

# CITY of ALBUQUERQUE

## TWENTY SIXTH COUNCIL

COUNCIL BILL NO. F/S R-24-81 ENACTMENT NO. R. 2024. 079

SPONSORED BY: Tammy Fiebelkorn and Dan Champine

1 RESOLUTION  
2 DIRECTING THE CITY ADMINISTRATION TO CREATE AN ARTIFICIAL  
3 INTELLIGENCE POLICY WORKING GROUP, REQUIRING DEVELOPMENT OF A  
4 CITY OF ALBUQUERQUE ARTIFICIAL INTELLIGENCE POLICY, PROVIDING AN  
5 APPROPRIATION TO THE DEPARTMENT OF TECHNOLOGY AND  
6 INNOVATION.

7 WHEREAS, the City of Albuquerque embraces a new culture of accountable  
8 empowerment with the rise of Artificial Intelligence (AI); and

9 WHEREAS, the City of Albuquerque is committed to responsible and  
10 ethical use of AI, through principles that ensure transparency, fairness,  
11 accountability, and the protection of individual human rights in all AI-related  
12 activities conducted by the City of Albuquerque; and

13 WHEREAS, AI has evolved to Generative AI, a class of computer software  
14 and systems, or functionality within systems, that uses large language  
15 models, algorithms, deep-learning, and machine learning models, and are  
16 capable of generating new content, including but not limited to text, images,  
17 video, and audio, based on patterns and structures of input data; and

18 WHEREAS, AI can expand the breadth and depth of creativity across all  
19 skill levels, produce quality content, enhance the capability of City of  
20 Albuquerque policies and procedures, and enable the quick gathering and  
21 analysis of data to improve the development of policies and the delivery of  
22 services; and

23 WHEREAS, City Departments such as the Department of Technology and  
24 Innovation and Albuquerque Fire Rescue are already employing AI to increase  
25 efficiencies in operations, and other Departments are researching potential AI  
26 uses employed in peer-cities around the country; and

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1        WHEREAS, AI must be applied with great care as it also has the potential of  
2 perpetuating discrimination, social inequities, privacy violations, consent  
3 issues, security risks, environmental impacts, and deeper concentration of  
4 power, among many other potential negative impacts; and

5        WHEREAS, a careful, prudent and well-planned AI policy will protect  
6 against misuse and drive innovation, support increased efficiencies in  
7 operations and improve experiences for community engagement; and

8        WHEREAS, the City of Albuquerque is committed to designing, developing,  
9 and deploying AI technologies in a responsible, ethical, and empowering  
10 manner; and

11        WHEREAS, the first step to ensuring responsible and ethical use of AI  
12 technologies is to initiate a collaborative process to develop the City of  
13 Albuquerque’s overall AI policy where technical experts and local  
14 stakeholders participate in a working group to share their experience and co-  
15 develop the City of Albuquerque’s AI policy; and

16        WHEREAS, the City of Albuquerque Department of Technology and  
17 Innovation has initiated development of internal policies to guide the use of AI  
18 by City Departments. A draft policy has been submitted to the Technical  
19 Review Committee and that can be further reviewed and expanded upon by  
20 the working group; and

21        WHEREAS, it is in the best interest of the City of Albuquerque and the  
22 community for the City Council to be proactive and enact legislation that  
23 requires the creation of a policy framework to guide the continued use of AI in  
24 City of Albuquerque operations, encourage innovation among the City of  
25 Albuquerque’s existing contractors and vendors while creating a business  
26 and regulatory environment that is welcoming to technology companies  
27 emerging in the field of AI.

28 **BE IT RESOLVED BY THE COUNCIL, THE GOVERNING BODY OF THE CITY OF**  
29 **ALBUQUERQUE:**

30        **SECTION 1.** The Administration and the City Council shall convene an AI  
31 Working Group that is staffed by the Department of Technology and  
32 Innovation (DTI), provided support by the City Council Services Department as  
33 needed, and includes members from City Staff and stakeholders from the

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1 community. The working group should include staff from the following City  
2 Departments:

- 3 • Department of Technology and Innovation (DTI),
- 4 • City Council Services Department,
- 5 • Mayor’s Office,
- 6 • City Clerk’s Office,
- 7 • Albuquerque Police Department’s Real Time Crime Center,
- 8 • General Services Department - Energy & Sustainability Management  
9 Division,
- 10 • Human Resources Department,
- 11 • Office of Equity and Inclusion,
- 12 • Legal Department,
- 13 • Planning Department - Albuquerque Geographical Information Systems  
14 Division, and
- 15 • Department of Finance and Administration – Purchasing Division.

16 The working group shall include stakeholders from the following community  
17 entities and other stakeholder groups that the Administration and City Council  
18 identify over the course of their research and deliberation:

- 19 • City of Albuquerque’s Information Services Commission,
- 20 • Albuquerque Police Officers’ Association
- 21 • American Federation of State, County and Municipal Employees  
22 (AFSCME) Council 18: New Mexico and Colorado
- 23 • Civil Rights Advocates
- 24 • Community Members
- 25 • International Association of Fire Fighters (IAFF) Local 244
- 26 • Software Vendors
- 27 • Representatives from the University of New Mexico Department of  
28 Computer Sciences and other local universities and colleges doing research  
29 in software sciences and computer sciences, including students, staff, and  
30 researchers,
- 31 • State of New Mexico researchers, staff, and elected officials involved in  
32 the research and development of AI policy for the State of New Mexico.



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1 SECTION 2. The working group shall be responsible for working together to  
2 produce an AI Policy including, but not limited to, the following deliverables:

3 • *Policy Documents:* Develop documents with language that is easily  
4 accessible and understood by community members to include:

5 • *AI Policy Mission Statement and Implementation:* Develop an AI policy  
6 statement for the City of Albuquerque that includes the legal status of the AI  
7 policy governance structure Ordinance or Administration Instruction, and  
8 prioritization matrix identifying possible uses of AI.

9 • *Definitions:* Identify and define key terms related to AI development and  
10 implementation derived from definitions included in peer-cities' policy,  
11 federal and state policy documents and reports, and studies pertaining to  
12 creating AI standards.

13 • *Inventory of Current AI Practices of City Departments:* Inventory and  
14 compile into a report the current use of AI by City Departments, the resources  
15 and skills required by City staff and/or contractors to successfully utilize AI,  
16 the levels of risk of associated with the City of Albuquerque's AI applications,  
17 the potential positive and negative impacts of Departments' use of AI, and  
18 monetary costs associated with utilizing AI.

19 • *Community Engagement Plan:* Create a process by which public  
20 engagement will occur in the development of the AI Policy and procedures  
21 within the AI Policy to provide for continual public engagement in the City of  
22 Albuquerque's use of AI. This should include, but is not limited to, gathering  
23 input as to the purpose, objectives, engagement principles and strategies,  
24 and equity and accessibility components of an AI policy. There shall also be a  
25 continual community engagement component of the policy that includes  
26 procedures for;

27 - Regularly disseminating to the community information  
28 gathered through AI by City staff and contractors,

29 - Ensuring information quality, reproducibility, and  
30 transparency, along with verification processes,

31 - Protecting the public.

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- 1       • ***Integration of AI into the Operations of City Government:*** Develop  
2 processes to use AI to support the work of City of Albuquerque employees  
3 and contractors and offer AI tools to the public to improve the delivery of City  
4 Services. Development of the policy should include procedures for:
  - 5               – Identifying jobs that might be impacted by AI, up-skilling  
6 and/or re-skilling possible needs, tools for addressing problems created by  
7 AI, bias mitigation protocols, pilot projects, legal and regulatory  
8 considerations,
  - 9               – Integrating AI into the planning and procurement process  
10 that determine AI architecture, conduct readiness assessment, and develop  
11 data systems,
  - 12              – Conducting AI product review, piloting, and security  
13 testing.
- 14       • ***Training City Staff, Contractors, and Community Members in the Use of***  
15 ***AI:*** Training City Staff and the public to create prompts, determining what  
16 prompts can and cannot be used, verifying the accuracy of responses, and  
17 avoiding bias, discrimination, privacy violations, intellectual property right  
18 violations, etc. Training should include information source disclosure  
19 procedures, scenario training, and responsible experimentation methods.
  - 20              • ***Code of Ethics:*** Create protocols to account for transparency, fairness,  
21 equity, and secure the use of AI and assigning responsibility for managing  
22 the implementation and monitoring of the City of Albuquerque’s use of AI.
  - 23              • ***Privacy and Security Protocol:*** Develop a process by which City staff,  
24 contractors, and community member data is managed and reviewed for  
25 inaccuracy, cyber security, intellectual property infringements, regulatory  
26 compliance, personal/individual privacy, election and referendum security,  
27 and law enforcement. This should include protocols for ensuring secure use  
28 of City staff, contractor, and community members’ data that is sensitive  
29 and/or confidential.
- 30       • ***Implementation Cost Analysis:*** Conduct a cost analysis of  
31 implementing AI technologies/applications among City Departments. The



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1 analysis should include costs associated with staffing, training, managing  
2 data, reporting data, and ensuring compliance with AI use standards.

- 3 • *Enforcement Measures to Ensure Responsible Use of AI:* Develop  
4 enforcement measures, the means by which they will be implemented, and  
5 the parties responsible for enforcement, such as an AI Enforcement Board, or  
6 expansion of the purview of the City of Albuquerque Information Services  
7 Committee.

8 SECTION 3. The Department of Technology and Innovation shall submit a  
9 Report containing an AI Policy, as prescribed in Section 2 of this Report. The  
10 Report should be submitted by Executive Communication to the City Council  
11 President within nine months of the enactment of this resolution.

12 SECTION 4. The following appropriation is hereby adjusted to the following  
13 programs from fund balance and/or revenue for operating City government in  
14 Fiscal Year 2025 to support the City of Albuquerque’s development and  
15 implementation of the policy and identification of AI best practices for AI  
16 users.

17 GENERAL FUND-110

18 Technology and Innovation Department

19 Information Services 50,000

20 SECTION 5. SEVERABILITY. If any section, paragraph, sentence, clause,  
21 word, or phrase of this Resolution is for any reason held to be invalid or  
22 unenforceable by any court of competent jurisdiction, such decision shall not  
23 affect the validity of the remaining provisions of this Resolution. The Council  
24 hereby declares that it would have passed this Resolution and each section,  
25 paragraph, sentence, clause, word, or phrase thereof irrespective of any  
26 provision being declared unconstitutional or otherwise invalid.

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1 PASSED AND ADOPTED THIS 21<sup>st</sup> DAY OF October, 2024  
2 BY A VOTE OF: 7 FOR 2 AGAINST.

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For: Baca, Champine, Fiebelkorn, Lewis, Peña, Sanchez, Rogers  
Against: Bassan, Grout

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Dan Lewis, President  
City Council

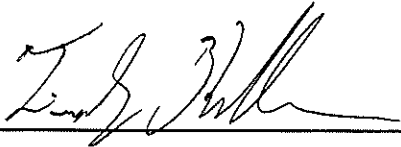
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APPROVED THIS 30 DAY OF October, 2024

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Bill No. F/S R-24-81

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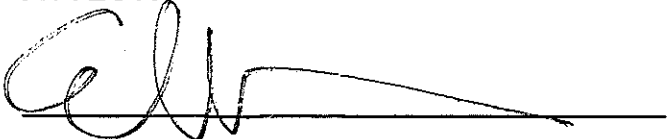


Timothy M. Keller, Mayor  
City of Albuquerque

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ATTEST:

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Ethan Watson, City Clerk

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