



Staff Report

To: Tom DuBois, City Manager
Meeting Date: February 18, 2025
From: Matt Ospital, PE City Engineer
Subject: Project Status Update

Type: Project Status Memo

Tom, the following is a status update of all projects WGA is currently working on:

1. **Building Inspections/Plan Check** – Continuing building inspections on Tuesdays and Thursdays or as needed. Building plan check is being performed on a continual basis as plans are submitted. For January 2025:
 - 3 Plan checks were completed
 - 17 Inspections were completed
2. **Encroachment Permit Review** – Encroachment permits are reviewed as needed when requested by the City’s Account Clerk, Holly Boehme. For January 2025:
 - 2 Permit reviews were completed
 - 0 Inspections were completed
3. **Code Enforcement**
 - A. **30 Ridge Road** – Property owners’ representative has made application for Building permit to upgrade underground fuel tanks. Building Department has placed conditions on the permit for some resolution prior to permit issuance. Currently waiting for meeting on site with owner to discuss.
 - B. **300 Hanford Street** – Surveyor scheduled to identify property boundaries as it relates to Lincoln Avenue.

- C. **Eureka Mine Site** – Planner and city manager met with property owner Monday 1/13/25 to get update. Property owner is working on site plan approval and contacting Department of Toxic Substances Control (DTSC).
4. **Capital Improvement Plan (CIP)** – The CIP was discussed at the January 6, 2025 Council meeting. The City Council recommended accepting the CIP with minor modifications. The City Engineer’s team is working with the City Manager and Public Works Director to update the CIP with these minor modifications and bring it back to Council.