CITY of ALBUQUERQUE
TWENTY FOURTH COUNCIL

COUNCIL BILL NO. R-21-196 ENACTMENT NO. _____

SPONSORED BY: Cynthia D. Borrego

RESOLUTION

Determining Reasonable Notice Of Public Meetings Of The City Council (Borrego)

DETERMINING REASONABLE NOTICE OF PUBLIC MEETINGS OF THE CITY COUNCIL.

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

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

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

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

Section 1. Location of Meetings. Meetings of the full Council shall normally be held in the Vincent E. Griego Chambers, Basement Level of the Albuquerque/Bernalillo County Government Center at One Civic Plaza NW, near the intersection of 5th Street and Marquette Ave. NW, Albuquerque, New Mexico 87102. In the event that meetings with in-person, physical attendance is not possible or advisable due to a public health emergency or otherwise, virtual meetings will

be held and available for viewing at www.cabq.gov/govtv <http://www.cabq.gov/govtv> and <https://www.youtube.com/c/GOVTVBoardsCommissionMeetings>.

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

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

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

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

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

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

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

Committee.

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