



Southern Sandoval County
Arroyo Flood Control Authority

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**SOUTHERN SANDOVAL COUNTY ARROYO
FLOOD CONTROL AUTHORITY
(SSCAFCA)**

BOARD OF DIRECTORS

John Chaney
Mark Conkling
James F. Fahey, Jr.
Steven M. House
Michael Obrey

EXECUTIVE ENGINEER

Charles Thomas, P.E.

RESOLUTION 2017-01

NOTICE FOR MEETINGS

WHEREAS, Southern Sandoval County Arroyo Flood Control Authority (SSCAFCA) met in special session at its office at 1041 Commercial Drive SE, Rio Rancho, New Mexico on Tuesday, January 3, 2017 at 9:00 a.m., as per law; and

WHEREAS, NMSA 1978, Section 10-15-1B (1974 as amended), of the Open Meetings Act states that, except as otherwise provided in the Constitution of New Mexico or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, commission or other policy-making body of any state agency, any agency or authority of any county, municipality, district or any political subdivision 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, Section 10-15-1D of the Open Meetings Act states that 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 10-15-1D of the Open Meetings Act further requires SSCAFCA to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of SSCAFCA that:

1. All meetings in 2017 and the first meeting in 2018 shall be held at its office at 1041 Commercial Drive SE, Rio Rancho, New Mexico at 9:00 a.m. or as indicated on the meeting notice. Meeting notes shall include an agenda containing 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 an agenda.
2. Regular meetings shall be held on the third Friday of each month at 9:00 a.m., pursuant to NMSA 1978, Section 72-19-16 (1990). An agenda shall be available to the public at least seventy-two

(72) hours prior to the meeting and posted on SSCAFCA's website. For regular monthly meetings, one publication in the Observer and one publication in the Albuquerque Journal shall be given within thirty (30) days of the adoption of this Resolution and this Resolution shall be available to the public.

Notice of any other regular meeting shall be given at least seven (7) days in advance of the meeting date.

3. Special meetings may be called by the Chairman or a majority of the members of the Board of Directors upon three (3) days notice.
4. Emergency meetings will be called only under circumstances which demand immediate action to protect the health, safety and property of citizens. SSCAFCA will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members of the Board of Directors upon twenty-four (24) hour notice, unless threat of personal injury or property damage requires less notice.
5. For the purposes of other regular meetings described in paragraph 2 of this Resolution, notice requirements shall be met by posting notices at the offices of SSCAFCA and in at least three (3) other public buildings or public message boards located within SSCAFCA's boundaries and by posting on SSCAFCA's website. The SSCAFCA secretary shall also mail copies of the written notice to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation, which have made a written request for notice of public meetings.
6. For the purposes of special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements shall be met by posting notices at the offices of SSCAFCA and in at least three (3) public buildings or public message boards located within SSCAFCA's boundaries and by posting on SSCAFCA's website. The SSCAFCA secretary shall also provide telephonic notice 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 SSCAFCA Board may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meetings requirement under Section 10-15-1H 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 SSCAFCA Board taken during the open meeting. The authority for the closure and the subjects to be discussed shall be stated in the motion for closure and the vote on closure of each individual board member shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in a closed meeting; and

- (b) If the decision to hold a closed meeting is made when SSCAFCA is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances and stating the specific provision of law authorizing the closed meeting and the subjects to be discussed, is given to the Board members and to the general public; and
- (c) Except as provided in Section 10-15-1H of the Open Meetings Act, any final action taken as a result of discussions in a closed meeting shall be made by vote of the SSCAFCA Board in an open public meeting.

PASSED, ADOPTED AND SIGNED this 3rd day of January 2017.

Southern Sandoval County Arroyo
Flood Control Authority

(SEAL)

By: 
Chairman, Board of Directors

ATTEST:



Secretary