

CITY of ALBUQUERQUE

TWENTY SIXTH COUNCIL

COUNCIL BILL NO. 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 is committed to responsible and
8 ethical use of Artificial Intelligence (AI) through principles that ensure
9 transparency, fairness, accountability, and the protection of individual human
10 rights in all AI-related activities conducted by the City and the community; and

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

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

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

24 WHEREAS, AI must be applied with great care as it also has the potential of
25 perpetuating discrimination, social inequities, privacy violations, consent

[Bracketed/Underscored Material] - New.
[Bracketed/Strikethrough Material] - Deletion.

[Bracketed/Underscored Material] - New.
[Bracketed/Strikethrough Material] - Deletion.

1 issues, security risks, environmental impacts, and deeper concentration of
2 power, among many other potential negative impacts; and

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

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

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

14 WHEREAS, it is in the best interest of the City and the community for the
15 City Council to be proactive and enact legislation that requires the creation of
16 a policy framework to guide the continued use of AI moving forward.

17 **BE IT RESOLVED BY THE COUNCIL, THE GOVERNING BODY OF THE CITY OF
18 ALBUQUERQUE:**

19 SECTION 1. The Administration and the City Council shall convene an AI
20 Working Group that is staffed by the Department of Technology and
21 Innovation (DTI), provided support by the City Council Services Department as
22 needed, and includes technical members from City Staff and stakeholders
23 from the community. The working group should include staff from the
24 following City Departments:

- 25 • Department of Technology and Innovation (DTI),
- 26 • City Council Services Department,
- 27 • Mayor’s Office,
- 28 • City Clerk’s Office,
- 29 • Albuquerque Police Department’s Real Time Crime Center,
- 30 • General Services Department - Energy & Sustainability Management
31 Division,
- 32 • Human Resources Department,
- 33 • Office of Equity and Inclusion,

[Bracketed/Underscored Material] - New.
[Bracketed/Strikethrough Material] - Deletion.

- 1 • Legal Department, and
- 2 • Planning Department - Albuquerque Geographical Information Systems
- 3 Division,

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

- 7 • City of Albuquerque’s Information Services Commission,
- 8 • Albuquerque Police Officers' Association
- 9 • American Federation of State, County and Municipal Employees
- 10 (AFSCME) Council 18: New Mexico and Colorado
- 11 • Civil Rights Advocates
- 12 • Community Members
- 13 • International Association of Fire Fighters (IAFF) Local 244
- 14 • Software Vendors
- 15 • Representatives from the University of New Mexico Department of
- 16 Computer Sciences and other local universities and colleges doing
- 17 research in software sciences and computer sciences, including
- 18 students, staff, and researchers,

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

- 21 • ***Policy Documents:*** Develop documents with language that is easily
22 accessible and understood by community members to include:
 - 23 • ***AI Policy Mission Statement and Implementation:*** Develop an AI
24 policy statement that includes the legal status of the AI policy
25 governance structure (Ordinance or Administrative Instruction),
26 and a prioritization matrix identifying where and when AI is
27 intended to be implemented.
 - 28 • ***Definitions:*** Identify and define key terms related to AI
29 development and implementation derived from definitions
30 included in peer-cities’ policy, federal and state policy documents
31 and reports, and studies pertaining to creating AI standards.

[Bracketed/Underscored Material] - New.
[Bracketed/Strikethrough Material] - Deletion.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30

- ***Inventory of Current AI Practices of City Departments:*** Inventory and compile into a report the current use of AI by City Departments, the resources and skills required by City staff and/or contractors to successfully utilize AI, the potential positive and negative impacts of Departments’ use of AI, and monetary costs associated with utilizing AI.
- ***Community Engagement Plan:*** Create a process by which public engagement will occur in the development of the AI Policy and procedures within the AI Policy to provide for continual public engagement in the City’s use of AI. This should include, but is not limited to, gathering input as to the purpose, objectives, engagement principles and strategies, and equity and accessibility components of an AI policy. There shall also be a continual community engagement component of the policy that includes procedures for;
 - Regularly disseminating to the community information gathered through AI by City staff and contractors,
 - Ensuring information quality, reproducibility, and transparency, along with verification processes,
 - Using the City’s public AI channels, and
 - Protecting the public.
- ***Integration of AI into the Operations of City Government:*** Develop processes to use AI to support the work of City 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,

[Bracketed/Underscored Material] - New.
[Bracketed/Strikethrough Material] - Deletion.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32

- Integrating AI into the planning and procurement process that determine AI architecture, conduct readiness assessment, 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’s use of AI.
- ***Privacy and Security Protocol:*** Develop a process by which City staff, contractor, and community member data is managed and reviewed for inaccuracy, cyber security, intellectual property infringements, regulatory compliance, personal/individual privacy, election and referendum security, and law enforcement. This should include protocols for ensuring secure use of City staff, contractor, and community members’ data that is sensitive and/or confidential.
- ***Implementation Cost Analysis:*** Conduct a cost analysis of implementing AI technologies/applications among City Departments. The analysis should include costs associated with staffing, training, managing data, reporting data, and ensuring compliance with AI use standards.
- ***Enforcement Measures to Ensure Responsible Use of AI:*** Develop enforcement measures, the means by which they will be implemented, and the parties responsible for enforcement, such

[Bracketed/Underscored Material] - New.
[Bracketed/Strikethrough Material] - Deletion.

1 as a Chief Technology Officer position, an AI Enforcement Board,
2 or expansion of the purview of the City of Albuquerque
3 Information Services Commission.

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

8 SECTION 4. The following appropriation is hereby adjusted to the following
9 programs from fund balance and/or revenue for operating City government in
10 Fiscal Year 2025 to support the development and implementation of the policy
11 and identification of best practices with all AI uses:

12 GENERAL FUND-110

13 Technology and Innovation Department

14 Information Services 40,000

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

22
23
24
25
26
27
28
29
30
31
32
33