TO: City Council

FROM: Paul Simmons, City Administrator

DATE: February 17, 2026

SUBJECT: 2026 City Council Meeting Schedule and Summer Recess

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1) Recommended Action:

Approve the 2026 City Council Regular Meeting Schedule and Summer Recess.

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2) Background:

Council Rules Section 3.2 states, *"Regular Meetings which fall on a primary or general election day may be moved to the Monday immediately prior, at the discretion of the Mayor."* Additionally, Council Rules Section 3.3 states, *"The Council will generally not schedule Regular Meetings and committee meetings during a two-week period in August of each year."*

Determining these two items early in the calendar year creates greater transparency and predictability for the public wishing to attend City Council Regular meetings. It also allows staff to adjust project milestones and deadlines according to available meeting dates and vacation scheduling by elected officials and City staff.

The proposed 2026 schedule includes the following:

- Cancelling the March 10th Work Session after the Council retreat that will be held the weekend before.
- Cancelling the April 7th Council meeting and April 8th General Government Committee meeting due to spring break for several staff.
- Cancelling the June 23rd Work Session and June 26th Budget & Finance Committee due to the AWC Conference week when the Mayor and several Councilmembers will be in attendance. The Budget & Finance Committee meeting will be rescheduled to the week before.
- Schedule a joint City Council - Planning Commission Urban Forestry Amendment Ordinance study tour on July 28th in place of the regular Work Session.
- Establishing the summer recess for the first two weeks in August from August 1st – 15th
- Moving the November 4th regular Council meeting to Monday November 3rd due to the election
- Cancelling the November 11th General Government Committee as it falls on a holiday.
- Cancelling November 27th and December 25th Budget & Finance Committee as they fall on holidays.
- Cancelling the December 22nd Work Session to take a recess in the last half of December from December 16-31st due to the holidays.

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3) Policy Support:

VISION | MISSION | VALUES

Our Mission:

We work in partnership with our community to provide essential service, protect our environment, grow our economy, and to support a connected, inclusive social fabric where everyone belongs.

4) Alternatives:

- ❑ Modify the schedule as authorized by Council Rules.

5) Fiscal Notes:

There is no fiscal impact determining the meeting schedule and summer / winter recess.

6) Attachments:

None.