

# ***Kitsap Public Facilities District***

KITSAP COUNTY, WASHINGTON

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## **Resolution 04-2024**

**A RESOLUTION establishing a Public Records Officer for the Kitsap Public Facilities District (KPFDD), under the Public Records Act, RCW 42.56.580.**

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

**WHEREAS** the KPFDD is required to designate a Public Records Officer under RCW 42.56.580, to serve as a point of contact for members of the public requesting the disclosure of public records and to oversee the KPFDD's compliance with RCW 42.56.

**BE IT RESOLVED** that the Kitsap Public Facilities District Board of Directors appoints Executive Director Russell E. Shippet as the Public Records Officer, who shall undertake such actions as are necessary to establish and maintain the required procedures for compliance with the Public Records Act.

*Adopted at a regular and open public meeting of the Kitsap Public Facilities District on the 16<sup>th</sup> day of December 2024, the following directors being present and voting:*

Approved: *Erin Leedham*  
Erin Leedham, Board Chair

Attested: *Patrick Hatchel*  
Patrick Hatchel, Vice-Chair

Approved As to Form: *Brian Lawler*  
Brian E. Lawler, Legal Counsel