

CITY of ALBUQUERQUE

TWENTY FOURTH COUNCIL

COUNCIL BILL NO. R-20-102 ENACTMENT NO. _____

SPONSORED BY: Pat Davis

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/Bernalillo County Government Center at One Civic Plaza NW,
25 near the intersection of 5th Street and Marquette Ave. NW, Albuquerque, New
26 Mexico 87102. In the event that meetings with in-person, physical attendance

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1 is not possible or advisable due to a public health emergency or otherwise,
2 virtual meetings will be held and available for viewing at www.cabq.gov/govtv
3 and <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. The final agenda will be available 72 hours prior to
8 the meeting from the Clerk of the Council, whose office is located in the
9 Albuquerque/Bernalillo County Government Center, One Civic Plaza NW, 9th
10 Floor, Suite 9087. The Clerk of the Council shall post, if possible, a draft listing
11 of agenda items to come before the full Council on the Albuquerque City
12 Council web site (www.cabq.gov/council) at least five days prior to the
13 meeting, subject to revision until the agenda is deemed final.

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

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

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

32 Section 6. Location of Notice for all Meetings. For the purpose of
33 meetings described in Sections 2, 3, 4 and 5 of this resolution, notice

1 requirements are met by posting a notice of the date, time, location and the
2 agenda in the lobby of the Albuquerque/Bernalillo County Government Center
3 and posted on the Albuquerque City Council web site (www.cabq.gov/council).
4 The Clerk of the Council shall also provide copies of the agendas to those
5 broadcast stations licensed by the Federal Communications Commission and
6 newspapers of general circulation in Albuquerque, which entities have made a
7 written request for notice of public meetings. Such notice shall be provided to
8 the Government Access Cable TV Channel.

9 Section 7. Accessibility. Public documents, including the agendas and
10 minutes, can be provided in various accessible formats. Please contact the
11 Clerk of the Council at the Council Office if a certain type of accessible format
12 is needed. In addition to the information specified above, all notices shall
13 include the following language:
14 “NOTICE TO PERSONS WITH DISABILITIES: If you have a disability and
15 require special assistance to participate in this meeting, please contact the
16 Council Office as soon as possible before the meeting date at 505-768-3100.
17 Those in need of hearing assistance may call 711.”

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

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