

CITY of ALBUQUERQUE

TWENTY SIXTH COUNCIL

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

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
 - 29 research in software sciences and computer sciences, including
 - 30 students, staff, and 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
6 policy statement for the City of Albuquerque that includes the
7 legal status of the AI policy governance structure Ordinance or
8 Administration Instruction), and a prioritization matrix identifying
9 possible uses of AI.
 - 10 • ***Definitions:*** Identify and define key terms related to AI
11 development and implementation derived from definitions
12 included in peer-cities' policy, federal and state policy documents
13 and reports, and studies pertaining to creating AI standards.
 - 14 • ***Inventory of Current AI Practices of City Departments:*** Inventory
15 and compile into a report the current use of AI by City
16 Departments, the resources and skills required by City staff
17 and/or contractors to successfully utilize AI, the levels of risk of
18 associated with the City of Albuquerque's AI applications, the
19 potential positive and negative impacts of Departments' use of AI,
20 and monetary costs associated with utilizing AI.
 - 21 • ***Community Engagement Plan:*** Create a process by which public
22 engagement will occur in the development of the AI Policy and
23 procedures within the AI Policy to provide for continual public
24 engagement in the City of Albuquerque's use of AI. This should
25 include, but is not limited to, gathering input as to the purpose,
26 objectives, engagement principles and strategies, and equity and
27 accessibility components of an AI policy. There shall also be a
28 continual community engagement component of the policy that
29 includes procedures for;
 - 30 – Regularly disseminating to the community information
31 gathered through AI by City staff and contractors,

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- Ensuring information quality, reproducibility, and transparency, along with verification processes,
 - Protecting the public.
- ***Integration of AI into the Operations of City Government:*** Develop processes to use AI to support the work of City of Albuquerque employees and contractors and offer AI tools to the public to improve the delivery of City Services. Development of the policy should include procedures for:
 - Identifying jobs that might be impacted by AI, up-skilling and/or re-skilling possible needs, tools for addressing problems created by AI, bias mitigation protocols, pilot projects, legal and regulatory considerations,
 - Integrating AI into the planning and procurement process that determine AI architecture, conduct readiness assessment, and develop data systems,
 - Conducting AI product review, piloting, and security testing.
- ***Training City Staff, Contractors, and Community Members in the Use of AI:*** Training City Staff and the public to create prompts, determining what prompts can and cannot be used, verifying the accuracy of responses, and avoiding bias, discrimination, privacy violations, intellectual property right violations, etc. Training should include information source disclosure procedures, scenario training, and responsible experimentation methods.
- ***Code of Ethics:*** Create protocols to account for transparency, fairness, equity, and secure the use of AI and assigning responsibility for managing the implementation and monitoring of the City of Albuquerque’s use of AI.
- ***Privacy and Security Protocol:*** Develop a process by which City staff, contractors, and community member data is managed and reviewed for inaccuracy, cyber security, intellectual property infringements, regulatory compliance, personal/individual

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1 privacy, election and referendum security, and law enforcement.
2 This should include protocols for ensuring secure use of City
3 staff, contractor, and community members' data that is sensitive
4 and/or confidential.

- 5 • *Implementation Cost Analysis:* Conduct a cost analysis of
6 implementing AI technologies/applications among City
7 Departments. The analysis should include costs associated with
8 staffing, training, managing data, reporting data, and ensuring
9 compliance with AI use standards.
- 10 • *Enforcement Measures to Ensure Responsible Use of AI:* Develop
11 enforcement measures, the means by which they will be
12 implemented, and the parties responsible for enforcement, such
13 as an AI Enforcement Board, or expansion of the purview of the
14 City of Albuquerque Information Services Committee.

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

19 SECTION 4. The following appropriation is hereby adjusted to the following
20 programs from fund balance and/or revenue for operating City government in
21 Fiscal Year 2025 to support the City of Albuquerque's development and
22 implementation of the policy and identification of AI best practices for AI
23 users].

24	<u>GENERAL FUND-110</u>	
25	<u>Technology and Innovation Department</u>	
26	<u>Information Services</u>	<u>50,000</u>

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