



Community & Economic Development Department

3900 Main Street, Riverside, CA 92522 | Phone: (951) 826-5371 | RiversideCA.gov

Planning Division

**CULTURAL HERITAGE BOARD MEETING DATE: NOVEMBER 19, 2025
CONTINUED FROM OCTOBER 15, 2025 AGENDA ITEM NO.: 5**

ITEM DESCRIPTION

Request	DISCUSS BOARD MEMBER ABSENCE FROM THE SEPTEMBER 17, 2025 REGULAR MEETING OF THE CULTURAL HERITAGE BOARD.
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RECOMMENDATIONS

Staff recommends the Cultural Heritage Board:

1. Discuss the absence of Board Member Herrera from the September 17, 2025 Regular meeting of the Cultural Heritage Board; and

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 did not receive notification 24 hours prior that Board Member Herrera would not be in attendance at the September 17, 2025, regular meeting.

Prepared by: Isabel De Honor, Sr. Office Specialist