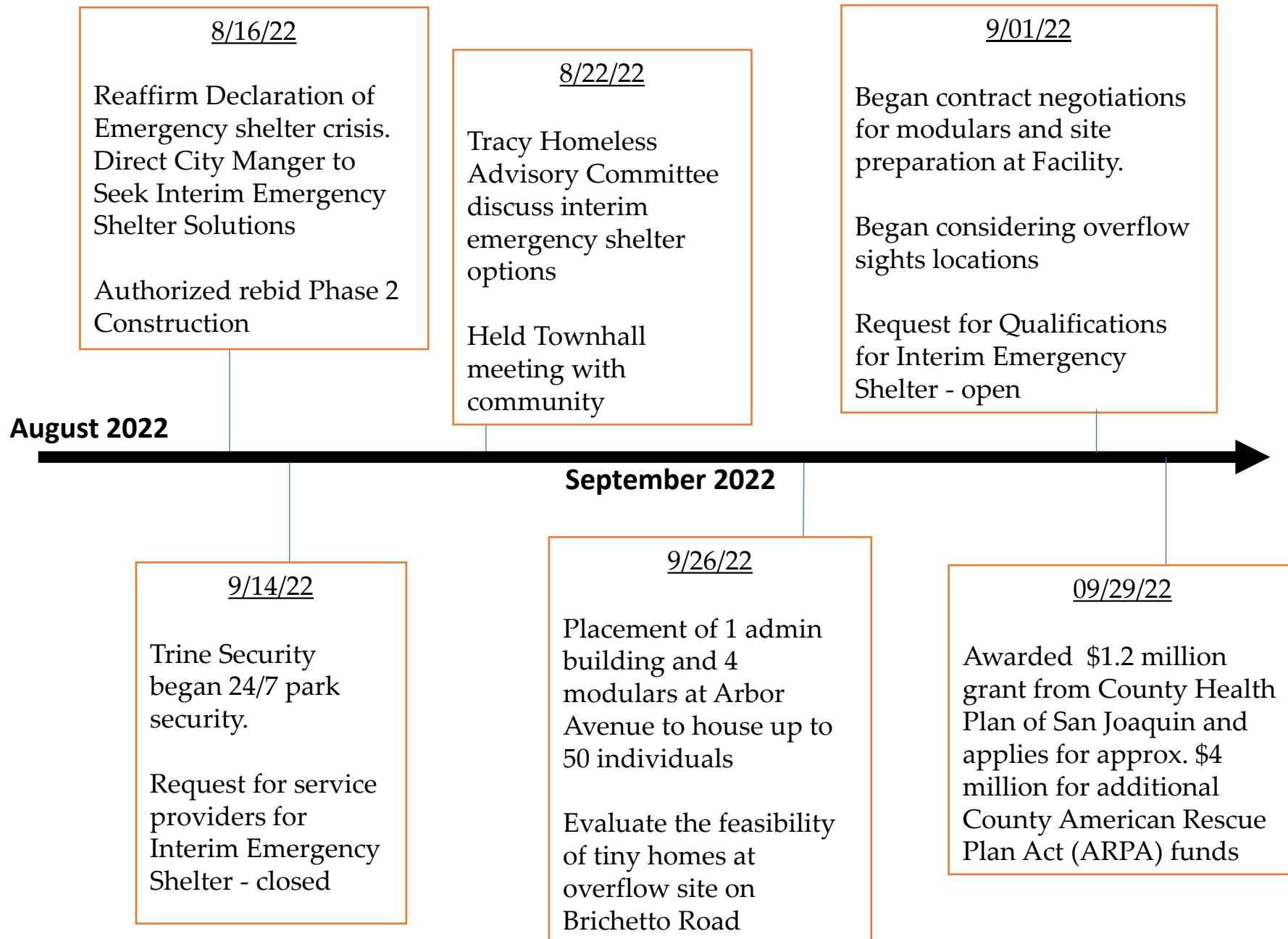
Tracy Homeless Advisory Committee Update
April 17, 2023



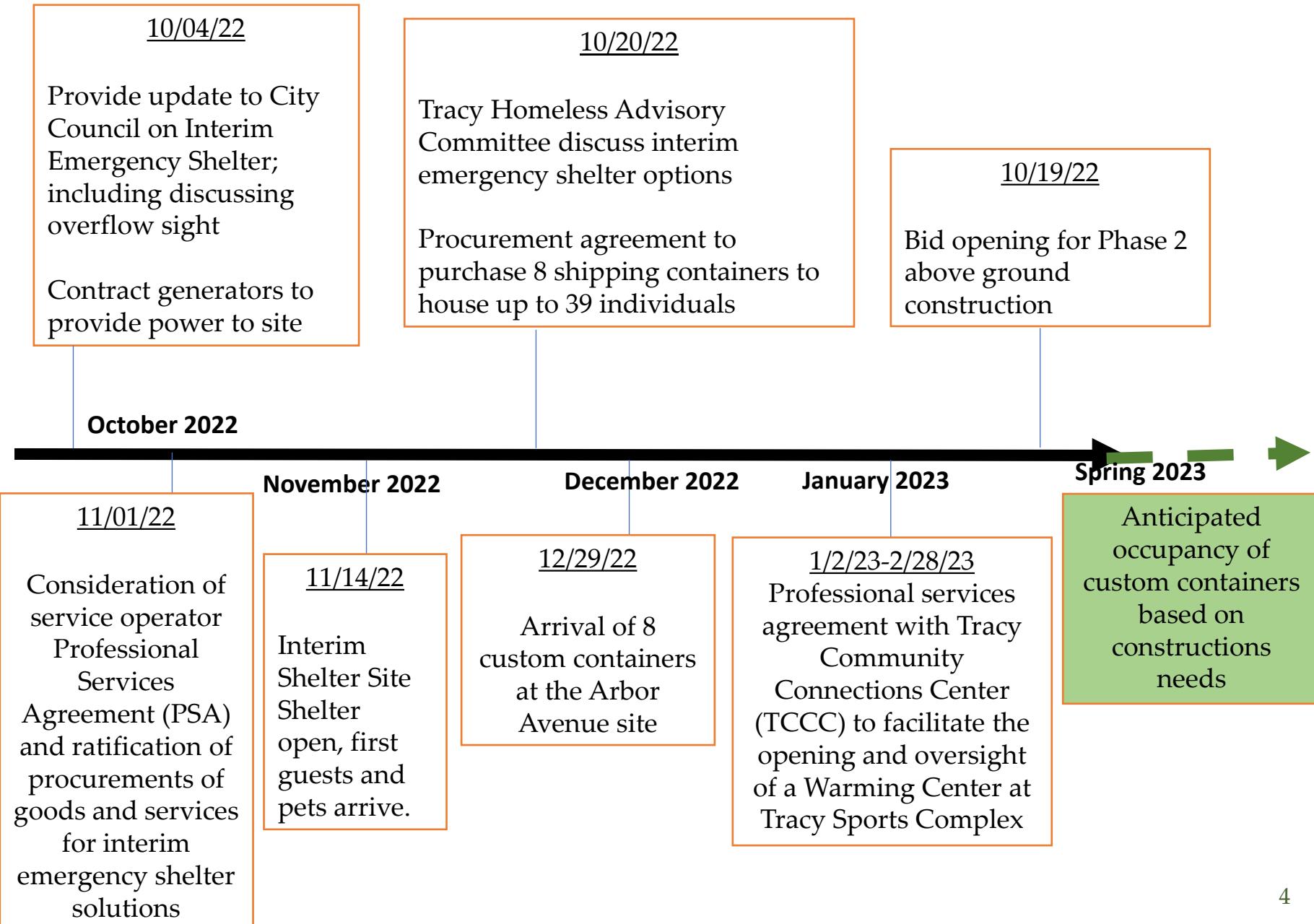
OVERVIEW

- Background and Timeline
- Goal 1: Increase Housing Options in the City of Tracy
- Goal 2: Increase Access to Coordinated Support Services for People Experiencing Homelessness
- Goal 3: Develop Action Plans for Engaging with People Experiencing Homelessness
- Goal 4: Enact Specific Strategies for Vulnerable Subpopulations Experiencing Homelessness

Timeline of Interim Emergency Housing Solutions 08/16/22 to 3/31/2023



Timeline of Interim Emergency Housing Solutions 10/1/22 to 3/31/23





Goal 1: Increase Housing Options in the City of Tracy

Interim Shelter Site



Think Inside the Triangle™

Expansion Update



Expansion Update cont.

- The Fire Sprinkler System coordination is underway 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. CC915 is working on updating the project schedule to complete the punch list items.
- 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.

TEHF Update

- Engineering Division continues to focus on moving forward with finalizing the identified priorities for construction bid advertisement.
- Construction Bid Advertisement Package: Anticipated for bid advertisement by end of April 2023
 - Equipment & Installation of permanent power to the North side (future improvement area).
 - Equipment & Installation of permanent power to the South (to the 5 current active modulars and 8 containers).
 - Construction of sewer lift station.

Homeless Services Budget Update

<u>Revenue Sources</u>	<u>General Fund (City)</u>	<u>ARPA (City Staff)</u>	<u>ARPA (City)</u>	<u>Health Plan of San Joaquin</u>
Modulars				\$192,931
Custom Containers				\$701,756
Service Providers				\$2,600,000
Staffing			\$200,000	
Operating (Supplies, Fuel)	\$1,892,834			\$305,313
Total Committed	\$1,892,834	\$200,000	\$2,600,000	\$1,200,000

<u>Expenditures</u>	<u>General Fund (City)</u>	<u>ARPA (City Staff)</u>	<u>ARPA (City)</u>	<u>Health Plan of San Joaquin</u>
Modulars				\$133,789
Custom Containers				\$636,156
Service Providers				\$812,747
Staffing			\$168,496	
Operating (Supplies, Fuel)	\$1,111,431			\$155,313
Total Expended (as of 3/31/23)	\$1,111,431	\$168,496	\$812,747	\$925,258

Projected Budget Available	\$781,403	\$31,504	\$1,787,253	\$274,742
-----------------------------------	------------------	-----------------	--------------------	------------------

TEHF Budget

Temporary Emergency Housing Facility -
CIP 71112

<u>Funding Source</u>	<u>Budget</u>	<u>Expenses</u>	<u>Encumbered (Committed)</u>	<u>Balance</u>
Community Development Block Grant (s)	\$836,294	\$836,294	\$-	\$-
Homeless Housing, Assistance & Prevention	\$743,282	\$743,282	\$-	\$-
American Rescue Plan Act - SJ County (MOU B-8245)	\$3,661,113	\$3,078,345	\$582,768	\$-
Housing Asset Funds (City)	\$690,000	\$239,256	\$60,000	\$390,744
American Rescue Plan Act - City of Tracy	\$4,500,000	\$-	\$-	\$4,500,000
Federal Funding	\$3,000,000			\$3,000,000
Totals	\$13,430,689	\$4,897,177	\$642,768	\$7,890,744

<i>American Rescue Plan Act - SJ County (New)</i>	\$3,600,000	\$3,600,000
	\$17,030,689	\$11,490,744



Budget Update/Grant Update

- Homeless Housing, Assistance and Prevention (HHAP) Round 3 Award – County and CoC allocation
- Staff has submitted updated proposal to the County for an additional 3.6 million ARPA allocation for Construction of sprung structure and site improvements
- Continuing to work through acceptance of the \$3 million dollar Harder grant – A National Environmental Policy Act (NEPA) addendum is required and will be updated for this funding source
- Staff will go before Council tentatively May 2, 2023 to accept Health Plan of San Joaquin \$1.2 million award
- Round 3 - Homekey Application has opened



Think Inside the Triangle™

Revised Project Site Plan

**CITY OF TRACY
TEMPORARY EMERGENCY HOUSING PROJECT
370 WArbor Ave, Tracy, CA
Date: 04/10/23**



Date: 04/10/23



PHASE I

Site Preparation

Phase 1, Site Preparation, included demolition, earthwork, and placement of major underground utilities. Site Preparation is currently substantially complete.

PHASE II

Site Improvements

Congregate Housing & Adminstrative Offices

Phase 2, Site Improvements, builds upon completed site work and will provide a Sprung Structure with temporary bed space for 68 individuals along with access to restrooms, showers and a laundry facility.

Complete build-out for a continuous shelter site is planned and will provide additional access improvements including roadways, pedestrian pathways, site lighting, shade structures and outdoor furniture. Security improvements including cameras, fencing and automatic gates are included. Additional development at the southern portion of the site beyond Phase II residences may include additional parking or recreation space.

PHASE IV
Custom
Container Dorms
(Single Person Rooms)

Phase 4 of the Temporary Emergency Housing Facility includes eight Custom Container dormitory units that can accommodate up to 39 additional individuals.

Additional restroom and shower space will be included adjacent to the Phase 2 restrooms and showers.

PHASE III

Expansion with
Individual Modular Units

Phase 3 of the project provides four modular dormitory units, providing space for up to 48 individuals.

An additional modular administration structure will be located adjacent to modular dormitories and allow a base for City and shelter operations.



Housing Options

Temporary Housing type

The modulars, and custom containers provide housing referred to as “non-congregate” housing and the sprung structure will provide housing referred to as “congregate” housing.

Anticipated Sheltering Capacity by end 2023

Housing Type	Housing Offered	Anticipated # of beds
Congregate	Sprung Structure	68
Non-Congregate	Modulars	48
Non-Congregate	Custom Containers	39



Goal 2: Increase Access to Coordinated Support Services for People Experiencing Homelessness



- Coordinated efforts continue
- Continuum of Care Update
- Homeless Service Provider Updates
- Park clean ups
- Transit update

Provider Updates

Homeless Services Providers
(as of March 31, 2023)

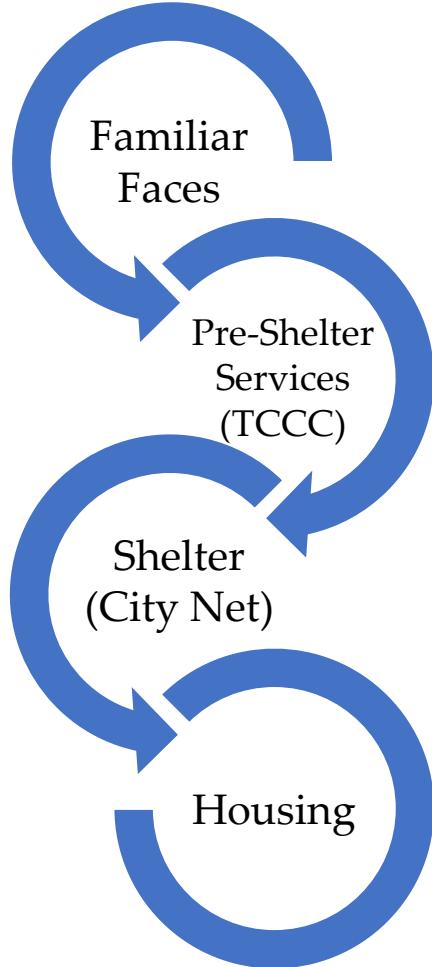
Homeless Service Provider	Clients in / Referred to Shelter	Total Number of Contacts	Clients on Waitlist	Client Refusal into Shelter	Exits / Negative	Exits / Positive	Warming Center Engagements	Total Approx. Unsheltered / Encampments
City Net (Shelter Operator)	46	95	N/A	N/A	41	6	N/A	N/A
Tracy CCC (Pre-shelter Intake and Referral)	105	161	21	51	N/A	42	100	63 Unsheltered / 3 Encampments
Familiar Faces (Tracy PD – Outreach Coordinators)	7	106	3	28	N/A	6	N/A	56 Unsheltered / 3 Encampments
Unique Total			24	79	41	54	100	





Goal 3: Develop Action Plans for Engaging
with People Experiencing Homelessness

Unsheltered Homeless Response



Familiar Faces: Responds to PD calls for service related to unsheltered homeless individuals, identification, triage, and transport

Pre-Shelter Services: Street outreach and engagement, client needs assessment, intake, referrals to programs and or shelter site

Emergency Shelter Operations: Daily care and program oversite of clients, maintenance of facility and site

Housing: Transitional and permanent housing, and permanent supportive housing, etc.





Goal 4: Enact Specific Strategies for Vulnerable Subpopulations Experiencing Homelessness

Enact Specific Strategies for Vulnerable Subpopulations Experiencing Homelessness

Develop transition plans on most vulnerable:

- Transitional aged youth
- The LGBTQ+ community
- Victims of crime
- Individuals with behavioral health needs
- Familiar Faces update

Expand Partnership with County

- Behavioral Health and Whole Person Care Collaborative efforts
- Managed Care Plans





Questions?



April 17, 2023

Agenda Item 3.B

RECOMMENDATION

STAFF RECOMMENDS THAT THE TRACY HOMELESS ADVISORY COMMITTEE RECEIVE AN INFORMATIONAL REPORT REGARDING THE CITY'S SHELTER OPERATORS' APPROVED SERVICES AND A FINANCIAL SUMMARY OF THE IMPLEMENTATION OF THE CITY COUNCIL STRATEGIC PLAN TO END AND PREVENT HOMELESSNESS.

EXECUTIVE SUMMARY

This report provides an overview of the approved services and budget pertaining to the City of Tracy's efforts to address the impacts of homelessness and quality of life issues in the community.

BACKGROUND

In recognizing the importance of responding to quality-of-life issues including the human services needs of the City of Tracy unsheltered population, the City has devoted significant resources toward addressing the impacts of homelessness within the community. Pursuant to Council's reaffirmation of the emergency shelter crisis in August of 2022, the City Manager authorized staff to move forward on interim emergency shelter solutions, contracts for services, and selection of providers to run the interim site.

On October 31, 2022, the City Council approved two Professional Services Agreements (PSA) to support the Interim Shelter site activities located at 370 Arbor Avenue. Kingdom Causes (DBA City Net) was awarded a PSA for shelter operations with a not to exceed amount of \$2,906,711. This agreement is specific to the day-to-day operations of the shelter which includes but is not limited to providing onsite support in the form of case management, maintenance of the facility and on-site security. In addition, shelter guests are provided access to facilities, laundry services, meals and clothing. A second PSA was awarded to Tracy Community Connections Center (TCCC) for pre-shelter intake and referral services with a not to exceed amount of \$829,948. This agreement is specific to providing the pre shelter intake portion of the process. This includes outreach in the community to assess the population and prepare individuals to enter shelter. An assessment is provided prior to shelter entry and includes transportation to the shelter and mail services while staying at the shelter.

ANAYLSIS AND DISCUSSION

The City moved forward with establishing an Interim Emergency Shelter and in order to accomplish this task, this initiative included securing services from qualified operators to run and operate an interim shelter and to engage with the unsheltered population.

The City of Tracy's Interim Emergency Shelter included an initial startup plan that consisted

of an all-hands-on deck approach to ensure the success of the shelter project. This required the full-service collaboration of both the City Net and Tracy Community Connections Center teams to complete the transition plan and open the shelter site. For the first 90 days, as an assessment period, we were closely monitoring the services being provided and the needs of those requesting services. In addition, our shelter services were being provided at a premium due to the rapid start up under the shelter crisis declaration. During this time, The City has been assessing the performance and services of our two providers. This time period began in November and went through February.

The shelter has remained at full capacity. The City has made it known to both of our providers that February is the end of the premium period, as well as the assessment period and that the City will no longer be paying those premiums. It is the goal of the Homeless Services Division to provide the contracted services to the City's most vulnerable population that adheres to both quality-of-life issues while providing due diligence to our constituents. The Homeless Services Division manages these contracts and assesses the validity of the invoicing to ensure they are reflective of the services being provided. In addition, the City is accountable to our grantors for these services and must report out on outcomes and track data in order to continue to sustain the shelter project. If a provider is not responsive to the City's needs and is not providing the quality of care that is expected, the City will reevaluate the terms of the PSAs.

The tables below provide an overview of the approved City Operator services, budget, and recorded expenses in the City's financial system. The table below provides the costs by City Net for shelter operations. These costs include labor for personnel, facilities and operations, client services, and administration. Facilities and operations costs include facilities upkeep, equipment, security, janitorial, pest control and liability insurance; and rapid start-up costs include temporary relocation expenses for travel and lodging for personnel. Client services costs includes supplies, meals, clothing, pet supplies, and transportation. Administration fees are a percentage of the total invoice amount.

City Net Budget and Expenses Paid as of January 31, 2023

Approved Budget		Expenses-to-date (as of January 31, 2023)
Labor	\$929,377	\$300,292
Facilities and Operations – includes rapid startup costs	\$990,110	\$170,684
Client Services	\$717,523	\$101,437
Administration	\$269,701	\$120,625
TOTAL	\$2,906,711	\$693,038

*Note: February 2023 invoice pending posting in City's Financial System. Total invoice amount for the month of February is \$213,707, which is not reflected on this table. March 2023 invoice was received and is under review.

The table below provides a detail of the Scope of Work for City Net Professional Services Agreement.

City Net Scope of Work

	Positions Funded	Activities Funded
Labor	• Regional Director	• .10 week
	• Regional Supervisor	• .10 week
	• Shelter Operations Manager	• Full salary
	• Lead Shelter Associate	• Full salary 2.0
	• Shelter Associate	• Full salary 5.6
	• Case Manager	• Full Salary 2.0
	• Data Entry	• .10 week
	• Executive Leadership	• .20 week
	• Finance and Billing	• .10 week
	• Human Resources	• .20 week
	• Community Engagement	• .40 week
	• Inventory, purchasing, Tech Support	• .20 week
Facilities and Operations		• Rapid startup costs, modular repairs, general facilities upkeep, cleaning, pest control, furnishings, computers, outside maintenance needs, security camera maintenance and repairs, security personnel, liability insurance
Client Services		• Client transport, vehicle insurance, toiletries, supplies, paper goods, meals, snacks, beverages, pet supplies, rapid rehousing fees.
Administration		• 10.2275305% of the monthly invoice

The table below provides the costs by Tracy Community Connections Center (TCCC) for pre shelter intake and referral services. These costs include labor for personnel, transportation services, Navigation Center, general liability insurance and administration.

TCCC Budget and Expenses Paid as of January 31, 2023

	Approved Budget	Expenses-to-date (as of December 31, 2022) *
Labor	\$652,048	\$90,324
Transportation	\$20,641	\$4,888
Navigation Center	\$39,207	\$7,796
General Liability Insurance	\$16,129	\$2,000
Administration	\$101,923	\$14,701
TOTAL	\$829,948	\$119,709

*Note: January 2023 & February 2023 invoices are pending posting in City's Financial System. Total invoice amount for the month of January is \$60,081 & February is \$56,404, which are not reflected on this table. March 2023 invoice was received and is under review

The table below provides a detail of the Scope of Work for TCCC Professional Services Agreement.

TCCC Scope of Work

		Positions Funded	Activities Funded
Labor	• Director	• Full salary	
	• Case Management Director	• Full salary	
	• Case Manager	• Full salary	
	• Weekend Case Manager	• Partial salary .8	
	• Drivers	• Full salary 2.1	
	• Street Outreach	• Full salary 3.8	
	• Assistant	• Full salary	
Transportation			• Vehicle Insurance
			• Registration Fees
			• Mileage (Navigation Center)
			• Maintenance reserve
Navigation Center			• Full Navigation center rent
			• Phone/internet
			• Supplies
			• Photo badges
			• Scanner/Camera
			• Uniforms

General Liability Insurance		<ul style="list-style-type: none"> • Varies per month
Administration		<ul style="list-style-type: none"> • 14% of the monthly invoice

FISCAL IMPACT

Year-to-Date invoices paid for TCCC and City Net are \$119,709, \$693,038.

ACTION REQUESTED OF THE COMMITTEE

Staff recommends that the Tracy Homeless Advisory Committee receive an informational report regarding the City's shelter operators' approved services and a financial summary of the implementation of the city council strategic plan to end and prevent homelessness.

Prepared by: Virginia Carney, Homeless Services Manager

Reviewed by: Adriana Castaneda, Director of Mobility and Housing

Approved by: Karin Schnaider, Assistant City Manager

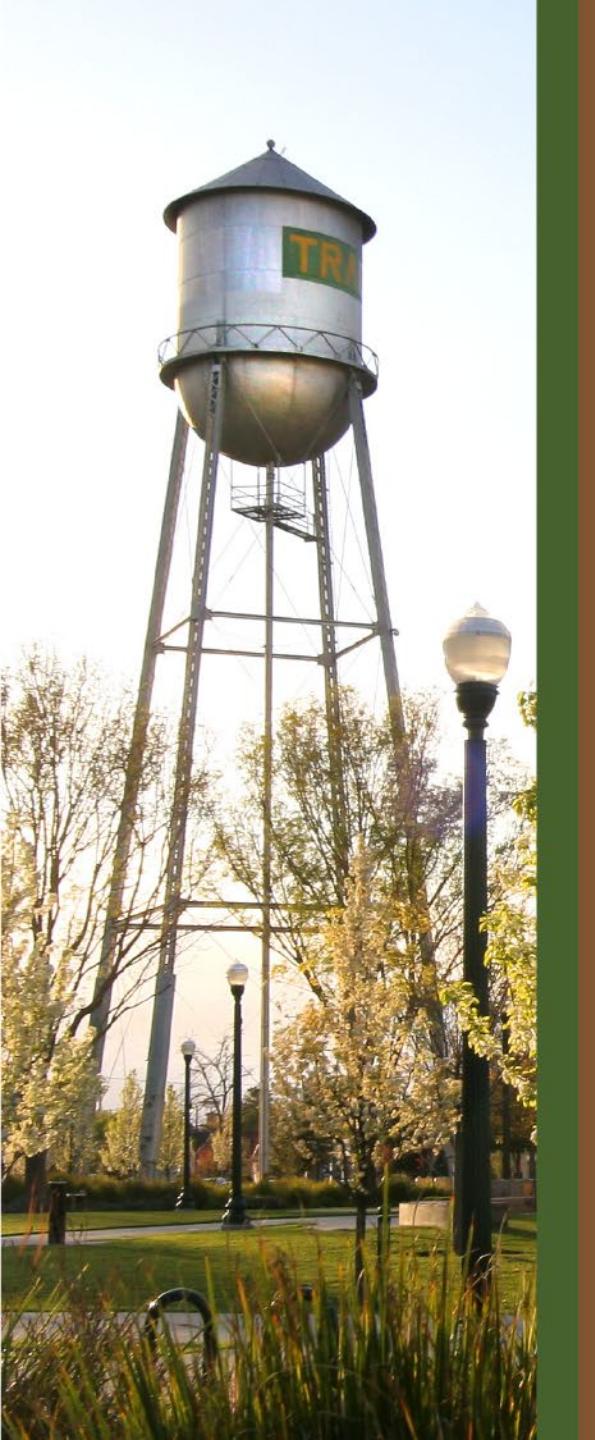
Attachment A: PowerPoint – Tracy Homeless Advisory Committee Update – Financial Summary

ATTACHMENT A



Tracy Homeless Advisory Committee Update
FINANCIAL SUMMARY

April 17, 2023



OVERVIEW

- Tracy Emergency Housing Facility (TEHF)
 - City Operators
 - Professional Services Agreement
 - Financial Summary
 - Service Providers Updates
 - Tracy Police Department Familiar Faces Update
 - Tracy Community Connections Center, Inc. Update
 - Kingdom Causes DBA City Net Update

Tracy Emergency Homeless Facility (TEHF)– City Operator

Professional Services Agreement (PSA) Details

Consultant	Kingdom Causes DBA City Net
City Council Approval	November 1, 2022
Term	One year contract schedule to expire on October 31, 2023
Not to Exceed Amount	\$2,906,711
Scope of Work	To provide 24/7 site management, operations, and maintenance at the shelter.

TEHF Financial Summary- City Net

	Approved Budget	Expenses-to-date (as of January 31, 2023)
Labor	\$929,377	\$300,292
Facilities and Operations – includes rapid start up costs	\$990,110	\$170,684
Client Services	\$717,523	\$101,437
Administration	\$269,701	\$120,625
TOTAL	\$2,906,711	\$693,038

*Note: February 2023 invoice pending posting in City's Financial System. Total invoice amount for the month of February is \$213,707, which is not reflected on this table. March 2023 invoice was received and is under review.

TEHF Financial Summary- City Net

	Positions Funded	Activities Funded
Labor	<ul style="list-style-type: none"> • Regional Director • Regional Supervisor • Shelter Operations Manager • Lead Shelter Associate • Shelter Associate • Case Manager • Date Entry • Executive Leadership • Finance and billing • Human resources • Community Engagement • Inventory, purchasing, Tech Support 	<ul style="list-style-type: none"> • .10 week • .10 week • Full salary • Full salary 2.0 • Full salary 5.6 • Full salary 2.0 • .10 week • .20 week • .10 week • .20 week • .40 week • .20 week
Facilities and Operations		<ul style="list-style-type: none"> • Rapid start up costs, modular repairs, general facilities upkeep, cleaning, pest control, furnishings , computers, outside maintenance needs, security camera maintenance and repairs, security personnel, pest control, liability insurance
Client Services		<ul style="list-style-type: none"> • Client transport, vehicle insurance, toiletries, supplies, paper goods, meals, snacks, beverages, pet supplies, rapid rehousing fees.
Administration		<ul style="list-style-type: none"> • 10.2275305% of the monthly invoice



Tracy Emergency Housing Facility (TEHF)– City Operator

Professional Services Agreement (PSA) Details

Consultant	Tracy Community Connections Center (TCCC)
City Council Approval	November 1, 2022
Term	One year contract schedule to expire on October 31, 2023
Not to Exceed Amount	\$829,948
Scope of Work	To provide pre shelter outreach, intake, and referral support services for shelter entry.



TEHF Financial Summary- TCCC

	Approved Budget	Expenses-to-date (as of December 31st, 2022)*
Labor	\$652,048	\$90,324
Transportation	\$20,641	\$4,888
Navigation Center	\$39,207	\$7,796
General Liability Insurance	\$16,129	\$2,000
Administration	\$101,923	\$14,701
TOTAL	\$829,948	\$119,709

*Note: January 2023 & February 2023 invoices are pending posting in City's Financial System. Total invoice amount for the month of January is \$60,086 & February is \$56,404, which are not reflected on this table. March 2023 invoice was received and is under review.

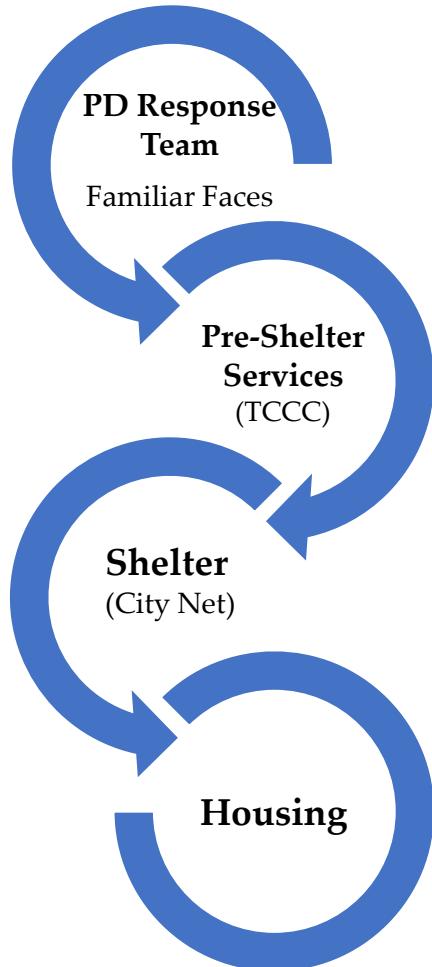
TEHF Financial Summary- TCCC

	Positions Funded	Activities Funded
Labor	<ul style="list-style-type: none"> • Director • Case Management Director • Case Manager • Weekend Case Manager • Drivers • Street Outreach • Assistant 	<ul style="list-style-type: none"> • Full salary • Full salary • Full salary • Partial salary .8 • Full salary for 2.1 • Full salary 3.8 • Full salary
Transportation		<ul style="list-style-type: none"> • Vehicle Insurance • Registration Fees • Mileage (Navigation Center) • Maintenance reserve
Navigation Center		<ul style="list-style-type: none"> • Full Navigation center rent • Phone/internet • Supplies • Photo badges • Scanner/Camera • Uniforms
General Liability Insurance		<ul style="list-style-type: none"> • Varies per month
Administration		<ul style="list-style-type: none"> • 14 % of the monthly invoice



Think Inside the Triangle™

Homeless Support Services



Familiar Faces: Responds to Police Department (PD) calls for service related to unsheltered homeless individuals, identification, triage, and transport.

Pre-Shelter Services: Street outreach and engagement, client needs assessment, intake, referrals to programs and or shelter site.

Emergency Shelter Operations: Daily care and program oversite of clients, maintenance of facility and site.

Housing: Transitional and permanent housing, and permanent supportive housing, etc.



Provider Updates

Homeless Services Providers (as of March 31, 2023)

Homeless Service Provider	Clients in / Referred to Shelter	Total Number of Contacts	Clients on Waitlist	Client Refusal into Shelter	Exits / Negative	Exits / Positive	Warming Center Engagements	Total Approx. Unsheltered / Encampments
City Net (Shelter Operator)	46	95	N/A	N/A	41	6	N/A	N/A
Tracy CCC (Pre-shelter Intake and Referral)	95	161	21	51	N/A	42	100	63 Unsheltered / 3 Encampments
Familiar Faces (Tracy PD – Outreach Coordinators)	7	106	3	28	N/A	6	N/A	56 Unsheltered / 3 Encampments
Unique Total			24	79	41	54	100	

Tracy Police Department Familiar Faces Services Update

- The Familiar Faces Team received their Transportation Van from City of Tracy Fleet Management. The van will greatly enhance their transportation capabilities and services offered.
- TCCC, Tracy PD and Trine Security have been monitoring an unsheltered female who was pregnant and residing at El Pescadero Park. She was previously accepted into TEHF twice. However, she refused to stay. Despite the Team's efforts to offer pre-natal care and services, she returned to the park. The female gave birth to a baby girl at Sutter Tracy Community Hospital (STCH) and left the baby at the hospital.
- The Team continues to provide resources for substance use, mental health, and housing while engaging with our unsheltered. Most recently, 2 unsheltered were referred for senior housing and 1 for the Housing and Disability Advocacy Program (HDAP).



Think Inside the Triangle™

Tracy Community Connections Center Services Update

- Engaged with 4 clients living in the park who were dealing with substance abuse. As a result of these engagements, 1 client is in a sober living facility, 1 has been sober for 90 days, 1 has been sober for 30 days, and 1 client was referred to an in-patient facility.
- Engaged with 2 veterans and placed them into the shelter. One veteran is still in the shelter, while the other has been exited.
- 3 ill clients who were on the waiting list for the shelter who, TCCC placed them into a hotel to give them a safe place to recover from their illness.



City Net Update - Case Management/Supportive Services

On-Site Case Management

- Case Management is an intensive provision of client services where staff connect clients to medical/mental health/substance use programs, employment, food stamps and other cash/non-cash benefits, obtain housing required documents, and create a housing plan.
- “Document Readiness” and “Housing Plans” are discussed at weekly appointments and client support happens throughout the week as needed
- Client user agreement requires weekly attendance to formal appointments

Service Provided:	
Total Clients Served	95
Appointments hours	418
Employment Assistance	18
Health Insurance	4
ID Card Assistance	15
Mental Health Referral	22
SS Card Assistance	15
Substance use Referral	10
VISPDATS	5



City Net Update - Case Management/Supportive Services

On-Site Supportive Services

- Supportive services include any additional services to case management that allows clients at the Tracy Shelter to thrive.
- Examples include meals, clothing, life skills classes, art classes, pet care, etc.
- These services often help with the transition from shelter to permanent housing



Services Provided:	
Pet Care	30
Life skills	21
Art classes	2
Clothing sets	95
Meals	17,895
Hygiene Kits	95
Bus passes	30



Questions?