

FEATHER RIVER AIR QUALITY MANAGEMENT DISTRICT  
MEMORANDUM  
2/10/2020

TO: FRAQMD BOARD OF DIRECTORS  
FROM: Christopher D. Brown AICP, APCO  
SUBJECT: Update of office remodel and approval of Remodel AdHoc Committee

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RECOMMENDATION:

Make committee assignments as desired.

ALTERNATIVE:

Do not create the AdHoc Committee.

BACKGROUND:

Much of the design of the District Office dates to when the building was constructed as a Dental office in the early 1990s. Minimal remodeling was done of the main floor when the District purchased the property.

The current office configuration is ideal for 10 employees; however, the District is currently staffed 11 employees. We have an Air Quality Compliance Inspector temporarily using hallway space with dividers for an office.

As well as the front reception area needs remodeling for ergonomic reasons.

The current space is adequate, but the office needs to be remodeled in order to accommodate for current employees and to be able to expand for future employee(s).

DISCUSSION:

The District has met with Mr. Neal Hay, of Sutter County Development Services in regarding the need to remodel the District office. This Committee would work with the Air Pollution Control Officer and review the proposed remodel.

At this time no budget or scope of work has been established the hope is to develop these items with the Ad Hoc committee and bring a plan back to the Board for approval.

FISCAL IMPACT:

Committee members receive \$100 stipend when attending Committee meetings. Expenses for the actual remodel will be brought to the Board at a later date. This has been included in the FY19/20 budget.