



Staff Report

To: Tom DuBois, City Manager
Meeting Date: October 20, 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 September 2025:
 - 3 Plan checks were completed
 - 25 Inspections were completed

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

- A. CVIN – The proposed encroachment permit plans for CVIN Fiberoptic Facilities through town have been reviewed by City Staff and awaiting further information (plan check/inspection fees) from the applicant prior to issuance of the encroachment permit. 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** – City is currently waiting for updated plans with plan check comments addressed to issue permit for tank replacement as required by the State. WGA will follow up with the tenant regarding the site nuisance.

B. **300 Hanford Street** – Mr. Navarro has contracted with Weatherby-Reynolds-Friston (WRF) Engineering to complete the application and plans for a Use Permit.

C. **Eureka Mine Site** – No current action from code enforcement.

D. **Vehicles** – No current vehicle issues.

4. **Bryson Park Expansion Project** – Project is currently out to bid. Bids are due to the City on October 21, 2025.