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CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2020-1

INTRODUCED BY:

Mayor Alan Webber

A RESOLUTION

**REPEALING RESOLUTION NO. 2019-1 RELATING TO THE OPEN MEETINGS ACT; AND
ADOPTING ANNUAL NOTICE REQUIREMENTS.**

WHEREAS, the New Mexico Open Meetings Act (“Open Meetings Act”), NMSA 1978, Sections 10-15-1 to -4, requires that public bodies “determine at least annually in a public meeting what notice for a public meeting is reasonable when applied to that body”; and

WHEREAS, the Open Meetings Act governs the Governing Body and the Governing Body’s subordinate policymaking bodies;

WHEREAS, the City desires to repeal its prior year’s Open Meeting Act Resolution, Resolution No. 2019-1, and to adopt new notice requirements for the City’s policymaking bodies; and

WHEREAS, the City of Santa Fe seeks to give annual notice to the public of its determination, pursuant to NMSA 1978, Section 10-15-1(D), that seventy-two (72) hours’ notice prior to its meetings and the meetings of its subordinate policymaking bodies is deemed by the City to be reasonable notice.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE
CITY OF SANTA FE:**

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- Section 1.** Resolution No. 2019-1 is hereby repealed.
- Section 2.** The applicability of the Open Meetings Act to the City's policymaking bodies is recognized.
- Section 3.** The notice requirements set forth below are hereby adopted.
 - A. The City shall give a minimum of seventy-two (72) hours' notice of all regular meetings of the Governing Body and its subordinate policymaking bodies.
 - B. The notice shall include the date, time, and place of the planned meeting and a list of specific items of business to be discussed or transacted at the meeting or information on how the public may obtain a copy of such an agenda.
 - C. The City shall make the notice available to the public and news media through reasonable means, including posting on the City's website.
 - D. The agenda shall be filed, recorded, and posted with the office of the City Clerk.
- Section 4. Regular Meetings of the Governing Body**
 - A. Unless otherwise specified, regular meetings of the Governing Body shall be held on the second and last Wednesday of each month in two sessions: the afternoon session, which begins at 5:00 p.m. for presentations, committee hearings, and approval of consent calendar items; and the evening session, which begins either at 7:00 p.m. or at the conclusion of the afternoon session, but no earlier than 7:00 p.m., for petitions from the floor, public hearings, or matters of public importance.
 - B. Unless otherwise specified, regular meetings are held in the City Council Chambers of the municipal building of the City, located at 200 Lincoln Avenue, Santa Fe. In the event a study session is called, notice shall follow the same requirements of a special meeting as specified in Paragraph A of Section 5, below.

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Section 5: Special Meetings

- A. The City shall provide a minimum of 72 hours' notice of all special meetings of the Governing Body and its subordinate policymaking bodies.
- B. Unless otherwise specified, special meetings are held at the same place specified in Paragraph B of Section 4. The date, time, and place of a special meeting shall appear on the agenda and be made available to the public and news media through reasonable means including posting on the City's website.
- C. The agenda shall be filed, recorded, and posted with the office of the City Clerk.

Section 6: Quasi-Judicial Committees and Subordinate Policymaking Bodies

- A. The Governing Body hereby requires that every quasi-judicial committee, board, or commission, including but not limited to the planning commission, historic design review board, and board of adjustment, follow the same notice requirements as the Governing Body, and as provided in this resolution and the Open Meetings Act.
- B. The Governing Body of the City hereby requires that all other policymaking boards, commissions, and committees shall follow the same notice requirements as provided by the Open Meetings Act.

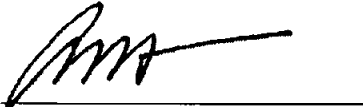
Section 7: Emergency Meetings

- A. Pursuant to its procedural rules, the Governing Body or subordinate policymaking body may call, with, if possible, up to 24-hours' notice, a meeting to consider any matter that needs emergency treatment because of a clear and present danger to the health, welfare, or safety of the people of the City. When possible, 24-hour telephonic notice will be given to all media who normally cover City meetings before the emergency meeting commences.
- B. The notice for all emergency meetings shall include an agenda for the meeting

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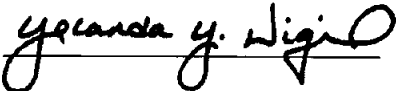
or information on how the public may obtain a copy of the agenda. Unless there is a state of national emergency already declared for the same reasons, within ten days of taking action on an emergency matter, the City will notify the Attorney General's Office that the emergency meeting took place.

PASSED, APPROVED, AND ADOPTED this 8th day of January, 2020.



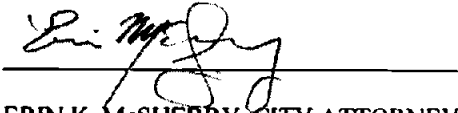
ALAN M. WEBBER, MAYOR

ATTEST:



YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:



ERIN K. McSHERRY, CITY ATTORNEY