

VILLAGE OF RUIDOSO
PLANNING COMMISSION

RESOLUTION 2021-01

A RESOLUTION DECLARING REASONABLE NOTICE OF PUBLIC
MEETINGS FOR THE PLANNING COMMISSION

PREAMBLE

- A. Sections 10-15-1 et seq. NMSA 1978, the Open Meetings Act (in this Resolution the "OMA"), states that all meetings of a quorum of members of any board, commission or other policy-making body of any municipality held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of such board, are public meetings open to the public at all times; exceptions to this declaration are strictly limited.
- B. The OMA also provides that no advisory action of any board, commission, committee or other policy making body shall be valid unless taken or passed at a meeting held in accordance with the requirements of the OMA.
- C. The OMA also requires that meetings subject to the OMA at which the discussion or adoption of any proposed advisory action occurs shall be held only after reasonable notice to the public.
- D. The OMA provides that any person violating any of the above cited provisions is guilty of a misdemeanor and may be punished by a fine of \$500.00 for each offense.
- E. The OMA also requires the public body to determine annually what constitutes reasonable notice of its public meetings.

NOW THEREFORE, BE IT RESOLVED by the PLANNING COMMISSION:

1. Notice shall be given at least fifteen (15) days in advance of any regular meeting of a quorum of the members of the Board held for the purpose of discussing public business or taking action within the authority of the Board. Regular Meetings of this Board shall be held on the 1st Tuesday of each month at 2:00 p.m. and the 3rd Tuesday of each month at 2:00 p.m. being reserved for special meetings and/or workshops. All Meetings shall be conducted in accordance with the adopted Village of Ruidoso Planning Commission Rules of Procedure and whenever unaddressed, Robert's Rules of Order, Newly Revised 10th Edition.
2. Notice shall be given at least seventy-two (72) hours in advance of any special or workshop meeting of a quorum of the members of the Board held for the purpose of discussing the business or taking any action within the authority of such body.
3. Notice shall be given at least three (3) hours in advance of any emergency meeting of a quorum of members of the Board; an "Emergency Meeting" is for unforeseen circumstances that, if not addressed immediately by the public body, will likely result in injury or damage to persons or property or substantial financial loss to the public body. Within ten days of taking action on an emergency matter, the public body shall report to the Attorney General's Office the action taken and the circumstances creating the emergency; provided that the requirement

to report to the Attorney General is waived upon the declaration of a State or National Emergency.

4. The notice requirements in Section 1 of this resolution will be complied with by the VILLAGE APPOINTED EX-OFFICIO STAFF MEMBER POSTING ON THE BULLETIN BOARD AT THE Ruidoso Municipal Building and a copy of this Resolution. Copies shall remain on the bulletin board for the duration of calendar year 2021. The agenda will be available 72 hours prior to the meeting from the VILLAGE APPOINTED EX-OFFICIO STAFF MEMBER'S office. Regular Meetings of the Board shall be scheduled and held at the Village of Ruidoso Convention Center 111 Sierra Blanca Drive, Ruidoso, New Mexico, January 2021 through May 2021; the remainder of the calendar year meetings will be held at Village Hall, 313 Cree Meadows Drive Ruidoso, NM. Special notification will be given to hold the meeting at another designated place

5. Notice requirements as set out in Section 2 of this resolution shall be complied with by the VILLAGE APPOINTED EX-OFFICIO STAFF MEMBER posting a notice on the bulletin board at the Ruidoso Municipal Building setting out the date, time, and place of meeting. The Board Secretary shall provide telephonic or e-mail notice to those broadcast stations licensed by the Federal Communications Commissions and newspapers of general circulation that have made a written request for notice of public meetings.

6. As an alternative to the notice of regular or special meetings provided by Sections 1 and 2 hereof, notice of regular or special meetings may be given (but shall not be required to be given) by one publication of a written notice in a newspaper of general circulation in the Village by at least the time specified in Section 1 or 2 hereof, whichever is applicable, i.e., depending upon whether the meeting is regular or special.

7. In the minutes of each meeting posted as required by this resolution and for which minutes are required by law to be kept, or in the official records of any meeting for which minutes are not required, the VILLAGE APPOINTED EX-OFFICIO STAFF MEMBER shall certify compliance with the provisions of this resolution. The certification of a special meeting shall also state the time, the date, and the place where notices were posted. Certifications required by this section shall be filed with and become a part of the official minutes or record of any meeting held under this Resolution.

8. In addition to the information specified above, all notices shall include the following language: If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Clerk if a summary or other type of accessible format is needed.

WHEREAS, The Planning Commission in and for the Village of Ruidoso, County of Lincoln, State of New Mexico meeting in regular session on the 5th day of January 2021, has set the meeting dates for the Planning Commission; and

WHEREAS, The Planning Commission shall meet at 2:00 p.m. at the Convention Center in Ruidoso, New Mexico, unless otherwise specified.

NOW THEREFORE, BE IT RESOLVED that the Planning Commission hereby adopts the following regular meeting dates unless otherwise specified:

Tuesday, January 5, 2021

Tuesday, February 2, 2021

Tuesday, March 2, 2021

Tuesday, April 6, 2021

Tuesday, May 4, 2021

Tuesday, June 1, 2021

Tuesday, July 6, 2021

Tuesday, August 3, 2021

Tuesday, September 7, 2021

Tuesday, October 5, 2021

Tuesday, November 2, 2021

Tuesday, December 7, 2021

PASSED, APPROVED AND ADOPTED ON THIS 5th DAY OF JANUARY, 2021



Alan Briley, Chairman
Planning Commission
Village of Ruidoso

ATTEST:



Samantha J. Mendez
Community Development Director
Village of Ruidoso

