



Staff Report

To: Tom DuBois, City Manager
Meeting Date: December 1, 2025
From: Frank Whitmore, 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 October 2025:
 - 2 Plan checks were completed
 - 27 Inspections were completed

2. **Encroachment Permit Review** – Encroachment permits are reviewed as needed when requested by the City’s Account Clerk, Holly Boehme. For October 2025:
 - 1 Permit reviews were completed
 - 0 Inspection was completed

- A. CVIN – The proposed encroachment permit plans for CVIN Fiberoptic Facilities through town have been reviewed by City Staff. City recently received additional required information and will issue permit as soon as possible. The applicant intends to start work in Jackson and work their way towards Sutter Creek. Anticipate construction in Sutter Creek commencing in early 2026.

3. **Code Enforcement**

- A. **30 Ridge Road** – The permit for the tank upgrades has been issued for removal only. The City put a condition on the permit that prior to the installation of the new tanks, the personal belongings onsite either need to be removed or screened from view from the public way.
- B. **300 Hanford Street** – Mr. Navarro has contracted with Weatherby-Reynolds-Friston (WRF) Engineering to complete the application and plans for a Use Permit. Followed up with WRF and they are currently preparing the site plan exhibit to include in the application and anticipate submitting in the next couple of weeks.
- C. **Eureka Mine Site** – No current action from code enforcement. WGA’s understanding is that the property owner is working with Planning and Robin Peters to resolve the DTSC soil issue.
- D. **Vehicles** – No current vehicle issues.

4. **Bryson Park Bathroom Expansion Project** – Project awarded at the 11/3/2025 City Council Meeting. The award package was sent out to the Contractor and returned to WGA. WGA is currently waiting for the City to sign the construction contract.

5. **Sutter Hill Road Asphalt Concrete Overlay Project** – Project approved by the Amador County Transportation Commission (ACTC) to the City on November 12 for construction and construction management funding only. City Staff directed WGA to get project design moving for bidding in early 2026.