

**Kitsap Public Facilities District
Resolution 02-2017**

**A RESOLUTION establishing a Public Records Act Policy, under the Public Records Act,
RCW 42.56.010 et seq.**

WHEREAS, the KPFDD is a local governmental agency operating under RCW 36.100;

WHEREAS, the KPFDD is required under Chapter 42.56 RCW, to provide reasonable regulations for the District's handling of public records requests, to publish a list of exemptions and prohibitions including those outside of RCW 42.56.070, to maintain an index of current records unless unduly burdensome, adopt a PRA fee schedule unless unduly burdensome, and to provide for an internal review procedure for the denial of a public records request,

BE IT RESOLVED that the Board of Directors:

1. Adopts and establishes the Kitsap Public Facilities Public Record Act Rules dated July 24, 2017.
2. Adopts and establishes a list of exemptions as required by RCW 42.56.070, as set forth in the Kitsap Public Facilities Public Record Act Rules.
3. Elects not to adopt and maintain a formal index of District records, as unduly burdensome, because The District has one half time (1/2) employee to handle all of the business of the District, and to develop and maintain indexes of all District records would interfere with District operations. The District will nonetheless make available for public inspection and copying all non-exempt District records.
4. Elects not to adopt and maintain a specific District PRA fee schedule, as unduly burdensome, because The District has one half time (1/2) employee to handle all of the business of the District, the District does not maintain or have internal cost accounting procedures for PRA requests, and to do so would interfere with the District's operations. The District believes that fee provisions of RCW 42.56.120 (EHB 1595/2017) are reasonable.
5. Adopts and establishes a review procedure for the denial of a records request as required by RCW 42.56.520, as set forth in the Kitsap Public Facilities Public Record Act Rules.

Adopted at a regular and open public meeting of the Kitsap Public Facilities District on the 24th day of July, 2017, the following directors being present and voting:

Daron Jagodzinske, Chair

Walt Draper IV, Treasurer