



Community & Economic Development Department

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

Planning Division

CULTURAL HERITAGE BOARD MEETING DATE: SEPTEMBER 17, 2025

AGENDA ITEM NO.: 3

ITEM DESCRIPTION

Request	Record excused Board Member absences for the July 16, 2025 regular meeting.
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RECOMMENDATIONS

Staff recommends the Cultural Heritage Board:

1. Record the absence of Board Member Herrera from the July 16, 2025, regular meeting as excused.

BACKGROUND

Pursuant to the Board/Commission Attendance Policy Resolution No. 24076, 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 Board Member Herrera would not attend the July 16, 2025 regular meeting, at least 24 hours prior to the meeting.

FISCAL IMPACT

There is no fiscal impact associated with this report.

Prepared by: Isabel De Honor, Sr. Office Specialist