



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

Planning Division
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CULTURAL HERITAGE BOARD MEETING DATE: JANUARY 21, 2026
AGENDA ITEM NO.: 3

ITEM DESCRIPTION

Request	Record excused Board Member absences for the December 17, 2025 regular meeting.
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RECOMMENDATIONS

Staff recommends the Cultural Heritage Board:

1. Record the absence of Chair McDoniel from the December 17, 2026, regular meeting as excused.

BACKGROUND

Pursuant to the Rules of Procedure and Order of Business Resolution, Board Members 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 Board Member 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 received notification that Chair McDoniel would not attend the December 17, 2026 regular meeting.

FISCAL IMPACT

There is no fiscal impact associated with this report.

Prepared by: Isabel De Honor, Sr. Office Specialist