



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

Planning Division

CULTURAL HERITAGE BOARD MEETING DATE: OCTOBER 15, 2025
AGENDA ITEM NO.: 4

ITEM DESCRIPTION

Request	DISCUSS BOARD MEMBER ABSENCES 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
2. Discuss the absence of Board Member Hudson from the September 17, 2025 Regular meeting of the Cultural Heritage Board,

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

Prepared by: Isabel De Honor, Sr. Office Specialist