



**Community & Economic Development Department**  
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**Planning Division**

**CULTURAL HERITAGE BOARD MEETING DATE: MAY 18, 2022**  
**CONTINUED FROM APRIL 20, 2022**  
**AGENDA ITEM NO.: 6**

### DISCUSSION ITEM

<b>Case Number</b>	Not Applicable
<b>Request</b>	To receive, review, accept the recommended modification, amend as needed and adopt the 2022 Rules for the Transaction of Business and the Conduct of Hearings
<b>Project Location</b>	Citywide
<b>Wards</b>	All
<b>Staff Planner</b>	Scott Watson, Historic Preservation Officer 951-826-5507 <a href="mailto:swatson@riversideca.gov">swatson@riversideca.gov</a>

### RECOMMENDATION

Staff recommends that the Cultural Heritage Board receive, review, accept the recommended modification, amend as needed and adopt the 2022 Rules for the Transaction of Business and the Conduct of Hearing.

### BACKGROUND/DISCUSSION

On July 21, 2021, the Cultural Heritage Board reviewed and adopted the Rules for the Transaction of Business and the Conduct of Hearing (Rules). Per Article XII of the Rules (Exhibit 1), the Cultural Heritage Board is to annually review the Rules and modify if needed.

The Rules may be amended by a two-thirds vote of the membership of the Board present and voting.

The Cultural Heritage Board reviewed the Rules at the March 16, 2022. Concerns were raised regarding Article XIV – Members Addressing City Council. The item was continued to allow staff to investigate the article language for consistency with Citywide policies. In discussions with the City Clerk's Office, it was determined that Article XIV should be revised to refer to the City's Official Boards and Commissions Handbook. Staff recommends that Article XIV of the Rules be revised to read:

*Board Members may address the City Council in accordance with the City's Official Boards and Commissions Handbook.*

The recommended change provides less ambiguity by simplifying the language and refers to previously established policies.

The CHB may accept this proposed change as modified, reject the change, or suggest other language as deemed appropriate.

## EXHIBITS LIST

1. Staff recommended amended CHB Rules for Transaction of Business

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Prepared by: Scott Watson, Historic Preservation Officer

Reviewed by: David Murray, Principal Planner

Approved by: Mary Kopaskie-Brown, City Planner