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**RESOLUTION No. 37267 As Amended**

Direct the Portland Housing Bureau to adopt an administrative rulemaking procedure (Resolution)

WHEREAS, the Director of the Portland Housing Bureau is granted the authority to adopt, amend and repeal rules through Sections 30.01.120 and 3.103, and

WHEREAS, Sections 30.01.120 and 3.103 do not specify the process by which the Portland Housing Bureau Director shall adopt, amend, or repeal rules; and

WHEREAS, the Portland Housing Bureau wishes to formally establish an efficient process for enacting their rulemaking authorities; and

WHEREAS, the Portland Housing Bureau has drafted procedures to govern their rulemaking authority attached as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED that the City of Portland recommends approval of the Portland Housing Bureau's administrative rulemaking procedure to be made consistent with the procedure attached as Exhibit A.

BE IT FUTHER RESOLVED, that this is administrative rule.

Adopted by the Council: **FEB 15 2017**

Mayor Ted Wheeler

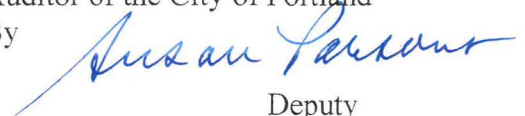
Prepared by: Victoria James

Date Prepared: December 28, 2016

**Mary Hull Caballero**

Auditor of the City of Portland

By



Deputy

100 150

✓140

Agenda No.

RESOLUTION NO. 37267 As Amended

Title

Direct the Portland Housing Bureau to adopt an administrative rulemaking procedure (Resolution)

<b>INTRODUCED BY</b> Commissioner/Auditor: <b>Ted Wheeler</b>	CLERK USE: DATE FILED <u>JAN 24 2017</u>
<b>COMMISSIONER APPROVAL</b>	Mary Hull Caballero Auditor of the City of Portland
Mayor—Finance & Administration – Wheeler <i>HW</i>	By: <i>[Signature]</i> Deputy
Position 1/Utilities - Fritz	<b>ACTION TAKEN:</b>
Position 2/Works - Fish	<b>FEB 01 2017 REFERRED TO COMMISSIONER OF FINANCE AND ADMINISTRATION</b>
Position 3/Affairs - Saltzman	
Position 4/Safety - Eudaly	
<b>BUREAU APPROVAL</b>	
Bureau: Portland Housing Bureau Bureau Head: Kurt Creager <i>[Signature] 1/10/17</i>	
Prepared by: Victoria James Date Prepared: January 3, 2017	
<b>Impact Statement</b> Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/>	
<b>Portland Policy Document</b> If "Yes" requires City Policy paragraph stated in document. Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>City Auditor Office Approval:</b> required for Code Ordinances	
<b>City Attorney Approval:</b> required for contract, code, easement, franchise, charter, Comp Plan <i>GF</i>	
Council Meeting Date <u>Jan. 25, 2017</u> <i>Feb. 1</i>	

<b>AGENDA</b>
<b>TIME CERTAIN</b> <input type="checkbox"/> Start time: _____ Total amount of time needed: _____ (for presentation, testimony and discussion)
<b>CONSENT</b> <input type="checkbox"/>
<b>REGULAR</b> <input checked="" type="checkbox"/> Total amount of time needed: <b>5 mins</b> (for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz	✓	
2. Fish	2. Fish	✓	
3. Saltzman	3. Saltzman	✓	
4. Eudaly	4. Eudaly	←	
Wheeler	Wheeler	✓	