

1 AMERICANS WITH DISABILITIES ACT ADVISORY COUNCIL (ADAAC)

2 **RESOLUTION 2026**

3 **NOTICE REQUIREMENTS FOR MEETINGS OF THE COUNCIL**

4 WHEREAS, the City of Albuquerque (“City”) Americans with
5 Disabilities Act Advisory Council (“Council”) met in regular session remotely via
6 Zoom videoconference, at 1:00 pm as required by law; and

7 WHEREAS, NMSA 1978, §10-15-1(B) of the Open Meetings Act states
8 that “[A]ll meetings of a quorum of members of any board, commission,
9 administrative adjudicatory body or other policymaking body of any state agency,
10 any agency or authority of any county, municipality, district or any political
11 subdivision, held for the purpose of formulating public policy, including the
12 development of personnel policy, rules, regulations or ordinances, discussing
13 public business or for the purpose of taking any action within the authority of or
14 the delegated authority of any board, commission or other policymaking body are
15 declared to be public meetings open to the public at all times except as may be
16 otherwise provided in the Constitution of New Mexico, or the provisions of the
17 Open Meetings Act;” and

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

21 WHEREAS, §10-15-1(D) of the Open Meetings Act requires the Council
22 to determine annually what constitutes reasonable notice of its public meetings;
23 and

24 WHEREAS, § 2-6-1-4(B) (ROA 1994) of the City of Albuquerque Public
25 Boards, Commissions and Committees Ordinance requires that every public
26 board, commission or committee created by the City of Albuquerque must
27 determine what is reasonable notice to the public of its meetings; provided that in
28 no event shall notice be less than the notice required for Albuquerque City
29 Council meetings;

30 **NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF**
31 **ALBUQUERQUE AMERICANS WITH DISABILITIES ACT ADVISORY**
32 **COUNCIL that:**

33 Section 1. Unless otherwise specified, all meetings of the Council shall be
34 held virtually via Zoom or other video communications platform starting at 1:00
35 p.m. Mountain Time Zone.

36 Section 2. Unless otherwise specified, regularly scheduled meetings of the
37 Council shall be held on the first Friday of the month. April's meeting will take
38 place on April 10, 2026 due to the Easter Holiday period. July's meeting will take
39 place on July 10, 2026 due to the Independence day holiday. Public notice in
40 writing of any other regularly scheduled meetings will be given at least ten (10)
41 days in advance of the meeting date. The agenda for a regularly scheduled
42 meeting will be available to the public at least 72 hours (3 days) prior to such

43 meeting. Copies of the agenda will be available to the public upon request from
44 the General Services Department, which can be reached by email at
45 adacoordinator@cabq.gov and which is located in the Albuquerque Government
46 Center Building at 1 Civic Plaza NW, Albuquerque, NM 87102.

47 Section 3. Special meetings of the Council may be called by the
48 Chairperson of the Council or by a majority of the Council members upon three
49 (3) days advance notice. The agenda for a special meeting will be available to the
50 public at least seventy-two (72) hours prior to such special meeting. Copies of the
51 agenda will be available to the public upon request from the General Services
52 Department, which can be reached by email at adacoordinator@cabq.gov and
53 which is located in the Albuquerque Government Center Building at 1 Civic Plaza
54 NW, Albuquerque, NM 87102..

55 Section 4. Emergency meetings of the Council will be called only under
56 unforeseen circumstances that demand immediate action by the Council to protect
57 the health, safety and property of citizens or to protect the public body from
58 substantial financial loss, pursuant to the Open Meetings Act, NMSA 1978, §10-
59 15-1 (F). The Council will avoid holding emergency meetings whenever
60 possible. Emergency meetings may be called by the Chairperson or a majority of
61 the Council members upon twenty-four (24) hours' notice unless threat of
62 personal injury or property damage or substantial financial loss to the public body
63 requires less notice. Public notice for an emergency meeting shall include an
64 agenda for the emergency meeting.

65 Section 5. For all meetings described in this resolution, public notice
66 requirements are met if:

67 A. The notice containing the date, time and place of the meeting is posted
68 for public viewing in the following location: in the 1st floor lobby of the
69 Albuquerque Government Center at 1 Civic Plaza NW, Albuquerque, NM 87102,
70 unless posting such notice is made difficult or impossible due to ongoing public
71 health restrictions or other legal limitations. An electronic copy of the notice will
72 be posted on the City website at <https://www.cabq.gov/generalservices/events> and
73 this website address may change from time to time as needed by the City or the
74 Council.

75 B. Notice shall also be sent electronically to those broadcast stations (radio
76 and television) licensed by the Federal Communications Commission (FCC) and
77 newspapers of general circulation in the State of New Mexico that (i) have
78 submitted a written request for notice of public meetings to the General Services
79 Department, which can be reached by email at adacoordinator@cabq.gov and
80 which is located in the Albuquerque Government Center Building at 1 Civic Plaza
81 NW, Albuquerque, NM 87102, and (ii) have provided an electronic mail (e-mail)
82 address to which public notices are to be sent. Currently, the Council finds that
83 the Coordinator has not received any written requests for ongoing notice of all
84 Council meetings from any FCC licensed broadcast stations or from newspapers
85 of general circulation, located in New Mexico or anywhere else.

86 Section 6. In addition to the information specified above, all public
87 notices shall include the following language: English and any requested language.
88 “NOTICE TO PERSONS WITH DISABILITIES: If you have a disability and
89 need an accommodation in order to participate in this public meeting, please
90 contact the General Services Department at 505-768-4684 or
91 adacoordinator@cabq.gov. Please request any accommodations necessary at least
92 72 hours prior to the meeting. Further advance notice is preferred if possible, and
93 you may request accommodations up to 10 days before the meeting. Best efforts
94 will be made to provide the requester with their auxiliary aid of choice. If doing
95 so is not possible due to time constraints or other logistical concerns, the City will
96 work directly with the requester to provide an alternate method of
97 accommodation.

98 Section 7. Notice of Cancellations of meetings of the Council, and notice
99 of different meeting times and/or dates and/or locations, may be announced at
100 prior meetings of the Council. Sudden cancellations of meetings may occur if a
101 quorum of Council members cannot or unexpected fail to attend a previously
102 scheduled meeting time. Different meeting dates and times may be needed if a
103 regularly scheduled meeting date (such as a Monday) is a federal, state or city
104 holiday and City offices are closed that day. Different meeting dates and/or times
105 and/or locations may be needed for a regularly scheduled meeting date if there is
106 inclement weather, or if the meeting location is not available for use, or for other
107 reasons.

108 Section 8. Notice of committee meetings, if any committees are formed
109 that are delegated the authority to make decisions on behalf of, formulate
110 recommendations that are binding in any legal or practical way on, or otherwise
111 establish policy for the public body, shall be equal to that specified in Sections 2
112 and 3 of this resolution.

113 Section 9. The Council may close a Meeting of the Council to the public
114 only if the subject matter of such discussion or action is exempted from the open
115 to the public meeting requirement under §10-15- 1(H) (NMSA 1978) of the Open
116 Meetings Act.

117 A. If any open meeting is closed during such open meeting, the closure
118 shall be approved by a majority vote of a quorum of the Council taken during the
119 open meeting. The specific provision of law authorizing the closed meeting and
120 the subject(s) to be discussed shall be stated with reasonable specificity in the
121 motion to close the meeting to public observation and the vote of each individual
122 member on the motion to close the meeting shall be recorded in the minutes in a
123 roll call vote. Only those subjects specified in the motion to close the meeting
124 may be discussed by the Council in the closed meeting.

125 B. If a closed meeting is conducted when the Council is not in an open
126 meeting, the closed meeting shall not be held until a written public notice of the
127 meeting of the Council, appropriate under the circumstances, stating the specific
128 provision of law authorizing the closed meeting and the subjects to be discussed
129 with reasonable specificity, is given to Council members and to the public.

130 C. Following completion of any closed meeting, the minutes of the open
131 meeting that was closed, or the minutes of the next open meeting of the Council if
132 the closed meeting was separately scheduled, shall state whether the matters
133 discussed in the closed meeting were limited only to those specified in the motion
134 to close the meeting or the public notice of a closed meeting.

135 D. Except as provided in §10-15-1(H) of the Open Meetings Act, any
136 action taken as a result of discussions in a closed meeting shall be made by a
137 public vote of the Council in an open meeting.

138 Section 10. All resolutions, rules or parts of resolutions or rules,
139 inconsistent with this resolution, are hereby repealed only to the extent of such
140 inconsistency. Such implied repeal shall not be construed to revive any
141 resolution, rule or part of any resolution or rule that was previously repealed.

142 Section 11. The official list of dates of the Regular Meetings of the City of
143 Albuquerque Americans with Disabilities Act Advisory Council for February
144 2026 to December 2026 are as follows:

145 Friday, February 6, 2026

146 Friday, March 6, 2026

147 Friday, April 10, 2026

148 Friday, May 1, 2026

149 Friday, June 5, 2026

150 Friday, July 10, 2026

151 Friday, August 7, 2026

152 Friday, September 4, 2026

153 Friday, October 2, 2026

154 Friday, November 6, 2026

155 Friday, December 4, 2026

156 Section 12. If any section, paragraph, sentence, clause, word or phrase of
157 this resolution is for any reason held to be invalid or unenforceable by any court
158 of competent jurisdiction, such decision shall not affect the validity of the
159 remaining provisions of this resolution. The Council hereby declares that it
160 would have passed this resolution and each section, paragraph, sentence, clause,
161 word or phrase of this resolution irrespective of any provision being declared
162 invalid or unenforceable.

163 PASSED AND ADOPTED this 7th day of February, 2026.

164 BY A VOTE OF 4 FOR and 0 AGAINST.

165

166 Members Absent: None

167

168 Members voting against: None

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170

CITY OF ALBUQUERQUE

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AMERICANS WITH DISABILITIES ACT
ADVISORY COUNCIL

By:



Manuel Baca
Chairperson of the Council

ATTEST:

Charles Davis, Attorney for the Americans with Disabilities Act Advisory Council