



**Community & Economic Development Department**  
3900 Main Street, Riverside, CA 92522 | Phone: (951) 826-5371 | [RiversideCA.gov](http://RiversideCA.gov)

**Planning Division**

**PLANNING COMMISSION MEETING DATE: JANUARY 29, 2026  
AGENDA ITEM NO.: 5**

**ITEM DESCRIPTION**

<b>Request</b>	Discuss the absence of Commissioner Elizalde from the December 18, 2025, regular meeting.
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**RECOMMENDATIONS**

Staff recommends that the Planning Commission discuss the absence of Commissioner Elizalde from the December 18, 2025, regular meeting.

**BACKGROUND**

Pursuant to the Board/Commission Attendance Policy Resolution, Commissioners shall make every effort to notify the administrative staff 24 hours prior to any regular meeting of his/her intent not to attend said meeting. The Board is required to express in its official minutes if the absence of the Commissioner is excused or unexcused.

Pursuant to City Charter Section 805, if a member of a Board or Commission is absent from three consecutive regular meetings unless by permission of the Board or Commission expressed in its official minutes, the City Council can declare the office vacant.

**DISCUSSION**

Staff did not receive 24-hour notification that Commissioner Elizalde would not be attending the December 18, 2025, regular meeting.

**FISCAL IMPACT**

There is no fiscal impact associated with this report.

Prepared by: Lorena Verdusco