



MEMORANDUM

FROM: Mary Hull Caballero, City Auditor

SUBJECT: Adoption of Revised Administrative Rule

DATE: June 17, 2022

The Auditor's Office adopts the following interim administrative rule, effective June 24, 2022, and for a period of not more than 180 days:

ARA 8.03 PUBLIC RECORDS REQUESTS

[City Charter Section 2-506\(a\)](#) authorizes the Auditor to adopt interim rules without prior notice when finding that failure to act promptly will result in prejudice to the public interest.

The Portland Police Bureau and the Bureau of Emergency Communications conducted time studies to evaluate their fees. Because of various efficiencies and process improvements, the bureaus are able to charge less for public records. The Auditor's Office has determined it is in the public interest to promptly adopt updates to the Standard Fee Schedule related to Administrative Rule ARA 8.03 – Public Records Requests. As City Auditor, I therefore adopt [ARA 8.03](#) as an interim rule.

The rule will be available on the City of Portland's website or can be requested from [Operations Management](#).

