

RESOLUTION 2026-01

CITY OF TUCUMCARI A RESOLUTION REGARDING THE OPEN MEETINGS ACT

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Section 10-15-1 to 4) states that, except as may be otherwise provided in the Constitution or provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public 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 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 Opening Meetings Act requires the City of Tucumcari to determine annually what constitutes reasonable notice of its public meetings;

NOW THEREFORE, BE IT RESOLVED by the City of Tucumcari that:

1. All meetings shall be held at Commission Chambers, located at 215 E. Center St., Tucumcari, NM at 6:00 p.m. or as indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held on the 2nd and 4th Thursday of each month as follows:

January 8, 2026	July 9, 2026
January 22, 2026	July 23, 2026
February 12, 2026	August 13, 2026
February 26, 2026	August 27, 2026
March 12, 2026	September 10, 2026
March 26, 2026	September 24, 2026
April 9, 2026	October 8, 2026
April 23, 2026	October 22, 2026
May 14, 2026	November 5, 2026
May 28, 2026	November 19, 2026*
June 11, 2026	December 3, 2026
June 25, 2026	December 17, 2026

**Commission meetings have been changed to the 1st and 3rd Thursday for the month of November and December due to the Thanksgiving and Christmas holidays.*

The agenda will be available at least seventy-two hours prior to the meeting from the City Clerk, whose office is located at 215 East Center Street, Tucumcari, New Mexico. Notice of any other regular commission meetings will be given ten days in advance of the meeting date. The notice shall indicate how a copy of the agenda may be obtained.

3. Special meetings may be called by the Mayor or a majority of the members upon seventy-two-hour notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least seventy-two hours before any special meeting.

4. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The governing body will avoid emergency meetings whenever possible. Emergency meetings may be called by the Mayor or a majority of the members upon twenty-four hour notice, unless 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.

5. For purposes of regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and agenda is placed in newspapers of general circulation in the state and posted in the following locations: City Hall, Tucumcari Public Library, Quay County Courthouse, Community Development Office, Eastern Regional Housing Authority, and Senior Citizens Center. Copies of the written notice shall also be e-mailed or faxed to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.

6. For purposes of special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place and agenda is provided by telephone to newspapers of general circulation in the state and posted in the office of City Hall, Tucumcari Public Library, Quay County Courthouse, Community Development Office, Eastern Regional Housing Authority, and Senior Citizens Center. Telephone notice also shall be given to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.

7. The governing body may close a meeting to the public only if the subject matter of such discussion or action is accepted from open meeting requirements under Section 10-15-1(H) of the Open Meetings Act.

- a. If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the governing body taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.

- b. If a closed meeting is conducted when the governing body is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.
- c. Following the completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.
- d. Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the governing body in an open public meeting.

8. When it is difficult or impossible for a board member, council, commission, administrative adjudicatory body or other policymaking body to attend a meeting in person, the member may participate by means of a conference telephone or similar communications equipment (i.e. Zoom, Teams) as authorized by Section 10-15-1 (C) and as provided by the commission's rules and regulations, not to exceed six (6) times per calendar year.

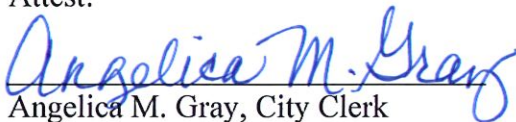
9. Notwithstanding any other provision of this Resolution, meeting locations, in-person meetings, posting requirements and any other deviation made necessary or advisable by any public health emergency or conditions, may be made while taking into account guidance provided by the New Mexico Attorney General's Office for public meetings during public health emergencies.

PASSED, ADOPTED, AND APPROVED on this 8th day of January, 2026.



Marcella Willis, Mayor

Attest:


Angelica M. Gray, City Clerk

