

# CITY of ALBUQUERQUE

## TWENTIETH COUNCIL

COUNCIL BILL NO. R-13-224 ENACTMENT NO. \_\_\_\_\_

SPONSORED BY: Dan Lewis

1 RESOLUTION

2 DETERMINING REASONABLE NOTICE OF PUBLIC MEETINGS OF THE CITY  
3 COUNCIL.

4 WHEREAS, the Albuquerque City Council met in regular session in the  
5 Vincent E. Griego Chambers, One Civic Plaza NW, on September 16, 2013 at  
6 5:00 p.m. as required by law and with notice as specified in Council Resolution  
7 R-12-91, Enactment No. R-2012-084; and

8 WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978,  
9 Sections 10-15-1 to 4) states that, except as otherwise provided in the  
10 constitution of New Mexico or the Open Meetings Act, all meetings of a  
11 quorum of members of any board, commission, administrative adjudicatory  
12 body or other policy making body of any state or local agency held for the  
13 purpose of formulating public policy, discussing public business or for the  
14 purpose of taking any action within the authority of or the delegated authority  
15 of such body, are declared to be public meetings open to the public at all  
16 times; and

17 WHEREAS, any meetings subject to the Open Meetings Act at which the  
18 discussion or adoption of any proposed ordinance, resolution, rule, regulation  
19 or formal action occurs shall be held only after reasonable notice to the  
20 public; and

21 WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the  
22 Albuquerque City Council to determine at least annually what constitutes  
23 reasonable notice of its public meetings.

24 BE IT RESOLVED BY THE COUNCIL, THE GOVERNING BODY OF THE CITY OF  
25 ALBUQUERQUE:

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1       Section 1.   Location of Meetings. Meetings of the full Council shall  
2 normally be held in the Vincent E. Griego Chambers, Basement Level of the  
3 Albuquerque/Bernalillo County Government Center at One Civic Plaza NW,  
4 near the intersection of 5<sup>th</sup> Street and Marquette Ave. NW, Albuquerque, New  
5 Mexico 87102.

6       Section 2.   Regular Meetings. Meetings will be held each month on the  
7 dates specified by Council resolution, as provided in Section 2-1-1 ROA 1994.  
8 Generally, Council meetings are held at 5:00 p.m. on the first and third  
9 Mondays of each month. The final agenda will be available 72 hours prior to  
10 the meeting from the Clerk of the Council, whose office is located in the  
11 Albuquerque/Bernalillo County Government Center, One Civic Plaza NW, 9<sup>th</sup>  
12 Floor, Suite 9087. The Clerk of the Council shall post, if possible, a draft listing  
13 of agenda items to come before the full Council on the Albuquerque City  
14 Council web site ([www.cabq.gov/council](http://www.cabq.gov/council)) at least five days prior to the  
15 meeting, subject to revision until the agenda is deemed final.

16       Section 3.   Special Meetings. Special meetings may be called by the  
17 President of the Council or by three Councilors upon 72 hours' notice. The  
18 notice shall include information on how members of the public may obtain a  
19 copy of the agenda. The agenda shall be available to the public at least 72  
20 hours before any special meeting.

21       Section 4.   Emergency Meetings. Emergency meetings will be called in  
22 accordance with Section 2-1-4 ROA 1994. The Council will avoid emergency  
23 meetings whenever possible. Emergency meetings may be called by the  
24 President of the Council upon 24 hours' notice, unless the threat of personal  
25 injury or property damage requires less notice. The notice for all emergency  
26 meetings shall include an agenda for the meeting or information on how the  
27 public may obtain a copy of the agenda.

28       Section 5.   Location of Notice for all Meetings. For the purpose of  
29 meetings described in Sections 2, 3 and 4 of this resolution, notice  
30 requirements are met by posting a notice of the date, time, location and the  
31 agenda in the lobby of the Albuquerque/Bernalillo County Government Center  
32 and posted on the Albuquerque City Council web site ([www.cabq.gov/council](http://www.cabq.gov/council)).  
33 The Clerk of the Council shall also provide copies of the agendas to those

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1 broadcast stations licensed by the Federal Communications Commission and  
2 newspapers of general circulation in Albuquerque, which entities have made a  
3 written request for notice of public meetings. Such notice shall be provided to  
4 the Government Access Cable TV Channel.

5 Section 6. Accessibility. Public documents, including the agendas and  
6 minutes, can be provided in various accessible formats. Please contact the  
7 Clerk of the Council at the Council Office if a certain type of accessible format  
8 is needed. In addition to the information specified above, all notices shall  
9 include the following language:

10 “NOTICE TO PERSONS WITH DISABILITIES: If you have a disability and  
11 require special assistance to participate in this meeting, please contact the  
12 Council Office as soon as possible before the meeting date at 505-768-3100 or  
13 by TTY at 1-800-659-8331.”

14 Section 7. Committee Meetings. Notice of committee meetings shall be  
15 equal to that specified in Sections 5 of this resolution. Council committees do  
16 not hold emergency meetings.

17 Section 8. Cancellations and Different Meeting Times and Locations.  
18 Meetings may be cancelled or scheduled at different times and locations than  
19 set forth herein. The announcement of such changes should be made, when  
20 possible, at a prior meeting of the full Council or Council Committee.

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