



1 commission or committee. At least once a year, each public board, commission or committee  
2 shall determine what is reasonable notice to the public; provided that in no event shall notice be  
3 less than the notice required for Council ...”

4 **BE IT RESOLVED BY THE CABLE FRANCHISE AND HEARING BOARD THAT ITS**  
5 **MEETING SCHEDULE IN 2018 WILL BE AS FOLLOWS:<sup>1</sup>**

6 **SECTION 1. Location of Meetings.** Meetings of the Cable Franchise and Hearing  
7 Board shall normally be held in the City Council Committee Room, Room 9081 on the ninth  
8 floor of the Albuquerque City/Bernalillo County Government Center, One Civic Plaza NW, near  
9 the intersection of Fifth Street and Marquette Avenue NW, Albuquerque, New Mexico 87102, or  
10 as indicated on the applicable meeting notice.

11 **SECTION 2. Regular Meetings.** Unless otherwise specified, regular meetings of the  
12 Cable Franchise and Hearing Board shall be held on the second Tuesday of every month at 5:30  
13 p.m. beginning on June 12, 2018, except the Cable Board will not hold a regular meeting on  
14 August 14.<sup>2</sup> The Cable Board will hold monthly meetings until October 1, 2018. After October  
15 1, 2018, the Cable Board will hold its regular meetings every other month. The agenda will be  
16 available at least seventy-two (72) hours prior to the meeting from the City of Albuquerque  
17 Legal Department, on the fourth floor of the Albuquerque City/Bernalillo County Government  
18 Center, One Civic Plaza NW, Albuquerque, New Mexico 87102. The agenda will also be posted  
19 on the Cable Franchise and Hearing Board’s webpage at [https://www.cabq.gov/cable-  
franchise/events/cable-franchise-and-hearing-board-meeting](https://www.cabq.gov/cable-<br/>20 franchise/events/cable-franchise-and-hearing-board-meeting).

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<sup>1</sup> Resolution 2018-01 supersedes and replaces Resolution 2017-01.

<sup>2</sup> In 2018, the Cable Franchise and Hearing Board will hold special meetings on April 17, May 15, and August 7; and the Cable Board will hold regular meetings on June 12, July 10, September 11, and November 13.

1           **SECTION 3. Other Regular Meetings.** Notice of regular meetings other than those  
2 described in Section 2 of this resolution will be given ten days in advance of the meeting date.  
3 The notice will include a copy of the agenda or information on how a copy of the agenda may be  
4 obtained. If not included in the notice, the agenda will be available at least seventy-two (72)  
5 hours before the meeting and posted on the Cable Franchise and Hearing Board’s webpage at  
6 <https://www.cabq.gov/cable-franchise/events/cable-franchise-and-hearing-board-meeting>.

7           **SECTION 4. Special Meetings.** **In 2018, the Cable Franchise and Hearing Board**  
8 **will hold special meetings on April 17, May 15, and August 7 beginning at 5:30 p.m.** The  
9 Chair of the Cable Franchise and Hearing Board or a majority of the members may call  
10 additional special meetings upon notice of at least seventy-two hours. The notice of meeting  
11 shall include a copy of the agenda or information on how to obtain a copy of the agenda. The  
12 agenda must also be available at least seventy-two hours before the meeting and posted on the  
13 Cable Franchise and Hearing Board’s webpage at [https://www.cabq.gov/cable-](https://www.cabq.gov/cable-franchise/events/cable-franchise-and-hearing-board-meeting)  
14 [franchise/events/cable-franchise-and-hearing-board-meeting](https://www.cabq.gov/cable-franchise/events/cable-franchise-and-hearing-board-meeting).

15           **SECTION 5. Emergency Meetings.** Emergency meetings will be called only under  
16 unforeseen circumstances that demand immediate action to protect the health, safety and  
17 property of citizens or to protect the public body from substantial financial loss. The Chair of the  
18 Cable Franchise and Hearing Board or a majority of the members may call an emergency  
19 meeting upon prior notice of at least twenty-four (24) hours unless threat of personal injury or  
20 property damage requires less notice. The notice for any emergency meeting shall include a  
21 copy of the agenda or information on how to obtain a copy of the agenda.

22           **SECTION 6. Regular Meeting Notice Requirements.** Notice requirements for regular  
23 meetings are met by posting the notices containing the meeting date, time, place and agenda in

1 the lobby of the Albuquerque Bernalillo County Government Center at One Civic Plaza NW,  
2 Albuquerque, New Mexico 87102 and posting the notices on the Cable Franchise and Hearing  
3 Board’s webpage at [https://www.cabq.gov/cable-franchise/events/cable-franchise-and-hearing-  
5 board-meeting](https://www.cabq.gov/cable-franchise/events/cable-franchise-and-hearing-<br/>4 board-meeting).

5 **SECTION 7. Special and Emergency Meeting Notice Requirements.** Notice  
6 requirements for special and emergency meetings are met by posting the notices containing the  
7 meeting date, time, place and agenda in the lobby of the Albuquerque Bernalillo County  
8 Government Center at One Civic Plaza NW, Albuquerque, New Mexico 87102 and posting the  
9 notices on the Cable Franchise and Hearing Board’s webpage at [https://www.cabq.gov/cable-  
11 franchise/events/cable-franchise-and-hearing-board-meeting](https://www.cabq.gov/cable-<br/>10 franchise/events/cable-franchise-and-hearing-board-meeting).

11 **SECTION 8. Cancellations and Changes of Venue or Meeting Time.** Cancellations  
12 and changes to meeting times and locations may be announced at prior meetings of the Cable  
13 Franchise and Hearing Board or through the notice requirements contained in this Resolution.

14 **SECTION 9. Accessibility.** In addition to the information specified above, all meeting  
15 notices shall include the following language:

16 If you need a reader, amplifier, qualified sign language interpreter or any  
17 other form of auxiliary aid or service to attend or participate in the meeting,  
18 please contact the City Attorney’s Office (768-4500) at least two days prior  
19 to the meeting or as soon as possible. Public documents, including the  
20 agenda and minutes, can be provided in various accessible formats. Please  
21 contact the City Attorney’s Office if an accessible format is needed.  
22

23 **SECTION 10. Closed Meetings.** The Cable Franchise and Hearing Board may close a  
24 meeting to the public only if the Open Meetings Act in Section 10-15-1(H) exempts the subject  
25 matter of such discussion or action from the open meeting requirements.

26 **SECTION 10(a).** If any meeting is closed during an open meeting, such closure shall be  
27 approved by a majority vote of a quorum of the Cable Franchise and Hearing Board taken during

1 an open meeting. The authority for the closed meeting and the subjects to be discussed shall be  
2 stated with reasonable specificity in the Motion to Close the Meeting. The vote of each  
3 individual member on the Motion to Close the Meeting shall be recorded in the minutes. Only  
4 those subjects specified in the Motion may be discussed in the closed meeting.

5 **SECTION 10(b).** The closed meeting shall not be held until public notice which is  
6 appropriate under the circumstances, including the specific provision of the law authorizing the  
7 closed meeting and the subjects to be discussed with reasonable specificity, is given to the  
8 members and the general public.

9 **SECTION 10(c).** The minutes of the closed portion of the meeting shall state whether  
10 the matters discussed in the closed meeting were limited only to those specified in the Motion or  
11 Notice to Close the Meeting.

12 **SECTION 10(d).** Except as provided in Section 10-15-1(H) of the Open Meetings Act,  
13 any action taken as a result of discussions in a closed meeting shall be made by vote of the Cable  
14 Franchise and Hearing Board in an open meeting.

15 **SECTION 11. The Schedule of the Cable Franchise and Hearing Board’s Special**  
16 **and Regular Meetings in 2018, all beginning at 5:30 p.m., is as follows:**

17 **Special Meeting April 17, 2018**

18 **Special Meeting May 15, 2018**

19 **Regular Meeting June 12, 2018**

20 **Regular Meeting July 10, 2018**

21 **Special Meeting August 7, 2018**

22 **Regular Meeting September 11, 2018**

23 **Regular Meeting November 13, 2018**

1 **PASSED AND ADOPTED BY THE CABLE FRANCHISE AND HEARING BOARD on**  
2 **this 17th day of April, 2018.**

3 **BY A VOTE OF: 2 FOR AND 0 AGAINST.**

4

5 */s/ Brian White*  
6 **Brian White, Chair**

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8

9

10 */s/ Giovanni Alexander Haqani*  
11 **Giovanni Alexander Haqani, Member**

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14 **Sandy Barnhart y Chavez, Member (Absent)**