



August City Council Recess

Meeting Date	Staff Contact	Email
July 14, 2026	Sammy Egbert, City Recorder	Sammy.egbert@coburgoregon.gov

SUMMARY AND REQUESTED COUNCIL ACTION

Council considers taking a recess at the August 11, 2026, regular City Council meeting, as permitted by the Charter and Council Rules.

Suggested Motion

I move to recess the regularly scheduled August meeting, with the next regular meeting to be September 8, 2026.

BACKGROUND

The City Council typically holds regular monthly meetings on the second Tuesday of the month to conduct municipal business. For the last two years, the City Council and all committees have taken a recess in August.

The Charter and Council Rules permit the Council to take up to two recesses per calendar year. Depending on deadlines and workloads, August is typically designated as a recess month for the Council and advisory committees.

A recess provides a predictable break for elected officials and staff to recharge. Staff will use recess to focus on goals and projects and to catch up on operational and administrative tasks in their departments.

If an emergency or time-sensitive item comes up, a Special or Emergency meeting can be scheduled.

Charter "Section 3.5. Meetings. The Council must meet at least once a month at a time and place designated by its rules, and may meet at other times in accordance with the rules and laws of the state of Oregon.

a) The Council may take up to two recesses per calendar year when agreed upon by a majority vote of the City Council."

RECOMMENDATION

The staff recommendation based on workload and deadlines is that the City Council approve a motion to recess the regularly scheduled August 11, 2026, Council Meeting.

BUDGET / FINANCIAL IMPACT

There is no direct negative fiscal impact associated with this agenda item. The city will save on operational costs associated with facilitating the meeting.

PUBLIC INVOLVEMENT

The public involvement notice will be the same public meeting notice as all Council meetings, notifying the public of the Council recess and that no meeting will be held.

NEXT STEPS

- An official recess notice will be posted on the City website and in all areas where agendas are normally posted.
- Public (legislative) calendar will be updated to read "August 11, 2026 City Council – RECESS No meeting.
- Staff liaisons will notify and coordinate the recess with the Planning Commission and other committees.

ATTACHMENTS - None