

# CITY of ALBUQUERQUE

## TWENTY FIFTH COUNCIL

COUNCIL BILL NO.       R-22-66       ENACTMENT NO. \_\_\_\_\_

SPONSORED BY: Isaac Benton

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

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

13       **WHEREAS, any meetings subject to the Open Meetings Act at which the**  
14 **discussion or adoption of any proposed ordinance, resolution, rule, regulation**  
15 **or formal action occurs shall be held only after reasonable notice to the**  
16 **public; and**

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

20 **BE IT RESOLVED BY THE COUNCIL, THE GOVERNING BODY OF THE CITY OF**  
21 **ALBUQUERQUE:**

22       **Section 1. Location of Meetings. Meetings of the full Council shall**  
23 **normally be held in the Vincent E. Griego Chambers, Basement Level of the**  
24 **Albuquerque Government Center at One Civic Plaza NW, near the intersection**  
25 **of 5<sup>th</sup> Street and Marquette Ave. NW, Albuquerque, New Mexico 87102. In the**  
26 **event that meetings with in-person, physical attendance is not possible or**

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1 advisable due to a public health emergency or otherwise, virtual meetings will  
2 be held and available for viewing at [www.cabq.gov/govtv](http://www.cabq.gov/govtv) and  
3 <https://www.youtube.com/c/GOVTVBoardsCommissionMeetings>.

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

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

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

27 Section 5. Committee Meetings. City Council Committee meetings may  
28 be called by the chair of a committee upon reasonable notice. The notice shall  
29 include information on how members of the public may obtain a copy of the  
30 agenda. The agenda shall be available to the public at least 72 hours before  
31 any committee meeting. Council Committees do not hold emergency  
32 meetings.

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1       Section 6.   Location of Notice for all Meetings. For the purpose of  
2 meetings described in Sections 2, 3, 4 and 5 of this resolution, notice  
3 requirements are met by posting a notice of the date, time, location and the  
4 agenda on the 9<sup>th</sup> floor lobby of the Albuquerque Government Center and  
5 posted on the Albuquerque City Council web site ([www.cabq.gov/council](http://www.cabq.gov/council)). The  
6 Clerk of the Council shall also provide copies of the agendas to those  
7 broadcast stations licensed by the Federal Communications Commission and  
8 newspapers of general circulation in Albuquerque, which entities have made a  
9 written request for notice of public meetings. Such notice shall be provided to  
10 the Government Access Cable TV Channel.

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

16       “NOTICE TO PERSONS WITH DISABILITIES: If you have a disability and  
17 require special assistance to participate in this meeting, please contact the  
18 Council Office as soon as possible before the meeting date at 505-768-3100.  
19 Those in need of hearing assistance may call 711.”

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