

CITY of ALBUQUERQUE TWENTY SIXTH COUNCIL

COUNCIL BILL NO. C/S O-25-70 ENACTMENT NO. 0.2025.010

SPONSORED BY: Brook Bassan

ORDINANCE

AMENDING ORDINANCE CHAPTER 2, ARTICLE 6, PART 1 RELATING TO PUBLIC BOARDS, COMMISSIONS, AND COMMITTEES.

WHEREAS, the City is committed to ensuring the effective functioning and governance of its boards, committees, and commissions; and

WHEREAS, clear and efficient appointment processes will help avoid extended vacancies on boards, committees, and commissions by ensuring members are timely put in place that can carry out the intended functions of the entities; and

WHEREAS, defining expectations for decorum, code of conduct, and social media use ensures the appropriate and productive functioning of boards, committees, and commissions; and

WHEREAS, periodic reviews of the ordinances governing boards and commissions are necessary to ensure they remain relevant, efficient, and responsive to the needs of the City; and

WHEREAS, a recurring task force is necessary to review these ordinances on a regular basis and provide recommendations for improvements.

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

SECTION 1. ROA 1994, Section 2-6-1-3(B) is amended as follows:

§ 2-6-1-3 MEMBERSHIP.

(B) *Appointments.*

(8) In all instances where the appointment provisions for any public board, commission, or committee require that a City Councilor submit two recommended appointees to the Mayor and the Mayor shall select one of those to serve, the following shall apply:

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1 (a) Prior to a vacancy or upon the resignation of a member, the
2 Mayor shall notify the City Councilor of the vacancy in writing.

3 (b) If the City Councilor receives at least two qualified applicants for
4 the vacant position, the Councilor shall submit two recommended appointees
5 to fill that position within 60 days following the Mayor's notification of
6 vacancy. The Mayor shall then recommend one of the two individuals
7 recommended by the City Councilor for appointment with the advice and
8 consent of the City Council. The Mayor shall deliver to the City Council the
9 Mayor's recommendation from the two names submitted within 30 calendar
10 days of delivery of the two names to the Mayor. If the Mayor fails to timely
11 make a recommendation from the two names submitted, the City Councilor
12 who submitted the names may appoint one of the two recommended
13 members, subject to the advice and consent of the City Council. If a Councilor
14 fails to submit two names within 60 days of the Mayor's written notification of
15 vacancy, the Mayor may make the appointment, subject to the advice and
16 consent of the City Council.

17 (c) In the event that the City Councilor receives only one qualified
18 applicant for a position within a 60-day period following the Mayor's
19 notification of a vacancy, then a City Councilor may submit one recommended
20 appointee to the Mayor, and within 30 calendar days of delivery, the Mayor
21 shall submit the recommendation to the City Council for appointment with the
22 advice and consent of the City Council. If the Mayor fails to timely submit the
23 recommendation, the City Councilor who submitted the name may appoint the
24 member, subject to the advice and consent of the City Council.

25 SECTION 2. A new Section 7 is added to ROA 1994, Chapter 2, Article 6,
26 Part 1, as follows:

27 §2-6-1-7. DECORUM, CODE OF CONDUCT, AND SOCIAL MEDIA.

28 All members of Public Boards, Commissions, and Committees are expected to
29 follow the following guidelines for ethical conduct:

30 (A) Decorum.

31 (1) Discussions should stay focused on the topic at hand. Board
32 members and speakers should avoid personal attacks, side conversations, or
33 interruptions that distract from the business being addressed.

1 **(2) The Chair may intervene (make a “point of order”) if the**
2 **discussion strays from the topic or lacks professionalism. The Chair will then**
3 **provide guidance to steer the conversation back on track.**

4 **(B) Code of Conduct.**

5 **(1) Integrity: We act honestly, ethically, and impartially in all our**
6 **decisions and actions. We take full responsibility for our conduct and hold**
7 **ourselves accountable as members of this board.**

8 **(2) Transparency: We strive for transparency and openness in all**
9 **board activities, including decision-making, stakeholder communication, and**
10 **public information dissemination. We foster trust and confidence through**
11 **open and honest engagement.**

12 **(3) Impartiality: We approach all matters with an open mind, free from**
13 **bias, prejudice, or favoritism. Our decisions and recommendations are based**
14 **solely on merit, evidence, and the principles of fairness.**

15 **(4) Confidentiality: We safeguard sensitive information obtained**
16 **during our board activities, strictly adhering to applicable laws and**
17 **regulations regarding data protection and confidentiality.**

18 **(5) Respect: We treat everyone with dignity, respect, and empathy,**
19 **recognizing and valuing the diversity of perspectives and experiences we**
20 **encounter.**

21 **(6) Independence: We think, judge, and act independently. We resist**
22 **undue influence, pressure, or interference from outside forces, maintaining**
23 **our autonomy and objectivity.**

24 **(7) Professionalism: We conduct ourselves with professionalism,**
25 **civility, and decorum in all board interactions, upholding the highest standards**
26 **of conduct and demonstrating respect for all involved.**

27 **(C) Social Media Personal Posts Policy.**

28 **(1) Be conscious when mixing your business and personal lives.**

29 **(2) Social media posts concerning board matters may be a matter of**
30 **public record.**

31 **(3) Do not post anything on social media regarding a pending matter**
32 **of the board.**

33 **(4) Social media posts on board matters may require the posting**

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1 board member to recuse themselves from future matters.

2 (5) Social media posts, depending on the content, may form the
3 basis for removal from the board if the posting brings into question the
4 posting member's or the board's integrity or impartiality.

5 (6) Clarify that your opinions are your own and not the official
6 position of either the board or the City of Albuquerque.

7 (7) Exercise good judgment in sharing only public information.

8 (8) Be aware that what you say is permanent.

9 (9) When in doubt, do not post/comment.

10 SECTION 3. A new Section 8 is added to ROA 1994, Chapter 2, Article 6,
11 Part 1, as follows:

12 §2-6-1-8. TASK FORCE. The Public Boards, Commissions, and Committees
13 Advisory Task Force ("Task Force") is hereby established to review the City's
14 Boards, Commissions, and Committees annually. The Task Force is an
15 advisory board and shall evaluate their effectiveness, structure, and
16 compliance with current policies and recommend any necessary amendments
17 to the City Council and the Mayor.

18 (A) The Task Force shall consist of four City employees with two-year
19 terms, appointed as follows:

20 (1) Two members appointed by the Council; and

21 (2) Two members appointed by the Mayor.

22 (B) The Task Force shall review one-third of the City's Boards,
23 Commissions, and Committees each year to ensure that each entity
24 undergoes review once every three years. For each Board, Commission, and
25 Council under review, the Task Force shall:

26 (1) Conduct a thorough review of the delegation of powers and legal
27 authority for each of the City's Public Boards, Commissions, and Committees
28 board;

29 (2) Assess the effectiveness, structure, and roles of the City's
30 Boards, Commissions, and Councils;

31 (3) Evaluate whether any Boards, Commissions, or Councils should
32 be consolidated, eliminated, or modified;

33 (4) Solicit feedback from City support staff and current Board,

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1 Commission, and Council members, as needed; and

2 (5) Prepare a report of its findings and recommendations, including
3 any proposed Ordinance amendments, and submit the report to the City
4 Council and Mayor by December 31 of each year.

5 (C) Meeting and Procedures:

6 (1) The Task Force shall convene its first meeting within forty-five
7 (45) days after all appointments have been made. Following its initial meeting,
8 the Task Force shall meet at least once annually.

9 (2) The Task Force shall elect a Chairperson at its first meeting.

10 (3) The Task Force shall meet at the call of the Chair or a majority of
11 its members.

12 (4) A quorum of the Task Force shall consist of a majority of its
13 members.

14 (D) The Office of the City Clerk shall provide the necessary
15 administrative support and resources for the Task Force to fulfill its duties. At
16 least fifteen (15) days before the first meeting of the Task Force, the City
17 Clerk's Office shall provide the Task Force with:

18 (1) A list of all Boards, Commissions, and Councils;

19 (2) Known legal authority for their creation and legal duties;

20 (3) The name and contact information of each staff member for each
21 Board, Commission, or Councils; and

22 (4) Whether the Board, Commission, or Council is an adjudicatory
23 body, advisory council, quasi-judicial body, an intergovernmental body, or
24 other similar body.

25 SECTION 4. SEVERABILITY CLAUSE. If any section, paragraph, word or
26 phrase of this Ordinance is for any reason held to be invalid, or unenforceable
27 by any court of competent jurisdiction, such decision shall not affect the
28 validity of the remaining provisions of this Ordinance. The Council hereby
29 declares that it would have passed this Ordinance and each section,
30 paragraph, sentence, clause, word or phrase thereof irrespective of any
31 provision being declared unconstitutional or otherwise invalid.

32 SECTION 5. COMPILATION. SECTION 1 of this Ordinance amends, is
33 incorporated in, and is to be compiled as part of the Revised Ordinances of

1 Albuquerque, New Mexico, 1994. SECTION 2 of this Ordinance is to be
2 compiled in the Revised Ordinances of Albuquerque, New Mexico, 1994 as a
3 new Section 7 in Chapter 2, Article 6, Part 1, titled “Decorum, Code of
4 Conduct, and Social Media.” SECTION 3 of this Ordinance is to be compiled in
5 the Revised Ordinances of Albuquerque, New Mexico, 1994 as a new Section 8
6 in Chapter 2, Article 6, Part 1, titled “Task Force.”

7 SECTION 6. EFFECTIVE DATE. This Ordinance shall take effect five (5)
8 days after publication by title and general summary.

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1 PASSED AND ADOPTED THIS 3rd DAY OF March, 2025
2 BY A VOTE OF: 9 FOR 0 AGAINST.

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9 **Brook Bassan, President**
10 **City Council**

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14 APPROVED THIS 19 DAY OF Mar, 2025

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18 **Bill No. C/S O-25-70**

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22 **Timothy M. Keller, Mayor**
23 **City of Albuquerque**

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26 **ATTEST**

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29 **Ethan Watson, City Clerk**

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